



Lynden Historic Preservation Commission – Minutes
July 13, 2016 at 8:00 AM
Pioneer Museum Conference Room

1. CALL TO ORDER

2. ROLL CALL

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

3. APPROVAL OF MINUTES

- Minutes from June 14, 2016 meeting approved as presented. **5-0**
- Commissioners request staff to send minutes for review whenever they are ready following the meeting.

4. NEW BUSINESS

• **Special Valuation Application**

- Staff gave an update on the Waples Building special valuation situation. They are eligible by our Historic Preservation Ordinance to apply for special valuation now (before Lynden becomes a CLG).
- Most CLGs provide interested owners an application package that is submitted to the Assessor. We do not have that yet but we can pass on the standard Dept of Revenue form to the Waples owners so they can begin their application process as soon as they are able. The Commission is OK with this for now. Dave will pass that on to them tomorrow.
- Dave provided a good example of an application package from Everett that uses the DOR form. We can copy/reformat for our purposes as we become an official CLG.

• **Bylaws**

- **Motion** by Denny to adopt draft bylaws as submitted with the condition of fixing minor typos. Second by Karin. **Motion approved 5-0.**

- Additional conversation occurred as a result of bylaw review that revolved around the role and nature of the commission. The community education component is seen as very important as they get started. The community should be aware of what they are doing and hopefully see it as a positive. The historical stories need to be told.
 - *Action Item: The commissioners gave themselves a general task that they will research and make contact with other CLGs around the State to get a feel and idea for how they all operate. They will report on this research at the September meeting.*
- **Open Meetings Law**
 - Commissioners had a discussion regarding the Open Meetings Act and how they should fulfill that role. They liked the Bellevue protocol document that Dave shared and would like this commission to follow those protocols.
 - *Dave will look into any official Lynden protocols related to this.*
- **Future Meetings**
 - August will begin the standard first Wednesday of the month meetings at 8:00am at the Pioneer Museum Conference Room
 - August 3: Mark B will contact Cal Bratt to see if he is interested in a story
 - September 7: Report on other CLGs
 - October 5: DAHP training with Kim Gant. *Dave will contact Kim to see if this will work.*

4. **ADJOURNMENT**

- Commission adjourns meeting at 9:45am.

Next Meeting: August 3, 8am at the Pioneer Museum Conference Room