Anchorage Historic Preservation Commission
Through Microsoft Teams

Thursday, May 28, 2020
5:30 – 7:30 p.m.

Teams Meeting Dial-In Number: 907-519-0237
and Meeting Conference ID: 552 445 277#

or

Call in to Conference Bridge Number: 907-343-6067 or 1-888-572-6067

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1. Meeting Minutes Approval [ATTACH A] - Connor
2. Historic Preservation Month Assembly Proclamation [ATTACH B] - Staff
3. Finalized LLO Package for web public comment [ATTACH C] – Staff and Chair
4. Draft HPC Priorities Assignments [ATTACH D] – Staff and Commissioners
5. CLG – Girdwood Historic Properties Survey Project [ATTACH E] – Staff and Judy
6. NAPC 2020 – Virtual Attendance – Staff and Judy
7. JBER Section 106 – Chair
8. Port of Alaska Section 106 – Staff
9. Girdwood Area Plan Update – Connor / Julie
11. Homestead Maps – Connor
12. Public Comment on Non-Agenda Items (3 minutes please)

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IMPORTANT:

Commenters: Please call 343-7993 or email: kristine.bunnell@anchorageak.gov prior to the meeting to be able to comment.

~ All Attendees will please MUTE phones/computers unless you are speaking ~
## Anchorage Historic Preservation Commission

**Thursday, May 28, 2020**

### Packet Attachments

<table>
<thead>
<tr>
<th>Description</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Attachment A</strong>: Meeting Minutes Approval</td>
<td>1</td>
</tr>
<tr>
<td>January 23, 2020 <em>(draft)</em></td>
<td>1</td>
</tr>
<tr>
<td>February 27, 2020 <em>(draft)</em></td>
<td>7</td>
</tr>
<tr>
<td><strong>Attachment B</strong>: Historic Preservation Month Assembly Proclamation</td>
<td>15</td>
</tr>
<tr>
<td><strong>Attachment C</strong>: Finalized LLO Package for Web Public Comment</td>
<td>17</td>
</tr>
<tr>
<td>Director’s Guidance for Local Landmark Nomination Process <em>(draft)</em></td>
<td>17</td>
</tr>
<tr>
<td>Form for Local Landmark Register Nomination <em>(draft)</em></td>
<td>31</td>
</tr>
<tr>
<td>Local Landmark Ordinance <em>(draft)</em></td>
<td>35</td>
</tr>
<tr>
<td><strong>Attachment D</strong>: Draft HPC Priorities Assignments</td>
<td>49</td>
</tr>
<tr>
<td><strong>Attachment E</strong>: CLG – Girdwood Historic Properties Survey Project</td>
<td>51</td>
</tr>
<tr>
<td><strong>Attachment F</strong>: Public Outreach Planning for LLO</td>
<td>71</td>
</tr>
</tbody>
</table>
Meeting Minutes
Municipality of Anchorage Historic Preservation Commission (HPC), Monty Rogers, Chair
23 January 2020, 17h30 ADT

Approved XXXXXX.

Agenda

1) Call to Order at 17h31.
   a) Commissioners in attendance: Jenny Blanchard, Kevin Keeler, Bryce Klug, Marc Lamoreaux (phone), Julie Raymond-Yakoubian (phone), Connor Scher
   b) Muni Historic Preservation Officer in attendance: Kristine Bunnell.
   c) Quorum established.

2) Approve Agenda.
   a) Bunnell suggests adding new Agenda Item 2 to review packet comments from Planning staff, as well as old business item 5.b. to discuss the Historic Preservation Fund.
   b) Klug suggests adding old business item 5.c. to discuss the AIA Historic Resources Committee presentation event.
   c) (Agenda Item 2): Bunnell briefly presents the packet of documents: agenda, grant applications, local landmarks ordinance, meeting schedule, etc.
   d) Klug suggests adding Agenda Item 5d, to discuss the upcoming Girdwood Board of Supervisors (GBOS) MOA Quarterly Meeting.
   e) (Agenda Item 3): Klug moves to approve amended agenda.
   f) Keeler seconds the motion.
   g) The motion passes unanimously.

3) (4) Approve Past Meeting Notes
   a) Scher checks on the status of two action items, indicated on the minutes as page 3, line 9 and page 3, line 12.
   b) Bunnell responds that for the first (Brownfields funds), Government Hill Community Council would support applying for funds, but they would be the group applying. For the second (Government Hill Park Plan), the Government Hill Park Plan may not have begun, and Bunnell asked to receive notice when they begin.
   c) Klug moves to approve past meeting minutes.
   d) Blanchard seconds the motion.
   e) The motion passes unanimously.

4) (5) New Business
   a) Wireless Building Grant Application Review:
      i. Bunnell reports the grant application is in progress.
      ii. Bunnell relates that the Government Hill Community Council did issue a resolution of support for the Wireless Station grant application.
      iii. Blanchard asks commissioners to submit comments to Bunnell before the 30th.
   b) Girdwood Cultural Resource Inventory and Survey Grant Application Review:
      i. Bunnell asks for comments on the application.
ii. Keeler asks if the two grant applications are competing with each
other. Bunnell answers they are not, but are competing against
other CLGs.

iii. Bunnell shares that there is a group in Girdwood interested in
historic preservation, and may do most of the work for the
survey.

iv. Scher shares information about the group, as well as
correspondence with Girdwood residents about pre-contact
“occupation” of the Girdwood Valley, and asks for information
about this occupation.

v. Blanchard and Keeler explain the significance of Beluga Point,
Turnagain Arm, and Portage, and the archaeological investigations
at Beluga Point.

vi. **Action Item:** Blanchard will forward final report of the Beluga
Point site to Scher.

vii. Lamoreaux explains there were many cultures in and around Cook
Inlet and Turnagain Arm before the arrival of Europeans including
Proto-Eskimo, Katchemak culture, Alutiiq, and Dena’ina whose
influences appear in place names and travel routes in the area.

viii. Lamoreaux asks who the HPC native outreach coordinator will be,
and Bunnell confirms that Lamoreaux will be.

ix. Bunnell asks about a comment at the Holiday Bazaar regarding an
archaeological site in Girdwood, and Scher mentions the
investigation of the Girdwood Bluffs site.

x. Keeler explains the area was at the edge of Dena’ina and Sugpiaq
territory.

xi. Raymond-Yakoubian relates that there are no Alaska Historical
Resource Survey (AHRs) sites in the Girdwood Valley.

xii. Klug suggests checking with the Kenai Mountains-Turnagain Arm
Heritage Area group for any information.

xiii. Blanchard asks about the resolution of support from GBOS, and
Scher explains the process of getting a resolution of support in
Girdwood, and presents the resolution draft to the HPC.

xiv. Blanchard suggests changing the term “windshield survey” to
something else, more professional (Lamoreaux echoes the
sentiment).

xv. Scher reads the suggested additions from Bunnell for the record.

xvi. Bunnell explains that all the commissioners can attend the State
Historic Preservation Commission meeting, and that all can speak
to the grant applications.

xvii. Klug asks for clarification on the grants and if they will be
presented at the same time, and Bunnell confirms that both are
CLG grants.

xviii. **Action Item:** Bunnell will send out information about the upcoming
meeting of the State HPC, including date and time.

c) **JBER Section 106 Projects Review:**

i. Blanchard presents two packets from JBER regarding the removal of
two structures (Building 10427, Airmen’s Dormitory, ANC-03185 and
Building 53, Transient Officer’s Quarters, ANC-02970) and repair
of another building (Building 11551, Hangar 1, ANC-00927) at
Elmendorf.

ii. The packets mention architectural drawings detailing the proposed
work, but these are absent from the documents. Klug asks for
those drawings.
iii. Bunnell suggests that the HPC request JBER salvage construction
materials from the buildings.
iv. Scher asks if the HPC need to make an action at this time.
v. Blanchard responds instead that commissioners should get comments
to Monty by the end of the month.

5) (6) Old Business
   a) Local Landmark Ordinance Presentation and Nomination Form Review:
i. Blanchard highlights the need for a user guide and shares the
subcommittee has made little progress since the last meeting
because of the holidays. They hope to meet in February, and
present the outcome at the HPC February meeting. The subcommittee
did not meet in December.
ii. Bunnell indicates a launch event could be on 6 March, the First
Friday of the month, and that commissioners could present the
slide show.
iii. A discussion begins around the content of the presentation. The
clear outcomes are: to condense the slides explaining the HPC,
condense the slides explaining the Landmark Register, reorganize
the presentation to put more emphasis on the Register and not the
HPC, and put the slide asking for questions at the very end.
iv. Bunnell feels the need to add benefits of local landmark
ordinance.
v. Blanchard reiterates the need to change the local landmark
definition slide to reflect the ordinance language.
vi. Action Item: Blanchard and Monty Rogers will revise the slides
defining “local landmark” and “local landmark district”.
vii. Bunnell suggests removing the slide explaining economic and
social benefits because they are more related to the Historic
Preservation Plan, and replace with an existing poster.
viii. Action Item: Scher will create a slide explaining the economic
and social benefits of a Local Landmark Register.
i. Blanchard indicates the presentation was missing a photographic
example of an object and a landscape, and the traditional
cultural property image is not sufficient.
x. Scher suggests Point Campbell is a better “site” than Ship Creek.
x. Bunnell identifies the need to present the process, in a flow
chart.
   xi. Action Item: Bunnell will create a flow chart slide showing the
nomination process.
   xii. Keeler suggests moving the landmark examples closer to the front
of the presentation.
   xiv. Bunnell suggests putting the purpose of the Commission at the end
of the presentation.
   xv. Bunnell explains the outline: list the landmark examples, explain
the reason for ordinance, benefits, then requirements, and flow
chart.
   xvi. Klug suggests moving the questions to the last slide, as well as
cleaning up the text regarding the schedule and contact
information.
   xvii. Bunnell indicates municipal staff support the ordinance as
written, but have not posted on-line.
   xviii. Bunnell shares stall will post the ordinance on-line when the
Commission does the kick-off event
   xix. Blanchard indicates the posting should include the user guide and
nomination form, in at least draft form.
xx. Bunnell shares that she requested extending Holly Spoth-Tores’ contract to September 2020, and that Purchasing lost the request.
xxi. **Action Item: Bunnell will post the ordinance on 6 March.**
xxii. **Action Item: Blanchard suggests splitting the Community Councils among the Commissioners at the February meeting.**
xxiii. Klug asks if the presentation should include a slide requesting support from the Community Council.
xxiv. Keeler adds that the Commission should supply a form-resolution for the Community Councils to sign.
xxv. **Action Item: Bunnell will add slide asking for Community Council support.**
xxvi. **Action Item: Bunnell will make draft resolution for Community Councils to sign.**
xxvii. Bunnell explains the Community Council process, and how the presentation is new business, and then the resolution occurs the following month as old business.

b) Historic Preservation Fund Report:
i. Bunnell presents fund balances, indicating the HPC have $34,717.29 in unappropriated revenues (interest) and around $55,000 in Fund 740. Bunnell asked the finance officer if the HPC could roll the interest into 740. The officer confirmed this is possible. Bunnell asks the HPC if they want to roll the interest into 740, leaving some for the grant matching.
ii. **Action Item: Bunnell is waiting for confirmation to see if such a move would be possible.**
iii. Raymond Yakoubian asks into which line item the money would go, and Bunnell explains each line item title does not indicate the funds must go towards those projects. Any new project gets a new line item.
iv. Scher asks when the HPC would know it could move the funds. Bunnell is not able to answer.
v. Blanchard asks if other commissions or departments could take the money, and Bunnell assures that concern, explaining that Fund 740 has special protections.
vi. Scher asks when the HPC would hear about the State HPC approving the grant applications.
vii. Scher asks if the HPC can wait to transfer the funds until that time, when there may be a new project and account line item.
viii. Klug asks if the HPC receives a grant from the state, if a new line item would open in the fund. Bunnell answers yes.
ix. Scher moves to table the discussion until Bunnell has answers to the commissioners’ questions.
x. Klug seconds the motion.
xi. **Action Item: Per a request from Klug, Bunnell will provide an explanation on the fund transfer procedure.**

xii. Keeler expresses concern about accountability for the account. Bunnell answers the comment that when she researched the Fund 740, she got confirmation that the HPC has sole use of the account and its money.

xiii. Klug asks if the HPC can close some of the line item projects, or if the funds are fully spent, the project line item goes away. Bunnell responds that the line items remain, even if they have no balance.

xiv. Blanchard cancel the motion on the table and tables the discussion until next month.
c) American Institute of Architects (AIA) Historic Preservation Committee
   i. Klug speaks about the AIA event, and explains the format of the presentations will be similar to Pecha Kucha. Grand Crosby is leading the event. Klug suggests having at least one commissioner present at the event, perhaps presenting information on the HPC and the Landmark Register.
   ii. Action Item: Klug will distribute information about the LLO at the event.

d) GBOS-MOA Quarterly Meeting
   i. This item came about after the agenda for the meeting appeared and included a strange new business item relating to the MOA, the HPC, and consultation processes. It later became apparent that the GBOS member who drafted the agenda was simply seeking information about the HPC, and did not mean any judgement or imply a change in direction.
   ii. Bunnell explains the context of this meeting, and indicates that the municipal manager Bill Falsey, Planning Director Michelle McNulty, and Maintenance Manager for Girdwood, Kyle Kelley, would be present. Because McNulty would be there representing the Planning Department, Bunnell would not attend. Bunnell explains that some agenda items struck her as odd, and believed it warranted discussion.
   iii. Klug asks to whom the “MOA” refers in the agenda item.
   iv. Keeler asks about the powers of GBOS.
   v. Raymond-Yakoubian urges other commissioners attend, as she cannot attend.
   vi. Blanchard coordinates which commissioners can attend the meeting.
   vii. Scher asks who drafted the agenda. Bunnell is not able to answer because she does not have that information.
   viii. Scher asks if the Mayor will be present. Bunnell believes he will not be.
   ix. Blanchard asks Raymond-Yakoubian if she has information on the agenda item, and Raymond-Yakoubian says she does not have additional information.
   x. Action Item: Scher will seek clarification on the agenda item.
   xi. Action Item: The commissioners indicate if they could attend, and Keeler, Klug, and Blanchard commit to attending.

