

# Town of Concrete

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## Historic Preservation and Landmarks Commission Agenda

February 28, 2024 at 6 p.m.

### Members

John Boggs, Chair

[Terms: Chair 6/1/23-2/21/24;  
Commission 3/27/23-3/27/27]

Kylee Moneypenney, Chair Pro-Tem

[Terms: Chair P-T 6/1/23-2/21/24;  
Commission 3/27/23-3/27/27]

Stephanie Semro, Council Member

[Term: Commission 4/10/23-3/27/27]

Gibson Fichter

[Term: Commission 3/27/23-3/27/27]

Position Vacant

### Staff

Andrea Fichter

Kevin Crecchio

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
  - a. Commissioners and staff
  - b. Recognition of Zoom attendees
4. Approval of Minutes: January 24, 2024 with changes (pgs 2-5)
5. Old Business
  - a. Code and Bylaws draft revisions update: Discuss final corrections and turn in notes for consolidation. Finalize and send for coordination to DAHP.
  - b. Concrete Historic Resources Inventory update: No update.
  - c. PSE Trail and signage update: Revisions submitted and now PSE is coordinating with the contractor.
  - d. Comprehensive Plan/EDP: Ideas and Inputs? Old inputs pgs 6-10.
  - e. Awareness and Ancillary Recognition Programs: Ideas and inputs?
  - f. Review stated goals and setting new goals (pg 11)
6. Annual Nomination and Election of Officers
7. New Business
  - a. Planning Commission Update: Public Information Meeting, March 5<sup>th</sup>, 6-8pm at the Concrete Community Center. Public Surveys are currently available of the Town website.
  - b. Skagit County-wide meeting of all history-related groups currently planned for 2pm, May 6<sup>th</sup>, Skagit County Historical Museum's Skagit City School, 17508 Moore Rd. Mount Vernon, WA 98273.
  - c. Annual HPLC Update and Goals presentation to the Council (Mar 11) and request for Council priorities.
  - d. Homework for All: Develop some specifics for items 5 d, e, f, and g along with timelines and what you're willing to do to support those suggestions.
8. Other Business
9. Announcements: Next meeting March 27th at 6pm.
10. Adjournment

Town of Concrete Town is utilizing Zoom for access to Town Council/Commission meetings. The information below is for the next meeting:

Join Zoom Meeting  
<https://zoom.us/j/3723563720>

Meeting ID: 372 356 3720  
One tap mobile  
+12532158782,3723563720# US  
(Tacoma)  
+13462487799,3723563720# US  
(Houston)

Dial by your location  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 669 900 6833 US (San Jose)  
+1 312 626 6799 US (Chicago)  
+1 929 205 6099 US (New York)  
+1 301 715 8592 US (Washington

DC)  
Meeting ID: 372 356 3720  
Find your local number:  
<https://zoom.us/j/3723563720>

**Town of Concrete**  
**Historic Preservation & Landmarks Commission**  
**January 24, 2024**

**6:00 p.m.** Chair John Boggs called the meeting to order and led the gallery in the Pledge of Allegiance.

**Commissioners Present:** Kylee Money Penny, Stephanie Semro (Council Member), Gibson Fichter, and John Boggs.

**Additional Council Members/Staff Present:** None

**Audience Members Signed In/Present/Zoom:** None

**Approval of Minutes:** Stephanie made the motion to approve the minutes of the September 27<sup>th</sup>, seconded by Gibson, motion passed.

**Old Business:**

- a. Code and Bylaws draft revisions update. John passed out copies of the proposed changes to the HPLC code and Bylaws. He emphasized that although he was tasked to come up with a draft, they were the commission's documents and needed all the commissioners to give them a thorough critical review. He conceded there were still quite a few rough edges that needed work before trying to staff them through the state DAHP and before going to the Town Council for approval.

John briefly summarized some of the changes he made based upon the previous discussions of the commission. Those included:

- Separating authority and duties into the code and the procedures to the bylaws.
- Reorganizing the code and bylaws into similar subject areas.
- Adding a side-by-side table of contents to allow easier access to subject matter.
- Redefining what may and may not occur on the same parcel as a historic place. He further explained the rationale for this given the current emphasis on creating new housing opportunities.
- Adding some focus on Awareness, Education, and Ancillary Recognition Programs.
- Removing the 2-term limit for commissioners. This was seen as important, given the steep learning curve we've all been experiencing.
- Adding a 3-term limit for Chair of commission. This will allow the previous chair to remain on the commission, but will require those duties and responsibilities to be shared. Hopefully, this will reduce the chances for burn-out and allow more depth in overall experience. The structure of the commission should be viewed as a team, not as a dynasty run by one person. Ideally, we should find ways to distribute the workload so the chair does not become too dominant a component of getting things done.

