



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

**May 9, 2013 – 6:01 P.M.**

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

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

Present: Commissioners Brodine, Gray, Sweet, Woodwell, Commissioner Flowers

**CONSENT AGENDA:**

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

Commissioner Brodine read an email from Ed Hewson.

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

**1. Minutes**

**a. April 25, 2013**

- i.** Commissioner Woodwell moved to accept the minutes as amended, Commissioner Sweet seconded the motion and the motion was approved unanimously.

**2. Application Review & Public Comment**

**a. ROSDR13-0005 – Guerri Deck & Chimney**

- i.** The Commission discussed the materials for the chimney, and whether or not the code regulates what chimneys can be made of. The application says CMU Block. Staff called Mr. Burrier to come join the meeting to discuss the plans.
- ii.** Mr. Burrier explained that the exterior material will be concrete, and the mechanics for how that would work. It'll be less than 4'W x 3'D. Mr. Burrier also explained that he intends to use the materials that are available at the time of build-out, but it will be concrete.
- iii.** Commissioner Brodine asked if he had considered using bricks, which Mr. Burrier explained that most Brick Chimneys are not made with bricks and that Mr. Guerri plans on covering the chimney with rockery.
- iv.** Mr. Burrier will use wood picket railings. There was a discussion about using Rockery on the chimney and whether or not you could cover a chimney with it. Commissioner Sweet expressed a desire to look into regulating exterior chimney materials.

- v. Commissioner Flowers amended the findings of fact to say the Chimney will be constructed of concrete and be less than 4'W x 3'D.
- vi. Commissioner Sweet moved to accept the amended findings of fact, Commissioner Woodwell seconded the motion and the motion was approved unanimously.
- vii. Commissioner moved to accept the plans, Commissioner Gray seconded the motion, and the motion passed unanimously.

### 3. Sign Code

- a. The Commissioners discussed the Attorney's suggested edits to the sign code and made the following revisions:

- i. **15.25.020 (A)**

- 1. 1. Temporary, real estate signs;
- 2. 3. Temporary signs or banners promoting or advertising an event or activity may be displayed for up to thirty (30) days prior to the event or activity; provided, that they are removed within one (3) days after the completion of the event or activity;
- 3. 6. Murals of thirty-two (32) square feet or less on a structure
- 4. 9. Advertisements displayed in windows 30 days prior to and for the duration of an event,
- 5. 15. Signs expressing constitutionally protected forms of free speech as determined by the city attorney; and
- 6. "Historical signs" that no longer designate a business but fall within the 1890 to 1930 historical period may be exempt from these codes if satisfactory evidence as determined by the Roslyn Planning and Historic Planning Commission is shown. Note: this will not count toward the total square footage limit of allowed signage.

- ii. **15.25.020 (B)**

- 1. 1. Free standing signs exceeding eight (8) feet in height;
- 2. 7. Plastic or vinyl material signs, except authorized banners;
- 3. 8. Illuminated gas or LED signs ;
- 4. 10. Off-premises signs, unless specifically authorized in this chapter; and

- iii. **15.25.030 (A)**

- 1. 3. "Commercial sign" means any permanent or temporary sign erected for the purpose of advertising or identifying any economic interest or promoting a commercial transaction including, but not limited to,

advertisement of an business, product, goods or service.

2. Struck 4. "Government sign" – see "Public Sign"
3. 15. "Off-premises sign" means a sign advertising a business or activity not located on the same property.
4. Struck 21. "Private Sign"
5. 22. "Public sign" means any temporary or permanent sign erected and maintained by the city, county, or state or federal government, e.g., signs for traffic direction or for designation of or direction to a state-licensed or public school, hospital, historic site, or public service, property, or facility.

**iv. 15.25.040 (B)**

1. 1. Each business may have one A-board sign not to exceed forty-eight (48) inches in height with sign faces of a maximum of six (6) square feet. Each business may also have the following signs: one (1) "open/closed" sign, one (1) window sign and one (1) blade, hanging, mounted, pole and/or painted sign in accordance with the regulations of this chapter.
2. 3. The total size of hanging signs, signs painted on a building, mount-flush signs, approved awning, and window signs shall not exceed sixteen (16) percent of the total square footage of the side of face of the building on which they are displayed.
3. 5. Signs mounted flush to the building shall not exceed eight (8) percent of the side of the building on which the sign is to be displayed, less the windows and doors.
4. 7. d. The sign may only be placed in a location approved by the city that is in front of or adjacent to the business property or entrance of the business and does not interfere with pedestrian safety, vehicular travel, deliveries, snow removal or municipal activities and is located in accordance with the Americans with Disabilities Act.

- b. Shawna will look into definitions for free standing signs and speak with the attorney about banners with commercial messages.

**4. Adjournment**

- a. Commissioner Flowers moved to adjourn the meeting, Commissioner Woodwell seconded the motion, the motion passed unanimously, and the meeting was adjourned at 8:35pm.