6) (7) Public Comment on Non-Agenda Items
   a) Keeler presents special event by the Anchorage Ski Club at Arctic Valley Ski Area that involves special ticket prices in commemoration of eighty-two years of operation.
   b) Scher asks if there are any celebration plans for the centennial of incorporation of Anchorage. Bunnell relates there are no plans, but suggests drafting a proclamation.
      i. Keeler asks for more information about the self-rule anniversary, and Scher explains the history.
      ii. Action Item: Bunnell will send Scher a version of a mayoral proclamation as a rubric.
   c) Scher shares he presented Anchorage history to youth workers at the Seeds of Change.
   d) Keeler asks about the Alaska Railroad Record, and Scher explains them further, and their availability on-line.
   e) Blanchard shares that the National Archives are looking at closing the Seattle office, and urges commissioners to reach out to the Alaska Congressional delegation.
f) Bunnell shares that she has acquired a new dog.

7) (8) Adjourn
   a) Blanchard moves to adjourn the meeting.
   b) Klug seconds the motion.
   c) The motion passes unanimously.
   d) Meeting adjourns at 19h25.

-Connor Scher, Secretary
Meeting Minutes
Municipality of Anchorage Historic Preservation Commission (HPC), Monty Rogers, Chair
27 February 2020, 17h30 ADT

Approved XXXXXX.

Agenda

1) Call to Order at 17h30.
   a) Commissioners in attendance: Jenny Blanchard, Darrell Lewis, Bryce Klug, Marc Lamoreaux (phone), Brandi Pennington (phone) (late arrival), Monty Rogers (phone), Connor Scher
   b) Municipal Historic Preservation Officer in attendance: Kristine Bunnell.
   c) SHPO Ex-Officio in attendance: Judy Bittner (phone)
   d) Members of the public in attendance: James Bethany
   e) Quorum established.

2) Approve Agenda.
   a) Bunnell suggests postponing discussion on items 4.b., the chair’s presentation of Municipal owned collections housed at UAA, and 4.c. the chair’s suggestion for combining efforts with AAHP and AIA.
   b) Blanchard moves to approve the agenda as amended.
   c) Klug seconds the motion.
   d) The motion passes unanimously.

3) Approve Past Meeting Notes
   a) Approval and discussion tabled to next month.

4) New Business
   a) Petroleum Oil Lubricants Terminal
      i. Rogers reports on the project, describing his frustration with lack of consultation.
      ii. The project will be construction of a new terminal.
      iii. Blanchard adds that the U.S. Army Corps of Engineers are the authorizing agency and that the project will receive federal funds. She imparts that there was no consultation with the Municipality as the Certified Local Government.
      iv. Rogers explains the letter makes no demands, but advises the USACE to consult with the CLG.
      v. Rogers seeks a motion to send a letter expressing these views with the project consultation process.
      vi. Bunnell indicates that Michelle McNulty, Planning Director is requesting a resolution from the HPC, and that instead of a letter from the HPC, the letter should come from the Planning Department on Municipal letterhead.
      vii. Blanchard expresses frustration over this request and the reformatting, and using a resolution instead of a letter. She imparts that a letter is a better format for this comment. She requests a formal letter from the Planning Department advising on new comment-resolution policy.
      viii. Bunnell explains that other commissions provide comments via resolutions, but McNulty is adjusting official policy to match the processes of the other commissions, and return to a more
formal process, although it differs from the practices espoused under the previous director.

ix. Blanchard explains she reformatted the letter into a resolution, and that the resolution came verbatim from the text of the letter previously sent to Commissioners.

x. Lewis asks what the formatting of the letter from the Planning Department will be, and suggests that in regards to Section 106 issues, letters from the chair would be better than a letter cum resolution from the Planning Department.

xi. Action Item: Bunnell will ask Michelle to attend a future HPC meeting to work through Section 106 policies.

xii. Blanchard would prefer having a letter on HPC letterhead.

xiii. Brandi Pennington joins the meeting.

xiv. Lamoreaux and Rogers agree that having the letter on HPC letterhead is better.

xv. Blanchard asks for any comments on the text of the letter/resolution.

xvi. Lewis replies the letter will accompany the resolution.

xvii. Bunnell replies that the Planning department will draft the write the letter.

xviii. Lewis explains that a letter and resolution will be going to the USACE.

xix. Bunnell explains the letter will be a preface to the resolution, and be short and explanatory of the resolution.

xx. Klug clarifies that this is a letter from the CLG to the USACE.

xxi. Lewis explains that the HPC is advisory to the MOA, which should be the source of any comments and correspondence to the USACE.

xxii. Blanchard reads the text of the resolution for the record and for those on the phone.

xxiii. Bunnell clarifies that the MOA, Port of Alaska is the applicant, and that the USACE are the agency. She additionally clarifies that McNulty is the secretary of the HPC.

xxiv. Scher expresses his confusion and dismay at the information.

xxv. Blanchard moves to approve the resolution.

xxvi. Lewis seconds the motion.

xxvii. The motion passes unanimously.

xxviii. Action Item: Blanchard will make text amendments and redistribute the letter to the Commissioners in the morning.

xxix. Action Item: Bunnell will write introductory letter in the morning.

d) Presentation: AMATS - 2040 Metropolitan [Transportation] Plan

i. Vivian Underwood and Aaron Jongenelen introduce themselves as planners for the Anchorage Metropolitan Area Transportation Solutions, and explain their work thus far on the 2040 MTP. AMATS develop the MTP every four years, with a 20-year planning window.

ii. AMATS staff endeavored to integrate historic preservation into the MTP, in a similar way to the 2040 Land Use Plan and Non-Motorized Plan. For each project in the MTP, AMATS staff had reviewed these Plans to identify key goals, land uses, and significant areas that the MTP project affected or progressed. Additionally, the plan will include a brief statement from the HPC. Jongenelen mapped most of the MTP projects on the “year-built” maps originally generated during the MOAHPP project, and recently updated.
iii. Underwood explained that AMATS would like any comments from the HPC about the specific projects and their effects on historic and cultural resources by 19 March.

iv. Blanchard asks for more information on what the brief HPC statement in the MTP will contain.

v. Underwood suggests reviewing the language from the Native Tribe of Eklutna statement.

vi. Underwood clarifies she wants the comments to identify key features.

vii. Lewis asks about a project to improve the A-C Streets Couplet and its potential effects on Block 13.

viii. Bunnell uses Block 13 and the eligible Downtown Historic District as examples of resources to mention in the MTP project comments.

ix. Jongenelen explains the AMATS deemed the A-C Couplet as prohibitively expensive, so it does not appear in the MTP.

x. Blanchard indicates the Commission will review the draft MTP text vis-à-vis the maps and individual knowledge.

xi. Action Item: Bunnell will draft the HPC statement and distribute that to the Commissioners.

xii. Scher asks for clarification on the formatting of comments and the scope of the MTP.


xiv. Bunnell asks if context statements are sources for information and determining historic districts.

xv. Blanchard asks if Earthquake Park is a resource.

xvi. Several Commissioners comment that Earthquake Park contains many resources, but is not itself an identified resource.

xvii. Lewis asks if the MTP will govern all development up to 2040 because some things will be historic in five and ten years.

xviii. Underwood explains that the MTP is a four-year plan for project development, and is not prescriptive.

xix. Scher adds that the projects have timelines that the Commissioners can review with regards to when resources will become significant.

xx. Scher indicates that many historic resources are sensitive and knowledge of their exact location should not be available to the public.

xxi. Blanchard agrees with the sentiment.

xxii. Lewis reminds the planners and Commissioners that the Local Landmark Preservation is forthcoming.

xxiii. Underwood clarifies this document and the comments are for planning processes only, and comments can be broad and do not serve to supersede EPA processes.

xxiv. Action Item: Blanchard requests all the Commissioners review the MTP projects and provide comments by 13 March.

xxv. Action Item: Bunnell will draft language for actual (imp?) comment text.

xxvi. Jongenelen and Underwood ask Commissioners to look at all the projects, not just the short-term ones, and suggest adding a quick statement at the beginning or in a footnote explaining whatever the comment is.

xxvii. Scher suggests having a single system for the comments with two or three words, and then explain those statements in the footnotes.
xxviii. Scher suggests a better approach would be to divide the MTP projects between the Commissioners.

xxix. Action Item: Blanchard and Rogers will review pages 34-49.

xxx. Action Item: Lewis will review pages 1-11.

xxxi. Action Item: Klug will review pages 12-22.

xxxii. Action Item: Scher will review pages 23-33.

xxxiii. Klug suggests creating a central spreadsheet.

xxxiv. Lewis leaves the meeting.

xxxv. In response to Scher, Underwood explains AMATS covers from the Potter Weigh Station to the Knik Bridge.

xxxvi. Underwood invites the Commissioners to a stakeholders meeting in the next few weeks.

xxxvii. Action Item: Bunnell will send the invitations to Commissioners for the MTP stakeholders meeting.

xxxviii. Blanchard asks if anyone needs a break. No one takes a break.

e) Historic Conservation Easements:

i. Bunnell presents on the status of the legal actions regarding the conservation easements levied by AHPI. When AHPI dissolved in the 2000s, the members were unaware the conservation easements were in place. The court permitted a motion to intervene, and the easement on the Leopold David house will become property of the Municipality without AHPI members signing it away. Other easements remain on Lutz House, Loussac-Sogn, Oscar Gill House, Old City Hall, Indian Valley Mine, and Historic Anchorage Hotel Annex.

ii. Bunnell explains that AHPI had 5 years to resolve the easements after its dissolution. Either AHPI can reconvene with four members or the Municipality will need to take every easement to court.

iii. Blanchard asks for clarification about the process.

iv. Bunnell explains that the process could involve a title company wherein members of AHPI reconvene. In either respect, Bunnell indicates the Municipality needs to take ownership of the easements. The Leopold David House owners want to sell the house without the easement.

v. Twelve percent of the sale price would go into Fund 740 for HPC projects.

vi. Bunnell reads a resolution she drafted for the record supporting the legal actions, and use of $3,000 out of Fund 740 to cover the transfers and any legal fees.

vii. Bunnell explains that several of the owners, Lutz House and Loussac-Sogn included, have requested extinguishing already.

viii. Bunnell indicates that the HPC will need to communicate with property owners about remaining easements.

ix. Klug clarifies that transfers will have associated fees, and that the easement ownership will transfer to the Municipality, and the HPC will negotiate vacation of easements in the future.

x. Bittner supports a fee value of $3,000 for each legal action, and supports preserving the easements.

xi. All other Commissioners support the expenditure.

xii. Klug moves to pass the resolution.

xiii. Scher seconds the motion.

xiv. After a recall vote, the motion passes unanimously.

f) 2020 Priorities
i. Bunnell reminds the Commission of its priorities from the past year, and asks for priorities for the next year. She reports that Oscar Anderson repairs have been priorities for the last three years but no action has taken place. The Planning Department wants the dedicated funds spent on the project, or returned to the fund. Bunnell recommends a resolution to work with the Real Estate Department to expend the funds for Oscar Anderson repairs.

ii. Bunnell commends the continuing work of the HPC to outreach to Girdwood. Bunnell indicates the Girdwood Area Plan working group have not included historic preservation in their Comprehensive Plan.

iii. Blanchard suggests the priorities should be the Local Landmark Ordinance, outreach with Municipal departments, outreach in Girdwood, work on the CLG Grant (assuming its awarding), and continuing engagement with Municipal stakeholders like Community Councils and in Eagle River/Chugiak.


v. Pennington asks for the priorities.

vi. Blanchard restates the priorities.

vii. Commissioners agree repairs to the Oscar Anderson House are a priority.

viii. Blanchard requests information on the extent of the repairs on the Oscar Anderson House.

ix. Bunnell explains the extent of the water damage, inspections done thus far, and the potential remedies already identified.

x. Scher asks on the status of the HSR planning and drafting.

xi. Bunnell explains the Municipality is waiting for some information and documentation on the building.

xii. Klug asks about a grant for assessment of the condition.

xiii. Blanchard explains that Anchorage Association for Historic Preservation originally intended to match but did not provide matching funds.

xiv. Klug and Bunnell discuss roof repairs and inspections necessary.

xv. Bunnell provides the roof repair of the Pioneer Schoolhouse as an example.


xvii. Bunnell explains that the Municipality leases the building to AAHP, and they maintain the interior and manage use of the building while the Municipality has the responsibility to maintain the exterior and oversee major repairs.

xviii. Blanchard asks for any additional comments.

xix. Scher supports the prioritization of the Oscar Anderson repairs, with reservations.

xx. Blanchard indicates the HPC needs to reassess the Oscar Anderson, and that that should be a priority.

xxi. Bunnell and Blanchard discuss the Historic Preservation Plan, and needs to communicate its importance to Director McNulty.

xxii. Blanchard summarizes the discussion of this agenda item.

xxiii. Commissioners discuss whether a resolution is appropriate.

xxiv. Action Item: Bunnell will draft the resolution identifying 2020 HPC priorities: Oscar Anderson House repairs, Local Landmark Ordinance, Outreach to Municipal departments (about the HPC and CLG), Girdwood projects including historic resource survey,
pending awarding of grant, and community outreach, engaging Municipal stakeholders on historic preservation, and continued work on the Historic Preservation Plan.

g) Seward Highway Rockfall Mitigation
i. Blanchard indicates she has no comments on the Rockfall project. 
ii. Klug reiterates that Commissioner Keeler had concern that the Turnagain Arm trail was not in the area of potential effects. 
iii. Blanchard indicates Keeler’s similar concern with the Windy Corner project.
iv. Klug asks which state agency is conducting the projects.
v. Bunnell explains that the Department of Natural Resources are the agency responsible for the Rockfall project while the Windy Corner project is from the Department of Transportation.
vi. Commissioners concur that the Rockfall project does not affect historic resources.

vii. Klug suggests using the Rockfall project as an opportunity to illustrate the state oversight and remind them of the Turnagain Arm trail in the future.

viii. Bunnell indicates having a consultation with DOT in regards to the O’Malley Road improvements.

ix. Bittner says DOT may have conducted consultation several years ago. She also states that DNR provided a Commissioner Best Interest Finding on removal of gravel from the State Park and affecting the National Scenic Byway status of the Seward Highway.

x. Bunnell reports there is no Scenic Byway Management Plan for the Seward Highway, but there is a Turnagain Arm Management Plan adopted several decades ago.

xi. Bittner recalls there may be a Management Agreement for the Seward Highway between all agencies in use of the Scenic Byway corridor.

xii. Blanchard directs staff to do research on any pertinent management plans and agreements.

xiii. Klug suggests Keeler detail the significance of the Turnagain Arm trail and the potential effects from the Windy Corner project.

xiv. Action Item: Bunnell will research the Turnagain Arm Management Plan.

xv. Blanchard moves to extend the meeting to 20h00.

xvi. Klug seconds the motion.

xvii. The motion passes unanimously.

