

CITY OF LYNNWOOD
HISTORICAL COMMISSION MEETING MINUTES
October 20, 2005

A. CALL TO ORDER AT 7:05 PM

HISTORICAL COMMISSION

Chair Sather
Commissioner Little
Commissioner Reed
City Council Member Ross

Absent: Commissioner Tupua

Senior Planner Rivera

B. APPROVAL OR CORRECTION OF THE MINUTES OF THE JUNE 28, 2005 AND SEPTEMBER 15, 2005 MEETINGS

June 28, 2005 – The proposed activities of the Commission in the work session was discussed. Commissioner Little made a motion to approve the minutes of the June 28th Commission meeting. Commissioner Reed seconded the motion. Minutes were approved.

September 15, 2005 – A grammatical change was to be made to the language on pages one and two. Commissioner Little made a motion to approve the minutes of the September 15th Commission meeting with the changes. Commissioner Reed seconded the motion. Minutes were approved.

C. CITIZEN COMMENTS

No citizens were present.

D. WORK SESSION

1. Prioritization of Projects for the Survey

The projects to be added to the listing of possible historic properties in the City for purpose of the survey were discussed. Possibilities of criteria for ranking were considered. Example being the criteria regarding window replacement and an incentive for restoration. The projects could be considered broken into three categories (i.e. occupied residences, commercial properties, and public properties). Vacant sites that once housed historical buildings could be recognized. Contact letters will be mailed to property owners regarding interest in their sites being placed on the Register.

2. Approval of Letter to Property Owners

Corrections were made to the letter to be mailed to property owners whose properties are being considered for placement on the Register. Property owners will be updated on information about their properties and will be directed to contact the Community

Development Department for more information and invited to attend Historical Commission meetings. A follow-up letter will be mailed later asking for consideration of the property owner to let the Commission visit the site for more detailed survey information.

3. Outline Process for May Special Recognition Event

Manor Hardware was recommended as the site to be recognized as the May event with its placement on the register. The question was raised regarding the possibility to coordinate the event with the Heritage Day event at Heritage Park with Parks and Recreation. Council member Ross will contact Craig Larsen regarding the idea.

4. Outline Process for May Special Recognition Event

It has been recommended that the 2005-2006 Work Plan be formalized with a motion. Commissioner Reed made a motion to approve the 2005-2006 Work Plan for the Historical Commission. Commissioner Little seconded the motion. Minutes were approved.

5. Preservation of Sites

Concerns were raised regarding vacant sites and early intervention prior to construction. Research needs done on threatened sites. An example is Hall's Lake that is already into the approval stages. A recommendation was made that as part of the Recreational feature for the plat, a recognition plaque could be placed. Commissioner Reed will attend the public hearing on the plat and make that request

E. INFORMATION ITEMS:

1. Joint Meeting Between Parks Commission and Historical Commission

A joint meeting is recommended between the Historical Commission and Parks Commission. Many of the projects each Commission does interrelate and such a meeting would keep each abreast of the other's activities.

F. AGENDA ITEMS FOR NEXT MEETING

- Minutes
- Prioritization of Projects for the Survey
- Request for Historical Commission Letterhead
- May Historical Event
- Response to Letters

G. ADJOURNMENT

The meeting adjourned at approximately 8:17 P.M.