

**Historic Guidelines Update Committee
December 14, 2016
Council Conference Room
4:30 p.m.**



MINUTES

Committee Members in Attendance:

Jim Lewis, Chairman
Jack Farrell, Vice-Chairman
Judy Davis, HPC Member
Wayne Haddock, Home Builder
Leo Santowasso, P&Z Board Member

Committee Members Absent:

Molly Gwinn, HPC Member
Amanda Jacoby, HPC Member
Christine Dandeneau, Architect
Kevin Drum, VOP Business Owner

Staff in Attendance:

Alex Cameron, Planner
Gwendy Hutchinson, Planning and Administrative Assistant

I. Call to Order

Chairman Lewis called the meeting to order.

II. Approval of Minutes: November 1, 2016

Jack Farrell made a motion to approve the November 1, 2016 Minutes; Jim McChesney seconded the motion, which was unanimously approved.

III. Public Hearing:

1. Review and discuss December 5, 2016 Master HPC Guidelines

The Committee as a whole thought that the 2016 December 5, 2016 Master HPC Guidelines was now a professional looking document. Judy Davis commented that she worked with Christine Dandeneau on the tutorials and text. Judy also worked with Natalie

Dean Hawkins on the format, colors and logo. The Committee went on to discuss and go through the document before adjourning.

2. Discuss next steps

Chairman Lewis stated that he would like to Council to receive the 2016 December 5, 2016 Master HPC Guidelines along with a cover letter prior to Christmas. Follow-up - The document was given to Council before Christmas. Chairman Lewis stated that there were differences of opinion with Attorney, Michael Newman in regards to the use of neighborhood versus the entire district when judging scale. Chairman Lewis will meet with Council members after their review and is hoping to present the document to Council for their official approval in February.

IV. New Business

There was no new business to discuss.

V. Next Meeting Date: *January 11, 2016 at 4:30 pm.*

VI. Comments from attendees

John Hoffmann, Resident stated that "scale" should be a consideration in neighborhoods.

VII. Motion to Adjourn

Leo Santowasso made a motion to adjourn. Judy Davis seconded the motion, which was unanimously approved. The meeting adjourned at 5:45 pm.

Respectfully submitted,



*Gwendy Hutchinson
Planning and Administrative Assistant
Village of Pinehurst*