

HISTORICAL PRESERVATION COMMITTEE MINUTES

FEBRUARY 7, 2024

PAROWAN CITY OFFICES – 35 EAST 100 NORTH – 10:30 AM

MEMBERS PRESENT: Merry Mabbett Dean (Chair), David Burton (Council Representative), Toni Robison, Kristen Robinson, Debra Slotboom

MEMBERS ABSENT: None

STAFF PRESENT: Dan Jessen (City Manager), Mollie Halterman (Mayor), Keith Naylor (Assistant Zoning Administrator), Heather Shurtleff (Deputy Recorder)

STAFF ABSENT: None

PUBLIC PRESENT: Heather Peet, Katie Green

CALL TO ORDER: Merry Mabbett Dean called the meeting to order at 10:32 AM

DO ANY MEMBERS OF THE BOARD HAVE CONFLICTS WITH ANY AGENDA ITEMS TO DECLARE?

No conflicts were declared.

APPROVAL OF MINUTES: Toni Robison moved to approve the minutes of January 18, 2024 David Burton seconded the motion. All members voted in favor of the motion. The motion carried. The minutes were approved.

SIGNAGE FOR PAROWAN PET PARLOR – HEATHER PEET – 230 N MAIN: Heather Peet talked about not having enough room underneath the existing laundromat pole sign to fit a sign for her business. Ms. Peet would like to put a banner on the north side of the block wall to the south of the laundromat, and a mobile weighted sign on the concrete by the post of the current laundromat sign (see attached). The committee discussed the signage with Ms. Peet.

Katie Green arrived at 10:38 AM.

Debra Slotboom moved to approve the signage as proposed. Toni Robison seconded the motion. All members voted in favor of the motion. The motion carried.

Heather Peet left the meeting at 10:41 AM.

EXTERIOR SIGNAGE FOR THE BEAUTY ROOM – JASON & KATIE GREEN – 17 N MAIN: Katie Green described the 2.5 ft X 3 ft, lighted sign that they had already put on the building (see attached). The committee discussed the sign with Mrs. Green.

Kristen Robinson moved to accept the existing Beauty Room sign as presented. Toni Robison seconded. All members voted in favor of the motion. The motion carried.

Katie Green asked about Historical Preservation Appendix A (Appendix A) and how it affects the signage in the Historic District. Dan Jessen went over some of the changes to Appendix A in regards to signage. Mr. Jessen also mentioned that the changes had not yet been before the Planning and Zoning Commission or the City Council for approval and adoption.

Katie Green asked what business owners in Parowan can do to support the Historic District. Kristen Robinson answered mostly be aware of the district and support the look and feel of the district. Dan Jessen said that Barber J's/The Beauty Room and the updates to the Rambouillet Barn are examples of what should happen in the Historic District; still a historic feel but appropriately updated and maintained. The Historical Preservation Committee doesn't go out to see what and how things can be changed and updated, it is a body that approves proposed changes. It was suggested that Mrs. Green should speak with the Parowan Chamber of Commerce regarding businesses supporting Parowan, city events and the Historic District.

Katie Green left the meeting at 10:48 AM.

STAFF AND MEMBER COMMENTS: David Burton would like the committee to meet at a certain time every month and have the meeting in the evenings, more in conformity with the other boards. Mr. Burton had to rearrange several personal meetings today to attend this meeting.

Toni Robison said she agreed to be on the committee because the meetings would be short and during the day, only as needed. Mrs. Robison said she can't do set meetings each month during the daytime or the evenings, so if the schedule changes she would need to be taken off of the committee.

Dan Jessen said the committee tries to be pretty reactive to the public; if the committee meets once a month, people would have to wait for a month to be able to, for example, paint their house. We don't want to inconvenience the public. Mr. Jessen also said he wouldn't want to meet more than is required. David Burton said the regular meeting could be canceled if needed.

Merry Dean said she thinks it is easier for the people who come to this committee to meet in the daytime.

Kristen Robinson said having as many meetings as there has been lately is rare. Mrs. Robinson doesn't think the frequency of the recent meetings will be the standard going forward. Mrs. Robinson likes working with the public and feels good about being available for them within about a week.

David Burton and Debra Slotboom both talked about it being difficult to rearrange their schedules to come to the meetings. Mr. Burton said he thinks, if it is within reason, the public can accommodate a monthly meeting; and if there is an emergency, we could have an extra meeting.

Keith Naylor said this meeting isn't really a public comment hearing. Dan Jessen asked if David Burton meant the public as people needing to meet with the committee, or public wanting to just come in and attend the meeting. Mr. Burton answered maybe both.

Toni Robison said her opinion is if someone really wants to attend a meeting, they will make it work. Evenings would be hard for Toni Robison and Kristen Robison.

Kristen Robinson reminded the committee that only a quorum of 3 voting members is required to hold a meeting. If you can't attend a meeting, let Heather Shurtleff know. If it doesn't look like there will be a quorum, Mrs. Shurtleff will arrange another time and date for the meeting. David Burton asked when the emails to arrange a meeting go out, are they set in stone, and the answer from the committee was no, they are not set in stone. The process is as follows: Mrs. Shurtleff asks if enough members to make a quorum can attend a meeting at a certain time and date. If the date and time doesn't work, then another date and time are suggested until a quorum can meet, provided the requesting party can attend.

Dan Jessen left the meeting at 10:59 AM.

Merry Dean said the terms before reappointment that Dan Jessen proposed for the current committee were as follows:

Kristen Robinson – 1 year
Merry Dean – 2 years
Toni Robison – 3 years
Debra Slotboom – 4 years

Merry Dean thought January seemed like a good time to start the new terms. The committee thought January sounded good.

ADJOURN: Kristen Robinson moved to adjourn the meeting. Debra Slotboom seconded the motion. All members present voted in favor of the motion. The meeting adjourned at 11:01 AM.

2/21/2024

Date minutes were approved