

**Minutes
Historic Sign Review Committee
July 12, 2017**

MEMBERS PRESENT: Brenna Moloney, Vicky Fenhaus, Jim Jackson and Kyle Blada

MEMBERS ABSENT: Lee Geiger

OTHERS PRESENT: Sarah Hanzel, Jeanne Nicholson and Carol Price

Blada called the meeting to order at 9:00 a.m.

Jackson inquired as to whether staff verifies that all contractors have the necessary licenses for sign applications. Hanzel advised that staff checks that all licensing is in place prior to issuance of the permits. Discussion followed.

SIGN APPLICATIONS

716 Quincy Street (17SN006)

Applicant: Eric Unkenholz

District: Environs of Individually Listed Structure

Request: Install 2' x 12' Wall Sign for Unkenholz Family Dental

Hanzel briefly reviewed the application and the drawings.

Jackson moved to approve the installation of a 2' x 12' wall sign for Unkenholz Family Dental at 716 Quincy Street. The motion was seconded by Moloney.

In response to a question from Fenhaus, Price advised that the sign is made of MDO board.

The motion to approve the installation of a 2' x 12' wall sign for Unkenholz Family Dental at 716 Quincy Street carried unanimously.

615 Main Street (17SN007)

Applicant: Matt Stiener

District: Downtown Commercial District – Contributing (Building c.a. 1919)

Request: Install a 2' x 4' double sided oval or rectangle Pedestrian Sign for Broken Arrow Trading Company. Redwood engraved with logo, illuminated.

Fenhaus moved to open discussion on the application. The motion was seconded by Moloney and carried unanimously.

Hanzel reviewed the application, drawings and sign materials.

Jackson stated that the sign needs to be installed as identified in the drawings.

Fenhaus stated that the application does not identify where the sign will be mounted.

Blada added that the application does not clarify the shape and the proposed location of the sign.

Jackson moved to continue the sign application to the next meeting. The motion was seconded by Fenhaus and carried unanimously.

Hanzel introduced Brenna Moloney. Moloney briefly explained her work history.

OLD BUSINESS

Hanzel advised that a position on the committee is open and that the Mayor's office has done a press release for interested individuals to apply for the Committee position.

Bylaws and Historic Sign Review Criteria

Hanzel suggested that the Committee take action on the remaining agenda items and then adjourn the meeting. She noted that a work session for the bylaws and the historic sign review criteria can take place after adjournment, though no official action will be taken.

MINUTES

Jackson moved to approve the minutes of the April 12, 2017 and April 26, 2017 meetings. The motion was seconded by Fenhaus and carried unanimously.

There being no further business, the meeting adjourned at 9:12 a.m.