



**Municipality of Anchorage
Historic Preservation Commission**

A G E N D A

Thursday, April 18, 2024

5:30 – 7:00 p.m.

**Regular Meeting
(Hybrid format)**

In-Person Physical Location

Planning Conference Room 170
Planning and Development Center
4700 Elmore Road
Anchorage, Alaska

or

via Microsoft Teams

[Click here to join the meeting](#)

[Download Teams | Join on the web](#)

Meeting ID: 235 010 667 492, Passcode: NUW3jN

Or Join by Conference Call:

Dial-in Number: [+1 907-519-0237](#)

Conference ID: [812 461 876#](#)

I. CALL TO ORDER

- A. Roll Call
- B. Land Acknowledgement
- C. Disclosures

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES

- A. March 21, 2024

IV. UNFINISHED BUSINESS

- A. Government Hill Wireless Station
- B. HPC Rules of Procedure
- C. Nominations to Local Landmark Register
- D. Continued Section 106 Consultations

V. NEW BUSINESS

- A. Old St. Nicholas Orthodox Church in Eklutna
- B. New Section 106 Consultations

VI. PERSONS TO BE HEARD (3-minute limit)

VII. COMMITTEE REPORTS

VIII. STAFF REPORTS

IX. COMMISSIONERS' COMMENTS

X. ADJOURNMENT

Next Regular Meeting—May 16, 2024

Land Acknowledgement (Agenda Item I.B.):

The Historic Preservation Commission would like to acknowledge that we gather today on the traditional lands of the Dena'ina Athabascans. For thousands of years the Dena'ina have been and continue to be the stewards of this land. It is with gratefulness and respect that we recognize the contributions, innovations, and contemporary perspectives of the upper Cook Inlet Dena'ina.

Commenters or Persons to Be Heard (Agenda Item VI.):

If possible, please email tom.davis@anchorageak.gov prior to the meeting.

HPC Committees (Agenda Item VII.):

- Historic Preservation Plan (HPP) Committee

Historic Preservation Commission

April 18, 2024, Meeting Packet TOC

<i>Description</i>	<i>Page</i>
III.A. March 21, 2024, HPC Meeting Minutes - Draft	1
IV.B. HPC Rules of Procedure:	9
IV.B.-1 Memo Re: Final Draft Rules of Procedure	9
IV.B.-2 Final Draft HPC Rules of Procedure for Review	11
V.A. Memo Re: Old St. Nicholas Orthodox Church	19
V.B. New Section 106 Consultations:	21
V.B.-1 Memo Re: New Section 106 Consultations	21
V.B.-2 Letter – Alaska Railroad MP 114 Bridge Replacement	23
V.B.-3 Letter – JBER Building 16322 Roof Replacement	27
V.B.-4 Email – Birchwood Airport Master Plan Update	31
VIII. Staff Reports:	33
VIII.-1 Staff Report Items	33
VIII.-2 HPC Approved 2024 Priorities	35

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Municipality of Anchorage
Anchorage Historic Preservation Commission

MEETING SUMMARY

Thursday, March 21, 2024
 5:30 p.m.

Regular Meeting

Hybrid Meeting – In-person and Virtual via Teams
 Planning Conference Room 170, 4700 Elmore Road

I. CALL TO ORDER

The meeting was called to order at 5:33 p.m.

A. Establishment of Quorum/Roll Call

A quorum was present. *Chair Klug* attended remotely and delegated the role of Chair to *Commissioner Scher*, who served as Acting Chair for the meeting.

Present: Darrick Howard *
 Jeremy Karchut
 Bryce Klug, *Chair* *
 Marc Lamoreaux *
 Connor Scher, *Vice-Chair (Acting Chair)*
 Loren Leman, *Secretary*

Ex-Officio Members & Staff:

Tom Davis, Senior Planner/Historic Preservation Officer, Planning Department
 Maria Lewis, Architectural Historian/CLG Program Coordinator, Alaska State
 Historic Preservation Office
 Ryan Yelle, Long-Range Planning Division Manager, Planning Department
 Karlie Lamothe, Senior Planner, Planning Department *

B. Land Acknowledgement (*delivered*)

C. Introductions – Guests

Guests: No guests attended.

D. Disclosures (*none*)

* Attended remotely

II. APPROVAL OF AGENDA

Commissioner Leman moved to approve the agenda. *Commissioner Karchut* seconded.

The agenda was approved unanimously.

III. APPROVAL OF THE MINUTES

A. December 21, 2023.

Commissioner Leman moved to approve the December 21, 2023, minutes as presented and distributed. *Chair Klug* seconded.

The December 21, 2023, minutes as presented were approved unanimously.

B. January 25, 2024.

Commissioner Leman moved to approve the January 25, 2024, minutes as presented and distributed. *Chair Klug* seconded.

The January 25, 2023, minutes as presented were approved unanimously.

IV. UNFINISHED BUSINESS

A. Government Hill Wireless Station

Tom Davis reported that he will distribute a revised, final draft report for review. It incorporates edits from Commissioners Klug and Scher, staff, and Maria Lewis with SHPO. It is missing the figures and photos. *Mr. Davis* requested Commissioners to review and comment on the final draft report and document their hours. He also reported that the Municipality is \$2,800 worth of in-kind services short of meeting the match requirement by March 31 deadline, but he anticipated the final round of edits and review by staff and Commissioners will likely fulfill the match.

Maria Lewis with SHPO explained that the Municipality should consider the Wireless Station report as a working document that the Municipality continues to work on, after submitting the report to SHPO. The report could be kept in a binder to allow incorporation of new material.

Acting Chair Scher asked if the Municipality has additional photographs including historical photos that it could include. *Mr. Davis* responded that it does have additional photographs and he will include all photos in the appendices, and some will be shown in the main report.

Acting Chair Scher requested staff to also include existing HABS documentation.

Action Items:

- Commissioners Scher and Klug, and Staff, to conduct a final round review and edit of the draft report (HSR) and document their hours.
- All Commissioners invited to review the HSR, provide comments, and document their hours.
- Staff to create a Wireless Station subfolder on the Commission's SharePoint OneDrive folder and upload the draft report appendices materials, including all photos.
- Staff to find existing HABS documentation and incorporate as an Appendix.

B. Continued Section 106 Consultations

4th Avenue Signal and Lighting Upgrades project: *Tom Davis* reported that this is a continued consultation on a street improvement project in Downtown Anchorage. Commissioners had an opportunity to review the initiation letter a few months ago. The current request before the HPC is to provide feedback to the Alaska DOT&PF regarding their January 25, 2024, letter on page 11 of the packet finding of no adverse effect on historic resources. On page 17 of the packet, the findings state that the project will have no effect on the characteristics that qualify the historic properties in the APA for inclusion in the National Register of Historic Places. The street improvements are limited to the public ROWs,

Maria Lewis reported that SHPO did not concur with the findings and suggested that DOT&PF look at this as a district. SHPO did not agree with the determination of eligibility, that there could be many more properties that contribute to a district.

Chair Klug and *Commissioner Scher* commented that it did not seem like the historical context of the buildings is being affected, so did not see a reason to not concur with the Alaska DOT&PF findings.