5) Old Business

a) Local Landmark Ordinance Presentation and Nomination Form Review:

i. Blanchard reports the subcommittee has made no progress on the ordinance draft, nomination form, or user guide draft, but Bunnell has drafted the user guide.

ii. Bunnell presents draft of user guide and nomination form

iii. Bunnell mentions the nomination form makes no mention of “integrity”, and the nomination form should provide direction on this.

iv. Bunnell requests the Commission devote half of its next meeting to finish the Local Landmark Ordinance.

v. Blanchard suggests this can occur in March.

vi. Action Item: Blanchard will set up subcommittee meeting.

vii. Action Item: Bunnell will send edited drafts before the next subcommittee meeting.

b) LLO Outreach Plan
1. Bunnell presents that Holly Spoth-Torres will come to the next HPC meeting to present her work, and indicates that the Municipality has amended her contract to extend to September.

c) Girdwood Continuing Outreach
i. Scher presents on attending the Imagine Girdwood working group meeting for the Girdwood Area Plan. He indicates that none on the working group knew about the existence, work, or purpose of the HPC. The working group will create focus groups to discuss specific topics. Scher mentions a parallel planning process regarding a Trails Plan. Scher reports offering public comments from the Holiday Bazaar outreach in December, although he received no response to the information. Scher also relates that there were no Municipal employees, especially from Heritage Land Bank, present. Scher asks for guidance from the Commission.

ii. Bunnell asks if any members of HLB or the Planning department were present at the meeting. She directs Scher to share Anchorage’s comprehensive plans.

iii. Scher expresses worries about the planning processes and requests guidance on his continued involvement, and the responsibilities as Commissioners of himself and Commissioner Raymond-Yakoubian.

iv. Bunnell explains the Real Estate Department is responsible for guiding the group, and Planning staff have been intermittent advisors. She suggests urging a focus group on historic preservation.

v. Blanchard urges Scher to attend as many Imagine Girdwood meetings as possible and collaborate with Raymond-Yakoubian in continued efforts to advocate as stakeholders.

vi. Bunnell asks if any Municipal staff were present.

vii. Scher responds with an explanation of the independence of the working group.

d) CLG Annual Report
i. Bunnell indicates she is working on the report.

6) Public Comment on Non-Agenda Items
a) James Bethany, a resident of Campbell Park, invites the HPC to attend the Campbell Park Community Council meetings and present on local history and historic resources. He also recommends outreach to the Federation of Community Councils. Finally, he suggests Commissioners subscribe to the U.S. Library of Congress Daily History Fact.

b) Bunnell shares that the Downtown Comprehensive Plan Update kickoff will be in April or May, and that she is no longer working on brownfields rehabilitation.

c) Pennington shares she has comments on the identified priorities and will share them with Bunnell.

d) Klug indicates he was not able to attend the AIA Pecha Kucha event, and Scher was equally not able to attend. He reports there may be another event in the future.

7) Adjourn
a) Blanchard moves to adjourn the meeting.
b) Scher seconds the motion.
c) The motion passes unanimously.
d) Meeting adjourns at 19h59.

Connor Scher, Commissioner
ANCHORAGE, ALASKA  
AR No. 2020-132

A RESOLUTION OF THE ANCHORAGE MUNICIPAL ASSEMBLY RECOGNIZING NATIONAL HISTORIC PRESERVATION MONTH.

WHEREAS, "This Place Matters" is the theme for National Historic Preservation Month, May 2020; and

WHEREAS, the Municipality of Anchorage has a number of Historic Places worth seeing, saving and celebrating; and

WHEREAS, historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is inherently economically, environmentally, and socially sustainable, fostering a culture of reuse and maximizing the life cycle of all resources through conservation. Historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people, many Anchorage residents, groups and organizations work hard to preserve Anchorage’s past for future generations; and

WHEREAS, the Alaska Association for Historic Preservation, Inc. and the Anchorage Historic Preservation Commission are supportive of National Historic Preservation Month; and

NOW, THEREFORE, THE MUNICIPALITY OF ANCHORAGE DOES PROCLAIM MAY 2020 AS: "NATIONAL HISTORIC PRESERVATION MONTH" AND CALL UPON THE PEOPLE OF ANCHORAGE TO JOIN THEIR FELLOW CITIZENS ACROSS THE UNITED STATES IN RECOGNIZING AND PARTICIPATING IN THIS SPECIAL MONTH THROUGH THE ACTIVITIES THAT ARE HAPPENING IN OUR COMMUNITY DURING THE MONTH OF MAY.

PASSED AND APPROVED by the Anchorage Assembly this 5th day of May, 2020.

Chair

ATTEST:  
Barbara A. Jones  
Municipal Clerk
Municipality of Anchorage
Local Landmark Nomination Process
Director’s Guidance – Draft 5/28/2020
FORWARD

This guidance is intended to provide information to nominators when submitting applications to nominate local landmarks to the Anchorage Local Landmark Register. This guidance accompanies the Local Landmark Register Nomination Form available from: Anchorage Municipal Planning Department at 4700 Elmore Road, or online at: http://www.muni.org/Departments/OCPD/Planning/Pages/HistoricPreservationCommission.aspx

CONTACT INFORMATION
Please contact the Municipal Historic Preservation Officer in the Municipality of Anchorage Planning Department – 343-7993 or Kristine.bunnell@anchorageak.gov for immediate assistance with this form, the application process, or help in determining what information is needed for a successful nomination.
INTRODUCTION TO THE NOMINATION PROCESS
Anyone may submit a nomination to the Municipal Planning Department located at 4700 Elmore Road in Anchorage, Alaska. The nomination will initiate the Assembly-adopted process to designate a landmark to the Anchorage Local Landmark Register. The owner’s permission is required to nominate a landmark. The Historic Preservation Commission (HPC) will not consider a landmark for listing on the Anchorage Local Landmark Register without the owner’s approval. 51% of owners’ approval is required for landmark nominations with multiple owners. The nomination form may be obtained from the Municipal Planning Department in hard copy and online at muni.org.

Nomination Fee
The Municipality will assess nomination fees for nominations on a sliding scale. The Municipality will only assess a fee after the Anchorage Historic Preservation Officer determines the nomination packet is complete by the. The nomination packet includes the nomination form, photos, map(s), and/or any additional background information that helps make the case in the landmark determination.

The fee is submitted at 4700 Elmore Road.

Resource Type and Fee
a. Single Landmark Resource - $100
b. Landmark with Contributing Resource (1-15) - $150
c. Landmark with Contributing Resource (16-30) - $200
d. Landmark with Contributing Resource (>31) - $300

Petitioner / Owner
The Petitioner may also be the owner of a landmark. A Petitioner’s Representative may also act on behalf of the owner by including a letter with the nomination form signed by the owner stating they are allowing the Petitioner’s Representative to act in their behalf.

Landmark Nominations with Multiple Owners
If a landmark has multiple owners, 51% of the property owners within the proposed landmark must approve the nomination of a Landmark in writing. Owners may indicate their support or lack of support through a letter, a signed petition, through input at a public meeting, or through an email to the Historic Preservation Officer or Historic Preservation Commission. All owners within a proposed Landmark will be notified of the landmark nomination by the Historic Preservation Officer prior to the Anchorage Historic Preservation Commission hearing.

Property Information
The Property Tax # is found on the Assessor’s page at Muni.org. Known street address, legal description and date of construction is requested. Sites, travel routes, objects, traditional cultural properties may be identified by Lat/Long or Legal Description.

Landmark Type – AMC 4.60.002: Landmark Types
Indicate whether the landmark is a Building, District, Structure, Site, Landscape, Traditional Cultural Property, Object or Travel Route. More information about landmark types follows on page 6.

Landmark Criteria* - AMC 4.60.004: Evaluating Historic and Cultural Resources*
Landmark evaluation criteria include History, Architecture, Geography, Culture, Listed or Eligible for the National Register of Historic Places or Alaska Landmark Register. Qualified landmarks will be at least 30-years old and must meet at least one of the criteria in one of the five categories above. *Check all that apply. More information about the evaluation criteria follows on page 7.
# Local Landmark Register Nomination

**Municipality of Anchorage**  
**Planning Department**  
**PO Box 196650**  
**Anchorage, AK 99519-6650**

## PETITIONER/OWNER*

<table>
<thead>
<tr>
<th>Name (last name first)</th>
<th>Name (last name first)</th>
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<tbody>
<tr>
<td>Mailing Address</td>
<td>Mailing Address</td>
</tr>
<tr>
<td>Contact Phone – Day</td>
<td>Contact Phone – Day</td>
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<tr>
<td>Evening</td>
<td>Evening</td>
</tr>
<tr>
<td>Fax</td>
<td>Fax</td>
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<tr>
<td>E-mail</td>
<td>E-mail</td>
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*Report additional petitioners or disclose other co-owners on supplemental form. Failure to divulge other beneficial interest owners may delay processing of this application.

## PROPERTY INFORMATION*

<table>
<thead>
<tr>
<th>Property Tax # [000-000-00-0000]</th>
<th>Site Street Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current legal description: (use additional sheet if necessary)</td>
<td></td>
</tr>
</tbody>
</table>

Date of Construction (Must be at least 30 years old):

<table>
<thead>
<tr>
<th>Zoning:</th>
<th>Acreage:</th>
<th>Lat/Long:</th>
</tr>
</thead>
</table>

**SITE MAP.** Please provide a map of the Local Landmark to be nominated. The map should indicate the Contributing, Nominated, or Listed properties for District nominations. Provide a separate form for each property when nominating a Landmark with multiple properties.

## LANDMARK TYPE*

- Building  
- District  
- Structure  
- Site  
- Landscape  
- Traditional Cultural Property  
- Object  
- Travel Route

## LANDMARK CRITERIA* - CHECK ALL CRITERIA THAT APPLY

- History  
- Architecture  
- Geography  
- Culture  
- Listed or Eligible for listing in the National Register of Historic Places or Alaska Landmark Register

*Refer to accompanying Local Landmark Register Nomination Director’s Guidance for additional information on the Type and Criteria definitions. The Guide is available online and from the Planning Department.

### Accepted by:

<table>
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<tr>
<th>Fee</th>
<th>Historic Preservation Commission Case Number</th>
</tr>
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Local Landmark Register Nomination (Internal Draft 12/17/19)
AMC 4.60.002: LOCAL LANDMARK TYPES
Landmarks shall be nominated as buildings, districts, structures, sites, landscapes, traditional cultural properties, objects, or travel routes. The nomination of an object or improvement as a landmark does not constitute a nomination of the site on which the object or improvement is located as a landmark site, unless the nomination states otherwise.

A. **Building** - A building is a construction used for human shelter, e.g. to house animals, or for commerce, business, or education. An interior, or any part of an interior may be designated regardless of whether the remainder of the resource in which it is located has been so designated. Nominations that include the entire building, including an interior, should be noted for inclusion in the designation. **Building Examples:** A house, barn, place of religious assembly, school, theatre, Quonset hut, Wanigan, hall, machine shop, depot, office building, shed.

B. **District** - A significant concentration, linkage, or continuity of sites, buildings, structures, travel routes, or objects united historically or aesthetically by plan or physical development and features related by period, type, or location. Single properties may not be significant by themselves, but still contribute to the whole by providing continuity of historic era, design, appearance, cultural use, or function. A district may include both contributing and non-contributing properties. A district may also comprise individual landmarks separated geographically but linked by history, architecture, and/or culture. **District Examples:** A residential neighborhood, business district, a group of archaeological sites, a building complex such as a cannery, military base, or college campus.

C. **Structure** - A construction used for purposes other than human shelter. **Structure Examples:** Caches, bridges, dredges, dams, roadways, railroads, trails, locomotives, aircraft, trail markers, and vessels.

D. **Site** - The location of a significant event, a historic or prehistoric occupation or activity, or building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archaeological value, regardless of the value of any existing structure. The significance of a historic site does not depend upon the survival of original standing structures and may include buried archaeological materials, accurately reconstructed buildings or visible alterations of the land. However, the setting must retain integrity and be mostly free of modern or non-historic elements, which confuse the historical relationship of the site with its period of significance. **Site Examples:** Habitation sites, funerary sites, village sites, gardens, ruins of historic buildings and structures, and natural features such as rock and land formations having cultural significance.

E. **Landscape** - A geographic area including both historical, cultural, and natural resources associated with a prehistoric or historic event, activity, or person or peoples, or exhibiting other cultural or aesthetic values. **Landscape Examples:** Farmlands, ancestrally used coastal areas, creek corridors, recreation areas, plant harvesting areas, parks, industrial and mining areas, etc.

F. **Traditional Cultural Property** - A place associated with cultural practices or beliefs of a living community that are rooted in that community's history and are important in maintaining the cultural identity of the community. Traditional Cultural Properties have one or more of the following attributes: spiritual power, practice, stories, therapeutic quality, and remembrance. **Traditional Cultural Property Examples:** Important ancestral fish camps, a location where a community has traditionally carried out economic, artistic, or other cultural practices important to maintaining its historic identity, or an urban neighborhood that is the traditional home of a particular cultural group and reflects its beliefs and practices.

G. **Object** - A material thing of functional, aesthetic, cultural, historical, or scientific value that may be by nature or design, movable yet related to a specific setting or environment. **Object Examples:** Monuments, sculptures, boundary markers, or fountains.
AMC 4.60.004: LOCAL LANDMARK CRITERIA FOR EVALUATING HISTORIC AND CULTURAL RESOURCES –

A. History: The landmark shall meet one of the following criteria:
   1. Have direct association with development of the nation, state, Municipality, or communities within; or
   2. Be the location of a significant historical event; or
   3. Have direct or substantial association with an individual or group who influenced society; or
   4. Exemplify the cultural, social, economic, political, aesthetic, or engineering history of the nation, state, Municipality, or communities within; or
   5. Have potential to or has provided important information on the prehistory or history of the nation, state, municipality, or communities within.

B. Architecture: The landmark shall meet one of the following criteria:
   1. Embody distinguishing characteristics of an architectural style or type; or
   2. Be a significant example of the work of a recognized architect or master builder; or
   3. Contain elements of architectural design, engineering, materials, craftsmanship, or artistic merit which represent a significant or influential innovation; or
   4. Embodies a style or character that demonstrates the building traditions of a group of people of an area in an era of history or prehistory.

C. Geography: The landmark shall meet one of the following criteria:
   1. It represents an established and familiar feature of the neighborhood, community, or city, due to its prominent location or physical characteristics; or
   2. Has historically promoted understanding and appreciation of the natural and cultural environment by means of its distinctive physical characteristics or rarity; or
   3. Represent a resource, whether natural or human-made, which has historically or culturally contributed to the character of areas within the Municipality or communities within.

