DAYTON HISTORIC PRESERVATION COMMISSION

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

Meeting Minutes

Tuesday, September 23, 2014 at 6 PM

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

1. **CALL TO ORDER** – 6:02 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	Absent		

Staff- Karen Scharer, AICP, Planning Director

3. **ADOPTION OF MINUTES** – The 8/12 and 8/26/2014 Minutes were approve as submitted.

4. **COA DESIGN/SPECIAL VALUATION REVIEW:**

a. COA14-016 – Haight – 403 S. 1st. St. – Replace front Steps & rotten wood on the front porch.

Jim disclosed that he submitted the application and may be also doing some of the work.

Jim explained the application.

Matt asked why the profile was not going to be recreated. Jim explained that there are significant costs associated with the project. Matt reviewed the nomination to determine if referenced.

Karen questioned if there would be a handrail. Jim indicated that the owner had stated that he wanted one. Matt recommended the application be amended to reference a handrail.

Kathy moved to accept the findings of fact as modified and Mike seconded the motion. The DHPC unanimously approved. Kathy moved to approve the COA as revised and Mike seconded the motion. The DHPC unanimously approved stating, *"Based upon the preceding findings of fact, the Commission grants a Certificate of Appropriateness to McCary Construction on behalf of Michael J Haight and Cathy Haight for the house at 403 S.1st Street, Dayton, WA.*

This COA approves the replacement of the concrete steps, rotting wood on the front porch, and possible requirement of a handrail if required by the Building Department."

Note: As allowed per state law, Jim participated in the voting due to the lack of a quorum without him.

5. **UNFINISHED BUSINESS:**

a. Washington St. and South Side District Guidelines

1) Update from Kathy and Matt.

- Kathy stated she complete the formatting.
- Matt mentioned that the document includes different fonts. Matt and Kathy agreed that the font should be the same throughout the document.
- Kathy questioned if the COA Application should be included with the guidelines. The COA application is 8 pages, 6 pages instructions and 2 to be filled out and submitted.
  The DHPC decided to attach as the "COA Application" as an attachment at the end of the document.
- Matt stated he will begin preparing the drawings.
- The DHPC decided Kathy will send the latest draft to Matt who will update with the drawings and merge the COA application to the Guidelines document.
- 30 minutes were used to discuss the guidelines

b. Grant Time Sheets through Aug – Return completed sheets.
evening discussing the District Guidelines.

6. **NEW BUSINESS:**

The notice from Alex and Becky Leventis regarding repair and maintenance of front steps & porch was reviewed and discussed by the DHPC. Karen was asked to call the applicant or contractor regarding whether the steps would be replaced or repaired.

7. **OTHER BUSINESS**:

a. Preservation Awards: The DHPC discussed the Commission's 2014 nominations for excellence in preservation of Dayton's of residential and commercial/agency resources. The DHPC decided to table their decision on nominations.

b. Training for Open Meetings: Training is still required for Jim and Matt.

6. **ADJOURNMENT:**

Matt moved to adjourn and the DHPC meeting adjourned at 7:16 pm.
Next Regular Scheduled Meeting: Tuesday, October. 28, 2014 @ 6 pm

10/28/14 10/28/14

Matt Zanger, Vice Chair DHPC Dated Karen Scharer, Planning Director Dated