



CITY OF PULLMAN

Public Works and Planning Departments

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3220 or (509) 338-3213 Fax (509) 338-3282
www.pullman-wa.gov

MEMORANDUM

TO: Pullman Historic Preservation Commission

FROM: Jason Radtke, Assistant Planner *JR*

FOR: Meeting of July 9, 2012

SUBJECT: HPC Open House

DATE: July 3, 2012

During the Historic Preservation Commission's meeting of June 11, the Commission continued its discussion regarding the hosting of a community event, such as an open house. The Commission concurred that it would like to hold the event at the location of, and in conjunction with, the initial property listing of the Local Register of Historic Places. The Pioneer Center was deemed unsuitable during that discussion due to the school district's reluctance to nominate the Pioneer Center because of development constraints already placed on district properties.

The Commission then considered other potential locations and decided the Old Post Office would be the most likely candidate, with the Gladish Center, the Cordova Theater, the William Swain House, and the Greystone Church named as alternatives. Commission members also discussed the possibility of holding it at one of the properties within the College Hill Historic District. Tom Handy, Commission member and owner of the Old Post Office building, recently informed staff that he is contemplating whether or not to nominate his property for inclusion on the local register.

The commission also held a conversation regarding possible activities to take place before and during the open house, which included:

- Seeking potential funding sources;
- Procuring sponsorship from supporting businesses and agencies;

Memo to Historic Preservation Commission
July 3, 2012
Page 2

- Creating a PowerPoint presentation;
- Designing a poster, brochures and/or other media;
- Deciding what types of refreshments to serve; and
- Whether or not one of the Commissioners should speak at the event.

The Commission is requested to resume discussions on venue and content for this event. With the Commission input, staff will continue to organize the open house.