



**Historic Preservation Commission
Regular Meeting
Thursday, March 2, 2023
2:00 – 4:00 PM
City Council Conference Room, 280 Madison Ave N
Bainbridge Island, WA 98110**

It is recommended that attendance be in-person, in the City Hall Council Conference Room / 280 Madison Ave N, Bainbridge Island, but the meeting is also accessible via Zoom meeting platform.

Please click the link to join the meeting: <https://bainbridgewa.zoom.us/j/92833530039>

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

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

[Webinar ID: 928 3353 0039](#)

AGENDA

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

- Introductions
- Approval of Agenda for March 2, 2023
- Approval of Meeting Minutes from February 2, 2023
- Call for Public Comment

2:10 PM Discussion of Draft Letters to City Council

- Chair Hughes drafted letters for the Commission's consideration about the police station building and Certified Local Government (CLG) grant funding for Suyematsu Farm historic building stabilization. Once correspondence is reviewed and approved by the Commission, the correspondence is sent to Councilmember and HPC Moriwaki for presentation to City Council. (*Attachments A and B*)

2:30 PM Review of Permit Applications

- Demolition of a property over 50 years old: Review is by policy of the Planning Director. The Commission may waive review or make advisory, nonbinding comments on how alterations could be done in a historically appropriate manner.
 - Project Name: MacGregor Address: 13189 North Madison Avenue
Description: Demolish dwelling constructed in 1912
Permit link: [BLD27435 DEM](#) (see submittals under 'permit notes')

2:50 PM Final review of 2023 / 2024 work plan proposal / Budget request discussion (*All*)

- Once the Commission adopts a final proposal, staff will forward it to the Planning Director and Deputy City Manager for consideration. City Council approval is the final step in adopting a work plan. (*Attachment C*)

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



CITY OF
BAINBRIDGE ISLAND

**Historic Preservation Commission
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**City Council Conference Room, 280 Madison Ave N
Bainbridge Island, WA 98110**

3:15 PM Committee Updates

- Identifying Register-eligible Properties (*Chandler, Kortum*)
- Public Education / Public Outreach (*Allen*)
- Suyematsu Farm (*Hughes, with Chandler, Kortum as applicable*)

3:35 PM Old Business

- Review of the Lund Place Local Register nomination is pending requested additional information. The project file may be viewed here [PLN52494 HPR](#)

3:45 PM New Business

- The City does not currently have a naming policy for City-owned properties and staff has drafted a policy resolution (Resolution 2023-01). Historic properties for which a name has been indicated on a nomination form and accepted for use on the Local, State, or National Registers, are exempt from the policy as drafted.

3:55 PM Summary of Action Items (*Facilitator*)

- Guidelines to assist those wishing to rehabilitate the exterior of historic buildings with focus on exterior, window, roof, porches, additions, etc. (due in June; Eric / Blaine)

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, Ethics)
Approval of Meeting Minutes from January 5, 2023
Call for Public Comment
Committee Updates
New/Old Business
Adjourn

Call to Order (Attendance, Agenda, Ethics)

Chair Susan Hughes called the meeting to order at 2:02 PM.

Commissioners in Attendance: Susan Hughes, Blaine Cliver, Eric Kortum, Jon Mooallem, Zachary Allen, and Rick Chandler. Absent was Commissioner Moreno. City Council-member Joe Deets was present, sitting in for City Council Liaison Clarence Moriwaki. City Staff present were Deputy City Manager - Ellen Schroer, Senior Planner - Kelly Tayara, and Administrative Specialist - Renee Argetsinger, who monitored meeting and prepared minutes.

Introductions – New HPC Members Jon Mooallem and Zachary Allen

Review & Approve Agenda - There were no conflicts of interest noted.

Motion: I move that we approve the agenda.

Cliver / Kortum: Passed Unanimously

Review & Approve Minutes – January 5, 2023

Motion: I'll make a motion to approve the November minutes.

Kortum / Cliver: Passed Unanimously

Public Comment

No Public Comment

Demolition of Properties listed on the Local Historic Register and properties listed as Register-eligible (Hughes)

Discussion regarding vertical seam metal roofs, historic building standards as set by the Secretary of Interior Guidelines. Discussion about the need to have a CLG person on staff with the city. **Action Item:** Commissioners Cliver and Kortum to put together list of accepted material for exterior buildings. To be prepared by sometime this summer (June or July).

