



**CITY OF ROSLYN
PLANNING AND HISTORIC PRESERVATION
COMMISSION MEETING MINUTES
APRIL 12, 2012 – 6:00 P.M.
109 S 1st, Roslyn, Washington**

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Commissioner Brodine, Commissioner Woodwell, Commissioner Sweet, Commissioner Whitelaw, Commissioner Flowers, Commissioner Basterrechea, Commissioner Craven

City Planner present – Lisa Haley

Commissioner Craven made a **motion** to excuse Commissioner Whitelaw and Commissioner Basterrechea. Commissioner Sweet **seconded** the motion, all commissioners voted and the **motion** was approved 5-0.

Commissioner Basterrechea arrived at 6:07 pm

CONSENT AGENDA:

CITIZEN'S COMMENTS: (on non agenda items)

Commissioner Brodine opened the floor to the public for items not on the agenda.

DISCUSSION ITEMS: (action may be taken following commission discussion)

1. Minutes of March 22, 2012

Commissioner Basterrechea made a **motion** to approve the March 22nd meeting minutes as ~~amended~~. Commissioner Craven seconded the **motion**. All commissioners voted and the **motion** was approved 6-0.

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2. Robert Davies Design Review – 501 S A Street

Commissioner Brodine asked if any members of the commission have had any exparte' communication about this application since it had been submitted to the city; no comments or communications were received from the Commission.

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Commissioner Brodine then asked, "do all commissioners feel they can that the can treat this project fairly and will not have any monetary gain by approving this application"; all commissioners stated that they would have no monetary gain by approving this project as currently designed.

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Commissioner Brodine then asked if all audience members felt that the commission could review this project fairly. There was public present but no comments were received.

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On February 29, 2012, Robert Davies submitted an application for Architectural Design review for a new 800 square foot garage. After discussions and correspondence with the applicant to get additional information the application was determined to be complete on March 20, 2012

FINDINGS OF FACT

Project: Robert Davies – New 800 square foot garage.

Zoning: Residential

Parcel # 721234

Map# 20-15-20056-1301

Location: 501 S. A Street

Owner: Robert Davies

MISC

Property **is not** on the Roslyn Register of Historic Places

The use is a permitted use in the Residential zone

There will be power to garage

Water is existing on lot

New lighting is proposed and will be downward facing and shielded

Design Review Application is complete

There will be an office in the garage along with a bathroom

ROOF

Roof pitch on new garage will be 10:12

There will be a false front façade

Roofing will be light brown metal

LOT

Lot is irregular size: 11587 sq feet

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Lot is a single lot
Lot access is existing
Total current impervious surface coverage is 19.34%
New proposed impervious surface will be 8.3%.
Total impervious surface coverage will be 27.64%
No new fencing is proposed at this time
Power has been undergrounded to house

BUILDING DESIGN

Building footprint for garage is 800 square feet
Building height as measured to the front façade is 21' 11/2"
Building height as measured to roof pitch is 19'7"
Foundation exposed more than 2' (two feet) will be backfilled with dirt, covered with siding or landscaped as code requires
2 new windows on the North side of the building
5 windows on the south side of the building
Siding is 8" V groove Cedar siding on front façade
Garage siding will be Board and Batten with 1x3 batts
Window trim will be rough sawn cedar 2x6 lintels and 2x4 sides and sill
1 roll up barn style garage door will face South A Street
1 person door
1 side window
1 upper window on front façade of building
Foundation will not be exposed more than 2'

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Commissioner Craven made a **motion** to approve Findings of Fact as amended. Commissioner Woodwell seconded the **motion**. All commissioners voted and the **motion** was approved 6-0.

Commissioner Craven made **motion** to approve staff report as amended. Commissioner Sweet seconded the **motion**. All commissioners voted and the **motion** was approved 6-0.

Commissioner Craven made a **motion** to approve the Design Review application. Commissioner Woodwell seconded the **motion**. All Commissioners voted and the **motion** was approved 6-0.

Mr. Davies thanked the commissioners for their volunteer time on the Commission.

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3. Andy & Diane Januskiewicz Design Review – 304 W Utah Ave

Commissioner Brodine asked if any members of the commission have had any exparte' communication about this application since it had been submitted to the city; no comments or communications were received from the commission.

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Commissioner Brodine then asked, "do all commissioners feel they can that the can treat this project fairly," and will not have any monetary gain by approving this application, all commissioners stated that they would have no monetary gain by approving this project as currently designed.

Commissioner Brodine then asked if all audience members felt that the commission could review this project fairly. There was public present but no comments were received.

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On March 5, 2012 Diane Januskiewicz submitted an application for Architectural Design review to an existing SFR. Chapter 18.30.080 (H)

Completeness review. Within 28 days of submittal, the city conducted a review of all application materials to determine if the application is complete and ready for processing. The city shall make a determination of completeness and shall provide the applicant with written notification which states:

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1. The application is complete and ready for processing, or that the application is incomplete and what is necessary to make the application complete; and

2. The extent known by the city, other agencies with jurisdiction over the application and/or other permits that may be required for the proposed project.

The application was determined to be complete on March 05, 2012

FINDINGS OF FACT

Project: Andy and Diane Januskiewicz - remodel to existing SFR.

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Zoning: Residential

Parcel # 266234

Map# 20-15-17050-0903

Location: 304 W Utah Ave

Owner: Diane and Andy Januszkiewicz

MISC

Property **is not** on the Roslyn Register of Historic Places
Application is for a remodel to existing SFR
No new fencing
The use is a permitted use in the Residential zone
Water is existing on lot
No new lighting is proposed
Design Review Application is complete per 18.30.080 (H)

ROOF

Roof pitch will be 6:12

LOT

Lot size is 7000 sq feet
Lot is a single lot
Lot access is existing
Total current impervious surface coverage is 21.2%
New proposed impervious surface will be 1.6%.
Total impervious surface coverage will be 22.8%

BUILDING DESIGN

Fix roof pitch to match existing 6:12
Foundation exposed more than 2' (two feet) will be backfilled with dirt, covered with siding or landscaped as code requires

Commissioner Basterrechea made a **motion** to approve Findings of Fact as amended. Commissioner Craven seconded the **motion**. All commissioners voted and the **motion** was approved 6-0.

Commissioner Basterrechea made **motion** to approve staff report as amend. Commissioner Sweet seconded the **motion**. All commissioners voted and the **motion** was approved 6-0.

Commissioner Sweet made a **motion** to approve the Design Review application. Commissioner Woodwell seconded the **motion**. All Commissioners voted and the **motion** was approved 6-0.

4. Maria & Robert Fischer – Certificate of Appropriateness

Commission will do a walk by the Fischer barn with checklist at the next meeting on April 26 at 7 pm. Commission asked Maria Fischer what other renovations

were done as part of the grant funding. Maria commented that skirting was replaced as well as parts of siding, the barn was repainted.

5. Sign code application discussion

The question was posed whether a mural is considered a sign? The Code states that it is only if it contains a commercial message.

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The Commission reviewed a practice sign application. After discussion, the idea was presented to create separate applications for all zones, Residential, Commercial and Residential with commercial overlay.

Commissioner Basterrechea made a motion to adjourn. Commissioner Woodwell seconded the motion. All commissioners voted and the motion was adjourned 6-0.

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Janine Brodine, Chair

Attest: _____
Lisa M. Haley