

## HISTORIC PRESERVATION COMMITTEE

September 17, 2009

10:00 a.m. – City Hall

### MINUTES

The Colville Historic Preservation Committee met for a regular meeting on Thursday, September 17, 2009, at City Hall. Vice-Chairperson Janet Thomas called the meeting to order at 10:00 a.m. with a quorum present.

MEMBERS PRESENT: Alan Bedford, Janet Thomas, Russ Larsen, and Tracy Ferrell. Craig Figley arrived late. MEMBERS ABSENT: Sheri Sundheim. One vacancy exists. STAFF PRESENT: Director of Building & Planning Jim Lapinski and Assistant Planner Melinda Lee. OTHERS PRESENT: Councilmember Ed Gray. RECORDING SECRETARY: Susan Davis.

### MINUTES OF PREVIOUS MEETING

The minutes of the previous meetings of June 18, 2009 and August 20, 2009 had been distributed to each member prior to the meeting. A motion was made and seconded to approve the minutes of June 18<sup>th</sup> and August 20<sup>th</sup> as presented. Motion carried.

### OLD BUSINESS

#### A. Continued discussion of recognizing “sites only” vs. structures.

As reported at the previous meeting, an application for a plaque was received from the Elks Lodge to commemorate a site on the golf course that overlooks the old clay pit for a former brickyard. As requested, Melinda contacted the applicant for further information. She reported that Patrick Graham indicated that the Elks want to construct a monument on the site and they are only requesting a historic plaque at this time. At the last meeting, the HPC felt that some parameters need to be developed for “site” plaques prior to discussing the application.

Lengthy discussion followed regarding possible review criteria for “site” plaques. Staff pointed out the HPC ordinance lists categories for review, such as “In association with events that have made a significant contribution to the broad patterns of national, state, or local history; Is a birthplace or grave of a historic figure of outstanding importance, or site associated with that person.”

Members felt that determining the historical significance of a site is an important step in the review process. For sites that don’t have remnants of a previous use, it was suggested that applicants be asked to visually interpret the site by providing some type of illustration or photo of what it used to look like. It was pointed out that the site would need to be accessible to the public.

Ed Gray explained that there is a tee at the golf course that is made out of brick from the brickyard. There are no buildings related to the brickyard on the site. He expressed concern about the complex ownership of the site and the lease between the Elks and the Dominion Meadows Golf Association. He pointed out the Chairman of the Board of the local Elks Lodge can only make a recommendation, which is sent to Seattle and then to Chicago. He felt that permission should also be sought from Dominion Meadows. Jim Lapinski suggested that the application should be signed by all parties of interest.

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Chairman Craig Figley arrived during the discussion.

Tracy pointed out current plaque recipients are featured in the HPC brochure along with photos of the structures. Through the brochure and historic booklet the public is invited to go look at the sites. She wondered if the Elks are aware of this and if that is acceptable to them.

Based on the discussion, Melinda Lee suggested the following “site” review criteria:

- 1) Needs to be significant to the history of Colville – a special event or birthplace or grave of a person of historical significance;
- 2) Was it the start of a growth pattern in the community;
- 3) Was there some type of significant change that occurred in the community from that point on;
- 4) Needs to be able to interpret site in meaningful way using visual reconstruction;
- 5) Needs to be accessible to the public.

Janet Thomas suggested adding language that would address a site like John Hofstetter’s primary residence, which is now owned by the hospital and recently developed into a parking lot. The HPC had no objection to adding the words “primary residence” to criterion #1.

Tracy Ferrell moved and Craig Figley seconded the motion to approve the review criteria as a basis for considering “site” plaque applications. Motion carried unanimously.

Melinda offered to contact the Elks for clarification about ownership and who is authorized to sign the application. She will also try to get a signature from Dominion Meadows. It was suggested that the Elks and Dominion Meadows be made aware that the site needs to be accessible to the public.

In general discussion which followed Craig Figley brought up the old powder house on Highway 20. He asked if anyone knew when was it built and how it was used. He questioned whether the building should be preserved. Janet advised that the building served as the old powder house for the Keller Hardware store. Alan Bedford questioned whether it would be appropriate to request the museum to do some research on the building. Melinda stated that while recently researching an issue with sidewalk maintenance, it was determined that a portion of Highway 20 in the vicinity of the powder house is outside the city limits. She indicated that ownership of the property could likely be determined from existing maps.

### B. Update on costs of plaques and advertising materials.

Based upon discussion at the previous meeting, Melinda presented an update on costs of plaques and advertising materials. She reported that a 2’x6’ vinyl banner typically tied to the top of a booth costs \$102. A 3’x8’ vinyl banner costs \$197. A 12”x18” table top sign is \$25 and a 3’x5’ sign to put on a large easel is \$190. These signs are pictures or photos mounted to hard plastic backing which are weather resistant. Melinda reported that Colville Sign Company still has one sheet of copper in stock, which is enough for 21 plaques. It was Melinda’s impression that as long as Lynn at Colville Sign Company has HPC’s commitment to use the copper for the historic plaques she will hold it for that purpose. Currently plaques are purchased one at a time. Each plaque cut from this sheet would cost \$43 each, plus \$20 if a bracket is added.

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Janet asked if additional blank plaques could be purchased with the unexpended funds from the 2009 budget. Jim felt pre-purchasing blank plaques could be considered.

Melinda requested the assistance of a member to help with plaque awards and Craig Figley volunteered. Melinda thanked Russ Larsen for recently awarding the American Legion its plaque.

### C. Update on 2010 Budget Request.

Jim reported that the 2010 HPC budget was reduced by the amount requested for promotional events like Rendezvous Days. An alternative would be to apply for Hotel/Motel Tax funds for events, which would provide the same opportunity, just through a different source. He stated that \$500 has been requested for plaques and \$1,000 for Operating/Office Supplies, which is more discretionary.

### REPORTS

Melinda reported that an individual named Jody Roberts has expressed an interest in the vacancy on the committee. Following brief discussion it was felt that Ms. Roberts should be encouraged to apply for the position.

### ADJOURNMENT

As there was no further business, Alan Bedford moved and Russ Larsen seconded the motion to adjourn. There were no objections and the meeting was adjourned at 11:10 a.m.