

**GAINESVILLE HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING
NOVEMBER 1, 2021**

CALL TO ORDER Chair Cathy Day at 5:00 p.m.

Members present: Chair Cathy Day, Commissioners Dick Bachman and Jack Bailey

Members absent: Vice Chair Emily Wiley and Commissioner Ruth Bruner

Staff present: Special Projects Manager Jessica Tullar and Office & Records Coordinator Gwen Fleming

Others present: Councilman George Wangemann

MINUTES OF October 4, 2021

Motion to approve the Minutes as presented.

Motion made by Commissioner Bachman

Motion seconded by Commissioner Bailey

Vote – 3 favor, 2 absent (Wiley, Bruner)

OLD BUSINESS

NEW BUSINESS

MISCELLANEOUS

A. Training

- 1) National Alliance of Preservation Commissions (NAPC) Summer Short Course: “Do you have a permit for that? Enforcement and Violations”. The Gainesville HPC members and staff watched the recording of the NAPC Summer Short Course session on enforcement and violations. Discussion and comments by the HPC members and Mrs. Tullar followed the conclusion of the program including the following items:
 - a) The Georgia Historic Preservation Act outlines the appeals process, which requires appeals to be reviewed by the governing body (City Council).
 - b) Gainesville focuses on education and awareness. The City’s Code Enforcement officers inform owners and tenants of any violations, provide them information for how to address the violation, and then gives sufficient time in which to have the violations corrected. Citations are issued as a last resort. Additionally, the City ordinances and State law specify potential fines, but it is the Municipal Court Judge who imposes the fine(s).
 - c) Design Guidelines are not codified, which allows the GHPC flexibility in reviewing nuances of each individual property and request.

- d) GIS overlay for HPC zoning districts in pink. Mrs. Tullar explained that all locally designated properties are flagged in the GIS mapping system and the City's permitting system. On GIS, the properties are highlighted in "pink" and notes are included in the property information. GIS mapping system also includes the Preservation Overlay on the "Zoning" layer.
- e) Continuing education for real estate agents, contractors and closing attorneys is a goal of staff. Mrs. Tullar said she noted the ideas shared by the speakers. HPC members agreed such offers would be helpful. Mrs. Tullar also mentioned that she made a note to coordinate with the City's Public Information Officer to develop creative marketing literature regarding historic designation, the "rules" and process to give to owners and tenants in the historic districts.
- f) Mrs. Tullar confirmed that the City is transitioning to Accela software for permitting. It supposedly is more user-friendly, especially the online public platform.

ADJOURNMENT

Motion to adjourn the meeting at 6:45 p.m.

Motion made by Commissioner Bailey
Second made by Commissioner Bachman
Vote – 3 favor, 2 absent (Wiley, Bruner)

Respectfully submitted,

Cathy Day, Chair

Gwen Fleming, Office & Records
Coordinator