

APPROVED DECEMBER 12TH

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

November 14, 2013

CALL TO ORDER AND ROLL CALL

Chair Vogel called the meeting of the Edmonds Historic Preservation Commission to order at 5:36 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
Steve Waite, Vice Chair
Sandra Allbery
Chris Deiner-Karr
Tim Raetzloff
Gerry Tays
Kristiana Johnson, City Council Member
Lora Petso, City Council Member

STAFF PRESENT

Rob Chave, Development Services Director (arrived at 5:55 p.m.)
Diane Cunningham, Administrative Assistant

COMMISSIONERS ABSENT

Andy Eccleshall (excused)
Emily Scott (excused)

READING/APPROVAL OF MINUTES

COMMISSIONER RAETZLOFF MOVED TO APPROVE THE MINUTES OF OCTOBER 10, 2013 AS SUBMITTED. COMMISSIONER DEINER-KARR SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

Commissioner Tays asked to add a discussion about the Bigelow House (1520 – 9th Avenue North) to the agenda under “New Business.” The remainder of the agenda was accepted as presented.

REQUESTS FROM THE AUDIENCE

There was no one in the audience.

PRESENTATION TO COUNCIL MEMBER PETSO.

Chair Vogel recognized Council Member Lora Petso for all her support in moving Historic Preservation Commission items through the City Council approval process.

COMMITTEE REPORTS

Registration Committee

The Registration Committee did not have any items to report during this portion of the meeting.

Education and Outreach Committee

Chair Vogel announced that the Commission's 2014 Calendars are available to the public, and they are going fast.

Preservation Planning Committee

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

Edmonds South Snohomish County Historical Society

Commissioner Allbery reported that the Edmonds Historical Museum exceeded its goal for the number of attendees at the Heritage Days activities. She announced that the annual dinner in November, which has now become a fundraising event, was successful. The Commissioners who attended the dinner event said they found it enjoyable, and it appeared to be a success.

Commissioner Allbery announced that the Edmonds Historical Museum's new exhibit titled "40 for 40" has drawn a lot of attention. It features artifacts from the Museum's collection. She reported that Museum is just beginning the process of finding a new building to store its fire engine and other artifacts. They held the first fundraising raffle at the Summer Market. She also reported that there has been no additional activity regarding the Museum's plans to redesign the front of the museum and make other improvements to the building.

OTHER REPORTS

There were no other reports scheduled on the agenda.

NEW BUSINESS

Discussion on 2015 Calendar

Chair Vogel said Commissioner Eccleshall shared his idea of featuring "then and now" photographs in the 2015 Calendar. The Commission concurred that was a great idea. They discussed the process and timing for grant funding from the Washington State Department of Archaeology and Historic Preservation. They agreed that the item should be penciled into the City's 2014 Budget that is currently before the City Council for approval and they should move forward with a grant application for \$5,000. Mr. Chave noted that, as opposed to grant funding, using City funds would allow the Commission to sell the calendars.

Application for Historic Register – Bassett House at 729 Main Street

Commissioner Tays reported that while there is some photographic evidence that the house has been changed over time, he has not been able to locate photographs showing what the house looked like originally. Although the house has undergone many changes over the years, he said it is important to recognize that it is one of the City's original homes. Chair Vogel said the house may be visible in photographs taken in the 1890's looking down Dayton Street. He agreed to review the photographs and report back to the Commission.

The Commission discussed that most of the alterations to the structure occurred in the 1980's, and it is highly unlikely that the Commission would have issued a Certificate of Appropriateness for the changes. However, a property can become part of the Register for other reasons, such as it being the home of a prominent person in the City's history. In order to provide direction for staff to prepare the application for a public hearing, the Commission agreed to review the criteria for listing properties on the Edmonds Register of Historic Places later in the meeting and provide guidance to staff.

Search for Photos of Historic Edmonds

Commissioner Tays noted the difficulties he experienced in his search for photographs of historic structures. He suggested the Edmonds Historical Museum send out an appeal to the public for additional historic photographs and information. Chair Vogel and Commissioner Allbery agreed to present the concept at the Museum Board's December meeting.

