

MINUTES OF MEETING
CITY OF GLENDALE
HISTORIC PRESERVATION COMMISSION

GLENDALE CITY HALL
5850 WEST GLENDALE AVENUE
ROOM 2A
GLENDALE, ARIZONA

THURSDAY, JANUARY 22, 2009
7:00 P.M.

Chairperson Zomok called the regular meeting to order at approximately 7:00 p.m. with the following members and representatives present:

COMMISSIONERS PRESENT:

Charles "Bud" Zomok, Chairperson
Judy Atkins, Vice Chairperson
Ruth Byrne
Alex Ortega
Dan Leimeter
Jim Grose
Becky Shady

STAFF PRESENT:

Ron Short, FAICP, Deputy Director for Long Range Planning, Historic Preservation Officer
Karen Flores, AICP, Planner, Staff Liaison
Marilyn Clark, Recording Secretary

GUEST PRESENT:

Ms. Tracy Marsh

APPROVAL OF MINUTES:

Chairperson Zomok called for Approval of the November 20, 2008 Minutes.

Vice Chairperson Atkins **MADE** a **MOTION** to **APPROVE** the minutes of the November 20, 2008, meeting. Commissioner Shady **SECONDED** the **MOTION**. The motion passed unanimously.

BUSINESS FROM THE FLOOR:

Chairperson Zomok called for Business from the Floor. There was none.

WITHDRAWALS AND CONTINUANCES:

Chairperson Zomok called for Withdrawals or Continuances. There were none.

PUBLIC HEARING ITEMS:

Chairperson Zomok called for the Public Hearing Items. There were none.

GRANTS FOR HISTORIC PRESERVATION:

Ms. Paula Moloff, Grants Administrator for the City of Glendale, was scheduled to give a presentation to the Commission of an overview of the history and key projects related to historic preservation grants and the role they play in Glendale's Historic Preservation Program. However, Ms. Moloff was unable to attend tonight's meeting.

NEIGHBORHOOD PARTNERSHIP GRANT PROGRAM PRESENTATION:

Mr. Matt Cohrs, Neighborhood Partnership Administrator, presented a PowerPoint presentation on the Neighborhood Partnership Grant Program. He provided an excellent overview of the neighborhood partnership programs, including the neighborhood indicators, Volunteer Programs, Community Education, Banner Program, and the pilot East Catlin Court Projects. He supplied pamphlet information on neighborhood services and partnering businesses that have become involved in the program.

The Neighborhood Partnership Grant Program is a city program designed to help older neighborhoods help themselves. He explained that since 1995, approximately \$9 million has been awarded for 212 different projects. This program has promoted citizen involvement and community pride. Mr. Cohrs stated the program evaluates eligible projects, awards grants, assesses criteria, and has enacted a scoring process. Some examples of eligible projects are new sidewalks and curbs, handicap ramp improvements, right-of-way landscaping, park improvements, and neighborhood entry monuments. The neighborhood must be registered, be 15 years or older, have a minimum of 20 homes, and have the permission of the affected property owner.

Commissioner Byrne inquired as to who wrote the checks for these projects and administered the grants. Mr. Cohrs explained it was the project manager, and the neighborhoods never saw the checks because it was all managed through the program.

Ms. Karen Flores, Staff Liaison, commented that these were all city funds. Mr. Cohrs responded that she was correct and indeed they were from the city's general fund. Chairperson Zomok questioned the funds being available next year because of budget restrains. Mr. Cohrs stated that at the moment, the small funds will still be available; however, the larger grants were the ones under consideration for elimination.

Commissioner Ortega inquired about an older community in need of renovating. Mr. Cohrs explained the grant process and the eligibility method.

Mr. Short and the Commission thanked Mr. Cohrs for a very informative and inclusive presentation.

HERITAGE GRANT PROJECTS UPDATE:

Mr. Ron Short, Historic Preservation Officer, presented this item. He provided the Commission with a status report regarding the Floralcroft, Catlin Court, and National Register Projects. Mr. Short informed them the Floralcroft Heritage Grant is complete, except for the production of the brochure for the bronze plaques, which was still being developed. It will include walking tours, driving tours, and historic information. Mr. Short stated the Catlin Court Phase II grant has four houses under restoration and was moving fairly quickly. He reported they will be developing 134 plaques for all of Catlin Court to be on the National Register.

Mr. Short stated that the Morcomb Adobe House and Service Station Projects, as well as the architect contracts are being reviewed by the Legal Department. Also, staff has developed additional justification on maintenance for the service station.

Commissioner Grose asked if there was any ground water contamination from the fuel. Mr. Short stated there was some contamination of fuel, as well as other contaminants in the building because of the property's maturity. These issues will be addressed as part of the project.

Mr. Short reported that the First United Methodist Church Heritage Grant is on schedule and staff has met with church officials, contract administrators, architects, and the city grant administrator to review the project's process and procedures. The project will address repair of the bricks on the façade.

