

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

July 12, 2012

CALL TO ORDER AND ROLL CALL

Chair Vogel called the meeting of the Edmonds Historic Preservation Commission to order at 5:32 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
John Dewhirst, Vice Chair
Andy Eccleshall
Meg Keogh
Bill Muller
Eric Norenberg (arrived at 5:36 p.m.)
Tim Raetzloff
Jerry Tays
Steve Waite
Laura Petso, City Council Member
Kristiana Johnson, City Council Member

STAFF PRESENT

Kernen Lien, Planner
Diane Cunningham, Administrative Assistant

OTHERS PRESENT

Shirley Pauls
John Pauls
Todd Clayton
Emily Scott

COMMISSIONERS ABSENT

Fred Bell
Christine Deiner-Karr (excused)

READING/APPROVAL OF MINUTES

COMMISSIONER DEWHIRST MOVED TO APPROVE THE MINUTES OF JUNE 14, 2012 AS SUBMITTED. COMMISSIONER TAYS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

An update on the next edition of *THE PRESERVATIONIST* was added to the agenda as part of the Education and Outreach Committee Report. The remainder of the agenda was accepted as presented.

PUBLIC HEARING TO DETERMINE ELIGIBILITY OF THE “ALLEN HOUSE” LOCATED AT 310 SUNSET AVENUE NORTH FOR LISTING ON THE EDMONDS REGISTER OF HISTORIC PLACES

Mr. Lien presented the Staff Report for the Allen House, which was constructed by Zachary T. Allen, a former owner of the Olympic Hotel who lived in the hotel prior to moving into the subject house. He briefly explained the effects of listing the house on the Register. He also reviewed how the Queen Anne Free Classic Style house meets the designation criteria and pointed out the significant features associated with the exterior of the house. He noted that the interior of the house is not being considered for designation. He concluded that the nomination meets the designation criteria and the exterior of the house is eligible for designation. He said staff recommends the Commission forward a recommendation to the City Council

that the house be listed on the Edmonds Register of Historic Places. He provided pictures of the subject house, as well as another house that was built by Mr. Allen.

Commissioner Waite asked if staff is recommending approval of the entire exterior of the structure, including the 1929 addition. Mr. Lien answered affirmatively. Commissioner Waite asked if there is an outbuilding, and Mr. Lien answered that the outbuilding is not being considered for inclusion on the Register.

Commissioner Tays suggested that when future properties are considered for the Register, the notification should make it clear that the proposal is to preserve, not redevelop the property.

Commissioner Tays asked if significant changes have been made to the interior of the structure. Mr. Paul said the interior is largely intact. The original portion of the house is close to the first floor plan, but the new addition includes a bathroom and kitchen.

Commissioner Raetzloff asked if the term “rehabilitation” is used in the strictest sense when considering a property’s eligibility for a special tax valuation. He pointed out that rehabilitation is just one of four types of processes a property can go through. Mr. Lien said this term came directly from the Revised Code of Washington (RCW). He agreed to research how the RCW defines this term.

Commissioner Waite asked when the outbuilding was last rehabilitated. Mr. Pauls answered that he and his wife added a foundation beneath the outbuilding years ago. He expressed his belief that the outbuilding does not contribute to the historic significance of the building, and Mr. Lien noted that it was not included in either of the City’s surveys of historic properties.

COMMISSIONER DEWHIRST MOVED TO FORWARD A RECOMMENDATION TO THE CITY COUNCIL THAT THE PROPERTY BE LISTED ON THE EDMONDS REGISTER OF HISTORIC PLACES WITH THE OWNER’S CONSENT. COMMISSIONER MULLER SECONDED THE MOTION.

Ms. Cunningham announced that the nomination is scheduled to go before the City Council for a public hearing and final action on August 6, 2012.

UNFINISHED BUSINESS

Continued Discussion on Student Representatives

Council Member Johnson reviewed a proposal presented by the City Attorney to the City Council’s Public Safety and Personnel Committee that provides guidance for all City boards and commissions to use when developing guidelines and processes for appointing student representatives. She noted that each board and commission would be responsible for identifying the role their student representatives would serve, and she suggested they consider the work that has already been done by Planning Board Member Valerie Stewart.

Chair Vogel agreed to review the information from the City Attorney and the Planning Board and develop some ideas about what a student representative’s role would be on the Historic Preservation Commission.

