



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

May 28, 2015 – 6:02 P.M.

201 S 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Commissioner Brodine called the meeting to order asked Planner Graham to perform roll call.

Present: Commissioners Sweet, Anderson, Brodine, Gray, and Miltko

Absent: Commissioner Flowers

CITIZEN'S COMMENTS:

None

DISCUSSION ITEMS:

1. Minutes

a. April 23, 2015

- i. Commissioner Sweet moved to approve the minutes as amended, Commissioner Gray seconded the motion, and the minutes were approved unanimously 4-0

b. May 14, 2015

- i. Commissioner Sweet moved to approve the minutes as amended, Commissioner Gray seconded the motion, and the minutes were approved unanimously 4-0

2. Architectural Design Review

a. ROSDR15-0011 – 103 W Utah Ave – Adams

- i. Commissioner Brodine performed ex parte communications
 1. Commissioner Miltko explained that she lives across the alley from the proposed garage, and the Commissioners agreed that she could perform her duties impartially.
- ii. Mr. Adams gave a brief summary of his proposal
- iii. Commissioner Brodine inquired about the size of the doors, and Mr. Adams stated that he would be willing to make the door look more like two doors than one. Mr. Adams offered to bring the door design back to the Commission to get advice when he is ready to order it
- iv. Mr. Adams explained that he will be obtaining a survey prior to construction to verify building placement

- v. The siding will be bat and board, not utilizing T-111.
 - vi. All lighting will be downward facing and shielded.
 - vii. Mr. Adams may eliminate one of the side man-doors.
 - viii. Commissioner Sweet moved to approve the Findings of Fact with roofing revisions, Commissioner Miltko seconded the motion, and the Findings of Fact were approved unanimously 4-0.
 - ix. Commissioner Gray moved to approve ROSDR15-0011 as revised, Commissioner Miltko seconded the motion, and the Findings of Fact were approved unanimously 4-0.
- b. ROSDR15-0009 – 109 S 1st St – Inland Wireless
- i. City Planner Graham gave a brief summary of the project.
 - ii. Commissioner Sweet moved to approve the Findings of Fact with roofing revisions, Commissioner Gray seconded the motion, and the Findings of Fact were approved unanimously 4-0.
 - iii. Commissioner Gray moved to approve ROSDR15-0011 as revised, Commissioner Anderson seconded the motion, and the Findings of Fact were approved unanimously 4-0.

3. Cemetery Code Revisions

- a. Teresa Kloss & Connie Wanachek were present for the discussion, and the Commissioners discussed a plan of action to move forward with the proposals.
- i. Staff will email a copy of the proposed revisions to both Commissions to review at their next meeting
 - ii. On July 23, 2015, a joint meeting will be held at 6:00pm to finalize the proposed revisions for Council consideration.

4. Design Review Code Revisions

- a. The Commissioner divided research duties between the group and asked for more information to be brought to the next meeting regarding alternative energies, and hardy-board.

5. Adjournment

- a. Commissioner Gray moved to adjourn the meeting, Commissioner Miltko seconded the motion, and the meeting was adjourned at 8:01PM.



Janine Brodine – Chair



Shawna Graham - Planner