Action Item:

- Staff to convey the Commissioners' comments to the Alaska DOT&PF.

V. NEW BUSINESS

A. HPC Rules of Procedure

Tom Davis explained that the request before the HPC is to review, make any changes, and approve the revised draft set of HPC rules of procedure, which are provided in the meeting packet. *Mr. Davis* noted that the draft rules of procedure were adapted from other municipal commissions' rules and informed by general guidance on the SHPO website for historic preservation commission meetings. The rules of procedure is a helpful reference to save time in Commission meetings, and empowers the Commission.

The draft rules of procedure are tailored for the needs of the HPC, including:

- Establishing the officer position held by Commissioner Leman as “Administrator” (page 21);
- Establishing the HPC meeting dates as the third Thursday of the month (page 22);
- Establishing that meeting agendas shall be distributed by the Friday before the meeting;
- Establishing the general order of business at meetings to include the types of activities that the Commission carries out at HPC meetings (page 24);
- Documenting the land acknowledgement statement (page 24); and
- Providing the procedures for disclosures and public hearings (pages 25-26).

Chair Klug moved to discuss the draft rules of procedure. *Commissioner Karchut* seconded.

The motion to discuss the rules of procedure was approved unanimously.

Chair Klug commented on Article I, Section 1, on page 1 of the draft rules of procedure. He questioned scheduling the election of officers in March. In the past, elections were held in October. October term expiration could force a re-vote. *Staff* responded that the March date is consistent with the other boards and commissions that the Planning Department supports. New commissioners are often not seated until March, because the transition between outgoing and incoming commissioners often takes place between November and January, rather than in October. The March date allows new commissioners to have attended one or two meetings before voting for officers.

Chair Klug commented on Article II, Section 1, last sentence, on page 2 of the draft rules. He recommended that the rules of procedure provide the amount of time that committee meetings should be publicly noticed. It should follow the municipal code requirements for public noticing.

Commissioner Leman asked if the draft rules of procedure are following a standard template from boards and commissions. *Tom Davis* responded affirmatively. The draft rules of procedure use the format of the Geotechnical Advisory Commission (GAC) rules of procedure and borrow some aspects from the Planning and Zoning Commission (PZC) rules of procedure.

Commissioner Leman commented on Article III, Section 11, on page 4, recommending that the statement establishing the order of business at all HPC meetings be made more flexible, by adding “unless changed by the commission,” for example when there is a guest at the meeting.

Commissioner Leman commented on Article I, on page 1 of the draft rules, regarding the title of the third officer, “Administrator.” There is a need to find a better title. “Administrator” implies getting into the details of the running the Commission, which is not the intent. *Mr. Davis* responded that staff is open to suggestions. There is need to find another word besides “Secretary” as that title is taken by the Planning Director.

Action Items:

- Commissioner Leman and staff to research an appropriate position title for the third officer of the HPC.
- Staff to incorporate the suggested changes from today into a second revised draft rules of procedure for consideration at the April Commission meeting.

B. Nominations to Local Landmark Register

Tom Davis reported that this is a new business item for the Commission to have an opportunity to begin work on one of its priority activities for 2024 that it approved in January (referred to today's meeting packet (Item F.3. on page 63). He explained that this 2024 priority was suggested by Commissioners Scher and Lamoreaux, who proposed the Commission nominate municipal properties and Alaska Native cultural resources on public lands to the Local Landmark Register. *Mr. Davis* suggested that today's discussion be limited to a brief organizational discussion, to perhaps establish a Committee that can take the lead and prioritize a list of candidate resources to bring to the full Commission for consideration. *Mr. Davis* and *Acting Chair Scher* discussed reason why the currently adopted nomination approval process includes a stop at the Planning and Zoning Commission.

Acting Chair Scher and *Commissioner Lamoreaux* agreed to work together on preparing the nomination of cultural resource sites as candidates for nomination. *Commissioner Lamoreaux* suggested as a candidate an archeological site in the Peters Creek area that may be impacted by the Birchwood Airport improvements project. He requested someone to access AHRS to determine if the archeological site is in the project impact area. *Commissioner Karchut* agreed to check the AHRS for him.

Acting Chair Scher indicated that previously the Commission had also discussed nominating the Historic City Hall, a Point Woronzof site, the Wireless Station, and other municipal properties on the National Register. He indicated that he would review that list.

Commissioners Lamoreaux and *Scher* requested staff to research if the Municipality has historical aerial photography that it could share, which would help in the location and identification of the candidate sites.

Action Items:

- Acting Chair Scher and Commissioner Lamoreaux to begin selecting and preparing the nomination of Alaska Native cultural resource sites as candidates for the Local Register.
- Commissioner Karchut to research the AHRS for the archeological site in the Peters Creek area that Commissioner Lamoreaux believes may be impacted by the Birchwood Airport project.
- Acting Chair Scher to review his list of municipal candidate properties for nomination.
- Staff to research if the Municipality has the rights to share its historical aerial imagery with the HPC.
- Staff to find out if there is a mandatory reason why the nominations process should include a stop at the Planning and Zoning Commission.

C. Annual Report to SHPO

Tom Davis referred Commissioners to the draft 2023 annual CLG Report provided on page 29 of the meeting packet, for Commission members' review and comment. Although no formal Commission action is necessary, any Commissioner comments by next Thursday are welcome.

Commissioner Klug reported that he had reviewed the draft CLG report. He commented that he did not find any information to be missing, and that the report looked good as drafted.

Commissioner Klug moved to extend the meeting to 7:30 p.m. *Commissioner Leman* seconded.

The motion to extend the meeting to 7:30 p.m. was approved unanimously.

D. New Section 106 Consultations

Tom Davis reported that the Municipality has received a total of four new or updated Section 106 project consultation requests since the Commission last met. The Commission proceeded to review and comment on each, as follows:

Glenn Highway and Hiland Road Interchange: *Commissioner Scher* suggested the Commission concur with the finding of no adverse effects. There were no further comments or objections.

JBER Muldoon Gate Canopy: *Commissioners Scher, Klug, and Leman* suggested the Commission concur with findings of no adverse effects. There was no objection.

Ursa Major Elementary School Replacement: *Mr. Davis* reported that the Municipality received a consultation initiation letter on February 8, 2024, regarding the replacement on JBER of the ASD's Ursa Major Elementary School. The letter includes a determination of eligibility. The project's consultant, Corvus Culture, recommends that Ursa Major Elementary School (ANC-04812) be determined eligible for the National Register under Criterion A for its association with Anchorage's post-WWII and Cold War buildup patterns, and Criterion C for architecture in the International Style. The report also argues that Ursa Major Elementary School has retained integrity sufficient to convey its significance. JBER does not concur with this determination of eligibility.

Mr. Davis reported that staff forwarded initial comments from Commissioner Scher to JBER, expressing concurrence with the project consultant (Corvus) report that the building is eligible for the National Register of Historic Places and removal would constitute an adverse effect. It retains integrity and is characteristic of the International Style. However, Commissioner Scher also concurs with the JBER and ASD assessment that the building is not eligible under Criterion A for association with the Cold War build-up of military infrastructure but *is* associated with the post-World War II development. If the building is to be removed, the Commissioner Scher suggested mitigation including a HABS documentation of the building as well as informational placards with historic photographs and information installed in the new/replacement school building.

