



DAYTON HISTORIC PRESERVATION COMMISSION

111 South First Street, Dayton, WA 99328
Contact – 509-540-6747

DRAFT AGENDA

Rescheduled Regular Meeting, Wednesday, April 29, 2015 at 6 PM

City Hall 111 S. 1st Street, Dayton, WA

1. CALL TO ORDER

2. ROLL CALL

3. ADOPTION OF MINUTES - 2/25/15 Draft Minutes

(3/25/2015 minutes incomplete)

4. COA DESIGN/SPECIAL VALUATION REVIEW:

COA15-003 – 315 S 2nd, Wamble: shed, enclose porch & install propane tank

COA15-004 – 114 N 2nd, Dayton Historic Depot Society: demo building

COA15-006 – 113 N Front St., Blue Mtn. Heritage Society: Sign for Smith Hollow School

Note:

COA15-005 – 210 E Main, Col. Co. Grain: Re-roof (*Admin. COA – Approved by Planning Director*)

5. UNFINISHED BUSINESS:

a. Washington St. and South Side District Guidelines – Grant Contract w/DAHP

b. Time Sheets through March – Return completed sheets.

c. Forum – Rescue Your Historic Building.

- Results of Event
- Lessons Learned

6. NEW BUSINESS:

Planning Session for DMC 5-18 Update & DHPC Rules Update

[http://www.ca-ilg.org/sites/main/files/file-attachments/2007 - planning public forums 0.pdf](http://www.ca-ilg.org/sites/main/files/file-attachments/2007_-_planning_public_forums_0.pdf)

7. OTHER BUSINESS :

- May 6-8 Revitalize WA Conference in Bellingham

<http://preservewa.org/revitalizewa.aspx>

- New City website live on April 30th

8. ADJOURNMENT

Next Regularly Scheduled Meeting: Wednesday, May 27, 2015 @ 6 pm

Attachment -

Historic Res. Design Guidelines - Consultant Comments & Schedule:

- 1/25/15 Karen completes SEPA Checklist for Guidelines and districts as Subarea plans
- 1/27/15 Matt provides 2nd (Final) Draft of Res. Design Guidelines for 1/28/15 Meeting review
- 1/28/15 – Draft of Guidelines approved for public circulation
- 2/2/15 – SEPA Threshold Determination, Notice of DHPC Public Hearing, and Dept of Comm. 60 notice sent
- 2/5/15 - Notice published in Newspaper.
- 2/17/15 Door Hanger Public Hearing reminders distributed to WSHD & SSHD.
- 2/18/15 SEPA comment/appeal period ends
- 2/25/15 DHPC holds Public Hearing on Res Historic District Design Guidelines hearing is closed or is continued for additional oral and/or written testimony.
- 3/18/25 DHPC Workshop regarding updating draft guidelines
- 3/25/15 DHPC placed guidelines on hold until Code updates are addressed
- +++++
- ____/15 DHPC readies “Final Guidelines” for submittal to DAHP for grant reimbursement.
Note: These final guidelines may not be the guidelines ultimately recommended to the City Council.
- ____/15 DHPC approves motion to recommend approval, recommend approval with revisions or to defer action on Res Historic District Design Guidelines
Tentative date, if ____/2015 meeting needs to be continued
- ____/15 Planning Commission holds a public hearing regarding adding the Dayton Register Southside and Washington Street Historic Districts together with the DHPC recommended design guidelines as subarea plans augmenting the Dayton Comprehensive Plan.
- ____/15 – The Planning Commission forwards a recommendation to the City Council to adopt the Dayton Register Southside and Washington Street Historic Districts together with their DHPC recommended design guidelines as subarea plans.
- ____/15 – The City Council considers whether to take action to approve the Subarea Plans with Guidelines.



DAYTON HISTORIC PRESERVATION COMMISSION

111 South First Street, Dayton, WA 99328
Contact – 509-540-6747

DRAFT Meeting Minutes

Regular Meeting, Wednesday, Feb. 25, 2015 at 6 PM

111 South First Street, Dayton, WA 99328

1. **CALL TO ORDER** – 6:00 PM

2. **ROLL CALL**

C. Dale Slack, Chair	Present	James McCary	Present
Matt Zanger, Vice Chair	Present	Kathy George	Present
Michael L. Smith	Present	Chrissy Talbott	Present
Ginny Butler	Present		

Staff- Karen Scharer, AICP, Planning Director

3. **ADOPTION OF MINUTES** - Matt moved to accept the 1/28/2014 Minutes with one correction, Ginny 2nd the motion. The commissioners voted to all accept the minutes with the one correction.

4. **PUBLIC HEARING:**

Augmentation to the Dayton Comprehensive Plan, adopting Washington St. and South Side Districts as subareas & adopting Local WSHD & SSHD Design Guidelines. (*List of those signing is attached*)

- a. **Dale** opened the hearing at 6:04 pm and asked the audience to state their name and address when they speak and to also sign the sign in sheet.
- b. **Dale** asked if anyone had objection to anyone on the DHPC participating in the hearing. If so, to do so now and state their reasons. No one responded.
- c. **Karen** explained the procedures, review by DAHP, notices issued for the public hearing and that she only has received verbal positive feedback, but nothing in writing.
- d. **Ginny** stated that the guidelines are not just made up. They are based on the Secretary of Interior Standards (SOIS) and the proposed guidelines are those standards which are relevant to the Dayton Register Districts. With the adoption of proposed guidelines, a property owner would not need to dig through the National Parks Service website to find guidance relevant to their proposal prior to submittal of a COA.
- e. **Matt** indicated that he had a chance to discuss the guidelines with another resident and the purpose section of the guidelines. The guidelines will help to provide clarity and predictability. The proposed guidelines are written in laymen terms.
- f. **Shane Loper** stated:
 - i. Concern that the guidelines would apply to the inside of someone's house.
 - ii. Guidelines are unjust, telling an owner how to renovate their home.

- iii. Guidelines are confusing as written with use of should and shall, it's a mix of mandates with suggestions.
- iv. Page 5 –3rd paragraph – “*Historic preservation is not about slowing or hindering development, but rather emphasizing the value of what we already have*”. Shane stated that this will limit what people can do and will slow down projects. It is un-American to come in and tell someone how to build or repair their homes. This will stop progress and repairs will not be made.
- v. P 5 last para. 3rd sentence – “*When the Guidelines are followed carefully, they will provide uniform review and increased predictability, while serving as a means to prevent delays and minimize added costs to developers and builders.*” Shane indicated that nothing about the process will save time.
- g. **Matt** addressed Shane’s comments by saying that he thinks Shane is speaking to something bigger than the guidelines. The purpose of the document is not to slow or hinder development, “Period”. The purpose is to help in interpretation of the SOIS. (standards). We are way past the point of the existence of the districts. We are here to talk about the guidelines. The guidelines help a designer interpret the SOIS and is a supplementary document to the SOIS. It is not intended to increase regulation only clarify specific to the districts.
- h. Discussion ensued regarding the establishment and management of the National Register of the Districts (1986) and Local Registry of Districts. **Ginny** confirmed that COA were required prior to the establishment of the local district registry in 2009 (Dayton Registry of Washington St. and South Side Districts). The COA’s for structures in districts are for the exteriors, not interiors. Ginny addressed Shane Loper’s question about plaques. Some homeowners paid to have plaques in front of their homes and others have not. That is why not everyone has a plaque.
- i. **Shane McGuire** stated that about 12 years ago his home was reroofed with composition shingle without a COA review. **Ginny** explained that there has not always been good communications with the City Planner and some permits were approved without DHPC COA review and approval. The roof should have had a COA and would likely not have been approved today. (also see 4 x. below)
- j. **Shane Loper** stated:
 - i. Shane questioned “why are we doing this?” (Proposed guidelines). **Matt** stated the purpose of the guidelines and that they help an owner put together an application for COA.
 - ii. Shane questioned what the vote was for in 2008. It was explained that the vote was associated with the Local Registry.
 - iii. P6 – Who is staff who has authority to approve Minor Alterations? **Matt** stated that reference should be more specific.
 - iv. P 12 – Flow Chart is cumbersome.
- k. **Matt** stated that some people are more visual and chart was meant for them.
- l. **Mark Shuck** stated that the DHPC did not hold a special meeting to review his COA for replacement of a portion of his roof. There was water damage in the home

due to the damaged roof. Difficult to walk the line between maintaining the integrity of their homes and integrity of the district. There needs to be reasonable expectations. Should not require someone to replace with inferior materials or type of construction. (Written comments were also provided).

m. Shane Loper: P 19 – Item 2c.: “*Vinyl siding is not an acceptable product to use on historic homes within the Districts.*” Shane stated that he wouldn’t use vinyl in his home, but concerned that someone with limited income may not be able to replace siding with anything but vinyl. Also he voiced concern the DHPC will mandate that such a person would spend money on paint every 5 years. Shane stated to paint his house correctly, it would be a \$25000 job.

n. Matt explained there are many resources that explain what the correct materials are to use. Placing vinyl siding on an older building can cause moisture problems. The vinyl creates a vapor barrier on the outside and causes condensation on the inside. Installing vinyl is bad for the bones of the home. **Shane** indicated that it’s wrong to tell someone how to spend their money. **Ginny** used the example of building codes in one reference to government requiring compliance.

o. Matt used reference to HOA’s and that a historic district is similar in that they each want to preserve property values for all properties in the district or HOA.

p. Shane Loper stated that he has never wanted to be in an HOA or historic district. He questioned what happened to the flyer that said an owner could “opt-out”?

q. Linda Miller spoke about Tyvek - moisture wrapping for homes. **Matt** clarified that there is a difference between a moisture barrier and a vapor barrier. Vapor barriers are on the inside of a home & that is where the water vapor is. Older homes may have had cellulose inside the walls, Matt’s home has sawdust, but the older homes do not have a vapor barrier. Steam/moisture will pass through the wall. If you put Tyvek on the outside as a moisture barrier steam will continue pass through, but once you add vinyl, that moisture will be trapped in your walls. Then you have a serious problem.

r. Shane Loper stated:

- i. P 20 Windows – Shane stated that to require someone to stay with the same stuff is costly.
- ii. P 21 Doors - Shane referenced that some standards are “should” and others “shall”.
- iii. Porches -Mandating someone to replace with the same materials is costly.
- iv. P 23 – Foundations - “*Changes to the foundation shall match or be compatible with the original foundation in height, material, materials, and architectural style. Masonry and brick details are common in the historic areas of the city.*” Shane has basalt for his foundation, he doesn’t want to be required to replace with basalt.
- v. COA Page 1 of Application – “*Owners of property designated on the Dayton Register have signed an agreement stating that they will abide by the terms*

of Ordinance 1544 Section 5.D. A Certificate of Appropriateness must be obtained before any action is taken affecting use, exterior appearance, contributing historical interior features, demolition, new construction attached to the structure, or reconstruction/replacement.” Is every property on the register? Have all properties signed?

s. Ginny stated that this paragraph (above) really applies to properties outside the district and the application form should be updated.

t. Shane Loper: COA App P1 Work Exempt - *“Repair-in-kind, if the work you want to do involves only repair using the same materials and exact same details and finishes. It is, however, a good idea to notify the Historic Preservation Commission when you are planning in-kind maintenance.”* Shane stated it is wrong to require the same material be used.

u. Matt added that staff has authority to approve a roof and also gutters with the same materials.

v. Shane Loper stated that nothing is in the guidelines about ramps.

Shane Loper questioned what the following statement is supposed to apply to: *“Note: Structures of historic residential or single-family character that have commercial uses shall comply with Historic Residential Design Standards. Bed and Breakfast accommodations are an example of a commercial use in a residential style building.”*

w. Karen explained what the terms shall, should and encourage mean. To guide the City of Dayton, the use of the terms “shall,” “should,” and “encourage” in policies determine the level of discretion the city exercises in making using policy to make decisions. “Shall” in a policy mean that it is mandatory, is imperative, and non-discretionary. “Should” in a policy means that it is in the city’s interest to carry out the policy, but the city has total discretion in making decisions. Encourage is used to provide recommended actions in policy, but the recommendation is only informative and not used in forming a policy decision.

x. Shane McGuire – Recommended the DHPC clearly exclude vegetation reference in the guidelines, P 6.

i. Doors – Concerned that everyone has an interpretation, while one would argue that a certain door doesn’t fit a home another could argue that it does.

Matt stated that the appeals process is shown on the flow chart. There are 7 commissioners so that it isn’t only one person’s opinion when a decision is made.

ii. Questioned if in his circumstances he would have been required to replace w/white 3 tab rather than shake for his roof (with the shake being historically correct). **Ginny** replied yes.

iii. **Beth-Amiee McGuire** clarified there was wood shake under the 3 tab and Ginny stated that in that case, the city (Karen) could have approved the COA without waiting for the commission to meet and act.

y. **Shane McGuire** - Recommended having a provision for Financial hardship.

z. **Marchand Hovrud**– Questioned transparency in that it is difficult to follow the changes between the May 2014 draft and the Jan. 2015 draft.

aa. **General discussion** followed regarding the 2008 vote to form the Local register districts and availability of such records. Karen remembered that in May of 2014 the DHPC corrected the application information and reword the section that explains options residents have inside and outside a Historic District. The previous wording while accurate was confusing to homeowners.

Karen also encouraged anyone wishing to view records to give her a call to schedule a time. Shane Loper commented that a public records request could be filed.

bb. **Matt** questioned if the DHPC could act to approve a COA through e-mail. **Karen** thought it would be possible, but that then that eliminates discussion by the DHPC. She stated she would look into the legal limitations. It may not work because of the Open Meeting Act.

cc. **Karen** mentioned that the DHPC could choose to expand the Director's authority to review and approve COA's beyond the approval of roofs & gutters. Some large cities do give more authority to city staff.

dd. **Linda Miller** P 21 – Doors – She questioned if she would need to have glass diamond window panels in a replacement door. **Matt** stated that one of the first things the commission does it to review the property inventory to see if the feature is mentioned as contributing. If listed, then some type of diamond window would be needed.

Linda also questioned the replacement of a screen door. Ginny clarified that if you're replacing with a like door that would be acceptable. Karen clarified that the replacement would require a COA.

ee. **Matt** explained the benefit of Tax Evaluation when in a district and that there should be a reference in the guidelines.

ff. **Ruth Janes** asked for clarification on replacement of her screen door. Matt clarified that if it is an in-kind replacement, a COA is not required.

gg. The commission discussed next steps. **Ginny** recommended that the commission review the comments and recommendations at the next meeting. Karen explained the next meeting is March 25. **Kathy** stated the need to have a special meeting.

hh. There was further general discussion regarding information of the Dayton Historic Districts and other historic districts.

ii. **Dale** closed the public hearing comment period at 8:10 pm

jj. **Matt** recommended having a workshop on March 18, 2015 at 6 pm and the commission agreed to the Special Meeting date & time.

kk. **Ginny** commented that she does not agree with the argument that there is a need for financial waiver, as all property owners retain value for their property if they choose to maintain the property.

5. COA DESIGN/SPECIAL VALUATION REVIEW:

314 S. 2nd Street - Craig & Kathy George - The commission agreed with the Planning Director that since the materials being replaced were in-kind, there is no need for a COA.

Ginny moved that they not act on the COA submittal & Matt 2nd the motion. All were in favor. Kathy and Jim abstained from voting.

It was also agreed that Karen would only notify the DHPC when there is a request with in-kind materials and would not prepare the documentation typical for a COA application review.

6. UNFINISHED BUSINESS:

a. Schedule - Washington St. and South Side District Guidelines - Special Meeting Scheduled for March 18th, 6 pm

b. Time Sheets through Feb. –completed sheets returned. (2 hrs.)

c. 2015 DHPC 2015 Inventory Update – Kathy has updated ownerships. When the weather gets better Mike will take new photos.

Karen questioned the need to correct misinformation in the inventory. The commission agreed that they need to review districts block by block, but that will occur after they have they have the guidelines completed.

d. Workshop - Main Street Building Maintenance and Federal Tax Incentives

- Date -Mon., April 2th
- Location – Liberty Theater
- Presentations – Building maintenance, Tax incentives and Dayton Grant Program.
- Nick Van will also do a Downtown Walk-About
- Program will be available to local business and building owners. It will also be advertised to encourage other owners of buildings from other communities to attend.
- Karen agreed to put together a flyer.

e. 2014 Comp. Plan was adopted on 2/9/2015 with revisions to Historic Preservation Comp Pl. policies, Zoning regulations, and update to maps. Karen will be working on inserting the updates into the Plan and publishing the Update. More information available at: www.daytonwa.com (see link on home page)

7. ELECTION OF CHAIRMAN & CHAIRMAN PRO TEM

Ginny nominated and Dale 2nd the nomination of Mike Smith as Chairman. The commission unanimously approved Mike as Chairman.

Kathy nominated and Ginny 2nd the nomination of Dale Slack as Chairman Pro Tem. The commission unanimously approved Dale as Chairman Pro Tem.

8. NEW BUSINESS:

a. April meeting dates – The commission decided to set a tentative date of April 8, 2015 at 6pm should they need an additional meeting before providing a recommended set of guidelines to the Planning Commission. They moved the regular meeting from April 22, 2015 to April 29, 2015. The revised date is needed due to conflict with the Planning Commission schedule.

b. Demolition of Structures – Karen explained that the state has clarified that when a building is to be demolished, she is required to ultimately determine if it is over 50 years old and if eligible to be on a registry as an historic building. If it is eligible, a SEPA checklist is required to be submitted by the applicant with the filing fee and she is required to issue a threshold determination. Such a process will add time to the review of any application for demolition of a structure 50 years old or more that is also eligible to be on the register.

9. ADJOURNMENT

Dale moved to adjourn and Mike seconded the motion.

The meeting adjourned at 8:25 pm.

Next Meetings:

DHPC Workshop - Special Scheduled Meeting: Wednesday, March 18, 2015 @ 6 pm

Regular Scheduled Meeting: Wednesday, March 25, 2015 @ 6 pm

If needed - Special Meeting April 8, 2015 and

Regular April Meeting moved to: Wednesday, April 29, 2015 @ 6 pm

Mike Smith, Chair DHPC Dated

Karen Scharer, Planning Director Dated

Attachment

Public Hearing – Sign-In List w/Names & Addresses:

Shane Loper	500 S First St	Dayton WA 99328
Mark Schuck	411 S. 1st St.	Dayton WA 99328
Shane McGuire	208 E Park St	Dayton WA 99328
Beth-Aimee McGuire	208 E Park St	Dayton WA 99328
Ruth Janes	208 E Tremont St	Dayton WA 99328
Linda Miller	208 E Tremont St	Dayton WA 99328
Marchand Hovrud	206 E Park St	Dayton WA 99328



COA15-003

Dayton Historic Preservation Commission

111 South 1st Street
Dayton WA 99328-1341

Phone (509) 540-6747
Email: kscharer@daytonwa.com
Fax (509) 382-2539

**DAYTON REGISTER OF HISTORIC PLACES
Application for Certificate of Appropriateness (COA)**

Date Received _____
COA # _____
Meeting Date: _____
Dayton Historic Preservation Commission
City of Dayton
111 South 1st Street
Dayton, WA 99328 (509) 540-6747

Property Address: 315 S. 2nd
Applicant/Owner: Kelly & Katy Wamble
Mailing Address: SAME
Daytime Phone: 425-483-8045 Fax: _____

**IMPORTANT: PLEASE READ THE GENERAL INFORMATION CAREFULLY
BEFORE COMPLETING THIS APPLICATION FORM.**

A Certificate of Appropriateness is requested for:

- Preservation
- Rehabilitation
- Restoration
- Reconstruction
- Demolition
- Other: Enclosure & new storage shed, Fence

Required Documentation:

- Scale drawings (plans, elevations, sections, details)
- Photographs, slides
- Samples



McCary Construction, Inc

502 E Hannan Street
Dayton WA 99328
(509)382-2327
MCCARCI025KK

April 19, 2015

Dayton Historic Preservation Commission
111 South 1st Street
Dayton WA 99328
(509)540-6747

Re: Application for 315 South 2nd Enclosure and Storage Shed

1. Enclose back porch that faces Tremont Street. Enclosure is to make kitchen larger
 - a. Existing foundation will be reused.
 - b. Reuse siding and trim.
 - c. If any new siding or trim must be made, it will match existing. Material and wood will be Red Fur.
 - d. Porch area is 9' x 12' 6".
 - e. Enclosure will have 3 vinyl windows – 2 facing Tremont Street, and 1 to the East. Trim out will replicate existing trim on window (see enclosed photo).

2. Build storage shed 8' x 15' (120 square ft).
 - a. Shed will be placed on East side of home with 7' set back from neighbor's fence (site drawing enclosed).
 - b. Shed will be wood frame with concrete post for foundation and will have ¾" sub-floor.
 - c. Door will be a 4' door (wooden).
 - d. 1 window is planned on the south end 2'x2' fixed - vinyl will be used.
 - e. Roof will have a gable on each end, Roofing will be Premier Roofing like what was used on new kitchen door porch. Gable will be similar to porch gable.[See photo.]
 - f. Siding to be like garage and house, trim will be similar to house and garage, and shed to be painted to match color of house.

3. Fence 36" wood.
 - a. New fence will go between house and neighbor's fence to East, with gate to side yard on facing Tremont Street.

