



*Minutes of the Hammond Historic District Commission
October 16, 2019
Hammond City Council Chambers – 312 East Charles*

- Meeting called to order by Chairman, Mr. Ryan Faulk, at 11:00 a.m.
- Verification of meeting notice given by Director, Ms. Jennie Garcia
- Roll call taken:
 - Present: Jessica Shirey, Shauna Seals, Susan Seale, Ryan Faulk, Jen White, and John Exnicios
 - Absent: Howard Nichols

***Let the record show that John Exnicios was newly appointed to the HHDC to fulfill Marguerite Walter's term. This was his first HHDC meeting and was there to observe the proceedings. He did not participate in voting on any October applications.*

***Let the record also show that Howard Nichols arrived to the meeting at 11:02 AM shortly after roll call. He was present to review the first application on the agenda.*

- Motion to approve the minutes from September 18th, 2019 by Jen White. Second by Jessica Shirey.
 - Vote: Jessica Shirey (Y), Shauna Seals (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)
 - Motion Approved: 5-0

New Business:

- **124 & 126 N. Cate (The Brown Door) – Door Replacement**
 - Application presented by: Brett Hollis
 - *Essentially 124 & 126 N. Cate is seeking to replace the three front doors and their associated door frames. These doors and door frames are located on the front façade of the building that fronts Cate Street. New doors and door frames will be made of heavy duty wood with glass to match the current doors as close as possible.*
 - *Brett Hollis – I will be representing The Brown Door. Today we are asking for approval to change our doors. We want them to look like this. (References a photo of a door at 118 N. Cate.) So we just want to make them the exact same as these*

on all three of our doors. I have pictures of the current doors that we have – they're all in a state of desperate, they are in need of repair.

- *Commissioners comment on the metal door at 118 N. Cate.*
- *Brett Hollis – They would be wooden doors with that metal lining on the outside that 118 (N. Cate) has.*
- *Commissioners discuss where that door is located at the Pita Pit building. Commissioners and Brett comment that they did not know that that door was there. Discussion also breaks out on whether or not the metal door came before the Commission and when the door change was made.*
- *Brett Hollis shows the Commission current photos of the three doors at 124 & 126 N. Cate.*
- *Jen White – I don't know what the discussion was about this at the work session.*
- *Ryan Faulk recaps the work session for Jen White stating that he wished someone from the application was at the work session. States that the Commissioners just had the description for the proposed work and not a photo.*
- *Brett Hollis – The wooden doors with the metal trim or the metal cover on the outside of the doors is what we wanted to do like 118 (N. Cate) what they did. But if not we need to replace the doors either way cause this door is falling apart.*
- *Ryan Faulk – We can see that in the photos.*
- *Brett Hollis – We wanted the metal doors because we honestly like the look over there but we also think it would help with the durability. These doors get a lot of abuse.*
- *Ryan Faulk – We understood your position on the doors and I think there was a consensus that the doors themselves, the state that they are in can be replaced with wood doors to match the existing with the existing configuration and style. The frames on the other hand, we are all in the opinion that the frames are actually in decent shape – you can move the hinge points to reuse the existing frames.*
- *Howard Nicholls – We try to preserve as much of the original building fabric as possible.*
- *Brett Hollis – Yes, sir. I mean I don't think we want to replace the frame.*
- *Ryan Faulk – Well that was what was on the application.*
- *Commissioners state that replacing the door frames is on the application.*
- *Brett Hollis – It says the trim around the doors. I'm pretty sure we just wanted to replace what is needed to be replaced like the stuff that is falling apart.*
- *Jennie Garcia – I spoke to Patrick and I emailed Gabrielle Carter and they were supposed to get me all the specs, cut sheets, and they were going to do the frames. I never received any of that information. The last time I spoke with Gabrielle was yesterday.*
- *Brett Hollis – It's all at the bottom on each of the doors. Of what we want to do to each door. (References photos of doors brought to meeting.)*
- *Commissioners discuss the proposed door example at 118 N. Cate. Jessica Shirey states that the Commissioners can't use that door as an example as it does not*

meet the Historic District Guidelines and 118 N. Cate did not bring that door change for approval from the HHDC.