Mr. Davis further reported that JBER's project representative, Liz Ortiz, wrote back in response, explaining that JBER has not yet defined the mitigation, but it will include a documentation element and a public outreach element. Documentation is typically a HABS/HAER Level II or III package including architectural drawings, photos, and a narrative with a history and building description. Public outreach may include interpretive information, a school learning module about military families in Alaska during the post-WWII build-up, or a children's publication with the same themes. Ms. Ortiz that the project is adversely affecting an historic elementary school and intends to give back to the community that can directly benefit from the mitigation. As JBER and ASD begin to develop a Memorandum of Agreement, there will be consultation opportunities for the HPC.

Maria Lewis reported that SHPO responded in a letter that argues the school is eligible under both Criteria A and C, but A being under the *education and community development* theme, not the *Cold War* theme. *Mr. Davis* reported the SHPO letter is available in the Sharepoint OneDrive folder.

Commissioner Scher explained that a local architectural historian had noted that this building was one of the more quintessential of the Manley and Mayer architectural firm's work. The firm basically designed every school in Anchorage in the 1950s and 1960s. Ursa Major is similar in design to the YMCA/Boys and Girls Club facility in Spenard. *Commissioner Scher* agreed it does retain integrity.

Commissioner Leman asked staff to find out if ASD will own the new building and suggested that mitigation include a model of the building that people can see, rather than just documentation.

Commissioner Klug recommended that the Commission respond that it agrees the school meets National Register Criteria A and C (under the *education and community development* theme) and the project does have an adverse effect, and that the HPC encourages some kind of mitigation.

JBER 2024 Archeological Survey: *Mr. Davis* reported that the Municipality received a request for concurrence on February 5, 2024, from the project managers at JBER. They completed an archaeological survey and evaluation of sites for the NRHP, and are requesting HPC concurrence on several determinations of eligibility for the NRHP. The letter provides a summary of the sites evaluated.

Commissioners Klug and Scher commented that this appears to be an extensive project and covers a significant size area. There were no further comments.

Action Item:

- Staff to convey Commissioners' Section 106 comments to the project agencies, and to determine if the ASD or JBER will be the owner of the new school.

VI. PERSONS TO BE HEARD (*none*)

VII. COMMITTEE REPORTS

Historic Preservation Plan (HPP) Committee: There was no progress to report since January.

Chair Klug moved to extend the meeting to 7:40 p.m. *Commissioner Karchut* seconded.

The motion to extend the meeting to 7:40 p.m. was approved unanimously.

VIII. STAFF REPORTS

Tom Davis summarized the March 21 staff report memo sent to commissioners prior to the meeting.

Maria Lewis, with SHPO, delivered a slide presentation regarding upcoming CLG activities:

- In May or June SHPO will announce a next round CLG Grant opportunity.
- There is an upcoming CLG training opportunity, the biennial national NAPC FORUM conference scheduled to take place July 31 – August 4. The conference is focused on issues facing local historic preservation commissions, and includes networking opportunities, educational tours, and other training. The Alaska CLG program will be an NAPC member soon, possibly by April, so that staff and Commissioners can register as NAPC members.
- The NAPC website resources for members will soon be available to staff and Commissioners. NAPC will contact Tom Davis in April with the website's member log-in information, and then Mr. Davis will distribute that log-in information to the Commissioners.
- Maria Lewis is the project coordinator for the *Alaska Historic Preservation Plan* 10-year update, for the 2025-2034 period. The project website will launch soon. Upcoming outreach includes a Quick Poll, a Meeting-in-a-Box for CLGs, and regional workshops.
- The annual OHA/SHPO workshop for CLG staff and commissioners will take place on Friday, April 5, from 9 a.m. to 5 p.m. in the BP Energy Center, Birch Room. The meeting format is hybrid, with in-person and virtual attendance opportunities. Attendance is free. Register online soon if you wish to attend in person, as seats are filling up.

IX. COMMISSIONERS' COMMENTS *(none)*

VIII. ADJOURNMENT

Chair Klug moved to adjourn the meeting. *Commissioner Karchut* seconded.

The motion was approved unanimously, and the meeting was adjourned at 7:39 p.m



Municipality of Anchorage

Planning Department

Memorandum



IV.B.-1

Date: April 18, 2024
To: Historic Preservation Commission
From: Tom Davis, AICP, Historic Preservation Officer
Subject: Final Draft HPC Rules of Procedure – for Review and Approval

A revised draft *HPC Rules of Procedure* is attached for HPC review and approval. Its revisions are based on the Commissioners' discussion and follow-up comments regarding the 3-21-2024 draft, and further staff edit review. Following is a list of the revisions:

- Page 1, Article I, Sections 1 and 4: The third HPC officer is changed to "Recording Officer." In Section 1, the phrase "at its first meeting in March" is changed to "at its meeting in March." In Section 4, the duty to assist the Chair in compliance with the Robert's Rules of Order has been removed from the list of duties assigned to the Recording Officer.

Discussion: The 12th Edition Robert's Rules of Order, in Section 47:32, provides alternative name options for the "Secretary" officer position if the word "Secretary" is not available or redundant to another person's role. Section 47:32 reads, in part, "The recording officer is sometimes called the *clerk*, the *recording secretary* (when there is also, for example, a corresponding secretary or financial secretary), the *recorder*, or *scribe*." After further email correspondence with Chair Klug and Commissioner Leman, the name "Recorder" was selected and then adjusted to "Recording Officer."

- Page 3, Article III, Section 5: A new Section 5 has been inserted that specifies there shall be 24 hours public notice prior to special meetings, committee meetings, work sessions, and continued meetings of the HPC.

Discussion: During the Commission discussion on 3-21-2024, Chair Klug suggested clarifying the minimum public notice prior to committee meetings. Anchorage Municipal Code (AMC) 1.25.015, *Notice of Meetings*, subsection B., requires that notice of meetings attended by a quorum of an advisory board shall be provided at least 48 hours prior to the meeting. Meetings attended by more than three members for the purpose of considering a matter which the advisory board is empowered to act on shall be provided at least 24 hours prior to the meeting.

- Page 4, Article III, Section 12: A second clause has been added to the sentence to clarify that the Commission may rearrange the meeting agenda at the beginning of a meeting.
- Throughout: Minor (non-substantive) technical edits and formatting corrections.

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MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

ARTICLE I – OFFICERS

1. The Commission shall annually organize and elect a Chair, Vice-Chair, and Recording Officer at its meeting in March.
2. The Chair shall preside over the meetings of the Commission and shall exercise all the powers usually incident to the office and shall be a voting member with full right to have their vote recorded in all deliberations of the Commission. The Chair or a designated appointee shall attend Anchorage Assembly and other Municipal Board or Commission meetings at which important Commission recommendations are presented and shall speak on behalf of the Commission.
3. The Vice-Chair shall assume the duties of the Chair in their absence or during business items from which the Chair is excused. In case the Chair and Vice-Chair are both absent or excused, the members present shall elect a Temporary Chair, who shall during the meeting or agenda item have full powers of the Chair.
4. The Recording Officer shall assist the Secretary in the preparation of the meeting record, and assist the Chair in compliance with these Rules of Procedure.
5. The Planning Director shall be the Secretary. In the Planning Director's absence, the Historic Preservation Officer shall act as Secretary. In case both are absent, another designated member of the Planning Department staff shall act as Secretary. The Secretary shall keep a record of all meetings of the Commission and shall keep such files as may be required.

MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

ARTICLE II – COMMITTEES

1. The Commission may form standing and temporary committees to address specific issues in more detail. Standing committees address ongoing activities of the Commission. Temporary committees address a specific situation and may be disbanded once the situation has been addressed. Committees shall be composed of two or more members of the Commission. The Commission may form a committee of the whole to discuss items that need further discussion in an informal setting before the Commission can take action.

ARTICLE III – MEETINGS

1. Regular meetings of the Commission shall be held on the third Thursday of the month at 5:30 p.m., unless notice of postponement is given each member at least twenty-four hours prior to that time. If the regular meeting shall occur on a holiday observed by the Municipality, the meeting shall be rescheduled at the discretion of the Chair or Secretary to a date that is not a Saturday, Sunday, or holiday observed by the Municipality. Should the Commission be unable to complete all the required business at a regular meeting, the Commission shall continue the meeting to a designated date.
2. Special meetings may be called by the Chair or Secretary, provided that at least twenty-four hours' notice of special meeting is given each member at their established business or residence.
3. Meetings of the Commission shall be held at a designated place unless notice of another meeting place is given to each member at least twenty-four hours prior to the meeting and a public posting is made at the regular meeting place informing the public of the change of meeting location.

MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

4. All meetings of the Commission shall be open to the public, except that any question permitted by law may be discussed in an executive session, which is closed to the public, provided that no final action is taken on any question in that session.
5. Regular meetings, special meetings, work sessions, and continued meetings shall be publicly noticed at least 48 hours prior to the meeting. Committee meetings shall be publicly noticed at least 24 hours prior to the meeting.
6. A majority of the membership of the Commission shall constitute a quorum for the transaction of business. Action by the Commission shall require the favorable vote of a majority of the full membership of the Commission. Full membership means a majority of the nine authorized seats of the Commission, less the number of Commissioners excused for conflicts of interest.
7. Any member who has a substantial direct or indirect financial interest in any question being voted shall disclose their interest but shall not be excused from voting hereon except with the concurrence of the majority of the other members present, as provided in Article IV – Procedure for Disclosures.
8. Any member of the Commission anticipating an absence from a Commission meeting shall so advise the Commission Chair and Secretary prior to the meeting. Any member of the Commission anticipating an extended period of absence from Commission meetings shall so advise the Commission Chair and Secretary in advance. A member who misses three consecutive regular meetings without prior excuse shall automatically be recommended to the Mayor and Assembly for replacement.
9. In all matters not covered by these rules, Roberts Rules of Order, Revised, shall govern.

MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

10. All recommendations by the Commission to the Anchorage Assembly, other Municipal Board or Commission, or the Administration shall be made by resolution. Resolutions shall be numbered consecutively within each year, according to the sequence of approval, and shall be signed by the Chair and the Secretary. The minutes of the meeting at which the resolution is adopted shall show the vote of each member.
11. The agenda for each regular meeting of the Commission shall be prepared by the Secretary and shall be distributed to each member no later than 5 p.m. on the Friday prior to the meeting.
12. The order of business at all meetings of the Commission shall be as follows, unless changed by the Commission at the meeting:
 1. Call to Order/Roll Call
 2. Land Acknowledgement
 3. Disclosures
 4. Approval of Agenda
 5. Approval of Minutes
 6. Special Order of Business/Executive Sessions (*as needed*)
 7. Unfinished Business
 8. New Business
 9. Persons to Be Heard
 10. HPC Committee Reports
 11. Staff Reports
 12. Commissioners' Comments and Questions
 13. Adjournment
13. The Land Acknowledgement shall be stated as follows:

The Historic Preservation Commission would like to acknowledge that we gather today on the traditional lands of the Dena'ina Athabascans. For thousands of years the Dena'ina have been and continue to be the stewards of this land. It is with gratefulness and respect that we recognize the contributions, innovations, and contemporary perspectives of the upper Cook Inlet Dena'ina.

MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

14. The deadline for adjournment of all meetings shall be as designated by a majority vote of the members present.

ARTICLE IV – PROCEDURE FOR DISCLOSURES

1. The Chair shall ask for disclosures.
2. The Commission member shall make a disclosure regarding one or more specific items on the agenda.¹
3. For each agenda item that the member has made a disclosure, the Chair (or acting Chair) shall ask, and the member respond to, the following questions:²

Does the member have a substantial financial interest or substantial private interest in the business item before the body and is that interest:³

- *A substantial part of the present action of the commission on this item?*
- *One that varies directly and substantially with the outcome of the commission's action?*
- *Immediate and known or inconclusive (conjectural) and dependent on factors beyond the commission's action?*
- *Significant monetarily?*
- *Generally possessed by a large group, or only by the individual member? (If there is an interest, is it by a large group or by an individual? If you have a large interest, then specify that limited interest is of a general nature.)*

¹ If the Chair has a disclosure to make, the Chair first gives the other Commissioners the opportunity to make any disclosures. The Chair discloses last, after the Commission has addressed disclosures from other members. After making the disclosure, the Chair gives control of the meeting over to the Vice-Chair. The Vice-Chair becomes the acting Chair for the purpose of carrying out the disclosure procedure to determine if the Chair should participate in discussions and actions for that item. Once the Vice-Chair has completed the procedure to determine if the Chair has a conflict or not, the Vice-Chair returns control of the meeting to the Chair.

² In practice, as an alternative to step 3, upon listening to the disclosure by the member, if the Chair believes there is no direct conflict, the Chair may state that they think there is no direct conflict and unless there are any objections from other Commissioners can direct the member to participate in discussions of the agenda item, without asking the bulleted questions in 3 or undergoing a motion and vote.

³ The Chair asks each bulleted question individually and has the member respond before moving on to the next bulleted question.

MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

4. The Chair shall ask for a motion from another Commissioner to direct that the member participate in the business item.⁴
 - Motion: *I move to direct _____ to participate in business item _____.*
 - Second the motion.
 - Commissioners (not including the member) vote, yes or no.
5. If the member has made a disclosure on more than one agenda item, the Chair shall repeat steps 3 and 4 for each additional agenda item for which the member has made a disclosure.
6. The Chair shall repeat the procedure for each Commissioner who makes a disclosure.

ARTICLE V – PROCEDURE FOR PUBLIC HEARINGS

1. The Chair shall ask for a staff report on the public hearing item.
2. After the staff presentation is completed on the public hearing item, the Chair shall ask for public testimony on the issue.
3. Persons who wish to testify shall adhere to the following time limits:
 - Petitioners (including all their representatives) - 10 minutes. (Part of this time may be reserved for rebuttal.)
 - Representatives of groups (community councils, PTAs, etc.) - 5 minutes.
 - Individuals - 3 minutes.
4. When a person's testimony is complete, they may be asked questions by the Commission. Persons shall only testify once on any issue unless questioned by the Commission.
5. After there is no further public testimony, the Chair shall declare the public hearing is closed.

