



Lynden Historic Preservation Commission – Meeting Minutes
November 2, 2016 at 8:00 AM
Pioneer Museum Conference Room

1. CALL TO ORDER

2. ROLL CALL

- All Commissioners are present
- Staff Present: Dave Timmer, City Planner

3. OLD BUSINESS

- **Waples Building:** The Special Valuation Agreement has been signed and recorded.
- **Certified Local Government:** Lynden has been accepted as a Certified Local Government.

4. Work Session – *Laying the Foundation*

Since its inception, earlier this year, the Commission has been focused on governance protocol and the Waples Building Special Valuation. It is now time to begin strategizing what the Commission should be doing for the future. This is the first session to begin to lay that foundation. To begin, the Commissioners brainstormed an initial list of goals.

Goals:

- 1) A high quality website: This will be the identity of the Commission and a portal for projects, resources, application forms, etc. Currently, we have a Historic Preservation page on the City of Lynden website. It is a good start but much can and will be done to add to it and improve it.
- 2) Grant Funding: begin to explore what grant funding is available and what we want to seek funding for:
 - *Inventories* (Neighborhood/area or city-wide)
 - *Educational materials*

3) Community Education: For both marketing opportunities (get landowners interested in registering) and for tourist and resident interest.

- hard copy pamphlets and brochures
- presentations for community groups, etc
- Economic information...what is in it for me?
- Classes, bring in speakers? Tell the story.
- Website/digital methods....an app

4) Inventory / Listings: Begin our register.

5) Forms and Applications:

- Develop the necessary “official” forms and applications that are needed for registration, special valuation, alteration, etc.

Action Items for Next Meeting:

- **Karin** will research grant options. Application deadlines and begin to think about a plan for submitting applications for next year.
- **Mark** will develop an agenda for next month’s meeting (year-end meeting)
 - Self-governance discussion, create a work plan for the year.
- **Troy** will begin to develop an inventory plan.
- **Dave** will begin to identify and adapt the necessary official forms and applications for our use. These will need Commission approval.

- There is a Wisaard Training being held in Bellingham on December 6. Dave will email the registration information for anyone interested in attending.

5. ADJOURNMENT

Next Meeting: December 7, 2016 at 8:00am

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