

Agenda of the City and Borough of Juneau
Historic Resources Advisory Committee
Regular Meeting – April 7, 2021
Zoom Webinar Meeting

Members:

- | | | |
|---|--|--|
| <input type="checkbox"/> Zane Jones (Chair) | <input type="checkbox"/> Don Harris (Vice Chair) | <input type="checkbox"/> Shauna McMahon (Recorder) |
| <input type="checkbox"/> Sarah Hieb | <input type="checkbox"/> Gary Gillette | <input type="checkbox"/> Dorene Lorenz |
| <input type="checkbox"/> Olivia Lihou | <input type="checkbox"/> Chuck Smythe | <input type="checkbox"/> Shannon Crossley |

Staff:

- | | | |
|---|--|--|
| <input type="checkbox"/> Allison Eddins (CDD) | <input type="checkbox"/> Beth McKibben (CDD) | <input type="checkbox"/> Niko Sanguinetti (JDCM) |
|---|--|--|

- I. Call to Order
- II. Approval of Agenda
- III. Approval Minutes (postponed)
- IV. Public Comment
- V. Review draft CLG grant proposal for updating the Juneau Townsite Survey
- VI. Review 2021 goals for other possible grant proposals
- VII. New Business

Next Meeting – May 5, 2021

Minutes of the
City and Borough of Juneau
Historic Resources Committee Advisory Committee

March 3, 2021
Zoom webinar meeting
5:00 p.m. to 6:30 p.m.

Members:

____ Zane Jones (Chair) Abs Don Harris (Vice-Chair) ____ Shauna McMahon (recorder)
____ Sarah Hieb ____ Gary Gillette ____ Dorene Lorenz
____ Olivia Lihou ____ Chuck Smythe ____ Shannon Crossley

Staff:

____ Allison Eddins (CBJ Community Development)
____ Beth McKibben (CBJ Community Development)
____ Niko Sanguinetti (Juneau-Douglas City Museum Liaison)

- I. Call to Order: 5:05 PM
II. Approval of Agenda: CLG grants added item in new business.
Housing Incentive added item in new
Approved unanimously.
III. Approval of Minutes: Not reviewed-postponed.
IV. Public Comment: none

V.

1. Draft Historic Design Review Application

Continued feedback on applicaetion form and guidances

“Stamped” drawings discussion (Zane Jones and Allison Eddins.

Type A drawings do not stamp. Zane Jones could check if sufficient to bring to HRAC. “Stamped” drawings submitted and signed by architect versus “not stamped” drawings which do not required architect signing.

Design Review Process Overview

Three types of building project submittal: Existing, Additions to Existing, and New Contruction.

HRAC feedback to Draft

HRAC members can provide feedback back to Allison. Gary Gillette suggested that the guidance document be reinforced as “quick guide” referring reader to design statutes for specifics. Gary Gillette also mentioned the chronology of the standard could be added to 1st paragraph of guidance, noting community joint effort. There was a phrase “... Ensure speedy review...” in the guidance- Gary Gillette suggested replacing word speed with alternate word. Term concepts “before modification”, modify existing, contributing, non-contributing could be helped with clarifications/discussions in the guidance. Chuck Smythe noted the “Juneau’s Historic District was placed on the . . .” could be improved by replacing term “placed” with “listed.”

VI. Review Bylaw Amendment Memo

The membership Article III section 2 was reintroduced related to terms relating to Alaska Native representation: ie specific groups and Tsimshian. Dorene Lorenz mentioned “indigenous people of southeast” as term for discussion. The current language was seen not being significant barrier to representation and the terminology effort probably didn’t merit a work of a stand alone bylaw change.

VII. New Business

CLG grant

Gary Gillette noted that a new round of CLG grant submittals are coming due in April. Could this be an opportunity to incorporate goals such as surveys and register nomination. Will need to coordinate with CBJ Community Development Department regarding staff availability for local match. Allison Eddins said she would send out three proposed CLG project from Preservation Plan and HRAC members vote. It was asked about incorporating new or existing subcommittee.

