

CITY OF PULLMAN  
**HISTORIC PRESERVATION COMMISSION**  
Regular Meeting Minutes  
February 10, 2014

The City of Pullman Historic Preservation Commission held a regular meeting at 7:30 p.m. on Monday, February 10, 2014, in Council Chambers, City Hall, 325 SE Paradise, Pullman, Washington with Chair John Anderson presiding.

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

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

Minutes of December 9, 2013 Regular Meeting Warnick corrected typo on page 3 from relied to replied.

MOTION Warnick moved to accept the minutes of December 9, 2013 Regular Meeting as corrected. Munch-Rotolo seconded and passed unanimously

MOTION Gruen moved to accept the minutes of January 13, 2014 Regular Meeting as prepared by staff. Handy seconded and passed unanimously.

**REGULAR BUSINESS** Radtke stated that Proposals were received from:  
Discuss Review of Consultant 1) Painter Preservation and Planning, from Salem, OR;  
Proposals for the Downtown 2) Preservation Solutions, LLC, from Boise, ID;  
Historic Survey. 3) Plateau Archaeological Investigations, LLC, from Pullman,  
WA;  
4) A.D. Preservation, from Spokane, WA.

Staff recommends the formation of a selection panel, composed of two Commission members and the Historic Preservation Commission (HPC) staff advisor. In Staff's view, it would be best if this panel could make a consultant selection by February 14, 2014, in order to proceed with the project as quickly as possible.

DISCUSSION Commissioners discussed each proposal. Root stated that Preservation Solutions seemed to provide the only complete proposal received, though A.D. Preservation seemed qualified but lacked detail. Painter Preservation & Planning was just a letter and Root thought they lacked qualifications. Plateau Archaeological had no comparable work and no clearly qualified Archaeological Historian. Munch-Rotolo asked if a selection panel was necessary or could the HPC come to a consensus.

Handy agreed with Root about Preservation Solutions presenting the most detailed proposal and that's who he would vote for. Gruen stated that Preservation Solutions has the most comprehensive proposal. Root expected all proposal candidates to have met the same level of detail as Preservation Solutions. Root asked Radtke if they could have HPC input on all proposals; Radtke stated that would be acceptable. Warnick stated he did not feel comfortable making a decision at this point and would like to recuse himself from voting since he was close friends with one of the applicants.

Commission consensus to eliminate submittals from Painter Preservation and Planning and Plateau Archaeological Investigations.

MOTION

Gruen moved for Commission to make a decision on choosing a proposal tonight. Handy seconded the motion.

DISCUSSION

Root stated he was not comfortable with making a decision tonight, and would prefer the selection panel. Root would be available this week to do so, Hornback is available to meet Thursday.

MOTION

Motion failed.

ANDERSON

Suggested they send selection panel forward with two nominations.

DISCUSSION

Gruen prefers A.D. Preservation, Hornback leaning towards A.D. Preservation, Handy would like to go with Preservation Solutions, Root is undecided.

MOTION

Handy moved to form selection panel to contain Radtke, Hornback and Root, to make a recommendation to City Council. Root seconded and passed unanimously. Staff will accept emailed comments prior to the meeting.

**REGULAR BUSINESS**

Update on the Status of the Code Revision Regarding the Review process for Certificates of Alteration and Demolition.

Radtke stated that on November 12, 2013, as part of its discussion concerning the provision of owner consent for the nomination of the brick-paved portions of NE Palouse and Maple Streets to the Local Register of Historic Places, the Pullman City Council requested that staff prepare draft amendments to the Pullman City Code regarding the review process for Certificates of Alteration and Demolition. The HPC reviewed the draft amendments at its meeting of December 9, 2013, and it endorsed the proposed changes. Recently, the city attorney informed planning staff that the draft revisions were acceptable. The Council is scheduled to review and act upon this proposal at its meeting of February 25, 2014. Staff will entertain any HPC comments or questions regarding this matter at the February 10 meeting.

**REGULAR BUSINESS**

Update on the Status of the Brick Streets Nomination to the National Register of Historic Places.

Radtke stated that at the HPC meeting on January 13, 2014, Commission approved a resolution recommending Mayor Glenn Johnson find that the brick-paved portions of NE Palouse and Maple Streets meet the criteria for nomination to the National Register. On January 17, 2014, Mayor Johnson followed this recommendation and signed the form stating his formal opinion that the aforementioned streets do meet the criteria. These forms were then returned to DAHP for further consideration. In his letter informing staff of the nomination, State Architectural Historian Michael Houser also extended an invitation to attend the Governor's Advisory Council on Historic Preservation on Thursday, February 20, 2014.

**DISCUSSION**

Munch-Rotolo stated that Robert Franklin will be at the Governor's Advisory Council on Historic Preservation meeting on February 20, 2014, on behalf of the College Hill Association.

**REGULAR BUSINESS**

Consider a Project for the Next CLG Grant Period.

Radtke stated that staff recently received the announcement from DAHP that grant funds are available for the 2014-2015 grant period. Staff requested that the HPC consider for which potential projects, if any, they would consider it beneficial to receive grant funding.

**DISCUSSION**

Root suggested an inventory of the Pioneer Hill neighborhood around Pioneer Center and Old Franklin School would be a good candidate. Warnick agreed with Root and would like to see an inventory centered on Pioneer Center. Gruen agreed and asked Radtke if it has to be inventoried. Radtke replied that funds do not have to be for an inventory, but inventories are given preference by DAHP.

Gruen asked if the funds could be used for something other than an inventory. He is not sure if his students will be done with the walking tour brochure and the work will have to continue after the students are gone. He asked if the funds could be used to cover extra help to finish the project or for publishing, printing or binding. Anderson stated that DAHP will allow but it's a low priority. Anderson also stated that it bothers him that the Commission will not know what the ending status of Gruen's student project will be and does not want to submit a proposal for funding with so many unknown factors.

Root asked if there are any restrictions on submitting more than one grant request. Root also stated that some years all proposals are funded and other years they are not, and in those years the inventory proposals are given priority. Warnick does not see a downside to submitting two grant requests. Radtke stated he needs to know specific tasks the grant would cover in order to submit.

Commission consensus to focus on Pioneer Hill and help Gruen's class

project. Radtke will look at DAHP rules concerning multiple submittals and get back with Commission.

**OTHER BUSINESS**

Radtke thanked Root for his presentation on January 31<sup>st</sup> 2014.

Radke stated that at the previous meeting there was a question on how to donate to HPC. Anyone can go to City of Pullman's Finance department and specify to whom they would like to make a donation.

Munch-Rotolo gave Commission an update on Committee for Campus Climate at WSU. Committee is discussing possibility of nominating Adam's Mall to the local register.

Gruen thanked Handy for hosting students at his business and providing a tour and also thanked Root for providing dinner.

**UPCOMING MEETINGS**

March 10, 2014 – no conflicts noted.

April 14, 2014 – will include student presentation - no conflicts noted.

May 12, 2014 – no conflicts noted.

**MOTION**

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

**ADJOURNMENT**

The meeting was adjourned at 8:48 pm.

**ATTEST:**

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Chair

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Planning Director

\_\_\_\_\_  
Secretary