



## Historic Preservation Commission Special Meeting Minutes

Monday, February 10, 2025 at 2:00 PM

9103 E Frederick Ave.

[www.youtube.com/@cityofmillwood](https://www.youtube.com/@cityofmillwood)

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### 1. CALL TO ORDER & ROLL CALL

Commissioner Major called the Special Historic Preservation Commission Meeting to order at 2:00 pm. A quorum was present.

#### PRESENT

Comissioner Major  
Commissioner Oakes  
Commissioner St Clair  
Commissioner Kirsten

#### ABSENT

Commissioner Brannin

### 2. APPROVAL OF MEETING AGENDA

Motion made by Commissioner Oakes, Seconded by Commissioner Kirsten to approve the agenda as presented.

Voting Yea: Commissioner Major, Commissioner Oakes, Commissioner St Clair, Commissioner Kirsten

### 3. ACTION ITEMS FOR DISCUSSION

- a. Motion to approve May 18, 2023 meeting minutes as presented or with any modifications.

Motion made by Commissioner Oakes, Seconded by Commissioner Kirsten to approve the May 18, 2023 minutes as presented.

Voting Yea: Commissioner Major, Commissioner Oakes, Commissioner St Clair, Commissioner Kirsten

- b. Historic Preservation Commission Meetings - Frequency-Date-Time

The Commissioners discussed the limitations of special meetings and the flexibility of having regular meetings. They also discussed whether they wanted to have monthly, bimonthly or quarterly meetings and what time of day worked best for those in attendance.

- c. Central Business District Street Lights

Ms. Cassels explained that the Street Light information was included in the packet at the Mayor's request to see if the Commission had been involved in any discussions with Ms. Janssen regarding Street Lights for the Central Business District. The Commission stated that they had not been involved in any discussions with Ms. Janssen regarding Street Lights.

- d. Millwood Register of Historic Places

Commissioner Major explained that there were 2 properties on the Millwood Register of Historic Places. She also stated that the forms and procedures needed to register a historic property had been created and were available on the City's website for property owners who were interested in registering their historic property.

The Commissioners discussed Millwood's upcoming centennial, the tax break benefits available to historic property homeowners, sending an informational letter to historic homeowners, creating signs identifying the Historic District, attending community events to promote Historic Preservation awareness, the commission's budget, Commission assets and the Historic Preservation resource guide.

e. **Millwood Racially Restrictive Covenants**

The Commission discussed Racially Restrictive Covenants that still exist in many areas within Spokane County as well as Millwood. They discussed how they as a Commission could bring awareness about these covenants to the Millwood Community and direct homeowners to the Spokane County website where they can remove the racially restrictive covenant.

**4. REPORTS (no action)**

There were no additional reports.

**5. PUBLIC REMARKS**

There were no public remarks.

**6. COMMISSIONER REMARKS**

There were no additional Commissioner remarks.

**7. ANNOUNCEMENTS**

Commissioner Major reminded the Commissioners about the Design Standards Webinar on February 13, 2025.

**8. SET NEXT MEETING**

Historic Preservation Commission Special Meeting March 10, 2025 at 2:00 pm.

**9. ADJOURNMENT**

Motion made by Commissioner Kirsten, Seconded by Commission Oakes to adjourn at 3:12 pm. Voting Yea: Commissioner Major, Commissioner Oakes, Commissioner St Clair, Commissioner Kirsten