

**CITY OF EDMONDS
HISTORIC PRESERVATION COMMISSION
SUMMARY MINUTES**

February 10, 2011

CALL TO ORDER AND ROLL CALL

Vice Chair Bauer called the meeting of the Edmonds Historic Preservation Commission to order at 5:35 p.m. in the 3rd Floor Conference Room of City Hall, 121 – 5th Avenue North.

COMMISSIONERS PRESENT

Sue Bauer, Vice Chair
Jennifer Anttila
John Dewhirst
Andy Eccleshall
Eric Norenberg
Steve Waite
Michael Plunkett

STAFF PRESENT

Rob Chave, Planning Division Manager
Diane Cunningham, Administrative Assistant
Frances Chapin, Cultural Services Manager

COMMISSIONERS ABSENT

Christine Deiner-Karr (excused)
Alan Macfarlane (excused)
Larry Vogel, Chair (excused)

READING/APPROVAL OF MINUTES

The minutes of January 13, 2011 were not available for approval.

ANNOUNCEMENT OF AGENDA

The discussion regarding the Cultural Heritage Tour Grant from Preserve America (Item 6b) was placed after Item 4.

REQUESTS FROM THE AUDIENCE

There was no one in the audience.

CULTURAL HERITAGE TOUR GRANT FROM PRESERVE AMERICA

Frances Chapin announced that the City received a \$24,000 Cultural Heritage Tour Grant from Preserve America, and the City (\$18,000) and private organizations (\$6,000) would provide matching funds. She briefly described the project, which would create a cultural heritage walking tour along 4th Avenue to the Edmonds Center for the Arts, past the Carnegie Library, and along Main Street back to 4th Avenue. She announced that Commissioner Eccleshall has agreed to represent the Historic Preservation Commission on the steering committee, which would also include a representative from the Arts Commission, the new Museum Director, and a representative from the Edmonds Performing Arts Center. She advised that a new page would be created on the City's website to provide additional information and oral histories about the properties included on the tour, as well as other historic properties in the area. Later an advisory committee would be formed to move the project along, and the Commission would be invited to help put together information and ideas for the tour.

The Commission discussed with Ms. Chapin the possibility of working together to create the new 4th Avenue Cultural Corridor brochure and update the Commission's current walking tour brochure. Ms. Chapin suggested that each of the brochures could reference the other. She noted there are other methods for capturing the public's attention other than brochures, such as a webpage. Commissioner Dewhirst suggested the webpage be designed so it can be printed as a brochure.

Vice Chair Bauer pointed out that a few candidates for the Edmonds Register of Historic Places are located along the 4th Avenue Cultural Corridor. She suggested the Commission and staff coordinate their efforts related to these properties. Ms. Chapin agreed that would be appropriate. She briefly reviewed the anticipated timeline for the 4th Avenue Cultural Corridor Project. She also invited members of the Commission to participate on the advisory group and share their ideas.

COMMITTEE REPORTS

Registration Committee

Mr. Chave announced that an announcement would be sent out within the next week, advertising for a consultant to work on expansion of the historic inventory. A consultant should be on board to start work in early March.

Commissioner Anttila reported that the Registration Committee met last Tuesday. They have scheduled a meeting with Mr. Chave on February 17th to discuss the content of the information the Commission provides to people who decide to add their properties to the Register. The committee also discussed re-contacting property owners who have not responded to previous contacts by the Commission.

Education and Outreach Committee

Commissioner Eccleshall announced that the next edition of *THE PRESERVATIONIST* is ready to be printed, and Council Member Plunkett has provided the paper. Ms. Cunningham agreed to print 500 copies and post the final copy on the Commission's webpage.

Commissioner Eccleshall reported that he and Mr. Chave would meet together to prepare an updated draft of the brochure. The Commission discussed how they could coordinate their brochure with the 4th Avenue Cultural Corridor Brochure that was discussed earlier by Ms. Chapin.

Preservation Planning Committee

Commissioner Norenberg announced that he would have calendar proofs for the Commission to review at their next meeting.

Commissioner Waite said the committee discussed resurrecting the idea of expediting permits for people on the Register who want to make improvements to their properties. While he has not approached the current building official about this concept, he anticipates he will be extremely receptive. Mr. Chave announced that representatives from the Mayor's Climate Protection Committee, the Economic Development Commission, and the Planning Board will meet to discuss various types of incentives to encourage green building. Expediting permits for properties on the Register would fit nicely with this discussion. Commissioner Dewhirst volunteered to represent the Commission at the meetings.

