



Lynden Historic Preservation Commission – Meeting Agenda
June 14, 2016 at 7:00 PM
City Hall Second Floor Conference Room
300 4th St

1. CALL TO ORDER

2. ROLL CALL

- **Commissioner Introductions**
- **Present: All present – Denny DeMeyer, Troy Luginbill, Patti Leach, Mark Bratt, Karin Schulhauser**
- **Staff Present: Dave Timmer**

- Commissioners each gave a brief introduction describing their interest in history, their local presence and relevant work, educational experience.
- Dave explained that he will run this first meeting but hereafter it will be Commissioner run and his role will be in support.

3. NEW BUSINESS

- **Overview/Discussion of Commission Role/Certified Local Government process**

- Staff passed out a handout (excerpt from the Historic Preservation Ordinance) that lists the “Powers and Duties” of the Commission.
- Discussion on the properties in Lynden that are already on the National/State Registers – Waples Building, Berthusen Barn, Monumenta Cemetery, and wondered about the Post Office status.
- Mark Bratt asked about how this Commission sits in the process for the individual property owner to get the proper building permits, etc. Does it add an intimidating level of bureaucracy? If so, the educational component of the positive side of HP is very important.
- Further discussion on the Historic Inventory/Register...what can be on it? Staff explained that this is really going to be up to the Commission. The draft bylaws and the Ordinance lay out in fairly good detail what should make something eligible for listing.

- **Regular Meeting Time**

- Is this a good time for a standard/regular meeting time? 2nd Tuesday at 7:00pm. Discussion on individual conflicts and public hearing conflicts.
- Troy Luginbill offered the Pioneer Museum Conference Room for a location.
- Motion by Staff to schedule a regular meeting time beginning in August as the 1st Wednesday of every month at 8:00AM. July's meeting will be scheduled for July 13 but subject to change if DAHP training is possible in July. Second by Karin. **Motion carries 5-0.**
- Staff states that they might need to schedule Public Hearing meetings for later in the day and at a larger venue...Dave will look into that.

- **By-Law review**

- Staff had previously provided a draft of a By-law template provided by the Dept of Archeology and Historic Preservation (DAHP). It is not completely updated for our use. The By-laws give very detailed procedural methods for pretty much every proposal/application/listing that Dave will send the Commissioners the most recent copy. This will be set for review/discussion for the July 13 meeting.

- **Election of Chair/Vice Chair (if ready)**

- Discussion on whether the Commission is ready to elect Chair/Vice chair. Mark Bratt stated that he would allow himself to stand for Chair if Patti would be Vice chair. Motion by Denny to elect Mark Bratt as Chair and Patti Leach as Vice chair through 2016. Second by Troy. **Motion carries 5-0.**

- **Schedule training in July with DAHP (Kim Gant)**

- Dave will get in touch with Kim first thing tomorrow morning to get more information about the training that she offers and attempt to schedule it for the July meeting. He will let the Commission know ASAP.

4. ADJOURNMENT

Staff adjourns the meeting at 8:30pm.