Owner says there is a "plan" to install a propane tank for a gas range (which will be in the back yard behind fence), at a later date when kitchen is complete

Jim McCary, President





Tremont St
← EAST

25' m/r

Proposed New Fence

8'

Fence

36'

Window

Porch

120 sq ft

15

4' Door

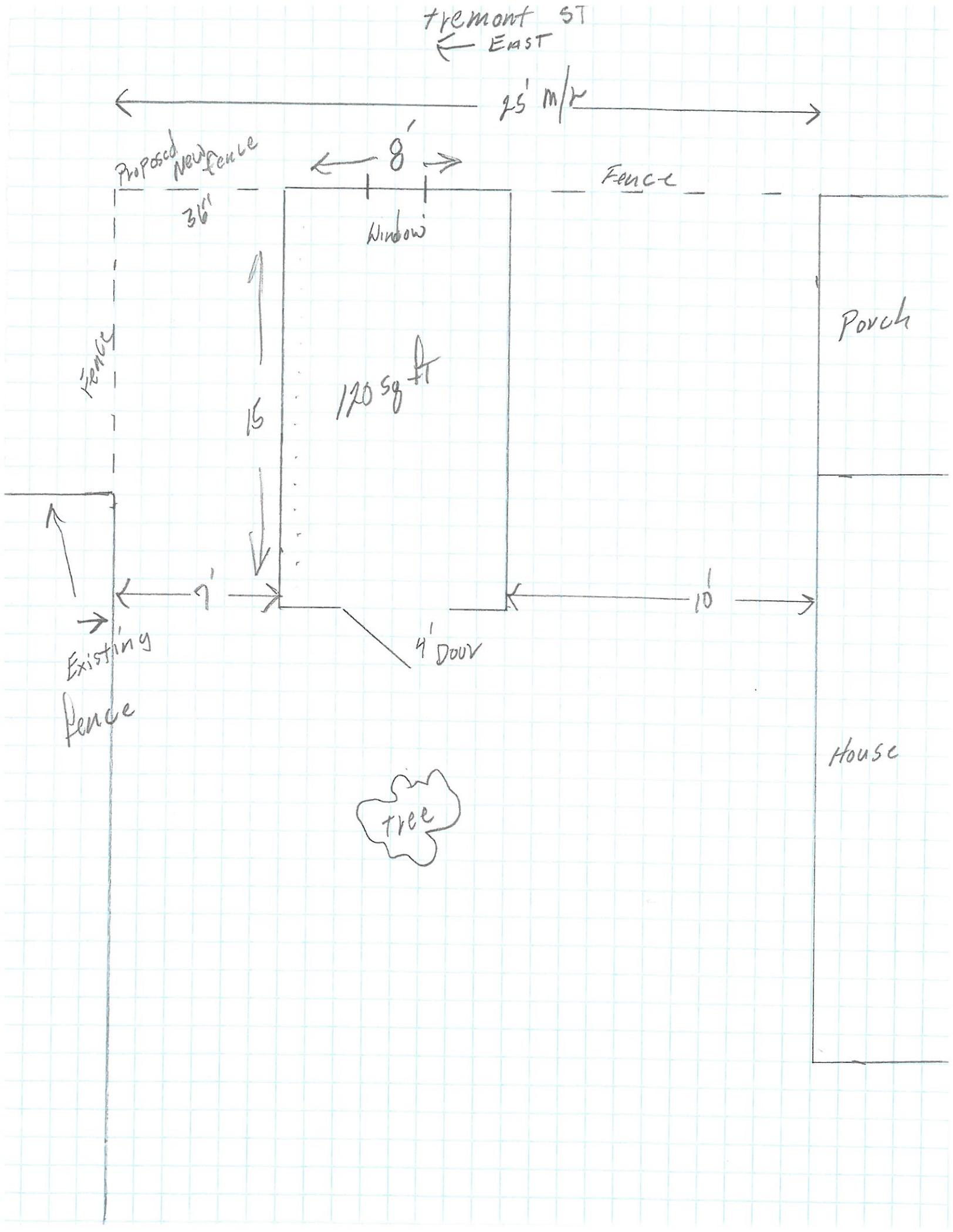
10'

House

tree

Existing Fence

Fence



North
View

Roof Pitch Similar
to Front Porch Dormer

Siding & Trim
Like House

4' Door
6' 8"

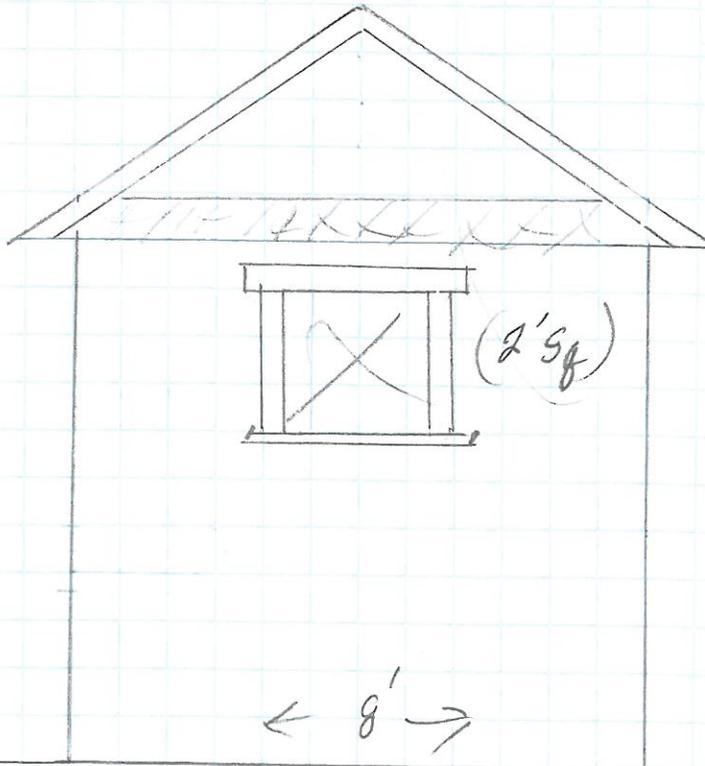
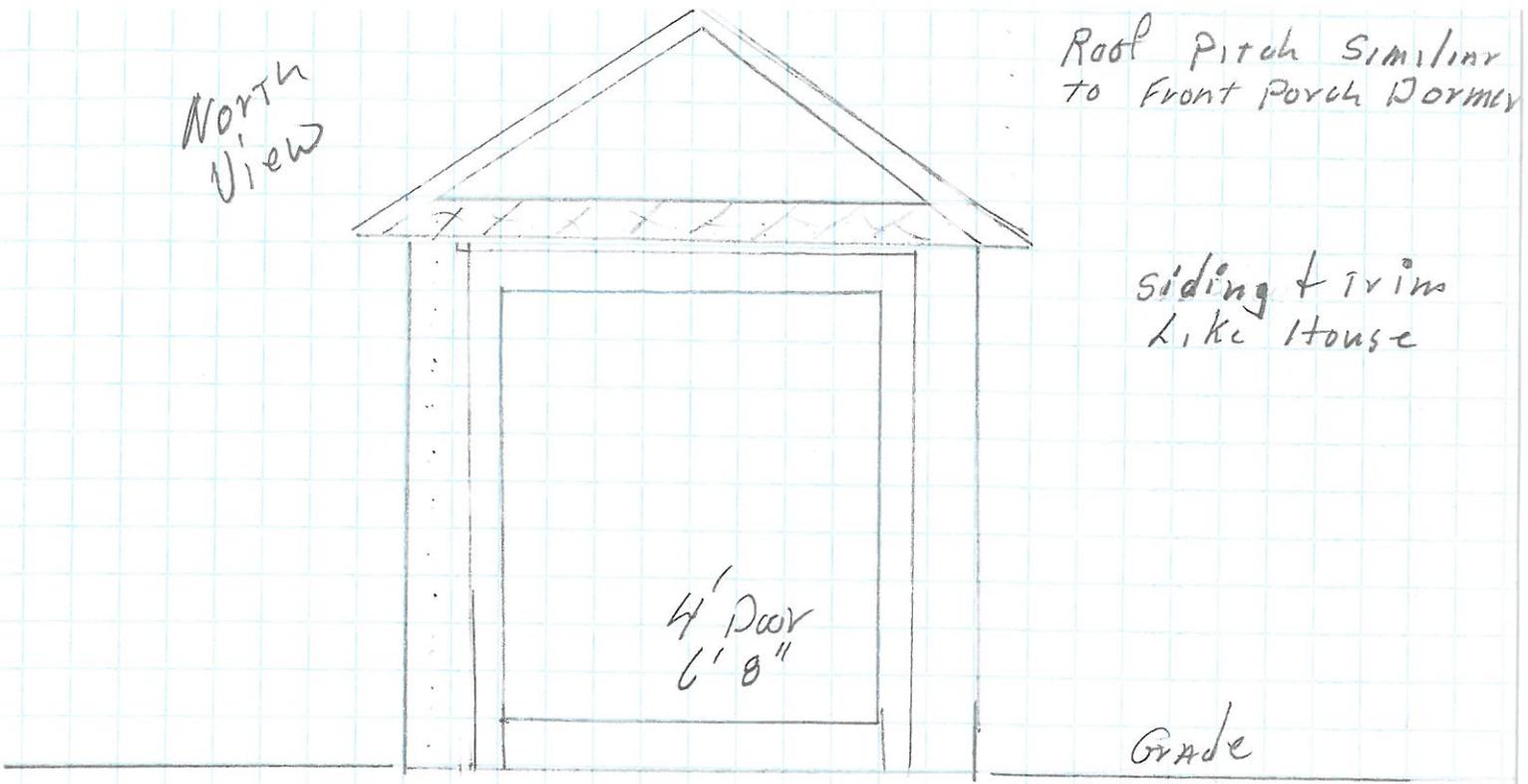
Grade

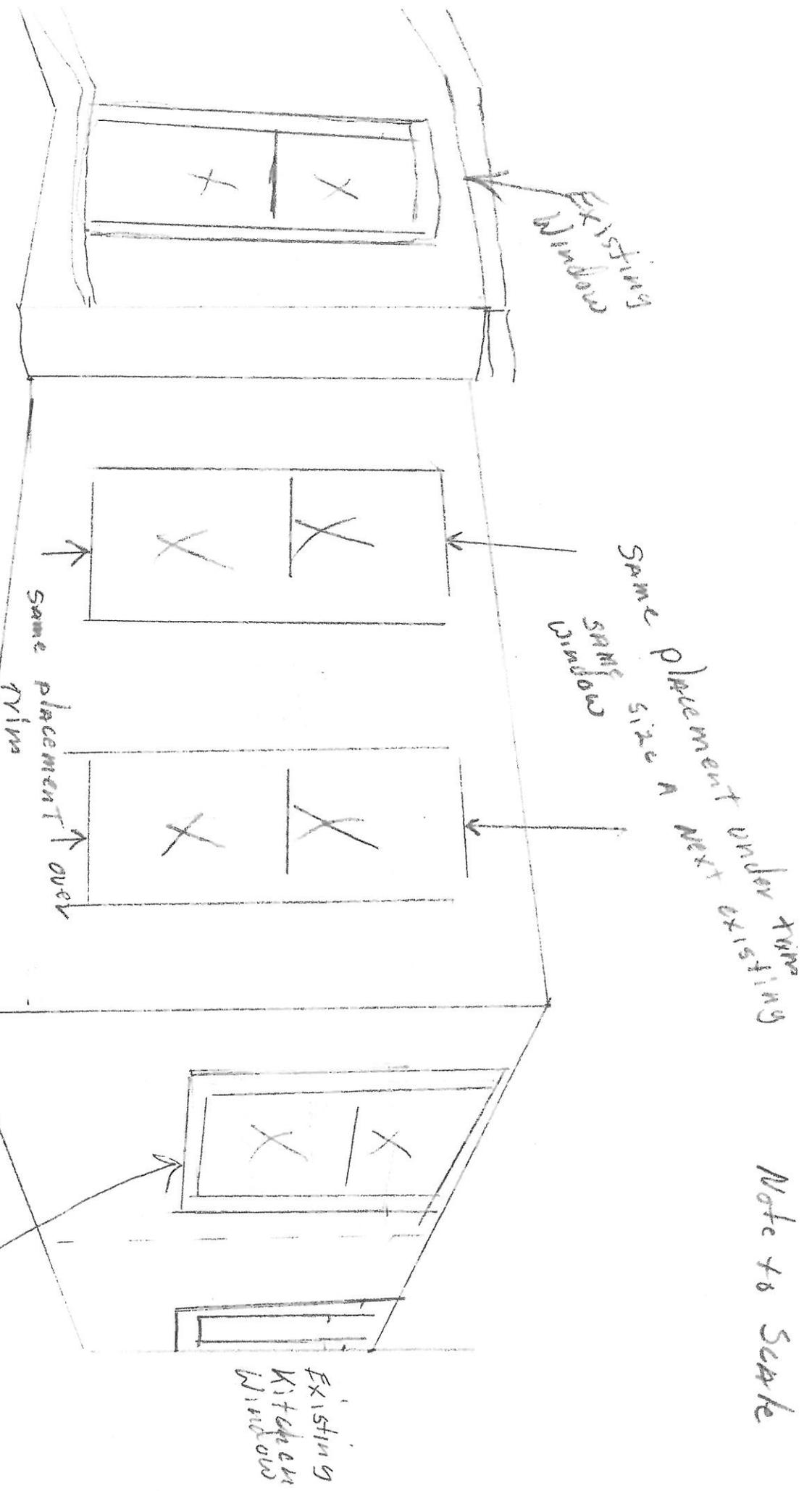
South
View

(2' 5")

← 8' →

Grade





Note to Scale

TOP of New windows will be below trim as with existing kitchen windows. Bottom will be above left to right will depend upon cabinet placement.



Historic Inventory Report

Location

Field Site No. 122

DAHP No.

Historic Name: Richardson, W.H., House

Common Name: Donohue Home

Property Address: 315 S Second St, Dayton, WA 99328

Comments:

Tax No./Parcel No. 1-030-28-012-0000

Plat/Block/Lot Day and Mustard, Lot 11and12 Block 28

Acreage -1

Supplemental Map(s)

Township/Range/EW	Section	1/4 Sec	1/4 1/4 Sec	County	Quadrangle
T10R39E	30	NE		Columbia	DAYTON

Coordinate Reference

Easting: 2277543

Northing: 369592

Projection: Washington State Plane South

Datum: HARN (feet)

Identification

Survey Name: 2003 Dayton Grant FY04-61004-004

Date Recorded: 01/30/2004

Field Recorder: Dayton Historic Preservation Commission

Owner's Name: Kelly S & Kathleen D Wamble

Owner Address: 19417 - 63rd Avenue

City: Kenmore

State: WA

Zip: 98028

Classification: Building

Resource Status:

Comments:

Survey/Inventory

1985

National Register

9/17/86

State Register

1986

Local Register

4/12/94

Proposed District - Local Register

About 2010

Within a District? Yes

Contributing? Yes

National Register: South Side Historic District

Local District: Local Register South Side Historic District



Historic Inventory Report

National Register District/Thematic Nomination Name: Historic Houses of Dayton TR

Eligibility Status: Not Determined - SHPO

Determination Date: 1/1/0001

Determination Comments:

Description

Historic Use: Domestic - Single Family House

Current Use: Domestic - Single Family House

Plan: Apsidal

Stories: 2.5

Structural System: Unknown

Changes to Plan: Intact

Changes to Interior: Unknown

Changes to Original Cladding: Intact

Changes to Windows: Intact

Changes to Other:

Other (specify):

Style:

Cladding:

Roof Type:

Roof Material:

American Foursquare -
Craftsman

Wood - Drop Siding

Hip

Asphalt / Composition -
Shingle

Foundation:

Form/Type:

Stone

Single Family - American
Foursquare

Narrative

Study Unit

Other

Other

Financial advisor

Education

Architecture/Landscape Architecture

Agriculture

Date of Construction:

1903 Built Date

Builder: Thompson, G.P., Walla Walla

Engineer:

Architect:

Property appears to meet criteria for the National Register of Historic Places: Yes

Property is located in a potential historic district (National and/or local): Yes - Local

Property potentially contributes to a historic district (National and/or local): Yes



Historic Inventory Report

Statement of Significance:

1985 record: Considered one of the finest houses in Dayton because it has only had 2 owners and is intact, this house was built for W H Richardson. The Richardson's owned this house until 1953, when it was sold to the present owner, Pat Donohue. Donohue's farm a large amount of land with family members; Pat Donohue's brother was state Senator Hubert Donohue and father, Dewey Donohue was a county commissioner, state representative and state senator. Nancy Compau - Field Recorder
2003 record of ownership: W H Richardson 1905-1953. W H Richardson married Loretta Fraizier in 1903. She was Dayton High School Principal; he owned an orchard. In 1928 he owned land in downtown Seattle, leased for 70 years to a hotel. He died in 1930. Patrick Donohue 1953, Lavonda Donohue (divorce) 12/4/1995. In 1954 the house was appraised for \$10,000.
2009 record: Estate of LaVonda Donohue to Kathleen Wamble and Jennifer D Edwards 9/19/08
2001 record: Edwards to Kelly S & Kathleen D Wamble 2010.
2012 record: Special Tax Valuation granted.

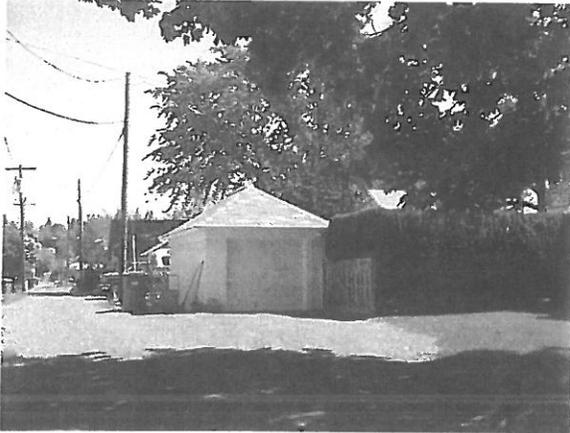
Description of Physical Appearance:

1985 record: Located on large landscaped corner lot set off by large maple trees and stone wall. Four square with hip roof, boxed eaves with decorative false beams and dentil trim. Front hipped dormer with end cap on ridge. Covered wraparound porch with large pediment over steps, boxed eaves, decorative false rafters and dentil course, tapered Tuscan columns. Windows mainly large double hung one over one; front window on main floor is one large pane with leaded beveled glass; leaded, beveled glass single sash rectangular window by front door with scrolled sill. Small double hung window on second floor with hood mold and scrolled sill. Bays on both sides. Small single car garage at left rear of property. Property also includes a matching hip roof garage with boxed eaves.
2011 record: New porch and roof at kitchen door, lighting of front porch, painting, landscaping.
2012 record: Storm door covering steps to basement.

Major Bibliographic References:

1985 record: Dayton House Quilt #2 by Faye Rainwater & Darlene Broughton, 1978
County Assessor's records
2003 record: Columbia County Assessor's Office tax records
UTM reference: Topozone
2011 record: Updated DHPC
2012 record: Updated DHPC
2014 record: DHPC update

Photos

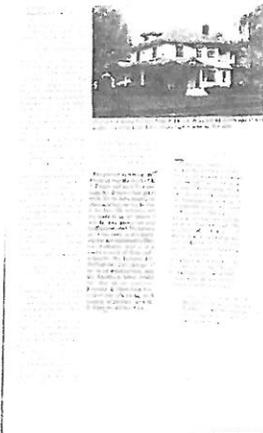


garage



Photo taken in clear to partly cloudy conditions at 9:45 am.

2011



Newspaper articles - 3/14/1903; 3/12/53

2011



Overcast day
Tremont-facing side
2013



Dayton Historic Preservation Commission

111 South 1st Street
Dayton WA 99328-1341

Phone (509) 540-6747
Email: kscharer@daytonwa.com
Fax (509) 382-253

Certificate of Appropriateness Commission Design Review Evaluation

Name of Richardson, W.H., House

Historic Inventory
 Local Register - Individual

Address: 315 S. 2nd Street, Dayton, WA 99328

Southside Historic District
 State Register District

Owner: Kelly & Katy Wamble

National Register District

- Preservation
 Rehabilitation
 Restoration
 Reconstruction
 Demolition
 Other: Construction of a shed & enclose porch

List of features significant to designation:

Observations from site visit:

Proposed changes to Property:

SIGNIFICANT

NON-SIGNIFICANT

Standards for Preservation

- The property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, property will be protected and, if necessary, stabilized until additional work may be undertaken.
- The historic character of the property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.
- The property is recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
- Changes to the property that have acquired historic significance in their own right will be retained and preserved.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved.

- The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
- Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
- Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Standards for Rehabilitation

- Property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
- The historic character of the property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.
- Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
- Changes to the property that have acquired historic significance in their own right will be retained and preserved.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved.
- Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
- Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
- Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
- New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Standards for Restoration

- The property will be used as it was historically or be given a new use which reflects the property's restoration period.
- Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.
- The property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically

and visually compatible, identifiable upon close inspection, and properly documented for future research.

- Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
- Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.
- Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
- Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
- Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
- Designs that were never executed historically will not be constructed.

Standards for Reconstruction

- Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property.
- Reconstruction of the landscape, building, structure, or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
- Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
- Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. The reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
- The reconstruction will be clearly identified as a contemporary re-creation.
- Designs that were never executed historically will not be constructed.

Evaluation:

- Changes are non-significant. Award Certificate of Appropriateness.
- Changes are significant. Award Certificate of Appropriateness with NO conditions.
- Changes are significant. Award Certificate of Appropriateness with conditions:

- Changes are significant. Deny Certificate of Appropriateness.

Commission Member

Date



DAYTON HISTORIC PRESERVATION COMMISSION

Certificate of Appropriateness
315 S 2nd Street, Dayton, WA 99328
COA15-003 / April 29, 2015

WHEREAS, the Owner of the property located at 315 S. 2nd Street is Kelly & Katy Wamble;

WHEREAS, the property is located in the Southside Historic District (Federal, State and Local District Registries). It was also individually placed on the local historic register in 1994 and historic name of the home is the "Richardson, W.H., House";

WHEREAS, the property is a "contributing property" and the home is considered one of the finest examples of a historic "intact" home in Dayton;

WHEREAS, an application for a Certificate of Appropriateness has been submitted for:

- Construction of a shed, 8' by 15' and located 10' from the east side of the existing house and an estimated 20' plus from the right-of-way of Tremont St.
- Enclosure of the porch which faces south to Tremont St. and east to the rear yard.
- A propane tank which will sit behind a 36" high fence between the house and adjacent property to the east along Tremont St.

WHEREAS, the property will be used as it was historically that requires minimal change to its distinctive materials, features, spaces, and spatial relationships;

WHEREAS, 315 S 2nd Street will continue to be recognized as a physical record of its time, place, and use;

WHEREAS, 315 S 2nd Street has acquired historic significance in its own right and will be retained and preserved;

WHEREAS, the porch enclosure and shed proposed will not destroy historic materials, features, and spatial relationships that characterize the property.

WHEREAS, this project is congruous with the district's period of significance and is in harmony with the neighborhood,

**NOW, THEREFORE, THE DAYTON HISTORIC PRESERVATION COMMISSION
HEREBY RESOLVES AS FOLLOWS:**

Section 1.

Based upon the preceding findings of fact, the Commission grants a Certificate of Appropriateness to Kelly & Katy Wamble to enclose the southeast porch, construct a shed and install a propane tank behind a new fence as proposed at 315 S 2nd Street, Dayton, WA.

This COA approval shall be consistent with the COA as submitted to and approved by the commission.

Approved by the Dayton Historic Preservation Commission this ____ day of April, 2015.

Mike Smith, Chairman *date*

Attest:

Karen J Scharer, Planning Director *date*



Waiver

COA 15-004

Dayton Historic Preservation Commission

111 South 1st Street
Dayton WA 99328-1341

Phone (509) 540-6747
Email: kscharer@daytonwa.com
Fax (509) 382-2539

DAYTON REGISTER OF HISTORIC PLACES Application for Certificate of Appropriateness (COA)

Date Received _____
COA # _____
Meeting Date: _____
Dayton Historic Preservation Commission
City of Dayton
111 South 1st Street
Dayton, WA 99328 (509) 540-6747

Property Address: 114 N. 2nd
Applicant/Owner: Dayton Historical Depot Society
Mailing Address: 222 E. Commercial, Dayton, WA 99328
Daytime Phone: 382-2026 Fax: n/a

IMPORTANT: PLEASE READ THE GENERAL INFORMATION CAREFULLY BEFORE COMPLETING THIS APPLICATION FORM.

