



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

April 10, 2014 – 6:00 P.M.

201 S 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Present: Commissioners Sweet, Woodwell, Gray, and Brodine

Absent: Commissioner Flowers, City Planner Shawna Graham

DISCUSSION ITEMS:

1. Minutes

a. March 13, 2014

Commissioner Gray moved to approve the minutes as written, Commissioner Woodwell seconded the motion and the minutes were approved

2. Pre-Design Conversations

a. INQ14-0002 – Shields Project

Eric Shields, 420 S 3rd St, was present to discuss their project proposal. Mr. Shields would like to replace a failed retaining wall with rockery, as well as a patio. Mr. Shields' contractor would like to use a Steer skid loader and 6 ton excavator in the repair process. Mr. Shields would also like to extend his rockery. At its tallest point, the proposed rockery would be 30".

The Commissioners determined that the rockery does not need to go through the Design Review Process because the equipment being used will have a minimal impact, and the rockery will remain the same height, and the extension will also be minimal.

The Commissioners also clarified that if the fence is replacing the existing to match, then the fence would not need to be permitted, but a new fence would need to be permitted.

3. Design Reviews

a. ROSDR14-0002 – Martin Remodel – 304 W Montana Ave

Chris Martin, 204 E Idaho Ave, was present to give a brief summary of the project, which came to the Commission during pre-design.

Commissioner Sweet moved to accept the Findings of Fact as written, Commissioner Woodwell seconded the motion, and the motion was approved.

Commissioner Woodwell moved to approve ROSDR14-0002, Commissioner Gray seconded the motion, and the motion was approved.

b. ROSDR14-0003 – Roslyn Shop Addition – 201 S 1st St

Chris Martin, 204 E Idaho Ave, was present to give a brief summary of the project. The Commissioners discussed the roof pitch and the dilemma it causes. The Commission asked Mr. Martin to address the shielded requirement, which he stated that there is an updated version that shows the addition enclosed with bay doors for access.

Commissioner Woodwell moved to accept the Findings of Fact as written as amended to reflect the walls being added, Commissioner Sweet seconded the motion, and the motion was approved.

Commissioner Sweet moved to approve ROSDR14-0003 as amended to include walls, Commissioner Gray seconded the motion, and the motion was approved.

c. ROSDR14-0004 – Martin Window – 314 S 2nd St

Chris Martin, 204 E Idaho Ave, was present to give a brief summary of the project.

Commissioner Sweet moved to accept the Findings of Fact as written, Commissioner Woodwell seconded the motion, and the motion was approved.

Commissioner Gray moved to approve ROSDR14-0004, Commissioner Woodwell seconded the motion, and the motion was approved.

d. ROSDR14-0005 – Martin Renovation – 204 E Idaho Ave

Chris Martin, 204 E Idaho Ave, was present to give a brief summary of the project.

Commissioner Sweet moved to accept the Findings of Fact as written, Commissioner Gray seconded the motion, and the motion was approved.

Commissioner Woodwell moved to approve ROSDR14-0005, Commissioner Gray seconded the motion, and the motion was approved.

4. FY2015 DAHP Grant Application

a. Commission Chair Brodine explained that the Cemetery Commission has been working with the Planning and Historic Preservation Commission to apply for the FY2015 Certified Local Government Grant to do GIS, GPS, and GPR work in the Historic Cemeteries.

i. \$5000 CWU Donation

ii. \$9000 CLG Grant Request

b. Commissioner Brodine explained that she believes this will be a mutually beneficial partnership. She also explained that there is an opportunity to utilize connections with CWU to have students work on the Historic Surveys and Inventories for the North and South Additions.

5. Award for Historic Preservation Recipient

a. Commission Chair Brodine explained that the Planning and Historic Preservation Commission along, with City Staff nominated Dick

Watts for the Award for Historic Preservation, and that they were successful.

- b. Commissioner Brodine shared the press release with the Commission, and pointed out that it says the Cemetery Commission received the award rather than Dick Watts. Commissioner Brodine has contacted the State about the error and will keep the Commission informed.

6. ROS14-0004 – NWIC Project Update

- a. Commission Chair Brodine attended the most recent Roslyn Downtown Association's meeting and addressed concerns that have risen around the Northwest Improvement Company Building Project.
- b. Cheri Marusa invited the Commissioners to tour the project on Saturday, April 12 at 10:30am with the architects.

7. Traffic Control Signs

- a. Commission Chair Brodine explained that Mayor Scherer has denied the Electronic Traffic Control Sign at the Commission's request.

8. Adjournment

- a. Commissioner Gray moved to adjourn the meeting, Commissioner Woodwell seconded the motion, and the meeting was adjourned at 7:23 PM.

Janine Brodine – Chair

Shawna Graham - Planner