



# DAYTON HISTORIC PRESERVATION COMMISSION

111 South First Street, Dayton, WA 99328

Contact – 509-540-6747

## Meeting Minutes

**Regular Meeting, Tuesday, February 25, 2014 at 6 PM**

City Council Chambers, 111 S. 1<sup>st</sup> 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	

### 3. ADOPTION OF MINUTES – Tabled adoption of the 2/11/14 minutes.

### 4. DESIGN/SPECIAL VALUATION REVIEW:

#### **123 N. 1<sup>st</sup> Street, City of Dayton Parking Lot Sign**

Original proposed location was at the northeast corner off 1<sup>st</sup> N. Street. This location was since revised to a location near the 4 ft. high utility box – more central on the east side of the property and at a maximum height of 7 ft. The sign is one-sided and approximately 18 in. by 25 in.

Jim questioned whether and how the sign would be placed, as the arrow on the sign points left, while the parking lot would be to the right. Karen was unable to clarify how the sign would be placed and whether the sign actually was constructed with the arrow pointing to the left or right.

Jim, Matt and Kathy all wondered if a double faced sign would better serve the property and those looking for available parking.

The commission tabled the decision on the application so that clarification can be provided regarding just how the sign is to be placed on the property.

### 5. UNFINISHED BUSINESS

a.. Consultant – Karen explained that the consultant, Tom Reese of URS was sent the contract as approved by the City Council and the timeline that is included as part of the grant. Karen highlighted the required deadlines to DAPH and process for approval of the guidelines.

b. Washington Street & Southside Historic District(s) Draft Guidelines:

Kathy clarified the process that was used to establish the districts.

The commission discussed whether the draft is ready to be sent to the consultant and determined that once the contract is signed, the draft should be forwarded.

Tentatively, Karen will schedule for the consultant to attend the next meeting provided the contract is signed.

- b. Boundaries of South Side District – Karen brought to the commission’s attention that there are two maps and city code that all have different descriptions of the South Side District Boundaries. The commission was able to clarify the correct boundaries would be defined per the inventory South Side Register District.

Kathy agreed to research city records to confirm which properties are indeed inside and which are outside of the actually district.

Kathy agreed to look at the council’s 1986 minutes to determine when the districts were placed on the National Register.

Matt recommended that a map of properties rather than just the location of houses be provided with the proposed guidelines. Mapping of the district properties will be accomplished through GIS mapping of the city later this year per Karen.

It was agreed by the commission that DMC 5-18.38 should reference a map rather than the current language defining the South Side District. This will require a code revision.

- c. Time Sheets for Nov., Dec., & Jan. – Return completed timesheets to Karen or Trina

**6. NEW BUSINESS -**

Election of the DHPC Chair and Vice Chair: Faye motioned, nominating the incumbent chair and vice chair to serve another term (Dale Slack and Matt Zanger. Kathy seconded the motion and all voted to approve.

**7. OTHER BUSINESS**

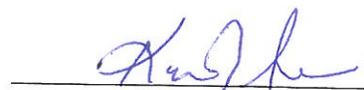
Contract: The city is waiting for the contractor (URS) to complete their review.

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

**NEXT REGULAR SCHEDULED MEETING**  
**March 25, 2014 @ 6 PM**

 4/16/14

C. Dale Slack, Chairman      Dated

 4/16/14

Karen J Scharer, Planning Director      Dated