Discussion on Bigelow House located at 1520 – 9th Avenue North

Commissioner Tays advised that, in photographs he has found, the Bigelow House and the Curry House appear to be the same structure. There is also some confusion as to who built the two houses. Commissioner Deiner-Karr agreed to research the issue further and report back to the Commission. The Commission agreed to continue their discussion regarding the two homes at their next meeting.

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UNFINISHED BUSINESS

Discussion on Reprinting Guide Brochure and Budget Amendment

Council Member Petso agreed to submit a budget amendment to the City Council for \$1,500 to fund the printing costs for the "Guide" brochure. Vice Chair Waite indicated that the brochure has been updated and is ready to be reprinted.

Changes Made to Ordinance, Mission Statement and Strategic Plan

The Commission discussed that their current Strategic Plan was adopted in 2011, but they subsequently discussed updates that were never incorporated. They agreed to revisit the updates at their next meeting.

Ms. Cunningham reported that Mr. Chave presented the Commission's proposed amendments to the ordinance to the City Council Committee, and they were referred to the full Council for approval.

ACTION ITEMS

Discussion on Plaque Presentation Ceremony for Charles Larsen Residence

Commissioner Raetzloff reported that the owners of the Charles Larsen Residence have indicated that they would be available the week of December 9th through 13th for a plaque presentation ceremony. Chair Vogel and Commissioner Raetzloff agreed to work together to schedule a date when the property owners, Mayor Earling and Council Members Johnson and Petso could attend. He said he would prepare a press release to advertise the event and provide some talking points to Mayor Earling.

Discussion on Board Positions for 2014

COMMISSIONER RAETZLOFF MOVED THAT COMMISSIONER TAYS BE ELECTED TO SERVE AS CHAIR OF THE COMMISSION FOR 2014. COMMISSIONER DEINER-KARR SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

COMMISSIONER DEINER-KARR MOVED THAT COMMISSIONER RAETZLOFF BE ELECTED TO SERVE AS VICE CHAIR OF THE COMMISSION FOR 2014. COMMISSIONER TAYS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

License of Display – McDonald House

Ms. Cunningham asked Chair Vogel to stop by her office and sign the form needed for a plaque to be placed on the McDonald House.

Continued Discussion on Application for Historic Register – Bassett House at 729 Main Street

Once again, the Commission acknowledged that the façade of the structure has changed significantly since it was constructed. However, the application must only meet one of the criteria in order to be included on the Register. As noted in the application, the property would likely meet the following criteria:

- Exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, engineering or architectural history. *The Commission discussed that the architecture of the front of the structure represents the types of houses that were being built in the early 1900s. In addition, given that it was constructed by the logging company for its employees, the structure would tie in well with the City's economic history.*
- Is associated with the lives of persons significant in national, state or local history. *The Commission discussed that the home is associated with prominent members of the community from that period of time. These individuals represent a significant piece of the City's history.*

The Commission directed staff to review the application further and provide more information about how the application meets or does not meet the above criteria. They agreed to continue their discussion at the December meeting, with a public hearing tentatively scheduled for January.

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HISTORIC PRESERVATION COMMISSION CHAIR COMMENTS

Chair Vogel thanked the Commissioners for all of their efforts. They have had a great year, and he is pleased that Commissioners Tays and Raetzloff have agreed to assume leadership in 2014.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Council Member Johnson expressed concern about the number of demolitions that have occurred in Edmonds, many of them buildings greater than 50 years old. She asked the Commission's permission to review the statutes that apply to demolition and identify potential opportunities for historic preservation. The Commission agreed that it is important for the Commission to learn about the demolition in sufficient time to photograph historic structures before they are demolished. They discussed the following options:

- Require property owners to submit photographs of their properties when they submit applications for demolition permits.
- Require a 10 to 14-day notice before demolition permits are issued.
- Establish a 48-hour waiting period from the time a demolition permit is issued until the work can begin.
- Hire someone to create a digital archive of all the historic structures in the City.

The Commission agreed to discuss the issue further in December and solicit feedback from the Building Official. They also agreed it would be appropriate for Council Members Petso and Johnson to work with staff and then present the concept at a City Council Committee meeting.

ADJOURNMENT

The meeting was adjourned at 7:13 p.m.

APPROVED