

MINUTES

SPECIAL MEETING LANCASTER ARCHITECTURAL AND DESIGN COMMISSION

June 24, 2010

CALL TO ORDER

Chairperson April Bartlett called the meeting to order at 4:04 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Andrew Mercy led the Pledge of Allegiance to the United States of America.

ROLL CALL

Present - Commissioners Diana Cook, Andrew (Drew) Mercy, Courtney Stallworth, Timothy Wiley, and Chairperson April Bartlett

Absent - Vice Chairman Matthew Buchanan

Also present were the following: Brian Ludicke (Planning Director), Silvia Donovan (Principal Planner), Elma Watson (Assistant Planner), and Marion Coleman (Recording Secretary).

INTRODUCTION OF COMMISSIONERS AND STAFF

Commissioners and Staff introduced themselves.

PRESENTATIONS

Recognition of former Architectural and Design Commissioners Sean Donlon, Cassandra Harvey, and Randy Hall, who was not present, was conducted by former Chairperson Diana Cook.

PUBLIC BUSINESS FROM THE FLOOR

None.

PURPOSE**1. DISCUSSION OF DATES AND TIMES OF ADC MEETINGS**

Chairperson Bartlett opened discussion for meeting dates and times of the Commission.

Brian Ludicke cited the meeting dates and times of the following: City Council is held on the second and fourth Tuesday of the month at 5:00 pm; Planning Commission is on the third Monday of the month at 6:00 p.m.

Each commissioner gave their preferred day and time, and it was agreed upon that Thursday, from 4:00 p.m. to 6:00 p.m., would work well with everyone's schedule. The commissioners also decided that the regular meeting will be held every fourth Thursday of the month as needed.

It was moved by Commissioner Mercy and seconded by Commissioner Wiley to schedule the regular meeting of the Architectural and Design Commission on the fourth Thursday of the month, from 4:00 p.m. to 6:00 p.m. Motion carried with the following vote (5-0-0-1):

AYES:	Commissioners Cook, Mercy, Stallworth, Wiley, and Chairperson Bartlett
NOES:	None
ABSTAIN:	None
ABSENT:	Vice Chairman Buchanan

Brian Ludicke stated that staff would prepare the resolution for the dates and times of the Commission meeting.

2. DISCUSSION OF ADC ROLE IN MASTER PLAN OF TRAILS

Chairperson Bartlett distributed the bicycle trail maps and requested the Commission to be familiar with the trails, and to provide input for improvement.

Brian Ludicke explained to the Commission their role as ambassadors to the Master Plan of Trails and Bikeways and distributed a hand-out of the process. The City was selected as a recipient of a Los Angeles County Department of Public Health grant to prepare a Master Plan of Trails and Bikeways. Basically, Community Outreach would be administered through Antelope Valley Partners for Health, with the help of the Consultant and City staff led by Elma Watson to prepare draft plan. Currently, Staff was in the process of obtaining a consultant for the project. He informed the Commission of their dual roles; that as community leaders, their role would be that of ambassadors to promote the Master Plan of Trails, and as the reviewing entity, to hold hearing for the draft Master Plan of Trails. This would be similar to that of the Lancaster Design Guidelines, to hold a public hearing of the draft plan for consistency with the Design Guidelines, to be forwarded to the Planning Commission for consistency with the General Plan, and then adopted by the City Council. He concluded the Staff would keep the Commission informed of the progress of the Master Plan of Trails.

3. DISCUSSION ITEMS OF MUTUAL INTEREST

Chairperson Bartlett announced to the Commission and Staff of the next bicycle ride scheduled July 10, 2010, at 9:00 a.m. She extended a welcome to the Commission and Staff to join the “fun” of the ride.

Silvia Donovan informed the Commission that the appeal process would be presented at the next scheduled meeting of July 22, 2010. She added the next item would be upgrading the public realm, which meant going to the street level looking at landscape, parkways, and anything that was viewed from the street would be discussed in the future.

Brian Ludicke stated that one of the areas the City Council requested the Commission would be involved with in the downtown area was specifically the Historic Preservation Ordinance. The project concerns existing building blocks and the historic significance. He concluded the Staff would prepare a process for the project and present to the Commission in the future.

Elma Watson informed the Commission that the Staff Report for a Consultant of the Master Plan of Trails project would be presented before the City Council on July 27, 2010, and a follow-up forthcoming. She stated the City and the County would have to work together on this project.

PUBLIC BUSINESS FROM THE FLOOR – NON-AGENDIZED ITEMS

None.

ADJOURNMENT

This meeting was adjourned at 5:00 p.m., to Thursday, July 22, 2010, at 4:00 p.m., in the Employee Operations Center (EOC), Lancaster City Hall.

APRIL BARTLETT, Chairperson
Lancaster Architectural and Design Commission

ATTEST:

BRIAN S. LUDICKE, Planning Director
City of Lancaster