

Call to Order (Attendance, Agenda, Conflict of Interest)

Introductions

Approval of Agenda for December 7, 2023

Approval of Meeting Minutes from Nov 2, 2023

Call for Public Comment

Presentation: Certified Local Government

Committee Updates

Summary of Action Items (*Facilitator*)

Adjourn

Call to Order (Attendance, Agenda, Conflict of Interest)

Chair Hughes called the meeting to order at 2:00 p.m. There were no conflicts of interest disclosed.

Commissioners in Attendance:

Eric Kortum, Jon Mooallem, Rick Chandler, Susan Hughes, and Zachary Allen

Absent or excused: None

City Staff and Council Members in Attendance:

Ellen Schroer - Deputy City Manager, Blake Holmes – Building Official, Kelly Tayara – Senior Planner, Drue Morris - City Arborist, Marlene Schubert– PCD Administrative Specialist, Renee Argetsinger – PCD Administrative Specialist, and Clarence Moriwaki – Council Liaison.

Review & Approve Agenda:

Motion: I move to approve the December 7, 2023, agenda as presented.

Kortum/Chandler: Approved unanimously

Review & Approve Minutes of the November Minutes: Postponed until January 4, 2024.

Call for Public Comment: No Public Comments

Review of Permit Applications:

1. Request to remove property from Local Historic Register of Reese Duplex 1632 NE Park View Dr.

Motion: Postpone until the January 4, 2024, HPC meeting to allow City staff to pursue review by City Attorney

Allen/Kortum: Approved unanimously

2. Fort Ward Building 15 (Stables) / 1584 Fort Ward Hill Rd.
Action: HPC waives review of the project.
3. Heritage Tree Nomination, PLN52707
Motion: I move to nominate the Sastrasinh tree to be registered as a Heritage Tree.
Mooallem/ Chandler: Approved unanimously

Committee Updates:

Chair Hughes provided information to the committee on the recent Comprehensive Plan workshop she attended and how it related to the Historic Preservation Commission.

Public Outreach: No updates to report

ID Historic Properties: Chair Hughes suggested subcommittee to document process for HPC.

DAHP Recommendations following last month's presentation: Chair Hughes providing list of recommendations from DAHP. Discussion by HPC members and City staff followed.

Workplan Update: Workplan updates postponed until the January meeting.

Suyematsu Farm: Deputy City Manager Ellen Schroer provided recent changes to the lease as well as upcoming plans for the farm.

Summary of Action Items:

HPC to postpone making decision on the Reese Duplex until specific information can be obtained on delisting a property on the local historic registry.

Review and possibly update BIMC with help of CLG grant.

Chair Hughes to send Ellen Schroer an email regarding State GIS access.

Ellen Schroer to follow up with COBI IT regarding State GIS and historic properties data.

Invite Permit Specialist and Administrative Specialist Supervisor – Jodi Adams to come to HPC and provide information on including historic data questions to demolition permit applications.

Chair Hughes to send Ellen Schroer a list of requested professional qualifications for future HPC members.

Workplan updates postponed until January 2024 meeting.

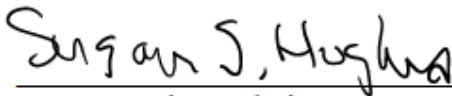
Recruitment efforts made by everyone to find qualified members for HPC.

Old Business/New Business: None discussed.

Recognition of Jon Mooallem's service: Deputy City Manager – Ellen Schroer presented to Jon Mooallem a certificate of appreciation.

Adjourn: Chair Huges adjourned the meeting at 3:56 PM

Approved by:



Susan Hughes, Chair



Marlene Schubert, Administrative Specialist