

City of Colville

HISTORIC PRESERVATION COMMISSION

May 20, 2010

10:00 a.m. – City Hall

MINUTES

The Colville Historic Preservation Commission met for a regular meeting on Thursday, May 20, 2010, at City Hall. Chairperson Russ Larsen called the meeting to order at 10:00 with a quorum present.

MEMBERS PRESENT: Russ Larsen, Trudy Lundy, Alan Bedford, and Janet Thomas. MEMBERS ABSENT: Tracy Ferrell. Two vacancies exist. STAFF PRESENT: Director of Building & Planning Jim Lapinski and Assistant Planner Melinda Lee. RECORDING SECRETARY: Melinda Lee.

ANNOUNCEMENTS

Membership Update: Mayor Richard Nichols has sent a letter to Craig Figley terminating his membership, effective immediately, in the best interests of the city. There are now two positions open on this commission.

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting of April 15, 2010, had been distributed to each member prior to the meeting. On a motion by Al Bedford and a second by Trudy Lundy, the minutes were approved as written. Motion carried.

OLD BUSINESS

a. Ritzville Historic Preservation Workshop

Melinda Lee and Trudy Lundy shared some of the information learned from the March 19<sup>th</sup> workshop they attended, which was presented by the Washington State Department of Archaeology and Historic Preservation. Trudy shared that she didn't realize there was a state agency that assisted with such matters. The workshop focused on pertinent laws and procedures local commissions should be aware of. They briefly discussed how to evaluate true historic integrity and how to determine when or if such integrity has been compromised by renovations or other changes to a site. They indicated there may be a future workshop to provide more in-depth training in evaluating sites and review criteria. Ritzville's historic district tour showed how our own community could increase its information in the booklets and on site to have a greater impact for those taking the tour and help in creating a tourist destination.

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### b. Rendezvous Update

It appears at this time there will be no fee charged for the booth, even though the HPC will be sharing it with other agencies. The fees seem to involve retail/food booths only. The banner has been ordered. Melinda will schedule workshops sometime in June to redo the tabletop display board for the booth.

## REPORTS

- a. The annual notices reminding local plaque recipients to keep their properties cleaned up have been sent out. Melinda asked the members to let her know if they see any potential problems with any of the sites.
- b. Jim Lapinski advised that the process for establishing a historic district or local register may have already been taken care of with the adoption of the new ordinance. Staff will research this further and report back.
- c. The members discussed the possibility of using some of the funds for the program to purchase reference material for the commission and public to use, such as books relating to architectural styles. Al Bedford motion to allow funds to be expended for reference materials, Janet Thomas seconded. Motion carried. There was also discussion about where this material would be stored. Jim suggested the city provide a secure location at city hall; Janet suggested using the museum or the library to store archives. This will be researched further.
- d. Janet asked if the HPC would be interested in officially joining The Heritage Network to assist with the promotion of historic preservation, recognition, and related tourism for the region. Al Bedford moved to approve, as long as the fees are no more than \$75; Trudy Lundy seconded. Motion carried.
- e. Janet said that she had been contacted by the Chewelah American Legion wanting to know how to get their site recognized with a historic plaque. She advised them that they needed to contact the local jurisdiction for some type of program like Colville has.
- f. Jim advised Janet that city staff continues to research grants to help with repairs at the Keller House. He asked her to let us know what was a priority for them; she indicated that their main concerns were out-of-date electrical and plumbing; leveling the porches; and providing access to the third story for the general public.

## ADJOURNMENT

As there was no further business, Al Bedford moved and Janet Thomas seconded to adjourn. Motion carried. Meeting adjourned at 11:10 a.m.