

City of Colville

HISTORIC PRESERVATION COMMISSION

October 16, 2015

10:00 a.m. – City Hall

MINUTES

The Colville Historic Preservation Commission met for a regular meeting on Friday, October 16, 2015, in the Council Room at City Hall. Chairman Russ Larsen called the meeting to order at approximately 10:10 a.m. with a quorum present.

MEMBERS PRESENT: Russ Larsen, Avrum Baum, and Muriel Meyer. MEMBERS ABSENT: Tony Harmon and CJ Wolfe. Two vacancies exist. STAFF PRESENT: City Planner RJ Keetch and Building Official/Inspector Dave Harper. RECORDING SECRETARY: Susan Davis.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of July 17, 2015 had been distributed to each member prior to the meeting. Muriel Meyer moved and Avrum Baum seconded the motion to approve the minutes as written. Voice vote showed all in favor.

OLD BUSINESS:

Chairman Russ Larsen requested a report regarding the possible downtown agenda which had been discussed at the previous meeting.

RJ Keetch and Muriel Meyer reported that they met with the Chamber Board in September to present the idea of pursuing participation in the Main Street Program under its 501-C3. The Chamber Board appeared to be interested but requested additional information about the program. Muriel added that it is recognized that further research is needed to determine whether the Main Street Program is viable.

NEW BUSINESS

A. Discussion – future handicap ramp at City Hall.

RJ Keetch explained that part of the HPC's authority and function is to review proposed changes to properties on a historic register. The City Hall is on the local historic register and the current handicap ramp in the alley is not ADA compliant. A designer has been retained to develop some options for a new ramp at the front entrance.

Building Official Dave Harper advised that he has been working with Rosemary Shaw on a few design options for the construction of an ADA compliant ramp in the front of the building. It is anticipated that this would be a spring project. Dave advised that the existing ramp adjacent to the alley is too steep and the landing is not adequate.

Avrum Baum questioned whether it would be possible to have Ms. Shaw address options for the rear of the building in order to protect the historical integrity of the front of City Hall.

HISTORIC PRESERVATION COMMISSION

October 16, 2015

Page 2

Following brief discussion regarding design review criteria, the Chairman called a recess in order for the members to view the front of the building with Mr. Harper regarding a future handicap ramp.

Chairman Russ Larsen called meeting back to order at 10:28 a.m.

Brief discussion followed regarding the desirability of locating an ADA compliant handicap at the rear entrance to preserve the historical integrity of the front of City Hall. Dave indicated that Rosemary Shaw has agreed to provide three options for the front of the building. She will be submitting plan elevations and 3-D renderings. At the request of the HPC members Dave offered to ask Ms. Shaw if she would be willing to provide one option for the back of the building. RJ suggested that the HPC make a formal request to the Mayor/Council since an additional rendering is beyond Ms. Shaw's original scope of work.

Avrum Baum moved to request the City Council to authorize investigation into making the existing handicap ramp ADA compliant with the standards necessary to meet current law. Muriel Meyer seconded. Motion passed unanimously.

Discussion on this item was continued to a future meeting when additional information is available.

REPORTS

- Reviving Rural Downtowns Workshop.

RJ Keetch and Muriel Meyer presented a report on the recent Reviving Rural Downtowns Workshop that they attended in Ritzville, WA. They noted that Karen Learn, representing the Chamber of Commerce, accompanied them to the workshop.

A slide presentation followed focusing on grants and funding opportunities. HPC members questioned whether grant funds are available for a new ADA compliant handicap ramp. RJ advised that in the past the City Council adopted an ordinance and applied to the State Dept. of Archaeology and Historic Preservation (DAHP) to become part of the Certified Local Government (CLG) program. However the ordinance was never certified by DAHP, which makes the City ineligible to receive funds. RJ recommended that the City pursue certification under the CLG program.

The special tax valuation program was brought up. RJ pointed out that the only property in the downtown area to take advantage of this program was Barman's. Avrum felt that maybe property owners are not aware of the tax incentive program or understand how it works. He suggested that HPC brochures be updated including dollar figures.

- Self-Guided Tour Booklet.

RJ explained that the self-guided tour booklets are distributed by staff to the museum, hotels/motels, and the Chamber of Commerce for tourist information. RJ requested authorization to reprint the booklet as there are only 10 left. He noted the HPC has \$300 in its budget for this purpose.

Muriel suggested that an introduction would be beneficial to have in the front of the booklet if it doesn't cost too much money to add prior to reprinting.

HISTORIC PRESERVATION COMMISSION

October 16, 2015

Page 3

Muriel Meyer moved and Avrum Baum seconded the motion to update the brochure and booklet as necessary and reprint. Motion passed unanimously.

- HPC Vacancies.

Brief discussion followed concerning the two vacancies on the commission. It was recognized that potential candidates need to be identified and encouraged to apply for the vacant positions.

ADJOURNMENT

As there was no further business, Muriel Meyer moved and Avrum Baum seconded the motion to adjourn. There were no objections and the meeting adjourned at approximately 11:10 a.m.