- *Brett Hollis – Well then we can scrape the metal; references that what needs to be addressed are the things falling off the door. We don't need...*
- *Jessica Shirey – What is falling off the frame that you're...*
- *Brett Hollis – I don't know much. Where the hinges are that is probably the only area; those hinges probably had to be re-put on there two or three times.*
- *Jessica Shirey – Yeah you can see that in the picture.*
- *Brett Hollis – But that's about it.*
- *Jessica Shirey – Removing that frame especially being behind all that tile and everything can be, it can cause a bigger issue.*
- *Brett Hollis – Right, I don't think we would like to do that. The only thing we would like to do is replace the trim and repairs, stuff like that.*
- *Ryan Faulk – So you would replace the doors in-kind with heavy duty wood doors?*
- *Brett Hollis – We would like to paint the trim black if possible.*
- *Susan Seale – What about the door?*
- *Brett Hollis – The doors will just be replaced. I will have the same size windows.*
- *Jen White – But just leave it the wood color and not paint it?*
- *Susan Seale – Would it be stained?*
- *Brett Hollis – Yes, ma'am. It would be all new doors – brown the same color.*
- *Jessica Shirey – At 124 (N. Cate) there's a transom above that would all remain the same?*
- *Brett Hollis – Yes, ma'am.*
- *Jessica Shirey – It's just the door itself?*
- *Susan Seale – You know being on that West elevation the stain does not last. Several buildings along that elevation had to come back and paint them.*
- *Jessica Shirey – I just have a question, I guess this would be more addressed to Jennie. We've done before with the painting of the awning and that sort of thing pending the building owner.*
- *Jennie Garcia – He was supposed to come.*
- *Jessica Shirey – But we keep getting these applications for this building but – what was the date request?*
- *Jennie Garcia – They were supposed to take the boards (on the windows) off last week.*
- *Jessica Shirey – And that's not done.*
- *Jennie Garcia – No.*
- *Jessica Shirey – So therefore I'm a little hesitant to continue to even...*
- *Jennie Garcia – Consider more stuff...*
- *Jessica Shirey – Right. It's just holding them up and it's unfortunate but at the same time we can't just... I mean if we want to move forward it can still be pending but I don't think a COA should be administered until what we asked for is done. That's how I feel about it.*
- *Shauna Seals – So we would request that they would come...*

- *Jessica Shirey – Both. Well the windows were boarded up not that this is your subject (directed to Brett Hollis) but it is kind of your subject by proxy the windows were removed for repair and they're all boarded up. That was something that was done administratively. It was agreed that they could do it because of water intrusion and in order to fix that to stop the bleeding there they removed the windows for repair and, cause boarded windows are not allowed and so there are still boards up there. They were supposed to have them replaced but, when was that – last week and they're still not replaced and then of course the vegetation and the other parts that are in disrepair on that building. And again it's not the business owner's issue, it's the building owner's issue and it's holding them up from getting their stuff done.*
- *Susan Seale – Has he addressed the vegetation on the side of the building?*
- *Jennie Garcia – Not yet, he (building owner) was supposed to come today to talk about work (to the building).*
- *Susan Seale – Can you call him?*
- *Jennie Garcia – I don't have his number on me.*
- *Brett Hollis – I have his number and I don't personally want to call him.*
- *Jennie Garcia – And he's at work at the pharmacy.*
- *Susan Seale – And he knows about the meeting?*
- *Jennie Garcia – Yes.*
- *Ryan Faulk – Any motions?*
- *Susan Seale – Yes, I move that we table this until we have the full package from the building owner.*
- *Brett Hollis – I'm just afraid that he's never going to come.*
- *Jen White – And I'd hate to hold them (business owner) up for something they want to take care of and can take care of, you know what I mean in a timely manner for something that he's clearly dragging his feet on then – it isn't the doors but I understand. I don't want to penalize you for lack of response.*
- *Shauna Seals – The building has to be in good shape.*
- *Brett Hollis – Right. I mean we want it to be in good shape too. I don't know why he's taking so long.*
- *Shauna Seals – So maybe you guys can expedite on getting him here or something?*
- *Brett Hollis – I can try.*
- *Jennie Garcia – I mean maybe call him up and we can hold a special session.*
- *Jessica Shirey – And I'm not against moving forward with this application but no COA's issued until, that way you don't have to keep coming back whenever he has come or handled the situation the way that he is supposed to. That way you're good to go and you don't have to come back rather we table this application and having him come back after.*
- *Susan Seale – I don't know what that means. How do we do it?*
- *Commissioners discuss among themselves what Jessica means and that he can't move forward with replacing the doors pending the building owner coming to the HHDC to discuss ongoing repairs to the building. Susan Seale stresses that if this*

application is pending then work cannot start at the moment until the building owner comes to the HHDC. Commissioners agree that this is fair for the business owner.

