



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

January 23, 2014 – 6:07 P.M.

201 S 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Commissioners Brodine, Gray, Sweet, and Woodwell were present.
Commissioner Flowers arrived at 6:29 PM.

DISCUSSION ITEMS:

1. Minutes

- a. January 9, 2013
 - i. Commissioner Sweet moved to accept the minutes as amended, Commissioner Gray seconded the motion, and the motion was approved unanimously.

2. Design Review

- a. ROSDR13-0015 - Roslyn Downtown Assoc. – 101 E Pennsylvania Ave – Exterior Remodel
 - i. Commissioner Brodine gave a brief summary of the project.
 - ii. The Commission asked that the National Historic Register be added to the findings of fact.
 - iii. Commissioner Sweet motioned to approve the findings of fact as amended, Commissioner Woodwell seconded the motion and the motion was approved.
 - iv. Due to the Historic nature of the building and the approved Certificate of Appropriateness issued for this project, the Commission decided it is appropriate to allow the 3:12 roof pitch over the new entrances and windows on the West side of the structure.
 - v. The Commission noted that the Design Review Application did not match the drawings. Shawna explained that the application has not changed since the original application, which was denied, but that the Findings of Fact match the drawings.
 - vi. The Commission stated that the preservation of the sliding rear door and front doors must be a requirement for approval.

- vii. The Commission also would like to make the suggestion that the Roslyn Downtown Association hire a contractor experienced with historic preservation to change the swing of the front door of the building as they are historically significant.
- viii. The Commission stated that the project must comply with the Certificate of Appropriateness as a condition of the Design Review approval, and as such reviewed the drawings as submitted for the Certificate of Appropriateness application, dated 12/20/2013.
- ix. Commissioner Woodwell motioned to approve the design review with the conditions previously discussed, Commissioner Gray seconded the motion, and the motion was approved unanimously.

3. 2013 Accomplishments – Report for Jan 21 City Council meeting

- a. Commissioner Brodine gave a brief summary of the 2013 list of accomplishments, and Commissioner Brodine will make some final edits and present it to the Council at the next meeting.
- b. Commissioner Flowers nominated Commissioner Brodine to be the 2014 Chair of the Roslyn Planning and Historic Preservation Commission, Commissioner Sweet seconded the motion, and the motion was approved unanimously.
- c. Commissioner Brodine nominated Commissioner Sweet to be the 2014 Co-Chair of the Roslyn Planning and Historic Preservation Commission, Commissioner Gray seconded the motion, and the motion was approved unanimously.

4. Adjournment

- a. Commissioner Woodwell moved to adjourn the meeting, Commissioner Flowers seconded the motion, and the meeting was adjourned at 7:40PM.

Janine Brodine – Chair

Shawna Graham - Planner