



**CITY OF ROSLYN
SPECIAL JOINT MEETING OF THE
PLANNING AND HISTORIC PRESERVATION
COMMISSION AND THE ROSLYN URBAN FOREST
CITIZEN ADVISORY COMMITTEE
MEETING AGENDA**

June 18, 2014 – 6:30 P.M.

201 S 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Present: Commissioner Brodine, Commissioner Sweet, Commissioner Woodwell, Commissioner Gray, Commissioner Flowers, Jerome Wonder, Dave Dalle, Scott Gray, Ellie Belew, Peg Bryant, Cathy Cook, Gary Bocz, and City Planner Shawna Graham. Commissioner Flowers arrived at 6:38PM.

Absent: Scott Gray, and Ellie Belew

Commissioner Brodine and Peg Bryant excused the absences, and gave a brief summary of why the Roslyn Planning and Historic Preservation Commission and the Roslyn Urban Forest Citizen's Advisory Committee are holding this joint meeting to discuss the proposed Special Event Code Revisions.

Everyone introduced themselves.

DISCUSSION ITEMS:

1. Special Event Code Revisions

- a. Commissioner Brodine introduced the proposed revisions to the Special Events Code Revisions, and gave a brief tour of the alterations in Chapters 5, 8, & 18.
- b. Committee Chair Bryant expressed a desire to work on the application process once the code has been revised. There was a discussion of how the City currently permits special events and the changes to that process being proposed, which allows for more input on Major Special Events.
- c. Chapter 5 Review The Citizen's Advisory Committee would like the Planning and Historic Preservation Commission to revisit:
 - i. Setting a limit on number of events & participants
 - ii. The timeline for applications
 - iii. The fee structure
 - iv. Adding CAC review to the process
 1. Add the language "consistent with the City's adopted Recreational Trail Plan" to the trail maintenance portion of the special event code.

- v. Posting a notice ahead of time, with a specific time period
- vi. Minor/Moderate/Major structure

2. Adjournment

- a. Commissioner Sweet moved to adjourn the meeting, Commissioner Woodwell seconded the motion and the meeting was adjourned at 7:37PM.