

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

**February 21, 2012**

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**CALL TO ORDER AND ROLL CALL**

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

**COMMISSIONERS PRESENT**

Steve Waite, Vice Chair  
Tim Raetzloff  
Emily Scott  
Gerry Tays  
Kristiana Johnson, City Council Member  
Lora Petso, City Council Member

**STAFF PRESENT**

Rob Chave, Planning Division Manager  
Diane Cunningham, Administrative Assistant

**OTHERS PRESENT**

**COMMISSIONERS ABSENT**

Larry Vogel, Chair (excused)  
Andy Eccleshall (excused)  
Christine Deiner-Karr (excused)

**READING/APPROVAL OF MINUTES**

**COMMISSIONER TAYS MOVED TO APPROVE THE MINUTES OF DECEMBER 13, 2012 AS SUBMITTED. COMMISSIONER SCOTT SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.**

**COMMISSIONER TAYS MOVED TO APPROVE THE MINUTES OF JANUARY 10, 2013 AS SUBMITTED. COMMISSIONER RAETSLOFF SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.**

**AGENDA ADDITIONS/CHANGES**

The agenda was accepted as presented.

**REQUESTS FROM THE AUDIENCE**

There was no one in the audience.

**COMMITTEE REPORTS**

**Registration Committee**

Commissioner Scott reported that the Registration Committee met during the past month to update the list of potential properties for the Register, and they are working to fill in the missing information. She announced that, moving forward, there will be just one list that will be controlled by the Registration Committee.

Commissioner Raetzloff reported that he contacted representatives from the North Sound Church, and he anticipates meeting with them in March.

Vice Chair Waite reported he has been unable to locate maps and additional information about the dams/weirs that were historically located at Yost Park. Commissioner Scott agreed to help find additional information.

### **Education and Outreach Committee**

The Education and Outreach Committee did not provide a report.

### **Preservation Planning Committee**

The Preservation Planning Committee did not provide a report.

### **Funding Committee**

It was noted that, at this time, no Commissioners have been assigned to serve on the Funding Committee.

## **NEW BUSINESS**

### **2014 Calendar (Grant)**

Mr. Chave advised that Commissioner Eccleshall is working on a draft of the 2014 Calendar. As per the grant requirement, the draft must be submitted to the State by mid May. He referred to the initial draft and invited Commissioners to forward their corrections and comments to both Commissioner Eccleshall and Ms. Cunningham. Staff would forward the comments to all Commissioners.

### **Historic Celebration in May**

Commissioner Tays shared his initial ideas for a celebration at the Commission's regular meeting in May (National Historic Preservation Month) to recognize owners of properties that are currently on the City's Register and explain the benefits of the Register to potential candidates. He said he is hoping that someone from the Washington State Department of Archaeology and Historic Preservation (DAHP) will agree to speak at the event. The event would also be an opportunity to provide information to owners of properties already on the register about proper procedures for maintaining historic properties. The Commission agreed to finalize plans for the event at their next meeting.

## **UNFINISHED BUSINESS**

### **Calendar Sales**

Ms. Cunningham provided a status report on the 2013 calendar sales. She noted that they still have a large quantity of unsold calendars, but they have sold enough to cover their costs. Commissioner Raetzloff agreed to contact the two business owners who paid money for advertising space that was inadvertently left off the calendar to apologize and discuss a final resolution. Mr. Chave agreed to send an email to former Commissioner Keogh, informing herself that she should no longer be involved in the calendar sales.

## **TRAINING ON PROCESS FOR ADDING BUILDINGS/SITES TO REGISTER**

The Commission briefly discussed the implications and benefits associated with placing a property on the Register, specifically noting that:

- When a property is placed on the Register, the specific historic aspects of the structure are identified.
- Once a property is on the Register, owners would be required to obtain a Certificate of Appropriateness from the Commission in order to do any work that could potentially impact the historic aspect(s) of the structure.
- A property owner would be allowed to make changes, as long as they are sensitive in nature and do not compromise the overall character of the historic structure.
- A plaque would be provided by the City to identify properties that are on the Register.
- There is evidence that suggests that placing a property on the Register enhances its value, which is particularly true for properties located in historic districts.

- Property owners can remove their properties from the Register at any time.
- Placing a property on the Register provides the intangible benefit of pride in ownership and contributing to the community. This benefit can eventually become tangible as property values increase.
- Because not all repairs and improvements require a permit from the City, changes are sometimes made to historic structures without the Commission and City staff's knowledge.