A Certificate of Appropriateness is requested for:

- Preservation
- Rehabilitation
- Restoration
- Reconstruction
- Demolition
- Other: _____

Required Documentation:

- Scale drawings (plans, elevations, sections, details)
- Photographs, slides
- Samples



LOC









Historic Inventory Report

Location

Field Site No. 1102

DAHP No.

Historic Name: Dr. W.W. Day Office

Common Name: Dayton Clinic

Property Address: 112 N Second St, Dayton, WA 99328

← Next Door
Once 112 & 114 were
under own ownership

Comments:

Tax No./Parcel No. 1-030-31-002-0001

Plat/Block/Lot Day and Mustard Addn., Block 31, Lots 1-2

Acreage -1

Supplemental Map(s)

Township/Range/EW	Section	1/4 Sec	1/4 1/4 Sec	County	Quadrangle
T10R39E	30	NE	NW	Columbia	DAYTON

Coordinate Reference

Easting: 2277126

Northing: 370201

Projection: Washington State Plane South

Datum: HARN (feet)

Identification

Survey Name: 2003 Dayton Grant FY04-61004-004

Date Recorded: 10/30/2003

Field Recorder: Dayton Historic Preservation Commission

Owner's Name: Kathleen A Casseday

Owner Address: 111 W Main St

City: Dayton

State: WA

Zip: 99328

Classification: Building

Resource Status:

Comments:

Survey/Inventory

1985

National Register

9/17/86

State Register

1986

Local Register

4/11/01

Within a District? Not Identified

Contributing?

National Register: Downtown Dayton Historic District

Local District: Local Register Downtown Dayton Historic District

National Register District/Thematic Nomination Name:



Historic Inventory Report

Eligibility Status: Not Determined - SHPO

Determination Date: 1/1/0001

Determination Comments:

Description

Historic Use: Health Care - Clinic

Current Use: Health Care - Clinic

Plan: L-Shape **Stories:** 1

Structural System: Unknown

Changes to Plan: Intact

Changes to Interior: Unknown

Changes to Original Cladding: Unknown

Changes to Windows: Slight

Changes to Other: Intact

Other (specify): roof shape

Style:

Cladding:

Roof Type:

Roof Material:

Spanish - Pueblo

Veneer - Stucco

Flat with Parapet

Unknown

Foundation:

Form/Type:

Unknown

Commercial

Narrative

Study Unit

Other

Health/Medicine

Date of Construction: 1935 Built Date

Builder:

Engineer:

Architect:

Property appears to meet criteria for the National Register of Historic Places:Yes

Property is located in a potential historic district (National and/or local):Yes - Local

Property potentially contributes to a historic district (National and/or local): Yes

Statement of Significance:

1985 record:This clinic was built by Dr. William W. Day II, the grandson of the original Dr. C. H. Day. He practiced in Dayton from about 1912 until his death in 1972, except for a period of service in the Army in World War I. Nancy Compau - Field Recorder
2003 record: History of ownership: Mrs. Edward J Harri 1972, Donald W Pittman, etux 01/30/75, Seg. From D Pittman to R Whipple, etux 01/07/72.
2011 record: Russel G Whipple to Kathleen A Casseday 3/9/10

Description of Physical Appearance:

A flat roofed, stair stepping parapet with a tile parapet cap tops this building. It has projecting round tile vegas, stucco walls, a recessed entry, flanking projecting side extensions and a double bracketed porch overhang. Roof material: tar; style/form: Pueblo Revival.

Major Bibliographic References:

2003 record: Columbia County Assessor's Office tax records
UTM reference: Topozone
2011 record: Update DHPC

Photos



Photo taken in partial fog/cloudy conditions at 9 am.
North Façade



Dayton Historic Preservation Commission

111 South 1st Street
Dayton WA 99328-1341

Phone (509) 540-6747
Email: kscharer@daytonwa.com
Fax (509) 382-253

WAIVER of Certificate of Appropriateness Commission Review - Evaluation

Name of Property Unknown

No Historic Inventory
Non Contributing

Address: 114 N 2nd Street, Dayton, WA 99328

Yes Local Register District

Previously assoc. w/ 112 N 2nd St

Yes State Register District

Owner: Dayton Historical Depot Society

Yes National Register District

- Preservation
 Rehabilitation
 Restoration
 Reconstruction
 Demolition
 Other:

Proposal: Demolition of a building originally placed as a "temporary building".

List of features significant to designation:

Observations from site visit:

Proposed changes to Property:

SIGNIFICANT OR NON-SIGNIFICANT

See attached references to Demolition of Buildings

Evaluation:

- Changes are non-significant. Award Certificate of Appropriateness.
 Changes are significant. Award Certificate of Appropriateness with NO conditions.
 Changes are significant. Award Certificate of Appropriateness with conditions:

Changes are significant. Deny Certificate of Appropriateness.

Commission Member

Date

REFERENCES TO DEMOLITION IN A DISTRICT

5-18.12. - Definitions.

"*Waiver of a certificate of appropriateness*" or "*waiver*" means the commission has reviewed the proposed whole or partial demolition of a local register property or in a local register historic district and, failing to find alternatives to demolition, has issued a waiver of a certificate of appropriateness which allows issuance a permit for demolition.

5-18.16. - Dayton Historic Preservation Commission.

(D) *Powers and duties.* The major responsibility of the historic preservation commission is to identify and actively encourage the conservation of the City of Dayton's historic resources by initiating and maintaining a register of historic places and reviewing proposed changes to register properties; to raise community awareness of the city's history and historic resources; and to serve as the city's primary resource in matters of history, historic planning and preservation. In carrying out these responsibilities, the historic preservation commission shall engage in the following:

4. Review proposals under a COA to construct, change alter, modify, remodel, move, demolish, and significantly affect properties or districts on the register as provided in section 5-18.20; and adopt standards in its rules to be used to guide this review and the issuance of a certificate of appropriateness or waiver;

5-18.20. - Dayton Register of Historic Places.

(A) *Criteria for determining designation in the register.* Any building, structure, site, object or district may be designated for inclusion in the Dayton Register of Historic Places if it is significantly associated with the history, architecture, archaeology, engineering or cultural heritage of the community; if it has integrity; is at least 50 years old, or is of lesser age and has exceptional importance; and if it falls in at least one of the following categories:

(D) *Effects of listing on the register.*

1. Listing on the Dayton Register of Historic Places is an honorary designation denoting significant association with the historic, archaeological, engineering or cultural heritage of the community. Properties are listed individually or as contributing properties to an historic district.

(or as non-contributing in a district?)

2. Prior to the commencement of any work on a register property, excluding ordinary repair and maintenance and emergency measures defined in section 5-18.12, the owner must request and receive a certificate of appropriateness from the commission for the proposed work. Violation of this rule shall be grounds for the commission to review the property for removal from the register.

3. Prior to whole or partial demolition of a register property, the owner must request an receive a waiver of a certificate of appropriateness.

4. Once the City of Dayton is certified as a certified local government (CLG), properties listed on the Dayton Register of Historic Places may be eligible for a special tax valuation on their rehabilitation (section 5-18.32).

(O. 1656—2001; O. 1544 § 5—1992) (Ord. No. 1656, 2-13-2001)

5-18.24. - Review of changes to Dayton Register of Historic Places Properties.

(A) *Review required.* No person shall change the use, construct any new building or structure, or reconstruct, alter, restore, remodel, repair, move or demolish any existing property on the Dayton Register of Historic Places without review by the commission and without receipt of a certificate of appropriateness, or in the case of demolition, a waiver, as a result of the review. The review shall apply to all features of the property, interior and exterior that contribute to its designation and are listed on the nomination form. Information required by the commission to review the proposed changes is established in the rules.

(C) *Review process.*

2. *Commission review.*

a. The owner or his/her agent (architect, contractor, lessee, etc.) shall apply to the commission for a review of proposed changes on a Dayton Register property or within a Dayton Register Historic District and request a certificate of appropriateness or, in the case of demolition, a waiver. Each application for review of proposed changes shall be accompanied by such information as is required by the commission established in its rules for the proper review of the proposed project.

3. *Demolition.* A waiver of the certificate of appropriateness is required before a permit may be issued to allow whole or partial demolition of a designated Dayton Register property or in a Dayton Register Historic District. The owner or his/her agent shall apply to the commission for a review of the proposed demolition and request a waiver. The applicant shall meet with the commission in an attempt to find alternatives to demolition. These negotiations may last no longer than 45 days from the initial meeting of the commission, unless either party requests an extension. If no request for an extension is made and no alternative to demolition has been agreed to, the commission shall act and advise the official in charge of issuing a demolition permit of the approval or denial of the waiver of certificate of appropriateness. Conditions in the case of granting a demolition permit may include allowing the commission up to 45 additional days to develop alternatives to demolition. When issuing a waiver the board may require the owner to mitigate the loss of the Dayton Register property by means determined by the commission at the meeting. Any conditions agreed to by the applicant in this review process shall become conditions of approval of the permits granted. After the property is demolished, the commission shall initiate removal of the property from the register.

5-18.37. - Demolition of historic structures.

(a) *Definitions.* For the purpose of this section, the following terms mean:

(1) *Contributing resource.* A building, site, structure or object that adds to the historic architectural qualities, historic associations, or archaeological values for which a property is listed on the register within a district because a) it was present during the period of significance, and possesses historic integrity reflecting its character at that time or is capable of yielding important information about the period, or b) it independently meets the National Register Standards.

(2) *Demolish.* The destruction or partial destruction of a structure and includes the loss of character defining elements. The act of destruction or partial destruction may be intentional or by the process of allowing a building to deteriorate to the point where demolition is necessary to protect public health and safety.

- (3) *Historic structure.* Buildings and structures that are 50 years or older, have historical integrity, and are associated with the history, architecture, or cultural heritage of Dayton.
 - (4) *National Register of Historic Places.* The national listing of properties significant to our cultural history because of their documented importance to our history, architectural history, engineering or cultural heritage.
 - (5) *Non-contributing resource.* A building, site, structure or object that does not add to the historic architectural qualities, historic associations with people, events or practices significant in town, state or national history or archaeological values for which a property is significant within a historic district because, a) it was not present during the period of significance, or b) due to alterations, disturbances, additions or other changes, it no longer possesses historic integrity reflecting its character at the time or is incapable of yielding important information about the period, or c) it does not independently meet the National Register Standards. Some properties classified as non-contributing may still have historic significance and may still be eligible for the Dayton and/or National Register.
 - (6) *Object.* A thing of functional, aesthetic, cultural, historical or scientific value that may be, by nature or design, movable yet related to a specific setting or environment. Objects may include but are not limited to sculpture, monuments, mile posts, boundary markers, and fountains.
 - (7) *Stay.* To cease or desist, to suspend or delay actions and/or proceedings, to hold back, detain, or restrain as from going further.
- (b) *Demolition of historic structures.*
- (1) A 14-day stay shall be observed following publication of the notice of a building permit application for demolition of a historic structure or object over 50 years old, places located on the National Register of Historic Places or listed as a contributing or non-contributing resource in the official newspaper during which time staff will invite comments from the Dayton Historic Preservation Commission and local interest groups having on file a request for notification of such application, on the possible historic or architectural significance of the structure or place to the community.
 - (2) If within the 14-day stay, based on the Secretary of Interior Standards, the Dayton Historic Preservation Commission, local interest groups, agencies, and/or staff noticed as per subsection (b)(1), determine that the subject structure or place possesses sufficient community-wide historical or architectural significance that further public input is warranted, the proposal will be subject to the following:
 - a. A maximum of an additional 60-day staff level stay during which the planning director may consult with local and/or state organizations concerned with historic or architectural values. The additional 60-day staff level stay must be issued within five working days from the last day of the 14-day stay.
 - b. Within the additional 60-day staff level stay, if the structure or place is found to be significant, staff, concerned group(s) and/or agency(s) may petition the planning commission for a public hearing to consider significance of the structure or place and options available to preserve the public interest. Upon receipt by the planning director of a petition for a public hearing, the city has 21 days from the date of receipt of said petition to hold a public hearing.
 - c. Based on input received at the public hearing, the planning commission may within seven working days from the date of the public hearing:
 - 1. Authorize issuance of a demolition building permit; or
 - 2. Issue a continuance of the stay for no longer than an additional 90 days to provide opportunity for acquisition, easement, or other preservation mechanism to be negotiated; or

- (3) If within the 14-day stay, based on the Secretary of Interior Standards, the Dayton Historic Preservation Commission, local interest groups, agencies, and/or staff noticed as per subsection (b)(1), determine that the subject structure or place does not possess sufficient community-wide historical or architectural significance the planning director shall authorize issuance of a demolition building permit within five days from the last day of the 14-day stay.
- (4) All churches and/or other structures involved with the exercise of religion are exempt from this section. (Ord. No. 1768, §§ 1, 2, 3-24-2008)

Bylaws

SECTION III: RULES AND PROCEDURES FOR DESIGN REVIEW AND ISSUANCE OF A CERTIFICATE OF APPROPRIATENESS – DAYTON REGISTER OF HISTORIC PLACES

Design Review is the process through which the Dayton Historic Preservation Commission (DHPC or Commission) reviews proposed changes to Dayton’s historic resources. Once a property is listed on the Dayton Register of Historic Places (DRHP), any work done on the exterior of the property that would ordinarily necessitate a building permit will, in addition, require a Certificate of Appropriateness. These activities include:

1. Alterations to historic structures.
2. New construction within historic districts.
3. Change of use.
4. Replacement and repair.
5. Demolition of historic structures. (*and non-contributing structures in a district?*)

B. APPLICATION STANDARDS

Documentation is required for alterations to or demolition of a property on the Dayton Register of Historic Places (DRHP) or for new construction within a district on the Register. Required documentation shall minimally include all the materials identified illustrating:

1. Existing conditions.
2. Proposed alterations.
3. Affect on historic properties (impact).

At least one (1) copy of the documents detailed below must be submitted with the application. These will remain on file with the DHPC. All drawings, mean plans and elevations must be drawn to scale or have the measurements included and be signed by the architect or draftsman.

For phased projects, one (1) copy of all required documentation shall be submitted for each phase of the project.

3. Demolition:
 - a. A Copy of the nomination of the property to the Dayton Register of Historic Places.
 - b. Description of structural integrity.
 - c. Reason or justification for demolition (should include statements of why the property is not salvageable or why it cannot be maintained).
 - d. Any planned new construction.
 - e. Photographs of all sides of structure and the interior.
 - f. Any additional documentation required by the Commission.



DAYTON HISTORIC PRESERVATION COMMISSION

WAIVER of Certificate of Appropriateness
Ginny Butler for Dayton Historical Depot Society
114 N. 2nd Street, Dayton, WA
COA15-004 / April 29, 2015

WHEREAS, this Waiver from a Certificate of Appropriateness (COA) is being requested by Ginny Butler on behalf of the property owner, Dayton Historical Depot Society for the property located at 114 N. 2nd Street. The applicant proposes to demolish the temporary building.

WHEREAS, the building is located in the Downtown Dayton Historic District which is on the National, State and Local Historic Registries.

WHEREAS, the structure was never inventoried, as the local understanding is that the building was to be only temporarily placed on the property. This “understanding” is supported by the fact that there is no record of a building permit for the structure.

WHEREAS, DMC 11-07.010 G. does not allow for temporary structures to remain more than 90 days within the Downtown Dayton Historic District Zoning Overlay Area.

WHEREAS, the Downtown Dayton Historic District adopted Design Guidelines page 7 clearly require a review for demolition of all buildings.

WHEREAS, DMC 5-18.37(a)(5) also speaks to the need for non-contributing resources to be reviewed prior to demolition. As such, the review has identified that the building, has been determined not add to the historic architectural qualities, historic associations with people, events or practices significant in town, state or national history or archaeological values for which a property is significant within a historic district because, it was not present during the period of significance.

WHEREAS, the building is less than 50 years of age and since it is non-contributing, the DHPC concurs with the Dayton Planning Director that the 14-day stay and processes referenced under DMC 5-18.37(b) “*Demolition of historic structures.*” are not applicable to the subject application for waiver. Additionally the demolition of the building is exempt from the State Environmental Policy Act (SEPA).

WHEREAS, the applicant has not identified any future use and/or structures to be constructed on the property. Future use of the property, paving, placement of structures and/or buildings will likely require approval of a COA.

NOW, THEREFORE, THE DAYTON HISTORIC PRESERVATION COMMISSION HEREBY
RESOLVES AS FOLLOWS:

Section 1.

Based upon the preceding findings of fact, the Commission grants a Waiver of Certificate of Appropriateness to demolish the temporary building at 114 N 2ND St., subject to:

Approval by the City of a ground cover plan for the site prior to issuance of a demolition permit. The ground cover plan recognizes the need for an interim plan for the site to limit dust, erosion, and property maintenance until the future use of the property has been identified and established.

Approved by the Dayton Historic Preservation Commission this ____ day of April, 2015.

Mike Smith, Chairman *date*

Attest:

Karen J Scharer, Planning Director *date*



COA 15-006

Dayton Historic Preservation Commission

111 South 1st Street
Dayton WA 99328-1341

Phone (509) 540-6747
Email: kscharer@daytonwa.com
Fax (509) 382-2539

DAYTON REGISTER OF HISTORIC PLACES Application for Certificate of Appropriateness (COA)

Date Received 4/13/15
COA # COA 15-006
Meeting Date: 4/29/15
Dayton Historic Preservation Commission
City of Dayton
111 South 1st Street
Dayton, WA 99328 (509) 540-6747

Property Address: 113 N. Front Street, Dayton
Applicant/Owner: Blue Mountain Heritage Society
Mailing Address: P.O. Box 163, Dayton, WA 99328
Daytime Phone: (509) 290-3882 Fax: NA

IMPORTANT: PLEASE READ THE GENERAL INFORMATION CAREFULLY BEFORE COMPLETING THIS APPLICATION FORM.

A Certificate of Appropriateness is requested for:

- Preservation
- Rehabilitation
- Restoration
- Reconstruction
- Demolition
- Other: _____

Required Documentation:

- Scale drawings (plans, elevations, sections, details)
- Photographs, slides
- Samples

Please describe proposed work in the space below:

Addition of The "#24 Smith Hollow School Sign"
To The Smith Hollow school in it's original
location and configuration 3'H X 4'W.
Original lettering unknown. Size determined
from outline on photos. Placement
determined from outline.
Material's Paint on metal core fiber

Will you be removing or covering any original architectural features? If so, please specify (i.e. soffit, brackets, trim, windows, etc.)

No

I hereby certify that I am the owner of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent.

Certificates are referred to the Dayton Historic Preservation Commission for review. The Commission meets the fourth Tuesday of each month at Dayton City Hall, 111 S. 1st Street, Dayton, WA at 6:00 p.m. The completed application must be submitted no later than 7 days prior to the scheduled meeting. A Certificate of Appropriateness does not replace a building or zoning permit.

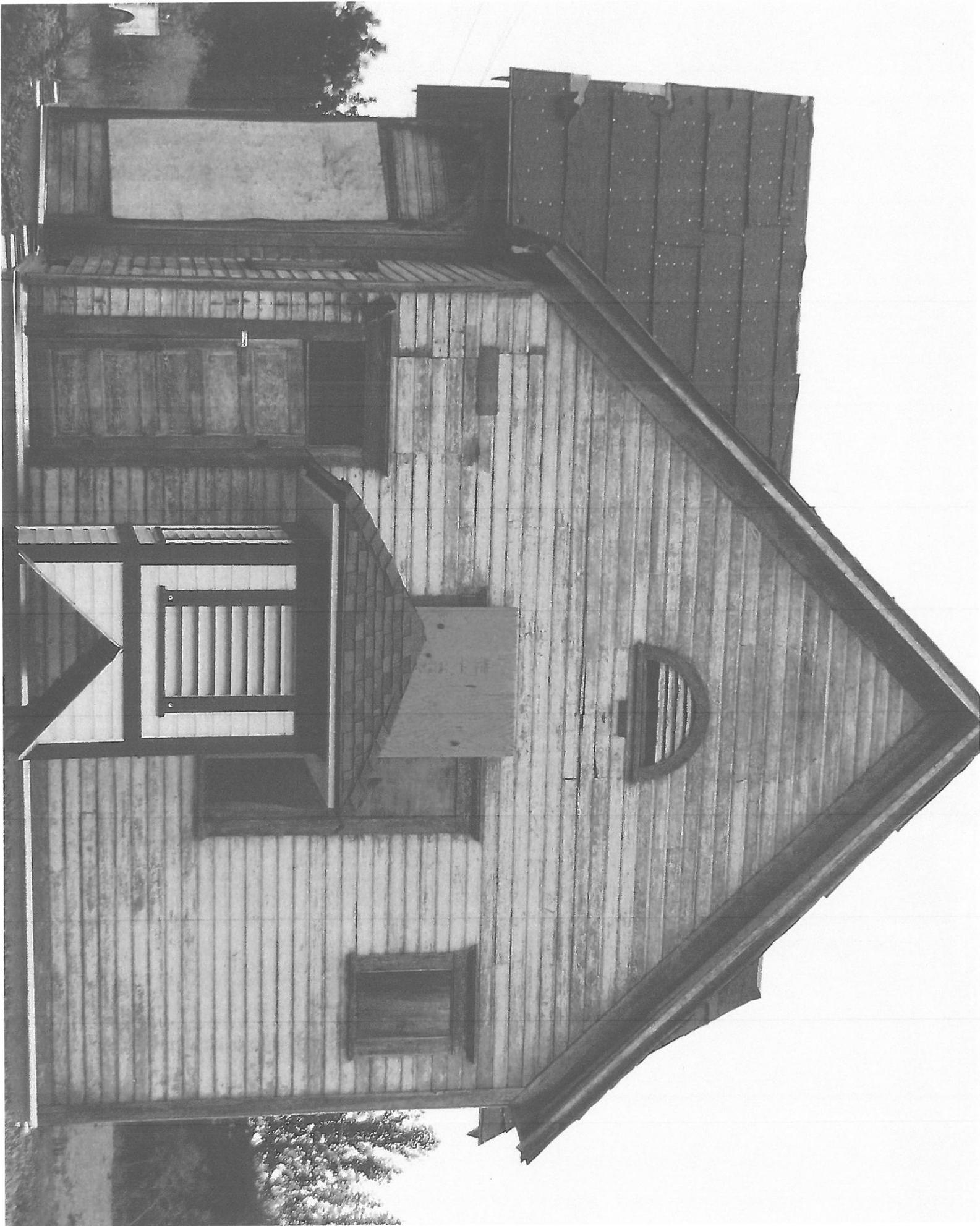

Signature of Owner or Authorized Agent

April 3, 2015
Date

#24

Smith Hollow

SCHOOL





Historic Inventory Report

Location

Field Site No.

DAHP No.

