Chair Sayal called the meeting to order at 8:38 am.

1. **ROLL CALL**
   Members present: Chair Whitney Hoffman Sayal, Vice Chair Uyuho Eduok, Amy Fransen, Nedra Hains, Susannah Johannsen, and Kathryn Juneau

   Staff present: Planning Director Frank Duke, Long Range Planning Manager Carrie Broussard and Long Range Planner Collin Lindrew

2. **MINUTES (November 14, 2018)**
   
   Motion to approve: Johannsen, Hains second.
   Motion carried, 6-0.

3. **HPC-10-18 2360 OLIVE STREET**
   Mr. David Sullivan, applicant spoke in favor of the application. Mr. Sullivan amended his application at the meeting.

   **Motion to approve with stipulations as revised at the meeting:** Johannsen, Hains second.
   The stipulations are:
   - replacement and relocation of the wood fence (max height of 6 feet) to behind the face of the accessory structure on St. Rose Avenue
   - installation of additional concrete paving in the corner side yard along St. Rose Avenue to the width of the accessory structure.

   Motion carried, 6-0.

4. **HPC-11-18 601 UNIVERSITY WALK**
   
   **Motion to approve:** Johannsen, Eduok second.
   Motion carried, 6-0.

5. **2019 CALENDAR**
   
   **Motion to approve:** Hains, Johannsen second.
   Motion carried, 6-0.

6. **STAFF REPORTS AND UPDATES**
   Ms. Broussard announced the Eddie Robinson Sr. Historic District has been placed on the National Register. Also, changes to Chapters 2 and 3 of the UDC related to the HPC have been approved by Metro Council.

   The vacant HPC position will be filled by Metro Council on January 23.

   There are no pending COA applications for the February meeting.
7. **OTHER BUSINESS**
   None.

8. **ADJOURN**
   Meeting adjourned at 9:14 am.