

**City of South Portland Arts & Historic
Preservation Committee December 5,
2018 Planning and Development
Department**

Members in attendance: Hannah Holmes
(Chairperson), Mary DeRose, Jon Godin, Doreen
Gay (Vice Chairperson), Kathy DiPhilippo (South
Portland Historical Society)

Staff in attendance: Charles "Tex" Haeuser (Planning &
Development Director), Justin Barker (Community
Planner)

Absent; Jessie Kessler (Secretary),
Alessa Wylie (Greater Portland
Landmarks)

Hannah Holmes called the meeting to order at 7:35. She will have to leave early and Doreen will take over the chair. Mary will substitute for Jessie Kessler as Secretary.

Minutes: A motion was made to accept the minutes of the November 7, 2018 meeting. Holmes, seconded by DiPhilippo, passed unanimously.

Membership: Hannah reminded the committee that there are still open membership slots. Mary stated that Adrian Dowling would be willing to return if appointed but that he had difficulty with the early morning meeting time and noted that this may be a deterrent to others who might be interested in serving. It was noted that it would be difficult to find a different meeting time that fit into the many busy member's schedules.

The Art Subcommittee: had not been able to meet again but will come back to the committee with a letter at a future date. The idea of finding some sort of military equipment to fill the empty slab near the Armory is still being pursued.

Meeting Date Change: After a discussion, it was agreed by mutual consent that the date of the January meeting would be changed from the 2nd to January 9.

House Tour: The tour of the Captain Boyd House at 265 Cottage Road in conjunction with the Planning Board is scheduled for Saturday, December 8 at 9 AM to investigate possible zoning to encourage Adaptive Reuse of Historic Buildings in the city. The building may not be heated so people were advised to dress accordingly.

Demolition Delay Update: Justin Barker began a discussion of the Demolition Delay Ordinance that is being formulated after meeting with committee members and discussing it with the City Council. He presented a flow chart showing how the process would work in a step by step manner. After discussion, it was clear that procedures to implement the process will need to be further developed. Incentives for historic preservation, like permit fee wavers were discussed. Mary DeRose suggested that we go forward with the proposal but may have to learn as we go along.

Kathy DiPhilipio suggested a series of changes to the wording which Justin agreed to incorporate into a finalized version.[See Attachment] Justin will have it reviewed by the City Counsel and this will need to be discussed again next month.

The Redbank Kiosk: design has been completed by Justin and has been handed over to the Parks Department for installation.

The Armory Kiosk: is still a work in progress.

Historic Resources Inventory: Mary and Jon have continued to work on the Historic Resources Inventory lists. Doreen suggested a property on Front Street be added to the list. Mary is going to request a list of buildings classified as antique from the Tax Assessor's Office. Most of the buildings on the list are going to be included based on the category: Embody the distinctive characteristics of a type, period or method of construction. Once the proposed list is formulated, the committee will need to thoroughly review it and there will be a need for public input including an owner notification process. A GIS layer for all historic resources in the city can be formulated for the city website.

Members were urged to think about 2019 Goals for the Committee.

The meeting was adjourned at

9:05.

Respectfully submitted
Mary DeRose

Attachment