- A late developing issue came up when the term dates were added to the agenda. All of our current appointments are for the same 4-year period. Ideally, the terms should be staggered. The proposed draft s the commission examining term dates every February in conjunction with the required annual election of the chair and chair pro tem. If two or more are due to have their terms ending, volunteer(s) will be solicited to petition the council for an early re-appointment to ensure we transition to staggered terms.

During the next month John tasked everyone to make comments on the drafts and he would collect and review them at the next meeting. The current format and individual headers and footers have been added to the drafts to make them easier to work with, but will be stripped off for the final version.

- b. Concrete Historic Resources Inventory update. John contacted an Excel instructor from Skagit Valley College about re-formatting our cumbersome Historic Resources Inventory spreadsheet into something more suitable for our use. That's still in the works and more updates will be forthcoming.

#### **New Business:**

- a. PSE Trail and signage update. John passed around the draft text for some of the trail signage that is being worked with PSE.
- b. Planning Commission Update. John gave an explanation of the importance of the new Comp Plan and ensuring our Historic Register is not limited by the push for more housing here in the next few years. There was consensus at we have a lot of work to do to get our first listing on the register and much can happen before that. The group was tasked to think of things that might like to see in the Comp Plan. The Planning Commission's desire to have a joint meeting including the HPLC was discussed and has been scheduled. John will check for historic preservation elements in the plans of other communities and provide them for further discussion.
- c. Request by Economic Development Commission for input to plan. John mentioned the request for our commission to develop an input for the Concrete Economic Development Plan the EDC is working to update. A copy of the current relevant section will be sent to the commissioners by the chair as a follow-up.
- d. Request to review proposed sign for Concrete Herald. This request was verbally briefed by John, as was the response. Kylee agreed with the decision to refer this request to the Planning Department. There was some discussion about the need for more standards and enforcement in town and to add resolving that concern that to our long list of future endeavors.
- e. Annual 2023 report to DAHP. John reported that he had already filed out annual report with Michelle Thompson's DAHP office. Since we're just starting to get out feet wet, there was little to report.
- f. Review stated goals and setting new goals, prepare to formalize and firm up at the next meeting.

- (1) We had hoped to have the code and bylaws finished by now, so we're a little behind schedule, but making progress.
- (2) The goal to start our public awareness program was this spring. By mutual agreement, that's being shifted to this summer for our first program. The group was tasked to bring ideas for programs to the next meeting. This topic generated much discussion on the importance of getting more connected with all the county's related historical groups. That's more than just the other historic preservation commissions/committees, that's the museums, historical and genealogical societies. Many of those groups have presentations that we may be able to get them to provide here to help generate interest.
- (3) Gibson brought up a key point about working together. As we increase of field of vision to include the rest of Skagit County, we should not overlook how important that is within the rest of town government. After some discussion, it was suggested that the HPLC get on the Town Council agenda on a regular basis (either quarterly or semi-annually) to brief them on what we've done, what we're working on, and what support we may need. The tentative first briefing will be requested for the first council meeting in March (March 11<sup>th</sup>).
- (4) Another important point was raised about how to get our message out and provide the public with updates on what we're doing. It was agreed that social media platforms require constant monitoring and updating and no one has the time to do that. There was some discussion about putting more on the town's website. John was reluctant to task Andrea to do that and felt it would also be inappropriate to ask for the passwords required to upload our information ourselves. John was tasked to check about getting some regular coverage in the Concrete Herald, although we all agreed that reaches a limited audience. For right now, presenting updates at the town council meetings appear to be the best approach.

g. Homework

- (1) All
  - (i) Think about possible inputs to Concrete Comprehensive Plan.
  - (ii) Think about possible inputs to the Concrete Economic Development Plan (EDP).
  - (iii) Develop ideas and inputs for the HPLC Awareness and Ancillary Recognition Programs.
  - (iv) Review and comment on draft Code and Bylaws.
- (2) John/Chair
  - (i) All the above
  - (ii) Send out the Historic Preservation excerpt from the EDP.
  - (iii) Provide additional info on the PSE trail signs.

