

**Boone Historic Preservation Commission
Meeting Minutes
September 16, 2009**

Committee Members in Attendance: Bettie Bond-Chairperson, Bill Dixon, Rennie Brantz, and Janet Pepin

Planning Staff in Attendance: Christy Turner-Planner and Brenda Henson-Board Secretary

Others in Attendance: Jules Oroukin-Intern

Call to Order

Chairperson Bond called the meeting of the Boone Historic Preservation Commission to order at 3:39 p.m.

Approval of Minutes

Commission Member Pepin made a motion to approve the August 25, 2009 meeting minutes as correct. Commission Member Brantz seconded the motion.

VOTE: Aye – All
 Nay – None

The motion was approved unanimously.

It was noted that the meeting times previously scheduled for 2:30 p.m. have been changed to 3:30 p.m.

Discussion of Upcoming Goals and Desired Actions

Commission Member Pepin stated she had spoken with Mr. Furguele, the Town Attorney, regarding the proposed language for the Historic Preservation Commission's powers. She explained that Mr. Furguele was very busy and would not have the language ready to present to Town Council at their September meeting. Commission Member Pepin noted that she would be working on the draft for Mr. Furguele to review and edit for presentation at the October Town Council meeting for their approval to forward the text on to the November Quarterly Public Hearing.

Commission Member Pepin stated that the group could continue their work on the inventory and the procedures process at their next meeting on October 21, 2009 and Commission members were agreeable to this idea.

Funding for the intern's position was discussed. Commission Member Pepin asked Chairperson Bond to prepare requests for the following items to be placed on Town Council's agenda in October; funding for the intern position and approval for ordinance language to be sent to public hearing. Commission Member Pepin requested that Ms. Oroukin place her research in electronic format and not on paper only.

Commission Member Pepin stated that she would like to have a folder created that would be from a property owner who would hypothetically want to have their property designated as historic. This folder would contain all of the information that a property owner would need to know and the process that they would follow in order to obtain a historic designation for their property. There was discussion regarding rules of procedure, who creates them, who approves or adopts them, and where a property owner would appeal if they do not agree with the enforcement of the rules. Commission Member Pepin questioned if Town Council had to approve the Board of Adjustment Rules of Procedure and asked if Commission members could be provided with a copy of those Rules of Procedure at the October meeting.

Adjournment

With no further business, Commission Member Dixon made a motion to adjourn the meeting at 4:10 p.m. The motion was seconded by Commission Member Pepin.

VOTE: Aye – All
 Nay – None

The motion was approved unanimously.

Bettie Bond, Chairperson

Brenda Henson, Board Secretary