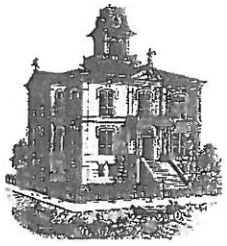

DAYTON HISTORIC PRESERVATION COMMISSION

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

Meeting Minutes

Wednesday, June 24, 2014 at 6 PM

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

1. **CALL TO ORDER** – 6:10 PM
2. **ROLL CALL**

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

Staff- Karen Scharer, AICP, Planning Director

3. **ADOPTION OF MINUTES** – Ginny motioned and Mike seconded to approve the Minutes of 5/28/2014 with corrections to those who spoke and responses stated by the DHPC. The DHPC voted to accept the minutes with the corrections.
4. **COA DESIGN/SPECIAL VALUATION REVIEW:**
(The sequence of presentations were taken out of order to accommodate attendees)

b. COA - Lisa Haag - Rehabilitation of a roof at 307 S. 6th ST

- Lisa explained that she recently bought the Israel House on 6th St. The roof is in total disrepair. Ben's Roofing will be doing the work. The finials will be reused and rounded gutters will be added. There are holes in the roof. The project will cost about $25,000. Loose bricks from the chimney will be saved for re-use when the budget allows for replacement. Matt recommended that photos be taken so that the chimney can be reconstructed in its original form.
- Jim asked if replacement moldings will match the existing.
- Matt stated that most would be rehabilitation and that this is not recreation.
- Lisa stated her desire to make the house beautiful again. She requested guidance on windows. She hasn't found someone to do diagonal divided panes. The diamond panes are referenced in the inventory.
- Karen stated that she does know of manufactures who will have windows that simulate a diamond grid.
- Matt read the draft COA and made corrections to the draft.
- The DHPC voted to approve the revise COA document for roof replacement, gutters, molding as needed and removal of loose bricks.
- Karen provided an updated COA as approved DHPC for signature

a. COA – Shane Loper –Construction of a detached garage at 500 S 1st St.

- Shane explained that he wants to construct a detached garage. There would be three gables on the roof with no gable on the west side of the building.

- Shane modified the application clarifying there would not be any living space above the garage (in the attic space).
- Matt recommended not doing all the gingerbread on the garage so it does not compete with the home. However, it would be his choice whether or not to add the gingerbread.
- Shane explained that the driveway would consist of stamped concrete, and located off the alley.
- Matt read the draft COA approval and made correction.
- Mike motioned to approve the COA as revised and Jim seconded the motion. The DHPC voted to approve the COA as corrected.

5. **Regional Wayfinding Signage Project -**

Walla Walla Valley Regional Signage Initiative Steering Committee presentation was provided by:

Elio Agostini, Downtown Walla Walla Foundation
Jennie Dickenson- DDTF & Port of Columbia

Also in attendance from the Steering Committee were:

Duane Wollmuth, Walla Walla Valley Wine Alliance
Ron Peck, Tourism Walla Walla

Handouts were provided to the commissioners for the Wayfinding Signage.

- Elio stated that the wayfinding signage program was started as a way for all of the local communities to work together to help one another. With some initial funding from many different sources, the group hired a design company out of Pennsylvania "Merje". All levels of government and nonprofit organizations have been involved. It is now at the implementation stage.
- Jennie explained that for Dayton, the priority is to develop the two sided kiosk which would be located in front of the Chamber Office. The second priority would be directional signs which will be added to lamp posts, directing people to such sights as the Boldman House. Jennie explained that in France, every community has signage for tourists with the large "i" that helps tourists find their destination(s). Then there would be replacement of other signs and signs on lamp posts in front of city historic sights, parks, etc.
- Jennie asked if all the signs should be submitted in one submittal or individually. Members of the DHPC indicated either way would be acceptable, or just submit for what you're certain of at the time. Also, only signs within a Historic District would need DHPC approval.
- Ginny Butler commented that she likes the design choice and graphics.
- Each community will have different priorities for signage projects
- The group will be presenting to DOT after visiting with every community and gathering support.
- Jennie explained that the Mayor and Jim Costello have looked at all signs and each sign has been designed with the landmarks to be listed.