Historic Name: Smith Hollow School

Common Name: Smith Hollow School

Property Address: 113 N Front, Dayton, WA 99328

Comments:

Tax No./Parcel No. 1050080070000

Plat/Block/Lot Dayton/ Blk 8/ Tax 1 Lots 4, 5, 6

Acreage

Supplemental Map(s)

Township/Range/EW Section 1/4 Sec 1/4 1/4 Sec County Quadrangle
Columbia

Coordinate Reference

Easting: 2276244

Northing: 369752

Projection: Washington State Plane South

Datum: HARN (feet)

Identification

Survey Name: Smith Hollow School

Date Recorded: 02/01/2009

Field Recorder: Linda Yeomans

Owner's Name: Blue Mountain Heritage Society

Owner Address: PO Box 163

City: Dayton

State: WA

Zip: 99328

Classification: Building

Resource Status:

Comments:

Survey/Inventory

Local Register

8/5/2014

Within a District? No

Contributing?

National Register:

Local District:

National Register District/Thematic Nomination Name:

Eligibility Status:

Determination Date: 1/1/0001



Historic Inventory Report

Determination Comments:

Description

Historic Use: Education - School

Current Use: Recreation and Culture - Museum

Plan: Irregular

Stories: 1

Structural System: Balloon Frame

Changes to Plan: Moderate

Changes to Interior: Moderate

Changes to Original Cladding: Intact

Changes to Windows: Intact

Changes to Other:

Other (specify):

Style:

Cladding:

Roof Type:

Roof Material:

Queen Anne

Wood - Drop Siding

Gable - Cross Gable

Wood - Shingle

Asphalt / Composition

Foundation:

Form/Type:

Post & Pier

Commercial

Narrative

Study Unit

Other

Education

Architecture/Landscape Architecture

Date of Construction:

1900 Built Date

Builder: unknown

Engineer: unknown

Architect: unknown

Property appears to meet criteria for the National Register of Historic Places: Yes

Property is located in a potential historic district (National and/or local): No

Property potentially contributes to a historic district (National and/or local):

Statement of Significance:

Erected in 1900 and enlarged with a rear addition after 1930, the Smith Hollow School is located in the hinterlands of rural Columbia County in southeastern Washington State. The 1900 school was originally designed as a one-room public schoolhouse and served Columbia County Public School District #24 at different times as both a school and community center for more than 80 years in the agricultural area which surrounds Smith Hollow. As documented in federal government records, the area around the Smith Hollow School was opened for homesteading in the 1860s and surveyed in 1873. Government field notes described Smith's Hollow as rolling, hilly land with prairie soil...as occasional Balsam and Willow [tree]...and good grass. Descriptions of buildings, schools, or any human habitation were missing in the field notes which indicated that Section 24 in Township 11, Range 38 in Columbia County was not at that time inhabited by Indian tribes or pioneers. Two years later, however, in 1875, Columbia County Public School District #24 was organized and a small rural schoolhouse was built in Smith Hollow which indicated that pioneers had begun to homestead the region. In 1880, farmer/rancher John Goodwin was awarded U.S. Patent #767 for 160 acres of homestead land in and around Smith Hollow, which included the 1875 schoolhouse.

Historic Inventory Report

By the end of the 1890s, the land had changed ownership and was owned by W.J. Hillman who donated two-thirds acre to the school district. Replacing the first schoolhouse, the current existing Smith Hollow School was erected in 1900 and came to be regarded by many as one of the best in the county. A May 18, 1924 newspaper article in the Dayton Chronicle lauded the school's equipment for teaching' as the 'best quality, community school spirit as excellent, and the school's impact on the community as positive where people were behind the school, boosting enthusiastically for its support. The article further reported that 90 per cent of those graduating from this school in the past five years have graduated from or are now attending high school. Smith Hollow School offered instruction for grades 1 through 8, and students ranged in age from 6 to 20 years. Teachers were paid \$90 to \$114 per month, indicating that the school district was one of the wealthier in the county. In 1933, Columbia County Public School District #24 was consolidated into Dayton Public School District #2, and the Smith Hollow School was no longer used as a public school. *The building however, was not abandoned but continued to serve as a community center.* With a large undivided classroom in the 1900 building and a raised stage in the c. 1930 wing, the schoolhouse was used by groups such as community theater, musicians, public speakers, spelling bee enthusiasts, churches, clubs, families, and agricultural granges. At different times the Harmony Home Economics Club and the Farm Bureau met regularly in the schoolhouse, and community holiday celebrations, including Easter dinners, Easter egg hunts, and family reunions and funerals were held in the school building. An architectural focal point and active community hub of the rural Smith Hollow area in Columbia County, the Smith Hollow School building was in continual use from its construction in 1900 to 1933 as a public school, and from 1900 to the mid-1900s as a community center.

In summary, the Smith Hollow School is an excellent example of the property type, historic rural public schoolhouse, as described in the National Register Multiple Property Documentation Rural Public Schools in Washington from Early Settlement to 1945. The property is eligible for listing on the Dayton Register, Washington State Heritage Register, and National Register of Historic Places because it strongly conveys its historic character in both physical and associative ways, and retains fair to good exterior materials, workmanship, and historic and architectural character as defined in registration requirements outlined in the National Register Multiple Property Documentation. Registration requirements illustrated at the Smith Hollow School include the schoolhouse building's 1900 built date, modest scale, formal symmetrical massing, cross gable roof shape, exterior horizontal wood drop siding, expansive double-hung wood-sash windows, and a distinguishing schoolhouse cupola/belfry at the roof crest. During its period of significance from 1900 to 1959, Smith Hollow School achieved importance in the areas of significance, *education and architecture, as a fine example of the historic rural schoolhouse property type and demonstrated the Smith Hollow School community's commitment to public education during the late 1800s and early 1900s.* In contrast to the very few existing Columbia County historic rural schoolhouses which have all lost architectural integrity due to inappropriate alterations, Smith Hollow School is particularly significant as one of the finest examples of an intact historic rural public schoolhouse in the county, and stands as a poignant reminder of the importance and evolution of late 19th and early 20th-century rural public education in Washington State.

2014 record (DHPC) - Uses: 1900 school, 1933 community center to mid 1980s, 2013 school museum.

Owners: 1879 U.S. government to John Goodwin; 1875 F.E. Pool, 1st school; 1900 W. H. Hillman; 19?? Dayton School District #2; 1983 Van Seucy; 2009 Blue Mountain Heritage Society

Description of Physical Appearance:

Historic Inventory Report

The Smith Hollow School was built in 1900 in a deep gulch (sometimes called a hollow) that runs in a southeast/northwest direction between rounded, rolling hills of both plowed and unplowed agricultural land in the hinterlands of Columbia County, about 8.5 miles northwest of the town of Dayton in southeastern Washington State. The schoolhouse site comprises 0.635 acres and is located on the south side of Smith Hollow Road on a southwest-facing slope between the graveled roadbed and a small creek (a tributary of the Tucannon River). The creek and wild grasses abut schoolhouse property to the south, pasture and cultivated farm land border the schoolhouse to the west and east, and Smith Hollow Road abuts the property to the north. Large mature deciduous trees planted when the school was built shade the building to the west and south. Standing in poor condition, a wood frame privy (outhouse) with a low-pitched front gable roof, vertical wood board-and-batten siding, a wooden door, a wooden floor, and three built-in privy seats is located behind the southeast corner of the schoolhouse. The low height of the seats indicate the privy was built specifically for use by elementary-age school children who attended the Smith Hollow School. The Smith Hollow School is a simple, plain single-story frame building with a steeply pitched cross gable roof, a prominent cupola/belfry, horizontal wood drop siding, double-hung wood-sash windows, post-and-pier foundation, and modest Queen Anne-style embellishment found on corner cutaway windows with fancy brackets and pendant drops. Built sometime after 1930, a plain, smaller frame wind addition with a gable end roof was attached to the south elevation of the schoolhouse. Together the original schoolhouse and the c. 1930 wing form an irregular footprint that measures approximately 30 feet wide and 50 feet deep (Columbia County Tax Assessor records).

The north façade of the schoolhouse is today regarded as the building's face. It has a front door at the east end of the planar wall surface and faces north onto Smith Hollow Road. A pair of 1/1 double-hung wood-sash windows are located in the center of the north façade, a small fixed pane window is located just west of the window pair, and a small half-moon-shaped louvered vent is located above the center window pair in the gable peak. As depicted by shadows, outlines, and evidence of previous alterations to the schoolhouse, the front door appears to have originally been located at the far north end of the east elevation of the building. A window which was originally located at the north façade, and the door which was originally located at the east elevation, were switched sometime before 1924 (the window is currently located at the east elevation and the door is located on the north face of the building). The north façade of the building features a steeply pitched front-facing projecting cross gable roof upon which is attached a square cupola/belfry, a distinguishing schoolhouse feature that was built on many rural schoolhouses throughout the state during the late 1800s and early 1900s. The cupola/belfry has a low-pitched hip roof with widely overhanging eaves, wood drop-siding that matches the schoolhouse cladding, vertical wood cornerboards, a horizontal wood dripstone course, and wood louvers on all four elevations. The schoolhouse is supported by a post-and-pier foundation with the piers being made of large-size culled field stone from the area, and the posts being made of 8-inch-square wood timbers. An 8-inch-deep horizontal wood watertable surrounds the perimeter of the schoolhouse at the lowest edge, and 4-inch-wide vertical wood corner boards define the outside corners and outline of the building.

Historic Inventory Report

The east elevation of the 1900 schoolhouse could be considered a secondary façade but was the primary façade before the original front entrance was moved to the north elevation before 1924. The east elevation is dominated by a projecting cross gable with a pitched gable end roof. The cross gable projects out from the planar wall surface about five feet. The northeast ell formed by the cross gable is defined with a corner cutaway window which is embellished with Queen Anne-style features, including fancy scroll-sawn brackets and a center pendant drop at the roof eave. A red brick chimney with white grout extends from grade up through the gable peak at the east elevation. Added to the east elevation sometime between 1900 and 1924, the chimney almost completely covers an original half moon-shaped louvered vent in the gable peak that matches the louvered vent at the north façade. The west elevation is similar to the east elevation with an identical projecting cross gable roof, drop siding, wood cornerboards, a wood watertable and a corner cutaway window in the northwest ell formed by the projecting cross gable. *The corner cutaway window exactly matches the corner cutaway window at the east elevation and included a 1/1 double-hung wood-sash unit with scroll-sawn brackets and a center pendant drop above the window.* a pair of 1/1 double-hung wood-sash windows are centered at the first floor of the west elevation. The south elevation of the schoolhouse faces the creek at the rear of the property. Sometime after 1930, a small wood frame wing addition was built onto the south elevation of the schoolhouse. The wing has a low-pitched gable end roof, wood drop siding, a wood watertable at the lowest edge of the planar wall surface, and multi-paned wood windows. A five-panel wood door is located at the east elevation of the addition and is flanked to the north by a multi-paned wood window. The 1900 schoolhouse and its cupola/belfry, and the 1930 wing are all covered with remnants of a wood shingle roof.

According to Columbia County Tax Assessor records, the interior of the schoolhouse contains 1,408 finished square feet and features a large undivided classroom in the 1900 building and a large stage/community room in the c. 1930 wing. The 1900 schoolhouse has a wood tongue-in-groove floor, vertical board tongue-in-groove wainscoting, horizontal wood board paneling, a wall-papered frieze, and a 12-to-14-foot-high ceiling. Without the chalkboard, a wood frame that once surrounded a slate chalkboard exists on the east wall and a portion of the south wall. A vestibule is located in the northeast corner of the classroom, and a cloakroom is located at the north wall of the building. Preserved in fair condition at the exterior and good condition in the interior, the 1900 schoolhouse and the c. 1930 wing retain their original location, site, design, materials,, workmanship, feeling, and association as a rural public schoolhouse built in Columbia County in southeastern Washington State at the beginning of the 20th century.

2014 record (DHPC)- moved to present site in Dayton in 2010.

Restoration began in 2011. Restoration completed October 2013.

Rebuilt addition, foundation, new roof structure. Complete restoration of cupola, exterior and interior. A bathroom has been added to the addition. It has been rewired and a heat pump installed to serve the entire building.

Jim McCary, contractor for restoration

Original Smith Hollow School Bell (donated by Connie Ramsey) stands in front school yard.



Historic Inventory Report

**Major
Bibliographic
References:**

Hutchens, Charlotte Ostrout. Early Columbia County Schools. 1992.
1913 Ogle Map, 1933 Metsker Map, 1973 Metsker Map.
1914-1932 School District 24 school census reports (Washington State Regional Archives)
First School Building in District 24 was Erected on Goodwin Property. Dayton Chronicle, 18 Nov 1924
U.S. Federal Survey field notes, 1873-1878. Dept. of the Interior, Bureau of Land Management.
U.S. Federal Patent to John Goodwin, 1879 and 1880. Dept. of the Interior, Bureau of Land Management.
Garfield, Leonard and Greg Griffith. Rural Public Schools in Washington from Early Settlement to 1945. DAHP, 1986.
2014 record (DHPC) - Washington State Historic Resource Inventory of the Smith Hollow School, completed by Linda Yeomans, 2009.
Early Schools of Washington Territory by Angie Burt Bowden 1935.

Photos



After building was moved to new site in Dayton.
Front of school
2014



Restored at new site in Dayton
School addition c. 1930
2014



Dayton Historic Preservation Commission

111 South 1st Street
Dayton WA 99328-1341

Phone (509) 540-6747
Email: kscharer@daytonwa.com
Fax (509) 382-253

Certificate of Appropriateness Commission Design Review Evaluation

Name of Property Smith Hollow School yes Historic Inventory

Address: 113 N Front Street, Dayton, WA 99328 Yes Local Register

no State Register

Owner: Blue Mtn Heritage Society no National Register

- Preservation Rehabilitation Restoration
 Reconstruction Demolition Other:

Proposal: **Signage**

List of features significant to designation:

Observations from site visit:

Proposed changes to Property:

SIGNIFICANT OR NON-SIGNIFICANT

Standards for Preservation

- The property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, property will be protected and, if necessary, stabilized until additional work may be undertaken.
- The historic character of the property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize the property will be avoided.
- The property is recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
- Changes to the property that have acquired historic significance in their own right will be retained and preserved.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property will be preserved.

and visually compatible, identifiable upon close inspection, and properly documented for future research.

- Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
- Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
- Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.
- Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
- Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
- Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
- Designs that were never executed historically will not be constructed.

Standards for Reconstruction

- Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property.
- Reconstruction of the landscape, building, structure, or object in its historic location will be preceded by a thorough archeological investigation to identify and evaluate those features and artifacts which are essential to an accurate reconstruction. If such resources must be disturbed, mitigation measures will be undertaken.
- Reconstruction will include measures to preserve any remaining historic materials, features, and spatial relationships.
- Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. The reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color, and texture.
- The reconstruction will be clearly identified as a contemporary re-creation.
- Designs that were never executed historically will not be constructed.

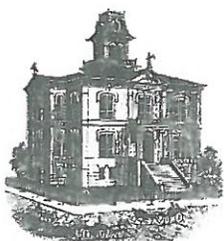
Evaluation:

- Changes are non-significant. Award Certificate of Appropriateness.
- Changes are significant. Award Certificate of Appropriateness with NO conditions.
- Changes are significant. Award Certificate of Appropriateness with conditions:

- Changes are significant. Deny Certificate of Appropriateness.

Commission Member

Date



DAYTON HISTORIC PRESERVATION COMMISSION

Certificate of Appropriateness

Ginny Butler for Blue Mtn. Heritage Society
Smith Hollow School - 113 N. Front Street, Dayton, WA
COA15-006 / April 29, 2015

WHEREAS, this Certificate of Appropriateness (COA is being requested by Ginny Butler on behalf of the property owner, Blue Mtn. Heritage Society for the property located at 113 N. Front Street.

WHEREAS, the Notice of Designation to the Local Register was filed and recorded with Columbia County on August 5, 2014 for this property.

WHEREAS, the proposed sign for “# 24 Smith Hollow School” is considered “reconstruction” The sign will be located in the original sign location above the vent on the front of the building facing Front St. The sign proposed is 3 feet high by 4 feet wide. The sign materials are paint on metal core fiber.

WHEREAS, the signs will not change the character of the building, the character defining features of the building and will not obscure the building character;

WHEREAS, the sign reconstruction will be clearly identified as a contemporary re-creation.

**NOW, THEREFORE, THE DAYTON HISTORIC PRESERVATION COMMISSION HEREBY
RESOLVES AS FOLLOWS:**

Section 1.

Based upon the preceding findings of fact, the Commission grants a Certificate of Appropriateness to install the proposed sign on the building at 133 N Front St., subject to:

A sign permit must be obtained approving of the signage proposed on the building.

Approved by the Dayton Historic Preservation Commission this ___ day of April, 2015

Mike Smith, Chairman

date

Attest:

Karen J Scharer, Planning Director

date



COA15-005

Dayton Historic Preservation Commission

111 South First Street
Dayton WA 99328-1341
Email: kscharer@daytonwa.com

Phone (509) 540-6747
Fax (509) 382-2539

CERTIFICATE OF APPROPRIATENESS FOR DOWNTOWN DAYTON HISTORIC DISTRICT

Design Review Application

Property Address 210 E. Main St. Date Received: 4/1/15
 Applicant/Owner Columbia Lachty Grain Growers Received by: Breck Gillespie
 Mailing Address P.O. Box 90 Dayton, WA 99320 Hearing Date: _____
 Daytime Phone 382-2571 E-mail rick@ccgg.com Application approved
 (YES) (NO)

HISTORICAL BACKGROUND INFORMATION: (Information available at Dayton City Hall)

Name of Property Columbia Lachty Grain Growers Office
 Original Building Use _____
 Construction Date _____

IMPORTANT: PLEASE READ THE GENERAL INFORMATION CAREFULLY BEFORE COMPLETING THIS APPLICATION FORM.

A Certificate of Appropriateness is requested for:

- Preservation
- Restoration
- Demolition
- Rehabilitation (Change of use; New construction)
- Reconstruction - Replacing old roof

Required Documentation:

- Detailed description of work
- Photographs and/or slides - current and historic (if available)
- Samples or Manufacture's product information
- Scale drawings (plans, elevations, sections, details)

Approved
KJG 4/2/15

RUBEROID®

20 SMOOTH

RUBEROID® 20 SMOOTH

Description

RUBEROID® 20 Smooth is a tough, resilient modified bitumen membrane manufactured to stringent GAF specifications. Its core is a strong, resilient non-woven glass mat that is coated with flexible, SBS polymer-modified asphalt.

Uses

RUBEROID® 20 Smooth is designed for new roofing and recover applications as well as in the construction of flashings. RUBEROID® 20 Smooth is an ideal base or interply roofing membrane in modified bitumen systems including GAF CompositeRoof™ and 20/30 systems.

Advantages

- System guarantees are available for up to 20 years
- Lightweight — installed roof designs weigh less than three pounds per square foot
- Durable — combines the strength of fiberglass reinforcement with the elongation characteristics of SBS modified asphalt
- RUBEROID® 20 Smooth is backed by GAF, a company with over 100 years in the roofing business
- Available as a smooth surface

Applicable Standards

Meets ASTM D6163, Type I, Grade S

FM Approved

Meets CGSB-37-GP-56M

ICC ESR#1274

Miami-Dade County Product Control Approval

State of Florida Product Approval

Texas Department of Insurance

UL/ULc Listed

COLUMBIA
COUNTY

CRAIN
ROWERS

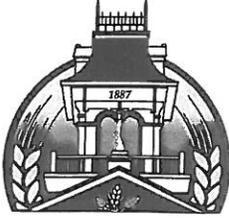
210

	APR	AUG
SWW	6.24	5.86
DNS	8.34	6.65
HRW	6.36	6.20



512

COA15-005



CITY OF DAYTON
Planning Department

111 S. 1st Street, Dayton, WA 99328
(T) 509.540.6747 (F) 509.382.2539 (W) www.daytonwa.com

April 1, 2015

Columbia County Grain Growers
POBOX 90
Dayton, WA 99328

RE: Re-roofing Permits – COA & File COM15-009 for 210 E Main St.

Please be advised that a Certificate of Appropriateness is required prior to issuance of a building permit to re-roof your building at 210 E Main St. in the Downtown Dayton Historic District. I have enclosed an application and other materials explaining the review process for a COA. Please note that it should only take 1 day for review and approval (not 7 days as stated).

Should you have any questions, I can be reached at 509-540-6747 or by e-mail at kscharer@daytonwa.com.

Respectfully,

Karen Scharer, AICP
Planning Director

cc: Building Department

DAYTON HISTORIC PRESERVATION
ADMINISTRATIVE APPROVAL OF CERTIFICATE OF APPROPRIATENESS APPLICATIONS

The intent of this document is to allow for Dayton Historic Preservation Commission (DHPC) Staff Approval of select work done on homes and buildings listed on an Historic Register or within the boundaries of any Historic District in Dayton. Such Staff Approval will be deemed sufficient in and of itself and will not require a Design Review by the DHPC. Specific allowable works are limited to the following items listed below and subject to conditions. Other works not addressed in this document may require a Design Review by the DHPC.

Installation of new gutters and downspouts:

1. Replace In-kind *
2. New gutters and downspouts - subject to the following conditions:
 - a. Do not adversely cover historic architectural features
 - b. Do not require the removal of historic architectural features
 - c. Shall include downspout extensions at ground level to direct runoff away from the foundation
 - d. Allowable materials: metal-only
 - e. Where a gutter from a higher roof is above a lower roof, downspout extensions shall not traverse the lower roof. But rather, the upper downspout shall discharge rain water onto the lower roof.

Installation of new roofing

1. Replace In-kind * (allowable regardless of roofing type)
2. New roofing for flat roofs
 - a. All roofing types are allowed - unless roofing is visible from the street side(s)
3. New roofing for sloped roofs (allowable types listed below)
 - a. Architectural in a composite shingle
 - b. Wood Shingles

An Application for Certificate of Appropriateness is still required to be turned in. Applications must be complete and include the following items:

1. Application form filled out
2. Photos of the residence
3. Printouts or examples of proposed materials

DHPC Staff will be permitted up to 1 week to review the application. No work will be allowed until Staff Approval is granted.

* **Replace In-kind** shall be defined as replacement of existing items with new items that are composed of the same material, placed in the same location, have the same general shape and perform the same function.

5-18.04. - Purpose.

The purpose of this chapter is to provide for the identification, evaluation, and protection of historic resources within the City of Dayton in a **positive, nonrestrictive manner** as prescribed within the Dayton Comprehensive Plan and without conflict with community economic development goals and to preserve and rehabilitate eligible historic properties within the City of Dayton for future generations through special valuation, a property tax incentive, as provided in Chapter RCW 84.26 in order to:

Commented [KS1]: This language is also in the Comp. Plan.

- A. Safeguard the heritage of the city as represented by those buildings, districts, objects, sites and structures which reflect significant elements of Dayton history;
- B. Foster civic and neighborhood pride in the beauty and accomplishments of the past, and a sense of identity based on Dayton history;
- C. Stabilize or improve the aesthetic and economic vitality and values of such sites, improvements and objects;
- D. Assist, encourage and provide incentives to private owners for preservation, restoration, redevelopment and use of outstanding historic buildings, districts, objects, sites and structures;
- E. Promote and facilitate the early identification and resolution of conflicts between preservation of historic resources and alternative land uses; and
- F. Conserve valuable material and energy resources by ongoing use and maintenance of the existing built environment.

