



Historic Preservation

Commission

Regular Meeting

August 22, 2019

Historic Preservation Commission

Agenda

August 22, 2019

Historic Preservation Commission

Minutes

From June 27, 2019

Regular Business Meeting

August 22, 2019

**City of Oak Harbor
Historic Preservation Commission
Regular Meeting Minutes
June 27, 2019 at 4:00 PM**

Present:

Jennifer Juniper
Dan Evans
Ron Apgar
Rick Castellano

Staff Present:

Blaine Oborn, City Administrator
Steve Powers, Development Services Director
Ray Lindenburg, Associate Planner

Absent:

1. Roll Call

The meeting was called to order at 2:30 PM.

2. Approval of Minutes from May 23, 2019

Motion: Commissioner Evans moved to approve the May 23, 2019 minutes as presented. **Second:** Commissioner Apgar seconded the motion. With all in favor, the motion passed unanimously.

3. Public comment

There were no general comments from the public.

4. Certified Local Government Training

Kim Gant, with the Department of Archaeology and Historic Preservation, presented on local historic preservation. Her first presentation included information on the National Historic Preservation Act, the National Register of Historic Places, the Federal Rehabilitation Tax Incentive, overview of the historic preservation ordinance, design review standards, and the special tax valuation incentive. Her second presentation centered around the seven aspects of architectural and historical integrity: design, materials, location, feeling, association, setting, workmanship. There was also discussion around pieces of our ordinance and code that should be updated/changed to better suit current needs. The next step in the process to identify which properties could potentially be nominated is to have a professional survey completed.

5. Commission and Staff Comments

Staff informed the commissioners that Ms. Robinson has formally resigned as a commissioner. Staff and commissioners discussed the upcoming Fourth of July booth and came to a decision that it would be best to delay having an informational booth at a city-wide event until a later time.

6. Next Agenda

At the next meeting, staff and commissioners will discuss potential code amendments suggested during the training as well as further discuss the topic of a historic district.

7. Next meeting date Thursday, July 25, 2019, starting at 4:00 PM.

The meeting adjourned at 4:41 PM.

Respectfully submitted,

Sarah Heller
Administrative Assistant
Development Services
Historic Preservation Meeting Minutes
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Historic Preservation Commission

Staff Report

August 22, 2019



Historic Preservation Commission

STAFF REPORT

August 22, 2019

Discussion of Items from Previous Meeting

During the June meeting, the HPC and staff participated in training provided by Kim Gant from the Department of Archeology and Historic Preservation (DAHP). During that presentation, a few potential changes to the Oak Harbor Historic Preservation Ordinance were discussed.

Among them:

1. Discrepancies between the Oak Harbor code and the model version provided by DAHP. It appears that in the time that Oak Harbor staff first started the process of becoming a CLG that the model ordinance was slightly modified. Planning staff will coordinate with DAHP and the City legal department to determine which changes will be required.
2. The number of HPC members was set at seven when the ordinance was originally discussed and approved. The process of finding replacement members, especially those meeting the professional standard, has been difficult. As noted in the training and through experience, it may be prudent to reduce the number of members to five. Staff believes that a good-faith effort can be shown to find an additional professional member.

Discussion of these items is invited with the intention that staff will present revisions to the HPC at a future meeting, then will bring those changes before the City Council for approval in the near future.

The HPC also discussed the topics of designating individual properties for inclusion on a local register and the concept of establishing a historic preservation district. Staff encourages additional conversation on these topics to determine where the Commission's priorities lie.

Promotion of the HPC and its mission

Though the Fourth of July festival booth fell through, staff has produced materials for promotion of the HPC and the Historic Preservation Ordinance. These materials will be provided for review and comment at the meeting and further brainstorming of promotional ideas is invited. Future festival promotional tents are a possibility depending on scheduling factors.

Commission and Staff Comments

If any Commissioners have comments or questions for staff, those may be addressed during this time.

The next meeting of the Historic Preservation Commission will be September 26, 2019 at the regular start time of 4:00P.M.