



CITY OF  
BAINBRIDGE ISLAND

**Historic Preservation Commission**  
**Regular Meeting**  
**Thursday, February 4, 2021**  
**2:00 – 4:00 PM**  
**Online via Zoom**  
**See Log In Information Below**

---

---

The Historic Preservation Commission (HPC) will hold this meeting using a virtual, Zoom webinar platform, per Governor Inslee's "Stay Home, Stay Healthy" orders.

Members of the public will be able to call in to the Zoom meeting.

Please click the link below to join the webinar: <https://bainbridgewa.zoom.us/j/93138375561>

Or iPhone one-tap : US: +12532158782,,93138375561# or +16699009128,,93138375561#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 669 900 9128 or +1 346 248 7799

or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

Webinar ID: 931 3837 5561

International numbers available: <https://bainbridgewa.zoom.us/j/93138375561>

---

## AGENDA

- 2:00 PM Call to Order and Attendance  
Conflict of Interest/Disclosure  
Introductions/*Kortum*  
Approval of Agenda for February 4, 2021  
Approval of Meeting Minutes from January 7, 2021  
Call for Public Comment/*Kortum*
- 2:15 PM Historic Tree Register/National Arbor Day (April 30)/*Nick Snyder, City Arborist*
- 2:30 PM Review/Discuss/Adopt 2021 Work Plan/*All*  
*See attachment*
- 3:30 PM Election of New 2021 HPC Chair  
BIMC 18.24.020.B.5: The Historic Preservation Commission shall select from among its members a chairperson and such other officers as may be necessary to conduct the Historic Preservation Commission's business for a one-year term at the first regular meeting of the year.

**For special accommodations, please contact Planning & Community  
Development 206-780-3750 or at [pcd@bainbridgewa.gov](mailto:pcd@bainbridgewa.gov)**



CITY OF  
BAINBRIDGE ISLAND

**Historic Preservation Commission**  
**Regular Meeting**  
**Thursday, February 4, 2021**  
**2:00 – 4:00 PM**  
**Online via Zoom**  
**See Log In Information Below**

---

---

3:45 PM New/Old Business

- Discuss March 4, 2021 agenda/*All*
- Commissioners' question at the January 7, 2021 meeting: What was the Commission's determination for the Bainbridge Lumber Yard sign?  
*Staff Liaison Response:* This was last discussed at the November 5, 2020 meeting, and the applicable minutes follow: "Bainbridge Lumber Yard sign Alteration request (George Lobisser) – Discussion regarding materials used for replacing the siding. The Commissioners agreed with the materials presented by Mr. Lobisser for replacement."
- Commissioners' question at the January 7, 2021 meeting: What is the process to add a Local Historic Property to the Register-eligible list of properties?  
*Staff Liaison Response:* The process for determining properties eligible for the Local Register is contained in [BIMC 18.24.040.B](#). The Commission makes the determination, and once made, notifies the property owner and the Department of Planning and Community Development.

4:00 PM Adjourn

**For special accommodations, please contact Planning & Community  
Development 206-780-3750 or at [pcd@bainbridgewa.gov](mailto:pcd@bainbridgewa.gov)**

Call to Order (Attendance, Agenda, Ethics)  
Moran School/Day Hall/Messenger House Historic Register Nomination  
Fort Ward Buildings 15 & 16 Historic Register Nomination  
Review/Discuss Draft 2021 Work Plan  
Discuss Next Month's Agenda  
New/Old Business  
Adjourn

---

**Call to Order (Attendance, Agenda, Ethics)**

Chair Eric Kortum called the meeting to order at 2:04 PM. Historic Preservation Commissioners in attendance were Terri Bumgardner, Christopher Moreno, Brianna Kosowitz, and Rick Chandler. Commissioner Susan Hughes and Sandy Burke were absent and excused. Also present were Senior Planner Kelly Tayara, and City Administrative Specialist Carla Lundgren. The agenda was reviewed, and no conflicts were disclosed.