**Other Business:** A flyer on an upcoming presentation by the Skagit Valley Genealogical Society, February 10<sup>th</sup>, 1-3pm, at the Burlington Public Library was passed around as an example of other active programs in the area.

**Upcoming:**

- a. The next regular meeting scheduled will be **February 28 at 6pm.**
- b. More information on the joint meeting with the Planning Commission will be forthcoming.

**Adjournment:** Motion was made by Stephanie to adjourn at 7:12pm, seconded by Kylee. Motion passed.

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John Boggs, Chair

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Kylee Money Penny, Pro-Tem

# Comp Plan Extracts

## Page INTRO-3 (Chapter 1)

13) **Historic preservation.** Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.

## Page INTRO-4

Historic Preservation: Skagit County shall cooperate with local historic preservation groups to ensure coordination of plans and policies by the State Office of Archeology and Historic Preservation.

## Page BKGRND-2 (Chapter 2)

### *Prior Planning Efforts*

10) **Imagine Concrete Workshops** (2009, 2011, 2013, 2015) Townwide workshops were held to gather citizen feedback on a number of issues, including historic preservation, existing desirable elements, existing undesirable elements, economic development, and redeveloping Silo Park. Data from each workshop were compiled and reported to Town Council, the Planning Commission, and the Concrete Chamber of Commerce.

## Page BKGRND-4-5

- 1) **Concrete Area vision** We envision Concrete and its surrounding areas to be a place where a "small town atmosphere" prevails; where our residents work together to ensure that Concrete retains and enhances the qualities of living in a small town, and where visitors feel welcome and enthusiastic about visiting. We will achieve this by:
- creating a clean, attractive downtown which highlights its historical character and which caters to the needs of residents and visitors;
  - providing a variety of recreational opportunities;
  - cooperating within our neighborhoods to achieve a well-groomed and maintained community appearance;
  - encouraging visitors to use our community's businesses and services as a base to explore the area's scenic and historical sites; and
  - assisting in the development of a diversified economic base.

## Page BKGRND-5

2) **Tourism Vision** We envision Concrete as a community where people feel welcome and excited about visiting. Our community encourages visitors to use our town as a base to explore our region's scenic and historical sites.

5) **Neighborhoods and Appearances Vision** Concrete's neighborhoods should cooperate to achieve a well-groomed and maintained community appearance, with a mix of housing types to meet the many different needs of the community. Future annexes by the Town should be zoned consistent with the provisions set forth in the Comprehensive Plan and Zoning Ordinances to encourage higher density residential uses within Town limits. Mixed use zoning should be developed to encourage high density residential uses within single family residential where compatible. The Town has chosen not to establish and segregate multi-family housing into separately zoned areas. All new housing

developments shall include urban level services and amenities. Local ordinances should address neighborhood maintenance and cleanup.

Downtown redevelopment should maintain historic and architectural character and serve to achieve appropriate groupings of land uses by actions such as murals, and continue to revitalize/renovate historical buildings and structures, banners, trash cans, sidewalks and new streets.

### **Page LU-13 (Chapter 3)**

#### **Develop the Town Center to benefit from the large volume of tourist traffic from Highway 20.**

Policy LU 6.2: Develop guidelines and employ historic unified building codes and standards for the renovation or rehabilitation of the Town Center buildings.

Policy LU 9.4: *Cultural Resources* Development in areas that have potentially significant historic, archeological or traditional cultural properties should occur in a way that avoids or minimizes impacts to these resources.

#### **Shoreline Management Program Goals**

The Shoreline Management Act (RCW 90.58.100) requires that specified elements be considered in the preparation of this Master Program including: Economic Development, Public Access, Recreation, Circulation, Shoreline Use, Conservation, Historic/Cultural Resources, and Floodplain Management. The goals and objectives established for these elements provide the basis for policies and regulations included under the general and specific requirements of the Master Program. As such those goals and objectives are also included here as part of this Comprehensive plan.

### **Page LU-14**

#### **HISTORIC/CULTURAL**

**Goal:** Identify, preserve, protect and restore shoreline areas, buildings and sites having historical, cultural, educational, or scientific values.

