

Historical Commission Minutes

City of Foley Council Chambers 407 E.

Laurel Ave.

Foley, Alabama

December 3, 2024

1:00 p.m.

I. Call to order

Chairman JaNay Dawson called the meeting to order at 1:00 p.m.

II. Roll call

Members present were: Chad Watkins, Jerry Morrison, JaNay Dawson, Kathie LeDrew, Kim Ward and Bill Swanson. Staff present were: Nathan Smith, Building Inspector, Eden Lapham, Planner 1, Amanda Cole, Planning and Zoning Assistant and Melissa Ringler, Recording Secretary.

III. Approval of Minutes

- Approve November 5, 2024 minutes as published

Commissioner LeDrew made a motion to approve the November 5, 2024 meeting minutes. Commissioner Ward seconded the motion. All members voted aye.

Motion to approve the November 5, 2024 meeting minutes passes.

IV. Staff Approvals

- Andy Holk
221 N. McKenzie St.
National District- Non-Contributing
 - a. Request to repaint exterior of building

Mr. Nathan Smith stated a staff approval was issued for the request to repaint the building. He explained the requested colors are historical colors.

VII. New Business

- Approval of the 2025 Bylaws

Commissioner Morrison stated an amendment needs to be made to the by-laws to match the approved 2025 meeting calendar to reflect the meetings are held on the first Tuesday of every month.

Commissioner Morrison made a motion to approve the by-laws with the amendments being made to reflect the meetings are held the first Tuesday of the month. Commissioner Ward seconded the motion. All members voted aye.

Motion to approve the by-laws with the amendments being made to reflect the meetings are held the first Tuesday of the month passes.

Chairman Dawson stated she would like to mention and draw attention to Article VI of the bylaws which states that all certificates of appropriateness applications, maps, photographs, plans and other correspondence shall be filed in the office of the Community Development Department. She explained she mentions this because a building located on Orange Avenue replaced windows without approval. She stated once the item did come before the Commission after installation the Commission requested grids be added back to the windows. She explained the grids have not been added. She stated the owner informed her the tenant of the space does not want the grids on the windows. She explained she feels if there are going to be bylaws and guidelines they need to apply to everyone. She asked where enforcement falls and about employee guidelines for enforcement.

Mr. Smith stated code enforcement is normally involved if property owners do not adhere to city requirements. He explained the property owners could possibly lose tax incentives if they do not follow guidelines.

Chairman Dawson stated the Old Bakery has been painted a color that was not approved by the Commission. She asked if the recording secretary sends notification for removal of tax incentives.

Mrs. Melissa Ringler stated they will check on the enforcement guideline procedures and report back to the Commission. She explained the building evaluations which determine eligibility for tax credits is done through a survey of the district and is not determined by her.

Chairman Dawson stated at the next meeting the procedures for enforcement of guidelines needs to be discussed.

- Select 2025 Officers

The Nominating Committee which consisted of Commissioner Morrison and Commissioner Ward stated they met and agreed upon the current officers serving for 2025.

Commissioner Morrison made a motion to nominate JaNay Dawson to serve as Chairman and Kathie LeDrew to serve as Vice Chairman. Commissioner Watkins seconded the motion. All Commissioners voted aye.

Motion to nominate JaNay Dawson to serve as Chairman and Kathie LeDrew to serve as Vice Chairman passes.

VIII. Monthly Discussion

Chairman Dawson explained she received the city newsletter which outlines some nice things being done within the city. She stated she wanted to draw attention to items in the newsletter which have received Mayor and Councils approval and have not been reviewed by the Historical Commission. She explained the newsletter outlined improvements planned for Heritage Park and downtown buildings getting façade lights. She stated some of the areas and buildings are located within the Historical District. She explained the bylaws state the plans have to be submitted to the Historical Commission for review. She asked staff if the items would be coming before the Commission for approval.

Commissioner Watkins stated the lights are being added to the buildings with plastic clips.

Mrs. Ringler stated the city projects are handled by Jeff Phillips.

Commissioner Morrison made a motion to extend an invitation to Jeff Phillips and Mayor Hellmich to attend the next meeting. Commissioner Ward seconded the motion.

Motion to extend an invitation to Jeff Phillips and Mayor Hellmich to attend the next meeting passes.

IX. Adjournment

Commissioner Watkins made a motion to adjourn the meeting at 1:45 p.m. Commissioner Ward seconded the motion. All Commissioners voted aye.

Motion to adjourn the meeting at 1:45 p.m. passes.