



CITY OF
BAINBRIDGE ISLAND

**Historic Preservation Commission
Regular Meeting
Thursday, January 4, 2024
2:00 – 4:00 PM
Location: City Council Conference Room, 280 Madison Ave N
Bainbridge Island, WA 98110**

It is recommended that attendance be in-person. The meeting is also accessible via Zoom.

Please click the link to join the meeting: <https://bainbridgewa.zoom.us/j/88135808464>

Or One tap mobile: +12532158782,,88135808464# US (Tacoma) +12532050468,,88135808464# US
Webinar ID: 881 3580 8464

AGENDA

2:00 PM Call to Order / Attendance / Conflict Disclosure

- Introductions
- Approval of Agenda for January 4, 2024
- Approval of Meeting Minutes from November 2, 2023
- Approval of Meeting Minutes from December 7, 2023
- Call for Public Comment

2:10 PM Review of Permit Applications

- Police Station Demolition (*Staff*)
Regulations governing demolition of a register-eligible building are found in BIMC [18.24.070](#).
 - Property: City of Bainbridge Island Police Station / 625 Winslow Way E
 - City File: [BLD28066 C-DEM](#)
 - Environmental Science Associates Historical Report: [625 Winslow Way Historical Review 20231107](#)
- Request to remove a property from the Local Historic Register (*continued from December 2023 meeting*) (*Staff*)
Regulations governing removal of a property from the Local Historic Register are found in BIMC [18.24.040.D](#).
 - Property: Reese Duplex / 1632 NE Park View Drive
 - City File: [PLN51196A HPR](#) (*See updated staff report under "Permit Notes"*)
 - Original Historic Property Nomination Application: [51196 hist prop registration nomination](#)

**For special accommodations, please contact Planning & Community
Development 206-780-3750 or at pcd@bainbridgewa.gov**



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2:00 – 4:00 PM
Location: City Council Conference Room, 280 Madison Ave N
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3:10 pm: Subcommittee reports

- Identifying Historic Properties
- Public Outreach
- Comprehensive Plan
- Heritage Trees

3:25 pm: Workplan Discussion

3:40 pm: Old Business

- CLG Grant for code audit
- Work with Planning Department to obtain a copy of DAHP GIS database of Bainbridge Historic Properties

3:45 pm: New Business

3:55 pm: Review action items

- Revisit Reese delisting request on January agenda
- Inquiry regarding procedures for delisting properties (Blake)
- Initiate discussion with COBI Planning about obtaining a copy of DAHP's historic property GIS database for Bainbridge Island (Susan)
- Start process for applying for a CLG grant for a code audit (discuss at meeting; define steps)
- Provide to Ellen the qualifications of a Historic Preservation professional for HPC recruitment purposes (Susan)
- Place discussion of 2023-2024 HPC workplan on January agenda
- Identifying Historic Properties subcommittee to discuss path forward in putting more of the Winslow historic properties on the local register

4:00 pm: Adjourn

**For special accommodations, please contact Planning & Community
Development 206-780-3750 or at pcd@bainbridgewa.gov**

Call to Order (Attendance, Agenda, Conflict of Interest)
Introductions
Approval of Agenda for November 2, 2023
Approval of Meeting Minutes from October 5, 2023
Call for Public Comment
Presentation: Certified Local Government
Committee Updates
Summary of Action Items (*Facilitator*)
Adjourn

Call to Order (Attendance, Agenda, Conflict of Interest)

Chair Hughes called the meeting to order at 2:03 p.m. There were no conflicts of interest disclosed.

Commissioners in Attendance:

Eric Kortum, Jon Mooallem, Rick Chandler, Susan Hughes, and Zachary Allen

Absent or excused: None

City Staff and Council Members in Attendance:

Ellen Schroer - Deputy City Manager, Renee Argetsinger – PCD Administrative Specialist,
Council Liaison - Clarence Moriwaki

Guests:

Michelle Thompson, Michael Hauser, Blaine Cliver,

Review & Approve Agenda:

Motion: I move to approve the November 2, 2023, agenda as presented.

Kortum/Chandler: Approved unanimously

Review & Approve Minutes:

Motion: I move to approve the October 5, 2023, minutes as presented.

