



City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

Coast Guard City, USA

SITKA HISTORIC PRESERVATION COMMISSION

Regular Monthly Meeting

Harrigan Centennial Hall

330 Harbor Drive

July 11, 2018 6 PM

Minutes

- I. **CALL TO ORDER & ROLL CALL:** Acting Chair Anne Pollnow called the meeting to order at 6:08 p.m.
Present: Commissioners Anne Pollnow, James Poulson, Bob Sam, and Ana Dittmar.
Absent: Commissioners Scott Saline; Kitty Sopow, Roby Littlefield (excused)
Staff: Michael Scarcelli, Planning and Community Development Director, KathyHope Erickson, temporary Planning Assistant.
- II. **APPROVAL OF AGENDA**
 - a) **Moved/Seconded James Poulson/Bob Sam to approve agenda. Motion carried 4-0**
- III. **APPROVAL OF MINUTES**
 - a) **M/S James Poulson/Ana Dittmar to approve the May 9, 2018 minutes. Motion Carried 4-0.**
- IV. **GUESTS AND/OR PERSONS TO BE HEARD**
 - a) None.
- V. **REPORTS & CORRESPONDENCE**

Commissioner James Poulson reported on Sitka Sound Science Center dedication ceremony on July 4. Highlighted were the Mill Building, the Ricketts Library, the Calvin Laboratory, and the Brady Log Haul. Poulson described the canoe, on display, and repair methods.

Planning Director Mike Scarcelli noted the publication "National Alliance of Preservation Commissions: Design Review with Limited Resources" was available both electronically and by hard copy in the Planning Office. He reported that a small zoning error on the GIS mapping for the City & Borough of Sitka was corrected, and introduced the temporary Planning Assistant. He announced that Certified Local Government (CLG) grant application period opened, and the opportunities would be posted both on line and at physical locations. Chair Pollnow also reminded the Commission that pre-development grants were available through the Department of Natural Resources.
- VI. **REQUESTS FOR REVIEW**
 - a) **Moved/Seconded James Poulson/Ana Dittmar to recommend approval of the Sawmill Creek Road resurfacing and pedestrian improvements projects; to recommend the project have an archeological monitor on site during the project,**

and that the DOT continue to inform the Historical Preservation Commission on further resources, including submission of a fuller review following this preliminary report. The Commission agreed they would like to see a project plan. Commission and staff discussed the scope of the project proposed by the State Department of Transportation (DOT); and in addition, the cultural resources that would potentially be affected by the project, both as listed by the DOT - cemeteries, a church, a bridge - and more known locally, such as burial sites other than the known cemeteries, historic pathways; and where the State is in its investigation efforts; and the possibility of signage or interpretive display at cemeteries along the project. **Motion Carried by unanimous voice vote.**

- b) Planning Director Michael Scarcelli spoke on the current electronic mapping software, and explained that digitizing would improve imaging and accuracy, which is currently needed in boundaries, tideland ownership, and other features.

M/S James Poulson/Ana Dittmar to clarify the boundaries of the Sitka Historical District mapping. The Commission and staff discussed the map, having the map available online, the Alaska Heritage Resources Survey (AHRs), map as a backup to Sitka's District map, potential uses of a Certified Local Government (CLG) grant for inventory surveying, whether tideland dock work should have to go through the review application process, contacting the AHRs about using and adapting their historic district materials, the need for archeological monitoring on projects, and CLG requirement for historic surveys. **Motion Carried by Unanimous Consent.**

- c) Chair Pollnow shared information on the informational handouts regarding historic surveys from the Alaska Department of Natural Resources and the US Department of Interior.
- d) Planning Director Scarcelli outlined the need for a subdivision review by the Historic Preservation Commission earlier in the process, rather than after the platting is done, as is called for currently. The Commission and staff discussed the scope of historic district mapping and jurisdiction, the need for **M/S James Poulson/Ana Dittmar to support the Subdivision Review Policy and have appoint the Planning Director and Historic Preservation Commission Chair as signatories to the policy. Motion Carried by unanimous voice vote.**

VII. COMMISSIONER DISCUSSION – No Motions May Be Made

Planning Director Michael Scarcelli announced this was his final meeting as Planning Director, and thanked the Commissioners for their invaluable work for the community.

Commissioner Bob Sam voiced concerns about the commission - the officer elections, the timing and need for notice of the elections; appointments to designated seats; the proposed cemetery rezoning issue; the need for the Native and elder voices on and to the Commission and for improved relationship with Sitka Tribe of Alaska; . He noted that inclusiveness would increase information and historic background for the Commission. Planning Director Scarcelli and Chair Pollnow spoke on Commissioner Sam's concerns on the native community seat, cemetery zoning, and election timing.

The Commissioners thanked Planning Director Michael Scarcelli for his years of work

and support to the Commission.

VIII. SET NEXT MEETING DATE(S):

(2nd Wednesday of the Month, 6 p.m. Harrigan Centennial Hall)
Wednesday, August 8, 2018 – Regular Monthly Meeting

IX. ADJOURNMENT

M/James Poulson to adjourn the meeting at 7:35 p.m. Motion Carried by unanimous voice vote.

Attest:

KathyHope Erickson

Planning and Community Development Department