

Minutes

Mason County Historic Preservation Commission

April 13, 2017

Mason County Department of Health Meeting Room

**415 N. 6th Street
Shelton, WA 98584**

Members Present: Rick Calvin, Stephanie Neil, Marty Harrell, Steve Rose

Members Absent: Ed Huber (excused) and David Willard

County Staff: Michael MacSems and Marissa Watson

I. Call to order

Roll Call- Mr. Calvin called the meeting to order at 2:00 p.m.

Review and Approve Minutes from March 9th – Mr. Calvin mentions a misspelling of a name on page 2. Ms. Harrell made a motion to approve minutes as corrected, Ms. Neil seconded, all in favor, motion carried.

Correspondence-

- Columbia Magazine – Spring 2017
- April Historical Society Newsletter

II. New Business

Announcements – None

Discussion of Possible Inventory of County Owned Historic Properties – Ms. Neil would like to get an inventory ready for grants. The survey would be of primarily buildings, 45 years or older. Suggested two phases, one being to figure out what the county has through the Assessor's records. Phase two would be to create preservation plans for each building and list the order of things to be done. Privately owned buildings are not currently suggested for listing.

The HPC had discussion on how to obtain a list of properties and how to filter the search criteria. Mr. MacSems would inquire with Assessor's Office about getting a list containing county owned property 45 years or older. General discussion about preservation plan and how to inventory. Mr. Rose mentioned involving some of the County building inspectors in the inventory/inspection of the list of properties that will be obtained.

Presentation by County Commissioner Randy Neatherlin – At 2:12pm Commissioner Randy Neatherlin and Support Services Director Frank Pinter arrive at the HPC meeting.

The HPC, Commissioner Neatherlin, and Director Pinter have a discussion regarding Memorial Hall, what the original funding amounts were, and where the funds came from. HPC members conveyed their concern that some items of work may not fit the criteria of Historic Preservation. Mr. Neatherlin discussed the break up of the funding for the project. Mr. Calvin mentioned the letter that he is intending to write Facilities. Mr. Pinter mentioned that he could facilitate a discussion between the HPC and Facilities regarding what is in the realm of preservation and what funds could be restored if the work did not meet the criteria of the HPC. Mr. Calvin will send a letter/list to Mr. Pinter of what they require under preservation. Mr. Pinter exited the meeting.

Ms. Neil informed Mr. Neatherlin about their earlier survey discussion. Mr. Neatherlin mentioned to the HPC that a survey company had already been hired to assess Mason County owned buildings and that once the information was available, the HPC would have access to the information. Mr. Rose posed the question of county employee help with assessments. Mr. Neatherlin said that issue could be brought up at a briefing and presented to the director of the department that employees were requested from.

Mr. Calvin mentioned the MCHPC Ordinance update and that they would be bringing it to the BOCC. He mentioned the addition of Traditional Cultural Landscapes and Cultural Landscapes. Mr. Calvin and Ms. Neil defined the term for the commissioner. Mr. MacSems mentioned that the BOCC is scheduled to be briefed on the Historic Preservation Ordinance update on April 17th.

HPC and Mr. Neatherlin also had a brief discussion about Historic Preservation and the ongoing Comprehensive Plan update. The HPC mentioned the proposed revision to the Historic Preservation element of the Comprehensive Plan and that they were unable to get it through the Planning Advisory Commission process. Mr. Neatherlin asked if funding was made more accessible with such an update in place. The answer was, yes, future grant funding is dependent on listing the creation of a county wide historic preservation plan as a Comp Plan goal.

Commissioner Neatherlin then presented each member present, a certificate of appreciation (April is Appreciation Month). Members not present will receive their certificate in the mail. Mr. Neatherlin exited the meeting.

Other (if any) – None

Old Business

2017 Matlock Oldtimers Festival – Mr. Calvin sent a check to reserve the HPC's spot. He will be there to set up and tear down, Mr. Rose will be joining him. Ms. Harrell will be at the event Saturday afternoon. It was mentioned again, the booth did not need to be occupied the whole time.

2017 Cultural Resources Summit – Mr. Calvin is registered for two days as he requested.

May is Historic Preservation Month (if any) – Mr. MacSems informed HPC no responses of interest were received.

Mr. Calvin asked about the display case reservation, Mr. MacSems informed them that he can't reserve until the 2018 registration opens, usually near the end of the year.

Continued Memorial Hall Discussion – No further discussion, refer to discussion with Mr. Pinter and Mr. Neatherlin.

Status of County Historical Preservation Ordinance Update- No further discussion, refer to discussion with Mr. Neatherlin.

Comprehensive Plan Update- Mr. MacSems informed the HPC that there was now an updated timeline, which showed when the Comp Plan will go to the BOCC. The date is June 21st.

Website Update (Creating an On-Line MCHPC Calendar) – Mr. MacSems mentioned this item had not moved forward.

Other (if any) – Certificate of Appropriateness. Mr. Calvin informed Mr. Rose on the discussion involving the COA in March's meeting.

Ms. Neil had some edits, thought applicants may be overwhelmed by the current form. She mentioned King County's COA as less wordy. She would like to keep it simple, provide a narrative, drawings, photos, material description, and cut sheet. They could always ask for more information later. HPC discussed elements within COA that they liked and that needed work. Ms. Neil agreed to work on the editing of the COA.

III. Other Commission Discussion

Financial Statement- Mr. MacSems passed out the financial statement, there was some discussion about payout from the 4th quarter of 2016, Mr. MacSems will follow up with Ms Chaussee.

IV. Next Meeting Date May 11, 2017

V. Adjournment

At 3:18 p.m. Ms. Harrell made a motion to adjourn. Motion seconded by Mr. Rose. All in favor, meeting adjourned.