

## **Cordova Historic Preservation Commission**

Members: Jim Casement, Chair; Brooke Johnson, Wendy Ranney, John Wachtel, Heather Hall,  
Cathy Sherman and Nancy Bird

### **Meeting Agenda: Thursday, March 14, 2019 - 5 pm**

Conference rooms, Lower level, Cordova Center

*And via teleconference* for those outside of Cordova

To access the meeting, dial 1-877-820-7676 and when prompted,  
Enter Conference ID number 22233

### **AGENDA**

1. Roll call and approval of Agenda
2. Welcome to new member
3. Approval of minutes from February 7, 2019
4. Cordova Historic buildings survey – discussion
  - a. Boundaries
  - b. Training workshop
  - c. High School student involvement
  - d. Five-Year Plan from Office of History & Archeology
  - e. Other?
5. Annual Report for Certified Local Government status – approval by motion
6. Next steps – next meeting date?
7. Adjournment

## **Cordova Historic Preservation Commission**

### **Meeting Minutes – Thursday, February 7, 2019**

**Members present:** Jim Casement and Nancy Bird, and via teleconference: John Wachtel, Sylvia Lange, and Heather Hall. Absent: Cathy Sherman and Brooke Johnson.

The meeting was called to order by Chair J. Casement about 5:05 pm.  
The agenda was approved without objection.

#### **Approval of minutes**

Motion by Lange, seconded by Wachtel to approve the minutes of April 5, 2018. Motion passed without objection.

#### **Correction to December 14, 2017 minutes regarding terms of office**

Bird explained that the City Clerk had notified her last fall – when terms of office were expiring – that her records showed that Bird’s term actually was completion of McGann’s term and it expired in 2018, not 2020, as our Dec. 14, 2017 minutes indicate. Bird requested a motion to amend the minutes of Dec. 14, 2017 to state: “Terms of office – Bird, Lange and Wachtel expire in Dec. 2018; Hall, Sherman and Johnson expire 12/19; and Casement expires in 12/20.”

Motion by Bird, seconded by Wachtel to amend the Dec. 14, 2017 minutes as stated above.  
Motion adopted without objection.

#### **Cordova Historic building survey update**

Casement referenced the draft template Bird prepared and included in the packet (an excel spreadsheet). He thinks this template includes the basic data we should target to collect on each historic property.

Bird explained that the template is based on the “Building Inventory Form” included at the back of the *Alaska Historic Buildings Survey Manual & Style Guide*, by the Alaska Department of Natural Resources, Office of History & Archaeology, and the Alaska Historical Commission. The buildings listed on the draft template are copied from one of the 4 pages in the Appendix of Nicki Nielsen’s *From Fish and Copper, Cordova’s Heritage and Buildings*. Nielsen’s list of buildings would serve as a starting point for the new building survey. Bird pointed out that her draft template includes additional data points, such as including the Alaska Heritage Resources Survey (AHRS) number for those buildings/properties which are also in the AHRS.

Wachtel asked what geographic boundaries are intended for the new building survey. He looked at the AHRS online and described a boundary map posted that he will share to Commission members via a screenshot. Bird said his description of those boundaries sounded more limited than what we might want to include. Hall agreed. Wachtel and Hall both have access to the AHRS online and will investigate it further.

Discussion turned to funding sources to support the building survey work. Consensus reached to try to schedule a training workshop in April, May or June that could include high school students, some teachers and other interested members of the public or Historical Society. This workshop would also serve to publicize the project and try to ensure building owners are not “surprised” when students or volunteers show up outside their doorstep taking pictures, etc.

Wachtel suggested that, perhaps, a “soft launch” of the survey could start later this summer (with the start of school in mid to late August). This soft launch might include a limited area of the city with the idea to obtain further funding support from a CLG grant in 2020.

Hall suggested that assistance for the building survey project might come from an Australian group has done archaeology work in this region for several years. They may have some expertise in creating web-based forms for data collection and they’re also working on place name history.