⁴ The motion in step 4 is always stated in the positive, to direct the member to participate. This motion enables the commission to vote on the matter. A "no" vote excuses the member from participating in the agenda item.

MUNICIPALITY OF ANCHORAGE
HISTORIC PRESERVATION COMMISSION
RULES OF PROCEDURE

ARTICLE VI - CHANGE OF RULES

1. The Rules of Procedure may be amended at any regular or special meeting of the Commission by a majority vote of the membership of the Commission.

Approved: **DATE**

Craig H. Lyon
Secretary

Bryce Klug
Chair

4-18-2024 DRAFT

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Municipality of Anchorage

Planning Department

Memorandum



V.A.

Date: April 18, 2024
To: Historic Preservation Commission
From: Tom Davis, AICP, Historic Preservation Officer
Subject: Old St. Nicholas Orthodox Church in Eklutna

This agenda item is for initial discussion. No action is requested this month. The objective is to discuss a range of options for action the Municipality might take to support the Old St. Nicholas Orthodox Church restoration project, in response to the following request by its representative.

On April 9 we received a request for help from Laura Schue with Russian Orthodox Sacred Sites in Alaska, Inc (ROSSIA, <https://rossialaska.org/>), a nonprofit working to restore the Old St. Nicholas Orthodox Church in Eklutna. She explained that ROSSIA has a federal appropriation for the project, and a pending application with the Alaska Historic Preservation Fund, and that they are continuing to look for funding. Ms. Schue explained that SHPO staff suggested she inquire to the Municipality about applying for a CLG Grant through the Municipality.

I informed Ms. Schue that ROSSIA may request the following kinds of support from the HPC and Municipality. There may be other ways the Municipality might participate in this project besides those listed below.

1. CLG Grants: The Municipality is eligible to apply to SHPO for CLG Grants that can be used for the restoration of private or non-profit properties. For example, the cities of Seward and Ketchikan recently received CLG grants for private groups. The awarded grant funds must go through the Municipality and the Municipality must be the applicant for the CLG Grant. However, the project can still be managed entirely by the private entity. The private entity can also write the grant application and submit it to the Municipality for our final approval and submission to SHPO. The 40% match requirement can be met through in-kind services, including volunteer hours of donated time on the project by municipal staff, Commissioners, or (I think) the non-municipal volunteers or project staff on the restoration project.
2. Anchorage Historic Preservation Fund: The Municipality of Anchorage maintains a Historic Preservation Fund (Fund 740). The Municipality may appropriate money from Fund 740 as grants or loans for historic preservation projects, if supported by the HPC and Assembly.
3. Nomination to the Local Landmark Register: ROSSIA or the property owner may propose nominating the Old St. Nicholas Orthodox Church to the Local Landmark Register. Municipal staff can assist in preparing the application and facilitating the review and approval.

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Municipality of Anchorage

Planning Department

Memorandum



V.B.-1

Date: April 18, 2024
To: Historic Preservation Commission
From: Tom Davis, AICP, Historic Preservation Officer
Subject: New and Updated Project Consultation Requests

The Municipality has received two new Section 106 project consultation requests, and an opportunity to comment on the Birchwood Airport Master Plan, since its March meeting, as follows:

Alaska Railroad MP 114 Bridge Replacement: The Municipality on March 27 received the attached consultation letter and a cultural resources desktop study (available in the HPC OneDrive folder) for Anchorage CLG feedback. The desktop study identified three resources in or near the proposed APE. The FTA concurred with the proposed APE, determined that the project will have adverse effects on one of the three resources, and indicated that stipulations in a referenced MOA are sufficient to mitigate the adverse effects and no further mitigation is necessary. The letter requests Anchorage CLG review and feedback regarding the proposed APE and effects determination within 30 days.

JBER Building 16322 Roof Replacement: The Municipality on April 10 received the attached letter regarding a project to replace the roof on Building 16322 (ANC-0650) on JBER. The building is eligible for listing on the National Register of Historic Places. JBER recommends this project will result in no adverse effect to historic resources, and requests Anchorage CLG review and concurrence on this assessment of effect.

Birchwood Airport Master Plan: The Municipality on April 6 received the attached email notification of a public and agency comment opportunity regarding the Birchwood Airport Master Plan Update, February 2024 Public Review Draft. The comment deadline is Tuesday, April 30th.

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U.S. Department
of Transportation
**Federal Transit
Administration**

REGION X
Alaska, Idaho, Oregon,
Washington

915 Second Avenue
Federal Bldg. Suite 3192
Seattle, WA 98174-1002
206-220-7954
206-220-7959 (fax)

March 27, 2024

Anchorage Historic Preservation Commission
Municipality of Anchorage
c/o Planning Department
Attn: Tom Davis, Senior Planner
PO Box 196650
Anchorage AK 99519-6650

**Subject: Alaska Railroad Corporation
MP 114.3 Bridge Replacement Project
National Historic Preservation Act, Section 106
Effects Determination Consultation**

Dear Mr. Davis:

The Federal Transit Administration (FTA), in cooperation with Alaska Railroad Corporation (ARRC), is proposing the MP 114.3 Bridge Replacement Project (Project). The Project would replace the existing bridge over Ship Creek in Anchorage, Alaska, to maintain the safety and reliability of the ARRC's rail operations. ARRC intends to apply for federal funds administered by FTA for the Project, making it an undertaking subject to the provisions of Section 106 of the National Historic Preservation Act (Section 106), and its implementing regulations at 36 Code of Federal Regulations (CFR) Part 800. This letter initiates Section 106 consultation, and requests feedback on the proposed Area of Potential Effects (APE) and the proposed Effects determinations for the Project.

The Project is located on the ARRC mainline track at Milepost 114.3 over Ship Creek in Anchorage, Alaska. The bridge is located at Section 18, Township 13 North, Range 3 West, Seward Meridian (Lat. 61.2236, Long. -149.8924). Figure 1 of Attachment A shows the project location and proposed APE, which includes the railway right of way.

Project activities include replacing the existing the entire bridge structure, clearing and grubbing, construction of work pads, temporary trestle bridge, track raise, and riprap armoring.

In support of FTA's regulatory obligations under Section 106, ARRC contracted HDR Engineering, Inc., to conduct a cultural resources desktop survey to document historic properties within the Project APE and vicinity to comply with federal regulations. The survey effort included a desktop survey of 20.62 acres and review of previous cultural resources surveys in the area. The resulting report entitled *Alaska Railroad Bridge Replacement, Bridge 114.3: Cultural Resources Desktop Study*, dated August 2023, is enclosed with the letter as Attachment A for your review.

