



**CITY OF ROSLYN  
PLANNING AND HISTORIC PRESERVATION  
COMMISSION MEETING AGENDA**

**June 14, 2012 – 6:00 P.M.**

109 S 1<sup>st</sup>, Roslyn, Washington

**CALL TO ORDER, ROLL CALL, AGENDA UPDATE**

Present: Janine Brodine, Myke Woodwell, Andrea Sweet, Ben Flowers, Tony Craven

Not Present: Jennifer Basterrechea, Drew Whitelaw

Commission Craven moved to excuse absences, Commissioner Sweet seconded, and motion was approved.

**CONSENT AGENDA:**

**CITIZEN'S COMMENTS: (on non agenda items)**

None

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

**1. Design Review –  
a. 300 W Idaho – New Fire Door**

On June 4, 2012 Kasey de la Torre submitted an application for Architectural Design review for a new fire door at 300 W Idaho. The application was determined to be complete on June 5, 2012.

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.

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 any audience member felt that the commission could review this project fairly, there was public present but no comments were received.

Ms. de la Torre was present and gave a brief description of the project and why it was necessary for licensing a daycare with a toddler room in Washington State. The Fire Code requires a fire door with a direct egress in a toddler room. Ms. de la Torre stated that after discussions with the building owner as well as licensing officials, her proposed location for the door is her best option and without it, she will not be able to open her business in the city of Roslyn.

Commissioner Flowers inquire as to how long Ms. de la Torre intended to occupy the building with the purpose of operating a daycare. Ms. de la Torre responded that she has signed a fifteen year lease.

Commissioner Brodine stated a concern about the historical integrity of the building. Ms. de la Torre stated that historical integrity was taken into consideration in the design of the new door. The trim will match existing, the door will go into an existing window bay, and only a few, necessary bricks will be altered. The existing ramp and porch will be extended a few feet to connect with the new fire door, and the steps will be straightened.

Commissioner Brodine asked about the design of the new fire door, and Commissioner Sweet suggested that it be either painted white to match the trim, or to match the brick. The door will not have a handle on the outside, and will only be operable from the inside in case of fire.

Commissioner Sweet asked about using the existing door in the gym. Commissioner Craven responded with an explanation of how that door is situated within the building as reason for it not being possible to use it as the fire door. Ms. de la Torre as added that it must be a direct path to the door, so you cannot use that door either.

Commissioner Sweet asked how the former tenant was able to operate a daycare without this door. Ms. de la Torre responded that the laws have changed since they were licensed, and they would not be able to operate anymore without these changes.

Commissioner Sweet expressed dismay with the alteration of the main structural element of the building while acknowledging that she understands the need to do so because of fire code, and a desire to attract businesses to the City of Roslyn. She would like to know if there is any other way to do this. Commissioner Flowers suggested a door into the entrance breezeway instead. Ms. de la Torre stated that they looked into that but because of existing doors and stairs in the building, it would not be possible.

Commissioner Craven noted that there may be snow shed, and water drainage issues for the project architect to take into account. This would be no different

than the current design. Ms. de la Torre stated that the building lease includes snow removal to keep the door clear.

## **FINDINGS OF FACT**

### **Architectural Design Review:**

Kasey de la Torre – Lil Explorers – new Door.

### **Description of Proposal:**

On June 5, 2012 Kasey de la Torre submitted an application for Architectural Design review for a new fire door. The application was determined to be complete on June 5, 2012

### **Physical Address:**

300 W Idaho, Harold Weis Building

### **Assessor Parcel Number(s) and map number(s):**

752634 & 20-15-17053-1001

### **Required permits & Approvals:**

Architectural Design Review (Class 1A)

Building Permit (Class 1)

### **Applicable Codes:**

Architectural Design Review Standards

### **Code Review**

#### **Building design**

Tenant would like to remove a window and replace it with a fire door on the front façade of the building.

### **Code Review Summary:**

The project is located in Residential Zone (**R District**) with a Public/Community service overlay and is **not on** the Roslyn Register of Historic places. As proposed for Design Review this project meets the requirements of the Roslyn Development Regulations as applicable to this application.

### **Recommendation:**

As proposed for Design Review this project meets the requirements of the Roslyn Development Regulations as applicable to this application.

## FINDINGS OF FACT

**Project:** Lil Explorers – New door.

**Zoning:** Residential

**Parcel #** 752634

**Map#** 20-15-17053-1001

**Location:** 300 W Idaho

**Applicant:** Kasey de la Torre

### MISC

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

The use is a permitted use in the Residential zone

Design Review Application is complete

Historical integrity will be impinged by this alteration

This change is necessary for the business to operate (Fire Code for Early Learning)

Trim and door will be painted to match existing

No exterior lighting will be added.

Commissioner Craven made a **motion** to approve Findings of Fact as amended. Commissioner Woodwell seconded the **motion**. Commissioners Craven, Flowers, Sweet and Woodwell voted and the **motion** was approved 4-0.

Commissioner Craven made a **motion** to approve the Design Review application. Commissioner Woodwell seconded the **motion**. Commissioners Craven, Flowers, and Woodwell voted and the **motion** was approved 2-1. Commissioner Flowers voted nay, Commissioners Craven & Woodwell voted yay.

City Planner Graham stated that Ms. de la Torre will need to fill out and turn in a building permit application for her next step.

## 2. Sign Code Review

The Commission reviewed the changes Commissioner Brodine made to the sign code. She will bring the updated sign code again next month for review again.