Motion: Approve Mr. Sampson's building permit to proceed (as proposed by the owner) with a standing seam metal roof.

Cliver / Kortum: Passed Unanimously

Final Review of 2023-2024 Work Plan

Review and discussion of proposed/planned expenses and subsequent budget request. Deputy City Manager Schroer provided specifics that City Council would need to make a determination. Further work will need to be done on the plan. **Action Item:** Senior Planner Tayara to update

the work plan providing details discussed and present to HPC for review in March. Discussion regarding creation and designation of a “Historic District”. Senior Planner Tayara stated a need to develop a process for recommending properties to the state and national register (CLG).

Action Item: Sub-committee to work on nominations for local register nomination and send letters to those eligible, inquiring about interest in participation by property owners.

Committee Updates:

- **Identifying Register-eligible Properties**

Review of the discontinuous district and potential properties in the Port Blakely Historic District. Review of the document of nomination to the state registry. Discussion of types of documents available that can be distributed to HPC electronically. Action Item: Senior Planner Tayara to provide information of Fort Blakely on the state register.

- **Public Education/Public Outreach**

No updates - Commissioner Chris Moreno has resigned his position on HPC. Public Education and Outreach needs to be reassigned.

- **Suyematsu Farm**

Chair Hughes provided a report on the Alliance that is working with the city to separate the 5 acre historical buildings from the working farm. A proposal is being drafted. Discussion followed regarding Chair Hughes’ report. Commissioner Kortum introduced the need to pursue grants, with help from COBI staff. Deputy City Manager Schroer provided requirements that City Council would need to approve any attainable grants.

Old Business

- **Police Station/Old Fire House** – Discussion regarding status of drafted letter to the City Council. **Action Item:** Chair Hughes and Senior Planner Tayara to update the letter and present at the March meeting for review.

New Business

- 487 Winslow Way – previously discussed and motion approved.
- CLG – Senior Planner Tayara provided update and submitted required annual report to CLG.
- Request by Deputy City Manager Schroer for HPC members to respond to Advisory Group survey.
- Discussion of Commissioner Moreno’s resignation letter to HPC
- Request from HPC members to be acting chair/facilitator while Chair Hughes is on vacation.

Action Items

- Administrative Specialist Argetsinger to update HPC manual and provide each HPC member with a copy.

Adjourn: The meeting adjourned at 3:50 pm by Chair Hughes.

Attendee Report				
Report Generated:	2/28/2023 14:53			
Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	Unique Viewers
Historic Preservation Commission Regular Meeting	928 3353 0039	2/2/2023 13:49	123	2
			Total Users	Max Concurrent Views
			9	2
Host Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Renee Argetsinger	rargetsinger@bainbridgewa.gov	2/2/2023 13:49	2/2/2023 15:51	123
Panelist Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Jon Mooallem	jon.mooallem@cobicommittee.email	2/2/2023 14:00	2/2/2023 15:51	111
Rick Chandler	rick.chandler@cobicommittee.email	2/2/2023 13:57	2/2/2023 15:51	115
Zachary Allen	zachary.allen@cobicommittee.email	2/2/2023 13:59	2/2/2023 14:05	7
Zachary Allen	zachary.allen@cobicommittee.email	2/2/2023 14:05	2/2/2023 14:08	3
Zachary Allen	zachary.allen@cobicommittee.email	2/2/2023 14:08	2/2/2023 14:42	34
Attendee Details				
User Name (Original Name)	Email	Join Time	Leave Time	Time in Session (minutes)
Heather Burger		2/2/2023 14:15	2/2/2023 15:39	84
Amber		2/2/2023 14:02	2/2/2023 14:04	3
Amber Buell		2/2/2023 14:04	2/2/2023 14:41	37

February 8, 2023

Bainbridge Island City Council
280 Madison Avenue
Bainbridge Island, WA 98110

Dear City Council Members:

The former Bainbridge Island police station at the corner of Winslow Way and Highway 305 was determined to be a register-eligible property in 2011 by Site Story (*Historic Property Survey and Inventory for the Winslow Main Street Area*). The building was identified as a locally significant property because it reflects an important component of the city's history, and its exterior embodies the distinctive architectural features of the 1950s era (criteria outlined in BIMC 18.24.040).