CERTIFIED LOCAL GOVERNMENT GRANT PROJECT:

Mr. Ron Short, Historic Preservation Officer, presented this item. Mr. Short updated the Historic Preservation Commission on the Certified Local Government Grant Project and the Ranch House Survey nomination. The Ranch Survey has been completed and includes 87 ranch house subdivisions. He explained that only 17% of the ranch house subdivisions found are potentially eligible for listing on the National Register. He noted this program was very popular and some communities have contacted him for the purpose of being chosen. He stated that four ranch house subdivisions are rated to be of good integrity and are excellent for writing historic district nominations.

These subdivisions include Northfield (40), Sands Estates (186), Thunderbird Estates and McDonald Addition (65), and Glendale Gardens (32). Northfield (59th Avenue to 60th Avenue/Orangewood Avenue to State Avenue) will have survey sheets and nominations prepared. There are enough grant funds to accomplish an additional 65 survey sheets and a nomination. The Northfield subdivision will be the first nomination to be surveyed and a report prepared. Thunderbird Estates/McDonald Addition (northeast corner of 59th Avenue and Northern Avenue) will be the second nomination. A letter will be sent to each property owner informing them of the proposed historic district nomination to the National Register. He noted that this would total close to 400 on the National Register.

Mr. Short reported that the staff will write a 2009 Certified Local Government Grant application to request \$20,000 for developing a historic district nomination for Sands Estates (northeast corner of Orangewood Avenue and 59th Avenue). He mentioned this is a city match grant. He commented that if approved, the Sands Estate Historic District nomination could be prepared late this year.

Commissioner Ortega asked if part of the criteria was for the subdivisions to be 50 years old. Mr. Short replied, yes. He added he will be sending the commission the Ranch House Survey via e-mail. He surmised he was very pleased with the Ranch Survey, which allowed them to review this information with the Historic Preservation architect to determine the integrity of the Ranch House listings.

STAFF REPORT:

Mr. Ron Short, Historic Preservation Officer, presented this item. He encouraged each Commissioner to sign up to help staff the Historic Preservation booth at the Chocolate Affaire. The Commission members all agreed this was a great event and all were eager to help. The Chocolate Affaire is scheduled for February 6-8, 2009.

Mr. Short reported on the National Register Historic District Tours.

Mr. Short provided information on the June 18-20, 2009 Historic Preservation Conference to be held in Phoenix, Arizona at the Hyatt Regency. He encouraged the Commissioners to register early to receive a better rate. He added all the information was on-line.

Mr. Short reported the Myrtle Avenue Historic District nomination was approved by the Site Selection Committee and will be sent to the Keeper of the National Register for listing. He added that the Dowdy Rental Cottage will be considered at the January 30, 2009 Site Selection Committee meeting.

Mr. Short asked Ms. Tracy Marsh, tonight's guest, to provide details on the Home Owners Exposition being held Saturday morning, from 9:00am to 1:00pm. The fee is \$25.00. She explained the topics will range from how to hire a contractor to information on restoration. She encouraged the Commissioners and the public to attend.

Mr. Short discussed the Sarival Farm book by Kathleen Gilbert. He suggested possibly extending an invitation to the farm house owners, Mr. Bill and Mrs. Joyce Rasmussen, to be guest speakers at a future meeting. He said he will be obtaining copies of the book for each Commission member. The farm is located at the corner of 51st Avenue and Peoria.

Mr. Short informed the Commission that staff had submitted two grant requests to the Civic Pride Ambassadors. He stated one was for the 2009 Historic Preservation Bus Tour and the second, for a Grand Avenue Interpretive bronze plaque.

Mr. Short reminded everyone of the City Manager's expectation of succession plans for all departments. He stated Ms. Karen Flores will be the Staff Liaison and will handle the meeting's activities. She will also be trained to manage the grant process and procedures. Ms. Flores stated she was very delighted to have the opportunity to work with all of them. She discussed several ideas on procedures and asked the Commission members for any observations or suggestions they might have now or in the future.

COMMISSION COMMENTS AND SUGGESTIONS:

Chairperson Zomok stated he had several items to comment on. He asked for any information on the Baptist Church project. Mr. Short stated the project has been stalled at the moment.

Chairperson Zomok commented on the service sign schedule on the Old Church. He stated several people had inquired if they may possibly remove the sign, if the city had no plans to do so, in order to save it from graffiti attacks. Mr. Short stated he will look into it. Chairperson Zomok stated that since the Historic Preservation Commission had recently achieved many accomplishments, he suggested placing completed Historic Preservation Projects on the City-wide website.

Chairperson Zomok also mentioned the Catlin Court Board would like the Historic Preservation Commission to formally review their historic overlay language. Mr. Short was in agreement; however, stated the decision would have to be formally approved by the Commission. Chairperson Zomok asked the Commission for a motion to review and update the Catlin Court Historic Overlay Document.

Commissioner Ortega MADE a MOTION to REVIEW and UPDATE, The Catlin Court Historic Overlay Document. Vice Chairperson Atkins SECONDED the MOTION. The motion passed unanimously.

Commissioner Byrne stated the Ruth Byrne nomination forms are scheduled to be printed and sent out.

Everyone wished the Cardinals a victorious win.

ADJOURNMENT:

As there was no further business, the meeting adjourned at 8:40 p.m.

NEXT MEETING:

The next Historic Preservation Commission meeting will be held on February 26, 2009, at 7:00 p.m.

Respectfully submitted,


Marilyn Clark, Recording Secretary