

Call to Order (Attendance, Agenda, Ethics)
Approval of Meeting Minutes from February 3, 2022
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 2:12 PM. Commissioners in attendance were Eric Kortum, Susan Hughes, Judy Romann, Blaine Cliver and Rick Chandler. Absent was Christopher Moreno. City Council Liaison Clarence Moriwaki was present. City Staff present were Senior Planner Kelly Tayara, Planner Shelly Woo, and Administrative Specialists Renee Argetsinger, who monitored meeting and prepared minutes.

**Motion: I move that we approve the agenda
Cliver/Romann: Passed Unanimously**

The agenda was reviewed. There were not any conflicts of interest noted.

Review & Approve Minutes – February 3, 2022

**Motion: I'll make a motion to approve the February minutes.
Romann/Cliver: Passed Unanimously**

Public Comment

None.

Discussion of 487 Winslow Way:

Senior Planner Kelly Tayara introduced Planner Shelly Woo, who is the City Project Manager and will be preparing the staff report for the nomination application. Commissioner Blaine Cliver provided background information on the house. Architect, Charlie Wenzlau, was promoted to panelist and provided clarification regarding the building for the nomination, which will be presented to the Commission in April. Commissioner Eric Kortum to provide background historical information and provide list of other historic properties to consider.

Presentation and discussion of tax advantages for Local Register listing:

Commissioner Judy Romann outlined the criteria for eligible homes and the available tax credit benefits to homeowners when approved for the Local Register. Kelly Tayara provided additional information on the process and involved parties. Judy Romann provided details about the WA State Barn Grant and suggested registration for the grant or potentially offer other incentives for inclusion.

Committee Updates:

- **Heritage Trees (*Chandler/Hughes/Romann*)** – Commissioner Rick Chandler said that meetings were scheduled beginning next week. Commissioner Susan Hughes discussed the Celebrating Trees event in April as potentially part of those meetings. Judy Romann inquired about the status of heirloom farm trees and if they are recognized as Heritage Trees.
- **Other Historic Properties (*Kortum*)** Commissioner Eric Kortum recommended resending letters to eligible properties that had been identified and approached in 2017 and 2018. Kelly Tayara has that list and Eric Kortum is to send any new additions to Kelly Tayara for inclusion. Eric Kortum said existing historically identified properties could benefit from new improved signage.
- **Public Education/Public Outreach** – no update
- **Suyematsu Farm (*Hughes/Chandler/Kortum/Moriwaki/Cliver*)** – Commissioner Susan Hughes is submitting an access request form to examine and photograph the buildings and she will be setting up a meeting with the Friends of the Farms. Commission Blaine Cliver suggested approaching an identified consultant to create a Scope of Work that may also include City Council Liaison Clarence Moriwaki and Commissioner Judy Romann. Clarence Moriwaki suggested that the Commission begin crafting budget requests from the COBI for the fiscal year 2023-2024. Commissioner Blaine Cliver related that the buildings at the farm needed maintenance ASAP.

Old Business

- (*Tayara*) Addition of historic layer to City's GIS – Query is pending with COBI IT Department
- (*Tayara*) Obtaining report of all buildings constructed prior to a certain date is easily done, according to the IT Department; Kelly asked the Commission to identify what information it would like in the report.
- (*Tayara*) The Suyematsu Farm access policy is updated to reflect the change requiring authorization of the HPC chair prior to submitting a request to visit non-public access area.
- (*Tayara*) The Heritage Tree List has been published to the HPC page on the COBI website.
- (*Tayara*) Status of Commissioner vacancy – Pending/Awaiting Response from the Executive Department.
- (*Tayara*) Status of Blakely certificated for Jim McNett – The Mayor has signed, now needs the Chair's signature. Kelly to craft letter and send with the signed certificate.
- (*Tayara*) City Arborist position is still vacant
- (*Tayara*) A correction is needed to the Historic Preservation Program because a bonus density is no longer available through the Heritage Tree Program

New Business

- (*Hughes/Kortum*) Other Blakely Awards postponed and moved to April's agenda. To include the status of any pending awards

Action Items (Hughes)

- Commissioner Eric Kortum - provide background historical information for the 487 Winslow Way property
- Commissioner Eric Kortum - update and provide any additions to the list of possible eligible properties for the Local Register.
- Commissioner Eric Kortum - provide Chair, Susan Hughes, with information on the Bakery, as a recipient of the Blakely Award
- Senior Planner Kelly Tayara - update list and draft letter to potential Register-eligible properties for HPC review .
- Senior Planner Kelly Tayara – write letter to accompany Blakely Award certificate to Jim McNett
- Commissioners Hughes, Chandler, and Moreno – meet and discuss heritage trees and possible coordination event with the Celebrating Trees event in April
- Commissioner Hughes – meet with the Friends of the Farms regarding Access Request
- Commissioner Susan Hughes - contact Structural Engineer, Zane Kanyer, a board member of the WA Trust for Historic Preservation
- Commissioner Susan Hughes - provide all Suyematsu documents for the HPC webpage
- Commissioner Susan Hughes - sign certificate for Jim McNett
- Senior Planner Kelly Tayara - 2022 Work Plan
- Senior Planner Kelly Tayara - identify any Blakely Awards that are pending
- Senior Planner Kelly Tayara - identify any new potential recipients of the Blakely Award
- Senior Planner Kelly Tayara - provide update on the vacant HPC commissioner position
- Senior Planner Kelly Tayara - determine if orchard trees can be included on the Heritage Tree List

Adjourn

The meeting adjourned at 3:58 PM by motion.

Motion: I move to adjourn

Cliver/Romann: Passed Unanimously