



*City of McMinnville, Department of  
Community Development*

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## Memorandum

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**To:** Historic Zoning Commission Members  
**From:** City of McMinnville, Department of Community Development  
**Date:** July 11, 2019

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The McMinnville Historical Zoning Commission will meet on **Tuesday, July 15, 2019 at 10:00 a.m. in the Community Room at the Chamber of Commerce**

1. Call to order.
2. Approval of Minutes from the May 31, 2019 meeting
3. Margie Rigsby Miller request approval to replace cloth awning with metal standing seam awning at 109 N. Spring Street
4. Other business
5. Adjourn

## Historic Zoning Commission

### Minutes

**Date:** Monday, May 31, 2019  
**Time:** 10:00 AM  
**Location:** Community Room at the Chamber of Commerce  
**Present:** Members: Katie Kemezis, Bobby Kirby, and Steve Harvey  
**Community Development Staff and Other Guests:** Nolan Ming

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The Historic Zoning Commission met on Monday, July 15 at 10:00 pm. in Community Room at the Chamber of Commerce. Each member of the commission received information from the Community Development Staff prior to the meeting.

1. Call to Order: Bobby Kirby, Chairman, called the meeting to order at 10:05 am.
2. Katie Kemezis made a motion to approve the minutes of the May 31, 2019 meeting and to dispense with the reading of the minutes. Steve Harvey seconded the motion and all voted in favor.
3. Certificate of Appropriateness Review – 109 N. Spring Street – Margie Rigsby Miller owner of the property, applicant of the COA requesting a new metal standing seam awning to replace the cloth awning. After questions and discussion, Steve Harvey made the motion to approve the new awnings seconded by Katie Kemezis and all voted in favor.
4. New Business: No new business was brought before the committee.
5. Meeting was adjourned at 10:10 am.

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**Bobby Kirby, Chairman**

**Date**