**Follow-up actions:**

- Wachtel has sent the screenshots of the AHRS boundaries for review by Commission members.
- Bird will contact Summer Louthan at the Office of History & Archeology about whether she might be able to come for the training workshop this spring; Wachtel also will try to come.
- Casement will share the draft template and other information with the school superintendent; Bird said she’d like to help with that and learn more details on what more is needed to formally involve students in this project.
- Hall noted that the new Five-Year Plan for the Office of History & Archeology might be another resource we should explore. It is posted at their website.

**Main St. Conference – training workshop for Preservation Commissions**

Question was asked if any Commission members are interested in attending the “Main St. Conference”. Information about it was emailed to everyone last month. It was suggested that we should try to target next year to be sure additional Commission members get to attend this.

**Annual Report for Certified Local Governments**

Bird noted that the CLG annual report is due by the end of March. She and Casement will work on the draft and send it to other Commission members by the end of February so they have time to review and edit it prior to its submission.

**Miscellaneous**

The demise of the Reception Building, one of Cordova’s oldest buildings, was acknowledged on a sad note. Bird promised to forward a link to Hall and Wachtel of the Cordova Times story about the building. Written by Dick Shellhorn, it includes a lot of history. It was suggested that Shellhorn would be a great asset if he is willing to help with the historic building survey or help publicize the survey through a newspaper article. Casement will contact Shellhorn about this.

**Next meeting date**

The next meeting will be Thursday, March 14, beginning at 5 pm.

**Adjournment**

The meeting adjourned at 5:45 pm.

These minutes were approved XXXXX.

## November 2018 appointments made to the CHPC

**From:** Susan Bourgeois

**Sent:** Monday, November 26, 2018 2:20 PM

**To:** Brandy Griffith <[harboradmin@cityofcordova.net](mailto:harboradmin@cityofcordova.net)>; Cathy Sherman <[ACM@cityofcordova.net](mailto:ACM@cityofcordova.net)>; Leif Stavig <[planning2@cityofcordova.net](mailto:planning2@cityofcordova.net)>; Sam Greenwood <[planning@cityofcordova.net](mailto:planning@cityofcordova.net)>; Susan Bourgeois <[cityclerk@cityofcordova.net](mailto:cityclerk@cityofcordova.net)>; Susie Herschleb <[bidarki@cityofcordova.net](mailto:bidarki@cityofcordova.net)>; Tony Schinella <[Harbor@cityofcordova.net](mailto:Harbor@cityofcordova.net)>

**Cc:** Jason Gabrielson <[infoservices@cityofcordova.net](mailto:infoservices@cityofcordova.net)>

**Subject:** City staff to boards and commissions

Mayor Koplin suggested appointments and City Council unanimously concurred at the November 21 Council Regular Meeting.

The following action was taken: Council concurred with the Mayor's appointments of...

**Wendy Ranney**, to the Library Board for a term through November 2021;

**Chris Bolin** and **John Baenen**, to the Planning Commission for terms through November 2021;

**Wendy Ranney** and **Kirsti Jurica**, to the Parks & Rec Commission for terms through November 2021; and

**Jacob Betts**, to the Harbor Commission for a term through November 2021.

Also, the Historic Preservation Commission requires a motion to continue the commission as well as to fill the 3 seats and this motion was approved:

motion to 1) continue the existence of the Historic Preservation Commission as required by Cordova Municipal Code 18.90.050 and 2) to concur with Mayor Koplin's appointments of **John Wachtel**, **Nancy Bird** and **Wendy Ranney** to the HPC for 3-year terms to expire in November 2021.

Sorry I was a few days late getting this over to you guys, holidays and volleyball, you know!! I've cc'd Jason and perhaps he will get all of these names/terms updated in the City website (thanks Jason).

