

MINUTES

REGULAR MEETING OF THE LANCASTER ARCHITECTURAL AND DESIGN COMMISSION

July 22, 2010

CALL TO ORDER

Chairperson April Bartlett called the meeting to order at 4:05 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Courtney Stallworth led the Pledge of Allegiance to the flag of the United States of America.

PRESENTATION

Recognition of former Architectural and Design Commissioner Randy Hall was conducted by former Chairperson Diana Cook.

ROLL CALL

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

ABSENT: Vice Chairman Matthew Buchanan (at roll call)

Also present were the following: Brian Ludicke (Planning Director), Silvia Donovan (Principal Planner), Marion Coleman (Recording Secretary) and Emily Warner (Intern).

PUBLIC BUSINESS FROM THE FLOOR

None.

CONSENT CALENDAR**1. APPROVAL OF MINUTES**

It was moved by Commissioner Mercy and seconded by Commissioner Cook to approve the minutes from the Special Meeting of June 24, 2010. 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 (at approval of minutes)

NEW ITEMS**2. RESOLUTION FOR ADC REGULAR MEETING TIMES AND DATES**

Silvia Donovan presented the staff report. She advised the Commission that if any regular meetings occurred on a holiday, the Commission would discuss and reschedule.

It was moved by Chairperson Bartlett and seconded by Commissioner Stallworth to adopt ADC Resolution No. 10-01, establishing the times and dates for regular Architectural and Design Commission meetings as the fourth Thursday of each month with starting time of 4:00 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 (at approval of resolution)

3. DISCUSSION OF DOWNTOWN HISTORIC POLICY

Brian Ludicke introduced Emily Warner, intern, who was instrumental in the preparation of presentation. He stated that one of the things the City Council has given the ADC to consider is establishing a policy, ordinance, or some type of standards for historic structures and/or historic preservation in the downtown area. He added that historic preservation is a highly-charged topic depending on where you live, for example, the "French Quarters" in New Orleans, Louisiana. Hand-outs were issued as he conducted PowerPoint presentation of potential historic properties/buildings in the Lancaster planning area, primarily focusing on the downtown area. He stated the Downtown Specific Plan calls for a balance in retaining the heritage of the City while encouraging development growth. The Commission was advised to review Federal Regulations, Section 106, for more information. He added that the Cedar Street Complex is listed on the National Register of Historic Places. Also, there were other Downtown Lancaster buildings that could be considered as historic in nature, and referenced the Western Hotel as an example.

Note: Vice Chairman Buchanan arrived at 4:13 p.m.

Commissioner Stallworth inquired if there were single-family homes listed on the National Register. Mr. Ludicke stated that none were in the City, and noted that the process was very extensive.

Chairperson Bartlett inquired if there were any restrictions once a building or property is registered as "Historic", or was it the responsibility of the owner for the upkeep of the building.

Brian Ludicke responded that the City largely determines the level of preservation, subject to State/federal process requirements.

Commissioner Stallworth requested a copy of the document to identify the buildings on the hand-out map for historic buildings in Downtown Lancaster.

Silvia Donovan informed the Commission that the documents supporting the map would be forwarded via email by Staff.

CONTINUED ITEMS

4. STATUS OF MASTER PLAN OF TRAILS

Brian Ludicke informed the Commission that a recommendation has been submitted to City Council for consideration at their July 27, 2010, meeting to award Ryan Snyder & Associates the contract for the Master Plan of Trails and Bikeways.

Chairperson Bartlett stated that Ryan Snyder was very experienced in the field of Master Plan of Trails and would be "riding" the Lancaster city streets. She informed the Commission and Staff that the next Lancaster "ride" is scheduled for August 14, 2010, at 9:00 a.m., City Hall.

5. DISCUSSION: PROCESS FOR APPEALS

Silvia Donovan issued hand-outs and advised the Commission to focus on the "Appeal Process". She informed the Commission that when there is an appeal of City Staff decision (per Ordinance No. 942), an agenda review would need to be scheduled one week prior to the scheduled ADC regular meeting. Staff would notify Commission of the meeting.

Commissioner Mercy questioned how to deal with an appellant if one requested to speak with a commissioner. Brian Ludicke responded that the Commissioners could meet with an appellant at their own discretion. He advised that if any of the Commissioners had information important and relevant to a case to share it with the ADC.

PUBLIC BUSINESS FROM THE FLOOR – NON-AGENDIZED ITEMS

None.

ADJOURNMENT

This meeting was adjourned at 4:55 p.m., to Thursday, August 26, 2010, at 4:00 p.m., in the Emergency Operations Center (EOC), Lancaster City Hall.

APRIL BARTLETT, Chairperson
Lancaster Architectural and Design Commission

ATTEST:

BRIAN S. LUDICKE, Planning Director
City of Lancaster