

Alan Burks, Chair
Karen Highberger, Vice Chair
Shannon Carmack, Commissioner
Louise Ivers, Commissioner



Jan Robert van Dijs, Commissioner
Julianna Roosevelt, Commissioner
Craig Smith, Commissioner

FINISHED AGENDA AND DRAFT MINUTES

CALL TO ORDER

Chair Burks called the meeting to order at 5:36PM.

ROLL CALL

Also present: Christopher Koontz, Advance Planning Officer; Alejandro Plascencia, Planner;
Alison Riordan, Clerk Typist III

Commissioners Shannon Carmack, Louise Ivers, Jan Robert van Dijs, Julianna
Present: Roosevelt, Craig Smith, Karen L. Highberger and Alan Burks

FLAG SALUTE

Commissioner Carmack led the flag salute.

MINUTES

[17-009CH](#) Recommendation to receive and file the Cultural Heritage
Commission minutes of February 13, 2017.

**A motion was made by Commissioner Smith, seconded by
Commissioner Carmack, to approve recommendation. The
motion carried by the following vote:**

Yes: 6 - Shannon Carmack, Jan Robert van Dijs, Julianna
Roosevelt, Craig Smith, Karen L. Highberger and Alan
Burks

Abstain: 1 - Louise Ivers

DIRECTOR'S REPORT

Christopher Koontz, Advance Planning Officer, gave the Director's Report.

Commissioner Carmack spoke.

Christopher Koontz responded to a query from Commissioner Carmack.

Alejandro Plascencia, Planner, spoke.

PUBLIC PARTICIPATION

There was no public participation.

SWEARING OF WITNESSES

All witnesses were sworn in.

REGULAR AGENDA (1)

- 1 [17-008CH](#) Recommendation to receive and file a presentation on the Historic Districts Design Guidelines.

Christopher Koontz, Advance Planning Officer, introduced Alejandro Plascencia, Planner, who presented the staff report.

Andrea Galvin from Galvin Preservation Associates spoke.

Chair Burks spoke.

Vice Chair Highberger spoke.

Alejandro Plascencia responded to a query from Vice Chair Highberger.

Christopher Koontz responded to queries from Vice Chair Highberger.

Commissioner van Dijs spoke.

Vice Chair Highberger spoke.

Commissioner Carmack spoke.

Commissioner Ivers spoke.

Commissioner Carmack spoke.

Commissioner Ivers spoke.

Chair Burks spoke.

Commissioner Ivers spoke.

Andrea Galvin spoke.

Commissioner Ivers spoke.

Chair Burks spoke.

Commissioner Ivers spoke.

Andrea Galvin spoke.

Commissioner Ivers spoke.

Christopher Koontz spoke.

Commissioner Smith spoke.

Christopher Koontz spoke.

Commissioner Ivers spoke.

Commissioner Smith spoke.

Commissioner Ivers spoke.

Chair Burks spoke.

Commissioner Carmack spoke.

Christopher Koontz spoke.

Commissioner Roosevelt spoke.

Commissioner Carmack spoke.

Chair Burks spoke.

Christopher Koontz spoke.

Chair Burks spoke.

Commissioner Ivers spoke.

Andrea Galvin spoke.

Chair Burks spoke.

Vice Chair Highberger spoke.

Christopher Koontz spoke.

Vice Chair Highberger spoke.

A motion was made by Commissioner Ivers, seconded by Commissioner Smith, to approve recommendation to receive and file the Design Guidelines for the historic districts with the changes proposed by Commissioner's. The motion carried by the following vote:

Yes: 7 - Shannon Carmack, Louise Ivers, Jan Robert van Dijs, Julianna Roosevelt, Craig Smith, Karen L. Highberger and Alan Burks

COMMENTS FROM THE CULTURAL HERITAGE COMMISSION

There were no comments from the Cultural Heritage Commission.

ADJOURNMENT

Chair Burks adjourned the meeting at 6:34PM.