

**APPROVED MAY 9<sup>th</sup>**

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

**April 11, 2013**

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**CALL TO ORDER AND ROLL CALL**

Chair Vogel called the meeting of the Edmonds Historic Preservation Commission Meeting to order at 5:29 p.m. in the 3<sup>rd</sup> Floor Conference Room of City Hall, 121 – 5<sup>th</sup> Avenue North. He read the Commission's mission statement.

**COMMISSIONERS PRESENT**

Larry Vogel, Chair  
Steve Waite, Vice Chair  
Christine Deiner-Karr  
Tim Raetzloff  
Emily Scott  
Gerry Tays  
Kristiana Johnson, City Council Member  
Lora Petso, City Council Member

**STAFF PRESENT**

Diane Cunningham, Administrative Assistant

**COMMISSIONERS ABSENT**

Andy Eccleshall (excused)

**READING/APPROVAL OF MINUTES**

**COMMISSIONER TAYS MOVED TO APPROVE THE MINUTES OF MARCH 14, 2013 AS SUBMITTED. COMMISSIONER DEINER-KARR SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.**

**AGENDA ADDITIONS/CHANGES**

The Commission added discussions about the 2013 Calendar, a May celebration, and a student representative to the agenda. It was noted that a report from the Funding Committee should be added to future agendas. The remainder of the agenda was accepted as presented.

The Commission asked staff to provide an updated list of committee assignments.

**REQUESTS FROM THE AUDIENCE**

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

**COMMITTEE REPORTS**

**Registration Committee**

Commissioner Scott reported that she has finalized the consolidated spreadsheet of potential properties for the Register. She agreed to email the list to the Commissioners, and invited them to share their thoughts. Commission comments would be incorporated into a final spreadsheet for final approval at their next meeting.

Commissioner Waite indicated he would continue to work on gathering information about the dams/weirs that were historically located at Yost Park. Chair Vogel advised that Commissioner Eccleshall is currently working with the owner of a

historic home on Main Street. Commissioner Tays said he made contact with the owners of property at 729 Main Street, who indicated their interest in adding their property to the Register. He observed that several changes have been made to the building, and Commissioners Deiner Karr and Waite agreed to review the available information related to the property and render an opinion on its historic significance based on the established criteria.

The Commission briefly discussed the historic “pink” home on Main Street. They agreed it would be appropriate for a member of the Registration Committee to contact the owner once again. They also discussed that all Commissioners, not just those on the Registration Committee, could work with owners to get properties on the Register. Commissioners could provide brief updates of the properties they are working on as part of the Registration Committee’s monthly report. This will allow the Commissioners to better coordinate their efforts.

Commissioner Tays recalled that at the public ceremony in honor of adding the Paul House on Sunset Avenue to the Register, a list was created of attendees who were interested in adding their properties to the Register. Commissioner Raetzloff said lists were also created at the summer market. The Commission discussed that the lists were created by a previous Commissioner. Council Member Petso agreed to contact her in an attempt to locate the lists.

### **Education and Outreach Committee**

Chair Vogel announced that all Commissioners have been invited to attend the Edmonds Museum’s open house on May 3<sup>rd</sup> from 5:30 to 7:30 p.m. Commissioner Scott encouraged Commissioners to attend the event and reminded them that they use the museum as a resource for much of their research. She stressed the importance of maintaining positive connections and supporting the Museum’s endeavors.

Chair Vogel reported that he is still working on his PowerPoint presentation regarding Edmonds’ History, which he will present at the Museum Guild’s tea on May 21<sup>st</sup> at 10:00 a.m. The purpose of the presentation is to get people interested in historic preservation. He said he would like the Commissioners to view the presentation and provide comments before May 21<sup>st</sup>.

### **Preservation Planning Committee**

The Preservation Planning Committee did not have any activity to report.

## **OTHER REPORTS**

### **Update on Properties for Historic Register**

Commissioner Scott noted that this item was discussed earlier as part of the Registration Committee’s report. She advised that she would forward the consolidated list of properties to Commissioners for comments.

### **State Historic Survey**

Council Member Johnson advised of an on-line Washington State Historic Preservation Plan Stakeholder’s Survey that Commissioners can participate in via SurveyMonkey. In addition, she reported that a number of “community conversation” events have been scheduled. The event closest to Edmonds is on April 25<sup>th</sup> from 6:00 to 8:00 p.m. in Washington Hall’s Lodge Room located at 153 – 14<sup>th</sup> Avenue, Seattle, Washington. Ms. Cunningham agreed to forward the Commissioners a link to the survey.

