DAYTON HISTORIC PRESERVATION COMMISSION

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

Meeting Minutes

Special Meeting, Tuesday, February 11, 2014 at 6 PM

City Council Chambers, 111 S. 1st Street, Dayton, WA

1. **CALL TO ORDER**
2. **ROLL CALL**

C. Dale Slack, Chair -	Absent	James McCary -	Present
Matt Zanger, Vice Chair -	Present	Kathy George -	Present
Michael L. Smith -	Present	Faye Rainwater -	Present
Ginny Butler -	Absent		

1. **ADOPTION OF MINUTES –**
   Kathy moved to accept the Jan. 7, 2014 minutes, and Mike seconded the motion. The commission voted to approve.
   Mike moved to accept the Jan. 14, 2014 minutes, and Faye seconded the motion. The commission voted to approve.
   Kathy moved to accept the Jan. 28, 2014 minutes, and Mike seconded the motion. The commission voted to approve.
2. **DESIGN/SPECIAL VALUATION REVIEW** – None
3. **UNFINISHED BUSINESS**
   a.. Washington Street & Southside Historic District(s) Draft Guidelines:
   - Matt clarified the updated draft included both Kathy's recorded changes and the addition of definitions by Matt.
   - Mike suggested changes to include "City of Dayton" references.
   - Kathy added references to the "South Side District" combining the guidelines into one set for both districts.
   - Matt agreed to add additional definitions needed in reference to the South Side District, and add City of Dayton in reference to zoning.
   - Faye recommended some edits, including using "historic" rather than "historically".
   - DHPC discussed where to reference new awnings in the guidelines if there is a new house or if awnings would be on an existing historic structure.

   b. Time Sheets for Nov., Dec., and Jan.
   Karen passed out log sheets for DHPCs to revise/complete the log of hours on the project.

c. Letter to the Dayton School District:

The DHPC provided some edits to the draft letter prepared by Kathy. Matt signed the final letter on behalf of the chair and commission.

4. **NEW BUSINESS** -

a. New Consultant – Contract not yet signed:
Karen forwarded the previous contract with Teresa to the new consultant, Tom Reese of URS for reference.

b. Status of Historic Dayton Downtown District Guidelines:
Karen explained her understanding of SEPA and GMA requirements under state law, a SEPA threshold determination and City Council adoption of the Downtown District Guidelines are needed to complete all the steps in the adoption process. Karen agreed to research further before final recommendations to the Commission. The DHPC clarified that any hearing on Downtown Guidelines to be separate from residential guideline meetings or hearings.

5. **OTHER BUSINESS** - none

6. **ADJOURNED** – Kathy moved to adjourn and Mike seconded the motion. The meeting adjourned at 7:34 pm.

NEXT REGULAR SCHEDULED MEETING
February 25, 2014 @ 6 PM

4/16/14 — C. Dale Slack, Chairman Dated

4/16/14 — Karen J Scharer, Planning Director Dated