

May 2, 2024

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The HISTORIC PRESERVATION COMMISSION met in the Bell Building Upstairs Conference Room at 215 "D" Street. Chair Boots called the meeting to order at 10:02 a.m.

**I. CALL TO ORDER**

*COMMISSIONERS PRESENT:* Leah Boots, Chair; Dennis Ohrtman; Bob Reitz; Tamara Berlik; Ed King (at 10:06), Vice Chair; Laurinda Riggs; Greg Follett;

*COMMISSIONERS EXCUSED:* Kayleigh Philippi; Lisa Hasenoehrl;

*STAFF MEMBERS PRESENT:* Katie Hollingshead, Assistant Planner; Aaron Butler, IT;

*CITY COUNCIL LIAISON PRESENT:* Kasee Forsmann (at 10:20 am)

*GUESTS:* None

**II. CITIZEN COMMENTS**

None.

**III. NEW BUSINESS**

**1. APPROVAL OF APRIL 4, 2024 REGULAR MEETING MINUTES**

Commissioners Follett and Berlik moved and seconded, respectively, to approve the April 4, 2024 Regular meeting minutes. The motion passed 6-0 (Commissioner King arrived after the vote).

**2. CERTIFICATE OF APPROPRIATENESS - WEST END HISTORIC DISTRICT, AN APPLICATION BY BRIAN POPE OF NORTHWEST CHILDREN'S HOME FOR WINDOW SIGNAGE AT 704 MAIN ST:**

Staff Hollingshead reviewed the application submitted for the Commission and presented an updated version of the proposed window signs with a white privacy film and turquoise signage lettering. The Commission reviewed the total square footage of the two display windows and the proposed size of the window signs. Chair Boots walked the Commission through the West End Historic District Design Guidelines worksheet. The Commission found that the project complied with guideline L-5, and that all other guidelines did not apply to the project. Commissioner Ohrtman moved to approve the Certificate of Appropriateness for window signage

at 704 Main Street and Commissioner King provided the second. The motion passed 7-0.

#### IV. OLD BUSINESS

##### 1. ORCHID AWARD 2024 NOMINATIONS:

Staff Hollingshead presented a nomination prepared by Commissioner Riggs for 428 5<sup>th</sup> Street. The Commission reviewed the nomination and discussed the work done on the house after it had been partially destroyed by fire in August of 2021. Commissioner Riggs motioned to approve the nomination for 428 5<sup>th</sup> Street under the category of Contribution to Historic Preservation, Commissioner Ohrtman provided the second. Motion passed 7-0.

##### 2. ORCHID AWARD SET UP AND PROGRAM:

Staff Hollingshead asked for a volunteer to MC the event since Chair Boots was unable to attend. Commission Ohrtman stated he could act as MC and asked staff to forward the nominations and additional information the Mr. Branting had provided so that he could make notes for talking points.

Staff Hollingshead asked the Commissioners to arrive at 10 am to help with the set up of tables and chairs at the Territorial Capital Replica Building on the day of the event. Staff reviewed the other items for the day of the event.

#### V. COMMISSIONER COMMENTS:

Commission Riggs asked if Garry Bush had ever been recognized for an Orchid Award and staff and other Commissioners confirmed that he had in the past.

Commissioner Ohrtman brought up the plaques project that the Commission had completed last year and how the Commission might get more people to know about them and utilize them. The Commission discussed different ideas that might get people downtown to see the plaques and other downtown events that could be utilized. Chair Boots asked staff to put the Priorities Plan on the June agenda so that the Commission could look at their work plan and come up with what they would like to work on next, Chair Boots also asked about grant applications that might be coming open and if staff could bring that information so that the Commission could consider projects that would qualify for grant funding.

Commission Ohrtman provided an update on the Liberty Theater and stated that Certificate of Appropriateness applications will most like come in front of the

Commission in the coming months as the Liberty Theater Preservation Alliance works through the design for the marquee with the architect.

**VI. COUNCIL LIAISON COMMENTS:**

Council Liaison Forsmann stated she has been sharing about the Orchid Awards at Council meetings and would share again at the May 6, 2024 worksession.

**VII. STAFF-COMMISSION COMMUNICATIONS:**

Staff Hollingshead reminded the Commission of the regular June 6, 2024 meeting and again reminded the Commission of the Orchid Awards on May 11, 2024 and to arrive at 10 am to assist with the set up.

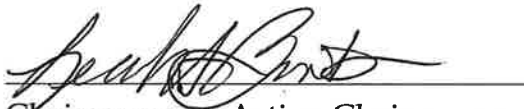
**VIII. ADJOURN**

There being no further business, Commissioners King and Berlik moved and seconded, respectively to adjourn the meeting of the Historic Preservation Commission at approximately 10:59 a.m. Motion passed 7-0.

RESPECTFULLY SUBMITTED,



Katie Hollingshead  
Recording Secretary



Chairperson or Acting Chairperson  
Historic Preservation Commission

Approved this 6<sup>th</sup> day of June, 2024.