Based on the results of the desktop survey, the following properties have been identified in/near the APE:

- ANC-01305, ARRC Railroad Bridge MP 114.3: This bridge was included as an eligible historic property, with SHPO concurrence, in the 2017 *Memorandum of Agreement among the Federal Transit Administration, Alaska State Historic Preservation Officer, and the Alaska Railroad Corporation Regarding Upgrades to and/or Replacement of Alaska Railroad Pony Truss Bridges* (2017 Pony Truss MOA). The 2017 Pony Truss MOA included stipulations to mitigate any adverse effects associated with the repair and/or replacement of the pony truss bridges in ARRC's system. The replacement of this bridge would constitute an adverse effect to this site, but the 2017 Pony Truss MOA stipulations would be sufficient to mitigate this adverse effect.
- ANC-00663, The Nagley House: This wood-framed building was relocated to this location and remains within the boundary of the original Anchorage townsite. The resource was determined not eligible for listing on the NRHP in 2003. There would be no adverse effect to the site.
- SEW-00029, The Alaska Railroad: This resource is potentially eligible for the National Register, but such a determination is beyond the scope of this project. If it were assumed eligible for the purposes of this undertaking, there would be no adverse effect. The Project would serve to preserve the continuity and integrity of the rail system and would not represent an alteration with the potential to diminish the integrity of the resource as a whole.

Based on the aforementioned documentation, FTA has made the following determination:

- The APE for the Project includes 20.62 acres as described above and shown in Figure 1 of Attachment A.
- The Project will have **adverse effects** on historic properties, specifically on ANC-01305, ARRC Railroad Bridge MP 114.3.
- The stipulations included in the 2017 Pony Truss MOA are sufficient to mitigate these adverse effects; no further mitigation is needed.

Pursuant to 36 CFR Part 800, FTA requests your feedback on the proposed APE and effects determination within 30 days of receipt of this letter. Should you require additional information or have questions, please contact Barney Remington at (206) 220-7966 or Barney.Remington@dot.gov.

Thank you for your consultation on the Project.

March 27, 2024
Page 3

Sincerely,

Susan Fletcher, P.E.
Regional Administrator

Enclosures: Attachment A *Alaska Railroad Bridge Replacement, Bridge 114.3: Cultural Resources Desktop Study*, dated August 2023.

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**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, 673D AIR BASE WING
JOINT BASE ELMENDORF-RICHARDSON, ALASKA**

10 April 2024

MEMORANDUM FOR ALASKA DEPARTMENT OF NATURAL RESOURCES
OFFICE OF HISTORY AND ARCHAEOLOGY
ATTENTION: MS. JUDITH E. BITTNER

FROM: 673 CES/CEIEC
6326 Arctic Warrior Drive
JBER AK 99506-3240

SUBJECT: Roof Replacement, Building 16322 (ANC-00650) on Joint Base Elmendorf-Richardson

1. Purpose and Need: The Joint Base Elmendorf-Richardson (JBER) Environmental Section (673d CES/CEIEC) is coordinating consultation for replacement of the roof on Building 16322 (ANC-00650), which is eligible for listing on the National Register of Historic Places (NRHP). The purpose of this letter is to notify your office of this undertaking and request your concurrence on an assessment of effect.

2. Project Description and Area of Potential Effect: The proposed undertaking would replace the existing flat, built-up roof of Building 16322 with ethylene propylene diene monomer (EPDM) roofing assembly (Figure 1). This includes a layer of 5/8-inch thick gypsum fiber cover board insulation and tapered expanded polystyrene roof board insulation with slope 1/2" per foot toward existing roof drains. The existing parapet and metal parapet cap will be retained. The underlying concrete roof deck will not be altered. Existing vents and drains will be replaced in-kind. The area of potential effect is the exterior of Building 16322.

3. Historic Properties and the Area of Potential Effect: Building 16322 (ANC-00650; Figure 2) was constructed as an unattended microwave relay station (R1-N) connecting Neklasson Lake, Rabbit Creek, and the Anchorage toll center as part of the White Alice Communications System (WACS)¹. It was built and began operating in 1956 and is still in use by ALASCOM today. The property consists of one storage building, two small power buildings, one 100-foot tower, and one 50-foot tower. The two-story rectangular addition was built in 1961-2 and the generator/cable vault shed were added to the east in 1965. The asphalt, felt, sheeting and insulation of the built-up roof was replaced in roof was replaced in 1994.

WACS linked a network of microwave, radio, and troposphere signal systems and relayed communications back to Elmendorf AFB, Eielson AFB, and the NORAD headquarters in Colorado. Alaska's WACS is significant as an example of communications and military preparedness during the Cold War era. Considered vital to national defense, the WACS facilities were determined eligible for the

¹ Georgeanne Reynolds. 1988. *Historical Overview and Inventory: White Alice Communications System*. Report prepared for USAF Alaska Air Command, Elmendorf AFB, Alaska by US Army Corps of Engineers Alaska District.

NRHP in 1989 for their association with the Cold War. Building 16322 now supports satellite and cellular technology on JBER and continues to support short distance communication.



Figure 1. Aerial view of Building 16322 and associated structures.

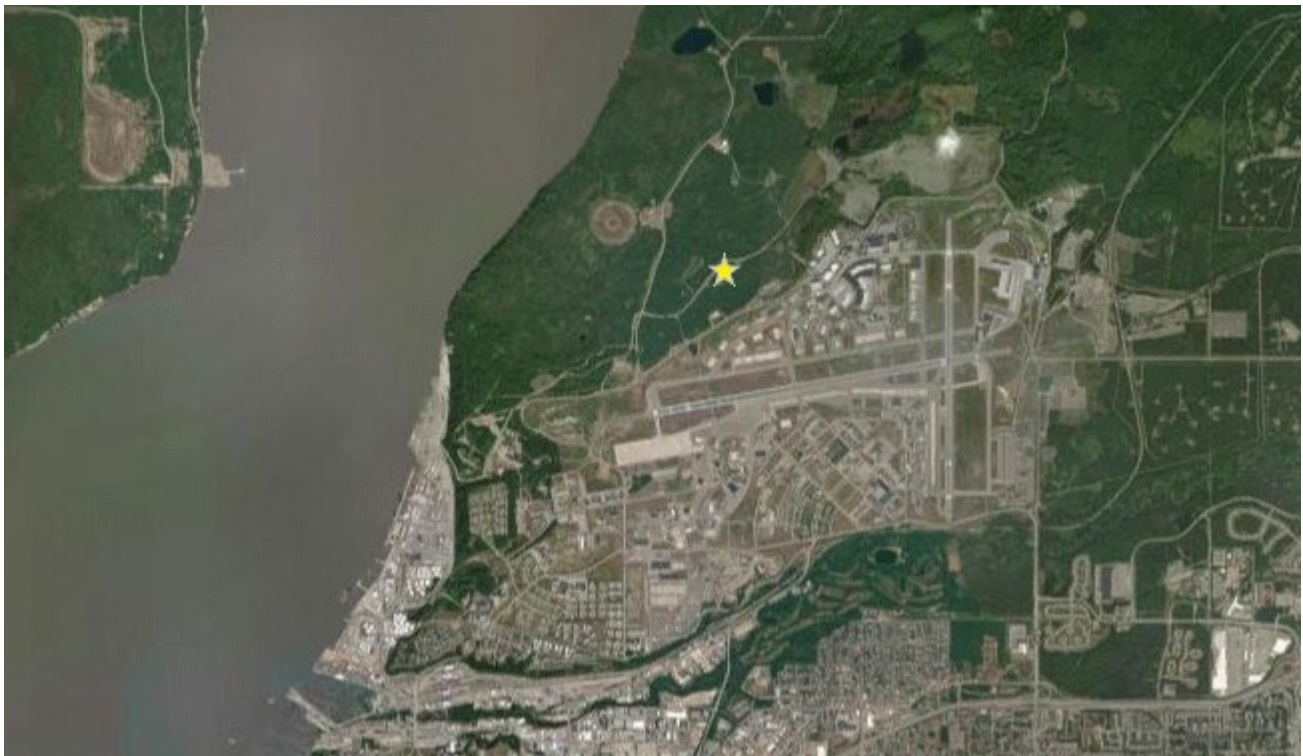


Figure 2. Proposed project location.