(O. 1544 § 1—1992)

~~5-18.08. - Short title.~~

~~The following sections shall be known and may be cited as the "Historic Preservation Ordinance of the City of Dayton."~~

~~(O. 1544 § 2—1992)~~

5-18.12. - Definitions.

The following words and terms when used in this chapter shall mean as follows, unless a different meaning clearly appears from the context:

- A. "*Dayton Historic Inventory*" or "*inventory*" means the comprehensive inventory of historic resources within the boundaries of the city.
- B. "*Dayton Historic Preservation Commission*", "**DHPC**" or "*commission*" means the commission created by **DMC** section 5-18.16 thereof.
- C. "*Dayton Register of Historic Places*," "*local register*," or "*register*" means the local listing of properties **and districts** provided for in section 5-18.20 thereof.
- D. "*Actual cost of rehabilitation*" means costs incurred within 24 months prior to the date of application and directly resulting from one or more of the following:

- a) improvements to an existing building located on or within the perimeters of the original structure; or
 - b) improvements outside of but directly attached to the original structure which are necessary to make the building fully useable but shall not include rentable/habitable floorspace attributable to new construction; or
 - c) architectural and engineering services attributable to the design of the improvements; or
 - d) all costs defined as "qualified rehabilitation expenditures" for purposes of the federal historic preservation investment tax credit.
- E. A "building" means a structure constructed by human beings. This includes both residential and nonresidential buildings, main and accessory buildings.
- F. "Certificate of appropriateness" means the commission has reviewed the proposed changes to a local register property or within a local register historic district and certified the changes as not adversely affecting the historic characteristics of the property which contribute to its designation.
- G. "Certified local government" or "CLG" means the local government has been certified by the state historic preservation officer as having established its own historic preservation commission and a program meeting federal and state standards.
- H. "Class of properties eligible to apply for special valuation in the City of Dayton" means ~~all properties listed on the National Register of Historic Places or certified as contributing to a National Register Historic District which have been substantially rehabilitated at a cost and within a time period which meets the requirements set forth in RCW Chapter 84.26, until the City of Dayton becomes a certified local government (CLG). Once a CLG,~~ the class of properties eligible to apply for special valuation in the City of Dayton. These are ~~means~~ only the properties listed on the Dayton Register of Historic Places or properties certified as contributing to a Dayton Register Historic District which have been substantially rehabilitated at a cost and within a time period which meets the requirements set forth in Chapter RCW 84.26.
- I. "Cost" means the actual cost of rehabilitation, which cost shall be at least 25 percent of the assessed valuation of the historic property, exclusive of the assessed value attributable to the land, prior to rehabilitation.
- J. A "district" is a geographically definable area, urban or rural, small or large, possessing a significant concentration, linkage, or continuity of sites buildings, structures, and/or objects united by past events or aesthetically by plan or physical development.
- K. "Emergency repair" means work necessary to prevent destruction or dilapidation to real property or structural appurtenances thereto immediately threatened or damaged by fire, flood, earthquake or other disaster.

Commented [KS2]: No longer applicable

- L. "Historic property" means real property together with improvements thereon, except property listed in a register primarily for objects buried below ground, which is listed in a local register of a certified local government or the National Register of Historic Places.
- M. "Incentives" are such rights or privileges or combination thereof which the city council, or other local, state, or federal public body or agency, by virtue of applicable present or future legislation, may be authorized to grant or obtain for the owner(s) of register properties. Examples of economic incentives include, but are not limited to, tax relief, conditional use permits, rezoning, street vacation, ~~planned _unit development agreements-development~~, transfer of development rights, facade easements, gifts, preferential leasing policies, beneficial placement of public improvements or amenities, or the like.
- N. "Local review board," or "board" used in Chapter RCW 84.26 and WAC Chapter 254-20 for the special valuation of historic properties means the commission created in section 5-18.16
- O. "National Register of Historic Places" means the national listing of properties significant to our cultural history because of their documented importance to our history, architectural history, engineering, or cultural heritage.
- P. An "object" means a thing of functional, aesthetic, cultural, historical, or scientific value that may be, by nature or design, movable yet related to a specific setting or environment.
- Q. "Ordinary repair and maintenance" means work for which a permit issued by the City of Dayton is not required by law, and where the purpose and effect of such work is to correct any deterioration or decay of or damage to the real property or structure appurtenance therein and to restore the same, as nearly as may be practicable, to the condition prior to the occurrence of such deterioration, decay or damage.
- R. "Owner of property" means the fee simple owner of record as exists on the Columbia County Assessor's records.
- S. "Significance" or "significant," used in the context of historic significance, means the following: a property with local, state, or national significance is one which helps in the understanding of the history of the local area, state, or nation (whichever is applicable) by illuminating the local, statewide, or nationwide impact of the events or persons associated with the property, or its architectural type or style in information potential. The local area can include the City of Dayton, Columbia County, or Southeast Washington, or a modest geographic or cultural area, such as a neighborhood. Local significance may apply to a property that illustrates a theme that is important to one or more localities; state significance to a theme important to the history of the state; and national significance to property of exceptional value in representing or illustrating an important theme in the history of the nation.

Commented [KS3]: Where NO PERMIT is required. Note that it is generic in reference to permit". This could mean a sign permit, etc. that is reviewed by planning but not by the building dept.

- T. A "site" is a place where a significant event or pattern of events occurred. It may be the location of prehistoric or historic occupation or activities that may be marked by physical remains; or it may be the symbolic focus of a significant event or pattern or events that may not have been actively occupied. A site may be the location of a ruined or now nonextant building or structure if the location itself possesses historic cultural or archaeological significance.
- U. "Special valuation for historic properties" or "special valuation" means the local option program which when implemented makes available to property owners a special tax valuation for rehabilitation of historic properties under which the assessed value of an eligible historic property is determined at a rate that excludes, for up to ten years, the actual cost of the rehabilitation. (RCW Chapter 84.26.)
- V. "State Register of Historic Places" means the state listing of properties significant to the community, state, or nation but which do not meet the criteria of the National Register.
- W. A "structure" means a work made up of interdependent and interrelated parts in a definite pattern of organization. Generally constructed by man, it is often an engineering project.
- X. "Universal Transverse Mercator" or "UTM" means the grid zone in metric measurement providing for an exact point of numerical reference.
- Y. "Waiver of a certificate of appropriateness" or "waiver" means the commission has reviewed the proposed whole or partial demolition of a local register property or in a local register historic district and, failing to find alternatives to demolition, has issued a waiver of a certificate of appropriateness which allows ~~the building or zoning official to~~ issuance a permit for demolition.
- Z. "Washington State Advisory Council's Standards for the Rehabilitation and Maintenance of Historic Properties" or "State Advisory Council's Standards" means the rehabilitation and maintenance standards used by the Dayton Historic Preservation Commission as minimum requirements for determining whether or not an historic property is eligible for special valuation and whether or not the property continues to be eligible for special valuation once it has been so classified.

(O. 1544 § 3—1992)

5-18.16. - Dayton Historic Preservation Commission.

- (A) *Creation and size.* There is established a Dayton Historic Preservation Commission, consisting of seven members, ~~as provided in subsection B. of this section.~~ Members of the Dayton Historic Preservation Commission shall be appointed by the mayor and approved by the city council, ~~and shall be residents of the City of Dayton, except as provided in subsection B. of this section.~~
- (B) *Composition of the commission.*

Commented [KS4]: Check if accurate

Commented [KS5]: Check definition
Zoning definition - "Structure" means anything which is built or constructed (above or below grade), an edifice of building of any kind, or any piece of work artificially built-up or composed of parts joined together in some definite manner excluding vehicles, lawn/yard furniture, statuary, utility boxes/lights, minor utility apertures, planter boxes, fences seventy-two inches (72" or 6-foot) or under in height, and residential tent structures.

Commented [KS6]: Consider revising

1. The Commissioners shall be residents of the City of Dayton, except that the mayor and city council may waive the residency requirement to obtain representation of disciplines described in this section.

1. All members of the commission must have a demonstrated interest and competence in historic preservation and possess qualities of impartiality and broad judgment.

Commented [KS7]: Format #'s

2. The commission shall always include at least two professionals who have experience in identifying, evaluating, and protecting historic resources and are selected from among the disciplines of history, architecture, architectural history, historic preservation, planning, cultural anthropology, archaeology, cultural geography, American studies, law and real estate. The commission action that would otherwise be valid shall not be rendered invalid by the temporary vacancy of one or all of the professional positions, unless the commission action is related to meeting certified local government (CLG) responsibilities cited in the certification agreement between the mayor and the state historic preservation officer. ~~Furthermore, exception to the residency requirement of commission members may be granted by the mayor and city council in order to obtain representatives from these disciplines.~~

Commented [KS8]: Should representation include a member of the Downtown, WA St. and/or South Side Districts? Because of the small size of WSHD, encourage but not require representation?

3. In making appointments, the mayor may consider names submitted from any source, but the mayor shall notify history and city development-related organizations of vacancies so that names of interested and qualified individuals may be submitted by such organizations for consideration along with names from any other source.

(C) *Terms.* The original appointment of members to the commission shall be as follows: three for two years, two for three years; and two for four years. Thereafter, appointments shall be made for a three-year term. Vacancies shall be filled by the mayor for the unexpired term in the same manner as the original appointment.

(D) *Powers and duties.* The major responsibility of the historic preservation commission is to identify and actively encourage the conservation of the City of Dayton's historic resources by initiating and maintaining a register of historic places and reviewing proposed changes to register properties; to raise community awareness of the city's history and historic resources; and to serve as the city's primary resource in matters of history, historic planning and preservation. In carrying out these responsibilities, the historic preservation commission shall engage in the following:

1. Conduct and maintain a comprehensive inventory of historic resources within the boundaries of the City of Dayton and known as the Dayton Historic Inventory; publicize and periodically update inventory results. Properties listed on the inventory shall be recorded on official zoning records with an "HI" for historic inventory designation). **This designation shall not change or modify the underlying zone classification;**

Commented [KS9]: DMC 11-07.020 & 030 includes standards for each district. With these standards the zoning is modifying the underlying zone. Conflict in language.

2. Initiate and maintain the Dayton Register of Historic Places. This official register shall be compiled of buildings, structures, sites, objects and districts identified by the commission as having historic significance worthy of recognition by the City of Dayton

- and encouragement of efforts by owners to maintain, rehabilitate, and preserve properties;
3. Review nominations to the Dayton Register of Historic Places according to criteria in section 5-18.20 of this chapter and adopt standards in its rules to be used to guide this review;
 4. Review proposals under a COA and/or COA waiver to construct, change alter, modify, remodel, move, demolish, and significantly affect properties or districts on the register as provided in section 5-18.20; and adopt standards in its rules to be used to guide this review and the issuance of a certificate of appropriateness or waiver;
 5. Provide for the review either by the commission or its staff of all applications for approvals, permits, environmental assessments or impact statements, and other similar documents pertaining to identified historic resources or adjacent properties;
 6. Conduct all commission meeting in compliance with RCW Chapter 42.30, Open Public Meetings Act, to provide for adequate public participation and adopt standards in its rules to guide this action;
 7. Participate in, promote and conduct public information, educational and interpretive programs pertaining to historic resources;
 8. Establish liaison support, communication and cooperation with federal, state, and other local government entities which will further historic preservation objectives, including public education, within the City of Dayton area;
 9. Review and comment to the city council on land use, housing and redevelopment, municipal improvement and other types of planning and programs undertaken by ~~any~~ agency of the City of Dayton, other neighboring communities, Columbia County, the state or federal governments, as they relate to historic resources of the City of Dayton;
 10. Advise the city council generally on matters of Dayton history and historic preservation;
 11. Perform other related functions assigned to the commission by the city council;
 12. Provide information to the public on methods of maintaining and rehabilitating historic properties. This may take the form of pamphlets, newsletters, workshops, or similar activities;
 13. Officially recognize excellence in the rehabilitation of historic buildings, structures, sites and districts, and new construction in historic areas; and encourage appropriate measures for such recognition;
 14. Be informed about and provide information to the public and city departments on incentives for preservation of historic resources including legislation, regulations and codes which encourage the use and adaptive reuse of historic properties;
 15. Submit nominations to the State and National Registers of Historic Places;
 16. Investigate and report to the city council on the use of various federal, state, local or private funding sources available to promote historic resource preservation in the City of Dayton;

Commented [KS10]: Is this the best choice of wording? As is, there are no specific provisions requiring maintenance .

Commented [KS11]: The rules need to be reviewed too!

Commented [KS12]: Rules need to be updated. Rule sections which repeat code should be removed.

Commented [KS13]: Option for review by commission or staff
SEPA review is currently completed by Planning Director.

Commented [KS14]: In compliance? Somewhat.? Questions regarding Special meetings to review COA's will be forwarded to City Attorney.

17. Serve as the local review board for special valuation and:
- a) Make determination concerning the eligibility of historic properties for special valuation,
 - b) Verify that the improvements are consistent with the Washington State Advisory Council's Standards for Rehabilitation and Maintenance,
 - c) Enter into agreements with property owners for the duration of the special valuation period as required under WAC 254-20-070(2),
 - d) Approve or deny applications for special valuation,
 - e) Monitor the property for continued compliance with the agreement and statutory eligibility requirements during the ten-year special valuation period, and
 - f) Adopt bylaws and/or administrative rules and comply with all other local review board responsibilities identified in RCW Chapter 84.26;

18. The commission shall adopt rules of procedure to address items 3, 4, 6, and 18.

- E. *Compensation.* All members shall serve without compensation.
- F. *Rules and meeting officers.* The commission shall establish and adopt its own rules of procedure, and shall select from among its membership a chairperson and such other officers as may be necessary to conduct the commission's business.
- G. *Commission staff.* Commission and professional staff assistance shall be provided by the city planner with additional assistance and information to be provided by other city departments as may be necessary to aid the commission in carrying out its duties and responsibilities under this chapter.

(O. 1544 § 4—1992)

5-18.20. - Dayton Register of Historic Places.

- (A) *Criteria for determining designation in the register.* Any building, structure, site, object or district may be designated for inclusion in the Dayton Register of Historic Places if it is significantly associated with the history, architecture, archaeology, engineering or cultural heritage of the community; if it has integrity; is at least 50 years old, or is of lesser age and has exceptional importance; and if it falls in at least one of the following categories:
1. Is associated with events that have made a significant contribution to the broad patterns of national, state, or local history;
 2. Embodies the distinctive architectural characteristics of a type, period, style, or method of design or construction, or represents a significant and distinguishable entity whose components may lack individual distinction;
 3. Is an outstanding work of a designer, builder or architect who has made a substantial contribution to the art;
 4. Exemplifies or reflects special elements of the city's cultural, special, economic, political, aesthetic, engineering or architectural history;
 5. Is associated with the lives of persons significant in national, state or local history;

Commented [KS15]: An assessment should be made to assure our forms address RCW 84.26 and updates to RCW since 1992.

Commented [KS16]: This section repeats need to adopt standards in referenced sections. Should it be deleted? Also see F below

Commented [KS17]: Separate into 2 sections?

6. Has yielded or may be likely to yield important archaeological information related to history or prehistory;
7. Is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with an historic person or event;
8. Is a birthplace or grave of an historical figure of outstanding importance and is the only surviving structure or site associated with that person;
9. Is a cemetery which derives its primary significance from age, from distinctive design features, or from association with historic events, or cultural patterns;
10. Is a reconstructed building that has been executed in an historically accurate manner on the original site;
11. Is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories.

(B) *Process for designating properties or districts to the Dayton Register of Historic Places.*

1. Any person may nominate a building, structure, site, object or district for inclusion in the Dayton Register of Historic Places. Members of the historic preservation commission or the commission as a whole may generate nominations. In its designation decision, the commission shall consider the Dayton Historic Inventory and the Dayton Comprehensive Plan.
2. ~~Individual Properties. In the case of individual properties, t~~The designation shall include the UTM reference and all features, interior and exterior, and outbuildings which contribute to its designation of an individual property.
3. ~~Districts. In the case of districts, t~~The designation shall include description of the boundaries of the district; the characteristics of the district which justifies its designation; and a list of all properties including exterior building features, structures, sites and objects which contribute to the designation of the district. The designation shall also include a description of non-contributing structures.
4. The historic preservation commission shall consider the merits of the nomination, according to the criteria in this section and according to the nomination review standards established in rules, at a public meeting. Adequate notice will be given to the public, the owner(s) and the authors of the nomination, if different, and lessees, if any, of the subject property prior to the public meeting according to standards for public meetings established in rules and in compliance with RCW Chapter 42.30, Open Public Meetings Act. Such notice shall include publication in a newspaper of general circulation in the City of Dayton, and posting of the property. If the commission finds that the nominated property or district is eligible for the Dayton Register of Historic Places, the commission shall make recommendation to the city council that the property or district be listed in the register with owner's consent or with the consent of a majority of the

Commented [KS18]: Clearly state interiors are not considered in the district nomination – only individual nomination.

Commented [KS19]: Has the DHPC recognized objects? Example – Curbs at corners with the street name.

property owners in a proposed historic district. The public, property owner(s) and the authors of the nomination, if different, and lessees, if any, shall be notified of the listing.

5. Properties listed on the Dayton Register of Historic Places shall be recorded on official zoning records with an "HR" (for Historic Register) designation. This designation shall not change or modify the underlying zone classification.

Commented [KS20]: Should this be revised? Staff will research and consult w/city attorney.

- (C) **Removal of properties from the register.** In the event that any property is no longer deemed appropriate for designation to the Dayton Register of Historic Places, the commission may initiate removal from such designation by the same procedure as provided for in establishing the designation, in this section. A property may be removed from the Dayton Register without the owner's consent.

Commented [KS21]: Again – we have zoning standards regarding the districts. Conflict in language.

- (D) **Effects of listing on the register.**
 1. Listing on the Dayton Register of Historic Places is an honorary designation denoting significant association with the historic, archaeological, engineering or cultural heritage of the community. Properties are listed individually or as contributing properties to an historic district.

Commented [KS22]: Clarification of process for removal. Whether a District or individual property, the DHPC is to make a finding that– “property is no longer deemed appropriate for designation to the Dayton Register of Historic Places”
Should the process allow removal without such a finding?
Legal advice & state advice needed.

2. Prior to the commencement of any work on a register property, excluding ordinary repair and maintenance and emergency measures defined in section 5-18.12, the owner must request and receive a certificate of appropriateness from the commission for the proposed work. Violation of this rule shall be grounds for the commission to review the property for removal from the register.

Commented [KS23]: Move up an list as A., Purpose and Effects of Listing... Also rewrite more as a purpose section

3. Prior to whole or partial demolition of a register property, the owner must request an receive a waiver of a certificate of appropriateness.

Commented [KS24]: This phase while accurate, does not speak to the regulatory aspect of the designation.

4. ~~Once the~~ City of Dayton is certified as a certified local government (CLG), as such, properties listed on the Dayton Register of Historic Places may be eligible for a special tax valuation on their rehabilitation (section 5-18.32).

Commented [KS25]: No reference to “district – non contributing properties”

Commented [KS26]: Requires COA when a building permit is required.

(O. 1656—2001; O. 1544 § 5—1992) (Ord. No. 1656, 2-13-2001)

5-18.24. - Review of changes to Dayton Register of Historic Places Properties.

- (A) **Review required.** No person shall change the use, construct any new building or structure, or reconstruct, alter, restore, remodel, repair, move or demolish any existing property on the Dayton Register of Historic Places ~~without review by the commission and~~ without receipt of a certificate of appropriateness, or in the case of demolition, a waiver, as a result of the review.

Commented [KS28]: Should a review by the DHPC be required?

The review shall apply to all features of the property, interior and exterior, that contribute to its designation and are listed on the nomination form. Information required ~~by the commission~~ to review the proposed changes is established in the DHPC rules.

- (B) **Exemptions.** The following activities do not require a certificate of appropriateness or review by the commission; ordinary repair and maintenance, which includes painting, or emergency measures defined in section 5-18.12

Commented [KS29]: Should there be some items that are not exempt? Example: City Planner – COA review of the window replacement with new vinyl windows that include the same grid pattern. No building permit is required. Removing existing Historic Grid Pattern would require DHPC COA. Again, no building application is required.

() Administrative COA Review Process. City planning director is given authority to approve specific types of COA's as defined in the DHPC rules.

Commented [KS30]: Place setter - More is needed here regarding the process.

(C) COA Review process.

1. Requests for review and issuance of a certificate of appropriateness or waiver. The ~~building or zoning official~~ Planning Director shall report any application for a permit to work on a designated Dayton Register property or in a Dayton Register Historic District to the commission. If the activity is not exempt from review, the ~~commission~~ Planning Director shall notify the applicant of the review requirements. The ~~building or zoning official~~ City shall not issue any ~~such~~ permit until a certificate of appropriateness or a waiver is received from the commission. ~~The city staff~~ but shall work with the commission in considering building, ~~and~~ fire and other applicable code requirements.

Commented [KS31]: Section update – have Planning director notify of need for a COA.

Commented [KS32]: Clarify permits and exemptions from COA

2. Commission review.

a. The owner or his/her agent (architect, contractor, lessee, etc.) shall apply to the commission for a review of proposed changes on a Dayton Register property or within a Dayton Register Historic District and request a ~~certificate~~ Certificate of appropriateness or, in the case of demolition, a ~~waiver~~ Waiver. Each application for review of proposed changes shall be accompanied by such information as is required by the commission established in its rules for the proper review of the proposed project.

b. The commission shall meet with the applicant and review the proposed work according to the design review criteria established in the rules. Unless legally required, there shall be no notice, posting or publication requirements for action on the application, but all such actions shall be made at regular meetings of the commission. The commission shall complete its review and make its recommendations within 30 days of the date of receipt of the application. If the commission is unable to process the request, the commission may ask for an extension of time.

Commented [KS33]: Design criteria – should reference Secretary of Interior Standards, or in the case of a district the adopted design guidelines for the district.

Commented [KS34]: Regular meetings are publicized in advance and the public knows when the agenda is published each month. The public does not know when to anticipate a Special meeting being scheduled.

c. The ~~commission's recommendations~~ decision shall be in writing and shall state the findings of fact and reasons relied upon in reaching its decision. Any conditions agreed to by the applicant in this review process shall be reflected as a revision to the application and become conditions of approval of the COA permits granted. If the owner agrees to the commission's recommendations, a certificate of appropriateness shall be awarded by the commission according to standards established in the commission's rules.

Commented [KS35]: The commission could choose to have 2 regular meetings each month so that the average citizen knows when to anticipate a meeting. If not needed the 2nd meeting could be cancelled.

~~The commission's recommendations and, if awarded, the certificate of appropriateness shall be transmitted to the building or zoning official.~~ If a certificate of appropriateness is awarded, the City building or zoning official may then issue ~~the permit(s) for the project.~~ The COA shall be kept on file with the City.

