



# DAYTON HISTORIC PRESERVATION COMMISSION

111 South First Street, Dayton, WA 99328

Contact – 509-540-6747

## Meeting Minutes

**Tuesday, October 28, 2014 at 6 PM**

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

1. **CALL TO ORDER** – 6:00 PM

2. **ROLL CALL**

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

Staff- Karen Scharer, AICP, Planning Director

3. **ADOPTION OF MINUTES** – The 9/23/2014 Minutes were approved with one revision, clarifying that Matt adjourned the meeting rather than Ginny.

4. **COA DESIGN/SPECIAL VALUATION REVIEW:** none

5. **UNFINISHED BUSINESS:**

a. Washington St. and South Side District Guidelines

- Matt prepared the illustrations to be included as part of the Residential Guidelines. All commissioners were impressed with the quality of Matt's work. Matt stated that he intends to update one drawing of the "Ranch" style home with the roof all having the same height rather than multiple levels.
- Matt indicated that a few corrections in the text are needed in reference to periods of certain types of architecture. He was able to reference "*A Field Guide To American Houses by Virginia Mcalester*"
- The commission agreed to forward the draft on to the state. Matt will incorporate the illustrations with his signature and the current 2014 COA application into the draft. He will also replace the version history on the cover with "Submitted to the State DAHP 28OCT2014. He also will add the current 2014 COA application.
- Once Matt forwards to Karen, she will forward to the DAHP for their review.
- Kathy stated that the new contact at DAHP will be "Kim" who will be starting on Monday.
- The commission decided to wait to incorporate the updated GIS map into this draft as there are still some corrections which are needed.

b. Grant Time Sheets through Sept. and some for October were submitted. A total of 1/4 hr. was recorded as time spent on the draft guidelines during the meeting.

c. Nominations for Historic Preservation Awards:

The DHPC discussed the Commission's 2014 nominations for excellence in preservation of Dayton's of residential and commercial/agency resources.

Lisa Haag's home at 307 S. 6<sup>th</sup> St was selected to receive the residential reward. The commission had been concerned that the historic home would be lost due to neglect. The home was in severe disrepair. Lisa purchased the home this year and has put on a new roof and has installed windows. Ginny stated that Lisa has saved the home by replacing the roof. Kathy moved to approve and Ginny seconded the motion to present the award to Lisa. The DHPC unanimously approved the award to Lisa.

The DHPC discussed the commercial award, but chose not to present a reward in 2014 as there no known significant projects associated with historic commercial buildings this year.

Ginny will prepare the certificate/award. Kathy agreed to present the award at the Chamber Banquet. Karen will notify Lisa of the award, and purchase a ticket for her and a guest.

d. Covers for Historic Sanborn Map Books. Kathy updated the DHPC on the covers for the books. Sandy Hawks will be sewing the covers. She recommended duck cloth (\$11.99 per yd.). The commission approved having Sandy complete one cover. If the DHPC is satisfied with results, the other two covers will be completed.

## **6. NEW BUSINESS:**

a. 2015 DHPC Work Program: The DHPC discussed those projects which the commission will be working on in 2015. While they agreed that they need to have further discussion as to what they wish to accomplish in 2015. The DHPC agreed that they will be:

- 1) Completing the residential guidelines,
- 2) Updating the information regarding:
  - ownership historic property,
  - correcting data, and
  - photos

The DHPC will be discussing other items to add to their work program in upcoming meetings. Other additions may include training, workshops, nominations, or other.

## **7. OTHER BUSINESS:**

a. Karen updated the DHPC on the repairs of the stairs at Alex and Becky Leventis' home, 518 S. 1<sup>st</sup> St. Karen spoke to Jim Erskine the contractor for the project. Jim stated that he is repairing the steps.

b. Training for Open Meetings: Jim and Matt have completed their training. Karen will contact Dale to confirm whether his training has been completed.

c. The DHPC reviewed the draft calendar showing availability of Commissioners. Mike stated that he has another meeting on Wednesday nights, however since others are unable to meet on other evenings, he is willing to miss one of his Wednesday's each month to attend the DHPC meeting. Kathy moved and Ginny seconded to retain the 4<sup>th</sup> Tuesday schedule for Nov. & Dec. of 2014 and to move the regular meeting to the 4<sup>th</sup> Wednesday of the month for 2015. The DHPC voted to approve the proposed calendar.

d. Vacant DHPC position: The Commission discusses possible members of the community who would be good additions to the Commission. It was agreed that someone in the real estate industry would be a good addition. Both Ginny and Kathy each thought of one person they will contact to see if they might be interested.

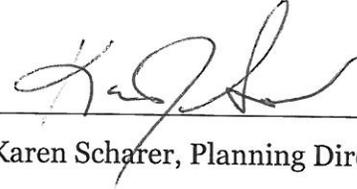
e. GIS Historic District Map: Karen presented the latest draft map prepared by Cathy Udenburg, Columbia County GIS Staff. Karen provided those corrections and additions she recommends (2 address corrections, change of font and label size for districts, shade/color of each district). Matt recommended that the color be lightened on other features, such as the parks and river. When the map is printed in black & white, this change will help features are not confused as part of a district.

**8. ADJOURNMENT:**

Matt moved to adjourn and the DHPC meeting adjourned at 7:25 pm.

Next Regular Scheduled Meeting: Tuesday, November. 25, 2014 @ 6 pm

 11/25/14  
Matt Zanger, Vice Chair DHPC Dated

 11/25/14  
Karen Scharer, Planning Director Dated