D. Culture: The landmark shall meet one of the following criteria:
   1. Embody the customary beliefs, social forms, and material traits of a racial, religious, or social group shared by people in a place or time; or
   2. Embody an integrated pattern of human knowledge, belief, and behavior that depends upon the capacity for learning and transmitting knowledge to succeeding generations; or
   3. Demonstrate an important association with customary practices or beliefs of a living community that are rooted in that community’s history and are important in maintaining the continuing cultural identity of the community; or
   4. Exemplify social, cultural, ethnic, or historical heritage of the Municipality or communities within.

E. National or Alaska Historic Registers: Any resource listed on the National Register of Historic Places or the Alaska Landmark Register may also be listed on the Local Landmark Register with owner approval. Please see [https://www.nps.gov/subects/nationalregister/database-research.htm](https://www.nps.gov/subects/nationalregister/database-research.htm) or [http://dnr.alaska.gov/parks/oha/designations/aklandmarkreg.htm](http://dnr.alaska.gov/parks/oha/designations/aklandmarkreg.htm) to determine if the landmark you are nominating is listed in either of these registers.
Statement of Significance

This is the section where the nominator will describe the significance of the landmark in Anchorage’s history or culture, or it’s notable architecture – architect, or geography. Nominators need to fully explain how the landmark conveys its significance and the period-in-time its significant to.

Significance (4.60.001 Definitions) “the determination of the essential features that define why a resource is significant and what period-in-time the resource is significant to. Significance is determined by identifying the links to important events or persons, design or construction features, or other potential information that makes the resource important. “Significant” landmark resources will be found to have a meaningful or noticeable influence of effect on our history and culture.”

You must describe why a resource is significant and the time period the resource is significant to. Significance is determined by identifying the association to, or with important events or persons, design or construction features, or other information that makes the case for why the resource is important. Begin by identifying the type of landmark resource and the criteria under which it is eligible for nomination.

Example Statement of Significance:

Anchorage’s settlement began in earnest along Ship Creek in 1915, with the news of railroad construction jobs in Alaska. The Alaska Engineering Commission (AEC) soon surveyed the area and chose Ship Creek and its surrounding bluffs to establish the new city of Anchorage. The northern bluff above Ship Creek was named Government Hill after a place in Panama. AEC cottages were quickly built to house AEC personnel. This area was incorporated into the Railroad Reserve subdivision after being surveyed in the 1920s. The bluff offered unobstructed air space and views making it ideal for a permanent AEC communication system. A “Wireless Station” was constructed emulating Panamanian architecture with communications received and transmitted within a 500-mile radius in 1917. The Wireless Station was soon upgraded to allow connections with the rest of world reinforcing this building into Alaska’s history.

The Wireless Station was a two-story building topped by a cupola. There was an operating room, generating room, and living quarters for two operators. Aerial wires on two tall masts were located directly adjacent to the station. The Wireless Station could reach ships at sea, with its cupola serving as a beacon for ships transiting the Knik Arm toward the Anchorage port. Well into the 1930s, the only other buildings on Government Hill included the Wireless Station and the AEC cottages located about a quarter mile west of the Station. By 1921, the AEC allowed private citizens to also use the system, and within two years the Station became a part of the federal government’s Washington-Alaska Military Cable and Telegraph System (WAMCATS) upon completion of the Alaska Railroad in 1923. Thirteen years later this distinctive and important building became part of the privately-operated Alaska Communication System (ACS) in 1936.

A 1950 upgrade is the last known improvement at the station. A few years later ACS closed the station. The Wireless Station remains as an icon to the community exemplifying Anchorage’s early history. This little building contributed to the success of a major construction project, the establishment of the Anchorage community, and as the only means of instant communication with the Outside between 1917 through 1950. The Wireless Station initially provided communications between the first Alaska Railroad headquarters in Seward, the railroad construction centers at Nenana and Fairbanks to the north, and work camps north and south of Anchorage. The Wireless Station was vital to the construction of the railroad and subsequent settlement of Anchorage.

Alaska replaced the telegraph in the early 1900s with radio communications. The Washington-Alaska Military Cable and Telegraph System (WAMCATS) built by the Army Signal Service started using radio transmission between Fort St. Michael and Fort Davis across Norton Sound in 1903, due to ongoing issues with the sub-marine cable connecting the two. The Navy established radio stations across the southern coast of Alaska starting in 1907. The U.S. Army Signal Corps received the Wireless Station and incorporated it into the WAMCATS radio and telegraph system. Births, marriages, deaths were communicated through the Wireless Station for years including the now famous call from Nome during the 1925 Diphtheria epidemic, which helped make famous the Iditarod Trail, sled dogs Togo and Balto.

The Wireless Station is significant to the history of Anchorage for several reasons: In the development of the Alaska Railroad and the city of Anchorage; for its part in the operation of the WAMCATS radio and telegraph system; It’s unusual architecture of the building and notable for the cupola; and its strategic location on Government Hill guiding ships to port.
STATEMENT OF SIGNIFICANCE
Please describe why a resource is significant and the time period the resource is significant to. Significance is determined by identifying the association to, or with important events or persons, design or construction features, or other information that makes the case for why the resource is important. Begin by identifying the type of landmark resource and the criteria under which it is eligible for nomination.
Assessment of Integrity

Integrity must always be grounded in an understanding of a resource’s physical features and how those features relate to the significance of the resource. If a resource does not retain integrity, it will not qualify as a landmark eligible for the Local Landmark Register. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. A landmark does not need to retain all seven aspects of integrity, but they must retain a majority of the aspects of integrity. The aspects of integrity are listed below. Please check the box next to each aspect of integrity the landmark retains and then describe how the landmark retains this aspect of integrity.

A. **Location** is the place where the landmark was constructed or the place where the historic event occurred. The relationship between the landmark and its location is often important to understanding why the landmark was created or why something happened. The actual location of a landmark, complemented by its setting, is particularly important in recapturing the sense of historic events and persons.

B. **Design** is the combination of elements that create the form, plan, space, structure, and style of a landmark. Design includes such elements as organization of space, proportion, scale, technology, ornamentation, and materials. A landmark’s design reflects historic functions and technologies as well as aesthetics.

C. **Setting** is the physical environment of a landmark. Whereas location refers to the specific place where a landmark was built or an event occurred, setting refers to the character of the place in which the landmark played its historical role. It involves how, not just where, the landmark is situated and its relationship to surrounding features and open space. Setting often reflects the basic physical conditions under which a landmark was built and the functions it was intended to serve.

D. **Materials** are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a landmark. A landmark must retain the key materials dating from the period of its historic significance. If the landmark has been rehabilitated, the historic materials and significant features must have been preserved.

E. **Workmanship** is the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory. It is the evidence of artisans’ labor and skill in constructing or altering a building, structure, object, or site. Workmanship can apply to the landmark as a whole or to its individual components.

F. **Feeling** is a landmark’s expression of the aesthetic or historic sense of a particular period of time. It results from the presence of physical features that, taken together, convey the landmark’s historic character.

G. **Association** is the direct link between an important historic event or person and a landmark. A landmark retains association if it is the place where the event or activity occurred and is sufficiently intact to convey
ASSESSMENT OF INTEGRITY
Please describe the integrity of the landmark resource. Integrity must always be grounded in an understanding of a resource’s physical features and how those features relate to the significance of the resource. If a resource does not retain integrity, it will not qualify as a landmark eligible for the Local Landmark Register. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. A landmark does not need to retain all seven aspects of integrity, but they must retain a majority of the aspects of integrity. The aspects of integrity are listed below. Please check the box next to each aspect of integrity the landmark retains and then describe how the landmark retains this aspect of integrity.

**Location** is the place where the landmark was constructed or the place where the historic event occurred.

**Design** is the combination of elements that create the form, plan, space, structure, and style of a landmark.

**Setting** is the physical environment of a landmark.

**Materials** are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a landmark.

**Workmanship** is the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.

**Feeling** is a landmark’s expression of the aesthetic or historic sense of a particular period of time.

**Association** is the direct link between an important historic event or person and a landmark.
**Nomination Check List**

Please be sure to check off all relevant items required with the nomination application. You are encouraged to include photos, letters of support or votes of support for nominated landmarks with multiple owners, newspaper or other published documentation or articles, Alaska Heritage Resource Survey information. A map is required for all nominations. **These items become part of the packet and will not be returned.**

<table>
<thead>
<tr>
<th>NOMINATION CHECKLIST – REQUIRED ATTACHMENTS</th>
</tr>
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<tbody>
<tr>
<td>☐ Owner Agreement with Nomination – Can be a letter from the owner(s).</td>
</tr>
<tr>
<td>☐ Site Map – Municipal GIS Mapping Services are available for a minimal fee.</td>
</tr>
<tr>
<td>☐ Photographs and Photography Index – Label each photograph – Provide an index of the photos.</td>
</tr>
<tr>
<td>☐ Continuation Sheets – May include Owners, multiple landmarks, statements of significance.</td>
</tr>
<tr>
<td>☐ Historical Plans or other Historic or Cultural-related history or information.</td>
</tr>
<tr>
<td>☐ Other – Please indicate ____________________________</td>
</tr>
<tr>
<td>☐ Alaska Heritage Resource Survey Number: ____________________________</td>
</tr>
</tbody>
</table>
  
  *May be obtained from the Alaska State Historic Preservation Office.*
| ☐ Open Permits / Permit Numbers: ____________________________ |
| ☐ |

I hereby certify that (I am) (I have been authorized to act for) owner of the property described above and that I petition for a nonconforming lot registration in conformance with Title 21 of the Anchorage Municipal, Code of Ordinances. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the lot registration.

<table>
<thead>
<tr>
<th>Signature</th>
<th>☐ Owner, ☐ Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>(Representatives must provide written proof of authorization)</td>
</tr>
<tr>
<td>Print Name</td>
<td></td>
</tr>
</tbody>
</table>

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Local Landmark Register Nomination (Rev. 5-28-2020)
STAFF FOLLOW-UP
Municipal staff will usually contact nominators within 5 days to either confirm the nomination is complete or to ask for more information. The fee will be paid and requested number of copies submitted when the nomination is deemed complete.

Please do not hesitate to contact Municipal staff or Anchorage Historic Preservation Commission members with questions on completing the nomination application. There are also Historic Preservation consulting firms that we can refer you to.

A MESSAGE FROM THE ANCHORAGE HISTORIC PRESERVATION COMMISSION
The Anchorage Local Landmark Register is intended to bring recognition to the significant historic and cultural resources found throughout the Municipality of Anchorage. It is our intention to ensure nominations are complete, provide adequate information, and can be recommended for approval in a timely manner by the Anchorage Historic Preservation Commission. Staff and Commission members are available to assist in your effort to recognize and celebrate our history and culture.

NOMINATION STEPS

1. Submit 1 copy of Nomination Packet for Completeness Review
2. Municipal Staff Reviews, Advises Complete, Fee Paid
3. Historic Preservation Commission Hearing and Recommendation
4. Anchorage Assembly Consent Agenda or Public Hearing

This is a 60-90 day nomination process
Page intentionally left blank.
Local Landmark Register Nomination

Municipality of Anchorage
Planning Department
PO Box 196650
Anchorage, AK 99519-6650

PETITIONER/OWNER* PETITIONER/OWNER REPRESENTATIVE (if any)

Name (last name first) Name (last name first)

Mailing Address Mailing Address

Contact Phone – Day Evening Contact Phone – Day Evening

Fax Fax

E-mail E-mail

*Report additional petitioners or disclose other co-owners on supplemental form. Failure to divulge other beneficial interest owners may delay processing of this application.

PROPERTY INFORMATION*

Property Tax # (000-000-00-000): Site Street Address:

Current legal description: (use additional sheet if necessary)

Date of Construction (Must be at least 30 years old):

Zoning: Acreage: Lat/Long:

SITE MAP: Please provide a map of the Local Landmark to be nominated. The map should indicate the Contributing, Nominated, or Listed properties for District nominations. Provide a separate form for each property when nominating a Landmark with multiple properties.

LANDMARK TYPE*

☐ Building ☐ District ☐ Structure ☐ Site ☐ Landscape ☐ Traditional Cultural Property ☐ Object ☐ Travel Route

LANDMARK CRITERIA* - CHECK ALL CRITERIA THAT APPLY

☐ History ☐ Architecture ☐ Geography ☐ Culture
☐ Listed or Eligible for listing in the National Register of Historic Places or Alaska Landmark Register

*Refer to accompanying Local Landmark Register Nomination Director’s Guidance for additional information on the Type and Criteria definitions. The Guide is available online and from the Planning Department.

Accepted by: Fee Historic Preservation Commission Case Number

Local Landmark Register Nomination (Internal Draft 12/17/19)
STATEMENT OF SIGNIFICANCE
Please describe why a resource is significant and the time period the resource is significant to. Significance is determined by identifying the association to, or with important events or persons, design or construction features, or other information that makes the case for why the resource is important. Begin by identifying the type of landmark resource and the criteria under which it is eligible for nomination.
ASSESSMENT OF INTEGRITY
Please describe the integrity of the landmark resource. Integrity must always be grounded in an understanding of a resource’s physical features and how those features relate to the significance of the resource. If a resource does not retain integrity, it will not qualify as a landmark eligible for the Local Landmark Register. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association. A landmark does not need to retain all seven aspects of integrity, but they must retain a majority of the aspects of integrity. The aspects of integrity are listed below. Please check the box next to each aspect of integrity the landmark retains and then describe how the landmark retains this aspect of integrity.

Location is the place where the landmark was constructed or the place where the historic event occurred.

Design is the combination of elements that create the form, plan, space, structure, and style of a landmark.

Setting is the physical environment of a landmark.

Materials are the physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a landmark.

Workmanship is the physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.

Feeling is a landmark's expression of the aesthetic or historic sense of a particular period of time.

