

**CITY OF NEWPORT
HERITAGE PRESERVATION COMMISSION
MINUTES OF NOVEMBER 9, 2016
REGULAR MEETING**

The November 9, 2016 regular meeting of the Newport Heritage Preservation Commission (HPC) was called to order by Chairperson Linda Michie at 5:00 p.m. in the council chamber of the Newport City Hall.

Roll Call

The following members were present: Linda Michie (chair), Mary Ann Newman, and Fred Leimbeck.

JoAnn Bailey and Bev Bartl were absent.

Also present: Bill Sumner (council liaison) and Robert Vogel (consultant).

Secretary's Report

The minutes of the September 14, 2016 regular meeting were reviewed and approved as mailed.

CLG Annual Report

Consultant Vogel reported that the annual report for the federal fiscal year ending September 30, 2016 (FY 2016) has been submitted to the State Historic Preservation Office, with copies distributed to members of the HPC. The report is a requirement for maintaining the city's status as a Certified Local Government (CLG) under the National Historic Preservation Act of 1966, as amended.

Historic Records

There was discussion of the disposition of certain historic records currently in the custody of the HPC. On recommendation of Consultant Vogel, the commission members agreed to postpone their review of the records until sometime early in 2017. The records, which fill most of a four-drawer file cabinet as well as several banker's boxes, are presently stored at city hall. There was also discussion of the desirability of having the old city council minutes and other documents of historical interest digitally scanned so that they can be made accessible to the general public.

Preservation Ordinance

There was discussion of the preservation ordinance (Sec. 1150.01) and the need to correct some errors in the current version that is posted on the city's website. Consultant Vogel was directed to transmit the commission's recommendations to the city administrator so that they can be included when the city code is recodified. More substantial amendments may be necessary after the city's revised comprehensive plan is adopted in 2019.

2017 Annual Meeting

The rules of procedure adopted by the HPC call for holding the commission's annual meeting in January to elect officers, establish goals and objectives, and set the official meeting dates for the coming year. Because members Linda Michie and Mary Ann Newman have stated their intention to resign at the end of the present year, the consensus of the commission was to postpone the 2017 annual meeting, originally scheduled for January 11, to March 8, 2017, to better allow their replacements to participate.

There being no further business, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Robert C. Vogel, Preservation Planning Consultant