

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

May 10, 2012

CALL TO ORDER AND ROLL CALL

Chair Vogel called the meeting of the Edmonds Historic Preservation Commission to order at 5:40 p.m. in the 3rd Floor Conference Room of City Hall, 121 – 5th Avenue North. He read the Commission's mission statement.

COMMISSIONERS PRESENT

Larry Vogel, Chair
Christine Deiner-Karr
Meg Keogh (arrived at 5:50 p.m.)
Bill Muller
Eric Norenberg
Jerry Tays
Steve Waite
Michael Plunkett, City Council Member
Lora Petso, City Council Member

STAFF PRESENT

Rob Chave, Planning Division Manager
Diane Cunningham, Administrative Assistant

OTHERS PRESENT

Kristiana Johnson
Todd Clayton
Emily Scott

COMMISSIONERS ABSENT

Fred Bell
John Dewhirst, Vice Chair (excused)
Andy Eccleshall (excused)
Tim Raetzloff

READING/APPROVAL OF MINUTES

COMMISSIONER TAYS MOVED TO APPROVE THE MINUTES OF APRIL 12, 2012 AS SUBMITTED. COMMISSIONER DEINER-KARR SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

The agenda was amended to add a discussion about appointing a student representative to the Commission. The remainder of the agenda was accepted as presented.

REQUESTS FROM THE AUDIENCE

No one in the audience expressed a desire to address the Commission during this portion of the meeting.

DISCUSSION WITH COMMISSION APPLICANTS

The Commission interviewed prospective Commissioners, Emily Scott and Todd Clayton. They invited each candidate to share their background information and explain why they want to serve on the Commission and what they can contribute.

The Commission agreed to postpone their discussion about the two candidates until later on the agenda.

COMMITTEE REPORTS

Registration Committee

Commissioner Keogh announced that the owner of property at 310 Sunset has agreed to place his property on the Edmonds Register of Historic Places. He suggested the neighboring property owner might also be interested. Commissioner Keogh agreed to help the property owners fill out the nomination applications.

Education and Outreach Committee

Chair Vogel reported that Commissioner Keogh agreed to assume responsibility for publishing *THE PRESERVATIONIST*, and he reminded the Commission that the next issue (June) would feature Native American Indians. He also recalled that Commissioner Bell previously agreed to prepare some copy regarding the history of the Edmonds Police Department as they commemorate their 100th Anniversary.

Preservation Planning Committee

Commissioner Waite said the Preservation Planning Committee met to discuss their goals and objectives for the coming year. The Committee agreed that, at some point in 2012, it would be appropriate for the Commission to have a special meeting to review the process for nominating properties to the Register and obtaining a Certificate of Appropriateness. They agreed that it would be appropriate in 2012 for the Commission to revisit the concept of creating a historic overlay. They also agreed that the Commission should consider pursuing potential incentives such as an expedited permit process and/or a permit fee reduction.

Commissioners Muller and Deiner-Karr reported on their attendance at a recent historic preservation camp. They agreed it was a helpful camp that Commissioners should attend when future opportunities become available. They agreed to share the information they received.

Fundraising Committee

Mr. Chave announced that he submitted a grant application to fund the next calendar printing. He advised that this year's grant applications were about 50% more than the available funding. He suggested that if the Commission obtains partial grant funding, they could approach the City Council for matching funds. He advised that the current grant opportunity stipulates that grant funding cannot be used as a fundraising mechanism, so the Commission would not be allowed to sell the calendars to fund future projects. He further reported that he met with the City's Finance Director to discuss the process for establishing a donation fund. The Fundraising Committee agreed to discuss this opportunity further and report back to the Commission.

NEW BUSINESS

Discussion about Appointing a Student Representation to the Commission

Council Member Petso reported that while attending a recent meeting at the high school, she received the clear message that students would feel flattered and involved in the community, if they were invited to serve as representatives on other City commissions and boards. She suggested the Commission consider this opportunity. The Commission discussed the best process for pursuing the appointment of a student representative.

CHAIR VOGEL MOVED TO AUTHORIZE COUNCIL MEMBER PETSO TO INFORM THE SCHOOL DISTRICT THAT THE HISTORIC PRESERVATION COMMISSION WOULD WELCOME A STUDENT REPRESENTATIVE TO LEARN ABOUT HISTORIC PRESERVATION AND TO ASSIST THEM IN THEIR MISSION. COMMISSIONER WAITE SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS

Continued Discussion on Strategic Plan

Discussion regarding the Strategic Plan was deferred to the June 14th meeting.

Business Cards

The Commission discussed and agreed that the best approach for the business cards would be to provide the Planning Division's office phone number and mailing and email addresses. Each Commissioner would receive cards with their names on them, and Commissioners could personalize the cards by writing in their own personal information, when appropriate.

ACTION ITEMS

No action items were scheduled on the agenda.

HISTORIC PRESERVATION CHAIR COMMENTS

Chair Vogel thanked everyone in attendance at the meeting. He particularly thanked and acknowledged Council Member Plunkett for his years of dedication to the Historic Preservation Commission. He also welcomed Council Member Petso, who would take Council Member Plunkett's place as liaison to the Commission.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Council Member Plunkett briefly reviewed the history of the Commission and suggested that their next step should be to consider the concept of historic overlays. He commended all the Commissioners who have contributed throughout the years said he would miss his participation on the Commission.

Commissioner Muller encouraged the Commissioners to review the information he provided from the recent historic preservation camp he attended. He encouraged them to pay particular attention to the legal aspects of historic preservation.

The Commissioners expressed gratitude to Council Member Plunkett for all his hard work to create and further the goals of the Historic Preservation Commission. The meeting was recessed for a short time for those in attendance to enjoy cake to commemorate Council Member Plunkett's last meeting.

CONTINUED DISCUSSION ABOUT COMMISSION APPLICANTS

The Commission discussed the qualifications and strengths of each applicant. They emphasized that each applicant was well qualified for the position. They discussed that, in recent years, the Edmonds South Snohomish County Historical Society's representative has not been strong, and attendance has been sporadic.

The Commission agreed to postpone their final decision to the next meeting on June 14th. Ms. Cunningham agreed to invite the candidates to the June 14th meeting where the Commission would make a final decision.

ADJOURNMENT

The meeting was adjourned at 7:35 p.m.