**Review & Approve Minutes – December 3, 2020**

**Motion:** I move to approve the minutes.  
**Kosowitz/Moreno:** 3 yes – 0 no (1 abstained)

**Moran School/Day Hall/Messenger House Historic Register Nomination**

**Motion:** I make a motion to approve the nomination to preserve Day Hall, the associated east lawn area, and the Caretakers Cottage.  
**Bumgardner/Moreno:** 4 yes – 0 no

**Public Comment:** None

**Fort Ward Buildings 15 & 16 Historic Register Nomination**

**Motion:** I make a motion to vote to nominate these two buildings and the corresponding courtyards to the local registry.  
**Moreno/Bumgardner:** Passed Unanimously

**Public Comment:**

Kathy Hansen (citizen) – Expressed concern of the development of the buildings (i.e., traffic)  
John Wiens (citizen) – Concerned with the Conditional Use Permit phase of the project. Will there be public notice when that happens? Ellen Fairleigh explained the noticing process and confirmed that the public would be notified when the project moves forward.  
Laurel Wilson (citizen) – Why would the commission deny an application for historic registry?

Elizabeth Davidson (citizen) – Does a historic designation open the door to less zoning requirements? Expressed support for the project.

Laurel Wilson (citizen) - Once a property is declined historic designation, can it be reconsidered?

**Review/Discuss 2021 Work Plan** – *Moved to next month's agenda*

**New/Old Business**

- “Items to be addressed” email from Chair Kortum to be added to next month's agenda
- Bainbridge Lumber Yard restoration discussion to be added to next month's agenda
- Elect new HPC Chairperson for 2021 to be added to next month's agenda
- Heritage Tree review/discussion with City Arborist Nick Snyder to be added to next month's agenda

**Adjourn** - The meeting adjourned at 4:43 PM

# HISTORIC PRESERVATION COMMISSION 2021 PROPOSED WORK PLAN

- ❖ Continue Ongoing Duties:
  - Maintain and periodically update the local historic properties inventory and Local Historic Register
  - Review nominations to the Local, State and National Historic Registers, Heritage Tree Register, and recognition of heritage properties
  - Review permit applications for alterations to Local Historic Register and Register-eligible properties
  - Provide resources and advocacy for historic preservation consistent with the Comprehensive Plan:
    - Participate in or promote public educational programs
    - Foster historic preservation through recognition of excellence in restoration of historic buildings, structures or sites
    - Advise the City Council or the Planning Commission as requested on matters of City history and historic preservation or actions affecting the historic resources of the City
    - Maintain information on federal or state historic preservation programs, funding sources or incentives.
- ❖ Identify Register Eligible properties in Winslow, Rolling Bay and other communities
  - Use Arc GIS Collector App to generate a database of potential Local Register-eligible properties
- ❖ Contact potential Register-eligible properties Island-wide (e.g. mailing)
- ❖ Update Local Register (Listed and Register-eligible) inventory with parcel numbers; properly flag parcels in permitting database and attach appropriate standard conditions (suggested by Staff Liaison)
- ❖ Identify potential grant applications for 2021 / verify whether Commissioners can write grants
- ❖ Review BIMC 18.24 (Historic Preservation Program) regulations / process / standards
- ❖ Suyematsu Farm
  - Identify volunteer parameters and volunteer organizations for stabilization work on the picker sheds, brush-clearing, and identification of historic plants / heritage trees
  - Research options with DAHP and other state agencies for local register status and possible funding
  - Solicit or write a news story for a local newspaper about the farm and its potential
  - Put together a list of potential grants that the BIHPC could apply for
  - Put together a list of local potential partners in rehabilitation; reach out to them
  - Approach city about cost sharing options or providing some materials if we found labor
  - Lay out the groundwork or come to an agreement with the City about the structure/process the commission is to follow for soliciting donations/organizations/volunteers.