Thanks,  
Susan

**Susan Bourgeois**, CMC, City Clerk

City of Cordova

The Cordova Center

PO Box 1210

601 First Street

Cordova, AK 99574

907.424.6248 (o)

907.253.6248 (c)

**DRAFT** Template for Cordova Historic Building Inventory - 2019

Using data from N. Nielsen's 1984 survey and template included in the *Alaska Historic Buildings Survey Manual Style Guide*

Tax ID #	Block/Survey #s	Lot No.	Street Address	AHRIS # Alaska Heritage Resource Survey	Latitude	Longitude	USGS quad	Current Owner - 2019
----------	-----------------	---------	----------------	---	----------	-----------	-----------	----------------------

**Block 1, U.S. Survey 449, 1908**

**Cordova Townsite**

	Block 1, U.S. Survey 449, 1908 Cordova Townsite	1	401 First St.					
	Block 1, U.S. Survey 449, 1908 Cordova Townsite	W1/2 2	104 West Davis					
	Block 1, U.S. Survey 449, 1908 Cordova Townsite	6,7	408 First Street					
	Block 1, U.S. Survey 449, 1908 Cordova Townsite	N 40' 11	409 West Davis					
	Block 1, U.S. Survey 449, 1908 Cordova Townsite	S 60' 11	105 West C Ave.					
	Block 1, U.S. Survey 449, 1908 Cordova Townsite	13 S1/2 to 16	109 West C. Ave.					

**Block A, U.S. Survey 449**

	Block A, U.S. Survey 449	NW Port: 1	102 Davis					
	Block A, U.S. Survey 449	SE Port. 1	104 Davis					
	Block A, U.S. Survey 449	SW Port. 1	100 Davis					
	Block A, U.S. Survey 449	E 24' 2	108 Davis					
	Block A, U.S. Survey 449	W 24' 2	106 Davis					
	Block A, U.S. Survey 449	N 60' 3,4	110 Davis					
	Block A, U.S. Survey 449	N1/2 5	114 Davis					
	Block A, U.S. Survey 449	N 33' of S1/2 5	116 Davis					
	Block A, U.S. Survey 449	S 27' 5	118 Davis Ct.					

**Block 2, U.S. Survey 449**

	Block 2, U.S. Survey 449	30	505 First St.					
	Block 2, U.S. Survey 449	29	507 First St.					
	Block 2, U.S. Survey 449	28	509 First St.					
	Block 2, U.S. Survey 449	24-26	513 First St.					
	Block 2, U.S. Survey 449	17	531 First St.					

**Block 3, U.S. Survey 449**

	Block 3, U.S. Survey 449	26, 27	621 First St.					
	Block 3, U.S. Survey 449	20-26	627 First St.					

**Block F, U.S. Survey 449**

	Block F, U.S. Survey 449	D,E	702 Front St.					
--	--------------------------	-----	---------------	--	--	--	--	--

**Block 6, U.S. Survey 449**

	Block 6, U.S. Survey 449	10	618 First St.					
--	--------------------------	----	---------------	--	--	--	--	--

**NOTE:** This Draft includes only 1 of 4 pgs from Nielsen's appendix.

**COLOR KEY:** Green Columns are NEW; Yellow Column is renamed; and data in Grey Columns are from Nielsen's Appendix spreadsheet

**DRAFT** Template for Cordova Historic Building Inventory - 2019

Using data from N. Nielsen's 1984 survey and template included in the *Alaska Historic Buildings Survey Manual Style Guide*

	Block 6, U.S. Survey 449	9	616 First St.					
	Block 6, U.S. Survey 449	8	614 First St.					
	Block 6, U.S. Survey 449	3,4	604 First St.					
	Block 6, U.S. Survey 449	1,2	600 First St.					

**Block 7, U.S. Survey 449**

*Block destroyed by May 1963 fire*

	Block 7, U.S. Survey 449	26 less 9'	513 Second St.					
	<i>Block destroyed by May 1963 fire</i>	21-25	519 Second St.					