The Commission discussed that a property must meet the following criteria in order to be considered a candidate for the Register:

- Is significantly associated with the history, architecture, archaeology, engineering or cultural heritage of the community.*
- Has integrity.*
- Is at least 50 years old.*

In addition to the above criteria, a property must also meet at least one of the requirements listed in Criteria D:

- Is associated with events that have made a significant contribution to the broad patterns of national, state or local history.* While simply accumulating properties on the Register to boost the numbers has value, the Commission agreed it would be appropriate to identify the broad patterns of the City's local history and then seek properties that represent each of the categories. It was noted that the two historic surveys could be used as resources. Commissioner Scott agreed to add a separate column on the spreadsheet of potential properties to identify the category each property would fall under.
- Embodies the distinct architectural characteristics of a type, period, style or method of design or construction, or represents a significant and distinguishable entity whose components may lack individual distinction.* The criteria specifically speaks to the physical characteristics and/or architectural style of a structure. It was discussed that the DAHP has created a list of available of building structures in Washington State that are greater than 50-years-old, and a historic inventory form has been completed for most of them. This information is available to the public and would give the Commission a good place to start and a way to comprehend the historic elements they should record. It was noted that the DAHP's website also has a search engine the Commission might find useful.
- Is an outstanding work of a designer, builder or architect who has made a substantial contribution to the art.* It was noted that there were none or few notable architects in Edmonds prior to World War II.
- Exemplifies or reflects special elements of the City's cultural, social, economic, political, aesthetic, engineering or architectural history.* The Commission agreed that this criteria is linked to Criteria 1.
- Is associated with the lives of persons significant in national, state or local history.* The Commission discussed that while a structure may not be an architectural gem, its historic value may be its association with a prominent person in history.
- Has yielded or may be likely to yield important archaeological information related to history or prehistory.* Technically, every property has potential for subsurface history and prehistory unless it has already been graded.
- Is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with a historic person or event?* The Commission discussed that relocating structures is discouraged because they lose their association with the site. However, sometimes, relocation is the only option for saving a historic building. It was noted that although the Railroad Foreman's House was relocated, it still has historic value because it is one of the few preserved structures of its type.
- Is a birthplace or grave of a historical figure of outstanding importance and is the only surviving structure or site associated with that person?* The same comments as those provided for Criteria 5 would apply to Criteria 8.
- Is a cemetery which derives its primary significance from age, from distinctive design features, or from association with historic events or cultural patterns?* It was noted that the entire Edmonds Cemetery has been included on the Register.

The Commission discussed that a single grave site could also be a stand-alone designation. Commissioner Tays pointed out that there is also a cemetery located near Five Corners that would be eligible for inclusion on the Register.

10. *Is a reconstructed building that has been executed in a historically accurate manner on the original site?* The Commission discussed that National standards do not encourage the inclusion of reconstructed buildings on the National Register of Historic Places. However, the decision would be based on the significance of the property.

11. *Is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories; the designation shall include description of the boundaries.* These criteria would apply to most of the historic residential structures in Edmonds.

Commissioner Scott summarized that when reviewing nominations for the Register, Commissioners should:

- Determine if a structure and/or site meets the historic criteria.
- Determine if the site/structure is at least 50 years old.
- Using the list created by DAHP, determine if a structure and/or site is significant.
- Determine whether or not the structure has integrity.
- Determine whether or not the structure and/or site should be considered for the Register.

Next, the Commission discussed that when reviewing a request for a Certificate of Appropriateness, they should review each of the criteria to determine if the historical significance of a site and/or structure would be compromised by the proposed work. Mr. Chave commented that it is very important, when registering a property, to clearly identify the significant historic features.

The Commission reviewed the City's process for following up with owners of historic properties to ensure that the historic integrity of the structure and/or site is maintained. Mr. Chave said the City does not inspect properties on the Register unless a property owner submits an application for a permit that requires an inspection. It was suggested that a windshield survey could be completed every few years to ensure that the integrity of the properties on the Register has not been altered.

The Commission discussed their desire to add the old Edmonds High School to the Edmonds Register of Historic Places. It was noted that the Commission previously expressed a desire to save the portico that was located at the entrance to the Building, but they did not have the ability to make it happen. Council Member Johnson said she recently read a newspaper article stating that the portico would be placed in the southwest corner of the Salish Crossing property. The Commissioners agreed that in the future, they should provide some technical assistance and advice on the alternatives.

Mr. Chave referred to the application form that is used to nominate properties for the Register. He also reminded the Commission of the two historic surveys that provide a lot of information about potential properties. There are also other resources the Commission can utilize to identify the historic features of a site and/or structure. For example, the photos can be sent to the DAHP for help in identifying a building's architectural style. The Registration Committee is responsible for working with individuals to complete the application process and present the nominations to the Commission for a public hearing and recommendation to the City Council. While property owner approval is not required before sending an application to the City Council for review, a property will not be placed on the Register without it. The City's informal policy is to not move forward unless property owners are willing to support the nomination.

#### **HISTORIC PRESERVATION CHAIR COMMENTS**

Chair Waite did not provide any comments.

#### **HISTORIC PRESERVATION COMMISSIONER COMMENTS**

Council Member Johnson pointed out that there are many calendars that still need to be sold.

Commissioner Tays said he appreciates the training opportunity that was provided at the meeting, and he suggested they repeat the opportunity in the future.

Commissioner Scott advised that at the next meeting she would provide an updated list of potential properties for the Register, with the added category that was discussed earlier. The Commission can review the list and make minimal tweaks. They can also discuss how the list will be utilized and updated in the future. Ms. Cunningham agreed to provide Commissioner Scott with a list of properties the Commissioners previously identified so they can be incorporated into the new list.

Ms. Cunningham distributed information from the League of Snohomish County Heritage Organization regarding an event they are sponsoring on March 23<sup>rd</sup>.

### **ADJOURNMENT**

The meeting was adjourned at 7:15 p.m.