



Building and Planning Department

1321 S Market Blvd. Chehalis, WA 98532

(360) 345-2229 / Fax: (360) 345-1039

www.ci.chehalis.wa.us email: comdev@ci.chehalis.wa.us

CHEHALIS HISTORIC PRESERVATION COMMISSION AGENDA

Regular meeting of October 19, 2023

@ 5:30 PM

Chehalis City Hall, 350 North Market Boulevard

Casey Forsman, Commissioner
Jo Kuehner, Commissioner
Jill McNaught, Commissioner
Mitch Moeberg, Commissioner
John Six, Commissioner

Kathy Smith, Commissioner
Pete Hammer, Commissioner
Laura Fisher, Permit Technician
Malissa Paulsen, Planner

AGENDA ITEMS:

1. Call to Order
2. Roll Call
3. Approval of the minutes for May 18, 2023.
4. Citizen Business (This is an opportunity for members of the public to speak on items not listed elsewhere in the agenda.)
5. Commission Business
 - a. Old Business
 - i. Chapter 2.66 Historic Preservation Ordinance update
 - b. New Business
 - i. Introduction of Malissa Paulsen, new planner with the City of Chehalis and the new Historic Preservation Commission liaison.
 - ii. McFilers Chehalis Theater Letter of Support Update
 - iii. "Certified Local Governments 101" presentation by Michelle Thompson with Department of Archeology and Historic Preservation (DAHP).
 - c. Other Business
6. Public Hearing

None.
7. Adjourn Meeting
 - a. Next meeting to be held November 16, 2023

Join Zoom Meeting <https://us06web.zoom.us/j/82474552087>

1 **Historic Preservation Commission Meeting**

2 **May 18, 2023**

3
4 Members Present: Jill McNaught, John Six, Jo Ann Kuehner, Peter Hammer,
5 Kathy Smith, Casey Forsman, Mitch Moberg

6 5:30 PM: Recording began

7 1.) Chairman Peter Hammer opened and called the meeting to order.

8 Casey Forsman motioned for meeting to commence

9 John Six seconded the motion; 7 approved, 0 – disapproved.

10 2.) Peter Hammer called for the group to approve the agenda.

11 Jo Kuehner motioned to approve the agenda

12 Kathy Smith seconded the motion; 7 – approved, 0 – disapproved

13 3.) Citizen Business – no citizens present at this meeting.

14 4.) Commission Business –

15 T. Baraconi informed the commission that her priorities are being shifted to
16 mainly focusing on Planning items, and that due to this, it was decided by her and

17 J. Anderson (City Manager) that the Historical Preservation Commission will not
18 meet over the summer. The next meeting for the Commission will be October 19,
19 2023. Michelle will be present at this next meeting in October.

20 C. Forsman questioned if a resident has a question regarding the historical
21 preservation projects in the City, will their question be addressed over the
22 summer. T. Baraconi stated that currently there are no projects going on.

23 J. Six asked if a resident requests a permit that pertains to the Historical
24 Preservation, what would be done about it. T. Baraconi stated a new meeting can
25 be called to address it.

26 J. Kuehner asked if the commission can have meetings and T. Baraconi replied
27 “no”.

28 J. Kuehner asked about the ordinance that was on the agenda tonight.

29 T. Baraconi said that it would be voted on tonight, whether to approve it as it is,
30 or to make changes to it and approve that if the City Council agrees with it when it
31 is brought before the Council.

32 J. Kuehner asked if this was J. Anderson's decision.

33 T. Baraconi said that it was agreed on with both she and J. Anderson.

34 C. Forsman asked if they (the commission) could still approve a color scheme.

35 T. Baraconi stated that it would need to be approved by Michelle and there may
36 be an issue about having a color scheme.

37 P. Hammer requested clarity about projects for the future – What are the
38 parameters as far as the commission getting together over the summer.

39 J. Kuehner also expressed her concerns about the Museum, which needs helpers
40 at this time.

41 T. Baraconi stated that they can help with the museum as much as they want but
42 cannot discuss anything about items at the museum or projects, etc. that pertains
43 to the Historic Preservation Commission.

44 J. McNaught asked whether P. Hammer can put a committee together, like a
45 Research Committee.

46 T. Baraconi reiterated that they cannot do that over the summer. However, if 3
47 or under of the members wanted to get together to have a small group and do
48 some things, that is fine.

49 J. Kuehner stated that she would like to help the museum to see if they can form
50 an historical society or a committee to get historical home in a system.

51 T. Baraconi said that is fine if 1 or 2 people want to help out at the museum. She
52 also said that all 7 of them can volunteer together anywhere outside of this
53 meeting and its purposes – they can get together and create committees.

54 P. Hammer said that the group can decide over the summer what to do in
55 October.

56 M. Moberg recommended that everyone could do their own personal business as
57 to what feels important to them.

58 J. McNaught said that she was thinking of having a committee to form bylaws for
59 the commission.

60 T. Baraconi suggested waiting to form bylaws after the council looks at the
61 ordinance.

62 P. Hammer agreed with Tammy.

63 J. Kuehner said that maybe the City does not want an Historical committee.

64 J. Six said that it would be nice to have a packet that talks about the Commission
65 to give to residents.

66 K. Smith said that she was disappointed because the mayor had said back in
67 October that he wanted something done by this commission, and nothing has
68 been done since then.

69 T. Baraconi said that she agrees with the members, but she has been spread too
70 thin with all her job responsibilities, which have been neglected some.

71 J. Kuehner said there have been 4 cancelled meetings, which have not been the
72 fault of the members, and asked if maybe they need an assistant for Tammy.

73 T. Baraconi responded in informing the team that the City of Chehalis does have a
74 new planner, but they are very behind in their work.

75 K. Smith asked if the mayor is aware of this situation.

76 T. Baraconi said that she assumes that he is aware.

77 P. Hammer stated that since there were not anyone from the public present, that
78 the commission needed to deliberate the ordinance – either to adopt it, not
79 adopt it, or revise it.

80 J. McNaught motioned to change the ordinance back to having 7 commissioners.

81 J. Six said that if they go down to 5, as the ordinance is proposed, a subcommittee
82 would be 3 and that would be a Quorum.

83 J. Six said he thinks staying at 7 members is better.

84 P. Hammer asked T. Baraconi is they needed to vote on the ordinance tonight.

85 T. Baraconi said that they do need to vote on it one way or the other.

86 P. Hammer called for the vote.

87 J. McNaught motioned to vote on the ordinance.

88 J. Kuehner seconded the motion to vote.

89 7 members in favor of the vote; 0 against the motion to vote.

90 P. Hammer recommended the ordinance be adopted by the council as the
91 Historical Preservation Commission having 7 members instead of 5 as the
92 ordinance was presented to them.

93 J. Kuehner motioned to accept this change to be presented to the City council.

94 K. Smith seconded the motion. 7 Members voted in favor. 0 voted against.

95 P. Hammer called for the night's meeting to be adjourned.

96 J. Smith motioned to adjourn the meeting.

97 M. Moberg seconded the motion. 7 members voted in favor. 0 voted against.

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99 Approved by: _____

100 Pete Hammer, Chair

101 Recorded by: _____

102 Susan Stayner, Administrative Assistant to City Manager

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