



DAYTON HISTORIC PRESERVATION COMMISSION

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

Meeting Minutes

Rescheduled Regular Meeting, Wednesday, April 29, 2015 at 6 PM

City Hall 111 S. 1st Street, Dayton, WA

1. **CALL TO ORDER – 6:01 PM**

2. **ROLL CALL**

Michael L. Smith, Chair Present
Matt Zanger Present
Chrissy Talbott Present
Ginny Butler Present

James McCary Present
Vacant Position
Vacant Position

Staff- Karen Scharer, AICP, Planning Director

3. **ADOPTION OF MINUTES - 3/25/15 Draft Minutes.** Ginny Moved to accept the minutes as submitted and Matt seconded the motion. All were in favor of accepting the minutes.

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

COA15-003 – 315 S 2nd, Wamble: shed, enclose porch & install propane tank

Jim McCary (contractor) and Katy Wamble (property owner) spoke on behalf of the application. The applicants and commission discussed the enclosure of the back porch and determined that the pillar would need to be removed. The proposed shed would be placed between the house and property to the east. The same type of materials will be used as on the home. The foundation will be cement block and shed floor will be wood (no slab). Katie explained that the purpose of fence is to keep the dogs in the yard. Karen explained that mention the fence was included in the COA because of the proposed propane tank requiring a permit and as screening for the tank. The Zoning Code does restrict the height of fencing dependent upon the fence location. Ginny and Matt explained that historic photos of similar homes in Dayton typically had some sort of picket fence rather than an iron fence.

There were no comments on the application from the audience.

The Dayton Historic Preservation Commission approved the COA, stating that:

“Based upon the preceding findings of fact, the Commission grants a Certificate of Appropriateness to Kelly & Katy Wamble to enclose the southeast porch, construct a shed and install a propane tank behind a new fence as proposed at 315 S 2nd Street, Dayton, WA.

This COA approval shall be consistent with the COA as submitted to and approved by the commission.”

Jim McCary abstained from voting as he is the contractor for the project.

COA15-004 – 114 N 2nd, Dayton Historic Depot Society: demo building.

Ginny Butler spoke on behalf of the application and recused herself from the DHPC while representing the application. Ginny explained that the structure was placed at its current location as a temporary structure at a time when owned by the same landowner as 112 N. 2nd St. (1972). The structure was never inventoried as part of the Downtown District and does not have historic value. Dayton Historic Depot Society purchase the property with the intent to demolish the structure and leave the property as open space. Mike asked if the 6' x 6' shed will remain. Ginny stated that the shed is even newer and that it will also be removed. Ginny stated that once the building is removed, it is the intent of the Depot to develop a plan for use and development of the site as open space, however the specifics are undetermined. Karen explained that she is recommending that an interim plan be submitted to the city showing the type of temporary ground cover will be placed on the site to address issues of erosion run-off, dust, weeds, etc. until the Depot comes up with a final plan. The provisions for demolition speaks to the need to identify a plan for use after demolition. Karen also stated that because the property is in the Central Commercial Zone a building likely could be constructed on the site because there are less restrictive standards for setbacks, etc.

There were no comments on the application from the audience.

Matt moved to accept the revised finding of fact and Chrissy seconded the motion, the DHPC approved the motion. Matt moved to accept the revised condition of COA waiver approval and Chrissy seconded the motion. The Dayton Historic Preservation Commission approved the COA waiver, stating that:

“Based upon the preceding findings of fact, the Commission grants a Waiver of Certificate of Appropriateness to demolish the temporary building and shed at 114 N 2nd St., subject to:

Approval by the City of a ground cover plan for the site within 90 days subsequent to demolition. The ground cover plan recognizes the need for an interim plan for the site to limit dust, erosion, and property maintenance until the future use of the property has been identified and established.”

Ginny Butler abstained from voting as she is the representative for the project.

COA15-006 – 113 N Front St., Blue Mtn. Heritage Society: Sign for Smith Hollow School

Ginny Butler spoke on behalf of the application and recused herself from the DHPC while representing the application. Ginny explained that on the old photo included, there is an outline of the location of the previous sign. There isn't a photo of what actually the sign stated, but it was common to have the school name and number on the sign during that time period. Sign would be black lettering on white. This is the last piece of the restoration of the building. The sign will be painted enameled metal. Ginny clarified that the sign will face Front St. She spoke about a number of previous

restoration and reconstruction projects which occurred to relocate the door and windows back to their original placements.

There were no comments on the application from the audience.

Matt moved to accept the finding of fact and Chrissy seconded the motion, the DHPC approved the motion with the correction to the address. Matt moved to accept the COA approval and Chrissy seconded the motion. The Dayton Historic Preservation Commission approved the COA, stating that:

Based upon the preceding findings of fact, the Commission grants a Certificate of Appropriateness to install the proposed signs on the building at 113 N Front Street, subject to:

A sign permit must be obtained approving of the signage proposed on the building. Ginny abstained from voting as she is the representative for the project.

COA15-005 – 210 E Main, Col. Co. Grain: Re-roof

Karen explained that she approved the COA for re-roofing as allowed by the DHPC.

5. UNFINISHED BUSINESS:

a. Washington St. and South Side District Guidelines – Grant Contract w/DAHP

Karen explained that she spoke to the Greg Griffith of DAHP regarding the grant contract and whether the City will be able to adopt design guidelines by the 8/28/2015 deadline. Greg suggested that possibly the contract could be amended and subsequently Kim Gant and Karen emailed back & forth regarding proposed language amending the grant contract (see agenda packet for the draft amendment).