**Objective:** To ensure the recognition, protection, and restoration of shoreline areas that have historical and or cultural value to the Town of Concrete and create a unique “sense of place” for public facilities and recreation areas in shoreline jurisdiction.

### **Page H-1 (Chapter 4)**

The Housing Element represents the community plan for providing housing to the citizens of Concrete for the next 20 years. It must reflect the small town and historic character of the Town while grappling with the complex issues of affordability. Concrete, similar to the rest of Skagit County, is faced with the reality that more than half of its residents, including working families and individuals, pay more for housing than they can afford. This housing element represents Concrete’s plan for providing safe and affordable housing to its citizens in a manner that respects the Town’s character and is mindful of the environment.

### **Page H-3**

**Goal H-4: Maintain the historic and small town character of the Town, especially the downtown area.**

Policy H 4.1: The Town of Concrete will encourage and support efforts to obtain historic district designation for certain areas to preserve the Town's cultural heritage.

Policy H 4.2: Adaptive reuse of appropriate structures should be encouraged as one method to introduce housing into non-residential areas.

**Page CF-8 (Chapter 5)**

**Baker River Bridge (Henry Thompson Bridge)**

When built in 1917, this bridge was the only link between the two halves of the town of Concrete. It is an early example of a reinforced-concrete open spandrel arch and was reputedly one of the longest single-span concrete structures in the West when built. The bridge is ornamented in a classical style. This bridge has been listed in the National Register of Historic Places and underwent restoration in 2004.

**Page CF-9**

**Superior Office Building, also known as the Lone Star Building**

The Town was awarded a \$7,000 grant in 2011 from the state Department of Archeology and Historic Preservation to conduct a feasibility study and historic structure report for this important reminder of the town's industrial heritage. The Town augmented the grant amount with \$5,000 to conduct a detailed structural assessment to help decide whether to proceed with rehabilitation. This feasibility study builds on previous efforts to initiate this building's preservation.

The building was donated to the Town along with land for Silo Park in 1993. The Concrete Heritage Museum Association obtained the services of a historic building expert to walk through the Lone Star building in August 1996. Architect Michael Smith of Zervas Group Architects in Bellingham made a number of detailed recommendations for improvements after noting the historic significance of the building and much of its contents. Also in 2006, students from the University of Oregon completed a building assessment intended to assist with a historic structure analysis. The building was added to the list of 10 most endangered buildings in Washington, and was nominated for addition to the National Historic Register.

The group developed a three-phased program to stabilize the building, to seek funding to restore the building for municipal and youth purposes, and lastly, to examine other potential uses. The building was also considered for re-use as a library.

The project is a major goal of Imagine Concrete, an organization formed to envision the Town's future. Volunteers from that organization contributed many hours to a recent project to clean debris from the building and preserve historic objects. At the same time, measures were taken to prevent leaks in the roof. Those measures proved inadequate given that the exterior wooden roof had collapsed.

A feasibility study completed in 2012 found that the building would need to have roof repairs by the end of 2015 in order for the structure to remain viable. Town Council voted to allow citizens until the end of 2015 to raise the needed funds and if they could not do so the building would be demolished. To date the funding has not been obtained and Council is currently exploring options for demolition.



**Page ED-1 (Chapter 8)**

**Town Center:** The Town Center land use designation is the “downtown shopping district”, which encourages leisure shopping, tourism, and provides amenities conducive to attract pedestrian shoppers. The Town Center designation includes an emphasis on preserving and encouraging the maintenance of the historic character of the downtown area of Concrete. The Town is designated as a Certified Local Government (CLG). This unique nationwide program of financial and technical assistance was established by the National Historic Preservation Act. In Washington, it is implemented and administered by the Department of Archaeology and Historic Preservation (DAHP). The program helps local governments to actively participate in preserving Washington's irreplaceable historic and cultural resources as assets for the future.

**Page ED-5**

**Goal ED-5: Use historic area, landmarks, parks, and recreation facilities as economic development drivers**

Policy ED 5.1 Examine alternative uses for existing venues; e.g., theaters, parks, Bear Square, and other locations for activities.

Policy ED 5.2 Explore opportunities for arts and crafts, and other cultural events and venues.

Policy ED 5.3 Promote the Town Center District as a regional performing arts venue and cultural asset.

