



MUNICIPALITY OF SKAGWAY, ALASKA
HISTORIC DISTRICT COMMISSION MINUTES

June 26, 2023
Page 1 of 4

1. **Call to Order:**

Chair Hites called the meeting to order at 5:30 p.m.

2. **Roll Call:**

Present: Commissioners: Steve Hites, Marvin Wishon, Rosemary Libert, Nancy Corrington

NPS Liaison: Annie Matsov

Absent: Commissioners: Joel Probst **Assembly Liaison:** Dan Henry

3. **Approval of Minutes:**

A. May 22, 2023

Motion/Second: Corrington/Libert to approve the May 22, 2023 minutes.

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

4. **Approval of Agenda:**

Main Motion/Second: Wishon/Corrington to approve the agenda.

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

5. **Communications:**

A. Statement of Contact

B. Correspondence

C. Hear Citizens Present

D. Permitting Official's Report

Permitting Official Fairbanks indicated that she contacted the owners regarding the disrepair of the projecting sign that the commissioners discussed at the May 22, 2023 meeting. The owners subsequently removed the sign and Permitting Official Fairbanks requested that the commissioners continue to let her know if they see something that is not in compliance with Historic District guidelines.

6. **Unfinished Business:**

7. **New Business:**

A. Permit Application for Development in the Business-Historic District No. 23-51: Fairway Rentals, LLC., West ½ of Lot 11 Block 2, Request to Replace Five (5) Bedroom Windows on West Side of Building with Vinyl Framed Windows

Permitting Official Fairbanks indicated that she would like to be recused.

With no objection from the table, Permitting Official Fairbanks was recused.

Applicant Rodney Fairbanks was provided an opportunity to introduce the application to the Commission. He indicated that they are trying to keep expenses down by using vinyl, and since the building itself is not historic and the windows are on a second floor not facing Broadway, they would like their application to be approved.

Main Motion/Second: Libert/Wishon that application No. 23-51 is in compliance with Historic District guidelines.

NPS Liaison Matsov indicated that there are no dimensions noted on the application and as a result it cannot be determined if the ratio is in compliance with guidelines. It is also required to have a recess of at least two inches from the glass to the wall siding, and that cannot be determined from the information in the application.

Commissioner Libert indicated that because the windows are not visible directly from the streetscape, that she believes it allows for a looser interpretation of guidelines.

Chair Hites indicated that this is part of a larger remodel process, and that the owners are attempting to do the required improvements as they can afford it, while also trying to retain a historic appearance even though the building itself is not historic.

NPS Liaison Matsov indicated that she would like to see the applicant return with additional information about the dimensions of the windows so that the commission can determine if they are in compliance with HDC code.

Secondary Motion/Second: Libert/ that Application No. 23-51 be postponed until the next Historic District Commission meeting on July 24, 2023 so the applicant can provide more information.

Secondary Motion failed due to lack of second.

Commissioner Corrington indicated that there are some cases where compromise is acceptable, and the windows being not visible from the street is a significant factor.

NPS Liaison Matsov indicated that while code does allow for vinyl windows to be approved on a "case by case basis", it does not allow the same flexibility for the two-inch set back or the two to three ratio requirements. She is not advocating for or against this application, only pointing out that the commission needs more information to make a determination.

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

- B. Sign Permit Application No. 23-52: Pablo Aranda, Café on 5th, East ½ Lot 9 Block 2, Request to Place a Façade Mounted Sign

Applicant Pablo Aranda was provided an opportunity to introduce the application to the Commission.

Motion/Second: Libert/Corrington that permit application No. 23-52 is in compliance with Historic District Commission guidelines.

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

8. Commission Discussion:

- A. Additional Words for the Glossary of Terms
 - 1. Setting
 - 2. View Shed

Chair Hites indicated that he provided a document regarding the addition of these words, and a few additional words, to the glossary. He asks that the commissioners take some time to read and make notes on what he has proposed for further future discussion. He read the document for the record:

“Discussion items to add to the ‘GLOSSARY’, 19.10.005 DEFINITIONS:

PERIOD OF HISTORIC SIGNIFICANCE – The time period of Skagway’s history that will be used in the Skagway Historic District for Buildings and signage will be 1897 to 1910. The Historic District Commission may consider examples of buildings and signage in historic photographs of Skagway and Dyea when reviewing applications. It will be remembered that within that period, 1897-1910, there were buildings that were the exception to the norm, and thus applications using such buildings or signage will be dealt with on a case-to-case basis.

SETTING – Setting refers to the historic character of the place in which the property or site played its historical role. It involves ‘how’, not just ‘where’, the property or site is situated, and the property’s historical relationship to surrounding properties, features and open space. It includes the environmental characteristics of the property or site, and all of the relationships between all of the associated features around it. The physical features that constitute the historical setting of a historic property or site can be either natural or manmade, and includes such elements as topography, vegetation, manmade features, and the color, shape, and texture (materials) of the manmade features. The successful preservation of the setting of a historic property or historic site will result in a harmonious relationship between all of these elements that delivers to the observer the feeling and experience of having been at the property or site during the period of significance.

PROPOSED ADDTION OF WORDS to the Existing Word STREETSCAPE:

STREETSCAPE: The overall visual effect of the buildings along a street. (ADD: ‘This includes all ancillary aspects of a building on a street, including building color, benches, flower pots, public garbage bins, bicycle racks, and traffic and directional signs in front of a building.’)

PROPOSED ADDITION:

VIEWSHED: The geographic area that is visible from a specific point or location.”

Chair Hites indicated that the National Park Service successfully protested the building of the Juneau Road to Skagway by using the word “viewshed” against the concept of the road coming down from Lower Dewey Lake, as it would negatively impact the view of the mountains from Skagway.

NPS Liaison Matsov indicated that there is industry standard language that defines setting. There is also a general term of “cultural landscape” that might have a definition that would fit with streetscape. She will do some research and bring it back to the commission.

Commissioner Libert indicated that they should consider at what point does being in the historic district limit a business from attracting customers. It is also unclear how words like “setting” and “viewshed” will affect businesses outside of the historic district, just because it is in view of someone standing in the historic district.

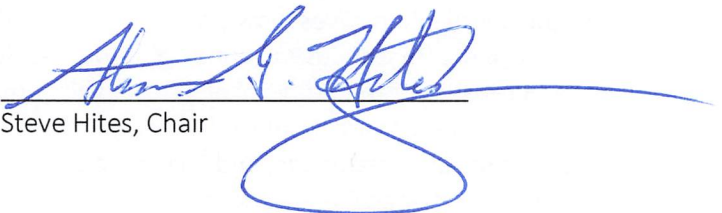
Commissioner Corrington indicated that it would be appropriate to discuss alternative materials as well, because the cost of things such as custom wooden windows is very large and they warp over time, needing to be replaced at an even greater cost to the business.

9. Adjournment:

Motion/Second: Wishon/Libert to adjourn.

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

Chair Hites adjourned the meeting at 6:31 p.m.


Steve Hites, Chair

ATTEST:

 (AS DEPUTY CLERK)

Steve Burnham Jr., Borough Clerk
(SEAL)

Approved July 24, 2023

