



City of Longview

1525 Broadway
Longview, WA 98632
www.ci.longview.wa.us

Agenda

Historic Preservation Commission

Monday, April 27, 2026

5:30 PM

Small Conference Room, City Hall

1. **HYBRID MEETING DETAILS**

26-00368 Please click the link to join the webinar: <https://us02web.zoom.us/j/88111913944>
Webinar ID: 881 1191 3944
Or Telephone: (253) 205 0468; or (253) 215 8782; or (346) 248 7799

2. **ROLL CALL**

3. **APPROVAL OF MINUTES**

26-00369 MINUTES FROM MARCH 23, 2026

4. **CONSTITUENT COMMENTS**

5. **CHANGES TO THE AGENDA**

6. **WORKSHOP**

7. **OLD BUSINESS**

8. **NEW BUSINESS**

26-00371 POLICY ALIGNMENT DISCUSSION AND ESTABLISHING REVIEW EXPECTATIONS

26-00370 CERTIFICATE OF APPROPRIATENESS CA 2026-1 LIBRARY METAL HOOKS

RECOMMENDED ACTION: MOTION FOR APPROVAL TO PROCEED WITH LIBRARY BUILDING METAL HOOKS INSTALLATION

9. **REPORTS**

10. **BOARD MEMBER COMMENTS**

11. **ADJOURNMENT**



Minutes

Historic Preservation Commission

Monday, March 23, 2026

5:30 PM

Small Conference Room, City Hall

1. HYBRID MEETING DETAILS

26-00252 Please click the link to join the webinar: <https://us02web.zoom.us/j/88111913944>
Webinar ID: 881 1191 3944
Or Telephone: (253) 205 0468; or (253) 215 8782; or (346) 248 7799

2. ROLL CALL

The meeting was called to order at 5:30 pm.

In attendance: Angela Stephenson; Chair; Mike Chapman; Gena Graham; Reed Hadley; Amber Havens; Jerame Moore;

Excused: Summer O'Neill, CoChair;

Staff: Irene Rutikanga, Planner; Nancy Vandehey, Admin

3. APPROVAL OF MINUTES

26-00253 **MINUTES FROM FEBRUARY 23, 2026**

The minutes were approved as presented. This passed unanimously.

4. CONSTITUENT COMMENTS

5. CHANGES TO THE AGENDA

6. WORKSHOP

7. OLD BUSINESS

8. NEW BUSINESS

26-00254 **RA LONG AWARD NOMINATION REVIEW**

RECOMMENDED ACTION: MOTION TO SELECT RECIPIENT OF 2026 RA LONG AWARD

The applications were ranked by the board with Angela Stephenson, as a nominee, abstaining. From the score sheets, the top two applicants were discussed further.

Reed made a motion to select Angela Stephenson as the recipient of the 2026 RA Long Award. Jerame seconded. Reed voted yes. Mike, Amber and Gena voted no. This motion failed. There was a suggestion to invite candidates and the person nominating them to the meeting for discussion.

All candidates were discussed further without a score sheet ranking.

After further discussion, Reed made a motion to select Angela Stephenson as the recipient of the 2026 RA Long Award. Mike seconded. This passed unanimously.

**26-00255 HISTORIC PRESERVATION MONTH PROCLAMATION
RECOMMENDED ACTION: MOTION TO APPROVE WORDING AND SELECT HPC
REPRESENTATIVE TO RECEIVE PROCLAMATION AT CITY COUNCIL MEETING - MAY
14TH OR MAY 28TH.**

Wording to stay the same. Angela will be the representative to attend the Council meeting.

26-00256 PANEL AT LONGVIEW LIBRARY

An informational panel to be placed in front of the library. The placement is to be on the left of the large library sign. Parks and Rec will be placing it. It is to be placed before April 25, 2026 for the library's 100th anniversary event. The panel is in keeping with the other panels like it around town, the same designer and materials will be used.

RECOMMENDED ACTION: INFORMATIONAL ONLY

Angela Stephenson shared the path of how the panel was created and came to be. They are hoping that it will be placed before the April anniversary event.

The board has requested more detailed information on the process for what the HPC needs to approve and how it pertains and relates to other boards or commissions. And why it's changed. Why is a sign now something that is exempt?

9. REPORTS

10. BOARD MEMBER COMMENTS

Nancy noted that the May meeting falls on Memorial Day holiday this year. Jerame made a motion, seconded by Amber, to cancel the May meeting. This passed unanimously.

11. ADJOURNMENT

The meeting was adjourned at 6:28 pm.

**Application For A
CERTIFICATE OF APPROPRIATENESS
Longview Historic Preservation Commission
Longview, Washington**

Application No. _____ Date 3/24/26

Instructions: Print neatly or type. Submit by the 3rd Thursday of the month in order to be considered at the regular meeting on the 4th Thursday of that month. Insufficient documentation and incomplete applications will be returned or placed on hold. **Please be aware that the issuance of Building Permits is dependant on obtaining a Certificate of Appropriateness.**

Application is hereby made for issuance of a Certificate of Appropriateness (under Longview Ordinance 16.12.060 (1) & (3) for work as described below, and on plans, drawings, photographs, and descriptive material (attached) :

Address of Proposed Work Longview Public Library

Name of Building or Site 1600 Louisiana St.

