

Call to Order (Attendance, Agenda, Ethics)  
Approval of Meeting Minutes from January 7, 2021  
Call for Public Comment  
Historic Tree Register/Arbor Day (April 30)  
Review/Discuss/Adopt 2021 Work Plan  
Election of New 2021 HPC Chair  
New/Old Business  
Adjourn

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

Chair Kortum called the meeting to order at 2:31 PM. Commissioners in attendance were Terri Bumgardner, Susan Hughes, and Rick Chandler. Brianna Kosowitz and Christopher Moreno were absent. It was noted that Sandy Burke had resigned from the Commission and a replacement would be sought to fill the vacancy. City Staff present were Senior Planner Kelly Tayara, City Arborist Nick Snyder and Administrative Specialist Jane Rasely who monitored meeting platform and prepared these minutes.

The agenda was reviewed. There were not any conflicts of interest noted.

**Review & Approve Minutes – January 7, 2021**

**Motion:** I move to approve the minutes for January 7.

**Hughes/Bumgardner:** Passed Unanimously

**Public Comment**

None.

**Historic Tree Register/Arbor Day (April 30)**

City Arborist Nick Snyder presented information regarding the City's Heritage Tree Register and spoke about the City's participation in Arbor Day.

**Review/Discuss/Adopt 2021 Work Plan**

Senior Planner Kelly Tayara provided an overview of workplan development thus far.

**Motion:** I move that we adopt the work plan as it is right now.

**Hughes/Bumgardner:** Passed Unanimously

It was decided that reviewing the Historic Preservation Commission code (BIMC 18.24), discussion about possible buildings to add to the historic register and a possible timeline for the workplan would be presented at the next meeting.

**Election of New 2021 HPC Chair**

Commissioner Bumgardner was nominated as Chair for 2021 by Susan Hughes.

**Motion: I move Terri be the new chair for 2021.**

**Hughes/Chandler: Passed Unanimously**

**New/Old Business**

Ms. Tayara mentioned there may be a nomination for the historic register and possibly a demolition permit on the March agenda. Chair Kortum stated he had been contacted by the bakery people about the Blakely award. Commissioner Chandler said he was approached by the Parks Department about putting up signage and installing trails on the Yama property. Chair Kortum also spoke about the park next to the old Moran Shipyard and felt it would be nice to rename the park to recognize the historic significance of the location. It was decided this would be a topic of discussion on the next agenda.

**Adjourn**

The meeting adjourned at 3:59 PM.

Attendee Report

Report Generated: 3/4/2021 13:13

Topic Webinar ID

Historic Preservation Commission Meeting 931 3837 5561

Panelist Details

Attended User Name (Original Name)

Yes Eric Kortum

Yes Eric Kortum

Yes Eric Kortum

Yes Nick Snyder (COBI Arborist)

Yes Kirsten Hytopoulos

Yes Kelly Tayara

Yes terribumgardner

Yes Rick Chandler

Yes Susan

Attendee Details

Attended User Name (Original Name)

Yes Nick Snyder (COBI Arborist)

No terribumgardner

No Sergio Tolomei

Yes terribumgardner

Yes Rick Chandler

Yes Susan

Other Attended

User Name Join Time

15417909366 2/4/2021 14:27

Jane Rasely 2/4/2021 13:42

| Actual Start Time | Actual Duration (minutes) |
|-------------------|---------------------------|
| 2/4/2021 13:42    | 139                       |

| Email                                 | Join Time      |
|---------------------------------------|----------------|
| eric.kortum@cobicommittee.email       | 2/4/2021 13:53 |
| eric.kortum@cobicommittee.email       | 2/4/2021 13:54 |
| eric.kortum@cobicommittee.email       | 2/4/2021 13:56 |
| nsnyder@bainbridgewa.gov              | 2/4/2021 14:04 |
| khytopoulos@bainbridgewa.gov          | 2/4/2021 14:01 |
| ktayara@bainbridgewa.gov              | 2/4/2021 13:58 |
| terri.bumgardner@cobi.committee.email | 2/4/2021 13:57 |
| rikchandler44@gmail.com               | 2/4/2021 14:30 |
| susansh54@gmail.com                   | 2/4/2021 14:00 |

| First Name      | Last Name              |
|-----------------|------------------------|
| Nick            | Snyder (COBI Arborist) |
| terribumgardner |                        |
| Sergio          | Tolomei                |
| terribumgardner |                        |
| Rick            | Chandler               |
| Susan           |                        |

| Leave Time     | Time in Session (minutes) |
|----------------|---------------------------|
| 2/4/2021 14:28 | 1                         |
| 2/4/2021 16:00 | 139                       |

|              |             |                |   |
|--------------|-------------|----------------|---|
| # Registered | # Cancelled | Unique Viewers |   |
|              | 6           | 0              | 4 |

| Leave Time     | Time in Session (minutes) | Country/Region Name      |
|----------------|---------------------------|--------------------------|
| 2/4/2021 13:54 | 2                         | United States of America |
| 2/4/2021 13:56 | 3                         | United States of America |
| 2/4/2021 16:00 | 124                       | United States of America |
| 2/4/2021 15:03 | 60                        | United States of America |
| 2/4/2021 15:59 | 119                       | United States of America |
| 2/4/2021 16:00 | 122                       | United States of America |
| 2/4/2021 16:00 | 123                       | United States of America |
| 2/4/2021 16:00 | 91                        | United States of America |
| 2/4/2021 15:59 | 120                       | United States of America |

| Email                                 | Registration Time | Approval Status |
|---------------------------------------|-------------------|-----------------|
| nsnyder@bainbridgewa.gov              | 2/4/2021 14:04    | approved        |
| terri.bumgardner@cobicommittee.com    | 2/4/2021 13:00    | approved        |
| sergiotolomei@gmail.com               | 2/4/2021 6:48     | approved        |
| terri.bumgardner@cobi.committee.email | 2/4/2021 13:01    | approved        |
| rikchandler44@gmail.com               | 2/4/2021 14:29    | approved        |
| susansh54@gmail.com                   | 2/4/2021 13:58    | approved        |

Country/Region Name  
United States of America  
United States of America

|             |                      |
|-------------|----------------------|
| Total Users | Max Concurrent Views |
| 15          | 0                    |

| Join Time      | Leave Time     | Time in Session (minutes) | Country/Region Name      |
|----------------|----------------|---------------------------|--------------------------|
| 2/4/2021 14:04 | 2/4/2021 14:04 | 1                         | United States of America |
| --             | --             | --                        |                          |
| --             | --             | --                        |                          |
| 2/4/2021 13:56 | 2/4/2021 13:57 | 2                         | United States of America |
| 2/4/2021 14:29 | 2/4/2021 14:30 | 1                         | United States of America |
| 2/4/2021 13:58 | 2/4/2021 13:59 | 2                         | United States of America |

# 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.