



MUNICIPALITY OF SKAGWAY, ALASKA
HISTORIC DISTRICT COMMISSION MINUTES

April 7, 2023
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1. **Call to Order:**

Commissioner Libert called the meeting to order at 5:30 p.m.

2. **Roll Call:**

Present: Commissioners: Marvin Wishon, Rosemary Libert, Steve Hites (via telephone), Nancy Corrington (via telephone), **NPS Liaison:** Annie Matsov, **Assembly Liaison:** Dan Henry

Absent: Commissioners: Joel Probst

[Clerk's Note: Commissioner Corrington was initially marked absent, but arrived 10 minutes after roll call and participated for the remaining meeting.]

3. **Approval of Minutes:**

Motion/Second: Hites/Wishon to approve the October 24, 2022 meeting minutes.

Motion passed by roll call vote, 3 yes, 0 no, 2 absent.

4. **Approval of Agenda:**

Main Motion/Second: Libert/Hites to approve the agenda.

Secondary Motion/Second: Wishon/Libert to replace the agenda with version 1.1 Proposed Amended Agenda, which is in the packet.

Secondary Motion passed by roll call vote, 3 yes, 0 no, 2 absent.

Main Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

5. **Communications:**

A. Statement of Contact

B. Correspondence

Correspondence was received from:

- T.Heckle re: Repairs/Alterations to Building at 300 7th ave.

C. Hear Citizens Present

NPS Liaison Matsov indicated that she would like to recuse herself from the discussions regarding the National Park Service application on this agenda.

Steve Burnham, Jr. indicated that in order to be following Robert's Rules of Order, the Commission should be doing the following things:

- Gain recognition from the chair before speaking.
- When addressing another member, speak through the chair and refrain from using the member's name if possible.

D. Permitting Official's Report

Permitting Official Fairbanks indicated that there are two memos in the packet with information about code that relates to items in this meeting. She also would like to recuse herself before reviewing application No. 23-26 due to her having a financial interest in the rental.

6. Unfinished Business:

- A. Sign Permit Application No. 23-09: Wild Yukon Furs, Inc., Lot 1A Block 2 Unit B, Request to Place a Façade Mounted Sign

Vanessa Aegirdottir was provided an opportunity to speak about the additional information added to the application.

Motion/Second: Hites/Wishon that sign permit application No. 23-09 is in compliance with Historic District guidelines.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- B. Sign Permit Application No. 23-13: Kimberly Pruitt, Skagway Time Travel, S50' of Lots 7 & 8 Block 24, Request to Place a Façade Mounted Sign

Kimberly Pruitt was provided an opportunity to introduce the application to the Commission.

Motion/Second: Hites/Libert that sign permit application No. 23-13 is in compliance with Historic District guidelines.

Kimberly Pruitt indicated that she would change the fonts to approved ones and that a border for the sign was already planned, just not pictured.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- C. Sign Permit Application No. 23-14: Kimberly Pruitt, Skagway Time Travel, S50' of Lots 7 & 8 Block 24, Request to Place a Projecting Sign

Kimberly Pruitt indicated that she would change the fonts to approved ones and that a border for the sign was already planned, just not pictured.

Motion/Second: Hites/Wishon that sign application No. 23-14 is in compliance with Historic District guidelines.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

7. New Business:

- A. Permit Application for Development No. 23-26: Fairway Rentals, LLC., W ½ of Lot 11 Block 2, Request to Alter Building Exterior

Permitting Official Fairbanks was recused.

Applicant Representative Orion Hanson was provided an opportunity to introduce the application to the Commission.

Motion/Second: Hites/Libert that application No. 23-26 is in compliance with Historic District guidelines.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- B. Permit Application for Development No. 23-27: Sunbird Properties, LLC., Lot 12 Block 4, Request to Alter Building Exterior

Applicant Representative Heath Goebel was provided an opportunity to introduce the application to the Commission.

Motion/Second: Hites/Wishon that application No. 23-27 is in compliance with Historic District guidelines.

Applicant Representative Heath Goebel indicated that the property owner has conveyed that he is willing to do whatever it takes to be in compliance.

Commissioner Hites indicated that the preferred solution would be to remove the three transom windows that are not above existing windows, and then create the illusion of transom windows above the existing windows with framing.

NPS Liaison Matsov indicated that she would also prefer to see the large side of the building façade be broken up by leaving the existing door trim or wall trim.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- C. Building Paint Approval Application No. 23-28: Sunbird Properties, LLC, Lot 12 Block 4, Request to Paint Exterior Walls

Applicant Representative Heath Goebel was provided an opportunity to introduce the application to the Commission.

