

CITY OF PULLMAN
HISTORIC PRESERVATION COMMISSION
Regular Meeting Minutes
January 14, 2013

The City of Pullman Historic Preservation Commission held a regular meeting at 7:30 p.m. on Monday, January 14, 2013, in Council Chambers, City Hall, 325 SE Paradise, Pullman, Washington with Chair John Anderson presiding.

ROLL CALL: Present: Anderson, Handy, Gruen, Hornback, Munch-Rotolo, Root,
Warnick
Staff: Dickinson, Radtke, Lane

ANDERSON Opened the meeting at 7:30 p.m. and called roll.

MOTION Handy moved to accept the minutes for the Regular Meeting of December 10, 2012. Seconded by Hornback and passed unanimously.

REGULAR BUSINESS
Discuss plans for April open house.

Radtke said that staff has secured the Hecht room at the library on April 18th between 5:30 and 9:00 p.m. He said it was necessary to reserve the room early enough for someone to be there before the library closed at 6 p.m. Radtke also said that Chris Moore from the Washington Trust for Historic Preservation is confirmed to speak at the event. He stated that staff is now looking for direction from the Commission on establishing an agenda for the evening and whether they have updates for the draft poster. A color copy of the promotional poster was displayed for viewing.

DISCUSSION

Handy suggested that since a speaker is now secured that the Commission should now look at developing a timeline including time for participants to mingle together after the event. Warnick asked how long they should allow for the presentation by Chris Moore and Dickinson said that they could let Chris know how much time is allowed for him to present. Anderson said he thought it was also important for someone to present information from the city's perspective.

Munch-Rotolo asked if the PowerPoint presentation used for the League of Women Voters could be updated and used for this event as well as a slide show of local properties that are listed on the National Register.

Dickinson asked what the objective was in holding the open house and wondered if "open house" was an appropriate term for the event. Hornback asked if it would work to call it an open house with

presentations scheduled between 7:00 and 8:00 p.m. and Anderson agreed. Handy said they would need something for visitors to do between presentations and Anderson said they could view different displays, have an opportunity to offer comments and have questions answered by commission members. Warnick said a possible timeline of events could include, 15-30 minutes of meet and greet, PowerPoint presentation for 15-20 minutes and then the keynote speaker. Warnick said he didn't think it was advisable to begin the event prior to 7:00 p.m. Gruen said he felt the event will be a success because it is a start to get things going and that they have speakers secured. Gruen said there was a mix-up with his calendar and he will not be able to attend the event.

Hornback asked who will highlight local properties and how will it be done and Munch-Rotolo said this could be accomplished with the PowerPoint presentation. Hornback also asked if they should have an actual property registration available for viewing but Handy said that this would be too extensive to be helpful.

Munch-Rotolo asked Handy if he'd be willing to talk briefly about his experience with the Old Post Office building and he agreed. Munch-Rotolo said she would be willing to talk briefly about the College Hill Historic Association. Handy said he thought it would be appropriate for the chair to open up the event.

Munch-Rotolo asked if they could have a brochure available and Warnick agreed that it would be helpful to have something more informative than the poster but less extensive than an actual application for visitors to take home with them. Anderson said he would call other cities to see what they use and work on developing a brochure for Pullman. Dickinson said that the city already has a Downtown Historic Building Walking Tour brochure and Anderson said he would come pick up a copy for reference.

Anderson stated the tentative agenda for the event as: 30 minutes for visitors to mill around, 15 minute presentation by Dickinson, 15-30 minutes for speaker Chris Moore, 5 minutes for Old Post Office building, 5 minutes for College Hill Historic District and then time afterwards for refreshments and visiting after the event. Handy said he thought the speaker from the state should be first and Anderson agreed. Warnick said he thought it would be better to have the event begin with Chris Moore, move to Dickinson, and then the local speakers for the Old Post office building and the College Hill Historic District. Munch-Rotolo said she thought the program should begin within 15 minutes of the program start time so that visitors don't get impatient for the event to begin.

Hornback asked who would be responsible for advertising the event and Anderson asked if the city was able to create press releases. Dickinson said that staff could take care of this and also getting the event advertised on the city's information channel on television as well as the Community Update, Planning Department newsletter and with the Chamber of Commerce.

Warnick asked what members thought of the poster that community member Stephen Foster created now that a few refinements were made to the font and photographs per suggestions made at the last meeting. Munch-Rotolo said she appreciated the simplicity of the statements. Gruen agreed and said he felt the poster was ready to use. Warnick stated that he could provide 11" x 17" inch color copies at no cost but that a full-size poster at 24 x 36 inches would cost about \$45. Handy asked if a note could be added to the poster so that it could be used to advertise the open house on April 18th and Warnick confirmed that it was possible. Root suggested that city hall and the library might have room to display the larger size poster and Warnick agreed, saying that most businesses would be more willing to display the smaller size posters. Hornback stated she felt that 2 large posters would be adequate to be used at events to help the HPC become more recognizable.

Anderson asked about having the previous decision to have a QR code on the poster and Warnick explained that there wasn't a specific place online that the code could direct to that would be user-friendly and informative so the decision was made to leave the QR code off the poster.

To make sure he had it correct, Radtke summarized the program on April 18th from 7:00 to 9:00 p.m. to include: 15-30 minutes for visitors to mill around, then Chris Moore, Pete Dickinson, Tom Handy, Allison Munch-Rotolo, then time for questions and answers after the program. Radtke said he would finalize the arrangements with Chris Moore. Anderson said the commission could talk about refreshments to be provided at the next meeting.

