

Florence Historic Preservation Commission Meeting Notes

In attendance: Brian Murphy, Kayla Sloan, Katie Randall, Jay Hillis, Doug Evans, Scott Lovelace, Deborah Stubblefield, Jen Kennedy

Absent: Rod Whatley

August 17th, 2021

- A. Brian called meeting to order at 5:00 pm
- B. Reviewed and approved minutes for July 20th, 2021 meeting
- C. Reviewed and approved financial report - Scott reported deposit of \$6,000 from the Muscle Shoals National Heritage Area grant reimbursement as the only change
- D. Design Committee Report - Brian reported that both applications require further documentation before we can vote. One property is at 417 E. TN St. - still waiting on structural schematics and material information, balconies may be “off the table” due to city building/zoning codes anyways. The other is at 210 E. TN St. - The Design Review Committee asked for documentation of window rot and that they cannot be rehabilitated, we recommended rehabilitation of existing windows if possible, the applicant said the windows on the front facade may not need to be replaced, they will resubmit with additional documentation and a window-by-window diagram, this will give the DRC a better idea of the scope of work for approval.
- E. Old Business - no updates
- F. New Business
 - a. Design Review Guidelines - Brian sent draft guidelines to all commission members for review. General discussion: Commercial guidelines are still from the Main Street of Alabama recommended guidelines, which we already use, and the residential were updated and clarified using examples from several different cities of a similar size. Doug added that it saved us/the city money, because other municipalities we talked with spent \$20,000-35,000 to hire a consultant to draft guidelines like these. Preservation consultants who serve on our commission volunteered their time to update and rewrite our guidelines. Brian sent the draft to Gary Williamson at the Building Department for review and comment to make sure we are in compliance with their ordinances and codes. Deborah thought they were thorough, defined our mission well, and would be

helpful to homeowners who want to apply to make changes. The Commission voted to approve the guidelines as written unanimously.

- b. We have funds (\$2,400) in our annual appropriations to spend by October 1, 2021. Katie recommended joining the National Alliance of Preservation Commissions for \$100 a year, this would give us access to more educational resources, we could also use some of the money for a training through their CAMP program. Jen recommended flyers/mailings for residents to direct them to us and our resources.
 - c. Scott said HPI is reordering historic markers for houses in historic districts. Some people want one who never ordered one, some want to replace theirs because they are faded.
 - d. Brian said Billy Warren reached out about the Sweetwater house. Brian recommended they apply to be listed to the state's Places in Peril - Brian will talk with Billy Warren about approaching the property owner for permission to make the application.
- G. Meeting adjourned at 5:27 pm. Next Meeting is scheduled for Tuesday, September 21st, 2021 at 5:00 pm at the Indian Mound Museum.