

Ketchikan Historic Commission

March 18, 2021, 3:00 – 4:00 pm

Zoom Meeting ID: **822 5872 7284**

1. Call to Order

2. Roll Call

3. Communications

4. Persons to be Heard

5. Changes to the Agenda

6. Consent Agenda

- a. Approve February 25, 2021 minutes

7. New Business

- a. DOT notices (none as of March 15, 2021)
- b. Pioneer Hall survey update (Amanda)

8. Unfinished Business

- a. SHPO grant application draft review: Historic Ketchikan signage proposal
- b. SHPO grant application draft review: Historic Preservation Plan Phase 1

9. Commissioner comments

10. Adjourn

Next meeting: (4th Thursday monthly, 3 pm) April 22, 2021

Ketchikan Historic Commission
Meeting Minutes: February 25, 2021 **DRAFT**

Agenda Item #1: Call to Order

The Ketchikan Historic Commission meeting was called to order at 3:02 p.m. via Zoom.

Agenda Item #2: Roll Call

(x) Christa Bruce	(x) Deborah Hayden
(excused) Licha Kelley-King	(x) Dragon London
(x) Silvia Greuter	(x) Anita Maxwell
(x) Kristina Hill	(excused) Amanda Welsh
(x) Alethea Johnson for Planning Dept.	(vacant) Community rep

Agenda Item #3 Communications

Dragon spoke with Justin I. Williams who had been suggested for membership. Mr. Williams declined as his KIC job responsibilities have recently increased. Christa noted that Joel Azure, Harvey Shields or Sylvia Banie might be interested in the Commission. Dragon also spoke with Tony Gallegos (KIC Housing Authority) to request a letter of support for the pending Historic Preservation Plan process. Silvia announced that she will be resigning and that March will be her last meeting. Commissioners thanked her for her service. Deb Turnbull and John Radzilowski were suggested as possible Commissioners as well.

Agenda Item #4 Persons to be Heard

None.

Agenda Item # 5 Changes to the Agenda

Dragon added "Officer Nomination" to New Business b. to address her resignation as Commission Chair due to her pending move in April. Dragon also clarified that #7a. SHPO grant application would address two proposed grants.

Agenda Item #6 Consent Agenda

Silvia moved to approve the January 28, 2021 minutes. Seconded by Deborah. Motion passed unanimously.

Agenda Item #7 New Business

- a. DOT notices

None received.

- b. Officer nomination (new)

Dragon nominated Kris Hill as her replacement as Commission Chair. Anita seconded. Motion passed unanimously. Kris will begin as Chair in March.

- c. SHPO grant application (due April 2, 2021)

Anita provided an overview of the Historic Preservation Fund grants.

Historic Preservation Fund (HPF) Grant Overview:

- Certified Local Governments (CLGs) in Alaska are eligible to apply for these 60-40 matching grants. The State takes an indirect cost deduction.
- The grants are for a maximum of \$24,000.
- Applications are due April 2
- Grant projects awarded with FFY20 funds would end September 30, 2021. Grant projects awarded with FFY21 funds would end September 30, 2022.

Priorities for grant funding are:

1. Projects that increase public awareness of historic preservation and establish new partnerships, particularly with local tribes and under-represented groups, to strengthen their local historic preservation program. This year, projects that address the centennial of the 19th Amendment (women's suffrage) and the 50th anniversary of the Alaska Native Claims Settlement Act are of priority. Also encouraged are projects that **install interpretive signs calling attention to significant historic places**, and produce educational materials emphasizing historic preservation...
2. Projects that address the rehabilitation of historic properties and leverage funds and resources.
3. Projects that **update plans**, review ordinances, create local registers, draft local tax incentives, and determine design review guidelines. Use of a consultant to assist in addressing local historic preservation issues is encouraged.
4. Projects that address survey and evaluation of properties. Archaeological projects, in urban and rural areas, and for prehistoric and historic sites, are encouraged. Related to this, projects that record information on traditional Native places and place names are of priority.

Preservation Plan Proposal:

- Hire a contractor to conduct community outreach, gather existing resources and draft plan
- Grant would be for Phase 1: community outreach? Compilation of available resources?
- 2019 Proposal = Prepare a written Draft Historic Preservation Plan.
 - Contractor will provide project schedule, of all tasks, benchmarks identified by the Commission, major project milestones, and anticipated completion date.
 - Contractor will meet monthly with the Commission to provide updates on the project
 - Prepare a Plan for possible inclusion in the Borough Comprehensive Plan.
 - The Historic Preservation Plan will be designed to encompass the identified goals and under the direction of the Commission will identify objectives and specify actions/strategies for achieving each objective.
 - Provide varied opportunities for public input.
 - Produce public historic information documents and resources in both web-compatible digital and print ready versions

Historic Ketchikan Interpretive Signage Proposal:

- Ketchikan has four signage types:
 - 25-year old Historic Ketchikan kiosks
 - Colorful Characters & Places signage begun three years ago
 - wayfinding signage put into place several years ago
 - walking tour signs now 20+ years old
 - place name signs, such as at the base of Chief Johnson Totem, that have been installed at various times over the years.
- Proposed 15 New Colorful Characters & Places Signs:
 - In honor of the recent declaration of the US Department of Interior to place the Downtown District on the National Register of Historic Places, it is recommended that the first phases of new signs be focused on the Downtown.

- There are 41 contributing historic buildings, sites and artifacts in/adjacent to the Downtown district. Final selection of those for which Colorful Characters and Places signs will rest with the Historic Commission and Historic Ketchikan, in consultation with property owners.

Dragon would like to proceed with simplifying our 2019 application to just Phase 1 and not producing a draft plan. Deborah made a motion to take the application to the City Council if necessary. Seconded by Kris. Motion passed unanimously. Dragon and Alethea clarified the specific needs of the Borough Planning Department's letter of support to SHPO.

Dragon expressed concern about seeing a budget and timeline from Historic Ketchikan before moving their grant request forward to SHPO. Kris reinforced that we need to be very clear and concise for both proposals. Anita added that if the Commission wants to move forward with supporting Historic Ketchikan's proposal that we give ourselves time to offer meaningful feedback.

Commissioners agreed to move up the regular March meeting to March 18th to allow for grant feedback. Kris noted the need to think about which proposal is our priority if requested by SHPO. Anita said the we all recognize the need for signage but the long view is having a preservation plan in place mobilizes additional resources in the future.

Agenda Item #8 Unfinished Business

None

Agenda Item #9 Work Session

- a. Historic Preservation Plan: next steps

Dragon emphasized the need for shared language and thanked Kris for sharing resources. Deborah noted that all of the resources are clear on defining cultural resources as the physical and tangible. She reminded that the historical surveys identify resources inside those areas but there is still a need outside the districts, for example in Saxman. Kris noted that defining a historic building/resource is a combination of age and significance based on the National Register criteria. There may be other Forest Service archaeological surveys to add to the base of knowledge outside of the historic districts plus SHPO's own database. The next step is for Dragon and Anita to draft the preservation plan grant application for Commission review.

Agenda Item #10 Commissioner Comments

Anita thanked Dragon and Silvia for their service and lamented that March will be their last meeting. Christa stated her respect for Dragon's commitment to transitioning the Chair position. Dragon expressed her gratitude to Kris for stepping in.

Agenda Item #11 Adjourn

Meeting adjourned at 4:01 p.m.

Next meeting: (4th Thursday monthly, 3 pm) March 25, 2021 (via Zoom) *Please note this is **rescheduled to March 18, 2021** to allow for a review of the SHPO grant applications.