

**Minutes**  
**July 9, 2009**  
**North End - Huntington Heights Architectural Review Board**

The meeting was called to order at 6:05

**Members present:**

Mary Kayaselcuk, Phil Shook, Robin Stippich, Deirdre Wells

**Members Absent:** Chip Carpenter. The Board has two vacancies\*.

**Staff present:** David Watson

\* Mr. Whittaker called staff and announced his resignation from the Board on the afternoon of the meeting. He expressed his regret, but stated that he needed to step down for personal reasons. The Board noted that Mr. Whittaker's vast knowledge of construction and materials will be missed. His years of service are greatly appreciated and his resignation was accepted with regret.

**Review of the minutes.** Review of the minutes of the May 7, 2009 meeting was deferred until the August meeting.

**Applications for Certificates of Appropriateness (COA):**

There were no applications for a COA.

**New Business**

The Board reviewed two applications for Board vacancies. The members noted that both applicants would be good Board members and recommended that the Chairman make a recommendation to City Council on their behalf.

Mr. Shook reminded the Board that the Guidelines update would be held in October and the Board selected the second Thursday, the week after the regular meeting, for the guidelines update date. The agenda for the meeting will be set at the August and/or September meetings. Noting that the Board had already expressed a desire to require that at least one window in accessory structures be at ground level, members were asked to submit additional considerations at that time.

The meeting adjourned at 6:55