Historic District Ordinance

A ordinance update was given of interest to HRAC interest. CBJ will abate property tax if add residential unit(s) to downtown district building or bring formerly condemned unit to active. Allison will send link to ordinance. Dorene noted that there may be opportunity for property owners to combine federal financial assistance and local tax abatement.

Adjournment: 6:30 pm
Next meeting April 7, 2021

Minutes of the City and Borough of Juneau
Historic Resources Advisory Committee
Annual Retreat- Saturday, August 22, 2020
Zoom Webinar Meeting

Members:

- | | | |
|---|--|---|
| <input type="checkbox"/> Zane Jones (Chair) P | <input type="checkbox"/> Don Harris (Vice Chair) | <input type="checkbox"/> Shauna McMahon P |
| <input type="checkbox"/> Vacant | <input type="checkbox"/> Gary Gillette P | <input type="checkbox"/> Dorene Lorenz P |
| <input type="checkbox"/> Vacant | <input type="checkbox"/> Chuck Smythe P | <input type="checkbox"/> Shannon Crossley P |

Staff:

- | | | |
|---|--|--|
| <input type="checkbox"/> Allison Eddins (CDD) | <input type="checkbox"/> Beth McKibben (CDD) | <input type="checkbox"/> Niko Sanguinetti (JDCM) |
|---|--|--|

- I. Call to Order – called to order at 9:10am
- II. Approval of Agenda – approved unanimously
- III. Approval of June 2020 Minutes
 - Members noted a change to the CLG discussion. Neighborhood should be changed from Chicken Ridge to Juneau Townsite. Mr. Gillette moved to approve the June minutes as amended. Mr. Smythe seconded the motion. Minutes approved.
- IV. Public Comment - None
- V. Public Mural Proposal from Pat Race and Crystal Worl –
 - Mr. Race and Ms. Worl, along with B.C. artist Lauren Brevner, are proposing a mural of Elizabeth Peratrovich to be painted on the east side façade of the Elks Lodge Building in the Downtown Historic District.
 - The artists will seek grant funding for the project. Wall prep will cost roughly \$30k. Ms. Crossley suggested a state pre-development grant may be an option for funding. The team will reach out to Ms. Crossley for more information.
 - Timing will coordinate with Franklin Food Court. Plan for work to begin next summer. Looking at a 3 year agreement with the building owner. Consider this to be a temporary art installation.
 - Ms. McKibben asked if the artists would be willing to attend a BPDT steering committee meeting. The artists are willing to do that.
 - Ms. Lorenz shared lessons learned from Seward Mural Committee. Recommended painting on metal and hanging metal on building. Materials can be purchased using grant money. For several days during the summer, the artist would sketch the image and then the community would come together later and help fill in the sketch.
 - Ms. Worl has visions of a plaque to inform the public about who Elizabeth Peratrovich was and what she did for her community. Mr. Smythe suggested that HRAC could contribute in some way to a plaque. The team

would be interested in help crafting language for the plaque to contribute to the historic context.

- Mr. Smythe mentioned that Travel Juneau would be interested in the promoting this artwork.

VI. The National Statue Debate –

- Mr. Smythe will send links to a few more articles related to this topic.
- Ms. Lorenz gave an update about Anchorage and Sitka statues.
- Ms. McKibben suggested the HRAC could serve as a conduit for bringing community members together to have a public conversation about the Seward statue.
- Mr. Gillette gave an overview of the public process that went into the creation and erection of the statue. Mr. Smythe mentioned that the Native community was not united around the statue. Mr. Gillette commented that this is a great example about why community involvement is so important.
- Ms. Lorenz commented that these are not historic resources and shared her belief that these statues should be viewed as art, and art is meant to spark conversation and that having these conversations is a good thing.
- Mr. Jones sees HRAC roles as more than just protecting historic resources, especially now that cultural preservation is part of Juneau's preservation program, and shared his belief that these statues are cultural resources.
- Mr. Gillette mentioned that HRAC's bylaws may not allow HRAC to comment on cultural resources. Mr. Jones mentioned that the bylaws allow HRAC can make advisory comments to the Assembly.
- Ms. Lorenz mentioned that over half of the murals in Seward have historic themes and commented that historical themed murals may become more popular in Juneau.
- Ms. McKibben mentioned that the BPD plan calls for place making and what a large role public art can play in place making.

