

APPROVED FEBRUARY 13TH

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

January 9, 2014

CALL TO ORDER AND ROLL CALL

Chair Tays called the meeting of the Edmonds Historic Preservation Commission Meeting to order at 5:30 p.m. in the 3rd Floor Conference Room of City Hall, 121 – 5th Avenue North. He read the Commission's mission statement.

COMMISSIONERS PRESENT

Gerry Tays, Chair
Tim Raetzloff, Vice Chair
Sandra Allbery
Emily Scott (arrived at 5:38)
Larry Vogel
Steve Waite

STAFF PRESENT

Keren Lien, Senior Planner
Diane Cunningham, Administrative Assistant

COMMISSIONERS ABSENT

Chris Deiner-Karr (excused)
Andy Eccleshall (excused)
Kristiana Johnson, City Council Member
Lora Petso, City Council Member

OPENING REMARKS BY CHAIR TAYS

Chair Tays announced that Council Members Johnson and Petso were reappointed to serve another year on the Historic Preservation Commission as Council representatives.

REVIEW OF NOVEMBER 14, 2013 MINUTES

The Commission requested clarification of the following sentence from the November 14, 2013 minutes: "Mr. Chave noted that, as opposed to grant funding, using City funds would allow the Commission to give away the calendars."

Chair Tays asked if Chair Vogel and Commissioner Allbery were able to present the concept of searching for photographs of historic structures to the Edmonds Historical Museum Board. Commissioners Allbery and Vogel indicated they would present the concept at the Board's next regular meeting.

Chair Tays recalled that, at their November meeting, he raised concern that photographs of the Bigelow House and the Curry House appear to be the same structure. He recalled that Commissioner Deiner-Karr had agreed to research the issue further and report back to the Commission.

Chair Tays also reminded the Commission that they agreed to discuss the changes made to the Commission's Ordinance, Strategic Plan and Mission Statement, which has not occurred yet. It was noted that these items are scheduled for discussion later on the agenda.

READING/APPROVAL OF MINUTES

COMMISSIONER VOGEL MOVED TO APPROVE THE MINUTES OF DECEMBER 12, 2013 AS SUBMITTED. COMMISSIONER ALLBERY SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

Ms. Cunningham requested, and the Commission agreed, to move the report on the Bassett House to before the Committee Reports.

REQUESTS FROM THE AUDIENCE

There was no one in the audience.

CONTINUED DISCUSSION ON BASSETT HOUSE AT 729 MAIN STREET FOR NOMINATION FOR THE REGISTER

Mr. Lien provided a handout from the National Parks Service on how they evaluate integrity for properties put forward on the National Register of Historic Places. He reviewed the City's criteria for listing properties on the Edmonds Register of Historic Places and explained why he does not believe the structure meets the "integrity" criteria. After further discussion, the Commission agreed that the structure meets the criteria of being significantly associated with the history of the community and is more than 50 years old, but there were concerns that it did not meet the "integrity" criteria. On the other hand, Commissioner Scott said she would support the façade of the structure being included on the Register. It is one of the oldest buildings in Edmonds and has been altered in ways that reflect the evolution of Edmonds economic status. She agreed to research further and report back with additional information that would support the nomination.

COMMITTEE REPORTS

Registration Committee

There was no report from the Registration Committee.

Education and Outreach Committee

Commissioner Vogel announced that he was invited to make a presentation regarding historic preservation at the Edmonds South Snohomish County Historical Society's Annual meeting in February.

Commissioner Scott announced that she is planning to take a sabbatical leave from her work next year, and she has approached the Historical Society about writing a blog for the Edmonds Historical Museum about some of its artifacts. She suggested that the blog could also include a few historic buildings.

Preservation Planning Committee

Commissioner Waite asked the Commission to share their thoughts on the best approach for updating the Strategic Plan to identify the Commission's goals and objectives for the coming year and what was accomplished the previous year. He explained that including an up-to-date Strategic Plan in the City's Comprehensive Plan will help them secure grant funding for historic preservation activities. He invited the Commissioners to share their thoughts on the best way to update the plan.

