

MINUTES
TETON COUNTY HISTORIC PRESERVATION BOARD MEETING
TETON COUNTY ADMINISTRATION BUILDING
February 12, 2019; 7:00 PM

CALL TO ORDER

Wonson called the meeting to order at 7:07 p.m.

PRESENT WERE: Katherine Wonson, President; Michael Stern, Treasurer; Sherry Smith (via conference call), Kurt Dubbe, Frank Johnson, Kristine Abbey, Jim Turley, Board members; Mark Newcomb, BOCC liaison. Advisors present were Betsy Engle and J.P. Schubert. Members of the public present were: Morgan Albertson Jaouen, JHHSM Executive Director; and Aaron Pruzan with the Community Character Initiative.

APPROVAL OF AGENDA AND MINUTES:

The agenda was approved with modification, moved by Stern and seconded by Johnson. The January minutes were approved with modification, moved by Wonson and seconded by Dubbe.

NEW BUSINESS

Signatures for Annual Report

Gibbs collected signatures for the CLG annual report that were missing from the previous meeting. These will be sent via US mail to Renee Bovee at SHPO.

Community Character Initiative

Aaron Pruzan gave a brief explanation of the initiative, which has yet to be officially named. Pruzan explained that he and Jeff Greenbaum have been exploring the idea of creating a non-profit collective that supports preservation as a function of responsible community development. The initiative would focus on being involved in the development process at the beginning of projects as a broker exploring and offering incentives and alternatives that result in community space, workforce housing, and local businesses. This would be accomplished through a combined effort with other non profits as a working group, rather than a separate and dedicated non-profit. Fundraising would also be a component and could be a vehicle for purchasing land outright, easements, or reduced development rights. A final blessing is needed from the community foundation, but the initiative already has the support of the conservation board.

The next steps would be to create a rubric to determine properties eligible for this initiative. Pruzan mentioned taking the information produced by Winter and Co. to inform this rubric, which would be developed on its own through a study identifying properties that would be of most value to preserve, either for preservation outright, or for community benefit (such as including housing, space for local businesses / offices, etc.)

Pruzan will forward th the board a two page proposal on the initiative. Pruzan is looking for board support – both on the proposal itself, but also on their grant application to the Community Foundation that seeks funds for the initial study mentioned above (high priority needs for historic preservation, research into buying down development rights, GIS overlays).

The board will review and discuss the proposal, and vote on their support during the March meeting.

Budget Request

Stern brought up the upcoming budget request TCHPB will need to submit to the county for FY20 funding. He will be talking with Sherry Dailey to help inform how best to complete the request, since he is unfamiliar with the form. There are some outstanding issues that need to be included in the budget, such as a staff person, or if the board wants to ask for additional funding.

One of the issues is that although the board has not asked for more than \$20,000 in the past, the actual operating budget the board is using is close to \$65,000 because of rolled-over funding from previous years. Next steps are to project what the board is going to spend into June, and then increase the funding request to reach close to the actual operating budget.

Wonson moved that the board submit a budget request to the county for no more than a \$42,000, seconded by Smith. After discussion, the board voted unanimously in support of the motion.

USFS Snow King Review Period and Comments

Shubert updated the board on the Snow King assessment, being completed by a third party contractor. The contractor is looking at both the USFS and town portions of the snow king area. Schubert is hoping to get the report by next week, after which USFS will look at the document internally before passing on to the board for further evaluation. After USFS discussion with SHPO, it was decided that USFS and the board work together evaluating the report (including redlines and comments on the report's findings) before submitting the report to SHPO.

The deadline for board involvement is the end of February. The board will need to comment on both town and USFS portions for the sake of continuity and documentation, even though the town portion is not subject to the 106 review process.

Schubert will pass along all pertinent reports, both previous and the new document. A subcommittee of Engle, Smith, Johnson, Wonson, Jaouen, Abbey, and Schubert will meet to decide on the board's response. Comments will be sent to SHPO, town, and county.

Demo Permits

112 Center St.

The building at 112 Center was determined by the board to not retain any historical significance under NR criteria. The board voted unanimously to not recommend a stay.

164 E Deloney Ave.

The building at 164 E Deloney is a part of the same parcel as 112 Center St. The same determination was made by the board: the property no longer retained historical significance and voted unanimously to not recommend a stay.