Commented [KS36]: Recommendations? This is confusing. If the commission doesn't approve then this is not a recommendation.

3. Demolition. A waiver of the certificate of appropriateness is required before a permit may be issued to allow whole or partial demolition of a designated Dayton Register

Commented [KS37]: Can we come up with a better name than waiver?

~~property structure or ?~~ or in a Dayton Register Historic District a contributing structure. The owner or his/her agent shall apply to the commission for a review of the proposed demolition and request a waiver. The applicant shall meet with the commission in an attempt to find alternatives to demolition. These negotiations may last no longer than 45 days from the initial meeting of the commission, unless either party requests an extension. If no request for an extension is made and no alternative to demolition has been agreed to, the commission shall act and advise the official in charge of issuing a demolition permit of the approval or denial of the waiver of certificate of appropriateness. Conditions in the case of granting a demolition permit may include allowing the commission up to 45 additional days to develop alternatives to demolition. When issuing a waiver the board may require the owner to mitigate the loss of the Dayton Register property by means determined by the commission at the meeting. Any conditions agreed to by the applicant in this review process shall become conditions of approval of the permits granted. After the property is demolished, the commission shall initiate removal of the property from the register.

Commented [KS38]: Need to clarify in the case of a district, and clarify if the property should remain on the registry. Is the location still historic ???

4. Appeal of approval or denial of a ~~waiver of a certificate of appropriateness~~ or waiver of COA. The commission's decision regarding a ~~waiver of a certificate of appropriateness~~ or waiver of a COA may be appealed to the city council within ten days. The appeal must state the grounds upon which the appeal is based. The appeal shall be reviewed by the council only on the records of the commission. Appeal of council's decision regarding a waiver of a certificate of appropriateness may be appealed to Superior Court.

Appeal of an Administrative COA by the planning director shall be to the City Council or DHPC???

(O. 1544 § 6—1992)

5-18.28. - Relationship to zoning.

Properties designated to the register shall be subject to the provisions set forth herein, as well as the bulk, use, setback, and other controls of the zoning district in which they are located. Nothing contained herein shall be construed to be repealing, modifying, or waiving any zoning provisions.

(O. 1544 § 7—1992)

Commented [KS39]: Again – we have a conflict with this provision and zoning.

5-18.32. - Review and monitoring of properties for special property tax valuation.

(A) Time lines.

1. Applications shall be forwarded to the commission by the assessor within ten days of filing.
2. Applications shall be reviewed by the commission before December 31st of the calendar year in which the application is made.
3. Commission decisions regarding the applications shall be certified in writing and filed with the assessor within ten days of issuance.

Commented [KS40]: What is the minimum time needed to review and process before Dec 31?

(B) Procedure.

1. The assessor forwards the application(s) to the commission.
2. The commission reviews the application(s), consistent with its rules of procedure, and determines if the application(s) are complete and if the properties meet the criteria set forth in WAC 254-20-070(1) and listed in section 5-18.20 of this chapter.
 - a. If the commission finds the properties meet all the criteria, then, on behalf of the City of Dayton, it enters into an historic preservation special valuation agreement (set forth in WAC 254-20-120 and in this section of this chapter) with the owner. Upon execution of the agreement between the owner and commission, the commission approves the application(s).
 - b. If the commission determines the properties do not meet all the criteria, then it shall deny the application(s).
3. The commission certifies its decisions in writing and states the facts upon which the approvals or denials are based and files copies of the certifications with the assessor.
4. For approved applications:
 - a. The commission forwards copies of the agreements, applications, and supporting documentation (as required by WAC 254-20-090(4) and identified in this section of this chapter) to the assessor;
 - b. Notifies the state review board that the properties have been approved for special valuation; and
 - c. Monitors the properties for continued compliance with the agreements throughout the ten-year special valuation period.
5. The commission determines, in a manner consistent with its rules of procedure, whether or not properties are disqualified from special valuation either because of:
 - a. The owner's failure to comply with the terms of the agreement; or
 - b. Because of a loss of historic value resulting from physical changes to the building or site.
6. For disqualified properties, in the event that the commission concludes that a property is no longer qualified for special valuation, the commission shall notify the owner, assessor, and state review board in writing and state the facts supporting its findings.

Commented [KS41]: Not sure who this is ... clarify

Commented [KS42]: Is the DHPC currently monitoring any properties? How does the DHPC track the monitoring?

(C) *Criteria.*

1. *Historic property criteria.* The class of historic property eligible to apply for special valuation in the City of Dayton means 1) all individual properties listed on the National Dayton Register of Historic Places, or 2) all certified properties listed as contributing to a Dayton Register Historic District. ~~Such property which must~~ have been substantially rehabilitated at a cost and within a time period which meets the requirements set forth in RCW Chapter 84.26.
2. *Application criteria.* Complete applications shall consist of the following documentation:
 - a. A legal description of the historic property;

- b. Comprehensive exterior and interior photographs of the historic property before and after rehabilitation;
 - c. Architectural plans or other legible drawings depicting the completed rehabilitation work; and
 - d. A notarized affidavit attesting to the actual cost of the rehabilitation work completed prior to the date of application and the period of time during which the work was performed and documentation of both to be made available to the commission upon request; and
 - e. For properties located within historic districts, in addition to the standard application documentation, a statement from the Secretary of the Interior or appropriate local official, as specified in local administrative rules or by the local government, indicating the property is a certified historic structure, is required.
3. *Property review criteria.* In its review, the commission shall determine if the ~~properties~~ property(s) meet all the following criteria:
- a. The property is historic property;
 - b. The property is included within a class of historic property determined eligible for special valuation by the City of Dayton under section 5-18.20 of this chapter;
 - c. The property has been rehabilitated at a cost which meets the definition set forth in RCW 84.26.020(2) (and identified in section 5-18.20 of this chapter) within 24 months prior to the date of application; and
 - d. The property has not been altered in any way which adversely affects those elements which qualify it as historically significant as determined by applying the Washington State Advisory Council's Standards for the Rehabilitation and Maintenance of Historic Properties (WAC 254-20-100(1) and listed in section 5-18.20 of this chapter).
4. *Rehabilitation and maintenance criteria.* The Washington State Advisory Council's Standards for the Rehabilitation and Maintenance of Historic Properties in WAC 254-20-100 shall be used by the commission as minimum requirements for determining whether or not an historic property is eligible for special valuation and whether or not the property continues to be eligible for special valuation once it has been so classified. The following rehabilitation and maintenance standards shall be used by the board as minimum requirements for determining whether or not an historic property is eligible for special valuation and whether or not the property continues to be eligible for special valuation once it has been so classified:
- a. *Rehabilitation.*
 - 1. Every reasonable effort shall be made to provide a compatible use for an historic property which requires minimal alteration of the building, structure or site and its environment, or to use an historic property for its originally intended purpose.

Commented [KS43]: Should this be updated?

Commented [KS44]: Would the replacement of the original windows with a vinyl windows meet the criteria? If not, applicants should be advised.

2. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
 3. All buildings, structures and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
 4. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
 5. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be treated with sensitivity.
 6. Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
 7. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
 8. Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.
 9. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material and character of the property, neighborhood or environment.
 10. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.
- b. *Maintenance.*
1. Buildings and structures shall not be allowed to deteriorate beyond the point where routine maintenance and repair will return them to good condition.

Commented [KS45]: How does these sections compare to the design guidelines?

2. Buildings shall be kept in a safe and habitable condition at all times. Structural defects and hazards shall be corrected. Any condition which constitutes a fire hazard shall be eliminated.
3. Buildings shall be protected against ongoing water damage due to defective roofing, flashing, glazing, caulking or other causes. Moisture condensation resulting from inadequate heat or ventilation shall be eliminated if present at levels sufficient to promote rot or decay of building materials.
4. Deteriorated exterior architectural features and any broken or missing doors and windows shall be repaired or replaced.
5. Painted exterior surfaces shall be maintained and repainted as necessary to prevent a deteriorated appearance or damage to the substrate. Exterior masonry surfaces shall be tuck pointed where required to maintain the mortar in good condition. Finished tuck pointing shall match the original mortar joint in hardness and appearance.

(D) *Agreement.* The historic preservation special valuation agreement in WAC 254-20-120 shall be used by the Commission as the minimum agreement necessary to comply with the requirements of RCW 84.26.050(2).

The following historic preservation special valuation agreement shall be used by the Board as the minimum agreement necessary to comply with the requirements of RCW 84.26.050(2):

This Historic Preservation Agreement is entered into on this ;#rule; day of _____, 19 _____, by and between _____ (hereinafter referred to as APPLICANT) and _____ (hereinafter referred to as LOCAL REVIEW BOARD).

WHEREAS APPLICANT is the owner of record of the historic property commonly known as _____, located at _____, State of Washington, as more fully described in Exhibit A, attached hereto and incorporated herein by this reference (hereinafter referred to as PROPERTY); and

WHEREAS APPLICANT has requested special valuation of the PROPERTY pursuant to chapter 84.26 RCW; and

WHEREAS the LOCAL REVIEW BOARD has determined that the PROPERTY has been substantially rehabilitated within the two-year period preceding the date of application and the actual cost of said rehabilitation equals or exceeds 25 percent of the assessed valuation of the PROPERTY prior to the improvements; and

WHEREAS the LOCAL REVIEW BOARD has verified that the PROPERTY is historic property that falls within a class of properties determined eligible for special valuation by local ordinance or administrative rule; and

WHEREAS the LOCAL REVIEW BOARD finds that the rehabilitation work has not altered the PROPERTY in any way which adversely affects those elements which qualify it as historically significant;

Commented [KS46]: Update to reflect DHPC . any other updates?

NOW THEREFORE, in recognition of the foregoing, the APPLICANT enters into this agreement with the LOCAL REVIEW BOARD and agrees to adhere to the following terms and conditions for the ten-year period of the special valuation classification:

1. APPLICANT agrees to comply with the Washington Sate Advisory Council's Standards for the Maintenance and Rehabilitation of Historic Properties as set forth in Exhibit B, which is attached hereto and by this reference incorporated herein.
2. APPLICANT agrees the property shall not be altered without the prior written consent of the LOCAL REVIEW BOARD signed by a duly authorized representative thereof. No construction, alteration or remodeling or any other action shall be undertaken or permitted to be undertaken which would affect the historic character of the PROPERTY which classifies it as eligible for special valuation, or which would affect the appearance of the PROPERTY as depicted in the photographs attached hereto and incorporated herein by this reference as Exhibits _____ through _____, or which would adversely affect the structural soundness of the PROPERTY; or refinishing of presently existing parts or elements of the PROPERTY subject to this Agreement, damage to which has resulted from casualty loss, deterioration or wear and tear, shall be permitted without the prior approval of the LOCAL REVIEW BOARD, provided that such reconstruction, repair, repainting, or refinishing is performed in a manner which will not alter the appearance of those elements of the LOCAL REVIEW BOARD shall include, but not be limited to, any substantial structural change or any change in design, color or materials.
3. APPLICANT agrees the PROPERTY shall not be demolished without the prior written consent of the LOCAL REVIEW BOARD.
4. APPLICANT agrees to make historic aspects of the PROPERTY accessible to the public one day each year if the PROPERTY is not visible from a public right of way.
5. APPLICANT agrees to monitor the PROPERTY for its continued qualification for special valuation and notify the appropriate County Assessor within 30 days if the PROPERTY becomes disqualified because of:
 - a. A loss of historic integrity,
 - b. Sale or transfer to new ownership exempt from taxation, or
 - c. Sale or transfer to new ownership which does not intend to agree to the terms of this Agreement nor file a notice of compliance form with the county Assessor.
6. The APPLICANT and LOCAL REVIEW BOARD both agree that there shall be no changes in standards of maintenance, public access, alteration, or the period of the classification without the approval of all parties to the Agreement.

Term of the Agreement. This Agreement shall take effect immediately upon signature and remain in effect until the property is no longer eligible for special valuation either through disqualification under RCW 84.26.080 or upon expiration of the ten-year period

of special valuation commencing January 1, 19 _____, and ending December 31, 19 _____.

Hold Harmless. The APPLICANT or its successors or assigns shall hold the state and the LOCAL REVIEW BOARD harmless from any and all liability and claims which may be asserted against the State and the LOCAL REVIEW BOARD as a result of this Historic Preservation Special Valuation Agreement or the participation by the APPLICANT in the Special Valuation Program.

Governing Law. The terms of this Agreement shall be construed in accordance with the laws of the State of Washington.

- (E) *Appeals.* Any decision of the commission acting on any application for classification as historic property, eligible for special valuation, may be appealed to Superior Court under RCW Chapter 34.04.130 in addition to any other remedy of law. Any decision on the disqualification of historic property eligible for special valuation, or any other dispute, may be appealed to county board of equalization. (O. 1544 § 8—1992)

5-18.36. - Historic Building Code.

- (A) RCW 19.27.120 provides for the adoption of minimum standards for repairs, alterations, and additions necessary for preservation, restoration, rehabilitation, or strengthening of historic or architecturally significant buildings.
- (B) ~~In the best interest of the city, the Dayton City Council has determined that it is in the best interest of the city to~~ adopt the ~~Washington State~~ Historic Building Code Chapter 51-19 WAC. (O. 1620—1998)

Commented [KS47]: Confirm correct reference. Move section to Chapter with other Building Code references?

5-18.37. - Demolition of historic structures.

- (a) *Definitions.* For the purpose of this section, the following terms mean:
 - (1) *Contributing resource.* A building, site, structure or object that adds to the historic architectural qualities, historic associations, or archaeological values for which a property is listed on the register within a district because a) it was present during the period of significance, and possesses historic integrity reflecting its character at that time or is capable of yielding important information about the period, or b) it independently meets the **National Register Standards.**
 - (2) *Demolish.* The destruction or partial destruction of a structure and includes the loss of character defining elements. The act of destruction or partial destruction may be intentional or by the process of allowing a building to deteriorate to the point where demolition is necessary to protect public health and safety.
 - (3) *Historic structure.* Buildings and structures that are 50 years or older, have historical integrity, and are associated with the history, architecture, or cultural heritage of Dayton.
 - (4) *National Register of Historic Places.* The national listing of properties significant to our cultural history because of their documented importance to our history, architectural history, engineering or cultural heritage.

Commented [KS48]: Shouldn't the waiver provisions above be combined with the demolition provisions of this section?

Commented [KS49]: Should these definitions be included with the other definitions?

Commented [KS50]: Secretary of Interior Standards??

- (5) *Non-contributing resource.* A building, site, structure or object that does not add to the historic architectural qualities, historic associations with people, events or practices significant in town, state or national history or archaeological values for which a property is significant within a historic district because, a) it was not present during the period of significance, or b) due to alterations, disturbances, additions or other changes, it no longer possesses historic integrity reflecting its character at the time or is incapable of yielding important information about the period, or c) it does not independently meet the National Register Standards. Some properties classified as non-contributing may still have historic significance and may still be eligible for the Dayton and/or National Register.
- (6) *Object.* A thing of functional, aesthetic, cultural, historical or scientific value that may be, by nature or design, movable yet related to a specific setting or environment. Objects may include but are not limited to sculpture, monuments, mile posts, boundary markers, and fountains.
- (7) *Stay.* To cease or desist, to suspend or delay actions and/or proceedings, to hold back, detain, or restrain as from going further.

(b) *Demolition of historic structures.*

- (1) A 14-day stay shall be observed following publication of the notice of a building permit application for demolition of a historic structure or object over 50 years old, places located on the National Register of Historic Places or listed as a contributing or non-contributing resource in the official newspaper during which time staff will invite comments from the Dayton Historic Preservation Commission and local interest groups having on file a request for notification of such application, on the possible historic or architectural significance of the structure or place to the community.
- (2) If within the 14-day stay, based on the Secretary of Interior Standards, the Dayton Historic Preservation Commission, local interest groups, agencies, and/or staff noticed as per subsection (b)(1), determine that the subject structure or place possesses sufficient community-wide historical or architectural significance that further public input is warranted, the proposal will be subject to the following:
 - a. A maximum of an additional 60-day staff level stay during which the planning director may consult with local and/or state organizations concerned with historic or architectural values. The additional 60-day staff level stay must be issued within five working days from the last day of the 14-day stay.
 - b. Within the additional 60-day staff level stay, if the structure or place is found to be significant, staff, concerned group(s) and/or agency(s) may petition the planning commission for a public hearing to consider significance of the structure or place and options available to preserve the public interest. Upon receipt by the planning director of a petition for a public hearing, the city has 21 days from the date of receipt of said petition to hold a public hearing.

Commented [KS51]: 5-18.37 was adopted in 2008 I would recommend revising to reflect state law regarding SEPA review required before the demolition of a historic structure.

- c. Based on input received at the public hearing, the planning commission may within seven working days from the date of the public hearing:
 - 1. Authorize issuance of a demolition building permit; or
 - 2. Issue a continuance of the stay for no longer than an additional 90 days to provide opportunity for acquisition, easement, or other preservation mechanism to be negotiated; or
- (3) If within the 14-day stay, based on the Secretary of Interior Standards, the Dayton Historic Preservation Commission, local interest groups, agencies, and/or staff noticed as per subsection (b)(1), determine that the subject structure or place does not possess sufficient community-wide historical or architectural significance the planning director shall authorize issuance of a demolition building permit within five days from the last day of the 14-day stay.
- (4) All churches and/or other structures involved with the exercise of religion are exempt from this section. (Ord. No. 1768, §§ 1, 2, 3-24-2008)

5-18.38. - Designation of Southside Historic District and boundary description.

There is hereby created and designated in and for the City of Dayton the Southside Historic District and is roughly bounded as follows:

East Clay Street to the south, East Park Street to the north, South 1st Street to the east and South 3rd Street to the west. (Ord. No. 1785, § 1, 8-10-2009)

Editor's note—

Ord. No. 1785, § 1, adopted August 10, 2009, amended the Code by adding provisions designated as new §§ 5-18.37—5-18.39. Inasmuch as Ord. No. 1768, § 1, adopted March 24, 2008 adds a new § 5-18-37, the provisions of Ord. No. 1785 have been included herein as new §§ 5-18.38—5-18.40. See also the Code Comparative Table.

5-18.39. - List of properties within the Southside Historic District and ownership thereof.

ID	Address	Historic Name of Property	Built Date	Current Property Owners
1.	204 S. First	Jessee-Weatherford House	1911	Becky Wood 204 S. First, Dayton, WA
2.	208 S. First	Weatherford-Blessinger House	1906	Dr. Michael & Cheryl Strang 208 S. First, Dayton, WA
3.	209 S. First	Fait House	1880/1930	K. Graham & R. Kissinger 209 S. First, Dayton, WA
4.	211 S. First	Follett House	1909	Julie Ann Foster 4675 Tivoli Street San Diego, CA 92107
5	214 S. First	Borofsky House	1920	James Korsberg Dayton, WA

Commented [KS52]: Southside or South Side ??? we have documents with each referenced.

Commented [KS53]: Update to reference map?

Commented [KS54]: SSHD was adopted by ord & WSHD was adopted by resolution. I'm not clear on if they should be by ord or resolution. They probably should have been done the same way.

6.	216 S. First	Price House	1917	Edward & Susan Alves 216 S. First, Dayton, WA
7.	300 S. First	Carr House	1890/1929	G. Scott & Susan Marinella 300 S. First, Dayton, WA
8	308 S. First	Jackson House	1905	Ann Michelson 308 S. First, Dayton, WA
9	309 S. First	Day-Kiger House	1879	Steve & Roslyn Edwards 315 S. First, Dayton, WA
10.	312 S. First	Historic House	1910/1950	Wayne & Don Meicher 312 S. First, Dayton, WA
11	315 S. First	Historic House	1947	Steve & Roslyn Edwards 315 S. First, Dayton, WA
12.	402 S. First	McMullen-Cahill House	1892	Merle & Joelle Jackson 402 S. First, Dayton, WA
13.	403 S. First	Dr. W.W. Day House	1872	Michael & Cathy Haight 403 S. First, Dayton, WA
14.	406 S. First	Historic House	1930	Jack Dieringer 406 S. First, Dayton, WA
15.	411 S. First	J. J. Edwards House	1909	Mark & Carolyn Schuck 411 S. First, Dayton, WA
16.	412 S. First	Hatfield House	1962	Don & Nancy Hatfield 412 S. First, Dayton, WA
17	414 S. First	Ryerson House	1941	Robert & Marie Howley 414 S. First, Dayton, WA
18.	500 S. First	Beckett House	1908	Laura Coper 500 W. First, Dayton, WA
19	506 S. First	Dexter-Monnett House	1907	Theodore & Verna Patterson 506 S. First, Dayton, WA
20.	514 S. First	Johnson House	1936	Nadine Dieringer 406 S. First, Dayton, WA
21.	518 S. First	Alcorn House	1870	Becky & Alexander Leventis 518 S. First, Dayton, WA
22.	203 S. Second	First Baptist Church	1892-93	First Baptist Church 203 S. Second, Dayton, WA
23.	207 S. Second	First Baptist Church Parsonage	1905	First Baptist Church 203 S. Second, Dayton, WA
24.	209 S. Second	Dr. Schlitz House	1905	Fred & Tina Marks 209 S. Second, Dayton, WA
25.	212 S. Second	Loren & Leora Day House	1891	Jeffrey & Ann McCann 212 S. Second, Dayton, WA

26.	215 S. Second	Eckler-Knight House	1880	Ernest & Cindy Frederickson 14031 Highway 9 Snohomish, WA 98296
27.	301 S. Second	Barclay House	1929	Arlene Himmerich 301 S. Second, Dayton, WA
28.	302 S. Second	Sweigle House	1890	Neil & Karen Stephens 302 S. Second, Dayton, WA
29.	308 S. Second	Historic House	1949	Janet McQuary 308 S. Second, Dayton, WA
30.	314 S. Second	Drs. W.W. & C.H. Day House	1871	Craig & Kathy George 314 S. Second, Dayton, WA
31.	315 S. Second	Richardson-Donohue House	1903	Jerry Edwards & Katy Wamble 315 S. Second, Dayton, WA
32.	406 S. Second	Israel House	1925	Brooke Lewis 406 S. Second, Dayton, WA
33.	410 S. Second	Oppenheimer House	1892	Keith Borgmann 410 S. Second, Dayton, WA
34.	413 S. Second	Historic House	1910	Floyd McCauley 413 S. Second, Dayton, WA
35.	202 S. Third	McQuary House	1908	Charles M. James 202 S. Third, Dayton, WA
36.	208 S. Third	First Cong. Church Parsonage	1902	First Congregational Church 214 S. Third, Dayton, WA
37.	214 S. Third	First Congregational Church	1903	First Congregational Church 214 S. Third, Dayton, WA
38.	302 S. Third	Kennedy House	1880	James Guinn 302 S. Third, Dayton, WA
39.	306 S. Third	Bartell House	1884	Jay B. Ball 306 S. Third, Dayton, WA
40.	310 S. Third	Smith-Carr House	1878/1880	Christopher & Tammy Wepler 310 S. Third, Dayton, WA
41.	404 S. Third	Wilson House	1884	Jonathan Rossebo & Marie Perkins, P.O. Box 714, Waitsburg, WA 99361
42.	410 S. Third	First Christian Church	1903	First Christian Church of Dayton 410 S. Third, Dayton, WA
43.	203 E. Clay	Newland-Thompson House	1883	Nathan Main/Chelsea Evenstar-Main 203 E. Clay, Dayton, WA
44.	206 E. Clay	Carpenter House	1899	Kyle & Marisa Lloyd 206 E. Clay, Dayton, WA

