



Historic Preservation Commission
Regular Meeting
Thursday, November 5, 2020
2:00 – 4:00 PM
Online via Zoom
See log in info below

The Historic Preservation Commission (HPC) will hold this meeting using a virtual, Zoom webinar platform, per Governor Inslee's "Stay Home, Stay Healthy" orders.

Members of the public will be able to call in to the Zoom meeting.

Please click the link below to join the webinar: <https://bainbridgewa.zoom.us/j/99692915830>

Or iPhone one-tap : US: +12532158782,,99692915830# or +13462487799,,99692915830#

Or Telephone: Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 996 9291 5830

International numbers available: <https://bainbridgewa.zoom.us/j/99692915830>

AGENDA

2:00 PM Call to Order and Attendance

Conflict of Interest / Disclosure

Introductions / *Kortum*

Approval of Agenda for November 5, 2020

Approval of Meeting Minutes from October 1, 2020

Call for Public Comment / *Kortum*

2:15 PM Suyematsu Farm - Update on Recommendation to City Council

The City Council received the September 26th Bainbridge Island Historic Preservation Commission – 2020-21 Budget Request in their [October 20, 2020 agenda packet](#).

Councilmember Hytopoulos presented a motion to add \$78,000 to the draft biennium budget for structural preservation work to include stabilization of the picker cabins, brush and debris clearing, and interpretive signage. The motion passed unanimously.

Next Steps in the Budget Cycle: Council reviews the draft budget and public hearings are held for community input during October / November. Council adopts the budget by January. [2021 – 2022 City of Bainbridge Island Proposed Budget](#)

**For special accommodations, please contact Planning & Community
Development 206-780-3750 or at pcd@bainbridgewa.gov**

2:30 PM Review of Permit Applications

- Demolition / *All Commissioners*

Commission review for a property that is not listed on the Local Historic Register nor identified as Register-eligible is by policy of the Department of Planning and Community Development. The Commission may waive review or make advisory, nonbinding comments on how alterations to potential Register-eligible properties could be done in a historically appropriate manner.

- City File Name: Cardenas / 1129 Madison Ave N

Description: Demolish a house built in 1960 (County records indicate house, attached garage and carport constructed in 1965)

Permit link: [BLD25044 DEM](#) Go to 'Notes' and open "Documents submitted

Note: At the October meeting, the Commission requested that discussion of this application take place during the November meeting.

- Historic Register Nomination / *Lundgren*

In reviewing a nomination, the Commission shall consider the local inventory, the Comprehensive Plan, and the merits of the nomination, according to the criteria in [BIMC 18.24.040.A](#), and shall proceed according to the nomination review standards established in the Commission's rules ([BIMC 18.24.020.F](#)).

- The Laurels (Tom & Myra Hudson) Permit link: [PLN501805 HPR](#)

To view materials: Go to "view notes" in submittals tab

3:05 PM Draft 2021 work plan

- Work Plan topics suggested in past meetings / discussions:

- Identify Register Eligible properties in Winslow – Use Arc GIS Collector App to generate a database identifying potential Local Register properties
- Contact potential Register-eligible properties Island-wide (e.g. mailing)
- Suyematsu Farm
- Update Local Register (Listed and Register-eligible) inventory with parcel numbers; properly flag parcels in permitting database and attach appropriate standard conditions (suggested by Staff Liaison)
- Identify potential grant applications for 2021

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- Review BIMC 18.24 (Historic Preservation Program) regulations / process / standards

3:50 PM Discuss Next Month's Agenda / *All*

- December 3, 2020 agenda
 - Review / finalize summary of 2020 activities for presentation to City Council in January
Amount of time the HPC would like allotted to activity: _____
 - Review / finalize 2021 work plan for presentation to City Council in January
Amount of time the HPC would like allotted to activity: _____

3:55 PM New / Old Business

- HPC Staff Liaison Update (see attachment)
- George Lobisser Sign Alteration Request / Discussion carried over from October

4:00 PM Adjourn

Call to Order (Attendance, Agenda, Ethics)
Suyematsu Next Steps
Navigating Portal Training
Bainbridge Lumber Building
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Eric Kortum called the meeting to order at 2:00 PM. Historic Preservation Commissioners in attendance were Susan Hughes, Brianna Kosowitz, Terri Bumgardner, and Rick Chandler. Commissioners Sandy Burke and Christopher Moreno were absent and excused. Also present were City Council Liaison Kirsten Hytopoulos, City Liaison and Senior Planner Kelly Tayara, and City Administrative Specialist Carla Lundgren. The agenda was reviewed, and no conflicts were disclosed.

Review & Approve Minutes – September 3, 2020

Motion: I make a motion to approve the minutes.

Kosowitz/Burke: Passed Unanimously.

Suyematsu Next Steps

Discussion Only – HPC presented a draft letter to Council Member Hytopoulos to present to council for consideration. Council Member Hytopoulos provided comments for updating the letter before she presents it to City Council.

Motion: I make a motion to authorize a subcommittee to review changes and make changes to draft as needed.

Bumgardner/Kosowitz: Passed Unanimously.

Agenda/Public Portal Access Training

Presentation Only

Discuss Next Month's Agenda

November 5, 2020:

- The Laurels (Tom & Myra Hudson) Historic Register nomination ([PLN501805 HPR](#))
- 2021 work plan – Use of ArcGIS software and system to identify Register Eligible properties in Winslow. HPC to create proposal for City review.
- Fort Ward neighborhood inventory re: registry eligible properties
- Summary of 2020 HPC activities and 2021 work plan due to City Council in January.

- Update on “Magnusson” letter re: property eligible for local registry

New/Old Business

- Senior Planner Kelly Tayara read a statement of acknowledgement for National Planning month in October. Ms. Tayara thanked the HPC members for their flexibility, contribution, and patience in service during this transition during Gov. Inslee’s “Stay Home Stay Healthy” order regarding change in process, limited staff, and remote meetings.
- Bainbridge Lumber Yard sign Alteration request (George Lobisser) – Old plastic sign replaced with new metal sign with identical design with addition of adding the street number on the sign. HPC would like to review minutes from [03/01/2018](#) and [10/11/2018](#) for approval of replacing the original sign. Further discussion at next months meeting.
- Koura Barn (Kim Screen) – Nomination has not been received yet. Planner to be assigned for review once nomination has been received.

Motion: I make that we adjourn the meeting.

Hughes/Bumgardner: Passed Unanimously.

Adjourn - The meeting adjourned at 4:03PM

- Historic Register Nomination
 - Fort Ward Buildings 15/16 - Associate Planner Ellen Fairleigh is assigned to review / prepare a staff report for the Commission to consider the Historic Register Nomination application.
 - Koura Barn – This nomination was received in October and Carla Lundgren is assigned to review / prepare a staff report for the Commission to consider the Historic Register Nomination application.
 - Moran School / Day Hall / Messenger House – The nomination was received in October and has not yet been assigned to staff for review / preparation of a staff report.
 - This year the City has received more nominations in a single year since 2011 (four)
- Kim Screen has received the information requested about obtaining a historic building sign for the Koura Barn c. 1950.
- Permit Review

The following standard condition has been added to all demolition permits at the request of the Commission:

Any excavation should be conducted with care, as excavation may reveal something of historical significance. If any historical or archaeological artifacts are uncovered during excavation or construction, work shall immediately stop and the Department of Planning and Community Development and the Washington State Office of Archaeology and Historic Preservation shall be immediately notified. Work shall only continue thereafter in compliance with the applicable provisions of law.