Figure 3. Area of potential effect, known cultural resources, previously surveyed areas, and resources with 1/2-mile.

There are 8 cultural resources within ½ mile of the area of potential effect (Figure 2 and Table 1). ANC-00430 has been destroyed, three of the buildings are eligible for the NRHP, three have been determined to be not eligible for the NRHP, and one of the buildings has not been evaluated. This is a guard shack (ANC-04482) that was built in the mid-1980s and is on the flight line where physical access is restricted. It will not be affected by this undertaking and was built less than 45 years ago. No Determination of Eligibility was completed regarding this property for this undertaking.

Table 1. Known resources within 0.5 miles of area of potential effect.

AHRS no.	Description	NRHP eligibility	Affected by undertaking?
ANC-00650	R1-N White Alice Communications System Station	Eligible	No adverse
ANC-00430	Tent/Cabin Platform	Destroyed	No
ANC-00955	Bldg 18224/41-755 Power Plant	Not eligible	No
ANC-01053	Bldg 16437/42-450 Pump House	Not eligible	No

ANC-02568	Military Debris Along Haul Road and Cherry Hill Barrow	Not eligible	No
ANC-03211	Bldg 16430 Aircraft Maintenance	Eligible	No
ANC-03218	Bldg 18220 Barracks	Eligible	No
ANC-04482	Bldg 14414, Guard Shack 9	N/A*	No
*Guard Shack 9 was built in 1984 and does not reach exceptional significance required for Criteria Consideration G-Buildings less than 50 years of age.			

4. Assessment of Effects: The area of potential effect is comprised of the exterior of Building 16322 (ANC-00650) – a historic property. There are no historic properties or cultural resources of concern within the viewshed of this undertaking or the building. The proposed project will retain visible features of Building 16322, including the roof aspect, parapet, and ventilation systems. While the roofing system will no longer be a built-up asphalt and wood decking system, the EPDM system does not change the appearance or function of the roof, leaves the underlying concrete deck intact, improves environmental systems, and extends the life of the building. This undertaking will result in *no adverse effect to historic properties*. We request your concurrence with this assessment of effect. Copies of this letter will be sent to federally recognized tribes (Native Village of Eklutna Traditional Council, Native Village of Tyonek, Knik Tribal Council, and the Chickaloon Village Traditional Council), and the Anchorage Historic Preservation Commission. If you have any questions, please contact Margan Grover at margan.grover@us.af.mil and 384-3467 or Liz Ortiz at elizabeth.ortiz.10@us.af.mil.

JEANNE L. DYE-PORTO, GS-14, DAF
Chief, Installation Management Flight

From: [Shelly Wade](#)
 To: [Shelly Wade](#)
 Cc: [Miles, Philana C \(DOT\)](#)
 Subject: IMPORTANT: Birchwood Airport Master Plan - Public Review Draft Comment Deadline Extended, April 30th!
 Date: Saturday, April 6, 2024 5:41:43 PM
 Attachments: [image007.png](#)
 Importance: High

[EXTERNAL EMAIL]

Good afternoon, all – We are writing today to:

1. Thank everyone that participated in the March 30th Public Meeting at the Birchwood Civil Air Patrol facility. Thank you for taking the time to share your comments, questions, and concerns about the [Birchwood Airport Master Plan Updated, February 2024 Public Review Draft](#). Within the next week will post meeting summaries for both the March 22nd Stakeholder Advisory Group and Public meetings and related materials.
2. Share the news that the **comment deadline for the Public Review Draft is extended to Tuesday, April 30th**.

Please share this email that includes links to the Public Review Draft below with your Birchwood family, friends, and neighbors. You can also find all information on the project website: <https://dot.alaska.gov/creg/birchwoodamp/>.

We look forward to your feedback and please reach out if you have any questions about how to submit your comments on the Draft Plan.

Respectfully,

Shelly Wade, AICP

Public Involvement Lead, Agnew::Beck Consulting
 907-242-5326; shelly@agnewbeck.com

Dena'inaq etnen'aq' gheshtnu ch'q'u yeshdu. (Dena'ina) *I live and work on the land of the Dena'ina. (English)*

Translation by J. Isaak and S. Shaginoff-Stuart

From: Shelly Wade

Sent: Tuesday, March 12, 2024 10:48 AM

To: Shelly Wade <shelly@agnewbeck.com>

Cc: Miles, Philana C (DOT) <philana.miles@alaska.gov>

Subject: Birchwood Airport Master Plan Update - Public Review Draft is HERE (comment deadline: April 30th)!

Importance: High



Birchwood Airport Master Plan Update

THANK YOU, everyone that has helped shape the **Birchwood Airport Master Plan Update**.

The Public Review Draft is ready, and **WE REALLY NEED YOUR FEEDBACK! The deadline for comments is Monday, April 8th Tuesday, April 30th**.

1. **Access the Draft Plan and related background materials:**

- Click below for the **February 2024 Public Review Draft**:
 - [Birchwood Airport Master Plan \(AMP\) Update: Public Review Draft, February 2024](#) 62MB
 - [Birchwood AMP Update: Public Review Draft, 5.0 Alternatives Excerpt](#) (pgs. 74-110 of full draft) 3MB – Includes preliminary and other alternatives considered for the airport layout, evaluation of each alternative, and description/rationalization for the Preferred Alternative.
- A print copy of the draft plan is available for viewing at the office of HDL Engineering Consultants, LLC, at 3335 Arctic Boulevard, Anchorage, Alaska. [Notice of Availability](#)

2. **Share your feedback on the Draft Plan by Monday, April 8th Tuesday, April 30th! Here's how:**

- Use the **Online Comment Box** in the "Contact Us" section of [the project website](#).
- Download, complete, and email or mail this [Fillable Comment Form](#).
- Call or Email the Project Team using info below.
- **DON'T FORGET – Submit your comments by Monday, April 8th Tuesday, April 30th!**

3. Check out the project website for related **Project Meeting, FAQs, and other Background Documents**.

4. **What happens next?**

- **Mid-March** – The Stakeholder Advisory Group will meet to discuss the Draft Plan.
- **End of March** – We will hold a public meeting to share and get stakeholder and partner feedback on the Draft Plan. *Details on meetings dates, times, and locations COMING SOON!*

Have a comment or question about the February 2024 Public Review Draft or next steps? **Contact the project team!**

Philana Miles, C.M.

Alaska Department of Transportation & Public Facilities, Project Manager

907-269-0519; philana.miles@alaska.gov

Shelly Wade, AICP

Public Involvement Lead, Agnew::Beck Consulting

907-242-5326; shelly@agnewbeck.com

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Municipality of Anchorage

Planning Department

Memorandum



VIII.-1

Date: April 18, 2023
To: Anchorage Historic Preservation Commission
From: Tom Davis, HPO
Subject: Agenda Item VIII Staff Report for April 18, 2023, HPC Meeting

Following are Agenda Item VIII Staff Report items from the Planning Department. The verbal staff report will include brief highlights from these items and potentially other updates, and staff can answer questions.

