

**Minutes
Regular Meeting of the Historic Commission
City of Chattahoochee Hills
January 13, 2020
6:30 p.m.**

Call to Order – Determination of Quorum

Allison Duncan called the meeting to order at 6:34 p.m.

Members Present: Brian Gross, Lila Rhyne, Kim Taylor-Cloud, Allison Duncan
Members Not Present: Sarah Love

A quorum was present.

Pledge of Allegiance

Allison Duncan led the Commission in the Pledge of Allegiance.

Approval of Agenda

There were no additions or corrections to the Agenda.

Motion: Kim Taylor-Cloud made a motion to approve the Agenda.

Second: Brian Gross

The motion to approve the agenda was unanimously approved.

Approval of Minutes

1. Approval of October 21, 2019 Regular Meeting Minutes

There were no additions or corrections to the October 21, 2019 Minutes.

Motion: Brian Gross made a motion to approve the October 21, 2019 Minutes.

Second: Lila Rhyne

The motion to approve the October 21, 2019 Minutes was unanimously approved.

2. Approval of November 12, 2019 Joint Historic and Parks Commission Meeting Minutes

There were no additions or corrections to the November 12, 2019 Joint Historic and Parks Commission Meeting.

Motion: Brian Gross made a motion to approve the Minutes of the November 12, 2019 Joint Historic and Parks Commission Meeting.

Second: Lila Rhyne.

The motion to approve the November 12, 2019 Joint Historic and Parks Commission Meeting was unanimously approved.

Items for Discussion

1. Recap of the Joint Meeting with the Parks Commission

Several members were not able to attend the November 12 Joint Work Session with the Parks Commission. Brian Gross and Lila Rhyne shared a recap of key points. Overall the meeting set the tone for an amicable working relationship between the two Commissions. The City is acquiring land for another new park which contains an historic structure, the Varner House. There was also discussion about the upcoming Master Plan study for Campbellton.

2. Recap of Key Decisions of 2019 / Next Steps for 2020

Commission members shared feedback about items that were key decision points in 2019. Among the various topics discussed the following items were identified as priorities.

- Continue to work with city leadership to make recommendations for City owned historic properties
- Continue to work with the Parks Commission in those areas where parks (which are also City owned properties) contain historic sites or other areas of cultural interest, including archaeological sites
- Participate in a formal capacity with long-range planning initiatives, such as the Campbellton Master Plan
- Participate in a formal capacity with the development review process, including providing feedback to Planning Staff on any sites that may potentially have historic resources that could be impacted by new development
 - Encourage the requirement for formal Environmental Impact Statements to be submitted with development requests
- Develop a historic context for the City, with a focus on pre-historical (i.e. Native American) and historical sites.
 - Identify policies to support the work of the Commission
 - Lay the foundation for future initiatives that support the work of the Commission, such as contributions toward a Comprehensive Plan Update
 - Identify historically significant sites currently in private ownership for the purposes of documentation
- Explore the feasibility of installing historic markers in key locations that describe the history of the City

These items will be formulated into a report and presented to Mayor and Council as priorities for 2020. This will be an Item for Consideration at the February Meeting.

Items for Consideration

1. Replacement of Chair

Allison Duncan indicated a willingness to run the Historic Commission Meetings in February and March in anticipation of new members being appointed by April. She suggested revisiting the role of Chair of the Commission when all vacancies were filled.

No one indicated a desire to immediately step into the role of the chair and consensus was to revisit this issue in April.

Commission Member Comments / Suggestions

Kim Taylor-Cloud identified a new source of archival material on the Rico Community that may be interesting to review. There was a discussion of the old school/ current City Hall and its legacy as a possible WPA project. No documentation supports whether the school was a WPA project, but it may be the last capital improvement undertaken by Campbell County before it became a part of Fulton County.

Brian Gross suggested that we seek feedback from Mayor and Council to clarify their expectation of the Commission. Two outstanding items of discussion that we need to clarify are

- Does the local ordinance creating the Commission need to change to be aligned with the State Historic Preservation Act? If there is an expectation of seeking grants, the lack of compatibility with State legislation may limit this.
- Do we have a legal responsibility to be monitoring cemeteries? There is not a desire to get involved in private property issues or doing research for individuals requesting information. We need to seek clarification from the City Attorney as to whether the Commission has a formal role to play in the monitoring of cemeteries.

These items will be placed on the agenda as Items for Consideration at the February Meeting

Allison Duncan proposed that meetings will continue to be held on the second Monday of the month at 6:30 p.m. in City Hall. She will work with Dana Wicher on the process for providing notice and setting the agenda. Members indicated that the notice for the January meeting was sufficient. Allison reached out for confirmation of a quorum two week prior and Dana Wicher sent the final agenda and meeting reminder one week prior.

Adjournment

Motion: Brian Gross made a motion to adjourn the meeting

Second: Kim Taylor-Cloud

The meeting was adjourned at 7:47 p.m.

Approved this 10th day of February, 2020.

Allison Duncan, Vice Chair/Secretary

Attest:

**Dana Wicher, City Clerk
(Seal)**