

# AD-HOC POLICY COMMITTEE

October 14, 2010

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## SUMMARY

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Following is a recap of the substance of the discussion at the Ad-Hoc Policy Committee meeting on October 14, 2010. In attendance were: Timothy Brandt (Chair, Emeritus,) Karen Jacques (Chair), Melissa Mourkas (Vice-Chair), and Roberta Deering (Senior Planner, Community Development Department.) The committee extends thanks to Tim for providing meeting space.

The ad-hoc committee identified six policy priorities and recommended the following actions to move them forward:

1. Form an ad-hoc committee to determine a strategy to move forward with and adopt the Preservation Projects Manual (also known as the Preservation Development Standards). This ad-hoc committee will include Tim Brandt as Commissioner lead and AIA liaison and other commissioners (possibly Melissa Mourkas) and members of the public TBD.
2. Form an ad-hoc committee to discuss what tools, penalties or ordinance changes are required to improve the Minimum Maintenance statute and enforcement. This ad-hoc committee will include Karen Jacques as Commissioner lead, other commissioners and members of the public TBD. Invite Max Fernandez, Director, Community Development Department, to participate.
3. Continue the Historic & Cultural Resources Survey Committee as a standing committee with a focus on preparing a plan to complete a city-wide survey in compliance with the General Plan provisions. This standing committee currently includes Andy Hope as Committee Chair and Commissioner lead, Karen Jacques, (commission), Gloria Scott and Janice Calpo (community members). It was discussed that the committee might benefit from additional commissioners or members of the public to assist in this task.
4. Form an ad-hoc committee to review Fred Turner's 2008 Disaster-Related Code Language letter and how the current city code responds to the needs of historic resources. It is recommended that Fred Turner serve as ad-hoc committee Commissioner lead and that Jeffrey Heeren, Senior Deputy City Attorney, be invited to participate, as he is the City's FEMA lead.
5. Form an ad-hoc committee to discuss Public Outreach needs of the commission, including but not limited to: What forms of public involvement are appropriate, consider the use of a Facebook page to disseminate information, recruit volunteers for survey and research, workshops ("How to Nominate Your Building", for Example), volunteer hours tied into Mayor's program, outreach to new owners of properties in historic districts. Recommend Joe Stinson as Commission lead (in response to his comments at 10-6-10 meeting), Melissa Mourkas as ad-hoc member and solicit input from members

of the community such as Kathleen Forrest or perhaps Jon Marshack, in consideration of his letter to the commission dated January 18, 2010.

6. Form an ad-hoc committee to study Green Building goals related to expanding the City's Deconstruction/Demolition Debris ordinance. Search for policy direction to encourage the salvage of building materials. Engage the solid waste division. It was recommended that Scott Blunk be the Commission lead **for** this committee and that former commissioner Bruce Booher may be a good community resource.

It should be noted that the goals of the ad-hoc committees are to research policy goals developed by the Commission and options for implementation and make recommendations to the commission. The ad-hoc committees would disband once the tasks are complete. The standing committees, on the other hand, are on-going committees with tasks or work plans that are continuous or that may take years to complete.

The committee also recommended that the Policy ad-hoc committee be re-considered as a Standing Committee, meeting upon occasion as policy goals are met or evolve. This standing committee would be comprised of the Chair, the Vice-Chair and the immediate past-Chair, with the Vice Chair reporting back to the commission.

Respectfully submitted by:  
Melissa Mourkas, Vice Chair