The building was initially constructed in the early 1950s as a fire station. In the early 1960s, when the fire station was moved to a new location, the building became the home of the Bainbridge Island police department. Now that the police station has found a new home, the building will become vacant later this year.

As you all know, the Bainbridge Island Municipal Code offers protection to both local register and local register-eligible properties. These protections are designed to safeguard the heritage of buildings reflecting significant elements of the city's history, and also to foster civic and neighborhood pride in the beauty and accomplishments of the past (BIMC 18.24.010). Because the building is eligible for the local register, the HPC strongly encourages the City to consider an alternative use for the former fire and police station to preserve it as one of the Island's cultural and historic treasures. The HPC will gladly work with the council in any way possible to facilitate this effort.

Sincerely yours,

Bainbridge Island Historic Preservation Commission



March 2023

Bainbridge Island Historic Preservation Commission – Grant Application Request

Dear City Council members,

As you all know, the City of Bainbridge Island has been the owner and steward of the last 15 acres of the 40-acre Suyematsu Farm since Akio's death in 2012. In 2016, the City Council voted to place the original farm buildings on the local historic register as a 5-acre historic district with thirteen contributing buildings. A contributing building is one, that by location, design, setting, materials, workmanship, feeling, and association, adds to the district's sense of time and place and historical development. The contributing buildings within the Suyematsu Farm historic district include the farmhouse, a traditional pole barn, a garage containing most of the Suyematsu family tools, two open storage sheds containing vintage farm machinery, three seasonal farm worker cabins, outhouses, a bath house for farm workers, and other support structures. The farmworker cabins are especially unique because they demonstrate the lifestyle and role of Native American and Filipino-American farmworkers in Bainbridge Island farming history. The publicly-owned farm land has been managed by Friends of Farms since 2012.

Unfortunately, maintenance of the contributing buildings has been severely neglected since 2012. The seasonal farmworker cabins, especially, are in extreme danger of collapse. The wood foundation beams of all three need to be replaced and their fireplaces stabilized. If stabilization is not performed soon, these buildings will collapse. Before stabilization can be undertaken, however, the city needs to know what it will take to stabilize and repair these buildings and the estimated cost.

Suyematsu Farm has been the subject of several planning studies. In 2015, the Sheridan feasibility study, funded by a Certified Local Government (CLG) grant, resulted in the 2016 nomination that placed the farm on the local register. The 2017 KO study offered a management plan for the historic district that integrated three themes: historic preservation, active farming, and public use. In 2022, Studio TJP evaluated the condition of the buildings and recommended as next steps, the development of a program of adaptive reuse for each building and rehabilitation adhering to the Secretary of the Interior Standards. This aligns with the BIMC for the treatment of local historic properties. In this letter, the HPC offers a way that the City can take the next step toward achieving these goals.

Bainbridge Island belongs to the Washington State Certified Local Government (CLG) program. It was this certification that led to the establishment of the Bainbridge Island Historic Preservation Commission and the local register of historic places. The National Historic Preservation Act of 1966 (NHPA), as amended, established this program to assist local governments in preserving historic properties that are significant to the historical and cultural life of the community. The CLG program in Washington State is administered by the Washington State Department of Archaeology and Historic Preservation (also known as the Washington State Historic Preservation Office).

As mandated by the NHPA, CLGs are also eligible for historic preservation funding. The City of Bainbridge Island received CLG funds in 2014 to finance the Sheridan study. In FY24, Washington State will distribute approximately \$125,000 to CLGs for historic preservation projects, and these monies do not require matching funds. The application deadline is April 28, 2023. To address the needs identified in the Studio TJP building evaluation, the HPC seeks permission from the City to apply for CLG funding to **develop work specifications and cost estimates** for the purpose of stabilizing and repairing the 13 contributing structures within the historic district. With this information, the City and supporters of the Suyematsu Farm historic district will be in a better position to find the funding needed for stabilization and rehabilitation.