VII. Overview of HRAC's Bylaws

- Article III of HRAC's bylaws states that the Assembly shall invite applications for membership from people knowledgeable in the customs and language of the Tlingit and Haida people.
- HRAC sees a need to reach out to diverse communities to recruit new members.
- Tlingit and Haida has a desire to connect to the community more.
- Ms. McKibben recommends that HRAC reach out to the new COO to recruit members to fill our two vacant seats.

VIII. September 2020 – September 2021 Focus – The following action items from the Preservation Plan were identified as priorities for the upcoming year:

- Actively solicit applications from the Alaskan Native community, the Filipino community and the business community.

- Engage property owners and the public in a discussion about nominating more of Juneau's historic neighborhoods to the National Register. (The Highlands neighborhood is a historic neighborhood that has never been surveyed)
- Pursue grants and partnerships to support survey and inventory work.
- Update and maintain the borough-wide parcel database to identify all structures 50 + years old that are potentially eligible for listing on the National Register, and to identify all structures that should be documented prior to demolition.
- Hold a series of meetings with property owners in Juneau's historic neighborhoods to share information about the nomination process and the benefits. If the majority of property owners are interested, the CBJ should pursue a nomination.
- Develop an annual preservation award program to honor those who care for CBJ's historic and cultural resources.
- Work with the Juneau School District to develop historic and cultural resources preservation curriculum. Consider creating a "Historic and Cultural Resource in a Box" research program.
- Develop a webpage for technical information on preservation treatment approaches, techniques, and available assistance programs, for building and homeowners.
- Develop a comprehensive interpretive plan to guide future interpretation and way-finding development, and ensure the inclusion of the preservation of, and accurate inclusive education on, historic and cultural resources.
- CBJ should further study the Douglas Indian Village and other Tlingit settlement sites, by researching written and oral history accounts, conducting interviews, and hosting public listening sessions. This could be funded through grants. (The JD City Museum would be great partner with this action item)
- Any future Main Street Committee should have HRAC representation.
- Encourage and assist Travel Juneau in the marketing of Juneau as a heritage tourism destination.

IX. Subcommittee Discussion and (possibly) Assignments –

- Education and Interpretation Subcommittee (this is related to signage at trailhead signage that could explain how the land has been traditionally used)
- Outreach Subcommittee
- Grants and Survey Subcommittee

Next Meeting – September 2, 2020 – discuss CLG grants. Will CARES Act or HEROS Act money be available for creating housing downtown that may relate to preservation? Get Law interpretation on bylaws – which properties are within HRAC's purview?

CLG GRANT APPLICATION: FY21

Office of History & Archaeology
Alaska Department of Natural Resources
550 West 7th Avenue, Suite 1310
Anchorage, Alaska 99501

Historic Preservation Fund: Grants for Certified Local Governments

Deadline: Applications are due by 12:00 noon on Friday, April 16, 2021.

The Certified Local Government (CLG) identified below is applying for a 60-40 Historic Preservation Fund (HPF) matching grant through the State of Alaska, Department of Natural Resources, Office of History and Archaeology.

CLG Name:

Federal Tax Identification Number:

DUNS:

Project Title :

Type of CLG Grant Project: (Check project type below, as applicable)

Survey

Inventory

National Register Nomination

Historic Preservation Planning

Public Preservation Education

Predevelopment

Development

Acquisition

Budget Summary. Federal Award Request (includes State Indirect) : \$ _____

a. Total Project Cost (TPC) \$ _____

b. Federal Share (60%) \$ _____

c. Sponsor Share (40%) \$ _____

Source of applicant (sponsor) share: (Use figures from "Sources" box on budget form)

a. Cash \$ _____

b. In-kind Goods and Services \$ _____

c. Donated Goods and Services \$ _____

Name, title and contact information for the following:

Grant Manager:

Mailing Address:

City, State, Zip:

Telephone:

E-mail Address:

Preservation Commission Chair: _____

Mailing Address: _____

Telephone: _____

E-mail Address: _____

CLG Contact: _____

Mailing Address: _____

Telephone: _____

E-mail Address: _____

Signature: Authorized Local Government Official

Date

Name and Title (Print or Type)

Community Name

Notary Seal

Subscribed and sworn before me this _____ day of _____, 20_____.

