

**CITY OF NEWPORT
HERITAGE PRESERVATION COMMISSION
MINUTES OF NOVEMBER 13, 2013
REGULAR MEETING**

The November 13, 2013 regular meeting of the Newport Heritage Preservation Commission (HPC) was called to order by Chairperson Linda Michie at 4:30 p.m. in the council chamber of the Newport City Hall.

Roll Call

The following members were present: Linda Michie (chair), Bev Bartl, Jo Bailey.

The following members were absent: Steven Lanz.

Also present: Robert Vogel (consultant); Bill Sumner (council liaison).

Secretary's report

The minutes of the September 11, 2013 regular meeting were approved as mailed.

Demolition permits

Consultant Vogel advised the commission that the policy requiring a 5-day waiting period for demolition permits involving structures over 50 years old was no longer needed because the assessor photographs all primary and accessory structures. Since the early 1990s, the HPC has documented several dozen structures that were demolished to ensure that no significant historic resources were lost.

Planning commission

The HPC will invite the Planning Commission to its annual meeting in January. Consultant Vogel was directed to contact the city's planning consultant to coordinate the joint meeting.

Red Rock cemetery

Consultant Vogel provided a brief update on the cost quotations received regarding fencing of the historic cemetery.

Pioneer Park building

There was discussion of the feasibility of renovating the accessory structure in Pioneer Memorial Park, currently used for storage, and making it the focus of the HPC's presence in the park during Pioneer Day.

Library

There was discussion of the need for a prioritized list of building repair and maintenance projects.

Certified Local Government annual report

Consultant Vogel reported that he had submitted the city's annual report for federal fiscal year 2013. Electronic copies of the report will be distributed to HPC members.

Annual meeting

After discussion, it was agreed to hold the HPC's annual meeting at the Newport Library on the second Wednesday in January; the meeting will be called to order at 5:30 p.m. After a brief "business meeting," there will be a reception, followed by a joint meeting with the Newport Planning Commission. Consultant Vogel was directed to make the necessary arrangements.

Veterans' memorial

The memorial plaza having been completed, there was a consensus of opinion among the commission members that the city should have a formal dedication ceremony, preferably on Memorial Day.

HPC vacancies

There was discussion of the need to fill all HPC vacancies in a timely manner when members resign or their terms expire.

There being no further business, the meeting was adjourned at 5:21 p.m.

Respectfully submitted,

Robert C. Vogel, Preservation Planning Consultant