As a separate and equally important effort, the HPC seeks to prepare a nomination to list the Suyematsu Farm on the State and National Registers of Historic Places. This action will make the property more competitive for CLG funding and future grants. Suyematsu Farm is eligible for the Washington State historic register because of its contribution to the early strawberry growing industry in the Pacific Northwest, its association with the rise of organic farming, and the important role of Japanese American farmers in Washington State farming history. The farm would be eligible for inclusion on the National Register of Historic Places for its broad associations with history including the Suyematsu's family story as part of Japanese American internment history, a significant event in our nation's history.

The HPC seeks City Council approval to apply for CLG funding. The HPC also requests approval to begin the process of nominating the farm to the State and National Registers of Historic Places. We ask that the City Council consider these requests in March so that the HPC has the time needed to complete these documents before the April 28 application deadline. If there are any questions about this request, please contact members of the HPC.

Sincerely yours,
Bainbridge Island Historic Preservation Commission

	Requested budget item
<p>1. COBI Historic Registry</p> <p>A. Review list of historic properties, including all associated location data / GIS data / maps, nomination forms and associated information.</p> <ol style="list-style-type: none"> 1) Submit an information request to COBI for current listings and associated information for the purposes of integration and development of a COBI Historic Registry geodatabase to be accessible to the HPC for the purposes of assisting with permit reviews, Historic Registry identification and planning efforts 2) Develop an interactive GIS database (e.g. click on property and nomination form pops up) <p>B. Provide plaques for listed historic register properties</p> <p>C. Identify, document, and evaluate Local Register-eligible properties and historic area designation for the Port Blakely, Rolling Bay, Winslow, and Rockaway Beach areas.</p> <ol style="list-style-type: none"> 1) Document and evaluate contributing elements of districts and standalone historic properties 2) Delineate historic district / area boundaries 3) Prepare and submit nomination applications to appropriate historic registers 4) Prioritize the creation of a Port Blakely historic district <ol style="list-style-type: none"> a. Prioritize identification of Register-eligible properties in the area b. Define boundaries c. Gauge area property owners' interest / support <p>D. Review COBI Historic Registry property owner notification letters:</p> <ol style="list-style-type: none"> 1) Invitation to nominate property to the Local Historic Register 2) Notification that property has been identified as Register-eligible 	<p>7-10 plaques at \$200 each</p> <p>Consultant?</p>

2. Update the Historic Preservation Program (BIMC 18.24)

- A. Establish committee to review and offer changes for City Council review;
- B. Areas to address include:
 - 1) Eliminate ambiguity in process descriptions
 - 2) Align with Certified Local Government requirements for historic preservation and historic properties
 - 3) HPC review of all documents, permits, and projects on historic properties owned or managed by government entities (e.g. certain projects are currently not subject to review, and HPC should be reviewing any activity on a historic property)
 - 4) Clarify HPC communication process with City Manager, City Council, outside agencies and the public (i.e. clarify what process the HPC is to follow)
 - 5) Add requirements for more detailed archaeological and historic background information to accompany permit requests

3. Suyematsu Historic Farming District

- A. Advocate, support, and advise COBI and stakeholders in the stabilization, preservation, and interpretation of the historic district;
 - 1) Ensure that local historic register requirements for the historic farm (as outlined in the BIMC) are addressed in future planning for the farm;
 - 2) Long term use and interpretive goals for the farm;
 - 3) Work toward listing the historic district on the State and National Registers of Historic Places to enhance grant acquisition and regional support;
 - 4) Place all associated and appropriate Suyematsu historic farm documents in an HPC accessible server / folder / database

4. Ongoing

Review COBI permit applications, Historic Register and Heritage Tree nomination applications, and Special Tax Valuation applications.

5. Public Outreach and Engagement

A. Promote listing on the Local Historic Register by sponsoring and supporting public activities that may include:

- 1) Submit educational articles to the COBI Newsletter / Bainbridge Island Review / Kitsap Sun;
- 2) Sponsor local workshops, open houses, and other public events to include:
 - a. An HPC booth at the Farmers Market
 - b. Promote the Heritage Tree registry
 - c. Celebrate Akio Suyematsu Day annually
- 3) Conduct outreach meeting and/or community-based workshop / open houses to educate the public about the COBI Historic Registry and Bainbridge Island history. In this biennium outreach is tied to Port Blakely efforts.

**Canopy / table (\$250),
displays / easels (\$350),
refreshments (\$200),
venue fees (\$100)**

Venue fees \$800

Mailing / stamps \$400

Draft