

Call to Order (Attendance, Agenda, Ethics)
Approval of Meeting Minutes from January 5, 2023
Call for Public Comment
Committee Updates
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Susan Hughes called the meeting to order at 2:02 PM.

Commissioners in Attendance: Susan Hughes, Blaine Cliver, Eric Kortum, Jon Mooallem, Zachary Allen, and Rick Chandler. Absent was Commissioner Moreno. City Council-member Joe Deets was present, sitting in for City Council Liaison Clarence Moriwaki. City Staff present were Deputy City Manager - Ellen Schroer, Senior Planner - Kelly Tayara, and Administrative Specialist - Renee Argetsinger, who monitored meeting and prepared minutes.

Introductions – New HPC Members Jon Mooallem and Zachary Allen

Review & Approve Agenda - There were not any conflicts of interest noted.

Motion: I move that we approve the agenda.

Cliver / Kortum: Passed Unanimously

Review & Approve Minutes – January 5, 2023

Motion: I'll make a motion to approve the January minutes.

Kortum / Cliver: Passed Unanimously

Public Comment

No Public Comment

Demolition of Properties listed on the Local Historic Register and properties listed as Register-eligible (*Hughes*)

Discussion regarding vertical seam metal roofs, historic building standards as set by the Secretary of Interior Guidelines. Discussion about the need to have a CLG person on staff with the city. **Action Item:** Commissioners Cliver and Kortum to put together list of accepted material for exterior buildings. To be prepared by sometime this summer (June or July).

Motion: Approve Mr. Sampson's building permit to proceed (as proposed by the owner) with a standing seam metal roof.

Cliver / Kortum: Passed Unanimously

Final Review of 2023-2024 Work Plan

Review and discussion of proposed/planned expenses and subsequent budget request. Deputy City Manager Schroer provided specifics that City Council would need to make a determination. Further work will need to be done on the plan. **Action Item:** Senior Planner Tayara to update

the work plan providing details discussed and present to HPC for review in March. Discussion regarding creation and designation of a “Historic District”. Senior Planner Tayara stated a need to develop a process for recommending properties to the state and national register (CLG).

Action Item: Sub-committee to work on nominations for local register nomination and send letters to those eligible, inquiring about interest in participation by property owners.

Committee Updates:

- **Identifying Register-eligible Properties**

Review of the discontinuous district and potential properties in the Port Blakely Historic District. Review of the document of nomination to the state registry. Discussion of types of documents available that can be distributed to HPC electronically. Action Item: Senior Planner Tayara to provide information of Fort Blakely on the state register.

- **Public Education/Public Outreach**

No updates - Commissioner Chris Moreno has resigned his position on HPC. Public Education and Outreach needs to be reassigned.

- **Suyematsu Farm**

Chair Hughes provided a report on the Alliance that is working with the city to separate the 5 acre historical buildings from the working farm. A proposal is being drafted. Discussion followed regarding Chair Hughes’ report. Commissioner Kortum introduced the need to pursue grants, with help from COBI staff. Deputy City Manager Schroer provided requirements that City Council would need to approve any attainable grants.

Old Business

- **Police Station/Old Fire House** – Discussion regarding status of drafted letter to the City Council. **Action Item:** Chair Hughes and Senior Planner Tayara to update the letter and present at the March meeting for review.

New Business

- 487 Winslow Way – previously discussed and motion approved.
- CLG – Senior Planner Tayara provided update and submitted required annual report to CLG.
- Request by Deputy City Manager Schroer for HPC members to respond to Advisory Group survey.
- Discussion of Commissioner Moreno’s resignation letter to HPC
- Request from HPC members to be acting chair/facilitator while Chair Hughes is on vacation.

Action Items

- Administrative Specialist Argetsinger to update HPC manual and provide each HPC member with a copy.

Adjourn: The meeting adjourned at 3:50 pm by Chair Hughes.