Vice Chair Bauer suggested the Commission discuss the building official's discretion to enforce modern codes or not when historic structures are remodeled. The Commission agreed to invite the building official to a future meeting to learn more about his experience and views regarding historic preservation.

The Commission discussed the potential of waiving some application fees for historic properties. Mr. Chave said the building official has established a free pre-application meeting for all applicants. He believes it saves time and money to talk through issues early in the process.

NEW BUSINESS

Discussion on Reserving Space for Summer Market

The Commission discussed how they want to participate in the summer market. The Commission agreed that rather than setting up a table, Commissioners could attend the event to mingle with the crowd and hand out information.

The Commission agreed that Commissioner Waite should teach other Commissioners how to conduct the historic tours as part of the art walk event. This would allow them to expand the program next summer.

The Commission discussed the importance of completing their brochure update so it can be handed out at future events such as the Edmonds Arts Festival, the car show, the Taste of Edmonds, etc. Perhaps the Wade James Theater could provide people attired in different periods of dress to hand out information regarding historic preservation. They also discussed the idea of setting up a table outside the Frances Anderson Center to hand out information during these events.

FY12 Certified Local Government (CLG) Pass-Through Grant Application

Commissioner Dewhirst reported that he talked to the State last year about educational opportunities for Commissioners and was told they can request grant funding to send Commissioners to conferences and education types of events. Mr. Chave said they could also request grant funding for their plaque program. Further discussion on this item was postponed until the March 10th meeting.

UNFINISHED BUSINESS

Report on Outside Lighting of the Edmonds Museum

Commissioner Dewhirst reported that he met with Mr. Chave to prepare a letter of response to the Edmonds Historical Museum's request to add lighting to the outside of their building. The letter outlines the process for obtaining a Certificate of Appropriateness from the Commission. It also notes that because the Museum is a tenant of the building, any changes would require permission from the property owner (City of Edmonds). On the other hand, no approval from the City or the Commission (other than a permit) would be required to move forward with the alternative proposal to add some type of spotlight feature. He said he has not received a response back from the Museum.

The Commission discussed the idea of creating a historic preservation handbook to provide clear direction to property owners on the Register who want to make changes that require a Certificate of Appropriateness. It was noted that the Secretary of the Interior provides general guidelines that could be used as a starting place. They agreed to provide a link to this information on their webpage.

Updates on 2011 Strategic Plan

Commissioner Eccleshall referred the Commissioners to the most recent update of the 2011 Strategic Plan and invited them to identify additional changes.

COMMISSIONER DEWHIRST MOVED THE COMMISSION APPROVE THE EDMONDS HISTORIC PRESERVATION COMMISSION'S 2011 STRATEGIC PLAN AS DRAFTED. COMMISSIONER ANTILA SECONDED THE MOTION.

Mr. Chave explained that the Strategic Plan identifies the Commission's work plan for the next few years and is used by staff when submitting grant applications. He reminded the Commission that the Strategic Plan could be amended if the Commission changes their priorities.

THE MOTION CARRIED UNANIMOUSLY.

Commissioner Eccleshall agreed to forward a copy of the approved Strategic Plan to each of the Commissioners. He encouraged the committees to meet over the next month to discuss how their groups would accomplish the goals identified in the plan.

ACTION ITEMS

Potential Property Nominations

This item was not discussed at the meeting.

Updates to Historic Inventory

This item was not discussed further.

HISTORIC PRESERVATION CHAIR COMMENTS

The Preservationist

Ms. Cunningham agreed to print the next edition and notify Commissioner Eccleshall when it is ready for him to pick up for distribution.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Council Member Plunkett provided an update of the City Council's discussions related to solar panels at the Frances Anderson Center. He said he has reminded those involved that the project must obtain a Certificate of Appropriateness from the Commission because the building is on the Edmonds Register of Historic Places. Mr. Chave provided a brief overview of the proposed project, which may come before the Commission for an informal review at their March 10th meeting.

The Commission discussed the need to figure out how modernity (sustainability, energy independence, etc.) fits with historic preservation. They agreed it is important to send a clear message that historic preservation can be part of this effort. Mr. Chave noted that the Secretary of the Interior provides standards for these types of projects that occur on historic properties.

Ms. Cunningham said she is still holding the plaque for the Frances Anderson Center. Commissioner Eccleshall agreed to work with Ms. Cunningham to schedule a date for a public event to post the plaque.

Commissioner Waite announced that he would miss between three and four meetings this year due to his work schedule.

ADJOURNMENT

The Commission meeting was adjourned at 7:01 p.m.