Historic Preservation Fund (Fund 740) Status Report: As of April 11, 2024, Fund 740 has \$10,052.38 in funds on hand, \$350.00 in appropriated funds remaining in a Historic Preservation Center Girdwood Survey project budget, \$930.00 in appropriated funds remaining in a Pioneer Schoolhouse Renovation project budget, and \$44,027.66 in appropriated funds remaining in a 4th Avenue Theater project budget, for a total of \$55,359.19 in funds.

The Planning Department is determining if the three projects have been completed. If those projects have been completed, then staff may recommend to the Assembly returning all Fund 740 funds remaining in those projects to the main Fund 740 account.

Unfilled Commission Seats: The Municipality received an application from Dr. Dierdre Benson, an adjunct professor of history at UAA, to fill the historian seat on the Commission, and the Mayor's Office nominated Dr. Benson to fill the seat and submitted that and 10 other nominations to advisory boards and commissions to the Assembly to approve the appointment on April 9.

The Assembly (in a divided vote) postponed the appointments of new advisory board and commission members until the July 16 Assembly meeting. This action delayed appointments of nominees to 10 municipal boards and commissions, including Dr. Benson's appointment to the HPC. The Assembly members who led this action explained they oppose approving appointments to advisory boards during a Mayoral election and a "time of transition" between Mayors, and emphasized their action had nothing to do with the qualifications of the nominees.

The Administration is aware that several of the affected boards and commissions including the HPC are short of members and the appointments would help with quorum.

The Planning Department and the Administration are reaching out to building and real estate industry organizations and individuals to solicit candidates to fill the remaining two empty seats on the Commission. These include the seat for a member with professional construction or engineering experience, and the seat for a real estate professional.

2024 CLG Grant Project Award: *(no change from March)* The Alaska Historic Commission recommended approval of the grant proposal that we submitted to SHPO, for a project to develop a municipal survey inventory database. SHPO said that the Municipality can expect to receive the grant agreement in May, after which the Municipality can proceed with the project.

The grant is for \$6,000, which the Municipality will use to hire a GIS contractor to assist in database design, and the Municipality will contribute at least \$4,000 in match, in the form of in-kind services by municipal staff hours on GIS, database design and access, and public process. The deadline for completing this inventory database is August 2025.

Oscar Anderson House Museum Exterior Renovation: *(no change from March)* The municipal Facilities Maintenance Department plans to finish its Oscar Anderson House re-roofing and repainting project this summer.

Historic Anchorage City Hall Renovation for a New Downtown Branch Library: *(no change from March)* As reported in the A.D.N. on March 9, the Administration is moving forward with plans to set up a new library branch in Downtown, in Anchorage’s historic city hall on Fourth Avenue. According to the A.D.N., the project is funded by a \$2.5-million federal pass-through grant from the State of Alaska, and a \$12.5-million trust fund that came from a private donation for the purpose of reestablishing a Downtown branch library. Both the grant and donation are to the Anchorage Library Foundation, a nonprofit. The Foundation not the Municipality is the recipient of the grant. A Municipality is in midst of executing a grant agreement with the Foundation and will serve in a project manager role to hire a lead architect, engineer, and other contractors to carry out the project.

HPO staff met on 3-7-2024 with the municipal Facilities Maintenance Department, which will be the municipal agency that will manage the project to renovate the Old City Hall to accommodate a new Downtown branch of the municipal library system. HPO staff also spoke on 3-19-2024 with OMB staff. The grant agreement between the Municipality and Library Foundation had yet to be signed and executed at that time, so the Municipality had yet not received any funds to begin a project. As reported in the A.D.N., the Foundation and Municipality have yet to determine if the 88-year-old building can handle a library, or what the cost may be to bring it up to code.

After the Municipality’s grant agreement with the Foundation is executed, HPO staff can work with the project team to determine the ultimate source of the pass-through grant, for example if that included federal funding that would require a Section 106 consultation.



Municipality of Anchorage

Planning Department

Memorandum



VIII.-2

Date: March 21, 2024
To: Historic Preservation Commission
From: Tom Davis, AICP, Historic Preservation Officer
Subject: HPC Priorities for 2024 as Approved on January 25, with a Proposed Addition

Following is the list of HPC priority activities for 2024 that the Commission approved on January 25. It also includes, in **yellow highlights**, an addition that Chair Bryce Klug proposed in December but was missing from the January draft version that the Commission reviewed and approved. Priorities are listed according to the categories in the State's *Annual Certified Local Government Report*. Certified Local Government (CLG) requirements are underlined.

A. LOCAL PRESERVATION ORDINANCES

1. Amend the LLO to clarify nominations criteria and approval process, per HPC Resolution 2023-01 regarding the ANHS nomination.

B. LOCAL HISTORIC PRESERVATION COMMISSION

1. Establish HPC rules of procedure, consulting with the HPC enabling ordinance.
2. Participate in training opportunities including NAPC Forum 2024 (7-31 to 8-4).

C. SURVEY AND INVENTORY OF HISTORIC PROPERTIES

1. Establish an MOA inventory of historic resources, compatible with the AHRs.

D. PRESERVATION PLANNING ACTIVITIES

1. Complete the local Historic Preservation Plan (HPP).

E. NATIONAL REGISTER PROGRAM PARTICIPATION

1. Prepare to review nominations to the National Register by establishing procedures and amending the MOA historic preservation ordinance if necessary.
2. Review any proposed nominations to the National Register.

F. PROTECTION OF HISTORIC PROPERTIES

1. Participate in Section 106 consultations as requested.
2. Get final approval of the nomination of ANHS to the Local Landmark Register.
3. Nominate municipal properties on the National Register and Alaska Native cultural resources on public lands to the Local Landmark Register.
4. Support the municipal Real Estate and Facilities Maintenance Departments' effort to repaint and reroof the Oscar Anderson House Museum.

(Continued on next page)

PUBLIC PRESERVATION EDUCATION PROJECTS

1. Submit an annual report of HPC activities and accomplishments to the Assembly.
2. Give out local historic preservation awards for Historic Preservation Month.
3. Promote the Local Landmark Register as sites get added to the Register, and promote the sites on the Register, such as on an accessible social media platform.
4. Invite an expert from the National Alliance for Historic Preservation's *Commission Assistance and Mentoring Program (CAMP)* to provide training and advice to the Commission, as well as to community leaders and businesspeople. *(Note: Chair Bryce Klug proposed adding this as a priority during the December HPC meeting. It was missing from the draft list that the Commission reviewed and approved in January.)*

G. HISTORIC PRESERVATION GRANT ACTIVITIES

1. Complete the Government Hill Wireless Station assessment report.
2. Propose a rehabilitation plan for the Wireless Station.
3. Propose to supplement the HPP project funding for specific tasks creating the HPP.
4. Propose to hire GIS contractors to carry out inventory activity C.1. above.

H. OTHER PRESERVATION ACTIVITIES