

**LINKED MINUTES OF THE CITY OF HISTORIC PRESERVATION ADVISORY
BOARD HELD IN THE JANELL WHITLOCK MUNICIPAL COMPLEX ON JULY 16,
2026, AT 1:30 P.M.**

Present:	Ken Britt Larry Mitchell Dr. David McIntosh	Chairman Vice-Chairman Board Member (<i>Via Web</i>)
Absent:	Veronica Barnhart Marsha Doss	Board Member Board Member
Also Present:	Jeff Patterson Trysha Ortiz Stephan Brown Patrick McManus Kat Davis Jameson Lucas K.C. Cass	Director of Planning and Zoning Deputy Director Planning and Zoning Compliance Clerk Project Manager Deputy Director of Community Development Community Historian Chief of Operations

Time Stamps and headings below correspond to recording of meeting and the recording is hereby made a part of the official record.

0:00:12 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called determining the presence of a quorum.

0:00:45 **2. APPROVAL OF MEETING MINUTES – JUNE 18, 2026**

0:01:11 **MOTON**

The motion was made by Dr. McIntosh and seconded by Mr. Mitchell to approve the meeting minutes from June 18, 2026

0:01:20 **VOTE**

The vote was as follows; Yes - Britt, Mitchell, McIntosh; No - None; Absent - Barnhart, Doss; the motion carried

0:01:40 **3. DISCUSSION REGARDING THE ODDFELLOW'S BUILDING
AT 213 W. MERMOD ST.**

Mr. Britt stated after speaking with Denise Green of Carlsbad MainStreet, she informed him she spoke with the owner of the Odd Fellows building, and the Odd Fellows sign will not be removed or modified. He said Carlsbad MainStreet plans to work with the building owner to refurbish the sign and restore it to working order.

0:02:35 **4. DISCUSSION REGARDING THE NEON SIGN PROJECT WITH CARLSBAD MAINSTREET**

Mr. McManus stated no further updates could be provided. He said the project remains in the design phase because an architect is still needed. **Mr. Britt** asked if the issue still involved the telephone pole. **Mr. McManus** said yes.

0:03:24 **5. CONSIDER APPROVAL OF THE UPDATED HISTORIC PRESERVATION OVERLAY ZONE MAP**

Mr. Lucas stated the area located in the upper-right corner of the draft map, east of North Main Street, was not included. He said requiring 66% participation from property owners within the proposed Overlay Zone could become more difficult if the single-family residential homes were included. He stated the homes on the opposite side of the map along North Alameda Street were also excluded for the same reason, as most are single-family residences. He said the map now includes Sparks Office Supply and Edward Jones Investments on the corner of West Shaw Street and North Canal Street. **Mr. Lucas** stated the map was expanded along East Mermod Street to include the original Milton's building because it was formerly the Joyce Pruitt Fruit Packing Plant. He said the old train station was also located at the end of East Mermod Street before it burned down and was relocated to Fox Street. He stated the map was expanded at the corner of South Main Street and West Greene Street to include the Eddy County-owned building formerly occupied by CARC Recycling. He said the former daycare building at the corner of South Alameda Street and West Fox Street was not included because the expansion was intended to include the Sparks Apartments at the corner of South Alameda Street and West Greene Street.

Ms. Davis asked why the map does not include the coffee shop and Lakeside Meats at the corner of West Greene Street and South Main Street. **Mr. Lucas** said he was unsure why the properties were omitted but believed the map should be revised to include that portion of the block.

Mr. Patterson stated once the map is approved by the Historic Preservation Advisory Board, outreach will begin with the property owners included within the proposed Overlay Zone. He said after the required 66% participation from property owners is obtained, the proposal will be presented to the Planning and Zoning Commission and then forwarded to City Council. **Mr. Lucas** asked if one of the Board members could draft a letter to be sent to the property owners within the proposed Overlay Zone. **Mr. Patterson** said yes. He said the letter should include contact information, meeting dates, and other relevant information so members of the public may attend and ask questions.

0:16:16 **MOTION**

The motion was made by Mr. Mitchell and seconded by Dr. McIntosh to approve the Updated Historic Preservation Overlay Zone Map with the correction on including the entire half block located on the corner of West Greene and South Main Street.

0:16:22

VOTE

The vote was as follows; Yes - Britt, Mitchell, McIntosh; No - None; Absent - Barnhart, Doss; the motion carried

0:17:33

6. UPDATE REGARDING THE HISTORIC HOUSE STRUCTURES AT 105 & 107 S. ALAMEDA ST.

Mr. Lucas stated a meeting with Grace Episcopal Church is scheduled for July 19, and he plans to attend to discuss potential options for the properties. He said the property is one of the first homes built in Carlsbad and holds significant historical value.

Mr. Britt asked what damage had resulted from the break-ins. **Mr. Lucas** said there have been several break-ins since before December 25, 2025. He said individuals have been entering the property, sleeping inside, and using the building as a restroom.

Mr. Britt asked if 107 S. Alameda St. is historically significant. **Mr. Lucas** said no, it was built later than the adjacent property at 105 S. Alameda St. **Mr. Britt** asked what security measures the church is currently using for 105 S. Alameda St. **Mr. Lucas** said none are in place at this time. **Mr. Britt** asked if the church wants to demolish both properties. **Mr. Lucas** said yes. He explained the church would either sell both houses and have them relocated or demolish them so the land could be converted into parking for the church.

0:25:33

7. DISCUSSION REGARDING THE RENOVATION OF THE BUILDING AT 405 W. FOX ST.

Mr. Britt asked if this is the building the Museum plans to expand into. **Mr. Cass** replied yes.

Mr. Cass stated no changes or modifications will be made to the exterior of the building, except for the installation of new, modern, energy-efficient windows. He said the new windows will be designed to match the building's original appearance. **Mr. Cass** explained the existing façade is not original. He said the front of the building had previously been demolished, and a temporary wall was installed to allow interior demolition work. He said the stucco will be removed, and the existing awning will remain but will be repaired and refurbished. **Mr. Britt** stated the board would be pleased as long as the design does not deviate from the building's original appearance. He noted the board hopes to begin a program to install bronze plaques on historic buildings such as this one.

Mr. Cass stated the city recognizes the building's historical significance and wants to preserve as much of the original structure as possible.

0:47:37

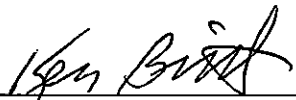
8. PUBLIC COMMENTS AND ANNOUNCEMENTS. ALL COMMENTS MUST BE RESPECTFUL AND COURTEOUS (THREE-MINUTE TIME LIMIT PER PERSON)

None at this time.

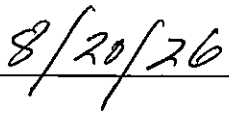
0:47:53

Adjourned

With no further business, Mr. Britt adjourned the meeting at 2:18 PM.



Ken Britt, Chairman



Date