

## DIXON HISTORIC PRESERVATION COMMISSION

CITY HALL  
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Minutes of the Commission meeting of February 11, 2013

**1. Call to order.** The meeting was called to order in Council Chambers at City Hall at 1:35 P.M. by John McLane, Chair.

**2. Roll call.** Commissioners present were Linda Brantley, James Higby, Greg Langan, John McLane, and Duane Paulsen. Also in attendance was Mayor Burke.

**3. Approval of minutes.** Minutes of the meeting of December 4, 2012 have been distributed electronically, and printed copies have been distributed to all persons present at today's meeting. **Greg Langan moved, and Linda Brantley seconded, that the minutes be approved as printed and read. Voting Aye: Brantley, Higby, Langan, McLane, and Paulsen. Voting Nay: None. Motion carried.**

#### **4. Notices and communications.**

- a. The Secretary noted that the minutes of the City Council meeting of September 17, 2012 have been approved by Council, and that the excerpt showing Linda Brantley's re-appointment to the Dixon Historic Preservation Commission has been placed in Commission records.
- b. The Secretary reported that a link to our Ordinance has been added to our webpage, along with some additional postcards.
- c. The Secretary summarized the contents of the Dorochoff Survey and distributed a printout of one of properties studied: the Trein's Jewelry building at 201 West First Street. Commissioners agreed that this type of material would be valuable in any presentation of our mission.

**5. Public comment.** There was no public present.

#### **6. Old business.**

- a. The Commission took up the old business of planning a special meeting for property owners in the Dixon Historic District.
  - i. Commissioners reviewed the printout listing of property owners. There were those who favored sending letters of invitation to all property owners and others who advocated sending letters to owners of business property only. A few corrections were made to the printout, as ownership of a few properties has changed since the Dorochoff report was made.
  - ii. Considerable discussion ensued as to the nature of the presentation to our guests. After several ideas had been proposed, the Secretary summarized the tentative consensus:

Mayor and Langan will speak to the history and benefits to the Community of being on the National Registry of Historic Places, as well as being part of the congruent Dixon Historic District;

Paulsen will present a brief history of Dixon and the surrounding area;

Higby will make an audio-visual presentation which showcases some of the properties in the District;

McLane will discuss the architectural foundations of our mission;

Brantley will review the application process for modification of building exteriors;

If possible, Dixon Main Street will summarize the advantages to property owners of participation

in the process.

Commissioners are well aware that everyone involved, including the property owners themselves, has commitments that limit the amount of time available to devote to such a meeting. Individual presenters will each try to keep their segments down to five minutes or thereabouts. Each will give capsules of their presentations at the next planning session.

Various venues were suggested for the meeting with property owners:

Council Chambers at City Hall  
the Public Safety Building  
the Dixon Historic Center  
the Loveland Community Building

While there was no consensus, there seemed to be general favor of the Dixon Historic Center.

Various times of day were suggested for the meeting, along with the advantages and disadvantages of each:

morning  
afternoon  
evening

While there was no consensus, there seemed to be general favor of an evening time slot.

iii. **John McLane moved, and Linda Brantley seconded, that the Secretary be directed to draft a sample letter of invitation. Voting aye: Langan, McLane, Paulsen, Brantley, and Higby. Voting Nay: None. Motion carried, and the Secretary was so directed.**

b. The Secretary observed that the matter of term limits for Commission officers could remain on the agenda and be tabled indefinitely, or brought up for a vote and either approved or rejected. After very brief discussion, **Duane Paulsen moved, and Linda Brantley seconded, that the Commission propose an Ordinance change to eliminate term limits for Commission officers. Voting Aye: Paulsen, Brantley, Higby, Langan, and McLane. Voting Nay: None. Motion carried.**

## 7. New business.

a. Mayor summarized the City's plan for "streetscaping", a multi-year project that he hopes can be completed in less time than originally conceived, so as to minimize disruption to the Downtown. Dean Sheaffer will be involved in the project, and Mayor plans to enlist the legislative assistance of Frank Mautino and/or Tom Demmer in its expedition. Since this was an informational item, no action was taken.

b. The Chair set the next meeting for Monday, February 25, 2013, at 1:30 P.M. in Council Chambers.

8. Adjournment. **Greg Langan moved, and Duane Paulsen seconded, that the meeting be adjourned.** Adjournment then occurred at 3:04 P.M.

Respectfully submitted by James Higby, Secretary  
Dixon Historic Preservation Commission