

**Historic Review Board  
Minutes for January 29, 2020****PRESENTED ON:** February 17, 2020**LOCATION:** Town Council Chambers

<b>Historic Review Board Members</b>	<b>Present?</b>
Zach Hash - Chairperson	<input checked="" type="checkbox"/>
Terry Mullins	<input checked="" type="checkbox"/>
Susan Reeves - Secretary	<input checked="" type="checkbox"/>
Diana Roberts – Vice Chairperson	<input checked="" type="checkbox"/>
Roger Weaver	<input checked="" type="checkbox"/>
Invited/Special Guests:	

<b>Motion to Approve Minutes as submitted by HRB Member Roger Weaver</b>	
Made by HRB Member Name	Susan Reeves
Seconded by HRB Member Name	Diana Roberts
Final vote	Unanimous in favor of motion

**Agenda Items and Comments:**

- 1) Call to Order
- 2) Approval of Minutes
- 3) Continue work on bylaws and guidelines
- 4) New Business
- 5) Adjournment

<b>Action Items for Next Meeting</b>	<b>Assigned to HRB Members</b>
Send final version of Division 11 code, the Certificate of Appropriateness, and the CLG application draft to the Town for submission to Planning Commission.	Susan Reeves
If Planning Commission approves, ask Town for letter of approval for CLG application.	Susan Reeves

<b>Motion to Adjourn</b>	<b>HRB Member Name</b>
Made by HRB Member Name	Susan Reeves
Seconded by HRB Member Name	Diana Roberts
Final vote	Unanimous in favor of motion
Time of adjournment	6:50 pm



Historic Review Board  
Minutes for January 29, 2020

PRESENTED ON: February 17, 2020

LOCATION: Town Council Chambers

**Motion:** Moved to approve the Certificate of Appropriateness draft and to submit it to Planning Commission for approval.

Made by HRB Member Name	Diana Roberts
Seconded by HRB Member Name	Terry Mullins
Under agenda item	Continue work on bylaws and guidelines
Final vote	Unanimous in favor of motion

Discussion:

**Motion:** Amend Division 11, section 23-67 to replace this text “a written petition signed by at least fifty (50) citizens of the town” with this “a written request signed by the applicant.”

Made by HRB Member Name	Diana Roberts
Seconded by HRB Member Name	Roger Weaver
Under agenda item	Continue work on bylaws and guidelines
Final vote	Unanimous in favor of motion

Discussion: Members felt the petition put undue burden on citizens, when challenging a Historic Review Board decision.

**Motion:** Moved to approve the Division 11 changes, including those made during this 01/29/2020 meeting, and to submit those changes to Planning Commission for their review.

Made by HRB Member Name	Terry Mullins
Seconded by HRB Member Name	Diana Roberts
Under agenda item	Continue work on bylaws and guidelines
Final vote	Unanimous in favor of motion

Discussion: Susan Reeves explained that the changes to Division 11 must be submitted to Planning Commission, since Planning Commission must review all code changes. Planning Commission may opt to approve the changes as submitted, deny the changes, or alter the changes. If approving or altering, then the next step is for Planning Commission to pass the changes along to Town Council.

**Motion:**

Made by HRB Member Name	
Seconded by HRB Member Name	
Under agenda item	
Final vote	

Discussion: