

**Minutes**  
**HISTORIC RESOURCES BOARD**  
City Commission Room, City Hall  
1101 Poyntz Avenue  
Monday, March 22, 2021  
4:00 p.m.

<b>Member</b>	<b>Present</b>	<b>Absent</b>
Kevin West, Chair	X	
Eileen Meyer, Vice-Chair		X
Jana Fallin	X	
Tom Hanson	X	
Troy Henningson	X	
Tanner James	X	
Bethany Pingel	X	

**Staff Present:** Ben Chmiel, Planner; John Adam, Senior Planner.  
**Public Present:** 0

**1. MEETING OPENING**

West called the meeting to order at 4:00 p.m. Staff performed roll call and confirmed a quorum. There were no comments from the public unrelated to items on the agenda. Hanson moved to approve the minutes from the February 22, 2021 meeting. Fallin seconded. Motion carried 6-0.

**2. WORK SESSION: Manhattan Development Code Discussion**

Chmiel explained how the City was undergoing an update of their zoning and subdivision regulations through a unified development ordinance and that some sections of the code related to historic preservation would be grafted in. He explained how past work sessions and input from the Board had been incorporated into the latest version of the draft code, namely as it related to improvements to the local register. Chmiel asked for input from the Board.

West asked for clarification related to the rule requiring 50% of owners to consent to nominate a local district. Chmiel explained how it was at least 50% of the owners of land area that had to consent. He gave an example, saying that if one person owned 75% of the land in a proposed district, it would meet the criteria, no matter how many property owners owned the remaining 25%. He said such example could be described in the regulations.

West also asked about the paragraph regarding how major and minor reviews would be determined. He suggested putting the guiding matrix already used by City staff within the regulations to help the end user.

**3. UPDATES AND ANNOUNCEMENTS**

Chmiel encouraged the Board to participate in the Crossroads MHK initiative. He also reminded the Board of the 2021 Mainstreet Now Conference, which would held virtually April 12-14.

#### **4. FUTURE AGENDA ITEMS**

Chmiel said he would try to have some material together for a discussion about historic marker design guidelines at the next meeting.

#### **5. ADJOURNMENT**

West adjourned the meeting at 4:15 pm. The next meeting would be held April 26, 2021 in City Hall.