Association is the direct link between an important historic event or person and a landmark.
<table>
<thead>
<tr>
<th>NOMINATION CHECKLIST – REQUIRED ATTACHMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Owner Agreement with Nomination – Can be a letter from the owner(s).</td>
</tr>
<tr>
<td>☐ Site Map – Municipal GIS Mapping Services are available for a minimal fee.</td>
</tr>
<tr>
<td>☐ Photographs and Photography Index– Label each photograph – Provide an index of the photos.</td>
</tr>
<tr>
<td>☐ Continuation Sheets – May include Owners, multiple landmarks, statements of significance.</td>
</tr>
<tr>
<td>☐ Historical Plans or other Historic or Cultural-related history or information.</td>
</tr>
<tr>
<td>☐ Other – Please indicate _______________________________________________________________________________.</td>
</tr>
<tr>
<td>☐ Alaska Heritage Resource Survey Number:_____________________________________________</td>
</tr>
<tr>
<td>May be obtained from the Alaska State Historic Preservation Office.</td>
</tr>
<tr>
<td>☐ Open Permits / Permit Numbers:__________________________________________________________________________ .</td>
</tr>
<tr>
<td>☐</td>
</tr>
</tbody>
</table>

I hereby certify that (I am) (I have been authorized to act for) owner of the property described above and that I petition for a nonconforming lot registration in conformance with Title 21 of the Anchorage Municipal, Code of Ordinances. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the lot registration.

<table>
<thead>
<tr>
<th>Signature</th>
<th>☐ Owner  ☐ Representative</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

(Representatives must provide written proof of authorization)

Print Name
AN ORDINANCE ESTABLISHING THE MUNICIPALITY OF ANCHORAGE LOCAL LANDMARK REGISTER.

WHEREAS, the Anchorage Historic Preservation Commission “shall prepare and submit to the assembly, mayor, and planning and zoning commission for approval by ordinance a procedure for designating, without modifying the underlying zoning classification,” historic and cultural resources for inclusion into an Anchorage-wide Historic Inventory; and

WHEREAS, recognition of cultural and historic resources gives the public valuable information about the people who came before, their struggles, successes, and way of life; and

WHEREAS, local landmark registers are a foundational element of historic preservation programs throughout the world enabling communities to survey, recognize, and preserve their unique history and culture by inventorying and listing these resources with an adopted local landmark register; and

WHEREAS, the residents of the Municipality of Anchorage have expressed their support for the adoption of a local landmark register during a Municipal-wide historic preservation planning process conducted during 2017-2018; now, therefore,

THE ANCHORAGE ASSEMBLY ORDAINS:

Section 1. Anchorage Municipal Code section 4.60.030 is hereby amended to read as follows (the remainder of the section is not affected and therefore not set out):

4.60.030 Historic Preservation Commission

E. Powers and duties of commission. The commission shall:

2. Prepare and maintain a comprehensive inventory of historic and cultural resources. The local Historic Inventory shall be compatible with the Alaska Heritage Resource Survey and shall be submitted annually to the State of Alaska Office of History and Archeology.

3. Prepare and submit to the assembly, mayor, and planning and zoning commission for approval by ordinance, a procedure for designating, without changing or modifying the underlying zoning classification:
   a. Resources on the Historic Inventory with “HI”; and
   b. Properties listed in the Alaska Landmark Register, the
AO establishing Municipality of Anchorage   Page 2 of 13
Local Landmark Register

National Register of Historic Places and/or the Municipality of Anchorage Local Landmark Register [LOCAL, STATE AND FEDERAL HISTORIC REGISTRIES] with “HR”.

5. Review applications for designation of [HISTORIC PROPERTIES,] Historic and Cultural Resources [OR HISTORIC DISTRICTS], including nominations to the Alaska Landmark Register [STATE] and National Register[S] of Historic Places, and under applicable federal and state laws, nominate such [PROPERTIES,] resources to the Municipality of Anchorage Local Landmark Register [OR DISTRICTS FOR THE LOCAL HISTORIC REGISTER].


b. Serve as the local historical district commission for the municipality under AS 29.55 and AS 45.98, and maintain the Municipality of Anchorage Local Landmark Register [LOCAL HISTORIC REGISTER].

G. Local Landmark Register. There is established a Municipality of Anchorage Local Landmark Register.

1. Purpose.

The purpose of this section is to establish the Municipality of Anchorage Local Landmark Register. Local landmark registers are a foundational element in historic preservation programs throughout the world. The purpose of the Local Landmark Register is to document the buildings, districts, structures, sites, landscapes, travel routes, traditional cultural properties and objects significant to the history and culture of Anchorage, and the communities within.

2. Qualification.

The Local Landmark Register is a voluntary program available to anyone seeking to document and recognize a resource by this nomination process. Resources listed in the Local Landmark Register neither supersede nor limit National Register of Historic Places, or Alaska Landmark Register eligibility and listing. To be qualified for listing on the Local Landmark Register, a
Anyone may file an application to initiate the designation of a resource to the Local Landmark Register, provided they have obtained the owner’s permission. The Historic Preservation Officer shall review the application and refer completed applications to the Historic Preservation Commission in accordance with Anchorage Municipal Code of Regulations Chapter 4.60.

H [G]. The sunset provisions in section 4.05.150 shall not apply to this board.

(CAC 2.64.680—2.64.690; AO No. 77-304; AO No. 82-49; AO No. 83-44; AO No. 86-154; AO No. 87-96; AO No. 2004-96, § 1, 6-8-04; AO No. 2006-175, § 1, 1-9-07; AO No. 2011-64(S-1), § 5, 6-28-11; AO No. 2011-81, § 3, 8-30-11; AO No. 2015-97, § 1, 9-15-15)

Charter reference— Boards and commissions, § 5.07.

Cross reference— Naming of municipal buildings, other fixed facilities and public places, ch. 3.97; historic preservation project fund, ch. 6.100; land use planning, supplementary district regulations, ch. 21.45; building regulations, ch. 23.05; public lands, tit. 25.

State Law reference— Historical commissions, AS 29.55.010; historical district revolving loan fund, AS 45.98.

Section 2. Anchorage Municipal Code of Regulations is hereby amended by adding a new chapter 4.60–Municipality of Anchorage Local Landmark Register.

Regulation 4.60 Municipality of Anchorage Local Landmark Register

4.60.001 Definitions
The following words, terms, and phrases, when used in this chapter and Anchorage Municipal Code section 4.60.030, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Contributing resource shall mean any resource that adds to the historic significance of the district.

Director shall mean the Director of the Planning Department or the Director’s designee.
Feature shall mean any component or element of a landmark which has been designated by the Historic Preservation Commission pursuant to this ordinance and is found to be of importance to the historic, architectural, archaeological, Tribal, scenic, or natural value of the property.

Historic Context shall mean an organizing structure for interpreting history that groups information about historic properties which share a common theme, common geographical location, and common time period. The development of historic contexts is a foundation for decisions about the planning, identification, evaluation, registration, and treatment of historic properties, based upon comparative significance. Examples of historic context may include Athabaskan culture, stories, or place names, Alaska Gold Rush, Alaska Railroad, World War II, Homestead Act, 1964 Earthquake, Urban Renewal, or Prudhoe Bay Oil Discovery.

Historic Preservation Officer shall mean the Anchorage Historic Preservation Officer or designee.

Integrity shall mean the ability of the landmark resource to convey its significance. Integrity must always be grounded in an understanding of a resource’s physical features and how those features relate to the significance of the resource. The seven aspects of integrity are location, design, setting, materials, workmanship, feeling, and association.

Improvement shall mean any object on a site constituting a physical improvement of a property.

Nomination shall mean a proposal to list a historic or cultural resource for designation as a landmark.

Nominator shall mean any person, group of owners, property owner, Tribal entity, the Historic Preservation Officer, or any member of the Historic Preservation Commission who may nominate a resource for designation.

Owner shall mean a person with a fee simple interest, a substantial beneficial interest of record, or a substantial beneficial interest known to the Historic Preservation Commission in an object, site, or improvement. Where the owner is a public agency or government, that agency shall specify the person or person(s) to receive notices hereunder.

Person shall mean any individual, partnership, corporation, group or association.

Resource shall mean any building, district, structure, site, landscape, traditional cultural property, object, or travel route.
Significance shall mean the determination of the essential features that define why a resource is significant, and in what period in time the resource is significant to. Significance is determined by identifying the links to important events or persons, design or construction features, or other potential information that makes the resource important. “Significant” landmark resources will be found to have a meaningful or noticeable influence or effect on our history or culture.

Substantial Alteration shall mean to demolish or materially alter the physical characteristics of a historic or cultural resource in an adverse manner.

4.60.002 Landmark Types

Landmarks shall be nominated as buildings, districts, structures, sites, landscapes, traditional cultural properties, objects, or travel routes. The nomination of an object or improvement as a landmark does not constitute a nomination of the site on which the object or improvement is located as a landmark site, unless the nomination states otherwise.

A. Building
A building is a construction used for human shelter, e.g. to house animals, or for commerce, business, or education. An interior, or any part of an interior may be designated regardless of whether the remainder of the resource in which it is located has been so designated. Nominations that include the entire building, including an interior, should be noted for inclusion in the designation.

Examples: A house, barn, place of religious assembly, school, theatre, Quonset hut, Wanigan, hall, machine shop, depot, office building, shed.

B. District
A significant concentration, linkage, or continuity of sites, buildings, structures, travel routes, or objects united historically or aesthetically by plan or physical development and features related by period, type, or location. Single properties may not be significant by themselves, but still contribute to the whole by providing continuity of historic era, design, appearance, cultural use, or function. A district may include both contributing and non-contributing properties. A district may also comprise individual landmarks separated geographically but linked by history, architecture, and/or culture.

Examples: A residential neighborhood, business district, archaeological site, a building complex such as a cannery, military base, or college campus.

C. Structure
A construction used for purposes other than human shelter.
Examples: Caches, bridges, dredges, dams, roadways, railroads, locomotives, aircraft, trail markers, and vessels.

D. Site
The location of a significant event, a historic or prehistoric occupation or activity, or building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archaeological value, regardless of the value of any existing structure. The significance of a historic site does not depend upon the survival of original standing structures and may include buried archaeological materials, accurately reconstructed buildings or visible alterations of the land. However, the setting must retain integrity and be mostly free of modern or non-historic elements, which confuse the historical relationship of the site with its period of significance.

Examples: Habitation sites, funerary sites, village sites, gardens, ruins of historic buildings and structures, and natural features such as rock and land formations having cultural significance.

E. Landscape
A geographic area including both historical, cultural, and natural resources associated with a prehistoric or historic event, activity, or person or peoples, or exhibiting other cultural or aesthetic values.

Examples: Farmlands, ancestrally used coastal areas, creek corridors, recreation areas, plant harvesting areas, parks, industrial and mining areas, etc.

F. Traditional Cultural Property
A place associated with cultural practices or beliefs of a living community that are rooted in that community’s history and are important in maintaining the cultural identity of the community. Traditional Cultural Properties have one or more of the following attributes: spiritual power, practice, stories, therapeutic quality, and remembrance.

Examples: Important ancestral fish camps, a location where a community has traditionally carried out economic, artistic, or other cultural practices important to maintaining its historic identity, or an urban neighborhood that is the traditional home of a particular cultural group and reflects its beliefs and practices.

G. Object
A material thing of functional, aesthetic, cultural, historical, or scientific value that may be by nature or design, movable yet related to a specific setting or environment.

Examples: Monuments, sculptures, boundary markers, or fountains.

H. Travel Routes
Motorized or non-motorized routes of travel on land or water in urban, suburban, remote, or rural settings.

Examples: Trails, paths, roads, railway routes, mountain passes, or waterways.

4.60.003 Designation Process.

A. Application

Anyone may file an application to initiate the designation of a resource to the Local Landmark Register, with the permission of each owner. A resource will not be considered for nomination without the owner’s approval or 51% of owners’ approval for resources with multiple owners. An application may be obtained from the planning department in hard copy or accessed online.

1. Application Fee.

An application fee based on a sliding scale (Table 4.60.003-1) will be assessed after the nomination has been determined complete. Nominations for municipal resources initiated by the Historic Preservation Commission are exempt from the application fee. The application fee will be used to support the Anchorage Historic Preservation Program including the management of the Local Landmark Register and will be directly deposited to the Historic Preservation Fund 740 (SAP 490000).

<table>
<thead>
<tr>
<th>TYPE</th>
<th>RESOURCE</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Single Resource</td>
<td>$100</td>
</tr>
<tr>
<td>2</td>
<td>District Contributing Resource (1-15)</td>
<td>$150 total</td>
</tr>
<tr>
<td>3</td>
<td>District Contributing Resource (16-30)</td>
<td>$200 total</td>
</tr>
<tr>
<td>4</td>
<td>District Contributing Resource (&gt;31)</td>
<td>$300 total</td>
</tr>
</tbody>
</table>

2. Owner Notification and Approval.

a. Fifty-one percent of a resource’s owners must approve the nomination of a Landmark in writing. Owners may indicate their support or lack of support through a letter, a signed petition, through input at a public meeting, or through an email to the Historic Preservation Officer or Historic Preservation Commission.

b. All owners within a proposed Landmark will be notified of the landmark nomination by the Historic Preservation Officer.

B. Completeness Review

1. The Historic Preservation Officer is the administrative official with jurisdiction to determine the nomination is complete. One
hard and electronic copy of the nomination is required to make
the determination of completeness. The Historic Preservation
Officer may request additional information or work with the
applicant to complete an application.

2. The Historic Preservation Officer will contact the nominator upon
determination of completeness to request at least 10 copies and
one electronic copy of the nomination packet for distribution.
(Additional copies may be required depending on the number of
community councils to be noticed by the nomination.) The
Historic Preservation Officer will disseminate packets to
municipal departments and the Historic Preservation
Commission.

C. Anchorage Historic Preservation Commission Review

1. The Historic Preservation Officer shall refer a completed
application for landmark designation to the Historic Preservation
Commission. The Historic Preservation Officer will place the
nomination on the Historic Preservation Commission’s agenda
for discussion and recommendation within 90 days after the
Historic Preservation Officer deems the nomination packet
complete and the nomination fee is paid. The Historic
Preservation Officer will notify owners and/or proponents of the
nominated resource of the Historic Preservation Commission
meeting by mail at least thirty (30) days prior to the Historic
Preservation Commission meeting at which a nomination is set
for consideration.

2. The Historic Preservation Officer shall send notices of the
Historic Preservation Commission meeting to any affected and
adjacent community councils.

3. The Historic Preservation Commission shall make a
determination of eligibility based on whether the resource meets
all of the following:
   a. The resource is identified as one or more of the
      landmark types as defined in 4.60.002;
   b. The resource meets the requirements of 4.60.004; and
   c. The resource retains sufficient integrity to convey that
      significance.

D. Findings and Recommendations of Commission

The Historic Preservation Commission shall act officially on landmark
designation within two regular meetings. The Historic Preservation
Commission may approve, reject, or request additional information.