**Block 8, U.S. Survey 449**

	Block 8, U.S. Survey 449	1	400 First St.					
	Block 8, U.S. Survey 449	7	412 First St.					
	Block 8, U.S. Survey 449	8	414 First St.					
	Block 8, U.S. Survey 449	11-14	103 W. Council					

**Block 9, U.S. Survey 449**

	Block 9, U.S. Survey 449	4, 5, 6	406 Second St.					
--	--------------------------	---------	----------------	--	--	--	--	--

**NOTE:** This Draft includes only 1 of 4 pgs from Nielsen's appendix.

**COLOR KEY:** Green Columns are NEW; Yellow Column is renamed; and data in Grey Columns are from Nielsen's Appendix spreadsheet

**DRAFT** Template for Cordova Historic Building Inventory - 2019

Using data from N. Nielsen's 1984 survey and template included in the *Alaska Historic Buildings Survey Manual Style Guide*

Past Owners of Significance	Date Built	Nati'l Register Eligibility?	Type, Style	Architectural description	Remarks	Evaluation for National Register
-----------------------------	------------	------------------------------	-------------	---------------------------	---------	----------------------------------

\* Owners in 1981

Historic Context & Statement of Significance

Ken, Robt., Barb. Van Brocklin	ca. 1925		Commercial			
James & Mae Van Sant	1919		Commercial		Moved to W1/2 of lot in 1920's	
Steve & Dorothy Cooper	1908-09		Apt. Bldg.			
H. John Denault III	1910-11		Home - 4 eaves, RR type		"Nob Hill Athletic Club"	
J. Guerske & Nasello, estate	by 1911		Home - 4 eaves, RR type		Former A.J. Adams home; former Assembly of God Church	
Gerald & Rena Johnson	by 1911					

R.J. Kopchak			Cottage			
Harry & Devena Curran	1917		Cottage			
John Barth, c/o Paul Morris	est. 1925		Cottage			
C. Ross & Sheelagh Mullins	ca. 1927		Cottage			
Ann Hodnett	est. 1918		Cottage			
Jack & Paula Lamb	1917		House			
Carroll & Mabel Kompkoff	1910		House		1954 addition	
Doug & Janice Van Hala	ca. 1917-20's					
Maylan & Lila Johnson	ca. 1920's					

Gail & Frank Steen	1929		Commercial			
Smith Tower, Inc.	1920's		Commercial			
Cordova Labor Hall Assn.	by 1911		Commercial			
Nat. Bank of Ak, Cord. Br.	1920		Commercial		Concrete Lathrop Bldg, 1951 fire destroyed all but shell	
Richard Schultz, Major Freeman, Leroy Harris	1908		Commercial		Two stories on First St., more stories on Front St. due to hill terrain	

Pioneer Igloo #19	1928; 30's		Log Cabin		Frame addition	
Pierre & Zelda DeVille	ca. 1930's		House			

Jeremy J. Kelly			Frame Home		Totally remodeled. This is the last "red light district" bldg. left.	
-----------------	--	--	------------	--	--	--

David & Wanda Parameter	late 1920's		Home			
-------------------------	-------------	--	------	--	--	--

**NOTE:** This Draft includes only 1 of 4 pgs from Nielsen's appendix.

**COLOR KEY:** Green Columns are NEW; Yellow Column is renamed; and data in Grey Columns are from Nielsen's Appendix spreadsheet

**DRAFT** Template for Cordova Historic Building Inventory - 2019

Using data from N. Nielsen's 1984 survey and template included in the *Alaska Historic Buildings Survey Manual Style Guide*

Henry & Mariam Wiese			Commercial		Extensive changes; unclear how much of 1908-10 structure remains.	
Fed. Norwegian Luth. Young People	1908-19					
William L. Reid	1908		Commercial		Cordova House; 3rd story 1910	
Lew Cochran, Jr.	1908		Commercial		Alaskan Hotel; 3rd story 1910	

C.T. Davis & Sons, Inc.	1940's		Warehouse		Survived the fire	
Weinrich's Inc.	1909-10		Garage Office		Early Forestry building relocated to current location in 1960's	

Mt. McKinley Lodge No. 183 - F. & M. Masons	1925		Fraternal Lodge		Stucco bldg.	
Axel & Stella Janson	1908- 40;s		Commerical		Much rebuilding after fire	
John & Mary Ann Dinneen	1908		Commerical			
City of Cordova / Youth Center	1930's		Public		Former City Hall	

Jim Eksted	1908		RR style		Former customs office moved to current location in 1967; 1975 addition	
------------	------	--	----------	--	--	--

