



**CITY OF ROSLYN  
PLANNING AND HISTORIC PRESERVATION  
COMMISSION MEETING AGENDA  
October 24, 2013 – 6:00 P.M.**

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

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

Present: Commissioners Brodine, Gray, and Sweet. Commissioner Flowers arrived at 6:05pm

Absent: Commissioner Woodwell

**DISCUSSION ITEMS:**

**1. Minutes**

a. September 26, 2013

- i. Commissioner Sweet moved to accept the minutes as amended, Commissioner Gray seconded the motion, and the motion passed unanimously

**2. Design Review Applications**

a. ROSDR13-0012 – ARRF Shelter – Clemente

- i. Ms. Clemente introduced the project and reviewed the timeline for the capital campaign
- ii. Commissioner Sweet moved to accept the Findings of Fact, Commissioner Gray seconded the motion, and the motion passed unanimously
- iii. Commissioner Sweet moved to approve the Design Review with the following conditions:
  1. Corner/Window/Door Trim must be a minimum of 3 inches wide and ½ inch thick
  2. Porch posts be constructed with wood, and be simple in design
  3. All exterior lighting be downward facing and not mercury or sodium vapor
  4. Noxious weeds must be eliminated
  5. Garbage must be contained in a secure refuse container
  6. There must be landscaping in the undeveloped areas in front of the building
  7. Possibly require a fence in the rear of the building, constructed within the regulations of the City of Roslyn

8. Construction may not begin until after a legal contract has been agreed upon by the City of Roslyn and ARRF for the use of the property
- iv. Commissioner Flowers seconded the motion and the motion was approved unanimously
- b. ROSDR13-0013 – 308 W Nevada Ave – Gustafson
  - i. Shawna gave a brief introduction to the project
  - ii. The Commission would like to strongly recommend the home owner put wood siding on the dormers to match the rest of the structure
  - iii. Commissioner Gray moved to accept the findings of fact, Commissioner Flowers seconded the motion and the motion was approved unanimously
  - iv. Commissioner Sweet moved to approved the Design Review with the following conditions:
    1. Roof pitch be determined and within code
    2. The new windows are vertically oriented
    3. Corner/Window/Door Trim must be a minimum of 3 inches wide and ½ inch thick
    4. The flashing must be trimmed so the reflective material is not visible
  - v. Commissioner Gray seconded the motion, and the motion was approved unanimously

### **3. Historic Signage Update**

- a. Commissioner Brodine updated the Commission on the status of the Commission's first "Historic Sign" which was placed on the front of the NWI Building

### **4. Livestock**

- a. The Commission discussed livestock code revisions (see attached)
- b. Commissioner Flowers moved to send the Livestock Code Revisions to committed, Commissioner Sweet seconded the motion and the motion was approved unanimously.

### **5. Future Meetings**

- a. Our next meeting will be November 7, which is unusual

### **6. Adjournment**

- a. Commissioner Flowers moved to adjourn the meeting, Commissioner Gray seconded the motion, and the meeting was adjourned at 8:00pm