

**MINUTES OF THE  
DANVILLE ARCHITECTURAL HERITAGE BOARD**

The Danville Architectural Heritage Board Members convened in a Regular Meeting in the Conference Room at City Hall/Police Station on Wednesday, February 17<sup>th</sup>, 2016 at 9:32 a.m.

**BOARD MEMBERS PRESENT:**

Tom Tye  
Mary Girard  
Dana Dixon  
John W. D. Bowling  
Melodee Quinn  
Julie Wagner

**BOARD MEMBERS NOT PRESENT:**

Vaughn Frey

**OTHERS PRESENT:**

Bridgette Lester, Director of Codes Enforcement  
Tiffany Luttrell, Admin. Assistant  
Tom Broach, Code Enforcement Officer  
Bethany Rogers, Heart of Danville  
Barbara Hulette, Boyle Landmark Trust  
Pam Wright, Advocate Messenger

**Minutes:**

Mary Girard made a motion to approve the minutes from the December 16<sup>th</sup>, 2015 meeting. The motion was seconded by John Bowling and the board unanimously approved.

John Bowling made a motion to approve the minutes from the January 27<sup>th</sup>, 2016 meeting. The motion was seconded by Melodee Quinn and the board unanimously approved.

**219 W. Main St. - Plank on Main**

Owners Chris and Wendy White was not able to attend today, due to being out of town. However there is a gentleman here from Kirby's Sign Shop that has designed their sign and is representing for them. He explained that they are wanting to install a blade sign on the exterior façade of the building. It will be 2"x 3" in size. Mary Girard asked how far it will come out from the building? He said it will be 36 inches or less. Mary said right answer. Tom asked him how far up from the sidewalk will it be? He said 8 ft. or more. Tom replied by saying right again. The gentleman always checks the design guidelines before he creates any signs. He also offered his services to come if they ever need assistance on a sign, or if they ever need a sign man's point

of view. Tom thanked him for offering his services. Dana asked if the sign is going to be lighted and he replied no. She asked about the painting on the exterior of the building. And Bridgette said they are only painting what has already been painted.

Julie Wagner made a motion to approve the COA as proposed. The motion was seconded by Dana Dixon and the board unanimously approved.

#### Discussion:

Bridgette told the board we need to decide how we are going to tackle or respond to each item on this memorandum and get the city commission a response as quickly as possible. John asked if there isn't guidelines put in place to assist this. Bridgette said we have the design guidelines, but the ordinance kind of restricts us on what we can do. Julie Wagner read section 4-174.01 of the city ordinance that would give us some involvement. Mary said they have been working on a database with the Boyle Landmark Trust on historic places they got a matching grant back in 2014 from the National Trust for Historic Preservation to create this database. So she said we got a huge start on this first request and that is because of the Boyle Landmark Trust. And she said so much of request number two was covered in that workshop we had back in the fall. And the appendices are a great help for number 3. Mary said we would not have to kill ourselves trying to help in this because a lot of research has been done. Mary asked if anyone else had anything to add. Bethany Rogers with the Heart of Danville said she was thinking of ways they could help with this. She said of course planning and zoning will need to be involved in this. And the database is good progress, but we need to start making a plan. There is public support however they are mostly non-profit. Barbara Hulette gave a small presentation on starting a revolving funds account for the historic properties and how it can help this community. Barbara also added "We have the most fabulous history of any county in the state and we need to protect it." However she suggested a feasibility study needs to be done to see what help and support we could get. Julie asked if there was any other counties here in the state that have done this that we could look at. Barbara and Bethany both stated that no others have here in Kentucky. They have been researching where this has been done in Connecticut, Knoxville, Savannah, and Macon, Georgia. Barbara told the board that some of them could attend the National Trust meeting in Huston this fall and learn more at this training. Tom Tye said we are the City of First and maybe we could use that angle to help promote this project.

John Bowling said she had a wonderful presentation. He also thinks if we can get the cities and county to come together to raise money it would be a lot more successful. Giving an idea of matching any donations we receive, he thinks that would be more profitable than to ask individuals. John also added you can always find money in government somewhere. However he also asked what would require a property to be an historic site? Bethany said according to the National Registry it has to be 50 years old or older and to have significant history. John also thinks it would be helpful for us preservation agencies to have meetings with historic property owners and explain the importance of the revolving funds. Barbara said we have to have guidelines on what properties they are going to buy. John asked who is going to go out and sell this idea? She said they are working on a small planning committee that will go out and

disseminate to larger groups. Bethany said she thinks a member of the DAHB board should be a part of this committee. Bridgette said you can have no more than 3 DAHB members together and you won't make a quorum. John asked even though we aren't in a meeting setting and Bridgette said yes. Any where there is 4 or more members it is considered a quorum.

Tom Tye asked if there was any members of the city commission present? Tiffany Luttrell responded no sir. He asked to reflect that in the minutes.

Dana also wanted to add that she wanted to thank Mary on all the work she has done on the database. Mary said she wants to be very clear on this database was made possible by the Boyle Landmark Trust who got a grant from the National Trust.

Bridgette said we need to get a response to the commission as soon as possible. So they went over each request one by one and here is some responses from these.

1<sup>st</sup>) Bridgette said Mary got a good head start with the database. Mary asked who is going to keep that database? Mary said she would like to get a copy to Planning and Zoning, but anyone can access it online through the Boyle County Public Library. John asked Bridgette if she could. And Bethany said our GIS person would be key in keeping this information. Bridgette said we could get more information on that.

2<sup>nd</sup>) Bridgette said we talked about revolving loan funds and tax incentives we need to compile information for the City Commission if we want to ask anything for next budget period.

Bridgette said she thinks it would be helpful for the DAHB board to do have a workshop on gathering this information and respond back. Julie mentioned sending someone to conference in Texas, but do we have the money for that? Bridgette replied by saying there is money allocated for training and we need to see how much is left in the budget but possibly more than one member could go if anyone is interested. Because each member is required to have at least two hours of training a year.

John thinks we need to hold a public meeting to let people know what we are going to do, he thinks it is critical to let the public know what's going on. They need to be some held at day and night so it gives everyone a chance to come. And the sooner the better he thinks. Tom said we may be able to indicate on who would possibly be interested on this also.

John Bowling said he wants to make a motion to conduct public hearings to help to educate the general public on what's being proposed and then to ask for their input and support. He wants the public to know it's for them and not for the board. The motion was seconded by Julie Wagner and the board unanimously approved.

Julie said she thinks May would be an excellent time to do a seminar. Because May is Historic Preservation Month. John said he was thinking maybe do it in March but May is fine. He is just

afraid people will get busy doing stuff and won't really show up. Mary said we need more time to prepare and agrees May would be a better time.

Mary asked if Bridgette could draft a memo to the city commission and submit back to them. Bridgette said we could call a special called meeting and have the board to come back and look over the memo. John suggested to have a special called meeting Friday morning at 0800 to review the memo.

Bethany said it would be wonderful if at the next meeting they could nominate someone to be on the planning committee.

ADJOURN:

John Bowling made a motion to adjourn the time being 10:54 a.m. The motion was seconded by Mary Girard and the board unanimously approved.

APPROVED:



---

CHAIRMAN, TOM TYE