6. **UNFINISHED BUSINESS:**

a. Washington St. and South Side District Guidelines

i. Review of Tom's Comments (no other new comments submitted since 5/28)

- The DHPC asked Karen to communicate to Tom that the City Council did not adopt the Downtown District Guidelines (only the DHPC did). Also that the dates for district formation were not correct.

- Ginny asked if Tom will be doing any reconciliation of the draft guidelines and national standards before sending the draft to the state and further working on the guidelines. Karen is to ask Tom of the status.
- Ginny stated that Tom needs to know that there have not been any further citizen comments. The DHPC needs to know Tom's changes before doing more work.
- Karen stated that she understood that Tom was good with the draft for public review and as a first draft to the State.
- Matt and Ginny stated that Karen should clarify with Tom if indeed he thinks the draft is ready to be forwarded.
- Ginny stated that there are some typos. She gave the draft with typo corrections to Tom and does not have a second copy.
- Matt asked Karen to ask Tom for Ginny's typo corrections.
- The Commission requested that Karen ask Tom if there is anything more to be changed before sending to the state.

ii. Ginny stated that something probably should be written regarding non-contributing homes.

iii. Additionally, the city should clarify procedures and codes.

- Karen stated that the specific processes can be stated. Whether the DHPC wishes to recommend changes to existing codes and procedures should be answered.
- Matt recommended that procedures be laid out in the beginning of the document.
- Karen referenced DMC Chapter 9-26 as the code which gives Dayton authority to enforce the COA decision.
- Tom referenced the need to reconcile policy and regulatory provisions.
- Karen explained that under DMC 9-26 if someone proceeds without the approval of a COA there are provisions for abatement. If someone is not following the COA, then Jeromy should be notifying Karen of the issue.
- Ginny reference that previously a window was put in that was different from the approved window. . The owner did not come back for an approval as required.

iv. Karen stated that the State does not have issue with the postponement of the deliverables as the project is still moving along and is not in jeopardy of not being completed.

v. Jim clarified that there is no provision for "Opting Out" of a District.

vi. Matt stated that a paragraph for non-contributing should talk about being harmonious but not have any specific requirements about doors, windows, etc. Does Tom have an example of this?

- Karen asked who on the Commission will be writing the non-contributing paragraph.
- Jim questioned if a non-contributing property will ever become contributing?

vii. Karen has the current MS Word file, and agreed to forward to the DHPC. Karen will ask Tom for Ginny's hand written typo markup to send to Matt.

viii. Karen agreed that she would be willing to assist the DHPC with drafting procedures.

ix. Matt stated his willingness to address the need for non-contributing and typos. Mike agreed to assist Matt.

x. Ginny and Karen agreed to prepare an overview of the procedures for a COA and include information regarding appeals and penalties.

xi. The Commission agreed that there was no need for the formation of a subcommittee.

xii. Matt stated the DHPC spent 1 hr. discussing residential guideline issues.

b. Grant Time Sheets for May and previous months – Return completed sheets.

7. OTHER BUSINESS:

Karen informed the Commission that a code enforcement letter was sent to the owner of 203 E Washington notifying that the house is in disrepair and yard requires maintenance.

8. **ADJOURNMENT** – Ginny motioned to adjourn and the Commission adjourned at 8:13 pm.

Next Regular Scheduled Meeting: Tuesday, July 22, 2014 @ 6 pm

22 JUL 2014 7/22/14

Matt Zanger, Vice Chairman Dated Karen Scharer, Planning Director Dated

Also In Attendance:

Shane Loper, 500 S. First St., Dayton, WA 99328
Lisa Haag, 307 S 6th St, Dayton WA 99328
Jennie Dickinson, Port of Columbia, Port Way, Dayton, WA 99328
Elio Agostini, Downtown Walla Walla Foundation
Duane Wollmuth, Walla Walla Valley Wine Alliance
Ron Peck, Tourism Walla Walla