45.	306 E. Clay	Historic House	1916	Community Bible Church of Dayton 306 E. Clay, Dayton, WA
46.	308 E. Clay	Royer House	1916	George & Beverly Higley 252 Martin Way, Monmouth, OR 97361
47.	202 E. Park	Price House	1915	Wilfred & Susan Little P.O. Box 2057, Anna Maria, FL 34216
48.	206 E. Park	Roe House	1934	Paul & Marcene Hendrickson 628 Stone Road, Dayton, WA
49.	208 E. Park	Pryor House	1911	Shane & Beth Aimee McGuire 208 E. Park, Dayton, WA
50.	211 E. Park	Miller House	1947	Robert Hutchens 142 Fullerton Rd., Dayton, WA
51.	214 E. Park	Anderson House	1909	George & Christine Young P.O. Box 161, Dayton, WA
52.	309 E. Park	Historic House	1900	Eric & Jennifer Villaro 309 E. Park, Dayton, WA
53.	200 E. Spring	Maxwell House	1920	Charles & Dorothy Mead, III 229 Mead Lane, Dayton, WA
54.	205 E. Spring	Kennedy-Andrus House	1885	Claude & Dora Wilson 1954 S. College Avenue College Place, WA 99324
55.	206 E. Spring	Historic House	1900	Terry & Judith Smith 206 E. Spring, Dayton, WA
56.	210 E. Spring	Historic House	1933	Lawrence Turner 540 Turner Road, Dayton, WA
57.	211 E. Spring	Rogg House 2	1972	Sarah Lyman 211 E. Spring, Dayton, WA
58.	215 E. Spring	Rogg House 1	1937	Linda Mobely P.O. Box 653, Waitsburg, WA 99361
59.	300 E. Spring	VanPatten-Barclay House	1890	Darrel Chapman 300 E. Spring, Dayton, WA
60.	305 E. Spring	Hester House	1890	Harold Taylor 615 Eckler Street, Dayton, WA
61.	307 E. Spring	Historic House	1881	Alberta Boyd Trust c/o Karen Zink 307 E. Spring, Dayton, WA
62.	308 E. Spring	Historic House	1885	Adrienne Elizabeth McAlpine 308 E. Spring, Dayton, WA
63.	312 E. Spring	Woodward-Ferg House	1885	Trudy Welander P.O. Box 225, Dayton, WA

64.	316 E. Spring	Woodward House	1890	Christopher & Tammy Weppler 310 S. Third, Dayton, WA
65.	205 E.Tremont	Kiger House	1890	Christopher & Bridget House 205 E. Tremont, Dayton, WA
66.	206 E. Tremont	Paine House	1877	Michael & Dawn McGhan 206 E. Tremont, Dayton, WA
67.	207 E.Tremont	Nolm House	1925	William Blessinger 207 E. Tremont, Dayton, WA
68.	208 E.Tremont	Jonas House	1955	Bennie & Ruth James 208 E. Tremont, Dayton, WA
69.	209 E. Tremont	Dr. C. H. Day House	1899	Beverly Moore 209 E. Tremont, Dayton, WA
70.	210 E.Tremont	Erbes House	1925	Deborah Falzone 210 E. Tremont, Dayton, WA
71.	216 E.Tremont	Snell House	1972	Federal Home Loan Mortgage Corp. 5000 Plano Parkway Carrollton, TX 57010
72.	302 E.Tremont	Samuel-McCauley House	1905	Dewayne & Melody Ramsey 302 E. Tremont, Dayton, WA
73.	307 E. Tremont	Pringle House	1905	Jeffrey & Shannon Turner 307 E. Tremont, Dayton, WA
74.	309 E. Tremont	Wheeler House	1890	Angie & Ryan John 309 E. Tremont, Dayton, WA
75.	312 E. Tremont	Historic House	1910	Jeromy Phinney 312 E. Tremont, Dayton, WA

(Ord. No. 1785, § 1, 8-10-2009)

See also the editor's note at § 5-18.38

5-18.40. - Southside Historic District boundaries on the official zoning map.

Upon designation, the Southside Historic District shall be shown on the official zoning map of the city and kept as a public record to provide notice of such designation. This district shall be known as "Southside Historic District, SSHD-1"

(Ord. No. 1785, § 1, 8-10-2009) **Note**—See also the editor's note at § 5-18.38

**BY-LAWS OF THE DAYTON HISTORIC PRESERVATION
COMMISSION**

~~2008~~ DRAFT 4/24/2015

SECTION 1: GENERAL RULES AND PROCEDURES

These By-Laws establish the rules and procedures under which the Dayton Historic Preservation Commission (DHPC or Commission) executes those duties and functions set forth in Dayton Municipal City Code Chapter 5-18 Ordinance No. 1544 ~~The City of Dayton Historic Preservation Ordinance.~~

A. NAME

~~The name of the organization shall be THE DAYTON HISTORIC PRESERVATION COMMISSION 5-18.16. - Dayton Historic Preservation Commission.~~

1. (A) Creation and size.

B. PURPOSE of DHPC rules – implementation of 5-18 ...

- ~~1. The purpose is to provide for the identification, evaluation, and protection of historic resources; raise community awareness; and serve as the city's primary resource in matters of history, historic planning, and preservation in a manner prescribed in Section 4, Article D, City of Dayton Historic Preservation Ordinance No. 1544.~~

C. MEMBERSHIP

- ~~1. The Commission shall consist of seven (7) members appointed by the Mayor and approved by the City Council as prescribed in Section 4, Articles A and B of City of Dayton Historic Preservation Ordinance No. 1544.~~
- ~~2. "Creation and Size: There is hereby established a Dayton Historic Preservation Commission, consisting of seven (7) members, as provided in subsection B below. Members of the Dayton Historic Preservation shall be appointed by the Mayor and approved by the City Council and shall be residents of the City of Dayton, except as provided in subsection B below.~~
- ~~3.1 Composition of the Commission:~~
 - ~~b. All members of the commission must have a demonstrated interest and competence in historic preservation and possess qualities of impartiality and broad judgment.~~
 - ~~e. The commission shall strive to always have at least 2 professionals who have experience in identifying, evaluating, and protecting historic resources and are selected from the disciplines of history, architecture, architectural history, historic preservation, planning, cultural anthropology, archaeology, cultural geography, American studies, law, and real estate. The commission action that would otherwise be valid shall not be rendered invalid by the temporary vacancy of one or all of the professional positions, unless the commission action is related to meeting Certified Local Government (CLG) responsibilities cited in the~~

~~Certification Agreement between the Mayor and the State Historic Preservation Officer. Furthermore, the Mayor, and City Council may grant exception to the residency requirement of commission members in order to obtain representatives from these disciplines.~~

~~d.b. In making appointments, the Mayor may consider names submitted from any source, but the Mayor shall notify history and city development related organizations of vacancies so that names of interested and qualified individuals may be submitted by such organizations for consideration along with names from any other sources.~~

~~4. Terms of Members~~

~~a. Appointments shall be made for a three year term commencing 1 February. Mayoral appointments shall fill vacancies. The Commission shall actively seek applicants for vacancies and expired terms.~~

D.C. ATTENDANCE OF MEMBERS

1. All members shall attend regularly scheduled meetings and shall be on time. If three consecutive regularly scheduled meetings are missed without good cause as determined by the commission, resignation shall be encouraged.

E.D. QUORUM

1. A quorum is a simple majority of the seven members eligible to vote at a meeting. Should there be less than seven members on the commission at any given time, a quorum of ~~four (4)~~ shall be still be required. A quorum is necessary to transact any official business.

Commented [KS1]: Reduce to three?

F.E. OFFICERS AND STAFF

1. The officers of this organization shall be Chairman and Chairman Pro Tem. The Recorder and Secretary, though present, shall not be members. Officers beyond these mentioned are not a functional need of the commission. Should the need arise on a permanent or temporary basis, the necessary office shall be voted in by a majority vote.
2. All officers shall perform their duties as prescribed by these by-laws and by parliamentary authority adopted by the organization.
 - a. The election for Chairman and Chairman Pro Tem shall be held at the regularly scheduled February meeting. Nominations shall be made from the floor and election held immediately before new business. The officers shall be elected for a one-year term or until their successors are elected, with their term of office beginning immediately after election.
 - b. The Chairman shall preside over all regularly scheduled and all special or called meetings of the Commission. The chairman shall appoint members to specific task forces (ad-hoc) committees which term shall end when the task is completed. All tasks presented to a committee shall be executed in a timely manner.
 - c. The Chairman Pro Tem assumes the duties of the Chairman in the absence of the Chairman. In the absence of the Chairman, the Chairman Pro Tem will have the same powers and duties as those of the Chairman.
 - d. The Recorder shall assure that the minutes of all commission meetings are taken and provided to the appropriate persons.

~~e. Commission and professional staff assistance shall be provided by the City Planner, and additional assistance and information to be provided by other city departments as may be necessary to aid the commission in carrying out its duties and responsibilities as prescribed in Section 4, Article G, Ordinance No. 1544, City of Dayton Historic Preservation Ordinance.~~

~~f. "G. Commission Staff: Commission and professional staff assistance shall be provided by the City Planner with additional assistance and information to be provided by other City departments as may be necessary to aid the Commission in carrying out its duties and responsibilities under this ordinance."~~

~~e.~~ The City Planner shall act as secretary. The secretary shall distribute information to members including minutes, information pertinent to tasks at hand, and all current and updated materials that members are in need of in order to carry out their tasks. Also, the secretary shall act as an advisor to the Commission and shall notify members of meeting dates and times not less than five (5) days before the meeting.

G. POWERS AND DUTIES

- ~~1. The major responsibility of the Historic Preservation Commission is to identify and actively encourage the conservation of the City of Dayton's historic resources by initiating and maintaining a register of historic resources, reviewing proposed changes to register properties, raising community awareness of the city's history and historic resources, and serving as the city's primary resource in matters of history, historic planning, and preservation.~~
- ~~2. Review nominations to the Dayton Register of Historic Places according to criteria in Section 5 of the City of Dayton Historic Preservation Ordinance and adopt standards to be used to guide this review.~~
- ~~3. Review proposals to construct, change, alter, modify, remodel, move, demolish or significantly affect properties or districts on the register as provided in Section 5 of the City of Dayton Historic Preservation Ordinance, and adopt standards to be used to guide this review, and the issuance of a certificate of appropriateness.~~
4. No member of the DHPC shall advise or express an opinion about a proposed Certificated of Appropriateness outside of a regular meeting.

H. MEETINGS

1. The regularly scheduled meeting of this Commission shall be monthly with the date and time determined by a vote of the Commission and will be held in a predesignated location unless otherwise directed by the Chairman or a commission vote in compliance with Chapter 42-30 RCW, Open Public Meeting Act, to provide for adequate public participation and adopt standards to guide this action. All meetings shall start on time and shall be executed expeditiously by the Chairman.
2. Special meetings may be called by the Chairman. The purpose of the meeting will be stated in the call. Except in emergencies, at least three (3) days notice shall be

given for special meetings and five (5) days notice for regularly scheduled meetings.

3. Parliamentary authority of the meetings shall be the current edition of Robert's RULES OF ORDER NEWLY REVISED.
4. Procedures for conducting regular meetings.
 - a. Pre-Meeting
 - i. If there are agenda items, regular meetings will be held monthly and a date and time specified, ~~by the DHPC~~. In case of scheduling conflicts, the meeting place may be changed at the discretion of the Chair with ten (10) days advance notice given to DHPC members and the public. If the meeting date falls on an official holiday, the meeting may be changed to a time and place as determined by the ~~DHP~~ DHPC at the preceding month's meeting. If such a change occurs, the regular meeting place will be posted as to the new time and place.
 - ii. If there are no agenda items, the Chair may cancel the regular meeting after giving all DHPC members and the public 24 hours advance notice. However, if a majority of DHPC members express the desire to hold the meeting, it shall convene as scheduled. If the meeting is canceled, a notice to that effect will be posted at the regular meeting place at the regular time.
 - iii. Special meetings may be called by the Chair or by a majority of the DHPC members. Commission members will be given at least 24 hours advance notice of the time and place of such meetings.
 - iv. All regular and special meetings will be open to the public and the date, place and agenda will be publicized in accordance with the Open Public Meetings Act (Chapter 42.30 RCW) except when a majority of Commission members determine that an executive session is necessary as detailed in the Open Public Meeting Act (Chapter 42.30.110). The agenda for regularly scheduled meetings shall be posted and advertised on the City website 48 hours prior to the regularly scheduled meetings.
 - v. The order of agenda items for COA's, Special Valuation and Nominations will be determined by their order of receipt. ~~All applications, including designation review and s~~Special valuation review must be filed at least one (1) month before the meeting at which the case is to be considered. This allows staff sufficient time to copy and distribute materials to DHPC members. COA - d~~Design Review~~ review and nomination applications must be filed at least one (1) week prior to the regularly scheduled meetings at which they are to be considered.
 - vi. Staff shall be responsible for notifying principles in each case as specified under the rules for review procedures.
 - b. Regular Order of Business for Meetings
 - i. Business will be conducted under Robert's Rules of Order. All issues will be decided by simple majority vote except amendments to the

By-Laws, which require a vote of two-thirds (2/3) of the membership.

- ii. Four (4) members or 51 percent (51%) of the non-vacant membership on the DHPC constitute a quorum. Meetings without a quorum will be recessed to the earliest possible date.
- iii. Minutes will be taken during all DHPC proceedings. Additionally, the meetings may be taped to further clarify the minutes.
- iv. The regular order of business shall be as follows:
 - (a) Call to order.
 - (b) Roll call.
 - (c) Adoptions of minutes.
 - (d) Applications for local register COA-Design, review, #Special Valuation Review review and nominations.
 - (e) Unfinished business.
 - (f) New business.
 - (g) Other business.
 - (h) Adjournment.
- v. The regular order of business for consideration for applications for local register review, design review and special valuation review shall be as follows:
 - (a) The Chair or chair-designated person shall offer a preliminary statement concerning the application.
 - (b) The applicant or the designated agent of the applicant presents statements in favor of the application including relevant pictures, models, etc.
 - (c) Statements in opposition to the application.
 - (d) Comments by interested persons, organizations, or legal entities.
 - (e) Rebuttal by all concerned parties.
 - (f) Staff comments.
 - (g) Summary of above by Chair or chair-designated person.
 - (h) Deliberation by Commission.
 - (i) Motion for action.
 - (j) Vote.

During the course of the meeting, the above procedure may be temporarily modified by the concurrence of all parties and the DHPC.

- vi. The DHPC shall act on each application at the meeting unless a majority of the Commission decide to defer consideration to a later date. Requests for continuance may be granted if all parties agree. The Chair will publicly announce the continuance, and the case automatically set on the agenda for the next regularly scheduled meeting. In such a case, no further notice is required for the principles in the case.

- vii. In the event of the uncontrollable disruption of the meeting, the DHPC may clear the meeting room and continue in executive session or may adjourn and reconvene at another location selected by majority vote of the members. In such a case, business shall be restricted to those items on the printed agenda. Persons or news media representatives not participating in the disturbance may be readmitted in this situation.
- c. Plan for copying, distributing and implementing rules
 - i. The master copies of all historic preservation related rules and procedures, application standards, criteria, and standard forms will remain on file with the City of Dayton. Complete copies of these documents will be forwarded to the Mayor and members of the City Council. Copies of COA - Design and Designation Review ~~processes~~ documents will be forwarded the City Clerk for filing and to the Building Inspector. Complete copies of all such documents will be provided for the members of the DHPC, the City Clerk staff and ~~DAHP~~DAHP.

I. AMENDING BY-LAWS

These by-laws may be amended at any regularly scheduled meeting of The Dayton Historic Preservation Commission by a 2/3 vote of the attending membership provided the amendment has been submitted in writing

**SECTION II: RULES AND PROCEDURES FOR DESIGNATION ~~/REVIEWS~~
NOMINATIONS REVIEWS – DAYTON REGISTER OF HISTORIC PLACES**

Under the provisions of the Dayton Municipal Code (DMC) Chapter 5-18 - Historic Preservation, Ordinance (DHPO) the Dayton Historic Preservation Commission (DHPC or Commission) is directed to initiate and maintain a Dayton Register of Historic Places (DRHP or Register) and to review nominations to the Register.

Any building, structure, site, object or district may be placed on the Register if:

1. The DHPC determines it meets DRHP criteria.
2. The Dayton City Council approves it.

Any individual, group of property owners or other interested group or association, City or County Council member, Dayton Historic Preservation Commission member or DHPC as a whole may nominate a building, structure, site, object or district for inclusion on the Register. There shall be a minimum of one (1) public hearing as well as a posting of the hearing. Owner consent for individual properties is required for placement on the DRHP.

A. DAYTON REGISTER OF HISTORIC PLACES CRITERIA - NOMINATIONS

The ~~following are~~ criteria for the inclusion of properties on the Dayton Register of Historic Places (DRHP) as stated in the United States Secretary of Interior Standards ~~and pertaining to are contained in the City of Dayton's Ordinance 1544 DMC Chapter 5-18.20A.~~

~~Any building, structure, site, object, or district may be placed on the DRHP if it is significantly associated with history, architecture, archaeology, engineering, or cultural heritage of Dayton; has historical integrity; is at least 50 years old, or, if younger, possesses exceptional importance; and if it meets at least one of the following criteria set forth by the Secretary of the Interior Standards:~~

- ~~1. It is associated with events that have made a significant contribution to the broad patterns of national, state or local history.~~
- ~~2. It embodies the distinctive architectural characteristics of a type, period, style, or method of construction, or represents a significant and distinguishable entity whose components may lack individual distinction.~~
- ~~3. It is an outstanding work of a designer, builder or architect who has made a substantial contribution to the art.~~
- ~~4. It exemplifies or reflects special elements of the City's cultural, special, economic, political, aesthetic, engineering or architectural history.~~
- ~~5. It is associated with the lives of persons significant in national, state, or local history.~~
- ~~6. It has yielded or is likely to yield important archaeological information.~~
- ~~7. It is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with an historic person or event.~~
- ~~8. It is a birthplace or grave of a historical figure of outstanding importance and is the only surviving structure or site associated with that person.~~
- ~~9. It is a cemetery that derives its primary significance from age, from distinctive design features, or from association with historic events or cultural patterns.~~

~~10. It is a reconstructed building that has been executed in a historically accurate manner on the original site.~~

~~11. It is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories.~~

B. APPLICATION STANDARDS FOR DAYTON REGISTER OF HISTORIC PLACES

An acceptable Dayton Register of Historic Places application is a nomination form completed according to uniform guidelines of The Dayton Historic Preservation Commission.

All interior and exterior features and outbuildings that contribute to the designation should be mentioned and described. District designations should include a description of proposed district boundaries including alleys, the characteristics of the district which justifies its designation, and a list of all properties including features, structures, sites, objects and open spaces which contribute to the designation of the district.

The original form should be presented along with the following documentation:

1. Copy of the historic property inventory form.
2. Current and historic (if available) photographs.
3. Newspaper articles.
4. Other relevant materials.

Uncompleted forms or those with insufficient documentation will not be considered and will be returned to the applicant with recommendations

C. PROCEDURES FOR DESIGNATION REVIEW MEETINGS

1. Pre-meeting
 - a. Applicant or Designated Agent:
 - i. Meets with DHPC staff (Staff) concerning the application form and the necessary documentation.
 - ii. Submits the completed application to Staff at least one (1) month before the regularly scheduled meeting at which the application is to be considered.
 - b. Staff:
 - i. Meets with the applicant concerning the application form and the necessary documentation.
 - ii. Reviews the application for completeness and includes the case on the agenda based on determination that the application is complete.
2. Meeting
 - a. Designation review will occur at regularly scheduled meetings as detailed in the rules for conducting DHPC meetings.
 - b. The regular order of business for consideration of applications to the DRHP shall be as follows:
 - i. The Chair or Chair designated person shall offer a preliminary statement concerning the application.

- ii. The applicant or designated agent of the applicant presents statements in favor of the application including relevant pictures, models, etc.
- iii. Questions by Commissioners.
- iv. Statements in opposition to the application.
- v. Comments by DHPC, interested persons, organizations or legal entities.
- vi. Rebuttal by all concerned parties.
- vii. Staff comments.
- viii. Summary of above by Chair or designated person.
- ix. Deliberation by Commission.
- x. The motion for the recommendation should be based on the designation criteria. Criteria should be included in the motion.

During the course of the meeting, the above procedure may be temporarily modified by the concurrence of all parties and the DHPC.

- c. Commission members apply designation criteria, as outlined in the Secretary of the Interior's Standards, to the property or district to evaluate the nomination.

The members should consider information related to the designation criteria as presented above during the designation meeting and from the site visit.

The Commission:

- i. Determines the category of historic property.
- ii. Establishes a context for evaluating the property.
- iii. Identifies the level of significance (National, State, local).
- iv. Evaluates the integrity of the property.
- v. Determines if there are special conditions that might make the property eligible.
- vi. Determines if the property meets the criteria.
- vii. Votes on the recommendation.

3. Post Meeting

a. Staff and/or Chair:

- i. Notify owner and applicant in writing of the DHPC's recommendation within one (1) week of the meeting.
- ii. Notify applicant of the appeals process if the recommendation is against placement of the property on the Register.
- iii. Get the owner's written acknowledgement when the property is placed on the Register.
- iv. Shall forward the Commission's recommendation for individual properties to the City Council including the application and supporting documentation, including letters of support and opposition, and the owner's written acknowledgement to the City Council for final determination..
- v. Shall forward district nomination with the DHPC's recommendation with supporting documentation to the City Council for final determination.
- vi. Notifies the Building Inspector if the property is listed on the Register.
- vii. Notifies applicant of the City Council's final decision.

- b. Dayton City Council:
Once the case is with City Council, they can concur with or reject the Commission's recommendation, or send the case back to the Commission for further study. If the Council:
 - i. Concurs with a positive recommendation the property is listed on the Dayton Register of Historic Places (DRHP).
 - ii. Concurs with a negative recommendation, the property is not listed on the DRHP.
 - iii. Rejects the recommendation; the case goes back to the DHPC.
- c. Dayton Historic Preservation Commission
If the recommendation is rejected by the City Council, at the next regularly scheduled meeting, the Commission:
 - i. Shall decide whether any other protection for the property is necessary or possible.

