

APPROVED MARCH 13TH

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

February 13, 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
Chris Deiner-Karr
Emily Scott
Larry Vogel
Steve Waite
Lora Petso, City Council Member

STAFF PRESENT

Rob Chave, Development Services Director
Diane Cunningham, Administrative Assistant

COMMISSIONERS ABSENT

Kristiana Johnson, City Council Member

It was noted that Andy Eccleshall resigned his position on the Commission.

READING/APPROVAL OF MINUTES

COMMISSIONER VOGEL MOVED TO APPROVE THE MINUTES OF JANUARY 9, 2014 AS SUBMITTED. COMMISSIONER DEINER-KARR 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.

GRANT FUNDING APPLICATIONS

The Commission discussed potential projects for Certified Local Government (CLG) grant funding in 2015. It was noted that the application deadline is February 24th. They asked staff to submit an application for funding to expand the BOLA Survey to the north.

COMMITTEE REPORTS

Registration Committee

Chair Tays reported that he has been working with Mr. and Mrs. Lyppert, owners of the Bigelow Residence (1520 – 9th Avenue North), to complete the application for the property to be nominated for inclusion on the Edmonds Register of Historic Places.

The Commission discussed the process for nominating properties for the Register. They agree that it is important for all Commissioners to have a clear understanding of how to research properties and complete the required paperwork. They concurred that it would be helpful for the Commission to review the process on a yearly basis.

Education and Outreach Committee

Commissioner Vogel reported that he made a presentation regarding historic preservation at the Edmonds South Snohomish County Historical Society's Annual Meeting. He has been invited to make the same presentation at the Edmonds Chamber of Commerce breakfast on April 9th.

The Education and Outreach Committee was asked to prepare a list of helpful information that could aid the Commission in adding properties to the Register.

Commissioner Vogel reported on a recent discussion he had with Frances Chapin, Cultural Services Manager, about adding a link to the Edmonds Register of Historic Places on the websites pertaining to the Cultural Heritage Walk.

Commissioner Vogel agreed to write an article pertaining to historic preservation for inclusion in the next edition of "*Update on Edmonds*," the quarterly newsletter published by the Mayor's Office.

In light of Andy Eccleshall's resignation, Chair Tays agreed to serve on the Education and Outreach Committee with Commissioner Vogel.

Preservation Planning Committee

Mr. Chave reminded the Commission that their Strategic Plan should include projects they might want to seek grant money for in the future (i.e. surveys, promotional materials, calendars). Councilmember Petso encouraged the Commissioners to review the draft Community Cultural Plan and comment about whether or not historic preservation is adequately addressed. She noted that the plan is scheduled for City Council approval in the near future. Commissioner Deiner-Karr agreed to review the plan and forward comments to Councilmember Petso.

South Snohomish County Historical Society

Commissioner Allbery reported that the Historical Society is currently in the process of relocating their research materials downstairs.

WASHINGTON TRUST FOR HISTORIC PRESERVATION CONFERENCE

Commissioner Deiner-Karr announced that the Washington State Department of Archaeology and Historic Preservation will hold a conference in Wenatchee, WA. She asked staff to contact the State office regarding potential scholarship opportunities for interested Commissioners to attend. Several Commissioners indicated a desire to attend the Conference.

OTHER REPORTS

There were no other reports.

NEW BUSINESS

2015 Historic Calendar (Then and Now)

Commissioner Vogel announced that former Commissioner Eccleshall has agreed to assist the Commission in preparing the 2015 calendar. Mr. Chave suggested that utilizing the template that was used for the 2014 calendar would streamline the process. Commissioner Vogel agreed to work with Mr. Eccleshall to complete the calendar. The Commission finalized the list of photos that would be featured in the calendar. In addition to featuring properties both "then and now," they agreed to include a page to illustrate some of the historic properties that have been lost. They also agreed to include historic and current photographs looking up Main Street.

Filling Vacant Commission Positions

APPROVED

Ms. Cunningham discussed the procedures for filling vacancies. She agreed to contact the Mayor's Office, requesting that the vacant positions be advertised for applicants. They had a brief discussion about where and how to solicit potential candidates. Ms. Cunningham agreed to forward a copy of the notice that is placed in the local newspapers to Commissioner Allbery so it can also be included in the Edmonds South Snohomish County Historical Society's newsletter.

UNFINISHED BUSINESS

Continued Discussion on Nomination of the Bassett House (729 Main Street) for the Historic Register

Chair Tays shared a discussion he had with representatives from the Washington State Historic Preservation Office (SHPO) regarding the Bassett House and its eligibility for inclusion on the Register. While they agreed that the Commission could vote in favor of adding the house to the Register, it could negatively impact the integrity of the Register because the exterior of the structure has been changed significantly over time.

Commissioner Scott agreed that the property would not meet the criteria for inclusion on either the State or National Registers. However, she felt there is still a place for it on the local Register. She concurred that the exterior of the building has been severely altered, but the building meets the age criteria and people important to Edmonds history have lived in the house. In addition, the property was originally platted in 1870 and it is one of the oldest standing structures in Edmonds.

The Commission reviewed the nine criteria they must consider when reviewing nominations for the Register. Some expressed concern that the exterior of the structure had been significantly modified and would not meet the "structural integrity" criteria. Others noted that the property would meet two of the criteria. It is associated with events that have made significant contribution to the broad patterns of state and local history and it is associated with the lives of persons significant in the national, state or local history. They discussed that many of the historic buildings in Edmonds have been heavily renovated and would not meet the "structural integrity" criteria. They spent a considerable amount of time discussing how to handle these properties without compromising the integrity of the Register.

Continued Discussion on Bigelow Residence (1520 – 9th Avenue North)

Chair Tays announced that he would bring forward a nomination for this property at the Commission's next meeting.

Search for Photographs of Historic Edmonds

Commissioner Vogel agreed to discuss this item with the Commission at their next meeting.

ACTION ITEMS

Strategic Plan Update

Commissioner Waite referred the Commissioners to the draft Strategic Plan, which was updated as per comments received since the last meeting. The Commissioners reviewed the document, paying particular attention to the committee goals and assignments. Additional changes were made to update the goals and priorities for each of the committees. Chair Tays also noted his proposed changes to the Mission Statement.

COMMISSIONER VOGEL MOVED THAT THE COMMISSION APPROVE THE STRATEGIC PLAN, AS AMENDED. COMMISSIONER ALLBERY SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

HISTORIC PRESERVATION COMMISSION CHAIR COMMENTS

Chair Tays said he appreciated the Commission's earlier discussion about the Bassett House's eligibility for the Register. He supports further discussion about the issue, but cautioned that they need to make a decision soon and then move forward. The Commission agreed to discuss possible dates for a special meeting at their next meeting.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Commissioner Raetzloff encouraged the Commissioners to put more effort into managing their time to keep within the meeting schedule.

APPROVED

ADJOURNMENT

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

APPROVED