

DRAFT

City of Colville

HISTORIC PRESERVATION COMMITTEE

September 22, 2017

10:00 a.m. – City Hall

MINUTES

The Colville Historic Preservation Committee met for a regular meeting on September 22, 2017 at City Hall. Russ Larsen called the meeting to order at 10:02 a.m. with a quorum present.

MEMBERS PRESENT: Russ Larsen, Avrum Baum, Tony Harmon, and Muriel Meyer. STAFF PRESENT: City Planner RJ Keetch, Building Official Dave Harper, and Mayor Lou Janke. GUEST PRESENT: Rosemary Shaw. RECORDING SECRETARY: Sydney Gilmore.

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting of May 19, 2017 had been distributed to each member prior to the meeting. Muriel Meyer motions to approve the minutes as written, Avrum Baum seconds the motion. Voice vote carried unanimously.

OLD BUSINESS

A. R E Lee Plaque awarding

Russ argued that an incorrect date was printed on the plaque that is to be awarded to R E Lee. Russ explained that there was a building at this location prior to 1910 known as the Meyer Building. He asked that the date the Meyer Building was erected be notated on the plaque as well. Muriel Meyer explained that the Meyer Building moved to the neighboring parcel. It would be historically inaccurate to site the Meyer Building on the R E Lee plaque because it is not the same building. If the building to the North of the R E Lee building wished to apply for the Colville Historic Register the plaque would show the date the Meyer Building was constructed.

It was requested that the Building and Planning office schedule the award ceremony with the property owner, the Mayor, and the newspaper. Once a date is selected the Historic Preservation Committee will be notified.

NEW BUSINESS

A. Draft Design Review Guidelines

RJ Keetch explained that one of the benefits of adopting Design Guidelines is that the City will be one step closer to becoming a Certified Local Government. RJ introduced Rosemary Shaw who put together a draft Downtown Design Guidelines for the City. The draft guidelines were distributed to committee members prior to the meeting (copy on file). Rosemary prepared a presentation to explain the contents of the Design Guidelines.

DRAFT

HISTORIC PRESERVATION COMMITTEE

Page 2

September 22, 2017

Mayor Janke reminded the group that the City has been awarded a CBDG grant that is allowing for the update of the Colville 2000 plan. He explained that these Design Guidelines will need to be consistent with what is identified in the new plan.

Rosemary explained that the draft is meant to be a living document that can be changed when appropriate. Maintaining this document in a guideline format will allow for changes to be made easier. The document will be active and adaptable.

Tony Harmon asked that signage be included in the guidelines. He also asked if murals on blank walls could be included. It was explained that the sign code is more enforceable when it is maintained in the Colville Municipal Code rather than written as a guideline.

Mayor Janke questioned if this only applies to Main Street and has no guidelines for alleys. It was explained that this would be relevant to all streets in the Downtown District. It was suggested that deliveries in alleys and on Main Street should be referenced in the guidelines as they account for some of the activity downtown.

Avrum Baum asked if adopting guidelines would develop the opportunity for tax incentives for property owners who want to make improvements to their buildings. He added that he would like to see some financial applicability included in the guidelines. RJ explained that once guidelines are adopted, and the City becomes a Certified Local Government, property owners can then take advantage of applicable tax incentives. Once the City has become a Certified Local Government the financial applicability can be added to the guidelines.

Muriel made a motion to adopt the Colville Downtown Design Guidelines (CDDG) as presented by Rosemary Shaw. Tony seconded the motion. The Mayor suggested instead making a motion to recommend to City Council instead of adopting the guidelines through the HPC. The Mayor explained that the HPC may only need to focus on Section 5 of the CDDG. The Mayor added that there should be buy-in and understanding from the public and by going through City Council it will give the public an opportunity to voice their opinion on the guidelines. The Mayor suggested that the Building and Planning department enforce the guidelines—other than Section 5.

For better understanding, Rosemary went over the CDDG and gave a brief explanation of why each element was included. The committee was reminded that at its last meeting a motion was made to present the Downtown Historic Core map to City Council. The Mayor suggested that the next action of the HPC should be to show support of the CDDG draft and present it to the City Council along with the Downtown Historic Core Map that was previously voted on.

Avrum asked that Dave Harper give his input on the draft guidelines from a Building Officials view. Dave explained that much of what is written in the guidelines will not be enforceable by the Building Department because it is not geared toward major structural repairs. Much of what is included in the guidelines will not have to go through the Building Permit process.

Muriel Meyer made a motion to support the Colville Downtown Design Guidelines draft and present to City Council for further adoption. Tony Harmon seconded the motion.

DRAFT

HISTORIC PRESERVATION COMMITTEE

Page 3

September 22, 2017

It was discussed that in the mean time, until the draft is presented to City Council, the HPC will use this time to educate and obtain buy-in from other City committees and groups.

Voice vote showed all in favor, motion passed.

B. Heritage Court Plaques

The Mayor explained that he and Rotary members would like to know more history about the plaques that are fixed on lamp posts in Heritage Court. There was interest in removing the lamp posts in the future and it was questioned how the plaques should be handled and if they needed to be preserved. The Stevens County Historical Society had provided a little history on a couple of plaques to the Building and Planning Office. The plaques seemed to have been purchased at one time to help pay for the creation and beautification of Heritage Court.

Because the plaques have history tied to Heritage Court it was agreed that the plaques should be preserved and maintained in the courtyard. The committee members did not know much history regarding these plaques. It was suggested that the Building and Planning office contact Janet Thomas or Katie Tolin of the Stevens County Historical Society to get more information of how the plaques should be handled and preserved.

REPORTS

RJ Keetch reported C.J. Wolfe resigned. There is now one vacancy in the Historic Preservation Committee.

ADJOURNMENT

As there was no further business to come before the committee, Avrum motioned to adjourn and Muriel seconded the motion. The meeting was adjourned at 11:15 A.M.