



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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SITKA HISTORIC PRESERVATION COMMISSION

Regular Monthly Meeting

Harrigan Centennial Hall

January 10, 2024, 6 p.m.

FINAL MINUTES

I. CALL TO ORDER & ROLL CALL

Chair Littlefield called the meeting to order at 6:03 pm.

Present: Roby (Koolyéik) Littlefield (Chair), James (Kushxeet) Poulson, Danielle Pensley, Karen Lucas, JJ Carlson (Assembly Liaison), Scott Saline (Assembly Liaison)

Alternate, arrived 6:16 PM, left 6:33 PM)

Excused: Dionne (Yeidi'kook'aa) Brady-Howard

Staff: Kim Davis, Amy Ainslie

II. APPROVAL OF AGENDA

M/Poulson-S/Lucas, moved to approve the agenda. Motion passed 4-0 by voice vote.

III. APPROVAL OF MINUTES

a. December 13, 2023 minutes

M/Poulson-S/Lucas, moved to approve the minutes of December 13, 2023 minutes.

Motion passed 4-0 by voice vote.

IV. GUESTS &/OR PERSONS TO BE HEARD

V. REPORTS & CORRESPONDENCE

Davis reported there were two open seats on the Commission and the Planning Manager position was open and being advertised.

VI. UNFINISHED BUSINESS

b. Historic Preservation Plan.

Littlefield had provided an update to the Assembly on the Historic Preservation Plan (HPC). Pensley had completed revisions to the document and believe about another 40 hours would be required to match the appendix to the main body and complete final editing. Pensley proposed the option of a professional services contract and the possibility of stepping down from the commission to finish the HPC plan. Commissioners were in favor of this and Pensley would meet with staff to discuss. There

was discussion about reducing the number of commissioners from seven to five since it was difficult to find new members and have a quorum for discussion at meetings. Staff would check with the Clerk's office to see if this was a possibility.

VII. NEW BUSINESS

c. 105 Metlakatla Street, new construction single-family home.

Davis introduced new construction of a single-family home at 105 Metlakatla Street. This was a single-story, ramp accessible home with a carport. The commission had previously approved the demo of the structure that was on the property. Commissioners determined there was no impact to the historical area and recommend approval.

M/Poulson-S/Lucas, moved to recommend the request at 105 Metlakatla Street. Motion passed 4-0 by voice vote.

d. 106 Kelly Street, new construction single-family tiny home.

Davis introduced new construction of a single-family home at 106 Kelly Street. This was for a tiny home less than 500 square feet. There was an existing tiny house already on the property. Commissioners determined there was no impact to the historical area and recommend approval.

M/Poulson-S/Lucas, moved to recommend the request at 106 Kelly Street. Motion passed 4-0 by voice vote.

e. Memorial and naming policy discussion

Davis presented the comprehensive plan section HCA 1.1h; create a memorial and naming policy to integrate place names that are representative of Sitka's diverse history into community facilities, services, places and streets. Littlefield had requested the item for discussion and the need for a clear policy on naming streets in Sitka. The commission agreed on the need to make the process easier for proposing names for new or to rename streets. Davis provided commissioners the nomination form for street and public facilities but found no policy on file. No decisions were made during the discussion, but it would be added to unfinished business for continued discussion.

VIII. SET NEXT MEETING DATE(S):

(2nd Wednesday of the Month, 6pm, Harrigan Centennial Hall)

Wednesday, February 14, 2024 – Regular Monthly Meeting

IX. ADJOURNMENT

Chair Littlefield, hearing no objection, adjourned the meeting at 7:06 PM