Business Cards

Ms. Cunningham said Commissioner Deiner-Karr provided paper to print the business cards, but she did not provide a word document to create the business cards for each individual Commissioner. Commissioner Vogel agreed to prepare a digital file of the business card for Ms. Cunningham, and the Commissioners filled out a form to identify the exact names they wanted printed on their business cards.

ACTION ITEMS

Scheduling Volunteers for Weekly Summer Market (July 14th through August 26th)

The Commission discussed that the purpose of their participation in the Summer Market is to educate the public and promote historic preservation. They agreed it is important to articulate the difference between the Edmonds Historic Preservation Commission and the Edmonds South Snohomish County Historical Society. They also agreed it would be helpful to have a

computer available for the public to view the Commission's website. Commissioner Keogh announced that a box of materials has been prepared for the Commission's table located in front of the Edmonds Museum (Log Cabin). The Commissioners signed up to participate as follows:

July 14th – Commissioners Tays and Muller
July 21st – Commissioners Raetzloff and Keogh
July 28th – Commissioner Keogh and prospective Commissioner Scott
August 4th – Commissioners Deiner-Karr and Eccleshall

Nominate Representative to the Edmonds South Snohomish County Historical Society

Commissioner Muller was appointed to represent the Commission as a liaison to the Edmonds South Snohomish County Historical Society. The Commission agreed that Commissioner Muller would provide a brief monthly report of the Society's activities.

Historic Calendar for 2013

Ms. Cunningham announced that the Commission received a grant to publish the calendar again in 2014, but there is no grant funding to print the calendar in 2013. Commissioner Keogh said she contacted several business owners in the community asking them to either donate money for the calendar or purchase advertising. She said she believes they can obtain sufficient funding, and she has arranged for a graphic artist to assemble the calendar. They hope to have the project finished by mid fall. Commissioners Eccleshall and Vogel agreed to meet prior to the Commission's August 9th meeting to review potential photographs for inclusion in the 2013 calendar, and they invited Commissioners to submit their ideas.

The Commission agreed to start planning future calendars earlier in the year so they can be available for distribution by the end of the summer.

Final Strategic Plan

Commissioner Waite suggested that at some point, the Commission should hold an instructional meeting to discuss the Strategic Plan and the process for reviewing nominations for the Edmonds Register of Historic Places and applications for Certificates of Appropriateness. They could also discuss the concept of creating an "overlay district." The Commission agreed to schedule a special meeting the week of October 22nd to discuss these items. Ms. Cunningham agreed to check on meeting room availability and report back to the Commission.

Scheduling Business Fair in October

Commissioners Eccleshall and Keogh agreed to learn more information about the October Business Fair and report back to the Commission.

COMMITTEE REPORTS

Registration Committee

The Registration Committee did not have any activities to report.

Education and Outreach Committee

Chair Vogel reported that the Education and Outreach Committee is still working to prepare the next edition of *THE PRESERVATIONIST* that will feature Native American activity in the area, which is believed to be the site of a temporary Native American camp. While they have experienced problems reproducing the maps, they do have old photographs of settlements in the vicinity that could be included. The Commission concluded that rather than nominating an area for the Edmonds Register of Historic Places, the purpose of the article is to raise general awareness of the traditional cultural use of the area by Native Americans before settlers. Commissioner Waite questioned if the article would be consistent with the ordinance that was adopted to create the Commission, which requires them to focus on historic sites and/or structures. It was discussed that Commissioner Waite's concern could be addressed by including a specific reference to the temporary Native American camp that was located near the vicinity of the current fish hatchery.

Ms. Scott volunteered to complete additional research to verify the accuracy of the information contained in the article. Before finalizing the article, Chair Vogel agreed to take additional photographs of the marsh and fish hatchery area. He also

agreed to forward the draft article to the Commissioners for comment and feedback before a final draft is prepared by Commissioner Keogh.

Preservation Planning Committee

The Preservation Planning Committee did not have any new information to report.

Funding Committee

Commissioner Tays said the Funding Committee is still trying to set up a meeting with Mr. Chave to discuss the rules and regulations related to Commission fundraising. Ms. Cunningham agreed to set up the meeting. She also reminded the Commission that they should submit their request for City funds as soon as possible. The Commission briefly discussed other options for funding, such as grants from the hotel/motel tax to publish a walking tour brochure.

HISTORIC PRESERVATION CHAIR COMMENTS

Chair Vogel did not provide any additional comments during this portion of the meeting.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Commissioner Tays reported that he recently visited Bath, Maine, where he collected three brochures that highlight the historical features of their downtown.

ADJOURNMENT

The meeting was adjourned at 7:10 p.m.