- *Jen White – Do we need to amend the application to reflect the – just so that we are clear? Replacing doors at 124 & 126 & 124 apartment door frame with heavy duty wood frame doors with glass as close in comparison to original doors.*
- *Ryan Faulk states that the description on the application does not cover all items that need to be addressed.*
- *Jen White states that the application should not address the door frames as the applicant is really seeking to replace the doors and not their associated frames.*
- *Jessica Shirey – Where are the specs on here? Where are the specs for this? Do you have it? Can I see that? Cause we need that too.*
- *Jen White – Did you say something that it (specs) was written on the pictures?*
- *Brett Hollis clarifies that the specs are written on photos of the doors that he brought to the meeting. No specs were submitted with the application. Jessica Shirey and Susan Seale clarify that no specification sheets were submitted from the door manufacturer.*
- *Brett Hollis – No. They all have to be custom made. We already had to get this door fixed once and it needed to be custom built. They don't make that size. Like this door is huge, this door is medium sized, and this door is a little bit small. They are all three different sizes.*
- *Susan Seale – Who is building the doors? Is it...*
- *Brett Hollis – I don't have, they will be able to give me the specs but I don't have them with me right now.*
- *Jessica Shirey – Well we're not quite prepared enough to move forward. We don't have the specs, we don't have the materials...*
- *Ryan Faulk – I don't think they can get specs for custom wood doors.*
- *Jessica Shirey – But from whoever is doing it can produce that. It's not an already printed sheet but the carpenter or...*
- *Ryan Faulk – Who do ya'll have that will build these?*
- *Jessica Shirey – He doesn't know that.*
- *Susan Seale – It could be a CAD drawing but it needs to be something that says where the glass is and where the wood is and where the hinges are.*
- *Jessica Shirey – I just don't feel like there's enough information to move on it at this point.*
- *Susan Seale – Or make it pending.*
- *Jessica Shirey – I'm going to make a motion to table this.*
- *Susan Seale – We already made that.*
- *Ryan Faulk – Or second it.*
- *Jennie Garcia – Ok, Susan motions and Jessica seconds.*
- *Motion to table the application by Susan Seale. Second by Jessica Shirey.*
- *Vote: Jessica Shirey (Y), Susan Seale (Y), Howard Nichols (Y), Shauna Seals (Y), Ryan Faulk (Y), and Jen White (Y)*
 - *Motion approved: 6-0*

- *Ryan Faulk & Jessica Shirey guides the applicant that to move forward the Commission will need more detailed information such as materials, spec sheet, and to get the carpenter who will be making the doors to draw the proposed new doors with materials, size of glass, etc. would allow the Commission to move forward. If the HHDC is able to hold a special session for the applicant to also have the building addressed then maybe this can be brought up there.*
 - *Brett Hollis states that he is sure that the building owner can be available at the next meeting.*
 - *Jen White – That’s what they are saying too. We have the ability to have a separate meeting outside of next month’s time so that you guys or nobody for that matter gets held up.*
 - *Brett Hollis – I’ll put that together. Are we allowed to have all three of the doors changed to where they match? Or do you want them all to stay individually how they currently look?*
 - *Jessica Shirey questions the salon next door as part of this application. Jennie Garcia clarifies that they were part of the repairs to the awning application and have since submitted an application to support the repainting and repairing of their shared awning. She also states that none of the three does the applicant is seeking to replace belong to the salon and do not need a separate application. Discussion then breaks out over the fact that there are two doors to go into the bar and one door to go to the upstairs apartment.*
 - *Brett Hollis – Well then I will get specs and stuff to figure out and I will plan with Vince a good day that we can both come for a special meeting.*
- **207 E. Thomas (Tacos & Beer) – Awning & Public Art**
 - *Application presented by: Jennifer Valencia*
 - *Essentially 207 E. Thomas is seeking approval for installing a mural on an exterior wall and replacing their awnings using the existing frame. The proposed artwork will be painted onto plywood and attached into the existing holes located on the exterior brick wall with additional holes that will be located in the mortar joints. Proposed artwork will measure 8 ft. X 5 ft. The proposed awning replacement will be for the front and back awnings and will have logos and be made of black Sunbrella fabric.*
 - *Front awning: 23’6” wide, 9’ projection, 4’7” drop, plus a 7” valance*
 - *Rear awning: 4’5” wide, 3/6” projection, 3’ drop (includes a 6” truss)*
 - *Frame: existing 1” square aluminum tubing, welded, mill finish*
 - *Jennifer Valencia – Good Morning, I am Jennifer Valencia and I am representing for Tacos and Beer. We are the new owner and we have three different things that we are looking to do to the space at 207 E. Thomas. The first is replacing the vinyl awning. We are just looking to keep the existing frame and change out the awning from the old yellow to a black.*
 - *Jen White – So I think that was one of my questions. I had sent you Jennie. I don’t know if it came up at the work session. So the awning you are proposing is exactly the same size?*

