

APPROVED FEBRUARY 12TH

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

January 8, 2015

CALL TO ORDER AND ROLL CALL

Chair Scott called the meeting of the Edmonds Historic Preservation Commission to order at 5:30 p.m. in the 3rd Floor Conference Room of City Hall, 121 – 5th Avenue North.

COMMISSIONERS PRESENT

Emily Scott, Chair
Sandra Allbery
Eric Livingston
Tim Raetzloff
Steve Waite
Kristiana Johnson, City Council Member
Lora Petso, City Council Member

STAFF PRESENT

Rob Chave, Planning Division Manager
Kernen Lien, Senior Planner
Diane Cunningham, Administrative Assistant

GUESTS

Clayton Moss, Graphic Designer, Forma Design
Dean Averill, Vice President, Edmonds South Snohomish
County Historical Society

COMMISSIONERS ABSENT

Larry Vogel, Vice Chair (excused)
Chris Deiner-Karr (excused)
Katie Bojakowski
Gerry Tays

READING/APPROVAL OF MINUTES

COMMISSIONER RAETZLOFF MOVED TO APPROVE THE MINUTES OF NOVEMBER 13, 2014 AS AMENDED. COMMISSIONER ALLBERY SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

AGENDA ADDITIONS/CHANGES

The agenda was amended to add discussions about the 2015 Strategic Plan and social media use. In addition, the discussion regarding a Certificate of Appropriateness for the Museum was placed earlier on the agenda.

REQUESTS FROM THE AUDIENCE

No one in the audience expressed a desire to address the Commission during this portion of the meeting.

COMMITTEE REPORTS

Nomination of 2015 Chair and Vice Chair

COMMISSIONER WAITE MOVED THAT THE COMMISSION CONFIRM THE NOMINATIONS MADE AT THE NOVEMBER 13, 2014 MEETING FOR COMMISSIONER SCOTT TO SERVE AS CHAIR AND

COMMISSIONER VOGEL TO SERVE AS VICE CHAIR OF THE COMMISSION IN 2015. COMMISSIONER RAETZLOFF SECONDED THE MOTION, WHICH CARRIED UNANIMOUSLY.

Registration Committee

Chair Scott advised that Commissioner Deiner-Karr is still working on collecting background and mapping information on a property to present to the Commission.

Education and Outreach Committee

There was no report from the Education and Outreach Committee

Preservation Planning Committee

Commissioner Waite suggested that the Commission have a discussion about how they can work together with other Commissions and Boards on projects within the City. He also suggested they have a discussion at the next meeting (15 minutes prior) about the procedures for reviewing and approving Certificates of Appropriateness.

Edmonds South Snohomish County Historical Society

Commissioner Allbery reported that the Edmonds Museum was open for the City's Christmas Tree Lighting Event. Visitors were invited inside to enjoy popcorn and get warm. Two Marines stood outside during the event to collect Toys for Tots, which went well. She announced that the Historical Society's annual membership meeting is scheduled for February 9, 2015. The event will be an open house format to introduce the new Board Members.

CERTIFICATE OF APPROPRIATENESS FOR MUSEUM

Mr. Lien advised that the Edmonds South Snohomish County Historic Society is proposing changes for the Edmonds Museum that will require a Certificate of Appropriateness as part of the Building Permit, and tonight's discussion is an opportunity for the Commission to review and provide initial comments regarding the proposal. He emphasized that the Commission is not being asked to approve a Certificate of Appropriateness at this time.

Dean Averill, Vice President, Edmonds South Snohomish County Historical Society, reviewed the proposal to renovate the exterior grounds in front of the Edmonds Museum. The goal of the project is to make the area more welcoming and provide a public gathering place. As proposed, some shrubbery and curbing would be eliminated to provide space for a plaza area adjacent to the log cabin all the way to the alley. The intent is to provide continuity between the Hazel Miller Plaza, the Edmonds Museum, the log cabin and the anticipated Veteran's Memorial near the Public Safety Building.

Clayton Moss, Graphic Designer, Forma Design, provided a brief explanation of the design process to date, which included discussions with members of the community and an early meeting with Commissioner Waite to get his initial response to the ideas that were being considered. He emphasized that the building was constructed in 1910, and it is important to honor and be very sensitive to its structural integrity. On the other hand, problems have come up over the years that have gotten in the way of the building's functionality and the public's ability to appreciate this wonderful piece of architecture. He reviewed his observations of the current situation and outlined changes that would resolve the existing problems, improve the safety and appearance of the area, address what people want and need today, and honor the past.

Mr. Averill said renovation on the south side of the building must be completed by June 20th, which is when the Summer Market commences. In addition, they would like to have as much of the project as possible completed in time for the City's 125th Anniversary Celebration on August 11th.

