

APPROVED JULY 10TH

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

May 8, 2014

CALL TO ORDER AND ROLL CALL

Chair Tays called the meeting of the Edmonds Historic Preservation Commission 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

Gerry Tays, Chair
Tim Raetzloff, Vice Chair
Sandra Allbery
Emily Scott (arrived at 5:40 p.m.)
Larry Vogel
Steve Waite
Kristiana Johnson, City Council Member
Lora Petso, City Council Member

STAFF PRESENT

Rob Chave, Planning Division Manager
Diane Cunningham, Administrative Assistant

COMMISSIONERS ABSENT

Chris Deiner-Karr (excused)

READING/APPROVAL OF MINUTES

The minutes of April 1, 2014 were approved as submitted.

AGENDA ADDITIONS/CHANGES

The agenda was accepted as presented.

REQUESTS FROM THE AUDIENCE

There was no one in the audience.

COMMITTEE REPORTS

Registration Committee

Chair Tays reported that he is working with the owners of the Bigelow House to prepare an application. Commissioner Allbery reported that she contacted the owner of property at 232 Sunset Avenue, who expressed interest in placing the property on the Register.

The Commission discussed the process for knocking on doors of historic properties to talk with the property owners about the potential of adding their properties to the Edmonds Register of Historic Places. They agreed that Commissioners should send emails to the remaining Commissioners to let them know when and where contacts with property owners are made.

Education and Outreach Committee

Commissioner Vogel announced that he would present the slide show he prepared regarding historic preservation to the Edmonds Chamber of Commerce. He also announced that he has four log cabin volunteers.

Preservation Planning Committee

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

South Snohomish County Historical Society

Commissioner Allbery reported that the society has discussed options for reopening the Carnegie Library, which has been well-received by citizens. She also announced that the society will sponsor the annual scarecrow contest this fall, and their annual dinner will be in October.

OTHER REPORTS

Mid-Century Resources workshop on June 14th

Ms. Cunningham reminded the Commission of the upcoming Mid-Century Resources Workshop on June 14th. The Commission discussed the benefits of attending this free event.

NEW BUSINESS

Plaque Placement Location Policy for New Properties

The Commission reviewed the current process for placing plaques on historic buildings and particularly discussed their concern that some of the existing plaques are not highly visible from the street. It was noted that, currently, owners of property on the Register are required to sign an agreement that specifically requires them to “ensure that the plaque is attached in a prominent location in a way which affixes it securely to either the building or a structure on the property, which is permanently attached to the ground.” The Commission discussed the option of creating a specific policy that offers a single solution for all properties or if a flexible policy would be better to allow the Commission to work with property owners to find the best location.

Chair Tays left the meeting at 6:50 p.m. and Vice Chair Raetzloff took charge of leading the meeting.

The Commissioners generally agreed that the policy should be more flexible, but the guidelines should be clearer and include visual illustrations. They also agreed that plaque location should become part of the Commission’s regular procedure when properties are nominated for the Register. Commissioners Waite, Scott and Vogel agreed to meet as a subcommittee to discuss ideas further and report back to the Commission.

UNFINISHED BUSINESS

There was no unfinished business to discuss.

ACTION ITEMS

Discussion About New Historic Register Applications/Properties

Commissioner Allbery said she needs help preparing the nomination application for the property at 232 Sunset Avenue. It was noted that either staff or fellow Commissioners could provide assistance.

2015 Historic Calendar Then and Now

There was no further discussion related to this item.

HISTORIC PRESERVATION COMMISSION CHAIR COMMENTS

Vice Chair Raetzloff did not provide any comments during this portion of the meeting.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

APPROVED

Councilmember Johnson advised that at least three City Councilmembers have expressed an interest in pursuing the idea of creating a historic district in downtown Edmonds. She suggested that Council will rely on staff's expertise to provide ideas and guide them through the process.

Commissioner Vogel said he supports the idea of creating a historic district in downtown Edmonds. There are wonderful historic resources within this area.

Mr. Chave said he does not anticipate a response from the Washington State Department of Archaeology and Historic Preservation regarding the grant application until June. As per the application, the grant would fund a more detailed study of some of the properties that have been identified as potentially historic. He said he will travel to Olympia sometime in May to promote the application.

Commissioner Allbery said she supports the idea of pursuing a historic district in downtown Edmonds and suggested that the City Council and Historic Preservation Commission invite the Downtown Merchant's Association to participate in the process.

ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

APPROVED