

**LINKED MINUTES OF THE CITY OF CARLSBAD HISTORIC PRESERVATION
ADVISORY BOARD HELD IN THE JANELL WHITLOCK MUNICIPAL COMPLEX
ON AUGUST 20, 2026, AT 1:30 P.M.**

Present:	Ken Britt Dr. David McIntosh Marsha Doss	Chairman Board Member Board Member
Absent:	Larry Mitchell	Vice-Chairman
Also Present:	Jeff Patterson Trysha Ortiz Stephan Brown Patrick McManus Kat Davis Jameson Lucas Mary Garwood Denise Green	Director of Planning and Zoning Deputy Director Planning and Zoning Compliance Clerk Project Manager Deputy Director of Community Development Community Historian Beautification Coordinator Carlsbad Mainstreet

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

0:00:22 **1. ROLL CALL AND DETERMINATION OF QUORUM**

Roll was called determining the presence of a quorum.

0:00:37 **2. APPROVAL OF MEETING MINUTES – JULY 16, 2026**

0:01:00 **MOTION**

The motion was made by Dr. McIntosh and seconded by Mr. Britt to approved the meeting minutes from July 16, 2026

0:01:14 **VOTE**

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

0:01:28 **3. DISCUSSION REGARDING A LETTER RECEIVED FROM THE
STATE OF NEW MEXICO OFFICE OF AFRICAN AMERICAN AFFAIRS**

Mr. Patterson stated the letter was received and, after review, described four properties: Troy Young Park, Mt. Zion Church of God in Christ, The Brotherhood of Goodwill, and Williams Barbershop. He said the letter expresses full support for declaring these

properties historically significant and working to preserve them. He stated the letter provides information regarding the history of the properties.

Mr. Lucas stated Troy Young was a local reverend in Carlsbad for many years. He said when he passed away, the park was renamed after him in the year 2000. He stated all of the properties mentioned were not built later than 1952. He said The Brotherhood of Goodwill building is located at 2311 San Jose Blvd. and was not used until 1971. **Mr. Lucas** stated Williams Barbershop has not yet been located; however, it opened in 1957. He said another property in the area which could be considered historically significant is the Pilgrim Rest Baptist Church. He stated the church moved onto property within the proposed historical overlay zone map.

Mr. Britt stated these properties could be included in another historic overlay zone in the future. He said many other cities have more than one historical overlay zone.

Dr. McIntosh asked whether Troy Young Park, aside from being renamed in 2000, has any other ties to the African American community. **Mr. Lucas** said yes.

0:19:16 **4. DISCUSSION REGARDING PUBLIC OUTREACH TO THE PROPERTY OWNERS WITHIN THE PROPOSED HISTORIC OVERLAY ZONE**

Mr. Britt stated he prepared a draft letter to be sent to property owners within the Proposed Historic Overlay Zone. He said it would be a good idea to hold a public meeting and invite all property owners so questions could be answered.

Ms. Davis asked whether the 66% of property owners required to agree must submit their approval in writing or whether property owners who do not respond could be considered in favor. **Mr. Patterson** stated responses would need to be received in writing. He said anyone who does not respond would not be considered in favor.

Ms. Davis asked about the timeline for sending the letter and scheduling the public meeting. **Mr. Britt** stated once the letter is approved at the next meeting, the public meeting could be scheduled and the letter sent out afterward.

Dr. McIntosh asked whether a property owner who owns several properties within the Historic Overlay Zone would be counted multiple times or only as one individual. **Mr. Patterson** stated the count is based on each property. **Dr. McIntosh** stated it would be a good idea to reach out to people who own several properties within the Historic Overlay Zone with more than just a letter. **Mr. Patterson** stated the letter would be drafted, corrections would be made, and the revised letter would be presented at the next meeting for approval.

0:41:53 **5. CONSIDER APPROVAL OF A RECOMMENDATION TO CITY COUNCIL REGARDING THE AMENDED HISTORIC OVERLAY ZONE ORDINANCE**

Mr. Patterson stated if approved by the Board, the amended Ordinance would be taken to the Planning and Zoning Commission and then to City Council. He said the Amended Historic Overlay Zone Ordinance had been approved by the state. He stated once the Ordinance is established, the City would continue with the steps required to become a Certified Local Government. **Mr. Patterson** stated changes had been made to references regarding penalties and enforcement if the rules and regulations are not followed. He said this provision allows the City to take a property owner to municipal court if compliance is not achieved.

Mary Garwood asked who would enforce the Ordinance if a penalty were imposed. **Mr. Patterson** stated Code Enforcement and the Building Department would be responsible for enforcement. **Mr. Patterson** stated one section requires a recommendation on an application to be taken to the Planning and Zoning Commission within 14 days of the Historic Preservation Hearing date. He said this provision could be changed because it is not always guaranteed the Planning and Zoning Commission will meet within 14 days of the Historic Preservation Hearing.

1:02:22 **MOTION**

The motion was made by Mrs. Doss and seconded by Dr. McIntosh to approve a Recommendation to City Council Regarding the Amended Historic Overlay Zone Ordinance with the proposed changes, following the Historic Preservation Hearing, the Ordinance will be presented to the Planning & Zoning Commission for consideration at its next available meeting

1:02:43 **VOTE**

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

1:02:56 **6. CONSIDER APPROVAL OF A RECOMMENDATION TO CITY COUNCIL REGARDING THE AMENDED HISTORIC PRESERVATION ADVISORY BOARD ORDINANCE**

Mr. Patterson stated changes were made filling in blanks with the section numbers. He said the state office has reviewed these changes and they have been approved.

1:06:39 **MOTION**

The motion was made by Dr. McIntosh and seconded by Mrs. Doss to approve a Recommendation to City Council Regarding the Amended Historic Preservation Advisory Board Ordinance

1:06:47 **VOTE**

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

1:07:03 **7. 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 2:38 PM.

Ken Britt, Chairman

Date