



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

July 13, 2022 6 p.m.

FINAL MINUTES

I. CALL TO ORDER & ROLL CALL

Chair Littlefield called the meeting to order at 6:05 pm.

Present: Roby Littlefield (Chair), Scott Saline, Bob Sam (Telephonic), Karen Lucas (Telephonic), Danielle Pensley (Telephonic), David Miller (Assembly Liaison)

Absent: Chuck Miller (Excused), James Poulson (Excused)

Staff: Amy Ainslie, Hahlen Behnken Barkhau, Kim Davis

Public: Chance Gray

II. ELECTION OF OFFICERS

M-Lucas/S-Saline moved to table election of officers to after new business. Motion passed 5-0 by voice vote.

M-Lucas/S-Saline moved to nominate Roby Littlefield as Chair. Motion passed 5-0 by voice vote.

M-Lucas/S-Pensley moved to nominate Scott Saline as Vice Chair. Motion passed 5-0 by voice vote.

M-Lucas/S-Saline moved to postpone the nominating for secretary to the next meeting. Motion passed 5-0 by voice vote.

III. APPROVAL OF AGENDA

M-Pensley/S-Lucas moved to approve the agenda, with the except that new business would be discussed before old business. Motion passed 5-0 by voice vote.

IV. APPROVAL OF MINUTES

A. June 8, 2022 minutes

M-Saline/S-Pensley moved to approve the June 8, 2022 minutes. Motion passed 5-0 by voice vote.

V. GUESTS &/OR PERSONS TO BE HEARD

Bob Sam reported on maintenance work improving the cemeteries around town. There were many volunteers helping with the restoration. He also noted with the increase in tourism, the Russian cemeteries were seeing more use and there had been some damage of gravesite markers and ornaments. He would like to work on getting the cemetery by Indian River renamed. Sam also stated his desire to restore burial sites at the Halibut Point Recreation Site which were unmarked and covered in gravel, and also wanted the sites to be listed in the historic preservation plan. Sam stated there were other graves under trees on the site and he had been working with known family members of those buried on the site to possibly locate them.

VI. REPORTS & CORRESPONDENCE

Ainslie introduced new hire Kim Davis as Planner I. She also thanked Hahlen Behnken Barkhau for his work. Ainslie reported that the deadline for applicants to turn in their submittal materials to the Planning Department for the FY22 Historic Preservation Certified Local Government Grants was July 20th. As these were pass through grants, CBS applied for grants with Commission recommendation and Assembly approval, with funds then sub-awarded to applicants.

VII. OLD BUSINESS

B. Historic Preservation Plan

Ainslie reminded the Commission of the motion made at the last meeting, which was to advance the Historic Preservation Plan to the Assembly for adoption in July, pending a final review at this meeting. The plan was to draft a memo highlighting history of the plan’s development for the Assembly. The plan was briefly reviewed, with a few additions and corrections made. Commissioners felt that more extensive edits were needed, and therefore more review time was necessary. Pensley offered to complete an in-depth review of the plan if desired by the other members; others agreed this would be beneficial. After the meeting, Ainslie would send the plan as updated to all members, and bring a drafted memo to the next meeting as a starting point for the Commission to finalize. The Commission would need to make a motion at the next meeting to send the memo and plan to the Assembly.

VIII. NEW BUSINESS

C. New Construction at 414 Alice Loop

Applicant Chance Gray was present. He planned to build a single-family dwelling at 414 Alice Loop. It would be an industrial style building with approximate dimensions of 50 feet by 75 feet. Gray stated it would not be for commercial use. Saline recommended working with Building Department on questions regarding floodplain elevation and other building code requirements.

M-Saline/S-Lucas to recommend approval of the new construction project at 414 Alice Loop. Motion passed 5-0 by voice vote.

IX. SET NEXT MEETING DATE(S):

(2nd Wednesday of the Month, 6pm **Harrigan Centennial Hall**)
Wednesday, August 10, 2022 – Regular Monthly Meeting

X. ADJOURNMENT

Seeing no objections, Chair Littlefield adjourned the meeting at 7:37pm.