1. Approve
   a. The Historic Preservation Commission shall compose
and approve a resolution that the nominated landmark meets the criteria for designation found in 4.60.004 and should be added to the Local Landmark Register, if recommending approval.

b. The Historic Preservation Commission will forward its recommendation through the Historic Preservation Officer to the Planning and Zoning Commission for a recommendation of approval by the Planning and Zoning Commission to the Anchorage Assembly.

c. Upon the passage of an Assembly ordinance designating the landmark, the Municipal Clerk shall send notice of the Assembly action by mail to the owner, or owners, of the designated landmark. The Historic Preservation Commission will also notify the owners of the Assembly approval.

2. Request More Information

a. The Historic Preservation Commission may request additional information from the nominator, owner(s), or Historic Preservation Officer at or prior to the Historic Preservation Commission meeting to assist them in making a determination. If additional information is requested at the meeting, the nomination will be tabled until the requested information is received.

b. Once additional information is received, the process established in 4.60.003B and C will be followed.

3. Deny

A resource may be found ineligible by the Historic Preservation Commission. The Historic Preservation Commission will state in their findings during the Historic Preservation Commission meeting why they believe the resource is ineligible. The nominator may appeal this finding per 4.60.008.

E. Recordation

1. Municipal Databases.

Within 90 days of designation of a landmark, the Historic Preservation Officer shall record the designation in five Municipal department databases: Cityview, the Real Property records database maintained by the Municipal Assessor with “HR” per 4.60.030E.3.b, the permit system maintained by Development Services, the municipal geographic information system database, and the online Local Landmark Register database maintained by the Historic Preservation Officer.


Upon designation of a landmark the Historic Preservation Commission shall submit the Landmark to the AHRS and the Alaska Department of Natural Resources Recorder’s Office within 90 days for recordation.
4.60.004 **Evaluating Historic and Cultural Resources**

Qualified landmarks shall be at least 30 years old and must meet at least one criterion in one of the five categories: History, Architecture, Geography, Culture, or be listed on the National Register or Alaska Landmark Register.

A. **History:** The landmark shall meet one of the following criteria:

1. Have direct association with development of the nation, state, Municipality, or communities within; or

2. Be the location of a significant historical event; or

3. Have direct or substantial association with an individual or group who influenced society; or

4. Exemplify the cultural, social, economic, political, aesthetic, or engineering history of the nation, state, Municipality, or communities within; or

5. Have potential to or has provided important information on the prehistory or history of the nation, state, Municipality, or communities within.

B. **Architecture:** The landmark shall meet one of the following criteria:

1. Embody distinguishing characteristics of an architectural style or type; or

2. Be a significant example of the work of a recognized architect or master builder; or

3. Contain elements of architectural design, engineering, materials, craftsmanship, or artistic merit which represent a significant or influential innovation; or

4. Embodies a style or character that demonstrates the building traditions of a group of people of an area in an era of history or prehistory.

C. **Geography:** The landmark shall meet one of the following criteria:

1. It represents an established and familiar feature of the neighborhood, community, or city, due to its prominent location or physical characteristics; or

2. Has historically promoted understanding and appreciation of the natural and cultural environment by means of its distinctive physical characteristics or rarity; or
3. Represent a resource, whether natural or human-made, which has historically or culturally contributed to the character of areas within the Municipality or communities within.

D. Culture: The landmark shall meet one of the following criteria:

1. Embody the customary beliefs, social forms, and material traits of a racial, religious, or social group shared by people in a place or time; or

2. Embody an integrated pattern of human knowledge, belief, and behavior that depends upon the capacity for learning and transmitting knowledge to succeeding generations; or

3. Demonstrate an important association with customary practices or beliefs of a living community that are rooted in that community’s history and are important in maintaining the continuing cultural identity of the community; or

4. Exemplify social, cultural, ethnic, or historical heritage of the Municipality or communities within.

E. National or Alaska Historic Registers: Any resource listed on the National Register of Historic Places or the Alaska Landmark Register may also be listed on the Local Landmark Register with owner approval.

4.60.005 Use of Property Designated as a Landmark

Nothing contained in this ordinance or in a landmark designation shall affect the present legal use of property. Anchorage Municipal Code Title 21 shall continue to apply to the use of the landmark. An exception to the section is accorded to properties receiving a historic preservation incentive such as tax relief, conditional use permits, rezoning, street vacation, planned unit development, transfer of development rights, gifts, preferential leasing policies, private or public grants-in-aid, beneficial placement of public improvements or amenities, variances in Title 21 land use requirements, or parking reductions.

The Development Services Department will notify the Historic Preservation Officer about permits affecting a landmark. The Historic Preservation Officer will apprise the Historic Preservation Commission of any such permitting actions. Demolition, relocation, or substantial alteration may result in removal of the landmark from the Local Landmark Register. The removal of the landmark from the Local Landmark Register may be initiated by the Historic Preservation Commission.

4.60.006 Commemoration.
Upon request, the Historic Preservation Commission may provide landmarks with an appropriately designed recognition in commemoration of landmark designation for a fee. This may include a commemorative plaque, interpretive panel, or interpretive signage.

There may be instances when a landmark will not be publically-commemorated. Commemoration outreach will include Government-to-Government consultations with Alaska Tribal People groups by the Historic Preservation Commission and Historic Preservation Officer to ensure sensitivity and understanding of a landmark and the extent to which the landmark can be publically-acknowledged.

4.60.007 Opt-out Provision
The owner of a resource may request to remove their property from the Local Landmark Register. This request will be made to the Historic Preservation Officer by a signed letter from the “owner of record.” The owner will be required to pay associated recordation fees for such removal upon approval.

1. Exceptions: Two exceptions to this provision occur as follows:
   i. A landmark owner has received a historic preservation incentive to improve or maintain their property from the Municipality of Anchorage, or
   ii. A landmark owner has a historic preservation conservation easement.

2. The incentive received on a landmark will guide the timeframe when a landmark may be removed from the Local Landmark Register.

4.60.008 Appeals.
The planning director shall administer these regulations. An aggrieved person may appeal a decision of the Historic Preservation Commission regarding the eligibility of a resource for listing in the Anchorage Local Landmark Register. The Historic Preservation Commission’s decision may be appealed to the planning and zoning commission.

Section 3. This ordinance shall be effective immediately upon passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this _______ day of
_______________, 2019.

Chair of the Assembly

ATTEST:

Municipal Clerk
<table>
<thead>
<tr>
<th></th>
<th>Finalize Local Landmark Ordinance Package: Power Point, User Guide, Public Outreach scope and parsing of meetings and presentations. First Friday May has been requested at Museum. Jenny scheduling subcommittee meeting. Local Landmark Ordinance (should begin mid-April and carry on through the Fall 2020) – Requires a meeting with Holly Spoth-Torres, she is still under contract to assist with this outreach effort. This planning would take an entire HPC meeting.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Muni Department Project Outreach: Needs to have a Director’s Guidance developed – language regarding consultations and why. Need to set meeting with Michelle and Carol. Draft language, etc.</td>
</tr>
<tr>
<td>3</td>
<td>Girdwood historic property survey and draft context statement: We have applied for a grant. However, there has been a lot of work done already. The HPC has made a promise to the Girdwood community to work with them. This momentum needs to continue. The HPC has funding that could be used for this project (This project could consume 2-3 meetings: who will do what, scoping, budget, review of what’s been accomplished to date, finalizing document, more outreach and engagement.</td>
</tr>
<tr>
<td>HPC Priorities – APPROVED 2/27/20</td>
<td>WHO</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-----</td>
</tr>
<tr>
<td><strong>4</strong></td>
<td>Muni-wide Stakeholder Outreach: Schedule HPC meetings in Chugiak/Eagle River, Eklutna Village, other presentations at community councils, special events, booths, etc. Research special events happening around the Municipality and be prepared to participate. May have to spend funds for booth space, etc.</td>
</tr>
<tr>
<td><strong>5</strong></td>
<td>Muni-wide Historic Preservation Plan: Figure out parsing out chapters, what’s right/wrong – Fix and get out to the public. Assign chapters, set subcommittees, meeting with Carol and Michelle, define additional outreach with Holly.</td>
</tr>
<tr>
<td><strong>6</strong></td>
<td>Oscar Anderson House: Work with Real Estate Department to find out what they are planning for the roof funding and whatever other repairs. First things, first – needs resolution directing outreach and engagement with RED, what’s been done, funding, asking for status and plans.</td>
</tr>
</tbody>
</table>

Need to assign a “keeper” of the priorities: Needs to be updated each month and presented at monthly HPC meeting.
CLG GRANT APPLICATION: FY20
Office of History & Archaeology
Alaska Department of Natural Resources
550 West 7th Avenue, Suite 1310
Anchorage, Alaska 99501

Historic Preservation Fund: Grants for Certified Local Governments

Deadline: Applications are due by 12:00 noon on Thursday, January 30, 2020.

The Certified Local Government (CLG) identified below is applying for a 60-40 Historic Preservation Fund (HPF) matching grant through the State of Alaska, Department of Natural Resources, Office of History and Archaeology.

CLG Name: MUNICIPALITY OF ANCHORAGE

Federal Tax Identification Number: 92-0059987
DUNS: 076667013

Project Title: GIRDWOOD, ALASKA SURVEY AND INVENTORY STUDY

Type of CLG Grant Project: (Check project type below, as applicable)

- [X] Survey
- [ ] Inventory
- [ ] National Register Nomination
- [ ] Historic Preservation Planning
- [ ] Public Preservation Education
- [ ] Predevelopment
- [ ] Development
- [ ] Acquisition

Budget Summary. Federal Award Request (includes State Indirect): $ 24,845.00

a. Total Project Cost (TPC) $ 38,165.00
b. Federal Share (60%) $ 22,899.00
c. Sponsor Share (40%) $ 14,165.00

Source of applicant (sponsor) share: (Use figures from “Sources” box on budget form)

a. Cash $ 5,000.00
b. In-kind Goods and Services $ 9,165.00
c. Donated Goods and Services $ 0

Name, title and contact information for the following:
Grant Manager: Kristine Bunnell
Mailing Address: P.O. Box 196650
City, State, Zip: Anchorage, AK 99519-6650
Telephone: 907-343-7993
E-mail Address: kristine.bunnell@anchorageak.gov
Preservation Commission Chair: Monty Rogers
Mailing Address: Same as Grant Manager

Telephone: E-mail Address:

CLG Contact: Kristine Bunnell
Mailing Address: Same as above

Telephone: E-mail Address:

Signature: Authorized Local Government Official
Date: 1/28/20

William D. Falsey, Municipal Manager
Name and Title (Print or Type)
Municipality of Anchorage
Community Name

Notary Seal

Subscribed and sworn before me this 28th day of January 2020.

Notary for the State of Alaska
My commission expires 6/18/22
Willingness to Comply
with Grant Requirements

1. I understand that this is a 60-40 matching grant application through the Historic Preservation Fund (HPF) administered by the State of Alaska Department of Natural Resources, Office of History and Archaeology.

2. Should this project be awarded, I understand that the State levies an indirect cost which may vary throughout the course of the grant period, but will not exceed the amount stated in the executed grant agreement.

3. If awarded an HPF grant, I understand that it is my responsibility to comply with all pertinent State and Federal regulations, the State-Local Grant Agreement, and requirements outlined in the *Historic Preservation Fund: Certified Local Government Grants Manual*.

4. Should this project be awarded, I understand that project records are subject to audit after project completion, and that if such an audit questions expenditures for which I have been reimbursed I will return an amount equal to the questioned expenditures.

5. I understand that no grant exists until the State Historic Preservation Officer (SHPO) signs the State-Local Grant Agreement, even if the Alaska Historical Commission recommends funds for my project. Any funds expended before the performance period specified on the fully executed grant agreement or before obtaining the SHPO's signature may not be reimbursed without specific approval.

Signature: Authorized Local Government Official

William D. Falsey, Municipal Manager

Name and Title (Print or Type)

Date: 1/28/20
CLG GRANT APPLICATION: FY20

CLG: Municipality of Anchorage

Project Name: Girdwood, Alaska Survey and Inventory Study

Contact: Kristine Bunnell, Anchorage Historic Preservation Officer
Kristine.bunnell@anchorageak.gov
907-343-7993

Submitted on behalf of the Anchorage Historic Preservation Commission and
The Girdwood Community

Map – page 342 – Shem Pete’s Alaska

Girdwood Roundhouse – Listed in the National
Register of Historic Places
CLG GRANT APPLICATION: FY20

CLG: Municipality of Anchorage

Project Name: Girdwood, Alaska Survey and Inventory Study

PROJECT INFORMATION See Writing a Successful CLG Application for more detail.

1. PROJECT DESCRIPTION

a. Provide a brief introduction to your project including the aim, scope, and significance of the project to your community.

AIM: The aims of this project are to identify, and document historic buildings, structures, sites, trails, traditional cultural properties and cultural landscapes located throughout the community of Girdwood, Alaska.

SCOPE: The scope of this project will be limited to the Girdwood Community Council area shown below. Newly determined historic and cultural resources will be cataloged in the AHRS. An existing draft context statement will be finalized. An existing draft windshield survey will be finalized. A community interview and photo-sharing event will be held. Archive research will be completed. A (12/19) draft AHRS map will be finalized. There is potential for the draft AHRS map to be updated with new resources. The draft Girdwood Community Council Age of Primary Structures map (below) has been updated and will be finalized with new data from this project. A consultation with Tribal governments will be held. Several community presentations will be conducted. AHRS cards will be drafted and approved by the SHPO for inclusion in the AHRS.

Draft Girdwood Community Council Area Context Statement Map
SIGNIFICANCE: The project is significant to the Municipality's Historic Preservation Program by further identifying for cultural and historic resources that could be eligible for nomination to the National Historic Register and the Anchorage Local Landmark Register. Resources and stories will be identified for future preservation, educational or interpretive projects, historic and cultural elements of Indigenous land use may be discovered along with elements and resources of Girdwood area settlement, including the Fur Trade and Gold Rush.

b. List any previous HPF grants this project has received. [Cite HPF number and grant name]

This project has not been awarded a grant in the past.

c. Briefly describe the relationship of this project to past, present, or future preservation work.

PAST PRESERVATION WORK:
The Anchorage Historic Preservation Commission initiated a project to complete an Anchorage-wide Historic Context Statement and Windshield Survey in 2017-2018 to support the draft MOA-Wide Historic Preservation Plan project. A draft context statement for the Girdwood area and windshield survey of Girdwood were completed during this time. Extensive public outreach efforts were completed by Municipal staff and Anchorage Historic Preservation Commission members. Comments on the draft Context Statement were received from community residents and incorporated during this timeframe.

