

## **Cordova Historic Preservation Commission**

### **Meeting Minutes – Thursday, April 5, 2018**

**Members present:** Jim Casement, Cathy Sherman, Nancy Bird, and via teleconference: John Wachtel and Heather Hall. Absent: Sylvia Lange, Brooke Johnson.

The meeting was called to order by Chair J. Casement about 5:05 pm.  
The agenda was approved without objection.

#### **Approval of minutes**

Motion by Sherman, seconded by Wachtel to approve the minutes of March 1, 2018. Motion passed without objection.

#### **Resolution 18-01, regarding the Commission’s recommendation to Planning & Zoning on Title 18**

Bird explained that the City Planner requested a resolution similar to 18-01 to forward the amendments previously recommended by the Historic Commission.

Motion by Bird, seconded by Sherman to approve Resolution 18-01.

Motion adopted without objection.

#### **Update regarding Certified Local Government Annual Report**

A draft of the Final Report required for submittal to Summer Louthan at the State Office of History & Archaeology had been included in the March meeting packet. Bird noted that she included additions and suggestions received from Commission members in the Final Report which was submitted before the March 31<sup>st</sup> deadline. A copy of the Final Report is included with this meeting packet, for information.

#### **Cordova Historic building survey update – how to proceed?**

There was a lengthy discussion; highlights of this and resources to use are noted below:

- City Clerk and Planner’s offices have maps and property tax records.
- Skagway recently completed a “windshield survey” of 600 structures and 24 avenues with the help of six students from the Univ. of Oregon. Wachtel was one of three National Park Service staff who worked on this survey which was conducted over five full days.
- Suggested that Alaska Heritage Resource Survey forms should be completed for Cordova buildings not yet included in the AHRS database. Sherman said her office has about 130 AHRS cards that date back to Nicki Nielsen’s 1984 survey.
- Inclusion of archaeological and cemetery sites was suggested.
- Suggestion to schedule a training workshop in the fall (ask the State Office of History and Archaeology for help), and perhaps, invite community elders and others interested; include high school students and try to incorporate the survey project as a community service project for high school students’ participation.
- Involve additional partners, particularly the Native Village of Eyak.

It was noted that there are no funds set aside for this project. While it would be a perfect fit for a grant submittal through the Certified Local Government (CLG) grant program, it’s unlikely that funds for that program will be made available in the coming year.

Follow-up actions:

- Bird said she would talk to the city clerk and planner's offices and try to get a city map with tax ID numbers for properties. She'd further explore how to combine Nielsen's property list (the appendix of her book) with a map.
- Wachtel offered to share further information on "lessons learned" from the recent Skagway survey.
- Bird also had previously offered to contact the state history office staff about the possibility of scheduling a workshop later in 2018.

**Next meeting date**

The next meeting will likely be in the fall. Bird will send all members a doodle poll to schedule the date.

**Adjournment**

Motion to adjourn by Sherman, seconded by Hall. The meeting adjourned at about 6:15 pm. These minutes were approved February 7, 2019.