



SCOTTSDALE HISTORIC PRESERVATION COMMISSION

**COMMUNITY DESIGN STUDIO
7506 E. INDIAN SCHOOL ROAD
SCOTTSDALE, ARIZONA
Thursday, February 1, 2024**

***SUMMARIZED MEETING MINUTES ***

PRESENT:

Peter Hosmer, Chair
Rose Smith, Vice Chair
Courtney Lage, Commissioner
Jay Panzer, Commissioner
Brin Sherrin, Commissioner
Ben Brosseau, Commissioner
Linda Davis, Commissioner

ABSENT:

None

STAFF:

Adam Yaron
Ben Moriarity
Jesús Murillo
Jason McWilliams
Caitlin Clark

CALL TO ORDER

Chair Hosmer called the meeting of the Historic Preservation Commission to order at 6:00 PM.

ROLL CALL

A formal roll call was conducted confirming members present as stated above.

PUBLIC COMMENT

HPC received zero (0) request to speak cards for non-agendized items.

* Note: These are summary action minutes only. A complete copy of the meeting audio is available on the Historic Preservation Commission website at:

<https://www.scottsdaleaz.gov/boards/historic-preservation-commission>

ADMINISTRATIVE REPORT

1. Identify supplemental information, if any, related to the August 3, 2023, Historic Preservation Commission agenda items, and other correspondence.
 - **Administrative Report provided by Adam Yaron.**

APPROVAL OF THE MINUTES

2. Approval of the January 4, 2024 Historic Preservation Commission Agenda Meeting Minutes with corrections.
 - **Commissioner Lage moved to approve the January 4, 2024, Historic Preservation Minutes with corrections. Seconded by Vice Chair Smith. Motion carried by a vote of seven (7) to zero (0).**

REGULAR AGENDA ITEM

3. Historic Plaque Guidelines

Staff will present the “Historic Plaque Guidelines” for the Commission to consider in adopting to structures with Historic Significance.

 - **Ben Moriarity presented to the Commission the proposed Historic Marker and Plaque Design Guidelines.**
 - **Chair Hosmer moved to continue the Historic Plaque Guidelines to allow for revisions related to plaque size, the American Disabilities Act (ADA) and be incorporated into examples provided within the guidelines. Seconded by Commissioner Panzer. Motion carried by a vote of seven (7) to zero (0).**

REGULAR AGENDA ITEM

4. Architectural Feature Communication

The Commission will review, discuss, and take possible action regarding the development of communication that would identify and emphasize the primary architectural features of Historic Property (HP) zoning districts and neighborhoods, to promote preservation and/or restoration of historic and cultural resources. This item was previously discussed and continued at their January 4, 2024 regular meeting.

 - **Jesús Murillo presented the photographs collected by the Commissioners.**
 - **Commissioner Lage moved to continue the Architectural Feature Communication. Seconded by Chair Hosmer. Motion carried by a vote of seven (7) to zero (0).**

NON-ACTION ITEM

5. Historic Preservation Commission Bylaw Update

Staff will present proposed amendments to the Bylaws of the Historic Preservation Commission.

 - **Adam Yaron presented the Commission the Historic Preservation Bylaw update.**

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- **Commissioner Panzer provided comments on the draft amendments to the Commission Bylaws including:**
 - **Confirming the language associated with Section 111 relating to Legal Counsel to ensure it provides resources for guidance to the Commission if needed;**
 - **Confirm if the language within Section 201 of the Bylaws relating to Regular Meetings and the Commission meeting start times could be written like Section 207;**
 - **Consider adding language within the Bylaws to account for electronic attendance in Section 205 relating to Quorum;**
 - **Place Section 216 relating to Service Recognition in Section 1;**
 - **Clarify language associated with Committees and Section 301 relating to Definition of Records; and**
 - **Addressing any areas in the Bylaws that might be repetitive.**

- 6. Historic Register Update
Staff will be providing the Commission with updates to the published Scottsdale Historic Register as an information/non-action item only.
 - **Ben Moriarity presented to the Commission updates to the Scottsdale Historic Register.**

- 7. Recognition of Service: Commissioner Ben Brosseau
The Commission will recognize Commissioner Brosseau for having completed his second term of service with the Historic Preservation Commission.
 - **Jesús Murillo presented to the Commission the Recognition of Service for Commissioner Ben Brosseau.**

- 8. Identification of Future Agenda Items
The Historic Preservation Commission may suggest items they wish to be placed on a future agenda. Per Arizona State law, the Commission shall not discuss, deliberate, or take action on any item suggested as a future agenda item, unless the specific item is properly noticed for Commission discussion and action.
 - **Adam Yaron informed the Commission of the process in which Future Agenda Items may be considered with future meetings.**

ADJOURNMENT

With no further business to discuss, the regular meeting of the Historic Preservation Commission adjourned at 7:23 PM.