PRESENT PRESERVATION WORK:
More recently (August 2019-present) the Anchorage Historic Preservation Commission and Municipal staff have been meeting with Girdwood community members to continue discussions on historic preservation projects. The Girdwood community wishes to finalize the context statement and work with the Commission to complete a more in-depth historic and cultural resources survey and report.

The present outreach efforts also included Anchorage Historic Preservation Commission members sponsoring a booth at the Girdwood K-8 PTA Holiday Bazaar. Thirty-three comments were received on areas, or places the community wanted to see preserved. Forty-seven comments on historic preservation, including interpretation, oral history, museum, photographic documentation, and other preservation or history acknowledgement ideas were obtained. Fifteen community members signed up as “Interested in joining a group to discuss historic preservation in Girdwood.” We anticipate asking this group to be a steering team for this project.

FUTURE PRESERVATION WORK:
Completion of this project would assist the Girdwood community in planning, funding, and completing the types of history and cultural preservation and public education projects documented at the Holiday Bazaar, and in public engagement that has been ongoing and will further contribute to this project.

Completion of this project would provide a “historic preservation section or chapter,” in the update to the Girdwood Area Plan, currently in the process.
2. PRESERVATION OBJECTIVES

a. How does the project relate to annual CLG grant priorities established for this fiscal year?

This project meets FY 2020 CLG Priority #4: Projects that address survey and evaluation of properties. Archeological projects, in urban and rural areas, and for prehistoric and historic sites are encouraged.

Related to this, projects that record information on traditional Native places and place names are of priority. AHRs, Shem Pete’s Alaska, Alaska’s Perfect Mountain, Patterns of the Past will also be reviewed before completion of fieldwork to identify the additional resources to be included in the survey.

b. How does the project relate to the goals and objectives of the State Historic Preservation Plan.

This project meets the following goals and objectives of the State Historic Preservation Plan:

Goal #1: Increase knowledge and understanding of the Alaska’s heritage and historic preservation.
Objective #2: Create educational programs to engage Alaskan youth. b.: Provide students with opportunities to engage in fieldwork, research activities, and lab and archival work.

* Scope elements #5, 7 and 9: The project will use Girdwood students and the Girdwood Historic Preservation Group to assist in fieldwork and research.

Goal #3: Identify, document, and designate Alaska’s cultural resources.
Objective #1: Conduct survey and inventory proactively. a.: Encourage community-wide surveys.
Objective #2: Improve and expand cultural resources inventories. b.: Implement AHRs Survey Model.
Objective #3: Prepare more historic context. a.: Ensure that historic contexts include discussions on property types and registration requirements.

* Scope elements #1, 2, 3, 4, 5, 6, 7, 8, and 9 will be implemented by the project team and the community.

c. Describe how the project meets an identified historic preservation priority of your community.

The project meets the following Anchorage Comprehensive Plan; Principals for Design and Environment (Plan Principal), Goal and Policies:

~ Plan Principal: “Conserve Anchorage’s heritage of historic buildings and sites.”

~ Goal: Design and Environment: The visual image and identity of the city are strengthened and promoted.
~ Policies:
* Policy 46: The unique appeal of individual residential neighborhoods shall be protected and enhanced in accordance with applicable goals, policies and strategies.
* Policy 47: Provide distinctive public landmarks and other public places in neighborhoods.
* Policy 51: The Municipality shall define Anchorage's historic buildings and sites and develop a conservation strategy.
* Policy 88: Provide opportunities for integrating arts and culture in developments throughout the community.

Does the project contribute to the implementation of your local historic preservation plan?

A historic preservation plan has not yet been adopted for the Girdwood community council area. However, the project fulfills community desires expressed during several meetings held in the Girdwood area and a specific outreach intended to gain community input on historic preservation held during December 2019 at the Girdwood school as noted on page 2 in the Present Preservation Work section.

3. PROJECT PERSONNEL

a. Who will act as Project Manager?

Project Manager: Kristine Bunnell is the Project Manager for the Municipality of Anchorage. Ms. Bunnell has enough time and experience to be considered qualified under 36 CFR 61. Ms. Bunnell's resume is attached with this application.

Ms. Bunnell drafted much of or managed the completion of the draft of the Municipal-wide historic context statement. She also drafted the current Draft Girdwood Community Council Area Context Statement. The draft Municipal-wide historic context statement is focused on the establishment of each community council, and therefore contains more focused information starting with a timeline that includes Dena'ina place names and history, European, Russian, and American exploration, homesteader names and history, subdivisions and then later development as applicable.

Ms. Bunnell contributed to the South Addition Context Statement and Survey Study approved by the SHPO in 2013. She also completed the Government Hill – Yesterday and Today Oral History published in 2013, which included the historic context and survey study results from the Stephen R. Braund study for Government Hill.

b. Identify the local government personnel who will act as Grants Manager for the project.

Kristine Bunnell will act as the Grants Manager for the Municipality of Anchorage and the project. Ms. Bunnell has over 25 years managing federal and state grants. She also received a FAC-COR* certification from the National Park Service in 2010.

* The Federal Acquisition Certification for Contracting Officer's Representatives (FAC-COR) program is for acquisition professionals in the Federal Government performing contract management activities and functions.
c. Describe the local historic preservation commission’s role in the project.

The Anchorage Historic Preservation Commission will help direct and approve the survey study. They will provide input on the survey study methodology, draft products, and will assist with research and documentation of historic and cultural resources. The Commission will also review and advise in selection of consultants, assist Municipal staff in compiling and analyzing data, participate in outreach efforts, and may assist in finalizing the draft context statement for the survey study.

Attached are draft Commission notes indicating their approval for applying for this grant. No resolution was brought forward. Commissioner time will be tracked as volunteer time and contributed to the required grant match. Commissioner’s resumes are attached.

The Commission is comprised of:

Monty Rogers – Archeologist and Commission Chair, Darrell Lewis – NPS Historian, Jenny Blanchard – BLM Archaeologist and Commission Vice Chair, Kevin Keeler – BLM and Iditarod National Historic Trail Administrator, Julie Raymond-Yakobian – Cultural Anthropologist and Girdwood resident, Marc Lamoreaux, Ph.D – Native Village of Eklutna Tribal Council Staff and GIS Environmental Program Coordinator, Connor Scher – Architect, Commission Secretary and Girdwood resident, and Brandy Pennington – Real Estate Specialist.

d. Identify volunteer personnel and their tasks.

Local Girdwood Municipal staff will also assist with this project. Their time and wages will also be tracked as in-kind match.

Fourteen local Girdwood residents expressed interest in participating on a historic preservation group for Girdwood. Two Historic Preservation Commission members live in Girdwood. They will participate with the Girdwood Historic Preservation Group formed for this project. Tasks of this group will include but are not limited to providing information on known or recommended resources, reviewing and approving draft documents, participating in community meetings, providing historic photographs or other memorabilia and field work. The group’s participation and time will be tracked for in-kind match. Please see attached sign-up sheet.

e. Identify any additional contractors to be used and expected duties.

A contractor’s main responsibility would be to complete the AHRS cards for approval by the SHPO and inclusion into the SHPO database. No contractor has been chosen at this time. The Municipality is not allowed to enter into contracts prior to a confirmation of funding.
4. **WORK PLAN (estimated to start 4/2020 – with a 9/30/2021 end date)**

   a. How will the project be undertaken?

1. **Literature review** – A literature review will be conducted from several resources noted in Section d, page 8 of this application.

2. **Review draft AHRS baseline maps** – to determine any additional inventory and survey effort – A draft AHRS baseline map was completed in December 2019, which is based “Year-Built” data from the Municipality of Anchorage Assessor’s office. That map will be compared with any new findings from the Literature review.

3. **Review draft windshield survey study** – to determine any additional inventory or survey effort. The windshield survey photos and map will be reviewed and compared with the draft AHRS baseline map and any new information from the Literature review, to determine new resources to photograph.

4. **Review trails data** – to determine any additional trails data that may be needed – Several trails were mentioned in the December 2019 Commission outreach with the Girdwood community. Those proposed trail routes will be further discussed with the community and reviewed in the field.

5. **Finalize and schedule field survey work** – based on Tasks 1, 2, 3, and 4.

6. **Schedule community workshops** – to identify and document cultural resources, learn about their significance, and gather additional public input on general historic preservation issues in the community – The Girdwood Board of Supervisors (GBOS) and GBOS Trail’s committee both meet monthly, the project team will present at each of these meetings to determine additional workshops and presentations needed for the community. The project team will also partner with community events for outreach including the Forest Fair held each summer.

7. **Schedule and hold community interview and photo-sharing event** – The project team will work with the GBOS and GBOS Trail committee to schedule this event for the most opportune time to garner community participation.

8. **Schedule and hold Tribal partner consultation** – The project team will rely on the Anchorage Historic Preservation Commission’s Native outreach coordinator to schedule this consultation. There may be more than one consultation and field visits as desired.

9. **Review, and make additions to draft and final documents** – A robust review of the draft documents will be completed by the Project team, GBOS, GBOS Trails Committee, SHPO, Tribal partners, and Girdwood Historic Preservation Group.

10. **Prepare draft and final AHRS cards** – The AHRS cards will be completed in draft and submitted to the SHPO for review and approval. The AHRS will be updated and submitted to the AHRS once the SHPO has approved.

11. **Publish Final Survey Study online and in hardcopy** – The final draft Survey Study will be designed with InDesign software and published in hardcopy and online. We anticipate this document to be used for future interpretive, educational, historic and cultural preservation projects, Section 106 reviews, inclusion in the Girdwood Area Plan update, and celebrations of Girdwood’s culture and history.

12. **Schedule and hold community event** – to share Final Survey Study – We anticipate an event at the end of this project to share the document with the community. This will be Girdwood’s “story” to share and celebrate.
b. Describe the geographic area encompassed by the proposed project.

Located along the southern edge of the Municipality along the Turnagain Arm, the town of Girdwood straddles the mouth of Glacier Creek. The Alyeska Highway connects Old Town Girdwood at Seward Highway with the Alyeska Resort. The major boundaries are the Chugach State Park to the North and East, and Turnagain Arm to the South and west. The Alaska Railroad, Seward Highway, and Alyeska Highway are gateways, along with the National Historic Iditarod Trail.

The Girdwood area was first used by Dena’ina traveling from the Kenia Peninsula to areas north including Tyonek (Shem Pete’s Alaska, reference 16.4, page 344). Access to Girdwood was by Dena’ina and Iditarod trails pre-1912, when the small sailing vessel Alaska made its inaugural trip up Turnagain Arm—too shallow for larger boats—the Alaska made it through by breaking ice to deliver equipment and miners to the Glacier Creek area (Johnson).

Now Alaska’s most popular ski town, the Girdwood valley provides an outstanding physical setting for a mountain resort community. However, much of this landscape is fragile, hazardous, or marginal for development purposes. Steep alpine slopes, wetland meadows and marshes, deep green forests, braided streams and rock outcroppings combine to provide both unexcelled natural beauty and an attractive recreational and living area for residents and visitors to enjoy.

The Girdwood valley sits amidst the Chugach-Kenai-Kodiak Mountain System sculpted from ice with bedrock composed of argillite, slate, and graywacke.

The valley is six miles long, and 2 miles wide at tidewater, gradually narrowing to the headwall of the Chugach range, or north end of the valley, past the confluence of Winner, Glacier, and Crow Creeks. Surface water is readily available provided by the 3 creeks. Groundwater supplies nearly all the water demands in the Girdwood area. Community and private wells are prevalent depending on where the development is located.

Culture and history abound throughout the Girdwood area mostly evidenced by trails, mine sites, and impacts from the 1964 Earthquake. Girdwood residents realize the wonderful and unique culture and history their home offers and are encouraged to share this information with the community and the world.
c. Include the estimated number of buildings, structures, sites, square miles, etc., to be addressed.

Approximately 36 built structures were photographed during the 2018 windshield survey. There are several known mining sites, trails, buildings, and cultural resources that are yet to be researched, surveyed and photographed. There is no estimate at this time on what that number may be. The Girdwood community listed at least 12 additional places.

d. Cite any planning studies, condition assessments, design drawings, research reports, publications, or other sources of relevant information you plan to use for this project.

We plan to include the following resources – listed alphabetically. There may also be more studies, reports, publications or other resources used that are not listed or known of at this time:

1. Alaska Historic Resources Survey
2. Alaska’s Perfect Mountain – Johnson and Brandon – printed 2004
3. Girdwood’s history of development from the Girdwood Board of Supervisor’s website:
   [http://communitycouncils.org/servlet/content/15.html](http://communitycouncils.org/servlet/content/15.html)
4. Girdwood South Townsite Area Master Plan (2014)
5. Girdwood-Iditarod Trail Route Study (1997)
8. Patterns of the Past – Carberry and Lane – second edition 1989
10. The James Girdwood Collection – Perry and Daniels, First printing 2015
e. Provide a work schedule showing months, expected activities, and benchmarks to achieve throughout the grant period of performance.

The Work Plan will have the following schedule (estimated start 4/2020 – 9/20/2021 required end date:

Months 1-2:

1. Literature review.
2. Review draft AHRS baseline maps to determine any additional inventory and survey effort.
3. Review draft windshield survey study to determine any additional inventory or survey effort.
4. Review trails data to determine any additional trails data that may be needed.
5. Finalize and schedule field survey work based on Tasks 1, 2, 3, and 4.

BENCHMARK – End of month 2 – preliminary research completed.

Months 2-8:

6. Conduct Field Work

BENCHMARKS – MONTHLY Check-ins on field work with project team, Historic Preservation Commission, Girdwood Historic Preservation Group, and Girdwood Board of Supervisors.

Months 4-8:

7. Schedule community workshops to identify and document cultural resources, learn about their significance, and gather additional public input on general historic preservation issues in the community.
8. Schedule and hold community interview and photo-sharing event.
9. Schedule and hold Tribal partner consultation.

BENCHMARKS – Workshops and Event completed, and Tribal partner consultations completed.

Months 2-12:

10. Prepare the draft and final reports.
11. Prepare draft AHRS cards.
12. Publish Final Survey Study online and in hardcopy.
13. Schedule and hold community event to share Survey Study and discuss results.

BENCHMARKS – Internal review draft of all documents completed month 9. Draft AHRS cards completed month 9 and submitted to SHPO for approval. Draft Survey Study including context statement and windshield survey results, photography completed month 9. Month 9-10 begins any additional public comment and outreach to finalize survey document and attachments.
5. FINAL PRODUCTS

a. Describe publications, workshops, audio-visual materials, reports, websites, brochures, survey materials, nominations, interpretive signs, etc., that will be produced as part of the proposed project.