Motion/Second: Hites/Wishon that application No. 23-28 is in compliance with established historic district guidelines.

NPS Liaison Matsov indicated that she would prefer to see the front of the building facing Broadway Street painted the red color in the application, but the part of the building facing 7th Avenue be painted a contrasting color.

Applicant Representative Heath Goebel indicated that he would submit a second application to paint the 7th Avenue portion a contrasting color.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- D. Sign Permit Application No. 23-29: Heath & Jaime Goebel, Southeast Tours, N 75' of Lot 7 Block 35, Request to Place a Projecting Sign

Heath Goebel was provided an opportunity to introduce the application to the Commission.

Motion/Second: Libert/Hites that sign application No. 23-29 is in compliance with established historic district guidelines.

The Commission advised the applicant that an acceptable font from the guidelines would need to be used.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- E. Sign Permit Application No. 23-30: Heath Goebel, Popcorn Emporium, N 75' of Lot 7 Block 35, Request to Place a Projecting Sign

Heath Goebel was provided an opportunity to introduce the application to the Commission.

Motion/Second: Hites/Libert that sign application No. 23-30 is in compliance with established historic district guidelines.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- F. Sign Permit Application No. 23-31: Heath & Jaime Goebel, Little Blue House by Hatley, N 75' Lot 7 Block 35, Request to Place a Projecting Sign

Heath Goebel was provided an opportunity to introduce the application to the Commission.

Main Motion/Second: Libert/Corrington that sign application No. 23-31 is in compliance with established historic district guidelines.

Permitting Official Fairbanks indicated that this is a logo and not allowed on signs on the exterior of buildings per code.

Secondary Motion/Second: Hites/Libert to call the question.

Secondary Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

Main Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- G. Permit Application for Development No. 23-32: Duff & Karla Ray, N ½ Lot 1 Block 1, Request to Alter Building Exterior

Karla Ray was provided an opportunity to introduce the application to the Commission.

Motion/Second: Hites/Corrington that application No. 23-32 is in compliance with established historic district guidelines.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- H. Sign Permit Application No. 23-33: NPS Klondike Gold Rush National Historical Park, S 30' of E ½ Lot 11 Block 2, Request to Place a Freestanding Sign

Applicant Representative Barry Geersten, Acting Interpretation and Education Manager was provided an opportunity to introduce the application to the Commission.

Motion/Second: Libert/Hites that sign application No. 23-33 is in compliance with established historic district guidelines.

Permitting Official Fairbanks indicated that there is an exemption for temporary signs used for promoting an annual or otherwise periodic or one time event for a nonprofit organization.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

- I. Sign Permit Application No. 23-34: Jan Wrentmore, Red Onion, Lot 10 Block 34, Request to Place a Projecting Sign

Applicant Representatives Deb Potter and Liz Lavoie were provided an opportunity to introduce the application to the Commission.

Motion/Second: Libert/Hites that sign application No. 23-34 is in compliance with established historic district guidelines.

Applicant Representative Liz Lavoie indicated that one of the photos they have provided shows a single business with two projecting signs from the period of significance.

Motion passed by roll call vote, 4 yes, 0 no, 1 absent.

8. Commission Discussion:

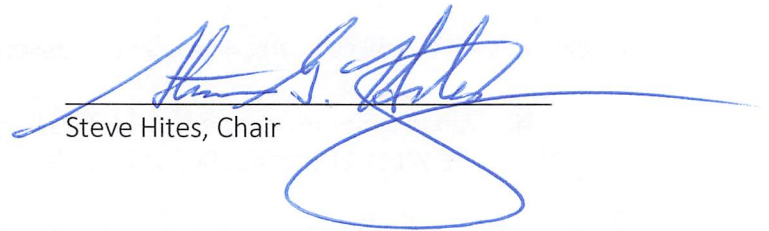
NPS Liaison Matsov indicated that she would be interested in revisiting the winter hiatus of HDC since it resulted in requiring nine hours of meetings in one week to make up for the time.

Commissioner Libert indicated that having three meetings in one week has brought up some issues that need to be addressed including clarification regarding logos and silhouettes.

9. Adjournment:

Motion/Second: Hites/Wishon to adjourn at 8:33 p.m.

Motion passed with no objections.


Steve Hites, Chair

ATTEST:


Steve Burnham Jr., Borough Clerk
(SEAL)