## **NEW BUSINESS**

### **Washington Trust Historic Preservation Conferences in Spokane and Vancouver**

Chair Vogel announced that the Washington State Department of Archaeology and Historic Preservation has offered scholarship funding for Commissioners to attend the event in Vancouver on May 15<sup>th</sup> through 17<sup>th</sup>. He encouraged Commissioners to apply for funds to attend the event. He noted that attendance at the general sessions does not require a registration fee.

Chair Vogel also announced that a Historic Workshop Weekend is scheduled for April 19<sup>th</sup> through 21<sup>st</sup> in Wenatchee. The Commission agreed it would be appropriate to send notification of this event to owners of properties on the Register. Ms. Cunningham agreed to create a contact list using information available from the Register. It was agreed that email addresses

and phone numbers could be added later. The Commission discussed the idea of sponsoring an event to honor owners of properties on the Register. They agreed the event should take place in September.

Once again, Ms. Cunningham reminded the Commission that the North Sound Church's nomination process has been completed. The only action remaining is for representatives from the church to sign the form that authorizes the property to be listed on the Register.

## **UNFINISHED BUSINESS**

### **2013 Calendar**

Ms. Cunningham advised that because no City funds were spent on the 2013 calendar project, the remaining 2,800 calendars could be given away without cost. The Commission agreed the calendars could be distributed at the Business Expo, and people could be invited to make a donation. They also agreed that a box of calendars could be given to businesses that purchased advertisements. Ms. Cunningham agreed to make a list of the number of businesses that advertised in the calendar and identify an appropriate distribution of the remaining calendars. Several Commissioners agreed to help distribute the calendars.

## **ACTION ITEMS**

### **Historic Calendar for 2014**

The Commission reviewed a draft of the 2014 Historic Calendar, which incorporates all the comments provided to date by Commissioners and made the following comments:

- Addresses and/or locations should be provided for all of the historic properties included in the calendar.
- The font size should be standardized on the calendar grid.
- The font sizes in the photo captions should be increased wherever possible.
- Rather than using multiple colors for fonts, two colors should be used: one for historic dates and another for everything else. A legend should be provided to identify what the font colors represent.
- Ground Hogs Day is actually February 1<sup>st</sup> not February 2<sup>nd</sup>.
- Provide information about where the log cabin was previously located.

The Commission also had a discussion about whether or not religious holidays should be identified on the calendar. They agreed to continue their discussion and make a final decision at their May meeting.

### **Business Expo Responsibilities**

Chair Vogel announced that the Business Expo is scheduled for June 1<sup>st</sup>. The Commission agreed to postpone this discussion until the May meeting when Commissioner Eccleshall is present.

### **May Celebration**

The Commission agreed there was not adequate time to plan an event in conjunction with National Historic Preservation Month in May. Instead, they agreed to schedule an event in September to recognize owners of properties on the Register. They agreed to identify a specific date for the event at their next meeting. This will allow them to start advertising the event as soon as possible.

### **Meeting Times**

Several Commissioners indicated it was difficult to attend meetings that start at 5:30 p.m. The majority indicated that 7:00 to 8:30 p.m. would be a better time for meetings.

**APPROVED**

**Student Representative**

The Commission agreed to postpone the appointment of a student representative until they have clearly identified upcoming events and outlined a clear scope of work for the position. They agreed that their goal should be to have this work completed by the end of summer so a student representative could be appointed by the fall of 2013.

**HISTORIC PRESERVATION CHAIR COMMENTS**

Chair Vogel thanked the Commissioners for their efforts. He said he looks forward to good things moving forward in the next few months.

**HISTORIC PRESERVATION COMMISSIONER COMMENTS**

Council Member Johnson said there are 11 federal holidays, including Christmas Day, Good Friday and Easter. In addition, Washington State recognizes three additional holidays, including Martin Luther King Day and the day after Thanksgiving. It was suggested that perhaps the holidays recognized by the federal and state governments should be identified in the 2014 calendar.

Commissioner Deiner-Karr said she has prepared a to-do list for the September celebration. She agreed to email the list to the other Commissioners. She said she may be able to attend the Washington Trust Historic Preservation Conference in Vancouver.

Commissioner Waite acknowledged Commissioner Eccleshall's wonderful continued effort on the 2014 calendar.

**ADJOURNMENT**

The meeting was adjourned at 7:00 p.m.