- *Jennifer Valencia – The same size, existing frame and there’s no logo or any type...*
- *Jessica Shirey – So you’re not doing any type of logo?*
- *Jennifer Valencia – No. The sign will take place of the primary...*
- *Jessica Shirey – Ok. That was one of the questions that came up at the working session or a point that came up. So we’re going to scratch the logo from that awning.*
- *Ryan Faulk – I don’t think that’s referenced on the application.*
- *Jennifer Valencia – No, that came up as per...*
- *Jessica Shirey – It’s on the paper as a logo. It says proposed awning logo as a picture but it’s not an official part of the application.*
- *Jennie Garcia – Are you going to put the logo on the back awning?*
- *Jennifer Valencia – The back will have the hand painted logo. That’s for the smaller rear awning and that’s keeping the original frame as well.*
- *Commissioners quickly discuss that there are two separate applications for this property.*
- *Jennifer Valencia – I think my husband added in last before the vinyl for the front door.*
- *Jennie Garcia – Ya’ll should have a copy with the specs on the back.*
- *Jen White questions on whether or not this item needs to be amended to the application.*
- *Jessica Shirey – I move that we accept the awning replacement with no logo on the front façade of the building but includes the logo on the awning on the rear.*
- *Motion to approve the application for the awning replacement by Jessica Shirey. Second by Ryan Faulk.*
- *Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)*
 - *Motion approved: 6-0*
 - *Ryan Faulk – That was the awning. Now let’s talk about the...*
 - *Jennifer Valencia – The second application is for the mural.*
 - *Ryan Faulk – Right.*
 - *Commissioners discuss if they should amend the agenda to include the proposed door signage. They decide since a mural is also a sign then the agenda can be amended to include the door signage and will not need an additional application.*
 - *Ryan Faulk – Before we move into the mural I move that we amend the agenda and add to 207 E. Thomas window signage with the graphics that were submitted*
 - *Motion to amend the application to include window signage by Ryan Faulk. Second by Jessica Shirey.*
- *Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)*
 - *Motion approved: 6-0*
 - *Jessica Shirey – Jennifer are you leaving up the vinyl already on the windows?*
 - *Jennifer Valencia – Those will be cleared. The only vinyl decal will be that center window on the door.*
 - *Jessica Shirey – I make a motion to approve that.*

