



**AGENDA AND NOTICE OF THE REGULAR MEETING OF THE
WINSLOW HISTORIC PRESERVATION COMMISSION
THURSDAY, APRIL 25TH, 2024 AT 4:30 P.M.
DOORS OPEN AT 4:00 P.M.**

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Historic Preservation Commission of the City of Winslow, and to the general public, that the Historic Preservation Commission will hold a regular meeting on **Thursday, April 25th, 2024 at 4:30 P.M.** in the **City Hall Conference Room, 21 Williamson Avenue, Winslow, AZ.** Commission members will attend either in person or telephonically by dialing 928-289-8412 and entering pin #123321.

- 1. CALL TO ORDER (PLEASE SILENCE CELL PHONES)**
- 2. PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**
- 3. ROLL CALL – EXCUSE ABSENT MEMBERS**
- 4. DISCUSSION AND/OR ACTION TO APPROVE MINUTES – MARCH 28, 2024**
- 5. STATUS REPORTS**
 - A. Update regarding the First Street Panoramic Display
- 6. COMMISSION CONSIDERATION AND ACTION**
 - A. Discussion and/or action regarding the First Street Mural Project and possible Collaboration with Winslow Arts Council.
 - B. Discussion and/or action regarding Historic Landmark Signage
 - C. Discussion and/or action regarding Historic Preservation Commission future projects and planning.
- 7. DISCUSSION AND/OR ACTION REGARDING FUTURE AGENDA ITEMS**
- 8. ADJOURNEMENT**

A copy of the agenda background materials already made available to the Historic Preservation Commission Members is available at City Hall, 21 Williamson Avenue, Winslow, Arizona between the hours of 07:30 a.m. and 4:30 p.m., Monday through Friday.

Pursuant to the Americans with Disabilities Act (ADA) the Historic Preservation Commission endeavors to ensure the accessibility of its meetings to all persons with disabilities or non-English speaking residents or for those who speak English other than very well. If you need an accommodation for a meeting, please the City Clerk's office at 928-289-1416 at least 48 hours prior to the meeting so that an accommodation can be arranged.

Notice is hereby given that pursuant to A.R.S. 1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Historic Preservation Commission are audio and/or video recorded, and as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the City Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at a time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. 1-602.A.9 have been waived.

These minutes are subject to approval and/or correction on April 25, 2024.

Minutes of the regular meeting of the Historic Preservation Commission held on Thursday, Thursday, March 28, 2024 at 4:30 p.m. in the City Hall Conference Room, 21 Williamson Avenue, Winslow, Arizona.

MEMBERS PRESENT

Chairperson Law
Commissioner Emigh
Commissioner Leary
Commissioner Tsosie

MEMBERS ABSENT

Commissioner Evans
Commissioner Hardy
Commissioner Hartman

STAFF

David Coolidge, City Manager
Larrilynn Oso, Recording Secretary

The meeting was called to order by Chairperson Law at 4:33 p.m. The Pledge of Allegiance was recited and a moment of silence was observed. Roll was called, and Commissioners Evans, Hardy and Hartman were absent.

Motion: Moved by Chairperson Law, seconded by Commissioner Emigh to excuse Commissioners Evans, Hardy and Hartman. Motion passed unanimously with Chairperson Law and Commissioners, Emigh, Leary, and Tsosie voting yes.

CURRENT EVENTS AND ANNOUNCEMENTS

Commissioner Leary announced that information regarding community events can be located on the community calendar on the City of Winslow website.

DISCUSSION AND/OR ACTION TO APPROVE MINUTES – FEBRUARY 29, 2024

Motion: Moved by Commissioner Leary, seconded by Commissioner Tsosie, to approve the minutes as presented. Motion passed unanimously with Chairperson Law and Commissioners, Emigh, Leary, and Tsosie voting yes.

STATUS REPORTS

A. Update regarding the McCormick Birthplace Cabin

Commissioner Evans was not present; therefore, no update was given.

B. Update regarding First Street Panoramic Display

Commissioner Leary stated that she was informed by the Winslow Arts Council that a decision on the chosen image for the display will be made at a future meeting. Further updates regarding this project will be shared during the next Commission meeting.

C. Update regarding Historic Landmark Signage

Commissioner Leary provided a brief update, stating that three sign frames have been completed by the Winslow High School Industrial Arts Program. Commissioner Leary also noted several aspects of the project including coordination of frame installation with the Public works department, ordering of signage and future planning for purchasing and site choices.

Furthering the update of this item, Chairperson Law noted that he had conducted research on the Meteor Crater sculpture and will contact the artist for further information. Commissioner Leary also shared her ongoing research progress of the St. Joseph's Catholic Church, stating that she will contact the diocese's archival department in New Mexico for further information and/or details regarding the church's structural history. Lastly, Commissioner Emigh provided her research findings on the underpass. Responding to inquiry from Commissioner Emigh, Commissioner Leary provided guidance on how to access the Arizona and Newspaper archives for finding articles and information.

