
**Historic Preservation Commission
Sealing Cove Business Center
Regular Meeting of February 10, 2016
Minutes**

- I. CALL TO ORDER and ROLL CALL:** Vice-Chair Pollnow called the meeting to order at 6:04 pm.
Present: Anne Pollnow, Roberta Littlefield, Ana Dittmar, James Poulson
Absent: Robert Sam, Mike Miller, Aaron Swanson (Assembly Liaison) - excused
Staff Liaison: Samantha Pierson, Planner I; Sara Peterson, Municipal Clerk
Public: Pete Weiland, Karen Lucas
- II. ELECTION OF CHAIR AND VICE-CHAIR FOR 2016**
Anne Pollnow was elected Chair. Ana Dittmar was elected Vice-Chair. Roby Littlefield was elected Secretary.
- III. APPROVAL OF AGENDA**
M-Poulson/S-Littlefield moved to approve the agenda. Motion carried unanimously.
- IV. APPROVAL OF MINUTES:** January 13, 2016 Regular Meeting
M-Poulson/S-Littlefield moved to approve the January 13, 2016 minutes. Motion carried unanimously.
- IV. GUESTS &/OR PERSONS TO BE HEARD**
- a) Municipal Clerk – Parliamentary Procedure
Sara Peterson gave a brief presentation of parliamentary procedure, and answered questions from commissioners.
- V. REPORTS & CORRESPONDENCE**
- a) Chair Pollnow: The Alaska Anthropological Association will host its meeting at Sheldon Jackson campus, March 2-5. Pollnow stated that she had touched base with Commissioner Dittmar about the Historic Preservation Plan.
 - b) Commissioners: Dittmar stated that she hoped to have the Historic Preservation Plan finished by April. Poulson shared about recently acquired fire insurance maps, and his project to nominate Building 51 for listing in ARHS.
 - c) Staff: Pierson announced SHPO has grant funds available for commissioners and staff to attend the National Alliance of Preservation Commissions conference in July.
- VI. REQUESTS FOR REVIEW**
- a) Alaska Arts Southeast – Construction of pole barn at Sheldon Jackson campus

M-Poulson/S-Littlefield moved to approve Alaska Arts Southeast’s request for review of the construction of a pole barn at the Sheldon Jackson campus. Motion carried 4-0.
 - b) Alaska Arts Southeast – Replacement of slab and stairs at North Pacific Hall

M-Littlefield/S-Dittmar moved to approve Alaska Arts Southeast's request for review of the replacement of a slab and stairs at North Pacific Hall.

M-Poulson/S-Dittmar moved to amend the motion to recommend that any handrails should not detract from the historic structure. Motion carried 4-0.

Motion as amended carried 4-0.

c) Karen Lucas – Food Cart at 242 Katlian Avenue

M-Poulson/S-Littlefield moved to approve Karen Lucas's request for review of a food cart at 242 Katlian Avenue. Motion carried 4-0.

VII. SECTION 106 REVIEW

VIII. UNFINISHED BUSINESS

a) Sitka Historic Preservation Plan

Members of the working committee stated that they hoped to meet during the next month, and would send public notice requests to staff.

IX. NEW BUSINESS

a) CLG Annual Report Review

Commissioners agreed to email suggested edits to Staff Liaison Pierson.

X. NEXT MEETING DATE(S) and/or Agenda Items: Regular meeting Wednesday, March 9, 2016 6 pm at Sealing Cove Business Center.

XI. ADJOURNMENT

M- Poulson /S- Dittmar moved to adjourn. Motion carried unanimously.

The Chair adjourned the meeting at approximately 7:30 pm.

Attest:
Samantha Pierson, Secretary