My commission expires _____

Notary for the State of Alaska

Willingness to Comply with Grant Requirements

1. I understand that this is a 60-40 matching grant application through the Historic Preservation Fund (HPF) administered by the State of Alaska Department of Natural Resources, Office of History and Archaeology.
2. Should this project be awarded, I understand that the State levies an indirect cost which may vary throughout the course of the grant period, but will not exceed the amount stated in the executed grant agreement.
3. If awarded an HPF grant, I understand that it is my responsibility to comply with all pertinent State and Federal regulations, the State-Local Grant Agreement, and requirements outlined in the *Historic Preservation Fund: Certified Local Government Grants Manual*.
4. Should this project be awarded, I understand that project records are subject to audit after project completion, and that if such an audit questions expenditures for which I have been reimbursed I will return an amount equal to the questioned expenditures.
5. I understand that no grant exists until the State Historic Preservation Officer (SHPO) signs the State-Local Grant Agreement, even if the Alaska Historical Commission recommends funds for my project. Any funds expended before the performance period specified on the fully executed grant agreement or before obtaining the SHPO's signature may not be reimbursed without specific approval.

Signature: Authorized Local Government Official

Date

Name and Title (Print or Type)

CLG GRANT APPLICATION: FY21

CLG:

Project Name:

PROJECT INFORMATION See [*Writing a Successful CLG Application*](#) for more detail.

- 1. PROJECT DESCRIPTION** – *If needed, use continuation pages provided at the end of this document.*
 - a. Provide a brief introduction to your project including the aim, scope, and significance of the project to your community.

b. List any previous HPF grants this project has received. *(Cite HPF number and grant name)*

c. Briefly describe the relationship of this project to past, present, or future preservation work.

a. How does the project relate to [annual CLG grant priorities](#) established for this fiscal year? (*Cite relevant grant priorities and explain how each relates to your project.*)

b. How does the project relate to the goals and objectives of the [State Historic Preservation Plan](#). (*Cite relevant goals and objectives and how your project would further them.*)

- c. Describe how the project meets an identified historic preservation priority of your community. Does the project contribute to the implementation of your local historic preservation plan? If so, how?

3. PROJECT PERSONNEL- *The Project Manager (PM) must have proven experience working on historic preservation projects. If the project is a survey, inventory, or National Register nomination, the PM must meet the professional qualification standards in [36 CFR 61](#). If not identified in this application, the Office of History and Archaeology must review selection of Project Manager prior to finalization of the contract with the individual.*

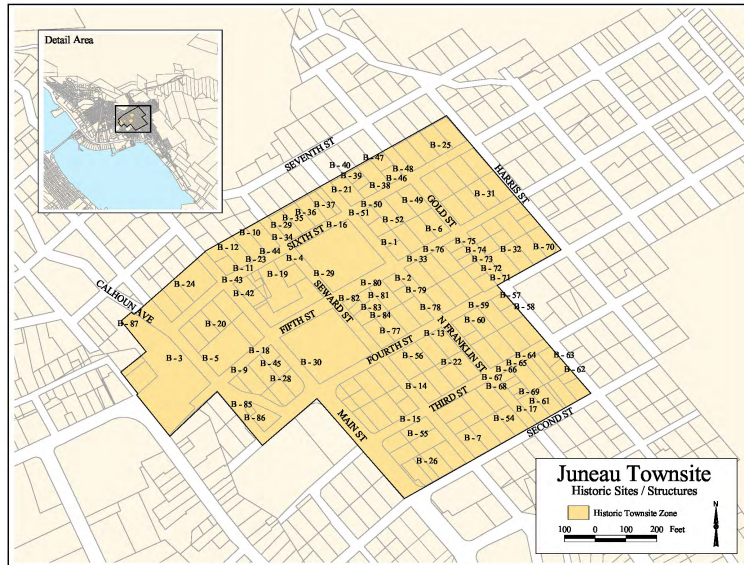
- a. Note who will act as Project Manager (PM). Attach the PM's résumé showing past experience working on preservation projects. List any previous HPF Projects the PM has worked on. *(If planning to contract with PM after grant is awarded, outline the job qualifications that will be required.)*

