

CITY OF PULLMAN
HISTORIC PRESERVATION COMMISSION
Regular Meeting Minutes
September 9, 2013

The City of Pullman Historic Preservation Commission held a regular meeting at 7:30 p.m. on Monday, September 9, 2013, in Council Chambers, City Hall, 325 SE Paradise, Pullman, Washington with Chair John Anderson presiding.

ROLL CALL: Present: Anderson, Gruen, Handy, Munch-Rotolo, Root, Warnick
Excused: Hornback
Staff: Radtke, Johnson

ANDERSON Called the meeting to order at 7:30 pm and called roll.

MOTION Munch-Rotolo moved to accept the minutes of July 8, 2013 Regular Meeting as prepared by staff. Root seconded and passed unanimously.

REGULAR BUSINESS
Review the status of the College Hill Historic Property Survey.

Radtke stated that the Department of Archaeology and Historic Preservation (DAHP) is in the process of reviewing both the draft document and the extension; as of this evening, staff has not heard anything from them on either subject.

REGULAR BUSINESS
Discuss expansion of the downtown survey area.

Radtke stated that after receiving comment from the Commission, mainly to continue expanding down main street to the east, Radtke incorporated those areas into the map that is attached, as well as including properties and areas where staff was aware that one or more potentially historic properties existed.

In response to a question, Radtke stated that so many properties were included in the revised area to allow a buffer, and if there are few owners who opt out then they will reduce the total number to 40 properties.

Root suggested that, if more than 40 properties are available to be inventoried, then residential properties should be the first to be excluded.

Warnick reiterated his earlier concerns that the Historic Preservation Commission submitted a proposal for a grant to inventory 20 properties and DAHP requires that they do an intensive survey on 40 properties.

Radtke answered that the next step is to distribute the Request for Proposals and await responses, and the grant period begins October 1.

REGULAR BUSINESS

Update for the Application to List the Brick Streets on the Pullman Register of Historic Places.

Radtke stated that planning staff has talked with both the City Attorney and the Public Works Director; it has been determined that the ownership responsibility of the rights-of-way falls on the City so it will have to go to City Council; staff is planning to bring it to Council on September 24, 2013. The general response from Public Works was that they were receptive to the idea of listing the property, but they were slightly concerned that if, in the public's interest, there were a need to modify the streets, that it might be more difficult to go forward with the project.

DISCUSSION

Root and Anderson expressed concern over the Public Works Director's response.

MOTION

Root moved that the Historic Preservation Commission recommend that the Planning Department recommend approval to the City Council for adding the Brick Streets to the Local Register of Historic Places. Munch-Rotolo seconded and passed unanimously.

ROBERT FRANKLIN
1313 NE Orchard Drive
Pullman, WA 99163

Stated that he is the author of the nomination for the Brick Streets. He believes it is a positive thing for the City to be willing to deal with these issues, and to take this step towards making the Historic Preservation Commission and the Local Historic Register successful, and by making this public maybe it will encourage other individuals to nominate their private properties.

DISCUSSION

The Commissioners discussed the date of the City Council meeting, which will be Tuesday, September 24, 2013, at 7:00 pm, and the Council Agenda will be available online on Friday of the week prior to the meeting.

REGULAR BUSINESS

Discuss Commissioner Anderson's Webform Nomination to the Pullman Register of Historic Places.

Radtke stated that the final page of the meeting memorandum is a sample page of the form.

Anderson stated that this form is not, strictly speaking, a webform; it is a modifiable word document that has been password protected to allow for information to be added but maintain the integrity of the form. He also distributed a printout that showed the prompts in each of the blank spaces that the applicant will see when they pull up the document.

Warnick suggested making the form available on the website as both a modifiable word document and as a modifiable .pdf.

Commissioners applauded Anderson and thanked him for his work.

REGULAR BUSINESS

Discuss Commissioner Gruen's Suggestion of Utilizing Student Volunteers to Update the Walking Tour Brochures.

Gruen stated that his Historic Preservation seminar might be able to spend part of the spring semester focusing on updating the walking tour. He feels this could be relevant for the students' educations.

FRANKLIN

Stated that the students should bring a presentation of their work to the Historic Preservation Commission, as that would be a great learning opportunity for the students and would help solidify their learning. He opined that advertising the brochures, especially on Mom's and Dad's weekends, would help build the community connection.

DISCUSSION

Munch-Rotolo stated that she has visited with Ed Garretson at the historic society, and they have much more elaborate walking tour brochures.

OTHER BUSINESS

No other business.

UPCOMING MEETINGS

October 14 – No conflicts noted. Radtke responded to a question about the draft Request for Proposals for the downtown historic property survey coming to the Commission in October by stating that might be possible but he'd have to check with Planning Director Pete Dickinson.

November 11, 2013 – Veteran's Day; the regular meeting is likely to be cancelled. Commissioners asked that they be informed in October if it is likely that there will be a need for a Special Meeting.

December 9, 2013 – No conflicts noted.

MOTION

Warnick moved to adjourn the meeting. Seconded by Gruen and passed unanimously.

ADJOURNMENT

The meeting was adjourned at 8:21 pm.

ATTEST:

Chair

Planning Director

Secretary