MINUTES OF THE LANDMARKS BOARD

DATE: August, 2017
TIME: 5:30pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time in City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: Gary Bishop (Chair), Nancy Crandall (Vice-Chair), Paden Chambers, Kent Brown, Kaitlyn McConnell (arrived late), Paul Lewis, and Wallis Nattinger. Absent: Justin Stanek. Staff members: Michael Sparlin, Senior Planner, Jared Follin, Assistant Planner, and Duke McDonald, Assistant City Attorney.

ROLL CALL:

APPROVAL OF MINUTES: The minutes of July 26 and August 9, 2017 were approved.

UNFINISHED BUSINESS:
Certificate of Appropriateness: None
Certified Local Government Review: None
Pre-Application Review: None

NEW BUSINESS:
Certificates of Appropriateness:
306 E. Commercial Street – Martha Cooper, 306 E. Commercial Street, requesting approval for three 7' tall windows to be installed and painted for the front of the building.

Ms. Crandall made the motion to **approve** the Certificate of Appropriateness (306 E. Commercial Street). Paden Chambers seconded the motion. The motion carried as follows: Ayes: Gary Bishop, Nancy Crandall, Paden Chambers, Kent Brown, Kaitlyn McConnell, Paul Lewis, and Wallis Nattinger. Nays: None. Abstain: None. Absent: Justin Stanek

Certified Local Government Review: None
Pre-Application Review: None
Local Historic Site Nomination Review: None

COMMUNICATIONS: None

REPORTS:
Report on Committees: None
Application: None
Demolition: None
Historic Sites and Districts:
Jefferson Avenue Footbridge: Mr. Chambers noted that a postcard is passing around for a fund-raiser for decking on the bridge and noted two future announcements.
Communications: None
Awards and Recognition: None
Design Guidelines:

Michael Sparlin noted the deadline is August 31, 2017 and is sending out the draft application with supporting documentation (pictures/general information). The Board can make a motion to finalize it and/or staff to make minor corrections/changes.

Mr. Bishop noted a small correction on a date and states that he is satisfied with the current draft application and data submitted.

Mr. Lewis made the motion to approve the draft application with City Staff to make minor corrections/changes for finalization. Wallis Nattinger seconded the motion. The motion carried as follows: Ayes: Gary Bishop, Nancy Crandall, Paden Chambers, Kent Brown, Kaitlyn McConnell, Paul Lewis, and Wallis Nattinger. Nays: None. Abstain: None. Absent: Justin Stanek.

Administrative Approval of C of A's: None

ANY OTHER MATTERS THAT FALL UNDER THE JURISDICTION OF THE BOARD

ADJOURNMENT:
There being no further business, the meeting was adjourned at approximately 6:00pm.

Michael Sparlin

Michael Sparlin
for Executive Secretary