- b. Identify the local government personnel who will act as Grants Manager for the project.

- c. Describe the local historic preservation commission's role in the project. Attach a resolution from the commission supporting the project.
- d. Identify volunteer personnel and their tasks.
- e. Identify any additional contractors to be used and expected duties. Attach résumés for all qualified historic preservation professionals working on the project.

4. **WORK PLAN.** *Thoroughly address all items necessary for your project type. See [Writing a Successful CLG Application](#) for more detail. Use continuation sheets if needed.*
- a. Explain how the project will be undertaken.

- b. Describe the geographic area encompassed by the proposed project. For survey, inventory, and National Register nomination projects, attach maps of the project area. Include the estimated number of buildings, structures, sites, square miles, etc., to be addressed.



- c. Cite any planning studies, condition assessments, design drawings, research reports, publications, or other sources of relevant information you plan to use for this project.

- d. Provide a work schedule showing months, expected activities, and benchmarks to achieve throughout the grant period of performance.

5. FINAL PRODUCTS

- a. Describe publications, workshops, audio-visual materials, reports, websites, brochures, survey materials, nominations, interpretive signs, etc., that will be produced as part of the proposed project. Identify the intended audience and where the public will be able to access these materials. Describe how you will inform your community about the project.

6. ADDITIONAL INFORMATION

- a. Attach letters of commitment and support, as appropriate, from teachers, historical societies, museums, Native groups, and others. (*Note attachments below.*)
- b. Attach any other relevant information, such as copies of photographs. (*Note attachments below.*)

7. BUDGET: Maximum Federal Request of \$25,000 (includes State indirect cost)

Your budget submittal shall consist of four parts: three tables and one narrative. *See example tables and blank form in Excel, and narrative portion to complete below.*

- a. *Budget Details* table showing how costs were estimated.
- b. *Budget Summary* table identifying planned cost share of 60% and 40%.
- c. *Matching Share* table showing sources of match.
- d. *Budget Narrative* explaining costs in detail.

BUDGET NARRATIVE: Describe activities to be performed under Personal Services, Contractual Services, Supplies/Materials, Travel, and Other cost categories.

- a. Personal Services: describe work each position/person will perform for the proposed project.

b. Contractual Services: List contractor name(s), if known. Describe work each will perform.

c. Supplies/Materials: Describe types of materials and/or supplies required for this project, how they relate to the project, estimated quantities, etc.

d. Travel: Identify who will be traveling, how many trips are anticipated, trip purpose, and destination.

- e. Other: Identify other costs which do not fall into one of the above categories. Explain purpose and relevance to this proposed project.

CHECKLIST

Applicant, has your entity:

maintained current certification under the Certified Local Government program?
signed and notarized this application?
signed the form titled: *Willingness to Comply with Grant Requirements*?
provided the information requested on each page of the application package?
included a public outreach component?
attached maps showing location of project?
attached photographs or clear photocopies showing overall character of properties for
survey, inventory, National Register nomination, pre-development and development projects?
attached letters of support from the community and, if needed, property owners?
attached a resolution from the City or Borough's governing body (or indicate one has been
requested prior to the Alaska Historical Commission meeting to recommend awards).
explained historic preservation commission involvement in the project, and addressed its role in
the review process?
checked your budget for accuracy.

Deadline: Applications are due 12:00 noon on Friday, April 16, 2021.

Only complete, signed, dated, notarized applications will be considered.

Submit applications and questions to the HPF Grants Coordinator:

katie.ringsmuth@alaska.gov