Policy ED 5.4 Conduct a feasibility study to determine the types of performing arts, civic uses, and/or mixed uses that are most likely to succeed in Concrete.

Policy ED 5.5 Invest in, support, and promote cultural and heritage events and “social infrastructure” such as Cascade Days, Ghost Walk, Fly-In.

**Goal ED-12: Evaluate current town economic development toolkit**

Policy ED 12.4 Develop and adopt guidelines for awarding incentives to existing and new businesses, landlords/ladies, and property owners.

**EDP**

**Goal 5: Use historic area, landmarks, parks, and recreation facilities as economic development drivers**

Examine alternative uses for existing venues; e.g., theaters, parks, Bear Square, and other locations for activities.
Explore opportunities for arts and crafts, and other cultural events and venues.
Promote the Town Center District as a regional performing arts venue and cultural asset.
Conduct a feasibility study to determine the types of performing arts, civic uses, and/or mixed uses that are most likely to succeed in Concrete.

Invest in, support, and promote cultural and heritage events and "social infrastructure" such as Cascade Days, Ghost Walk, Fly-In.

**Goal 14: Historic preservation**

Maintain and preserve historic integrity of historic areas within town limits, such as Concrete Town Center.	Town/ Property Owners/ DAHP/Federal	1-5 yrs.
Review and revise town codes regarding historic buildings.	Town/DAHP	1-5 yrs.
Develop guidelines for preservation of historic structures.	Town/DAHP/ Federal	1-5 yrs.

**Page PR-1 (Chapter 9)**

**Trails**

The Historic Walking Tour is a free, self-guided loop tour around Concrete, with stops at key historic locations and buildings. The tour was the brainchild of the Concrete Heritage Museum, which secured funding to pay for the wayfinding signs and the publication used to help guide tour participants. The publication is available at the museum, select area businesses, and Town Hall.

**GOAL PR-11: Support and enhance Town of Concrete's economic and business development opportunities through maintenance, development and promotion of Town parks and recreation resources.**

Policy PR-11.1 Develop Silo Park by building on the unique historic and high visibility characteristics and qualities of the site and surrounding area.

**Page PR-4**

Silo Park is the Town's number one priority park and recreation project. Its development is intended to not only provide needed recreational facilities but also attract and support visitors. With the silos and historic structures as a major focal and interpretive point along SR 20 and a host of other activities and facilities that will serve both Town residents and attract those travelling along SR 20, Silo Park is the centerpiece of Concrete's Parks and Recreation facilities.

## 2023 HPLC Goals

### Historic Resources Inventory

Obtained data from Skagit County Assessor's Office

### Understand all the HPLC Duties and Responsibilities

This process necessitated a re-write of Chapter 2.18, HPLC and the Bylaws to better organize them, providing a clearer direction

Start participating in available training and education programs (DAHP & NAPC)

### Start the much-needed public awareness programs in the Spring of 2024

Gather examples of other programs

## 2024 HPLC Goals

### Research and recommend additional policies, codes, and standards for historic areas

Provide inputs to address Historic Preservation in the Town's Comprehensive Plan

Provide inputs expressing the financial benefits of historic preservation to the Economic Development Plan that are actionable.

Provide recommendations for a new "Demolition by Neglect Code" and enhanced standards

Identify and recommend specific historic areas for special attention

### Historic Resources Inventory

Create a more usable format for the raw data

Evaluate properties on our inventory

### Start the much-needed public awareness programs

Start with promotional materials

Determine topics of interest

Develop speakers' network and schedule

### Network with other Historic Preservation and History-Related Groups

In conjunction with the Skagit County Historical Museum Director, Jo Wolfe a meeting is being planned in May

Occasional attendance at other groups encouraged

Universities: Professors & Students in fields of architecture, archeology, or engineering could provide valuable information, resources, and services. Possible real-world experience by researching, working, and consulting for preservation projects.

Dramatizations: school/community plays or reenactments of historic local events.

- performances of period music in locations that would have housed original performances.

Posters/Handouts

Host Events: - Scavenger/treasure hunt } games  
- guess the house }

- Local Historians, architects, professors speaking about the town.

- Fundraising events

- Heritage Festival

- workshops/seminars

- Teach basics of Historic Preservation

- Identifying architecture

- Identifying possible threats to structures