The Commission agreed that committee chairs (Education Outreach-Vogel; Preservation Planning-Waite, and Registration-Scott) would review their respective committee's current goals and provide feedback to Commissioner Waite. Commissioner Waite agreed to prepare a draft Strategic Plan Update for the Commission's consideration at their next meeting based on the feedback he receives.

Edmonds South Snohomish County Historical Society

Commissioner Allbery announced that the Edmonds South Snohomish County Historical Society's annual meeting is scheduled for Monday, February 3rd, from 6:00 to 8:00 in the Brackett Room at Edmonds City Hall. New delegates and the 2014 Board Members will be announced at the meeting. She reported that at a recent finance committee, it was announced that the Historical Society received an additional \$15,000 that is pledged to match other funds. She referred to the Commission's previous discussion and advised that the Edmonds Historical Museum continually tries to get the word out that they are seeking photographs of historic structures in Edmonds.

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OTHER REPORTS

There were no other reports.

NEW BUSINESS

There was no new business.

UNFINISHED BUSINESS

Review of November 14, 2013 Minutes

This discussion took place earlier in the minutes.

Discussion of 2015 Calendar Funding

It was noted that the Council has allocated \$5,000 for the 2015 Calendar, but no grant applications have been submitted. The Commission agreed that if they make an effort to obtain grant funding and save the City money, the City Council may be more willing to offer future funding.

COMMISSIONER RAETZLOFF MOVED THAT THE COMMISSION ASK MR. CHAVE TO SUBMIT AN APPLICATION FOR A “CERTIFIED LOCAL GOVERNMENT” GRANT FROM THE WASHINGTON STATE DEPARTMENT OF ARCHAEOLOGY AND HISTORIC PRESERVATION FOR THE 2015 CALENDAR. COMMISSIONER SCOTT SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

Chair Tays agreed to contact the Washington State Department of Archaeology and Historic Preservation to discuss options for grant funding to purchase plaques.

Search for Photos of Historic Edmonds

This discussion took place earlier in the meeting.

Continued Discussion on Bigelow Residence at 1520 - 9th Avenue North

Chair Tays reported that he contacted the property owners in December, but they were sick. They have not returned his calls since that time.

Changes Made to Ordinance, Mission Statement and Strategic Plan

Ms. Cunningham reported that the City Council reviewed the Commission's proposed changes to ECDC 10.90.040 (regarding the Historic Preservation Commission's power and duties) on December 17, 2013 and directed the City Attorney to prepare an updated ordinance for their final approval. The Council also approved the wording of the Commission's Mission Statement, and it has been updated accordingly. The same changes would be made to the Strategic Plan when it is updated.

ACTION ITEMS

Additional Meeting to Discuss the Commission's 2015 Calendar

The Commission discussed the process for reviewing and selecting photographs for the 2015 calendar, which will be based on the theme “Then and Now.” They discussed that a draft of the calendar must be completed by mid May in order to be eligible for grant funding. Commissioner Vogel agreed to visit the Edmonds Historical Museum's photo collection and select 40 to 50 prime candidates. He would circulate the list of photos amongst the Commissioners for comments and suggestions.

HISTORIC PRESERVATION COMMISSION CHAIR COMMENTS

Chair Tays observed that the Commission's ultimate goal is to add properties to the Register for the purpose of raising awareness and appreciation of local history. He challenged the Commissioners to set a personal goal to at least make one contact this year that could ultimately result in adding a property to the register.

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HISTORIC PRESERVATION COMMISSIONER COMMENTS

Commissioner Raetzloff suggested that taking new pictures of buildings for the 2015 Calendar will provide an opportunity for Commissioners to network with owners of historic properties.

Commissioner Vogel encouraged Commissioners to visit estate sales, looking for photographs of historic places.

The Commission discussed the importance of getting their meetings started on time and for moving the agendas along so the meetings can end on time. They discussed the Chair's responsibility to make sure that the meetings are conducted in an orderly manner. They also discussed the need for each of the Commissioners to take active roles in the discussions.

ADJOURNMENT

The meeting was adjourned at 7:32 p.m.

APPROVED