

MINUTES APPROVED AT THE HPC MEETING ON JULY 13, 2021

**Historic Preservation Commission Meeting
Virtual**

June 8, 2021
5:30 p.m.

MINUTES

Roll Call:

Chair McNamara called the meeting to order at 5:35 p.m.

Present: Chair Robin McNamara; Vice Chair Joann Pavlinec; Commissioners Fatema Crane, Caitlin Hibma, Michael Hibma, and Gretchen M. Stromberg

Absent: Commissioner Jonathan Haeber

Staff: Jonelyn Whales

Approval of Minutes:

March 9, 2021

March 15, 2021

Commissioner C. Hibma noted on Page 3 and 4 of the March 15, 2021 minutes, Melinda's last name is spelled wrong. On Page 3, paragraph seven, a comment attributed to Commissioner Crane regarding contributing status of a building was a comment made by herself.

Commissioner Crane suggested in paragraph seven on Page 5, to change the words "wanted to see" to "suggested".

ACTION: It was M/S/C (McNamara/Crane) to approve the minutes for March 9, 2021, and March 15, 2021, as amended; approved by voice vote: 5-0-0-2 Ayes: McNamara, Crane, C. Hibma, M. Hibma, Stromberg; Noes: None; Absent: Haeber and Pavlinec.

Meeting Procedures:

Chair McNamara stated that any decision approved may be appealed in writing to the City Clerk within ten (10) days, or by Monday, June 21, 2021, by 5:00 p.m.

Public Forum:

No speakers

Liaison Reports:

There was no liaison present and no reports.

Consent Calendar:

None

Public Hearing:

None.

Commission Business:

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A. Commission member reports, requests, or announcements –

1. Description **Reports of Commission Members and Staff**

a. Discussion of CLG Grant Application

b. Review Historic Properties owned by the City of Richmond

Location CITYWIDE
Zoning ALL ZONING DISTRICTS
Staff Contact JONELYN WHALES Recommendation: **PROVIDE AND RECEIVE**
COMMENTS

Chair McNamara announced that her term is coming up to an end in July of 2021 and the Commission should vote for a new Chair. She emphasized that as Chair, it is very important to follow the meeting rules, keep the Commission focused, and navigate the Commission through motions.

Vice Chair Pavlinec remarked that she had reached out to the City because several Commission Members need to be reappointed, but she discovered that the item has not made its way onto a City Council agenda. She indicated that if a Commission Member is not reappointed by the end of their term, in some Cities those Commissioners stay on until reappointment is done. Ms. Whales concurred that Commissioners will continue to serve until another person is appointed to that position or they are reappointed.

Commissioner Crane asked if the Commission votes to appoint a Commissioner to Chair and Vice Chair. Ms. Whales confirmed that is correct.

Ms. Whales announced that Commissioner Haeber applied for a CLG Grant for the amount of \$25,000. Due to a technology disturbance within the City, she was unable to load the database that housed all the City-owned properties as well as the redevelopment agencies' properties which are now the City of Richmond's properties.

Vice Chair Pavlinec inquired if the list indicates if the properties are vacant and has a maintenance schedule. Ms. Whales answered no because the Engineering Department is short Staffed and she tried to do it along with an intern from the department but the system crashed. Vice Chair Pavlinec restated she wanted to know which properties are vacant, which are occupied, and their maintenance schedule. She asked if the list differentiates the non-historic resources from the historic resources. Ms. Whales answered yes.

Chair McNamara supported Vice Chair Pavlinec's suggestions.

Commissioner M. Hibma suggested that Staff send the list around via email.

Commissioner Crane summarized the Commission will receive a report, not a document that has live data or any other embedded information. Ms. Whales confirmed it will be in a PDF format.

Commissioner Stromberg confirmed that on March 15, 2021, the Commission had listed out what their requests were for the list.

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Ms. Whales reported that if the City is granted the CLG Grant, the City will be having a 6-month historical tour that can be accessed with a smartphone app. The tour is called Rooted in Richmond and the tour will include mostly the downtown area. It will start at Rosie the Riveter, then go through the Iron Triangle Neighborhood and McDonald Avenue Core area. Several partners are involved with the project including the Richmond Museum, NPS, and an app consultant.

Commissioner Crane asked if the grant has a matching component to it and Ms. Whales answered yes. Commissioner Stromberg answered that the federal funds requested are \$25,000 and the CLG matching share is \$16,667. If granted, the funding will be available at the beginning of the federal fiscal new year which is October 1, 2021, and the project must be completed by September 30, 2022. She reported that the National Parks Service, nationwide, has created a GO reference mobile app that the City is exploring as well.

Ms. Whales announced that she received an HRE for the building at 824 McDonald and she will be sending that to all the Commissioners via email.

Vice Chair Pavlinec asked who prepared the HRE. Ms. Whales indicated that it was a late submittal and she has not reviewed it.

Ms. Whales asked the Commission if they wanted the HRE discussed with the Public Works Department after the Commission has reviewed it. Commissioner C. Hibma noted it depended on what the findings are and if they are significant or not. She said if they are not significant, then the Public Works Department can move forward without a meeting with the Commission.

Vice Chair Pavlinec suggested that the Public Work Department come anyway so that both the Commission and the department can review the historical list as well as the HRE.

Vice Chair Pavlinec wanted an update on the East Brother Light House. Ms. Whales reported that the Mayor of Richmond is seeking donations. Commissioner C. Hibma commented that the cables have been spliced to have power at the lighthouse but the connection could break at any time. Vice Chair Pavlinec indicated that the Mayor had reached out to Tesla but she hasn't heard if he received a response. Commissioner M. Hibma commented that there is not enough surface area on the lighthouse to install solar panels and so the only other option was to fix the hardline to the mainland.

Vice Chair Pavlinec reported she spent 3-days at the Docomomo Conference. She noted there were many discussions about the 50-year rule, policy, and regulation. She asked if there is an update regarding Mills Act. Ms. Whales did not have an update but she will ask for one and provide that to the Commission via email.

Chair McNamara inquired if there is an update regarding Miraflores and Ms. Whales answered no.

Adjournment - The Commission adjourned at 6:45 p.m. to July 13, 2021.