The final products will include:

✓ Completed draft historic context statement for review and comment by the SHPO, Anchorage Historic Preservation Commission, and Girdwood residents and Girdwood Board of Supervisors. The draft context statement will be included into the Survey Study after all groups have reviewed.

✓ Completed draft windshield survey and field survey, that may include additional photographs from on-the-ground field work for review and comment by the SHPC, Anchorage Historic Preservation Commission, and Girdwood residents and Girdwood Board of Supervisors. Once the review is complete and all comments addressed the draft windshield survey will be included into the Survey Study after all groups have reviewed.

✓ Completed Draft and Final Survey Study with inclusion of context statement and windshield and field survey results.

✓ Completed AHRS Cards in draft and final for inclusion in AHRS database.

b. Identify the intended audience and where the public will be able to access these materials. Describe how you will inform your community about the project.

The intended audiences are the SHPO, Anchorage Historic Preservation Commission, and Girdwood residents and Girdwood Board of Supervisors, Tribal partners, and the general public. Federal, State and Local agencies may also be able to use the completed documents for Section 106 reviews.

The final document will be published in hardcopy and uploaded electronically to the Municipal website. Hardcopies will be forwarded to AK DOT&PF – Erik Hilsinger, SHPO – Judith Bittner, GBOS – for the Girdwood Library, Consortium Library and Anchorage Museum, Native Village of Eklutna, CIRI, and Native Village of Tyonek.

6. ADDITIONAL INFORMATION

a. Attach letters of commitment and support, as appropriate, from teachers, historical societies, museums, Native groups, and others. (Note attachments below.)

Anchorage Historic Preservation Commission meeting notes are attached with vote of approval for the grant application. The vote of approval will commit Commission financial and in-kind resources to the project. Also attached is the Girdwood Community bazaar outreach results and historic preservation group sign-up sheet. Attachments: Commission meeting notes and Girdwood sign-up sheet.
b. Attach any other relevant information, such as copies of photographs.

Please see attached draft Girdwood Community Council Area History and Character Summary and draft windshield survey photo log.

GIRDWOOD
HISTORY AND CHARACTER SUMMARY
Historic Context Statement

PUBLIC REVIEW DRAFT -
Updated 1-15-20

7. BUDGET: Maximum Federal Request of $25,000 (includes State indirect cost). Your budget submittal shall consist of four parts: three tables and one narrative. See example tables and blank form in Excel, and narrative portion to complete below.

a. Budget Details table showing how costs were estimated.
b. Budget Summary table identifying planned cost share of 60% and 40%.
c. Matching Share table showing sources of match.
d. Budget Narrative explaining costs in detail.
Proposed Budget Detail – Budget Summary and Sponsor Match
**CLG: Municipality of Anchorage**

**Project: Girdwood Context & Survey Study**

**Historic Preservation Fund**

**Directions:** First, complete the blue *Budget Details* table. If needed, add rows etc., to show calculations of proposed costs for your project.

Second, totals for each cost category in the *Budget Details* table should auto-populate the "Totals" column in the yellow *Budget Summary* table.

However, you will need to enter amounts in the 60% and 40% columns in the yellow *Budget Summary* table to show your planned 60-40 split by cost category.

Finally, enter amounts in the pink table: *Source of Sponsor's Matching Share*. The total should at least equal 40% of your Total Project Cost (TPC).

* (Do Not Exceed $25,000 for Federal Award Request.)

### 2. Budget Summary

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<th>60% HPF</th>
<th>40% Match</th>
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<td><strong>14,165</strong></td>
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<table>
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<th>Total Project Cost (TPC)</th>
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<tr>
<td>Sponsor Matching Share 40% of TPC</td>
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<tr>
<td>HPF Federal Grant Share 60% of TPC</td>
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<tr>
<td>8.5% State Indirect on Federal Share</td>
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<tr>
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<tr>
<td>Potential Reimbursement to Sponsor</td>
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*Total Cost* shown on Budget Summary reflects 60% of the project total of $38,165.00.

### 1. Budget Details by Cost Category

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<tr>
<td>MOA IGC</td>
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</table>

| Totals            | 14,164.91 | 0.00 | 14,164.91 | 23,496.00 | 504.00 |

https://www.independentsector.org/volunteer_time

**Planner** - Muni Staff

**HPC** - Historic Preservation Commission

**Res Grp** - Resident Group Volunteers

**GW Staff** - Girdwood Municipal Staffers

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<th>3. Source of Sponsor's Matching Share</th>
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<tr>
<td>Cash Expenditures</td>
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<tr>
<td>In-Kind Contributions</td>
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<tr>
<td>Donations &amp; Volunteerism</td>
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<tr>
<td><strong>Total $ (40% of TPC)</strong></td>
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</table>
BUDGET NARRATIVE: Describe activities to be performed under Personal Services, Contractual Services, Supplies/Materials, Travel, and Other cost categories.

a. Personal Services: describe work each position/person will perform for the proposed project.

The PM will manage the grant and reporting including tracking in-kind hours by project participants. The PM may work on finalizing the draft context statement and windshield survey. The PM may participate in the public outreach and engagement efforts and some field work.

Commissioners will conduct some field work, research, and may work on finalizing the draft of the context statement and windshield survey. Commissioners will participate in public outreach and engagement. The two Girdwood Commissioners will be integral to the success of this project.

Local Girdwood Municipal staff have committed to assisting with setting community meetings, participating in the interview and photograph event, and providing other outreach support as needed.

b. Contractual Services: List contractor name(s), if known. Describe work each will perform.

A contractor will complete the draft and final AHRS cards. They may also complete some field work and research.

A second contract will provide the survey document layout and printing, preparation of website-ready documents and photos, room rental fees, interview recording and editing, videography, and photo scanning.

c. Supplies/Materials:

No supplies will be purchased with this grant.

d. Travel:

No travel will be charged to this grant.

e. Other: Identify other costs which do not fall into one of the above categories. Explain purpose and relevance to this proposed project.

Municipal Intergovernmental Charge of $504.00.
Applicant, has your entity:

CHECKLIST

✓ Maintained current certification under the CLG program?
✓ Signed and notarized this application?
✓ Signed the form titled: Willingness to Comply with Grant Requirements?
✓ Provided the information requested on each page of the application package?
✓ Included a public outreach component?
✓ Attached maps showing location of project?
✓ Attached photographs or clear photocopies showing overall character of properties for survey, inventory, National Register nomination, pre-development and development projects?
✓ Attached letters of support from the community and, if needed, property owners?
✓ Attached a resolution from the City or Borough’s governing body (or indicate one has been requested prior to the Alaska Historical Commission meeting to recommend awards).
✓ Explained historic preservation commission involvement in the project, and addressed its role in the review processes?
✓ Checked your budget for accuracy.

Deadline: Applications are due
12:00 noon on Thursday, January 30, 2020.

Only complete, signed, dated, notarized applications will be considered.

Submit applications and questions to the HPF Grants Administrator:
jean.ayers@alaska.gov.
AMENDMENT NUMBER THREE (3) TO
PROFESSIONAL SERVICES CONTRACT
WITH NORTHERN LAND USE RESEARCH ALASKA, LLC

This amendment is made and entered into by and between the Municipality of Anchorage,
(thereinafter referred to as "Anchorage"), and Northern Land Use Research Alaska, LLC,
(thereinafter referred to as the "Contractor").

WHEREAS, the parties have the authority to amend the contract pursuant to Part II,
General Contract Provisions, Section 5.0, Amendment and desire to do so;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained
in the contract, the parties do hereby agree that the contract shall be amended as follows:

Change #1: Appendix A: Scope of Work, MOA-Wide Historic Preservation Plan. Replace
Appendix A in its entirety with the attached Appendix A: Scope of Work –
Amendment # 3, MOA-Wide Historic Preservation Plan

Change #2: The parties hereby agree that all other portions of the contract shall remain in full
force and effect in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment as shown below:

MUNICIPALITY OF ANCHORAGE

Ronald S. Hadden
Purchasing Officer
MOA Purchasing Department

Northern Land Use Research Alaska, LLC

Lindsay J.A. Simmons, M.A., General Manager

Date: 2 April 2019

IRS Tax Identification No. 84-1380462
Tax Status: Taxable [X] Non-Taxable []

RECOMMENDED FOR APPROVAL
Michelle J. McNulty, AICP, Director Planning
Department
Date: 4/4/19
APPENDIX A: SCOPE OF WORK – Amendment #3
MOA-Wide Historic Preservation Planning

The following sections are amended with this amendment: Section 1, Section 2, and Section 3.

SECTION 1. GENERAL INFORMATION

Project Elements (Amended)
This scope of work is amended to move the public input and meeting facilitation efforts currently directed to the completion of the MOAHPP to public input, website updates, and possible meeting facilitation efforts to support the public outreach efforts the Historic Preservation Commission and Municipal staff have identified for a public outreach process to adopt the Anchorage Local Landmark Ordinance. The Anchorage Local Landmark Ordinance is identified as a project in the Anchorage Original Neighborhoods Historic Preservation Plan A.O. 2103-12 and the Public Review Draft Municipal-Wide Historic Preservation Plan (MOAHPP). The MOAHPP was put on hold in the fall of 2018, to seek additional funding to complete the plan. The HPC has support from the community for a local landmark register. The HPC would like to move forward with the public outreach and adoption process for the Anchorage Local Landmark Ordinance to establish the local landmark register and the process for nominating local historic and cultural resources to the Local Register. $14,288.14 remains in the existing Purchase Order with Northern Land Use Alaska. Huddle AK would complete the contract.

2. PROJECT ELEMENTS (AMENDED TASK 7)

MOAHPP Public Review and Public Hearing Drafts Element
Task 7. Public and professional organization outreach efforts including social media updates, project webpage updates, design and printing in order to convey the benefits and rewards of an Anchorage Local Landmark Ordinance:

- Schedule public and professional organization meetings and consultations.
- Compile and publish comments received from the project webpage.
- Maintain social media and project website.
- Design and print meeting or website collateral documents such as, “The Benefits of Local Historic Districts,” “Historic Districts and Design Overlays,” and an Anchorage Local Landmark Ordinance adoption process – 1-page informational sheet.

3. Time for Performance (Amended).

The Time for Performance is amended from March 31, 2019 to December 31, 2019.

ATTACHMENTS
1. Schedule of Professional Fees
2. HPC Resolution 2019-002
### ATTACHMENT #1 - SCHEDULE OF PROFESSIONAL FEES

#### SECTION 1

**SCHEDULE OF FEES**

<table>
<thead>
<tr>
<th>Task 7: Public Outreach</th>
<th>Hourly Rate</th>
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<th>Subtotal</th>
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<tr>
<td>Personnel</td>
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<tr>
<td>Holly Spath-Torres</td>
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<td>Public Outreach Support Staff</td>
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<td>Graphic Design Support</td>
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<td>Other costs</td>
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<td><strong>Total Task 7:</strong></td>
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<td></td>
<td><strong>14,288.00</strong></td>
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</tbody>
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| Total Cost of Contract  |           |                 | **$96,384.56** |
MUNICIPALITY OF ANCHORAGE

ANCHORAGE HISTORIC PRESERVATION COMMISSION
RESOLUTION 2019-002
A RESOLUTION SUPPORTING THE USE OF HPC FUND 740 TO COMPLETE THE PUBLIC OUTREACH PROGRAM FOR ASSEMBLY APPROVAL OF THE ANCHORAGE LOCAL LANDMARK ORDINANCE

WHEREAS, the Municipality of Anchorage (MOA) is a Certified Local Government (CLG) under the Federal program managed by the Alaska Department of Natural Resources, Office of History and Archeology; and

WHEREAS, according to the National Park Service CLG program website, a Certified Local Government must meet the following minimum goals: 1. Establish a qualified historic preservation commission. 2. Enforce appropriate State or local legislation for the designation and protection of historic properties—in most cases this is done in the form of a local ordinance. 3. Maintain a system for the survey and inventory of local historic resources, and 4. Facilitate public participation in the local preservation...; and

WHEREAS, the Anchorage Original Neighborhoods Historic Preservation Plan and the Public Review Draft Municipal-wide Historic Preservation Plan both identify the recommendation and adoption of an Anchorage Local Landmark ordinance as a priority for the Anchorage Historic Preservation Program; and

WHEREAS, there is unused funding allocated to the Municipal wide historic preservation plan project that could be reallocated by the HPC to assist in supporting a public outreach program integral to the adoption of an Anchorage local landmark ordinance.

NOW, THEREFORE, BE IT RESOLVED, that unused funding up to the amount of $14,288.14, previously allocated to the preservation plan project will be reallocated within the same contract effort, subject to the final scope of work and contract budget, to assist the HPC in completing professional and public outreach efforts including social media updates, project webpage updates, contacting public and professional organizations, design and printing in order to convey the benefits and rewards of an Anchorage Local Landmark ordinance.

PASSED AND APPROVED by the Anchorage Historic Preservation Commission on the 15th day of March, 2019.

Michelle H. McNulty, AICP, Secretary

Monty Rogers, Chair

Digitally signed by
Monty Rogers
Date: 2019.03.15
14:49:16 -08'00'
AMENDMENT NUMBER FOUR (4) TO PROFESSIONAL SERVICES CONTRACT WITH NORTHERN LAND USE RESEARCH ALASKA, LLC

This amendment is made and entered into by and between the Municipality of Anchorage, (hereinafter referred to as “Anchorage”), and Northern Land Use Research Alaska, LLC, (hereinafter referred to as the “Contractor”).

WHEREAS, the parties have the authority to amend the contract pursuant to Part II, General Contract Provisions, Section 5.0, Amendment and desire to do so;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in the contract, the parties do hereby agree that the contract shall be amended as follows:


Change #2: The parties hereby agree that all other portions of the contract shall remain in full force and effect in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment as shown below:

MUNICIPALITY OF ANCHORAGE

________________________________________
Mayor, Municipal Manager or Authorized Designee

Date: _________________________________

Northern Land Use Research Alaska, LLC

Lindsay Simmons, M.A., General Manager

Date: __12 December 2019__________________

IRS Tax Identification No. 84-1380462
Tax Status: Taxable [X] Non-Taxable [ ]

RECOMMENDED FOR APPROVAL

________________________________________
Michelle H. McNulty, AICP, Director Planning Department

Date: 12/18/19

Contract Amendment No. Four (4)
MOA Purchase Order# 2017000414 Northern Land Use Research AK LLC
Page 1 of 1