D. APPEALS OR RESUBMISSION

1. A negative recommendation or a non-acceptance of an application by the DHPC is not irrevocable. If new information becomes available or if the applicant wishes, the application may be resubmitted with DHPC approval to the DHPC. In such a case, the entire procedure must be repeated.
2. If the applicant disagrees with the Commission's recommendation, the applicant may present the case directly to City Council. In such a case, documentation shall be limited to that nomination material presented during the DHPC public meeting and the minutes of that meeting.

E. MISCELLANEOUS

1. Once a property has been approved by the DHPC for placement on the Dayton Register of Historic Places, the Certificate of Appropriateness review process becomes effective. If the City Council does not concur with the DHPC's recommendation and the property is not listed, the review process no longer applies.
2. If the case involves a historic district, the boundaries of that district are set with City Council approval.
3. In the event that any property is no longer deemed appropriate for designation to the Dayton Register of Historic Places, the DHPC may initiate removal by following the same procedure as provided for listing.
4. In its designation recommendation, the Commission shall consider the Dayton Historic Inventory and the City Comprehensive Plan.

F. DAYTON REGISTER OF HISTORIC PLACES CRITERIA

The following are criteria for the inclusion of properties on the Dayton Register of Historic Places (DRHP) as stated in the United States Secretary of Interior Standards and pertaining to the City of Dayton's Ordinance 1544.

Any building, structure, site, object, or district may be placed on the DRHP if it is significantly associated with history, architecture, archaeology, engineering, or cultural heritage of Dayton; has historical integrity; is at least 50 years old, or, if younger, possesses exceptional importance;

|
and if it meets at least one of the following criteria set forth by the Secretary of the Interior standards (*See Section II.A.1-11 of this document*).

Draft for Discussion

SECTION ~~IV~~: RULES AND PROCEDURES FOR DESIGN REVIEW AND ISSUANCE OF A CERTIFICATE OF APPROPRIATENESS (COA) – DAYTON REGISTER OF HISTORIC PLACES

Design Review is the process through which the Dayton Historic Preservation Commission (DHPC or Commission) reviews proposed changes to Dayton’s historic resources. Once a property is listed on the Dayton Register of Historic Places (DRHP), any work done on the exterior of the property that would ordinarily necessitate a building permit will, in addition, require a Certificate of Appropriateness. These activities include:

1. Alterations to historic structures.
2. New construction within historic districts.
3. Change of use.
4. Replacement and repair.
5. Demolition of historic structures.

The basis for all rehabilitation design review shall be the Standards of Rehabilitation developed by the United States Department of Interior, as referenced in DMC 5-18.02

- ~~a. Every reasonable effort shall be made to provide compatible use for a property, which requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.~~
- ~~b. The distinguishing original qualities or character of a building, structure or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.~~
- ~~c. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.~~
- ~~d. Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.~~
- ~~e. Distinctive stylistic features or examples of skilled craftsmanship shall be treated with sensitivity.~~
- ~~f. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.~~
- ~~g. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.~~
- ~~h. Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.~~

Commented [KS2]: Dependent on the nomination ?
What about interior?
5-18.20 B.

2. In the case of individual properties, the designation shall include the UTM reference and all features, interior and exterior, and outbuildings which contribute to its designation.
3. In the case of districts, the designation shall include description of the boundaries of the district; the characteristics of the district which justifies its designation; and a list of all properties including features, structures, sites and objects which contribute to the designation of the district.

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- ~~i. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.~~
- ~~j. Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.~~

The Certificate of Appropriateness is approved by the DHPC as required under powers granted it by the Historic Preservation Ordinance of the City of Dayton (Dayton City Ordinance 1544, Section 6).

A. PROCEDURES FOR CONDUCTING MEETINGS

1. Pre-meeting
 - a. Applicant/Designated Agent

An applicant wishing to make such changes:

 - i. Applies to the Building Inspector according to usual procedure.
 - ii. Applies to the DHPC staff for a review of proposed changes on a Dayton Register of Historic Places property or within a historic district.
 - iii. May meet with DHPC or staff to review design guidelines.
 - iv. Submits application for design review at least one (1) week before a regularly scheduled meeting.
 - b. Building Inspector:
 - i. Report to the DHPC staff on any application for a permit to work or a designated Dayton Register of Historic Places property or a property within a designated Dayton Historic District.
 - ii. Continues processing the permit.
 - iii. Works with the DHPC staff in considering fire and building codes.
 - iv. Does not issue permits until the DHPC recommendations are received.
 - c. Staff:
 - i. Notify the applicant of the Commission review requirements.
 - ii. May meet with the applicant to transmit design guidelines and information on necessary documentation and completion of the application form.
 - iii. After the form is submitted, review it for completeness.
 - iv. If the form is complete, place the case on the agenda for the next regularly scheduled meeting.
 - v. Make arrangements, if necessary, for the DHPC to visit the property. This may include interior visitation.
 - vi. Review the modifications and prepare a report for the Commission.
 - d. Dayton Historic Preservation Commission:
 - i. Review application and staff report.
 - ii. May visit the property.
 - e. Meeting:
 - i. Design review will occur at regularly or specially scheduled meetings. Design review applications will be considered in the order in which the Commission received them.

- ii. The regular order of business for consideration of design review applications shall be as follows:
- (1) The Chair or Chair designated person shall offer a preliminary statement concerning the application.
 - (2) The applicant or the designated agent of the applicant presents statements in favor of the application including relevant pictures, models, etc.
 - (3) Statements in opposition to the application.
 - (4) Comments by interested persons, organizations or legal entities.
 - (5) Rebuttal by all concerned parties.
 - (6) Staff comments.
 - (7) Summary of above by Chair or designated person.
 - (8) Deliberation by Commission.

During the course of the meeting, the above procedure may be temporarily modified by the concurrence of all parties and the DHPC.

- iii. As part of this deliberation, the DHPC shall review the proposed work, using information from the site visit and application materials, comparing this information with the design review criteria established in Rules. The design review criteria for Dayton shall be those as outlined in The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.
- (1) If the alterations meet the Standards, a Certificate of Appropriateness is issued.
 - (2) If the alterations fail to meet the Standards, the Certificate of Appropriateness not issued, the DHPC notifies the Building Inspector that the recommendation is against the issuing of the permit.
 - (3) If the alterations would meet the Standards with modification, the Certificate of Appropriateness is issued with Conditions of Issuance.

2. Post Meeting

a. Owner/Designated Agent:

The owner/designated agent has the following options:

- i. If the owner agrees in writing to comply with the DHPC's recommendations and Conditions of Issuance, s(he) receives a Certificate of Appropriateness.
- ii. If the owner disagrees with the recommendation, s(he) can drop the case and reapply with modifications. The applicant should be encouraged to reapply to the Commission with modified plans.
- iii. The owner may appeal the decision of the DHPC to the Dayton City Council (*Dayton City Ordinance No. 1544 Section 6.C.4*).
- iv. The owner may request removal of a property **not** part of a local district from the Dayton Register of Historic Places; however a building permit is still required through the Building Inspector.

b. Staff:

- i. Issue the commission's recommendation as a finding of fact, clearly stating the intended modifications and how they meet or fail to meet the Secretary of the Interior's Standards.
 - ii. Within a week of the meeting notify the owner/designated agent in writing of the Commission's decision.
 - iii. Get the owner/designated agent's signature on the Certificate of Appropriateness.
 - iv. Within thirty (30) days of the receipt of the complete application, forward the Commission's recommendation, the Certificate of Appropriateness (if issued) and any Conditions of Issuance to the Building Inspector.
- c. Building Inspector:
After receiving the Certificate of Appropriateness (if issued) and any Conditions of Issuance from the DHPC staff, the Building Inspector may:
- i. Issue the permit.
 - ii. Notify the DHPC of the permit issuance.

B. APPLICATION STANDARDS

Documentation is required for alterations to or demolition of a property on the Dayton Register of Historic Places (DRHP) or for new construction within a district on the Register. Required documentation shall minimally include all the materials identified illustrating:

1. Existing conditions.
2. Proposed alterations.
3. Affect on historic properties (impact).

At least one (1) copy of the documents detailed below must be submitted with the application. These will remain on file with the DHPC. All drawings, mean plans and elevations must be drawn to scale or have the measurements included and be signed by the architect or draftsman.

For phased projects, one (1) copy of all required documentation shall be submitted for each phase of the project.

1. Alterations:
 - a. Existing conditions
 - i. A copy of the Dayton Register of Historic Places nomination.
 - ii. Photographs must be clearly labeled to identify case, locations, subjects and the direction the photograph was taken. Necessary photographs include:
 - (1) Building on lot, including elevations and facades that are to be altered.
 - b. Proposed alterations
 - i. On the Certificate of Appropriateness precise written statement describing work on Dayton Register of Historic Places property.
 - ii. Working drawings, where applicable.
 - iii. For rehabilitation or restoration work, historic photographs (if available) and statement of physical or documentary evidence for proposed changes particularly if replacement is proposed.

- iv. Materials, samples and additional photographs may be required by the DHPC.
 - v. Descriptions of proposed signs, re-roofing plans, fences, parking lots and landscaping changes.
 - vi. Other information as required.
- c. **Impact**
Show how proposed alterations would affect historic elements listed in the property nomination form.
- d. The Secretary of the Interior has established Standards for Rehabilitation to be considered during the Design Review process. When necessary, refer to these Standards to guide in the design review criteria. *(See Section III, a-j of this document).*

Many features define the historic character of a property or district. Cladding whether of wood or masonry; style, composition and decorative features of the roof; the presence of architectural metals; window number, arrangements and styles; entrances and porches; storefronts on commercial buildings; internal arrangement and detailing; and the historic relationship between buildings, landscape features and open space, as well as many other materials and features can contribute to a property's character.

After identifying the distinguishing historic characteristic of a property subject to the Design Review process, retention and preservation of those features and materials is the primary goal of the Design Review effort.

This is accomplished through the review process individual to each property. However, there are preferred options, specified by the Secretary of the Interior, common to each property.

- i. **Protecting and Maintaining**
- ii. **Repairs**

Repairs may include patching, splicing, piecing in, or reinforcing present materials and features (including upgrading individual elements of a feature), following recognized preservation methods. If there are seriously deteriorated or missing elements along with surviving models or prototypes, repairs may also include limited in kind replacement or replacement with a compatible substitute material if the original material is not economically feasible.

In repairing, duplication of the appearance, strength, composition, color and texture is sought. For example, in repainting masonry, care should be taken to replicate the size and shape of the mortar joint and the color of the mortar. For repairing stucco, the damaged material should be removed and the stucco matched in strength, composition, color and texture.

- iii. **Replacing**

If an entire feature is too deteriorated to repair, but the overall form and detailing are still evident, the feature should be replaced. The replacement should attempt to replicate the original, using the physical evidence to guide the new work. If using the exact material is not technically or economically

feasible a compatible substitute material may be considered. The substituted material should offer the same, or greater, structural support.

iv. Design for Missing Historic Features

Due to its complex technical and/or design implications, this option should only be considered after the other possibilities have been explored. It entails designing and installing a copy when the historic feature or model is physically missing. A restoration using historical descriptions, pictorial representations, and/or physical documentation may be attempted, or a new design, compatible in size, scale, material and color may be substituted.

v. Alterations and Additions

New additions to historic buildings should be a last resort and should be placed to minimize loss, damage or the obscuring of character defining features. Both internal and external alterations should be as inconspicuous as possible from public right-of-ways and from main interior spaces. Such new features should be compatible with overall building design in terms of size, scale, material and color, but should not try to duplicate existing historical features.

Excavations adjacent to historic foundations should be limited to avoid damage to those foundations or to any archeological deposits that may be nearby.

Alterations for health and safety codes or for energy retrofitting should be done so that the historic building's character defining spaces, features, etc., will not be impacted.

2. New Construction:

New construction refers to building within a local historic district listed on the Dayton Register of Historic Places. A Certificate of Appropriateness (COA) is required.

a. Existing conditions

i. Site plan or measured drawing indicating the following:

- (1) Existing adjacent buildings.
- (2) Property lines and utilities.
- (3) Right of ways.
- (4) Building setbacks and allowed side yards.
- (5) Existing planting materials and size.

ii. Photographs must be clearly labeled to identify case, location subjects and the direction the photograph was taken. Photographs of structures adjoining the property, as well as those across the street and/or alley are necessary (streetscapes).

iii. Other information as required.

b. Proposed construction:

A precise written statement describing proposed work is required. This is to be included on a DHPC Certificate of Appropriateness application form. A site plan including that information specified above shall be included as well as:

i. The proposed buildings outline with dimensions relative to property lines and existing buildings adjacent to the property.

- ii. New parking areas, driveways, utilities, etc.
 - iii. Any proposed planting and landscaping, sidewalks, and patios, mechanical equipment and other appurtenances such as walls, gates and accessory buildings.
 - iv. Other information as required.
3. Demolition:
- a. A Copy of the nomination of the property to the Dayton Register of Historic Places.
 - b. Description of structural integrity.
 - c. Reason or justification for demolition (should include statements of why the property is not salvageable or why it cannot be maintained).
 - d. Any planned new construction.
 - e. Photographs of all sides of structure and the interior.
 - f. Any additional documentation required by the Commission.

Draft for Discussion

SECTION ~~IV~~III: PROCESS FOR THE FORMATION OF LOCAL HISTORIC DISTRICTS

Commented [KS3]: Move section up after Nominations for individual properties

These rules establish the process for the formation of a local historic district, as set forth in the City of Dayton Ordinance No. 1544 Section 5.

A local historic district is a definable district that represents one or more periods of architecture and that is designated by a local ordinance that falls under the jurisdiction of a local historic preservation review commission. It deals only with the appearance of the properties in the district, not with the use of those properties. A local district protects the significant properties and the historic character of the district.

There shall be an open public meeting to hear the completed nomination of the local historic district. At this meeting, the public shall have the opportunity to speak for or against the formation of the district. After public input, the Dayton Historic Preservation Commission shall make a final ~~decision~~ recommendation regarding the formation of the local historic district.

A. EDUCATION

1. A minimum of two (2) public meetings shall be held.
 - a. Parcel owners in the affected area shall receive written notification of these meeting by U. S. Postal Service.
2. Further public education is desirable.
 - a. Flyers and/or brochures.
 - b. Newspaper articles.
3. An informational packet shall be given to parcel owners.
 - a. Period of significance.
 - b. Design standards.
 - c. Benefits to the parcel owner.

Commented [KS4]: This would be the Sec of interior Standards.

B. BOUNDARIES

1. Boundaries shall be stated using street names and map directions.
2. A map of local historic districts shall be posted and available in three (3) public places.
 - a. Map will show boundaries, including alleys, as well as parcels.

C. VOTING

1. Ballots shall be sent to all property owners. If multiple parcels are owned, a corresponding number of ballots shall be sent.
2. Ballots shall be shall be mailed to parcel owners with self-addressed stamped, returned envelope enclosed. A positive vote indicates that parcel owner is FOR formation of the district.
3. In order for a district to be formed, there must be a 51% majority.
4. If a property owner owns more than one (1) parcel, s(he) is entitled to one (1) vote per parcel owned. In the case of multiple names appearing on the deed, one (1) signature of an authorized person will be sufficient.
5. Deadline for return of ballots shall be clearly and prominently placed on the ballot.
6. Ballots not returned shall be regarded as IMPLIED CONSENT and shall be tallied as in favor of the formation of the local historic district. Implied consent means consent that is inferred by inaction or silence. The consequence of a non-returned ballot shall be clearly

stated and prominently displayed on the face of the ballot stating that the ballot shall be counted as a favorable vote.

7. Notification of the vote's outcome shall be mailed to the parcel owners in a timely manner. A legal notice shall also be placed in a local newspaper.
8. A majority vote shall be submitted to the Dayton Council for their approval.

Commented [KS5]: Legal advice needed

Commented [KS6]: Odd wording. What exactly is the council's role?

~~D. OBLIGATIONS AND BENEFITS~~

- ~~1. Exterior work on ALL properties within the local historic district is subject to a Certificate of Appropriateness (COA). City of Dayton Ordinance No. 1544, Section 5.D.2.~~
- ~~2. As long as Dayton remains a CLG, contributing homes shall be eligible for special tax valuation consideration.~~
 - ~~a. Special tax valuation requirements are set forth in the City of Dayton Ordinance No. 1544 Section 8.~~

Commented [KS7]: This should be code not a rule

Commented [KS8]: Reference 5-18____

SECTION V: SPECIAL VALUATION REVIEW –
DAYTON REGISTER OF HISTORIC PLACES

In 1985, the Washington State Legislature passed a “special valuation” law which makes it possible for Certified Local Governments (CLGs), for a ten (10) year period, to insure that property taxes will not reflect substantial improvements made to certain classes of properties as identified by the CLG. The CLG may amend the criteria for eligibility, however, if made more restrictive these do not become effective for two (2) years following October 1 of the year they were enacted. This means that owners of certain types of historic properties have the potential to realize substantial tax savings.

Only properties on the Dayton Register of Historic Places or certified as contributing to a Dayton Register Historic District are eligible for special valuation.

A. PROCEDURES FOR CONDUCTING MEETINGS

1. Pre-Meeting

a. Applicant or Designated Agent:

At least one (1) month prior to the meeting, the applicant must:

- i. Consult with the Dayton Historic Preservation Commission (DHPC) staff prior to beginning rehabilitation work.
- ii. Submit the application to the County Assessor on a Department of Revenue form no later than 24 months after initiating work. The application must be submitted before October 1 for action before December 31 of that year.
- iii. Monitor construction work to ensure that it conforms to the Secretary of the Interior’s Standards for Rehabilitation (Standards)(*See Section III, a-j of this document*).
- iv. Maintain accurate records of projects costs and dates.

b. County Assessor:

- i. Reviews the application for completeness.
- ii. Verifies the legal owner and legal description.
- iii. Submits the application to the DHPC within ten (10) working days of receipt of the completed application.

c. Staff:

- i. Places the case on the agenda for the next regularly scheduled meeting as long as there is at least thirty (30) days review period before that meeting. If there is not thirty (30) days, the case will be scheduled for the next month’s regularly scheduled meeting.
- ii. Reviews the case and may prepare a report for the Commission.
- iii. If necessary, arranges a property visitation with the owner for the Commission.

d. Dayton Historic Preservation Commission:

- i. Reviews the application and the staff report.
- ii. If necessary, visits the property.

2. Meeting

Special valuation review will occur at regularly scheduled Dayton Historic Commission meetings. The Special Valuation cases shall be considered in the order the staff receives them.

- a. The regular order of business for consideration of Special Valuation applications shall be as follows:
 - i. The Chair or Chair designated person shall offer a preliminary statement concerning the application.
 - ii. The applicant or the designated agent of the applicant presents statements in favor of the application including relevant pictures, models, etc.
 - iii. Questions by Commissioners.
 - iv. Statements in opposition to the application.
 - v. Comments by City of Dayton Planning Department, interested persons, organizations, or legal entities.
 - vi. Rebuttal by all concerned parties.
 - vii. Staff comments.
 - viii. Summary of above by Chair or designated person.
 - ix. Deliberation by Commission.

During the course of the meeting, the above procedure may be temporarily modified by the concurrence of all parties and the DHPC.

- b. Dayton Historic Preservation Commission determines if:
 - i. The property is on the Dayton Register of Historic Places or certified as contributing to a Dayton Register of Historic Districts.
 - ii. The work was done within 24 months prior to the application date. The applicant must submit evidence to this effect.
 - iii. The work complies with the Standards by not adversely affecting those elements that contribute to the property's significance.
 - iv. The "qualified rehabilitation expenditures" constitute at least 25 percent (25%) of the assessed value of the property prior to the rehabilitation.
 - c. If all the conditions are satisfied, the DHPC votes on the recommendation.
3. Post Meeting
- a. Staff/Commission Chair:
 - i. Notifies the owner in writing within a week of the meeting of the Commission's recommendation.
 - ii. If the property is ineligible, advise the applicant of the reasons for the denial and inform him/her of the appeals process.
 - iii. If the applicant signs the terms of agreement and the Commission approves the application, transmits the application and agreement to the County Assessor's office for recording.
 - iv. Monitors, at least once a year during the special valuation 10-year period, the owner's compliance with the terms of the agreement.
 - v. If the owner fails to comply with the terms of the agreement or, because of the rehabilitation the property loses historic value to such an extent that it is no longer deemed appropriate for inclusion to the Dayton Register of Historic Places by a majority of the DHPC members, notify the owner and the assessor of the disqualification.

B. APPEALS OR RESUBMISSION

1. A negative recommendation or a non-acceptance of an application by the DHPC is not irrevocable. If new information becomes available or if the applicant wishes, the application may be resubmitted with DHPC approval to the DHPC. In such a case, the entire procedure must be repeated.
2. If the applicant disagrees with the Commission's recommendation, the applicant may present the case directly to City Council. In such a case, documentation shall be limited to that nomination material presented during the DHPC public meeting and the minutes of that meeting.

C. APPLICATION STANDARDS

Documentation shall include, at a minimum, all identified materials illustrating: That the property is eligible for Special Valuation status; when the work occurred; whether special valuation financial requirements have been fulfilled; and whether the work complies with the Secretary of the Interior's Standards for Rehabilitation. *(See Section III, a-j of this document).*

To properly document each of these divisions, at least one (1) copy of the following documents must be submitted with the application. These will remain on file with the DHPC. For phased development plans, the complete process as detailed in rules and regulations must be followed and documentation submitted for each phase. All drawings, mean plans and elevations must be drawn to scale or have the measurement included and be signed by the architect or draftsman.

For phased projects, complete documentation must be submitted for every phase of the project.

1. Eligibility.
A copy of the nomination form to the Dayton Register of Historic Places clearly indicating when the property was listed on the Dayton Register of Historic Places.
2. When the work occurred.
 - a. A notarized affidavit of completion of rehabilitation work within 24 months of the date of application.
3. Special valuation financial requirements required documentation.
 - a. Notarized affidavit attesting to the actual costs of the rehabilitation work.
 - b. The most recent Columbia County Assessor's assessment of the value of the rehabilitated structure.
4. Compliance with the Secretary of the Interior's Standards *(See Section III, a-j of this document).*

To assure that the applicant has complied with the standards, the following materials are necessary:

1. Precise written statement describing the completed rehabilitation work on the Dayton Historic Preservation Commission's application form.
2. A copy of the Design Review application and accompanying documentation, Certificate of Appropriateness for the rehabilitation work from the Dayton Historic Preservation Commission, and a copy of the terms of agreement as specified under the Special Valuation rules and procedures.
3. Materials as specified in Application Standards for Design Review illustrating conditions prior to construction (existing conditions), and proposed alterations.

4. The Dayton Historic Preservation Commission may require samples of utilized materials.
5. Other information as required.

D. CRITERIA

The criteria to be followed in the Special Valuation process is the Secretary of the Interior's Standards for Rehabilitation as established in the Federal Code Regulations (36 CFR 67) (*See Section III, a-j of this document*). For the Special Valuation process no new construction is eligible.

Draft for Discussion