Mooallem/Kortum: Approved unanimously

Call for Public Comment: Public Comments were tabled to allow time for the CLG presentation.

Presentation: Certified Local Government (Michelle Thompson and Michael Hauser of the Washington State Department of Archaeology and Historic Preservation)
Chair Hughes introduced Michelle Thompson and Michael Hauser. Michelle Thompson presented background information regarding the work that she and Michael Hauser do and how COBI's affiliation as a CLG benefits the City. They can assist with available grants, tax valuation information, listservs, and a range of resources to aid the Historic Preservation Commission in their work.

Discussion, including HPC members followed.

Committee Updates:

- **Committee Updates were tabled to allow time for the CLG presentation**

Summary of Action Items:

No action items were disclosed.

Adjourn: Chair Huges adjourned the meeting at 3:56 PM

Call to Order (Attendance, Agenda, Conflict of Interest)

Introductions

Approval of Agenda for December 7, 2023

Approval of Meeting Minutes from Nov 2, 2023

Call for Public Comment

Presentation: Certified Local Government

Committee Updates

Summary of Action Items (*Facilitator*)

Adjourn

Call to Order (Attendance, Agenda, Conflict of Interest)

Chair Hughes called the meeting to order at 2:00 p.m. There were no conflicts of interest disclosed.

Commissioners in Attendance:

Eric Kortum, Jon Mooallem, Rick Chandler, Susan Hughes, and Zachary Allen

Absent or excused: None

City Staff and Council Members in Attendance:

Ellen Schroer - Deputy City Manager, Blake Holmes – Building Official, Kelly Tayara – Senior Planner, Drue Morris - City Arborist, Marlene Schubert– PCD Administrative Specialist, Renee Argetsinger – PCD Administrative Specialist, and Clarence Moriwaki – Council Liaison.

Review & Approve Agenda:

Motion: I move to approve the December 7, 2023, agenda as presented.

Kortum/Chandler: Approved unanimously

Review & Approve Minutes of the November Minutes: Postponed until January 4, 2024.

Call for Public Comment: No Public Comments

Review of Permit Applications:

1. Request to remove property from Local Historic Register of Reese Duplex 1632 NE Park View Dr.

Motion: Postpone until the January 4, 2024, HPC meeting to allow City staff to pursue review by City Attorney

Allen/Kortum: Approved unanimously

2. Fort Ward Building 15 (Stables) / 1584 Fort Ward Hill Rd.
Action: HPC waives review of the project.

3. Heritage Tree Nomination, PLN52707
Motion: I move to nominate the Sastrasinh tree to be registered as a Heritage Tree.
Mooallem/ Chandler: Approved unanimously

Committee Updates:

Chair Hughes provided information to the committee on the recent Comprehensive Plan workshop she attended and how it related to the Historic Preservation Commission.

Public Outreach: No updates to report

ID Historic Properties: Chair Hughes suggested subcommittee to document process for HPC.

DAHP Recommendations following last month's presentation: Chair Hughes providing list of recommendations from DAHP. Discussion by HPC members and City staff followed.

Workplan Update: Workplan updates postponed until the January meeting.

Suyematsu Farm: Deputy City Manager Ellen Schroer provided recent changes to the lease as well as upcoming plans for the farm.

Summary of Action Items:

HPC to postpone making decision on the Reese Duplex until specific information can be obtained on delisting a property on the local historic registry.

Review and possibly update BIMC with help of CLG grant.

Chair Hughes to send Ellen Schroer an email regarding State GIS access.

Ellen Schroer to follow up with COBI IT regarding State GIS and historic properties data.

Invite Permit Specialist and Administrative Specialist Supervisor – Jodi Adams to come to HPC and provide information on including historic data questions to demolition permit applications.

Chair Hughes to send Ellen Schroer a list of requested professional qualifications for future HPC members.

Workplan updates postponed until January 2024 meeting.

Recruitment efforts made by everyone to find qualified members for HPC.

Old Business/New Business: None discussed.

Recognition of Jon Mooallem's service: Deputy City Manager – Ellen Schroer presented to Jon Mooallem a certificate of appreciation.

Adjourn: Chair Huges adjourned the meeting at 3:56 PM

DRAFT