



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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SITKA HISTORIC PRESERVATION COMMISSION

Regular Monthly Meeting

Harrigan Centennial Hall

January 8, 2025 6 p.m.

FINAL MINUTES

I. CALL TO ORDER & ROLL CALL

Chair Littlefield called the meeting to order at 6:03 p.m.

Present: Roby (Koolyéik) Littlefield (Chair), James (Kushxeet) Poulson, Candace Rutledge, Nicole Fiorino

Excused: Dionne (Yeidíkok'áa) Brady-Howard, Karen Lucas, Scott Saline (Assembly Liaison)

Staff: Kim Davis, Ariadne Will

Public: Anne Pollnow, Rebecca Poulson, D.S. Pensley

II. APPROVAL OF AGENDA

M/Poulson-S/Lucas moved to approve the agenda. Motion passed 4-0 by voice vote.

III. APPROVAL OF MINUTES

a. December 11, 2024

M/Poulson-S/Rutledge moved to approve the December 11, 2024 meeting minutes. Motion passed 4-0 by voice vote.

IV. GUEST &/OR PERSONS TO BE HEARD

Anne Pollnow spoke under persons to be heard and told the commission that she had attended a meeting hosted by Alaska DOT to discuss an MOA for the Seawalk Phase II. She said that Mary Ann Sweeney, the state environmental tribal coordinator who presented at the past meeting, said she assumed the Historic Preservation Commission was not interested in signing the MOA given that no commissioners reached out to her or attended the meeting. Davis stated any MOA would be signed by City Administrator, and suggested the commission send comments to DOT.

Commissioners said they would send in comments as individuals.

Also, under persons to be heard, Rebecca Poulson offered to volunteer to edit and finish preparing the Historic Preservation Plan. Her comments were in conjunction

with a later agenda item. Poulson had to leave shortly before 6:30 p.m., before the commission reached her agenda item.

V. REPORTS & CORRESPONDENCE

Davis gave the commission an update on the seaplane base project, which was underway but delayed. Davis said target dates for finalized design and permitting were set for summer 2025, and construction was slated for 2027-2028. The city was working with archeologists to investigate the existence of human remains on the site, none of which were found. A draft MOA between the FAA and SHPO was published and available to the public on the CBS website, which include a cultural resource monitoring and inadvertent discovery plan, which included tribal notification and involvement.

VI. OLD BUSINESS

b. Historic Preservation Plan

Will told the commission she attempted the edits requested by the body at the December 11, 2024 meeting but stopped after feeling like she was not properly qualified to include the “historic context” section as requested.

c. Memorial and Naming Policy

Chair Littlefield had no updates on the memorial naming policy, as the group identified at the December 11, 2024 meeting did not meet to discuss it. Davis said that Assembly members JJ Carlson and Scott Saline were working on proposing a budget item for street sign replacement to be used to correct street names. Davis said she would bring more information about the Assembly members’ effort to the commission at a later date.

Will showed the commission the existing street naming policy recommendation form. Chair Littlefield said she would work with commission members Lucas and Fiorino on a memorial and naming policy to bring to the commission at a later date.

VII. NEW BUSINESS

d. Rebecca Poulson request to volunteer to edit the draft Sitka Historic Preservation Plan.

Rebecca Poulson sent a letter to the commission requesting to volunteer to edit the draft Sitka Historic Preservation Plan. Commissioner Rutledge said she saw no downside to Poulson volunteering, as the commission would still needed to review the plan.

In her letter, Poulson proposed editing the plan to correct minor errors in historic fact, add a section about historic context, and to make the plan more accessible for those not familiar with historic preservation.

Commissioner Fiorino provided the commission with the Sitka History Museum collection's subject areas as a resource for developing the proposed historical context section. Will said that the revised draft plan would be put before the commission at its next regular meeting in February. The commission requested Poulson include tracked changes on her edited draft plan.

M/Rutledge-S/Fiorino moved to approve the offer by Rebecca Poulson to volunteer to edit the draft Sitka Historic Preservation Plan. Motion passed 4-0 by voice vote.

e. CLG Grant request for Japonski Island Boathouse

Davis gave an overview of a CLG grant application from the Sitka Maritime Heritage Society for the Japonski Island Boathouse project. The grant requested \$50,000 in federal funding, to be matched with \$33,333 in primarily donated goods and services. The grant requested funds to help with the installation of handrails, a catwalk between sections of the building, installing insulation underneath the structure, and other related improvements.

M/Poulson-S/Rutledge moved to approve the CLG grant request for the Japonski Island Boathouse. Motion passed 4-0 by voice vote.

f. CLG Grand request for Sitka Woman's Club Cottage

Pollnow provided the commission an overview of a CLG grant application for structural repairs, including the replacement of decaying pilings and wiring cleanup at the Sitka Woman's Club Cottage. The grant requested \$16,000 in federal funds, to be matched with \$12,990 from the Sitka Woman's Club. Pollnow said this was to be provided by donated goods and services, in combination with money provided by the Sitka Woman's Club.

M/Poulson-S/Fiorino moved to approve the CLG grant request for the Sitka Woman's Club Cottage. Motion passed 4-0 by voice vote.

VIII. SET NEXT MEETING DATE(S):
(2nd Wednesday of the Month, 6pm **Harrigan Centennial Hall**)
Wednesday, February 12, 2025 – Regular Monthly Meeting

IX. ADJOURNMENT

Hearing no objection, Chair Littlefield adjourned the meeting at 7:23 p.m.