



CITY OF KETCHUM
MEETING MINUTES OF THE
HISTORIC PRESERVATION COMMISSION
Wednesday February 4, 2025

CALL TO ORDER:

Clyde Holt called to order at 14:31 p.m. *(00:00:19 in video)*

Roll Call:

Wendolyn Holland (via video)

Melissa Ravelo

Clyde Holt

Matthew McGraw

Jakub Galczynski

Also Present:

Morgan Landers – Director of Planning & Building

Abby Rivin – Senior Planner

CONSENT AGENDA: *(00:0:50 in video)*

1. ACTION ITEM: Approval of the January 8, 2025 Minutes

Motion to approve the January 8 minutes.

MOVER: Melissa Ravelo

SECONDER: Matthew McGraw

AYES: Melissa Ravelo, Clyde Holt, Matthew McGraw, Wendolyn Holland, & Jakub Galczynski

NAYS: None

RESULT: UNANIMOUSLY ADOPTED

NEW BUSINESS: *(00:01:40 in video)*

2. Discussion of 2025 Work Plan. *(00:02:15 in video)*
 - Commission questions and Staff responses regarding 2025 Work Plan, HPC's relation to draft Comp Plan, historic structure protection, surveys of historic properties, potential proactive listing of historic structures; Jakub Galczynski; Melissa Ravelo, Morgan Landers, Wendolyn Holland, Matthew McGraw *(00:02:20 in video)*
 - Commission questions and Staff responses and questions regarding listing buildings for historic preservation, ideal methods or timeframes for listing, potential city-initiated survey or potential 'rolling' list; Matthew McGraw, Morgan Landers *(00:16:10 in video)*
 - Commission questions and Staff responses regarding potential action items for Staff,

potential distribution of work from Staff onto the Commission. Potential action item one is to review the pre-existing surveys before doing new grant work. Potential action item two is to have a potential joint meeting with P&Z Commission or with City Council regarding historic preservation in light of new density and comp plans. Further discussion of potentially creating a form letter for notifications to aid property owners, notifying them of historic status to prevent miscommunications regarding the historic demo noticing process; Wendolyn Holland, Melissa Ravelo, Morgan Landers (00:24:10 in video)

- Commission questions and Staff responses regarding historic handbook, potential marketing campaign to advertise and educate community on historic property list, discussion of attendance at HPC meeting; Jakub Galczynski, Morgan Landers, Melissa Ravelo, Matthew McGraw (00:31:10 in video)

ADJOURNMENT: (00:51:20 in video)

Motion to adjourn the meeting at 5:22 p.m.

MOVER: Matthew McGraw

SECONDER: Jakub Galczynski

AYES: Matthew McGraw, Melissa Ravelo, Wendolyn Holland, & Jakub Galczynski

NAYS: None

RESULT: UNANIMOUSLY ADOPTED

Clyde Holt,
Historic Preservation Commission Chairperson

Morgan Landers,
Director Planning and Building, City of Ketchum