As drafted, to satisfy the state and grant, the DHPC would need to approve a set of design guidelines based on today's code(s) and taking the testimony from the public hearing into consideration. The design guidelines would then be forwarded to the state prior to the deadline of 8/28/2015.

Karen recommended that the approval of draft guidelines would clearly identify that the DHPC is currently addressing needed changes to the DMC 5-18 and that the design guidelines will only be forwarded to the City Council once the DHPC has provided recommended changes to the code.

Matt asked about the need to submit a final approval of Design Guidelines to DAHP. Karen explained that the City would not be required to adopt guidelines under the proposed grant amendment. If the City does adopt, the guidelines would be forwarded to the State.

Karen stated that she would proceed with working with DAHP on amending the grant contract.

b. Time Sheets – The Commission discussed that timesheets would continue to be submitted for the design guideline project, but not for any discussions regarding the through March – Return completed sheets.

c. Forum – Rescue Your Historic Building.

Results of Event –

Karen stated that the Monday afternoon "Walkabout" with Nick Vann, AIA went very well. He was able to give some great advice and recommendations to property owners (Suffield Furniture, Crofts, Guernsey-Sturdevant Building, Dingles, and Elk Drug), County on their brick walkway and DDTF regarding the peeling of paint on the ghost signs.

The "Rescuing Your Historic Building" Forum was also a success. Doors opened at 5:30 pm and there was a variety of food & drinks available. At least 27 were in attendance and six attendees were local downtown property owners. Nick's presentation on building maintenance & tax credits was very informative. Ken Graham presented the DDTF Façade Improvement Program which was also well received. People stayed to talk with Nick, Ken and Commissioners to about 8:30 - 9 pm.

Lessons Learned

Ginny recommend that personal calls to the owners be included in reaching out and to encourage owners to attend. Karen did indicate that the Chamber, Port, WA APA, DAPH did send out email announcements and that she did speak with downtown businesses on Thursday & Friday before the event encouraging them to attend.

Matt questioned what additional presentations Nick could provide or follow-up materials. Ginny agreed to ask Nick at the Revitalize WA Conference next week.

6. NEW BUSINESS:

Planning Session for DMC 5-18 Update & DHPC Rules Update

[http://www.ca-ilg.org/sites/main/files/file-attachments/2007 -
_planning_public_forums_o.pdf](http://www.ca-ilg.org/sites/main/files/file-attachments/2007_-_planning_public_forums_o.pdf)

Ginny recommended that the DHPC focus on the Historic Preservation Code (DMC 5-18).

Karen stated she had informed Dale that she would forward any legal questions he has to the new city attorney. Dale emailed her right before the meeting stating he was unable to attend and that he is stepping down from the DHPC due to the potential for conflict of interest. Whether Dale intends to forward questions, Karen did not know.

Karen explained options to move forward to obtain additional input by the community and update the code (surveys, open-houses, workshops). Karen indicted the need to address the philosophical issue of whether the historic preservation code is restrictive or non-restrictive and based on that decision, develop a code that following the purpose statement.

The commission agreed to review the code and each Commissioner will provide 5-10 draft survey questions for the May 27th meeting.

7. OTHER BUSINESS :

- a. New City website live on April 30th. Contact Karen if you can't find something on the website.

- b. Two books regarding Historic Preservation Commissions are available for the commissioners to read.
- c. Karen announced to the audience that there is now two vacancies on the DHPC should anyone be interested. Please read DMC 5-18 and contact her for more information
- d. Karen downloaded six studies comparing property values for homes inside and outside of a local historic district. Most showed a positive impact with improved values for homes inside a district, however there were some instances where values did not increase.
- e. May 6-8 Revitalize WA Conference in Bellingham – Ginny will be attending.
<http://preservewa.org/revitalizewa.aspx>

8. ADJOURNMENT

Matt moved to adjourn the meeting and Chrissy seconded the motion, all were in favor to adjourn. Next Regularly Scheduled Meeting: Wednesday, May 27, 2015 @ 6 pm

Michael S. Smith

Mike Smith, Chairman

Attest: *Karen J Scherer*

Karen J Scherer, Planning Director

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Attachment -

Historic Res. Design Guidelines - Schedule:

- 1/25/15 Karen completes SEPA Checklist for Guidelines and districts as Subarea plans.
- 1/27/15 Matt provides 2nd (Final) Draft of Res. Design Guidelines for 1/28/15 Meeting review.
- 1/28/15 – Draft of Guidelines approved for public circulation.
- 2/2/15 – SEPA TD, Notice of DHPC Public Hearing, and Dept of Comm. 60 notice sent.
- 2/5/15 - Notice published in Newspaper.
- 2/17/15 Door Hanger Public Hearing reminders distributed to WSHD & SSHD.
- 2/18/15 SEPA comment/appeal period ends.
- 2/25/15 DHPC holds Public Hearing on Res Historic District Design Guidelines hearing is closed.
- 3/18/25 DHPC Workshop regarding updating draft guidelines.
- 3/25/15 DHPC placed guidelines on hold until Code updates are addressed.
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- 5/27/15 DHPC readies "Design Guidelines" for submittal to DAHP for grant reimbursement (based on current code). NOTE: These design guidelines may not be the guidelines ultimately recommended to the City Council after code updates are recommended to the City Council