- Motion to approve the application for window signage by Jessica Shirey. Second by Susan Seale.
- Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)
 - Motion approved: 6-0
 - *Jen White – Now onto the art application. Before we start, can someone recap me on what was discussed at the working session?*
 - *Jessica Shirey – What was discussed was that there is a product and the product displays the sign in the name of the business.*
 - *Jen White – Using the symbols and not the actual words.*
 - *Jessica Shirey – Right.*
 - *Jen White – And I know Jennie you had sent that stuff the UDC has.*
 - *Jessica Shirey – Right, I think that part of the issue is that and I think – are you looking it up Jen?*
 - *Jen White – I was pulling up what Jennie sent about the definition.*
 - *Jessica Shirey – So there’s somewhere in there that it can’t be the, I don’t know the words – like we have some murals around town that are scenes and those sorts of things but where it is a product because somehow....*
 - *Jen White – So the UDC (Unified Development Code) defines signs: The following terms, as used in this section, are hereby defined as follows: (1)Sign shall include any symbol, device, image, poster, flag, banner, billboard, design or directional sign used for advertising purposes, whether painted upon, attached to, erected on, or otherwise maintained on any premises, containing any words, letters or parts of letters, figures, numerals, phrases, sentences, emblems, devices, trade names or trademarks by which anything is made known, such as are used to designate an individual, a firm, an association, a corporation, a profession, a business or a commodity or product, which is visible from any public street and is used to attract attention.*
 - *Commissioners agree that it states what can be displayed and be considered a sign.*
 - *Jennifer Valencia – Is there any way to possibly if we remove the beer from the center, and of course this is a digitized version of what that actual artwork is and it is Matthew Moore a local artist who has done several work at our local businesses here in Downtown Hammond. So it will be a lot less, it’s going to bring a lot more style to it if we could remove the bottle of beer and have it look more as a butterfly and you won’t be able to notice the tacos as much.*
 - *Jessica Shirey – I think that was brought up too and I don’t know what everybody else, I mean me personally if maybe it was on the rear patio it won’t be as bold. One of the things is that it creates a difficult, we don’t want anything to be difficult for business owners and doing business, things that they want as an individual. But there are certain things we have to consider. If everybody did it, would it be ok and so whenever you are saying – like if everybody had a mural in front of their business because they wanted it, it would completely change the fabric of, you see what I mean. So variances are made but it’s because there’s a reason behind*

variances – behind the why, why are we making an exception for this because we couldn't make it work the other way.

- *Jennifer Valencia – Are there any implications to putting it up in the rear patio?*
- *Jessica Shirey – That was personally something that came up that I had said but I didn't talk about that.*
- *Susan Seale – Would you put it right on the brick?*
- *Jennifer Valencia – No, it would be on plywood.*
- *Commissioners discuss putting the mural on the rear patio of 207 E. Thomas because if this is considered signage the rear is a different elevation than the front façade. Discussion also touches on the size of the mural and linear square footage of signage that is allowed.*
- *Ryan Faulk states that the image submitted is square but the measurements for the proposed mural is 8 ft. X 5 ft.*
- *Jennifer Valencia – Yes, like I said it will be hand painted so the proportions are not going to be – were working on it on the computer.*
- *Ryan Faulk calls for public input.*
- *Ralph Ross – Will it be free standing so you can put your face through?*
- *Jennifer Valencia – No, it's something that a lot of bigger cities have been trying to come up on, it promotes destination awareness. It's a selfie mural. I think it will bring a lot of walking traffic to town. It will be a place where people look after to find where this butterfly taco is and for me to put downtown Hammond on there I think is where it ties into the community.*
- *Jen White – So is it something you want to keep in the front? Should we discuss if this can be changed to keep it in the front? Or is it...*
- *Jennifer Valencia – Keeping it would be my preference but I think it would be something great to have either in the front or whatever goes along your Guidelines.*
- *Jessica Shirey – Well if it were to go in the back, so you have two elevations, how signage works you get 1 foot per foot- 1 square footage per 1 linear elevation. You have your front, your front is full of signs or at capacity basically in the front. Now the rear you don't have any signage other than on that awning. So technically you have signage space available in the rear.*
- *Jennifer Valencia – Well it's going to be more abstract and I could have him draw something a little bit more what we are looking for.*
- *Ryan Faulk – I think because the visions don't match what you are showing here and what you are talking about artist stylized – I think that would make us feel a little less more uncomfortable than just taking off the logo.*
- *Jennifer Valencia – Yeah we can take off the beer and have the butterfly more abstract than have the tacos as wings.*
- *Ryan Faulk continues to explain that a more concrete image of what the applicant is suggesting for a mural would help the Commission to decide on its appropriateness.*
- *Ryan Faulk – I'd like to move and table this so that you can update that.*
- *Jennifer Valencia – Sounds good.*