**NOTE:** This Draft includes only 1 of 4 pgs from Nielsen's appendix.

**COLOR KEY:** Green Columns are NEW; Yellow Column is renamed; and data in Grey Columns are from Nielsen's Appendix spreadsheet

**DRAFT   Cordova Historic Building Inventory   DRAFT**  
**CHS Advisory Lesson Matrix 2019-20 Fall Semester**

Session Date	Topic / Activity	Leader
Aug. 28	Introduction - Cordova's History - Why inventory buildings? <i>From Fish and Copper - Cordova's Heritage and Buildings</i> , by Nicki Nielsen (basis/foundation for Cordova's updated survey); visit Cordova Museum	
Sept. 4	Cordova inventory template and its relationship to the Alaska Heritage Resources Survey; step by step "how to" enter data into inventory - electronic entry? - introduction to <i>Alaska Historic Buildings Survey Manual &amp; Style Guide</i> by Alaska Dept. of Natural Resources	
Sept. 11	Visit to Cordova Planning Dept.; introduction to tax records and maps; help layout blocks for inventory work; divide students into groups and assign blocks for data collection	
Sept. 18	Field survey work if weather allows	
Sept. 25	Field survey work if weather allows	
Oct. 2	Field survey work if weather allows	
Oct. 9		
Oct. 16		
Oct. 23		
Oct. 30		
Nov. 6		
Nov. 13		
Nov. 20		
Nov. 27		
Dec. 4		
Dec. 11		
Dec. 18		

Jan. 8		
Jan. 15		
Jan. 22		
Jan. 29		
Feb. 5		

Topics to cover      Review resources available: Museum archives; photo  
                                  archives; newspapers; court house records; city tax records;  
                                  AHRIS  
                                  National Register of Historic Places - criteria and process;  
                                  limitations / advantages  
                                  Architectural design of buildings - how to describe

## Annual Certified Local Government Report

The *Alaska Certified Local Government Historic Preservation Program State Guidelines* call for each Certified Local Government (CLG) to submit an annual report of its activities to the Alaska Office of History and Archaeology for the past calendar year (January 1- December 31). The purpose of the annual report is to provide information on the local government's historic preservation activities. This information helps the Office of History and Archaeology to evaluate local CLG programs and to be aware of the activities of the historic preservation commissions around the state. Please complete the following questions and provide any additional information in attachments. If you do not wish to use the form please be sure all questions are addressed in your report.

Name of CLG: Cordova Historic Preservation Commission  
Date of Report: March 20, 2019  
Prepared by: Nancy Bird and Jim Casement

### A. LOCAL PRESERVATION ORDINANCES:

1. Have there been any new ordinances, amendments or proposed amendments made to the local historic preservation ordinance? If yes, please attach.

Yes             No

2. Have there been any changes or proposed changes regarding historic preservation to the local comprehensive plan? If yes, please attach.

Yes             No

### B. LOCAL HISTORIC PRESERVATION COMMISSION:

1. Please list the current members of the historic preservation commission noting the disciplines they fill (archaeologist, historian, architect/historical architect, Alaska Native, and general).

Jim Casement, Cordova Public Member; Cathy Sherman, Cordova Historian; John Wachtel, Historical Architect, National Park Service; Heather Hall, Archeologist, U.S. Forest Service; Brooke Johnson, Native Village of Eyak; Nancy Bird, Cordova Planning & Zoning Commission; and Wendy Ranney, Cordova Public Member

2. Have there been any new members appointed to your commission?

Yes             No

3. If yes, please attach a resume for any *new* professional members (archaeologist, historian, architectural historian or architect), and a short statement of occupation and expertise for any *new* non-professional members.

3. Are there any vacancies on the commission?

Yes             No

5. If yes, list the positions that are vacant noting duration and efforts to fill them.

6. Please provide us with the dates of commission meetings.

March 1, 2018 and April 5, 2018

7. Please attach copies of your meeting minutes for the year.

Attached       Not Attached

8. Please list any CLG or historic preservation related training sessions or workshops attended by commission members and staff.

