The meeting began at 5:30 PM.

HPC roll call indicated there was a quorum present for the meeting. The following committee members were present: Kay Westberry, George Beaver, Chris Thurner and James Stacy. Tim Ward, Rosemary Rillo and Winona Hartung were not in attendance.

Michele Wood represented the Planning Department.

**APPROVAL OF THE OCTOBER 15, 2013 MEETING MINUTES:** James Stacy made a motion to approve the minutes as submitted; second by Chris Thurner. Voting was unanimous in favor of the motion.

**APPROVAL OF THE November 5, 2013 MEETING MINUTES (SPECIAL CALLED MEETING):** James Stacy made a motion to approve the minutes as submitted; second by Chris Thurner. Voting was unanimous in favor of the motion.

**OLD BUSINESS:**

1. **GARAGE DOOR & MATERIALS:** Mel & Myrtie Schoychid, 3145 Beechwood Dr. SE, Marietta, GA 30067 has submitted a Certificate of Appropriateness request for approval of a garage door and the materials to be used for the new structure that was approved at the June 18, 2013 HPC meeting. The home is to be built at the corner of E. Weed Street and Norris Street. The property is zoned R-1, Tax Parcel S41-03-006.

   *Mel Schoychid presented his request to the HPC. James Stacy made a motion to approve the garage door; second by Chris Thurner. Voting was unanimous in favor of the motion.*

   *Mr. Schoychid stated his plans were to use 5 ½” hardiplank siding on the exterior of the property. There was some discussion regarding tabby; however, the HPC stated tabby was not a historic material. James Stacy made a motion to approve the hardiplank material for the Schoychids proposed new home; second by Chris Thurner. Voting was unanimous in favor of the motion.*

   *Mr. Schoychid also made a request to the HPC regarding some modifications they were proposing to make to the original design. Mr. Schoychid showed the HPC a drawing where they planned on removing a section of the front porch shown on the original drawings. They also requested to change the proposed sunroom to be a screened porch which will be used to enlarge the existing screened porch shown on the plans. Chris Thurner made a motion to approve the modifications; second by James Stacy. Voting was unanimous in favor of the motion.*

**NEW BUSINESS:** None

**DISCUSSION:**

- **Banners/Banners Promoting Alcohol** – The HPC discussed the banners within the historic district that are promoting alcohol as well as other banners that have been put back up without approval.
Dog Owners at the Cemetery - Ms. Westberry discussed problems they have been having with people allowing their dogs to run loose within the cemetery. Ms. Westberry also shared the actions they have taken to prevent the dogs from entering into the cemetery.

Update on HPC Signage from Dalton Signs – The HPC requested the Planning Department speak with Dalton Signs regarding an alternate quote using the existing street signs to add the business placards to as well as providing a cost estimate for three signs instead of six from the original estimate.

Status on Hiring a City Marshall – Discussion was made regarding City Council approving the hiring of a City Marshall.

Letters of Intent – Kay Westberry reminded Chris Thurner and James Stacy their terms were expiring this year and they were eligible to serve another term. If they were interested in doing so, they would need to submit a letter of intent or complete a form provided by the City Clerk to express their interest in serving an additional term. City Council will be announcing the vacancies in December.

Resignation of Rosemary Rillo – Rosemary Rillo submitted a letter of resignation by email to the HPC stating her demanding schedule had made it difficult for her to arrive at the meetings on time or unable to attend at all. The Planning Department will verify whether two of the commission members are required to be outside of the historic district before the HPC starts looking for possible new members.

Revising the HPC Code of Ordinance – Discussion was made regarding revising the entire existing HPC ordinance at the same time they are adding the sign ordinance (historic district) to the HPC ordinance.

MOTION TO ADJOURN MEETING: George Beaver made a motion to adjourn the meeting; Second by James Stacy. Voting was unanimous in favor of the motion. The meeting was adjourned at 6:24PM.