

Date/Time

Wednesday, August 2, 2017, 5:34 PM

Location

Fuller Lodge, Throne Room
2132 Central Avenue, Los Alamos, NM 87544

Board Members

- Mark Rayburn, (Chair), Present
- Leslie Linke, (Co-Chair), Present
- Jorge Maldonado, Present
- Patrick Moore, Absent

Staff Present

- Paul Andrus, Director, CDD
- Alvin Leaphart, County Attorney
- Barbara Lai, Senior Management Analyst

I. Administrative Actions

A. Call to Order/Introductions

As a quorum was present, the meeting was called to order at 5:34 pm.

B. Approval of Today's Agenda

Approved as presented.

C. Public Comment/Public Hearings

No Public Comments or Hearings.

D. Review/Approval of Meeting Minutes

The minutes from the June 7, 2017 meeting were approved.

II. Historic Preservation Business (Items for Discussion and Possible Action)

A. Presentations/Discussions

The recording of Heather's presentation discussing the Interpretive Plan for Fuller Lodge was introduced. However, with the acoustics of the room, the recording was difficult to understand. Ms. Lai will email the recording to the members.

B. Chairman's Report

Chair Rayburn lead a discussion of the Historic Preservation Ordinance.

Section 16-612, C. which states that 66% of the property owners in a proposed Historic District must agree to create an overlay of an Historic District. This applies only to a district overlay. A discussion followed regarding homes that are not part of the district, but are within 300 feet of the district and whether the owners have to agree to the district. Mr. Andrus clarified that homes not in the designated area are not affected by the district.

The ordinance is written with some flexibility to allow single properties to be designated. Owner consent is required before an historic landmark (individual building) may be designated.

A number of questions arose that will need further research including: designating a trail and how that affects the property owners along the boundary; a trail that crosses private property, do these homeowners have to be included in the 66% requirement; and, if there is a public need, i.e. a water line that needs to be installed/repared and the line crosses a designated trail, can it be repaired.

County Council has final approval of an historic district and historic landmarks.

Section 16-613 that covers the property alteration certificate was discussed with questions about when a hearing is required versus when is a meeting sufficient. Mr. Andrus discussed the requirements for altering the exterior structure. He stated that any interior alteration does not require permission.

Because many issues remain to be discussed, Mr. Andrus committed to placing the Ordinance on a future HPAB meeting agenda and inviting Tamara Baer and Anita Barela to attend the meeting and further discuss the Ordinance and history behind past actions.

Chair Rayburn introduced the FY2018 Work Plan Tracking Report. Barbara Lai explained the formatting of the FY2018 Work Plan Tracking Report and how the Council *Goals and Objectives* relate to the Board's *Tactical Steps*. She stated that the Board's *Action Steps* will be added to the report as the Board develops their activities for the year. The report will also track *Due Dates* and *Accomplishments*.

Leslie Linke, Vice-Chair volunteered to be the HPAB representative to the Tourism Work Group. As the representative, she will provide communication to the Work Group from the Board and report back to the HPAB the development of the Tourism Strategic Plan.

III. Staff Reports

Barbara Lai reported that the vacancy for the HPAB is advertised along with the other Boards and Commissions vacancies in the Daily Post. Ms. Lai passed out the recruitment bulletin for the HPAB vacancy and stated that the detailed recruitment will be posted as a public service announcement in the newspaper.

IV. Informational Items

A comment was made that, in the past, the proposed Historic District was mapped. The issue of whether the Community Building/Ashley Pond parking lot is included in the District was discussed. There may be issues with the lot and future fiber optic installation.

V. Public Comment

There was no public comment.

VI. Next Meeting(s)/Future Agenda Items

The next meeting is scheduled for September 6, which may conflict with the Tourism Work Group meeting. Ms. Lai will check back with Chair Rayburn to discuss the exact date for the next HPAB meeting. Ms. Baer and Ms. Barela will be invited to present the Ordinance at the next meeting.

VII. Adjournment

The meeting was adjourned at 6:49 pm.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 662-8040 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Community Development Department at 662-8006 if a summary or other type of accessible format is needed.