WAYNE POPESKI
515 NW Robert
Pullman, WA 99163

Said he didn't think the event sounded like an open house with the program being heavy on speakers. He wondered if it would be more appropriate to call it a forum. Popeski also asked if all the buildings in the photos included on the poster were still in existence.

STEPHEN FOSTER
1310 NW Orion Dr
Pullman, WA 99163

Said that three of the photos included on the poster were historic photos and the buildings pictured were probably not in existence any longer, although he was not positive. Foster said he had visited Ellensburg

recently and picked up a historic walking tour brochure that he will share with Anderson. Foster also said he would provide a digital file to Warnick to use to print the 11" x 17" posters.

DISCUSSION

Gruen said that he also agrees the event doesn't sound like an open house and Warnick agreed that it should be called a forum. Munch-Rotolo asked if a key could be produced to identify the photos used on the poster and Foster said he could do this.

REGULAR BUSINESS

League of Women Voters Meeting

Dickinson said that staff proposes to provide a PowerPoint presentation describing Pullman's historic preservation program at the League of Women Voters meeting on Monday, February 4, 2013. He asked for two or three volunteers from the HPC to serve on the panel.

DISCUSSION

Munch-Rotolo said she thought it would be appropriate for Anderson to serve on the panel. Hornback said that she will not be able to attend. Warnick said he thought Gruen and Root would be the most knowledgeable. Warnick also said he would feel comfortable serving on the panel if Root also served. Warnick asked if several members attend the meeting would it be considered an official meeting and Dickinson said that as long as no more than 3 members are on the panel it would not be considered an open meeting. Anderson confirmed that Dickinson would present, Root, Warnick and Anderson would be on the panel and others who are able to attend can be in the audience.

DISCUSSION

Munch-Rotolo asked what format would be followed at the meeting and what specifically would Dickinson be presenting. She stated she thought it would be good to talk about the grant process, both the availability of grants and about the grant that the HPC has already been awarded. Dickinson said that he was agreeable to this and also planned on talking about the CLG program, historic resources in the community and basic information about the local program. Munch-Rotolo thought it would be helpful to have copies of the 11" x 17" poster available and Handy added that it could be used to promote the forum scheduled on April 18th.

REGULAR BUSINESS

Veterans' War Memorial Monument

Dickinson said that the HPC had asked that interested parties be invited to have a discussion about the possible relocation of the war memorial monument. He said that recently city staff members have been approached by several different architectural firms that will be competing to design and build the WSU Visitor Center adjacent to the monument. Dickinson said that one of the architects indicated that they had been directed by the university to retain the war memorial in its current location. Dickinson said he confirmed this with Mel Taylor at the WSU Real Estate office and that Taylor was willing to present the plan for the new visitor center to the HPC once it has been accepted.

Dickinson said that he also had conversations with Mark Yrazabal from the local American Legion group and Alan Davis city parks superintendent, who are both amenable to having a discussion with the HPC if requested.

DISCUSSION

Anderson said that it sounds like there is no pressure to move the monument since the adjacent landowner is willing to keep it in its current location. Dickinson said that Yrazabal and Davis would have had to rely on funding from WSU to relocate the monument. Gruen asked if it was a definite decision by WSU to leave the monument in its current location and Dickinson said that the monument is located on public right of way and that WSU is directing architectural firms to leave the monument in place when submitting designs for the Visitor Center. Warnick stated that it would be more likely for the American Legion to want to move the monument to make it more accessible for ceremonies. Anderson asked whether the American Legion thinks they need to do something because the university wants to have it moved and are they aware of implications of having it moved from the historical preservation perspective making it not eligible for inclusion on a national level as a historic structure. Anderson also asked whether the American Legion knows that a lot of people want to leave the monument where it currently is located. Dickinson said that this information was provided to the American Legion. Dickinson also said that it was a very close vote among American Legion members with Yrazabal being one of the majority in favor of moving the monument to a location more conducive to having ceremonies to honor veterans.

DISCUSSION

Gruen asked if the monument actually belongs to the American Legion. Warnick asked if this property was public right of way or a separate parcel. Warnick also asked if public right of way is owned by the city. Radtke confirmed that it is public right of way and Dickinson said that in many cases the underlying land is owned by private property owners so the right of way is like an easement. Warnick asked who would sign as a property owner if someone decided to list the monument on the historic register and Dickinson said that there would probably need to be a title search and involve the city attorney to make that determination. Radtke said that county records show that the land is owned by the Pullman Memorial Association which does not appear to exist anymore. Radtke also said that Alan Davis indicated that the property is actually owned by the city. Anderson said he doesn't see that there is an urgency in this matter at this time. Anderson also said that he plans on attending the next meeting of the Pullman Civic Trust and sharing this information with them to find out their interest in the matter. Radtke said that the landscaping around the monument has primarily been the responsibility of the city but that other civic organizations have in the past updated or changed the landscaping with

proper approval from the city. Dickinson said that from some of his discussions with the university it might be possible that some of the landscaping around the monument could change because of the visitor center design. Dickinson said that the plans for the visitor center are ambitious as WSU plans on having the center open for visitors by September. Dickinson said that if possible, he will share the design from WSU with commission members when it is available.

REGULAR BUSINESS
Elect Chairperson and Vice
Chairperson for the
Commission

Handy moved to elect Anderson as Chair and Warnick as Vice Chair. Seconded by Gruen and passed unanimously.

UPCOMING MEETINGS

February 11 – No conflicts noted.

March 11 – No conflicts noted.

April 8 – No conflicts noted.

MOTION

Warnick moved to adjourn the meeting. Seconded by Munch-Rotolo and passed unanimously.

ADJOURNMENT

The meeting was adjourned at 8:45 pm.

ATTEST:

Chair

Planning Director

Secretary