**C. SURVEY AND INVENTORY OF HISTORIC PROPERTIES:**

1. Has your CLG conducted any local surveys in the past year? *If you answer yes please complete questions 2-4.*

Yes             No

2. Please summarize the survey activity, including the number and types of surveys conducted and the total amount of acreage covered. *If you provide this information in an attachment please note below.*

We have not done any surveys but have been developing plans to start a survey in the coming year.

3. How many historic properties were recorded and reported to the Alaska Heritage Resources Survey (AHRs)?

0

4. Please provide, in an attached document, a summary of the results of each survey conducted, including type of resources recorded, the number of new sites or structures recorded, the number of properties investigated during the survey, and the number of volunteers and property owners involved.

5. Do local government staff and non-staff researchers use the local cultural resources inventory?

Yes             No

6. If yes, please provide an estimate of how often and by which users your inventory is used.

**D. PRESERVATION PLANNING ACTIVITIES:**

1. Are you currently working on writing or updating your local preservation plan?

Yes             No

2. If yes, please provide us with a brief summary of your progress writing or updating your local preservation plan.

3. If you have an adopted preservation plan how are you implementing the plan's goals and objectives?

**E. NATIONAL REGISTER PROGRAM PARTICIPATION:**

1. Has your commission evaluated any properties for listing in the National Register of Historic Places in the past year? *If you answer yes please complete questions 2-5.*

Yes             No

2. Please provide a list of names and locations of historic properties evaluated.

3. Please list the dates of public hearings or regularly scheduled meetings at which the public had the opportunity to comment on the nomination(s).

4. Please explain how the commission arranged for review of the nomination by a qualified historian, archaeologist, architect or historical architect if not represented on the commission.

**F. PROTECTION OF HISTORIC PROPERTIES:**

1. Does your commission or staff review local projects for impacts on cultural resources?

Yes             No

2. If yes, how many local projects were reviewed in the past year?

3. Please provide a summary or list of the types of local projects reviewed that impacted or had the potential to impact historic properties.

4. Has your CLG participated in any Section 106 consultations?

5. If yes, what were the projects and did you participate, through consultation, in the development of Memorandums of Agreements or Programmatic Agreements, to resolve any adverse effects to historic resources within your community?

**G. PUBLIC PRESERVATION EDUCATION PROJECTS:**

1. Has your CLG conducted any public education projects addressing historic preservation in the past year?

Yes             No

4. If yes, please list them.

**H. HISTORIC PRESERVATION GRANT ACTIVITIES:**

1. Did your CLG apply for and receive any CLG Historic Preservation Fund grants in the past year?

Yes             No

2. If yes, please provide a list of grants applied for and received.
3. Please list and briefly describe of other (non-CLG Historic Preservation Fund) preservation grants applied for and received.

**I. OTHER PRESERVATION ACTIVITIES:**

1. Please summarize any other local events, projects or achievements involving historic resources in the community.

**J. UPDATED CONTACT INFORMATION:**

1. Please provide us with the following contact information so we can insure our records are up to date:

COMMISSION STAFF

Name: Nancy Bird

Title: Secretary

Address: PO Box 1185, Cordova, AK 99574

Phone number: 907-429-5800

Email: nbird5800@gmail.com

COMMISSION CHAIR

Name: Jim Casement

Phone number: 907-424-7363

Email: jcasement@gmail.com

#### ADDITIONAL CLG/COMMISSION CONTACT

Name: Cathy Sherman,

Title: Cordova Historical Museum Director

Phone number: 907-424-6665

Email: acm@cityofcordova.net

For clarification or more information about the annual report requirements, please contact Summer Rickman, CLG Coordinator at the Alaska Office of History and Archaeology at (907) 269-8717 or [summer.rickman@alaska.gov](mailto:summer.rickman@alaska.gov). Annual reports can be mailed to the Office of History & Archaeology, 550 W 7<sup>th</sup> Ave Suite 1310, Anchorage, Alaska 99501-3565 or emailed to [summer.rickman@alaska.gov](mailto:summer.rickman@alaska.gov).