Owner of Building or Site City of Longview Phone 360.442.5331

Home Address 1600 Louisiana St. Longview, WA 98632

Name(s) & Address of Agent Heather Palow

1600 Louisiana St. Longview, WA 98632 Phone 360.442.5331

Name & Address of Architect or Designer none

Phone _____

Name & Address of Builder or Contractor none

Phone _____

Approximate date of Starting Work May 2026 Completion May 2026

Information required for processing of application:

- N/A 1. Plot Plan and /or floor plan
- N/A 2. Two sets of plans and or drawings to scale, of all elevations on all sides affected. Drawings submitted must look professional or be of high quality and detail if applicable to the project, or for structural or substantial alterations.
- X 3. Clear photographs of existing structure or property and listed features.
- X 4. Samples of material and color (roofing, siding, windows, etc...)
- N/A 5. Required permits from Community Development and/or Public Works Departments:
Circle (Building) (Plumbing) (Electrical) (Mechanical) (Demolition) (Windows, Siding) (R-O-W)

DESCRIPTION OF WORK (check appropriate categories):

- | | | | |
|---|-------------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Historic Restoration | <input type="checkbox"/> Dwelling | <input type="checkbox"/> Siding | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Renovation | <input type="checkbox"/> Commercial | <input type="checkbox"/> Porch | <input type="checkbox"/> Wall |
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Garage | <input type="checkbox"/> Parking | <input type="checkbox"/> Steps |
| <input type="checkbox"/> Demolition | <input type="checkbox"/> Addition | <input type="checkbox"/> Walks | <input checked="" type="checkbox"/> Signs |
| <input type="checkbox"/> Foundation | <input type="checkbox"/> Awnings | <input type="checkbox"/> Windows | <input type="checkbox"/> Roof |
| <input type="checkbox"/> Chimney | <input type="checkbox"/> Skylights | <input type="checkbox"/> Color Change | <input type="checkbox"/> Painting |

Itemize and describe all categories of proposed work. Include size, style, material and color: Provide information on the exact products that will be used: (product brochures, specifications, etc.) to assist the Commission in their review. Approved product choices will be stamped, and verified on final inspection.

*****Please attach or submit additional pages as necessary*****

We would like to place 4 metal hooks on the side of the Longview Public Library by the solar entry way (facing the parking lot) in order to hang banners that will showcase our programs from time to time. The banners would hang for the duration of the program and be taken down when not in use.

We have tried a variety of options (see attached photo) that do not look professional and can be stolen so the ability to hang the signs and secure them with ropes would provide a much needed sign/banner on that side of the building.

IMPORTANT:

No work may differ from approved Certificate of Appropriateness.

Any proposed Changes must be Reviewed and Approved by the Commission as an addendum to the Certificate of Appropriateness.

Certificate of Appropriateness is valid for 12 months from date of issuance.
Certificate may be renewed at discretion of the Historic District Commission.

Do you intend to apply for Special Property Tax Valuation for Historic Property Renovation?

Signature of Owner(s) of Record

x _____

x

Signature of Applicant(s)

x Heather Falow

x _____

Signature of Agent (s)

x _____

x _____

Department Use Only

The following information to be completed by the Historic Preservation Commission:

Date application received _____

Date of Public Meeting _____

Inspected prior to hearing _____

Commissioners _____

Inspection upon Completion _____

Commissioners: _____

Planning & Building Dept. _____

The Historic Preservation Commission has made the following determination:

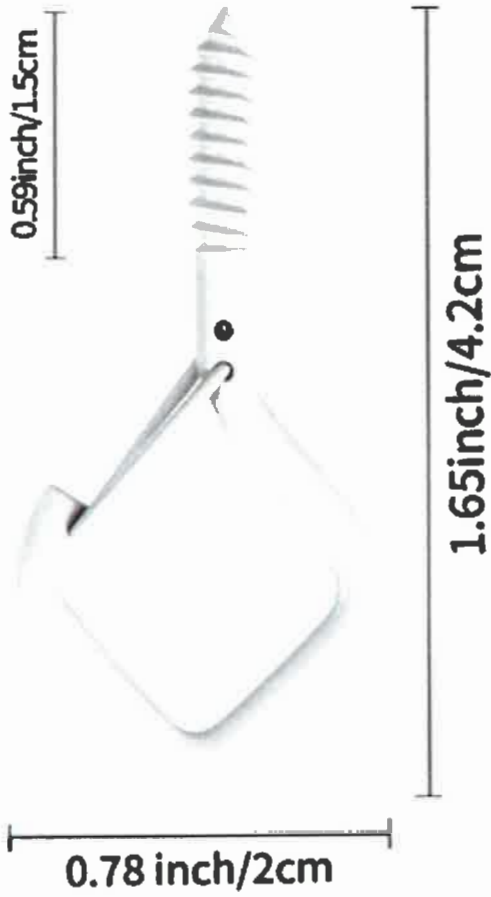
Approved (Conditions) _____

Denied (Findings) _____

Chair, Historic Preservation Commission:

Date:

X _____



**Not including coins.
For size comparison only.**

