DAYTON HISTORIC PRESERVATION COMMISSION

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

Meeting Minutes

Regular Meeting, Tuesday, March 25, 2014
City Council Chambers, 111 S. 1st Street, Dayton, WA

1. **CALL TO ORDER – 6:05 PM**
2. **ROLL CALL**

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

3. **ADOPTION OF MINUTES** – Adoption of Minutes was tabled.
4. **DESIGN/SPECIAL VALUATION REVIEW** –
COA for 123 N. 1st Street, City of Dayton Parking Lot Sign - Continuation
Karen Scharer presented the revised proposal on behalf of the Dayton Development Task Force. The request was revised from a signal faced sign which was presented at the Feb. 25, 2014 meeting to a double faced sign. The sign will be visible to traffic heading either north or south on N 1st Street. The location of the sign was clarified to be approximately 3 ft. north of the 4 ft. high utility box near the sidewalk.

   Ginny motioned to approve the COA for the City parking lot sign and Jim seconded the motion. There was no discussion. The DHPC unanimously voted to approve the COA.

5. **UNFINISHED BUSINESS**
   a. Time Sheets – Commissioners turned in time sheets for February. The commission discussed the minimum match of $4467 for the grant. About 160 additional hours are needed by the commission as of February (15-20 per commissioner) and generally, 25 hours or more by Matt for architectural drawings.
   b. Contract - Karen updated the DHPC on the contract status for the guideline consultant, stating that the contract was not been signed by the consultant. At this point the contract is being revised and the city council will need to confirm use of the contract. The next council meeting is on April 14, 2014.
   c. Conference Call w/Consultant (Tom Reese) – Before staff calling the consultant, the DHPC discussed revising the next meeting date to both accommodate commissioner schedules, and to meet with the consultant as soon as possible in order to move the Residential Design Guidelines forward. Ginny motioned to move the 4/22/14 meeting date to 4/16/14 and Faye seconded the motion. The DHPC voted to move the April meeting to 4/16/14 at 6 pm.

Rather than a conference call, staff spoke to the consultant outside of the meeting and confirmed availability on 4/16/14 at 6 PM. Karen stated that this should give the City time to have the contract reviewed prior to the city council meeting.

6. **NEW BUSINESS -**
Nomination of the Smith Hollow School to the Dayton Register of Historic Places. (113 N Front Street)
Ginny Butler presented the nomination of the Smith Hollow School on behalf of the Blue Mountain Historic Society. She explained that the school was moved to "rescue" the building from demolition. The school was placed on the current site with the same directional orientation as it had at its original location. It is the intention of the Blue Mountain Historic Society to file an application to put the school house on the National Register of Historic Places.
Ginny explained that the Smith Hollow School is to be used as a museum. The outhouse is being preserved offsite and at a future date a separate COA request will be made to add it to the site. There were no comments in opposition to the nomination.

Faye motioned to add the Smith Hollow School to the Dayton Register of Historic Places and Mike seconded the motion. All voted to approve. Ginny recused herself from the vote.

Documents will be prepared by staff for forwarding to Blue Mountain Historic Society.

7. **OTHER BUSINESS**
a. The DHPC discussed issues of nuisance abatement inside the historic districts. Karen stated that she would report back what the current status is code enforcement inside the districts.
b. The DHPC discussed if there are further steps needed before the DHPC can utilize the Downtown Historic District Guidelines in review of COA's. Karen stated that she will take a second look at the requirements of the state for compliance with SEPA, GMA, and other provisions.

8. **ADJOURNMENT** – Fay motioned to adjourn the meeting and Ginny seconded the motion. The meeting was adjourned at 7:37 PM

NEXT SCHEDULED MEETING – April 16, 2014 @ 6 PM

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

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