

Cordova Historic Preservation Commission

Meeting Minutes – Thursday, December 14, 2017

Members present: Jim Casement, Brooke Johnson, Sylvia Lange, and Nancy Bird.

Absent: Cathy Sherman, John Wachtel and Heather Hall.

The meeting was called to order by Chair J. Casement about 5:10 pm. It was noted that, in mid-November, the Cordova City Council re-appointed Jim Casement to a new 3-year term on the Commission; the Council also appointed N. Bird to a 3-year term as a representative of the city's Planning and Zoning Commission (replacing Tom McGann).

(Note) Terms of office – Bird, Lange and Wachtel expire in 12/18; Hall, Sherman and Johnson expire 12/19; and, Casement expires in 12/20.

The agenda was approved without objection.

Approval of minutes

Motion by Lange, seconded by Johnson to approve the minutes of November 6, 2017. Motion passed without objection.

Review and approval of Final Report, Copper River Highway Milepost Guide

Motion by Johnson, seconded by Bird to accept the Final Report for Historic Preservation Fund Grant #16012. Copies of the color brochure in near-final form were distributed and the financial report and short narrative report were reviewed. Several Commission complimented Cathy Sherman for the work on this project. In further discussion, one member offered one suggestion for a minor addition to the description of "Milepost 13." She proposed that a phrase be added noting the airport's construction during World War II and noted that it could fit on the remainder of the last line of the current text (the suggested additional text might be "Airport was built during WW II." Other Commission members agreed that it would improve the brochure, but no one wants this addition to delay completion of the brochure. Consensus was to forward this suggestion to Sherman. Motion for approval of the Final Report passed unanimously.

Final review and recommendation regarding amendments to Cordova City Code, Chapter 18.90 –

Motion by Bird, seconded by Lange to recommend to the Cordova Planning and Zoning Commission the amendments included in the document titled "Second Draft" of amendments to Chapter 18.90, Cordova City Code.

Bird noted that the Commission had reviewed these amendments last April and requested that the prior city ordinances referenced in the code be reviewed before final approval of the proposed amendments. Copies of the 1992 ordinance amending the prior Chapter 18.90 in its entirety, and copies of 1994 and 1995 amendments were distributed to Commission members present. Bird highlighted the most substantial differences she found between the current Chapter 18.90 and the earlier versions. After brief discussion, the motion was passed without objection.

Historic building surveys

Casement invited general discussion on how we might proceed to accomplish an update to the Cordova Historic Building Survey. He noted that these surveys are supposed to be completed every 10 years, bu

the last survey covering the entire community was done in 1984 by Nicki Nielsen. Additional surveys covering smaller neighborhoods of Cordova were completed by Rolfe Buzzell in the late 1990s.

Bird noted that H. Hall had intended to attend this meeting and that she had recommended the [Alaska Building Survey Manual](#) and the [Hope and Sunrise Historic Building Survey Report](#). The building survey manual was looked at online during the meeting and Bird said she'd redouble efforts to find hard copies of the Hope report and make them available to Commission members.

J. Wachtel had sent the Commission an email received just prior to the meeting suggesting additional resources that might be used to begin the building survey process. There was general agreement that

After considerable discussion, it was agreed that:

- Bird will scan the 1984 book by Nielson and share it electronically with all Commission members within a week.
- Casement will review in more detail the building survey manual and other resources suggested by Wachtel. He will consult with H. Hall and J. Wachtel and other Commission members, as time permits, and draft a template for the Commission to review at its next meeting. This template will detail what information to collect in an updated Cordova building survey.

The Commission generally agreed that this project, to update the historic building survey, could be assisted by high school students. The goal might be to create a special class for students in the 2018-19 school year. Casement believes there is support for this idea from school administrators and the current history teacher, but we need to better define what we want from the building survey and how students can contribute to it.

Next meeting date

The next meeting will be in mid to late February; Bird will send everyone a Doodle poll to determine the best day and time.

Adjournment

The meeting adjourned at about 6:20 pm.

These minutes were approved March 1, 2018.

These minutes were amended regarding the "Terms of Office" on Feb. 7, 2019, per recommendation from the City Clerk.