The Commission discussed and provided feedback on the following elements of the proposal:

- **Planters, Trellis and Lighting.** Mr. Clayton explained that one of the functional requirements of the freestanding planters with trellises is to offer an appropriate structural opportunity to add hidden light sconces to illuminate the

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building in the evening. Commissioner Waite voiced concern that the six elements would obscure the original false ashler base that was intended to support the building. Although they would not be attached to the building, the trellises would give the appearance of columns that support the building. He reminded the Commission that the exterior of the building was designated on the Register, and the false ashler base is an important aspect. He agreed that the façade is harsh, and some softening would be appropriate. However, the proposal may go too far in hiding the lower element.

The Commission considered options to address Commissioner Waite's concern, yet provide adequate lighting on the building façade during the evening hours. It was suggested that low planters, without the trellises, could be used to separate the plaza from the building. Lights could be placed in the planters and directed in such a way to illuminate the brickwork above. Rather than grey planters to blend in with the base of the building, the planters could have a subtle design that relates to the plaza yet compliments the building. In addition, it was suggested that, rather than flood lighting the entire building, the lighting should be soft and highlight features of the building.

- **Signage.** Mr. Moss reviewed the proposal for directional and informational signage throughout the site. Mr. Lien noted that an additional sign would be required to direct people to the entrance that is compliant with the Americans with Disabilities Act (ADA). Some Commissioners voiced concern that placing signage on the steps would alter the appearance of the building. Mr. Chave added that the combination of multiple signs, including step signage, could create a cluttered look. Mr. Moss pointed out that the signs proposed for the stairs would be of a removal type and would not permanently alter the building's exterior. Chair Scott observed that because the lettering on the stairs would be reversible, it should not be a detriment to the applicant's ability to obtain a Certificate of Appropriateness. Mr. Moss suggested that the stair signage not be included as part of the sign package now. Because it would not permanently alter the exterior of the building, it could be an option to consider at a later date if the opportunity arises.
- **Street Lights.** Council Member Johnson noted that the building is symmetrical, and it would seem the street lights should be located between the windows.
- **Metal Stair Railing.** Council Member Johnson recalled that the railing is likely more than 50 years old and questioned if it should be considered an historic element of the structure. Mr. Lien noted that deleting or altering the center rail would require that the entire railing be brought up to current code standards. If no changes are proposed, the railing could remain in its existing form. Commissioner Waite expressed support for removing the center railing, as the original intent was to have a monolithic staircase leading up to "education and reading." The handrail was inappropriately added at a later date.
- **Signage Pilings on the South Side.** Mr. Moss said these signs would be considered a temporary "outdoor exhibit." They received input from several sources about the need to provide educational opportunities regarding the history of the museum building and Edmonds, in general. This exhibit would be open 24-hours a day, even when the museum is closed. It was noted that the educational signs would be located further from the building and would not have a significant impact on the character of the building. Mr. Moss noted that the signs would screen some outside situations, and educate the public at the same time.
- **Lighting on Staircase.** Commissioner Waite suggested it might be possible to recess the lighting into the side rails. However, he noted that, if the exterior of the building is lit as discussed earlier, there would be a reflection onto the staircase that may be adequate without additional lighting fixtures.

Mr. Lien advised that when the City receives an application for a building permit, the proposal will be brought before the Commission for a Certificate of Appropriateness. He noted that the Commission only meets once a month on the second Thursday. Mr. Moss said the proposal would be revised to respond to the Commission's comments and suggestions.

WEB UPDATES

This item was not discussed.

NEW BUSINESS

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2015 Strategic Plan

Ms. Cunningham reminded the Commission that an updated Strategic Plan is required for grant applications. She agreed to provide a copy of the 2014 Strategic Plan to each Commissioner. The Commissioners were invited to review the plan and identify appropriate changes. It was particularly noted that the committee assignments need to be updated. The plan was added to the February 12th meeting agenda.

Social Media Use

Ms. Cunningham referred to the draft “social media policy” that is currently being considered by the City Council. She briefly reviewed the rules related to establishing a Facebook account for the Commission, which must be managed by City staff rather than a Commissioner. The Commission agreed to discuss the issue further at their next meeting.

The Process Before and After Receiving Applications for the Register

This item was moved to the next meeting’s agenda.

UNFINISHED BUSINESS

Status of 2015 Historic Calendars

Ms. Cunningham said there is only a half box of calendars left. She referred to the letter from Mr. Naughton complimenting the Commission on the calendar, as well as their other efforts.

HISTORIC PRESERVATION COMMISSION CHAIR COMMENTS

Chair Scott expressed excitement about the Commission’s activities in 2015.

HISTORIC PRESERVATION COMMISSIONER COMMENTS

Ms. Cunningham provided copies of the State’s Historic Preservation Plan.

Council Member Johnson asked if there is any additional information about whether or not the City would be selected to host the Main Street Conference this spring. Ms. Cunningham agreed to research the issue and report back to the Commission.

Council Member Petso reported that the budget recently approved by the City Council includes funding for a 2016 calendar. There is also a grant fund available for City Boards and Commissions.

ADJOURNMENT

The meeting was adjourned at 7:10 p.m.

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