MINUTES OF THE LANDMARKS BOARD

DATE: December 17, 2025
TIME: 5:30pm

The meeting and public hearing of the Landmarks Board was held on the above date and time in person in the Busch Building, 2 West Conference Room.

ROLL CALL:
Landmarks Board members: Genevieve Henry-Vice Chair, John Hawkins, Nicole Falconer, Erik Kiser, and Seva Nix. Absent: John Sellars-Chair, Wanda Quintana, and Bryan Lenox. Staff members: Andrew Menke, Senior Planner, Justin Crighton, Assistant Planning Director, and Kyle Tolbert, Assistant City Attorney.

APPROVAL OF MINUTES: November 5, 2025 minutes were approved.

UNFINISHED BUSINESS:

Certificate of Appropriateness: **1159 East Walnut Street** – Andrew Menke noted that the applicant has requested to postpone to the February 11, 2026 meeting due to increased cost estimates from a company he is were working with.

Board Action:
John Hawkins motioned to **postpone** Certificate of Appropriateness (**1159 East Walnut Street**) to February 11, 2026. Nicole Falconer seconded the motion. The motion carried as follows - Ayes: Genevieve Henry-Vice Chair, John Hawkins, Nicole Falconer, Erik Kiser, and Seva Nix. Nays: None. Abstain: None. Absent: John Sellars-Chair, Wanda Quintana, and Bryan Lenox.

NEW BUSINESS: None

COMMUNICATIONS:

Historic Preservation Plans & Policies / Goals and Priorities
The main discussion focused on establishing the Board's goals and priorities in response to guidance from the City Manager's Office.

- **Procedure Update:** After discussion with the City Manager's Office, it was determined that the best path forward for the Landmarks Board is to establish its own goals and priorities first and then provide them to the City Manager. If the City Manager has no questions or concerns, he will forward them to the Mayor. After this occurs, representatives of the Board may meet with the Mayor for further discussion. This approach streamlines communication between all parties and aims to ensure alignment with broader city priorities.
- **Context for Policy Development:** It was emphasized that historic preservation works best when integrated with other city priorities (economic, societal) and should be tied to the City Council's annual priorities. References were made to the city's comprehensive plan and its historic preservation element.
- **Discussion on "Demolition by Neglect":**
  - A document from the late 1990s (part of the Vision 2020 plan, readopted in Forward SGF) mentioned "demolition by neglect," where property owners allow deterioration to obtain demolition permits via economic hardship.
  - Concerns were raised about the document's relevance in 2025 and whether the Board has the power to address this issue directly.
  - It was acknowledged that "demolition by neglect" is a symptom, not the core problem, and can be linked to broader city priorities like public safety, economic vitality, and housing strategy.
- **Proposed Approach for Setting Priorities:**
  - The Board agreed to distill key themes/priorities into a concise list to present to the City Manager's Office.
  - The goal is to communicate "why" these priorities are important and how they tie into the city's legislative goals, potentially referencing case studies from other cities.
  - **Specific Ideas Discussed:**
    - **Strengthening Enforcement/Timeframes:** Extend the period in which a demolition permit is held after the Board denies an application (i.e., from 60 days to 6 months or a year).
    - **Incentivizing Preservation:** Offer incentives beyond historic tax credits (25% or 35%) to make preservation more beneficial to the community. This could include exploring mechanisms like charging property owners for lack of maintenance (like mowing ordinances).

        - **Contractor/Material Resources:** Compile a list of local contractors specializing in historic work (like SHPO's national list for architects/designers), though there aren't any contractors in the immediate area.
        - **Transfer of Development Rights (TDR):** Research and draft an ordinance for a TDR system, which could benefit historic preservation and other development areas.
        - **Genevieve's Policy Recommendation Document:** This comprehensive document, covering areas like historic resource surveys, streamlining Certificate of Appropriateness, staffing support, education, funding for nomination processes, and strengthening conservation models, was proposed as a basis for identifying priorities.
    - **"Identify, Strengthen and Incentivize" Framework:** John Hawkins proposed distilling the Board's priorities into these three overarching themes. He volunteered to consolidate Genevieve's document into this framework to be received before the next meeting.

Community Outreach / Establish Social Media Subcommittee

- **Social Media Subcommittee:** A need was identified for a small group to brainstorm content ideas with Melissa Hart, who is primarily available during business hours.
- **Subcommittee Formation:** The Board motioned and approved the creation of a social media committee to brainstorm content, with John Sellars, Geneveive Henry, and Seva Nix to serve.

Board Action:
John Hawkins motioned to **establish** a committee focused on content creation/ideas. Seva Nix seconded the motion. The motion carried as follows - Ayes: Genevieve Henry-Vice Chair, John Hawkins, Nicole Falconer, Erik Kiser, and Seva Nix. Nays: None. Abstain: None. Absent: John Sellars-Chair, Wanda Quintana, and Bryan Lenox.

2026 Landmarks Board Schedule

Board Action:
John Hawkins motioned to **approve** the 2026 Landmarks Board schedule. Genevieve Henry seconded the motion. The motion carried as follows - Ayes: Genevieve Henry-Vice Chair, John Hawkins, Nicole Falconer, Erik Kiser, and Seva Nix. Nays: None. Abstain: None. Absent: John Sellars-Chair, Wanda Quintana, and Bryan Lenox.

REPORTS:

Any other matters that fall under the jurisdiction of the Board: None

ADJOURNMENT:
There being no further business, the meeting was adjourned by the Chair.

Andrew Menke, Senior Planner