

# Foley Historical Commission

## *Work Session Minutes*

City Hall Conference Room, 407 E. Laurel Avenue  
Foley, Alabama

**January 10, 2017**

**12:30 p.m.**

### I. Call to order

Chairman Dawson called the meeting to order at 12:30 p.m.

Chairman Dawson requested the Commission meet monthly for discussion even if there are no approval request.

### II. Roll call

Members present were: JaNay Dawson, Chuck Lay, Jack Purser, Randy Arp, Kathie LeDrew and Pat Davis. Justin Shanks arrived at 1:00 p.m. Absent member was: Perry Wilbourne. Staff present were: Miriam Boutwell, City Planner; Chuck Lay, Chief Building Inspector and Melissa Ringler, Recording Secretary.

### III. Discussion

Chairman JaNay Dawson stated a 5013C has been formed related to preservation of the Downtown Historic Foley. She explained there has been discussion of the Commission falling under the 5013C rather than the City Council. She stated she feels if this happens it could result in a loss of the historic district due to state recommendations and guidelines not having oversight. She explained she would like to work with them but feels the Commission needs to remain under City Council.

Ms. Miriam Boutwell explained a 501C3 are non law making and have no regulatory enabling statute.

Ms. Boutwell explained she has been working with the State on the grant RFP proposals. She stated the proposals were sent to 3 consultants which she has graded and turned in to the State. She explained the State is requiring 3 to 10 people to grade the proposals and a resubmittal of the RFP including the additional gradings. She stated she has contacted Mary Shell to request a new deadline date.

Chairman Dawson stated she felt the Commission should grade the proposals.

Commissioner Arp stated he feels no more than 50% of the grading should be done by Commission members.

Commissioners asked staff to contact Mary Shell regarding Commissioners grading the proposal.

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Ms. Boutwell explained she has contacted Mary Shell regarding a new survey of the District. Mary is going to check with the person over the surveys and get back with us. She explained the grant options are very limited and she will bring before the Commission for selection in the future. She stated an intern has started the GIS historical mapping project.

Chairman Dawson stated the Commission wants the consultant to do visuals of the general look the Commission is looking for in the Historical District.

Commissioner Apr stated he feels renderings are not needed they will be a standard look and not all buildings have the same circa dates and the same historical look. He explained more of the State's standards for rehabilitation need to be incorporated into the guidelines.

Ms. Boutwell explained Mike Thompson has requested addresses of historical property owners in order to send out a letter regarding tax credits. She stated a draft of the letter will be brought to the Commission for review.

Mr. Chuck Lay and Commissioners agreed benches, flower pots and outdoor seating (for restaurants) needs to be removed from the allowable work to be acceptable from the incentive grant program.

Commissioners stated benches in front of the buildings for pedestrians should be allowed but not restaurant seating limited to the restaurant's customers.

Staff and Commissioners discussed allowable façade eligible for the incentive grant which are subject to meet design guidelines.

Ms. Boutwell gave the Chairman a copy of a letter that was sent to Mr. Tyler with the Baldwin County School Board from the Mayor regarding the old Foley High School administrative office and gymnasium.

Chairman Dawson stated there has been discussion regarding the building but currently the School Board does not have the funds for renovations to the buildings.

#### IV. Adjournment

Commissioner Arp made a motion to adjourn at 1:48 p.m. Commissioner Purser seconded the motion.