

APPROVED JANUARY 9th

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

December 12, 2013

CALL TO ORDER AND ROLL CALL

Chair Vogel called the meeting of the Edmonds Historic Preservation Commission Meeting to order at 5:31 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 (arrived at 5:40 p.m.)
Andy Eccleshall
Tim Raetzloff
Emily Scott
Gerry Tays
Kristiana Johnson, City Council Member

STAFF PRESENT

Rob Chave, Development Services Director
Diane Cunningham, Administrative Assistant
Leif Bjorback, Building Official

COMMISSIONERS ABSENT

Lora Petso, City Council Member (excused)

READING/APPROVAL OF MINUTES

COMMISSIONER TAYS MOVED TO APPROVE THE MINUTES OF NOVEMBER 14, 2013 AS SUBMITTED. COMMISSIONER ALLBERY SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

The agenda was changed to place the update on the demolition process by the City's Building Official as the first item on the agenda. The remainder of the agenda was accepted as presented.

REQUESTS FROM THE AUDIENCE

There was no one in the audience.

UPDATE ON THE DEMOLITION PROCESS BY THE CITY'S BUILDING OFFICIAL

Lief Bjorback, Building Official, reviewed the City's current demolition permit process, which now includes a 5-day hold on the issuance of permits for historic sites to allow the Historic Preservation Commission an opportunity to document the sites before they are demolished. He emphasized that the hold would not alter a property owner's ability to move forward with a demolition project, and there would be no opportunity for public comment. It was also noted that Commissioners should not enter properties without permission from the owner.

The Commission agreed that a 5-day notification period would be ample for them to visit the site and document the historic elements. They discussed how the documentation would be stored for future reference, and it was agreed that the pictures should be forwarded to the South Snohomish County Historical Society to be included in their files of historic structures. Mr.

Chave noted that the City is moving towards a digital archiving system that may allow the Commission to store the pictures on the City's server. It was noted that photographs of historic buildings can also be obtained from the County and from Google Maps.

The Commission discussed if it would be possible to require a 5-day waiting period for permits to remodel or renovate a historic structure. Mr. Bjorback advised that this type of requirement would be difficult to implement. However, the City does flag properties that are on the Edmonds Register of Historic Properties.

COMMITTEE REPORTS

Registration Committee

The Registration Committee did not have any activity to report.

Education and Outreach Committee

Chair Vogel encouraged Commissioners to attend the plaque and dedication ceremony for the Charles Larsen Home on December 13th at 10:00 a.m. He noted that a representative from *THE EVERETT HERALD* has agreed to publish an article about the event.

Commissioner Eccleshall announced that he recently finished the mural inside the Edmonds Theater, which depicts Main Street in the mid 1920's, right after the theater was built. This helps people remember what a treasure the building is for Edmonds.

Chair Vogel announced that he would step down as Chair of the Commission and concentrate his efforts on publishing *THE PRESERVATIONIST* on a more regular basis.

Councilmember Johnson announced that the Commission secured \$2,000 from the City budget to reprint the walking guide brochure, and \$5,000 for the 2015 calendar. If the Commission is successful in obtaining grant funding for the calendar, the \$5,000 would be reallocated.

Commissioner Eccleshall suggested that the 2015 calendar feature "then and now" photographs of historic properties. The Commission agreed to meet in a special meeting in early 2014 to pull together their favorite photographs.

Preservation Planning Committee

Vice Chair Waite reported that he met with Mr. Lien to discuss the Commission's struggles to identify the historic elements of the Bassett House, and he has agreed to search for more photographs.

South Snohomish County Historical Society

Commissioner Allbery reported that the South Snohomish County Historical Society Board met last Monday. It was reported that the net profit from the benefit dinner was \$35,000, and the money would be used to restore the upstairs portion of the Museum building to its original design. She briefly described the proposed restoration project.

OTHER REPORTS

Continued Discussion of Nomination of Bassett House at 729 Main Street for Historic Register

To allow staff time to obtain additional information, the Commission agreed to continue their discussion regarding eligibility of the Bassett House for inclusion on the Register to January 9th.

Charles Larsen Residence Plaque Ceremony

Again, Chair Vogel announced the plaque and dedication ceremony for the Charles Larsen Home on December 13th at 10:00 a.m.

NEW BUSINESS

No new business was scheduled on the agenda.

APPROVED

UNFINISHED BUSINESS

Discussion on Bigelow Residence at 1520 – 9th Avenue North

Commissioner Tays announced that the owner of the Bigelow Residence has expressed an interest in listing the property on the Edmonds Register of Historic Places. He will meet with the owner within the next week to begin the application process. It was noted that the house is one of the oldest in Edmonds.

Update on 2013 Strategic Plan

Mr. Chave reminded the Commission that updating the Strategic Plan is important for future grant applications.

Update of Historic Preservation Commission's Walking Guide Brochure

The Commission accepted the proposed changes to the brochure.

ACTION ITEMS

No action items were scheduled on the agenda.

HISTORIC PRESERVATION COMMISSION CHAIR COMMENTS

Chair Vogel said it was a pleasure and honor to serve as the Commission Chair for the past 2½ years. He welcomed Commissioner Tays as the Chair for 2014.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

The Commission discussed that the method used for distributing the 2014 calendars went well, and there are only a few dozen left.

The Commissioners thanked Chair Vogel and commended him for the way he led the Commission as chair over the past few years.

Commissioner Eccleshall asked that the next meeting agenda include a discussion about scheduling an extra meeting to identify photographs for the 2015 calendar.

ADJOURNMENT

The meeting was adjourned at 6:56 p.m.

APPROVED