PUBLIC COMMENT:

There was no public comment.

STAFF REPORT

Gibbs reported on the phone, email, and mail from the previous month. Gibbs passed to Engle a returned to sender property owner survey notification letter. Emails included those from Lisa Flood, who was doing an article on historic preservation for Homestead Magazine and who was connected with Wonson.

REVIEW OF JANUARY/FEBRUARY ACTION ITEMS

	YES	NO	MOVED
Preservation Awards Committee (Turley, Abbey, Johnson, Dubbe, Jaouen)			
• Meet before February meeting	X		
Gibbs			
• Put demo request letter on letterhead and send to Keith under Katherine's name		X	
• Keep in touch with Jim Hammerel from Melody Ranch	X		
• Send Jim's contact information to Dubbe	X		
• County binder		X	
• Edit minutes	X		
Wonson			
• Follow up on text amendment for preservation LDRs			
• Demo Permit process on letterhead and submit			
• Submit formal request to be considered for public comment for NEPA process at Snow King and submit online			
• Draft variance request letter for Crescent H			
Engle			
• Send Wonson CLG survey results	X		
• Demo matrix of Van Vleck block	X		
Olson			
• Provide any update regarding one on one meeting with elected officials re: preservation			X
• Send new board members signature sheet and forward to Gibbs	X		
Stern			
• Attend Annual Report BOCC meeting	X		
• Discuss strategies project with Luther	X		
• Upload additional reports to website			

COMMITTEE REPORTS

Town and County Integration 2020 (Formerly Incentives and Ordinance):

Van Vleck Block

The property is under contract with a group of local nonprofits and citizens who are exploring community character, conservation, and historic preservation uses of the property.

Decision Matrix for Individual Buildings

Moved.

Elected Official One on Ones

Moved

Staff Person for the Board.

The board discussed how to approach requesting funds for a staff person in their discussion of the budget. It was decided that the board make it clear the person would be “contract” i.e. no benefits. A staff person will be the largest part of a new budget.

Grant / Contract Oversight Committee

CLG Grant Residential Survey

No additional updates.

Preservation Strategies Study

Stern reported that commissioners are supportive overall. Barron expressed his concerns on the project, but was open to the project as well. At this time, it is still unclear where the remainder of the funds will come from for the contract – whether town, or county, and through what department specifically. Stern will be talking with Jorgenson tomorrow to try to determine this.

Strategic Alliances

N/A for Feb meeting

Affordable Housing

Melody Ranch Building

Moved.

Awards Committee

Subcommittee brief out

Moved.

SCHEDULE NEXT MEETING

March 12, 2019

ADJOURN

The meeting was adjourned at 9:15

ACTION ITEMS FOR MARCH MEETING:

	YES	NO	MOVED
Snow king subcommittee (Engle, Smith, Johnson, Wonson, Jaouen, Abbey)			
<ul style="list-style-type: none">Meet to discuss USFS’s consultant report on snow king – red lines and statement on findings			
Gibbs			
<ul style="list-style-type: none">Put demo request letter on letterhead and send to Cohen-Davis under Katherine’s name			
<ul style="list-style-type: none">Research other ski town preservation budgets by March 8th			

<ul style="list-style-type: none"> • Fill out demo log with decision 			
<ul style="list-style-type: none"> • Upload approved minutes / agendas 			
<ul style="list-style-type: none"> • Create agenda one week ahead of time and post for public 			
<p>Wonson</p>			
<ul style="list-style-type: none"> • Follow up on text amendment for preservation LDRs 			
<ul style="list-style-type: none"> • Write formal letter requesting TCHPB to be consulting party for Snow King and send to USFS (For our records – JP has already taken care of this) 			
<ul style="list-style-type: none"> • Submit formal request to be considered for concurring party for NEPA process at Snow King and submit letter online 			
<ul style="list-style-type: none"> • Research other ski town preservation budgets by March 8th 			
<p>Olson</p>			
<ul style="list-style-type: none"> • Provide any update regarding one on one meeting with elected officials re: preservation 			
<p>Stern</p>			
<ul style="list-style-type: none"> • Talk with Mark Newcomb and Tyler Sinclair before filling out budget request 			
<ul style="list-style-type: none"> • Submit budget request 			
<p>Schubert</p>			
<ul style="list-style-type: none"> • Send consultant report when ready 			