- *Susan Seale – That’s a separate application?*
 - *Commissioners confirm that the mural is a separate application.*
 - *Motion to table the application for a mural by Ryan Faulk. Second by Jessica Shirey.*
- *Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)*
 - *Motion approved: 6-0*
- **207 & 211 W. Morris – New Construction**
 - *Application presented by: Tom Pistorius*
 - *Essentially 207 & 211 W. Morris is seeking approval for new construction.*
 - *Tom Pistorius – We are back to kind of complete some of the original application on the Georgetown lots. It was requested by you guys to go ahead and get a set of plans and elevations and that was actually prior from a couple of weeks ago right there we’re further down from this point.*
 - *Ryan Faulk confirms that colors and materials were already submitted to the Commission.*
 - *Tom Pistorius – So we’re just requesting today to go out and close out the final approvals and move forward.*
 - *Jessica Shirey states that the current buildings located at 207 & 211 W. Morris are being moved to Ponchatoula, LA.*
 - *Jessica Shirey – What about the tree?*
 - *Tom Pistorius – The tree is, well until we move the houses and really get in there we’re going to have the tree survey done and get Bayou Cypress to come in and really look at it. I mean we want to save it. We’re going to do everything we can to save it. There’s also one in this back corner (points to tree on site plan for Commissioners) I’d like to keep this one too.*
 - *Susan Seale – And the houses are being moved to Ponchatoula?*
 - *Tom Pistorius – That is my understanding.*
 - *Spencer Rossie – Yes.*
 - *Tom Pistorius – That is still planned. They are not on a final schedule but the guy is still on board to do it.*
 - *Susan Seale – Do we need to have verification of that?*
 - *Tom Pistorius – For what?*
 - *Susan Seale – That the houses will be moved.*
 - *Tom Pistorius – To that location?*
 - *Susan Seale – Yes.*
 - *Spencer Rossie – I mean he’s going to have to pull a permit from the Parish. So when he pulls that Parish permit we can provide that to you.*
 - *Tom Pistorius – And maybe if you guys want to know the actual location*
 - *Discussion breaks out between Tom Pistorius and Spencer Rossie in the background that is hard to hear.*
 - *Jen White – Can you say that again?*

- *Tom Pistorius – Maybe we can get like the location where it’s going to go ahead of time if ya’ll want us to do that. Just to show you where it’s going to be going.*
- *Ryan Faulk – Didn’t you submit that?*
- *Discussion between Spencer Rossie and Commission confirms that the area that the houses will be moved to was submitted in an earlier application. This information was with the application that was denied.*
- *Jessica Shirey discusses the driveway material.*
- *Tom Pistorius states that a lime material for the driveway was thrown out and for the parking area an impervious material.*
- *Susan Seale – Is crushed limestone allowed inside the City?*
- *Tracie Schillace (City Planner) – The Thomas/Morris Overlay does allow for crushed limestone if it’s on the rear or the side of the building.*
- *Ryan Faulk – As long as it is contained. These are contained with the curb.*
- *Tracie Schillace – Now the apron would have to be concrete so that that stuff does not travel out into the street.*
- *Tom Pistorius – Now we will do a concrete apron up to the sidewalk.*
- *Ryan Faulk – Other than the final word on the tree, I don’t have any issues here.*
- *Tom Pistorius – With that tree...*
- *Commissioners ask whether or not the CMU will be used a screen wall and will remain gray. Tom Pistorius confirms that it will remain its natural color and will be turned on its side. Commissioners also confirm that the brick material, color, and siding that was submitted earlier has not been changed since the last meeting.*
- *Jessica Shirey – I make a motion to approve the application presented pending the tree, the health and the life of the tree – information on that.*
- *Spencer Rossie – With this application is that the tree remains and that’s (multiple people start talking at once) if that changes we will be here and we would, we’re not going to be here after we’ve started construction and make a decision that we are moving this tree.*
- *Jessica Shirey – Ok.*
- *Spencer Rossie – That will come before, we’re making every effort to keep the tree. The only thing that would change that is if we hire a professional that comes in and says this tree is dead. Which I think ya’ll would agree with us on that point. That’s only thing that would sway that decision is if they said that that tree is not healthy.*
- *Jessica Shirey – Thank you for saying that. I just wanted to make sure we have you on record saying that. I’ll make a motion to approve.*
- *Jennie Garcia – Do we want public input?*
- *Ryan Faulk calls for public input.*
- *Tracie Schillace – I’ll make a statement to the tree too. It’s in their benefit to keep the tree cause he has landscaping requirements. The bigger the tree the more points he can use so it would be in his benefit if it is healthy.*
- *Commissioners confirm that the tree being discussed is a class A tree.*