COMMISSION CONSIDERATION AND ACTION**A. Discussion and/or action regarding Historic Preservation Commission Future Projects and Planning**

Chairperson Law began discussion by recalling projects that the Commission has discussed and/or have commenced but not finished such as housing historic fire trucks and the preservation of the McCormick Birthplace Cabin. Commissioner Leary also noted that the QR codes for the Emma French Gravesite and Sanitarium locations need to be updated and replaced.

The City Manager provided guidance, stating that the purpose of this topic is for Commissioners to each identify a potential project for consideration at a future meeting. The Commission will then discuss the feasibility and prioritization of those proposed projects that align with the goals of the Commission. The Recording Secretary was directed to remind the Commission of this task via email before the next meeting.

B. Discussion and/or action regarding the First Street Mural Project and Possible Collaboration with the Winslow Arts Council

The City Manager requested to table this item, and also requested that the Recording Secretary send an invitation to members of the Winslow Arts Council to the next meeting where this item, and the current status of the panoramic display can be discussed. Commissioner Law also noted that he will speak with City staff regarding permissible fence height and extension allowance at the potential mural site.

DISCUSSION AND/OR ACTION REGARDING FUTURE AGENDA ITEMS

Under the guidance of the City Manager, brief discussion occurred regarding adjusting the Historic Preservation Commission agenda item order to allow for the Commission to assess and approve the next steps of current and future projects.

ADJOURNMENT

Motion: Moved by Chairperson Law, seconded by Commissioner Emigh, to adjourn at 4:50 p.m. Motion passed unanimously with Chairperson Law and Commissioners, Emigh, Leary and Tsosie voting yes.

Chairperson Law

ATTEST:

Larrilynn Oso, Recording Secretary

Per Commissioner Leary:

Here's a list of the places to get a sign:

- Windmill
- Subway/Underpass
- Birthplace Cabin
- Meteor Sculpture
- Hubbell
- Toth Totem (will just transfer current windmill frame)
- Train Cars
- Gazebo
- Route 66 Plaza
- St. Joseph's

ITEM 6B

My idea for a future project is to get a Route 66 grant to have a metal windcatcher tribute built for Meteor City.

ITEM 6C

17.96.020 Creation of the Historic Preservation Commission

A. Membership.

1. The Winslow Historic Preservation Commission shall be composed of seven (7) members, appointed by the Mayor and City Council, all of whom have demonstrated interest, experience or knowledge in one of the following: history, architecture, planning, archaeology, historic archeology, real estate, historic preservation, law or related field.
2. To the extent available in the community at least two professionals from the disciplines of architecture, history, planning, architectural history, archeology, or related historic preservation disciplines such as cultural geography or cultural anthropology should be members of the Historic Preservation Commission. Should no one be available from the community, the Council may hire a consultant.
3. Commission members shall be appointed by the City Council to serve no more than three (3), three (3) year staggered terms of office. In the event of the death, resignation or removal of a member, the vacancy may be filled for only the unexpired portion of the term. The terms of all members shall extend until their successors are qualified.
4. The Historic Preservation Commission shall meet at least four (4) times each year and follow the provisions of the Arizona Open Meeting Act.

B. Powers.

Unless otherwise specified herein, the powers and duties of the Historic Preservation Commission shall be as follows:

1. Advisory to the Mayor and Council in all matters regarding historic preservation in the City of Winslow.
2. Review and make recommendations for nominations to the National Register of Historic Places.
3. Prepare or cause to be prepared, and maintain a comprehensive inventory of historic buildings and districts in the City of Winslow that is compatible in form with the State Historic Preservation Office's Planning Requirements.
4. Increase public awareness of the value of historic, architectural, archeological and cultural preservation by developing and participating in public information programs.
5. Make recommendations to the Mayor and City Council concerning the utilization of grants from federal and state agencies, private groups and individuals on the utilization of budgetary and appropriations to promote historic preservation in Winslow. The Commission shall raise funds as necessary to promote its programs and activities.

6. Make known to the owners of historic properties the public standards for architectural review.
7. Evaluate and comment upon decisions by other public agencies affecting the physical development and land use patterns in historic districts as appropriate.
8. Hold public hearings as specified in this ordinance.
9. Any other functions which may be designated by resolution or motion of the Council.

C. Reporting and Notification Procedures:

1. The Commission shall follow notification procedures under the Arizona Open Meeting Law as well as those discussed in this ordinance.
2. The Commission shall keep written minutes.
3. The Commission shall prepare a written annual report of Commission activities that is provided to the Mayor and Council, the State Historic Preservation Officer and is available to the public.

D. The Historic Preservation Commission shall develop, propose and amend a Historic Sites and Structures Ordinance to be reviewed by the Planning and Zoning Hearing Officer for recommendation to the City Council.

E. Vacancies.

The recording secretary of the Commission shall notify the Council whenever any member is absent for three (3) consecutive regular meetings; three (3) such absences without cause shall be sufficient for the Council to declare a vacancy in that office. When a Commission member moves from the City, the office shall at once become vacant. Vacancies shall be filled for unexpired terms in the same manner as prescribed for original appointments. (Ord. 1380 § 1(B), 2202: Ord. 1342 § 1, 2019; Ord. 1242 (part), 2014)

(Manual, Renumbered, 11/20/1998)