- *Tom Pistorius – And once again that is why I want to be real careful of the location of where that drive is going to go cause it probably will dip up over some of the roots that we can't guarantee ...*
 - *Discussion breaks out over the fact that impermeable material will help to protect tree roots and other ways an arborist can provide protective measures for the tree.*
 - Motion to approve the application as presented by Jessica Shirey. Second by Ryan Faulk.
 - Vote: Jessica Shirey (Y), Shauna Seals (N), Howard Nichols (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)
 - Motion Approved: 5-1
- **Updates From Director:**
 - Compliance Update
 - Main Street Dance – 119 S. Cypress notified again about painted/temporary signage
 - Certified letters are sent to notify buildings that are in noncompliance. The first certified letter sent to 119 S. Cypress was refused. The second notification was sent to the business address as well as the address listed for the LLC.
 - Andre Coudrain, City Attorney, stated that a regular posted letter that is not certified is enough notification; if letter is sent back it still shows that notification was sent out. Refusing the certified letter does not allow someone to ignore being in noncompliance.
 - Red, White, and Brew – 120 E. Thomas notified about demolition by neglect/vegetation growing on building
 - 208 & 210 E. Thomas – notified about demolition by neglect/vegetation growing on building & removal of signage from old business
 - 208 E. Thomas has restored front doors; photo can be found in the “violations” folder on Google drive
 - Hammond History Action Team
 - Asked to take down from Historic District’s website per request from Shauna Seals
 - Not taken down but made invisible
 - National Trust Conference – last week
 - Spoke to Emily Ardoin from LA SHPO – National Register Coordinator
 - Cemeteries in need of assistance and will be working with SHPO to try and have them listed on the National Register
 - This is one of the items Shauna Seals has been working on with Jennie Garcia & the Hammond History Action Team
 - Thursday, October 24th will be attending American Collegiate School of Planning (ACSP) Conference
 - Will be highlighting the importance of city development and cemetery preservation at ACSP conference next week
 - Marguerite Walter Day

- We should have a small goodbye/thank you part possibly held after the November 20th HHDC meeting
 - Could possibly use the HRAC building to hold a small luncheon
 - Will contact Maureen Joyce at HRAC to see if maybe we could commission a small work of art for Marguerite instead of a plaque as a nice thank you
 - Susan Seale – Why can't we do a wine basket?
 - Howard Nichols – What about something from the Mayor? Some kind of letter or...
 - Discussion breaks out on how to celebrate Marguerite Walter
 - Budget
 - Good standing
- **Public Input**
 - Howard Nichols – When I was driving here I came down the street that runs after University, I passed those two buildings there at the church and they are in dreadful shape and they're on the National Register. And somehow or another I think we need to contact them and say something really needs to – it looks like on one the water is coming off the roof and damaging the siding and so forth and the other one is just peeling paint to the point that it's almost un....
 - Jessica Shirey – They're on the National Register so they have access to...
 - Howard Nichols – Well they have access to some assistance and somehow or another we need to save those Carolina I-houses, what they are.
 - Shauna Seals – Are you still in touch with Reverend Myers?
 - Jennie Garcia – No.
 - Shauna Seals – I can give them a call and find out what is happening; trying to get these fixed but I think they are running into problems in finding resources with people and money. But I can give them a call.
 - Howard Nichols – Ok but we are really at a point where something needs to be done.
 - Discussion continues on other ways or options on taking care of the Carolina I-houses such as grants, Partners in Preservation, LA Trust for Historic Preservation, and SHPO.
 - Jessica Shirey – I just want to bring up this door (118 N. Cate). This was never approved by us, it is totally out of line with the Guidelines.
 - Commissioners discuss the door and when it was changed and how to address the issue. It is requested of Jennie Garcia to see if a photo can be located to see when the door was changed and if it was included in a past application. Jessica Shirey also brings up the signage located at the corner of Oak and Morris; the building does not face the district but the signage does, should the signage be regulated since the sign faces into the district. Discussion continues on whether or not they will need HHDC approval. Ralph Ross brings up that he thinks the previous tenant had to get their signage approved in the past.
 - Ryan Faulk brings up that there has been a lot of discussion with Andre (City Attorney) that had to do with the definition of the Historic District and determining what faces or adjacent. Ryan points out that there is another component of the ordinance that talks about the submission of exterior changes before the commencement of any work in the erection of any new building or in the alteration or addition to, or painting or repainting or demolishing of any existing building, any portion of which is to front on any public

street or alley in the Hammond Historical District application by the owner for a permit therefore shall be made to the commission.

- Jessica Shirey – So that doesn't go by addresses?
- Jen White – So if there's an elevation that fronts the District...
- Ryan Faulk – That adds some interesting component.
- Jennie Garcia – That's one of the things the grant to resurvey the Historic District & National Register District, we should be getting that (grant) this week and Michelle Brenner is going to help with the survey and that is one of the things I want to look at; how many buildings, abut, face – cause I know that little building....
- Jessica Shirey – If it comes up in like a work permit or a building application, it's just the addresses that face that are flagged, do you know? Like if someone went to pull a permit and they didn't come here (HHDC) anything in the Historic District is flagged.
- Tracie Schillace – Anything in the Historic District is automatically flagged. Fronting the Historic District is not flagged.
- Jen White – So it's based on their address is how it's flagged?
- Tracie Schillace – It's not flagged period.
- Jessica Shirey – Anything on the perimeter is not, I mean other than what's within...
- Tracie Schillace – No cause it's, we had to go in individually and figure out which ones...
- Jessica Shirey – You can't just draw a line?
- Tracie Schillace – Right.
- Jessica Shirey asks Tracie how they draw a line around the Historic District. Tracie explains how this is done in the system and that it does not work that way; each individual property had to be individually inputted manually – this needs to be determined with Andre since that was based on the address; the UDC seems to be contradicting what Andre's determination; anything facing the permit department has to determine this. Jessica Shirey brings up 113 N. Oak would have been flagged if they filed for a permit for their illegal addition. Tracie Schillace confirms that Jessica is correct and states that the HHDC can determine which properties on the boundary that should be flagged and that they can also be flagged in the permit system. Jessica Shirey requests a map of the district and highlighting the properties that are facing the Historic District. Tracie Schillace states that the properties that are adjacent should be looked at and not the address. Jen White confirms that they have been using Andre's determination using the definition that has the term "facing" and that properties like Guy's Grocery should actually be regulated within the Historic District. Jessica Shirey states that this is something that needs to be brought up with City Council and that we need to be clear on what is being regulated. It is also brought up that some addresses from the Tax Assessor are wrong; Tracie Schillace states that she will print a large map of the District for the HHDC to write on.
- Jen White asks if there needs to be anything else from them at City Council regarding 113 N. Oak.
- Councilwoman Carlee Gonzales states that there is a deadline of Thursday, October 17, is the last day to submit documents to City Council.
- Ralph Ross – It seems to me when we were talking about Adams Lillie that we were looking at a specific language to change what's in, if you all want to make a change to be more specific you don't have to rely on Andre you just draft what you want run it past

him to see to make sure you cross your t's and dot your l's and then it just goes before Planning and Zoning – they vote on it, City Council votes on it. I can't imagine anyone who would object to you all clarifying it because it comes up over and over again and that's a separate issue I think from literally going through and flagging. The other thing I was going to say well two things, I didn't come here with any agenda but as you all were talking I know from when I was on Planning and Zoning these don't always work but I came in and sat in the back and I can hardly hear what some of you were saying. So it's a help to the audience if you can get them (microphones) working.

- Commissioners state that they tried to use the microphones last time but there was a loud buzzing sound.
 - Ralph Ross – The other thing that occurred to me as we were going through the presentation I saw a plywood mural, I saw a discussion of The Brown Door building deteriorating, it's always bothered me that we do have some very attractive murals and they are being allowed to fall apart – That's demolition by neglect.
 - Jessica Shirey – The murals – who did those? There was an organization who put those together so technically they are not part of the building, they're not historic either.
 - Commissioners and Ralph Ross discuss ownership of the murals and that they are in the Historic District and need some attention since they are falling apart. Ralph Ross states that he brought this up at a DDD design meeting and found news articles that state the DDD did do the murals; not sure if they are beyond restoration but they need some attention; they are detracting from the Historic District; Commissioners wonder who is then in charge of maintaining the murals since the building owner's gave permission for them to be installed on the building; the DDD should be the ones to maintain them.
- **Adjournment:**
 - Motion to Adjourn by Ryan Faulk and seconded by Howard Nichols.
 - Vote: Jessica Shirey (Y), Shauna Seals (Y), Howard Nichols (Y), Susan Seale (Y), Ryan Faulk (Y), and Jen White (Y)
 - Motion approved: 6-0