



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

**May 12, 2016 – 6:00 P.M.**

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

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

Commissioner Sweet called meeting to order and performed roll call.

Present: Commissioners Fader, Sweet, Gray, Bocz, & Miltko, Planner Graham arrived at 7:20PM.

Absent: Commissioners Brodine & Flowers

**CITIZEN'S COMMENTS:**

Councilmember Cooke asked the Commission to move the Recreation Plan Support Discussion up on the agenda. The Commission agreed and moved it to #2.

**DISCUSSION ITEMS:**

**1. Minutes**

a. April 28, 2016

- i. Commissioner Gray moved to approve the minutes as written, Commissioner Miltko seconded the motion, and the motion was **APPROVED 5-0**.

**2. Recreation Plan Support Discussion**

a. Councilmember Cooke was present to give a brief description of the plan and answer any questions.

**3. Architectural Design Review**

a. ROSDR16-0005 – 306 W Montana Ave – Martin

- i. Mr. Martin was present to discuss his proposal.
- ii. Mr. Martin explained that the square window on the rear of the home is actually vertical, although only slightly.
- iii. The Commission discussed the front façade and whether or not it is open and dominant, and decided that it was.
- iv. Commissioner Miltko moved to accept the Findings of Fact and approve ROSDR16-0005, Commissioner Gray seconded the motion, and the motion was **APPROVED 5-0**.

b. ROSDR16-0006 – 205 E Idaho Ave – Martin

- i. Mr. Martin and his project architect, Jason Andrews, were present to discuss his proposal.

- ii. Mr. Martin inquired about the plowed alley portion of the Findings of Fact and why it is pertinent, and the Commission suggested he speak with Planner Graham for an explanation.
- iii. Mr. Andrews gave a brief description of the proposed project.
- iv. The Commission discussed the proposed structure and decided that the roofing is a deck, and therefore does not need to follow roofing regulations.
- v. The Commission discussed the patio space, and whether or not enclosing it would make it a room, and decided that it would remain a patio, and therefore follow patio regulations.
- vi. Commissioner Miltko moved to accept the Findings of Fact and approve ROSDR16-0006, Commissioner Gray seconded the motion, and the motion was **APPROVED 5-0**.

#### **4. Architectural Pre-Design Discussion**

##### a. Boutique Hotel Parking Plan

- i. Jason Andrews, the architect for this project proposal, was present to discuss the project.
- ii. There are 12 proposed rooms, and they are able to identify 6 parking spots on and adjacent to the structure.
- iii. The owners have begun talking with the neighbors to propose shared parking with them, but no agreements have been made yet.
- iv. The Commission agreed that 6 spots would be appropriate for this business in the proposed location.

#### **5. Final Development Regulation Revisions**

- a. The Commission changed exempt structures from under 120 sq ft to under 200 sq ft to coincide with Washington State Building Code
- b. The Commission discussed the possibility of requiring structures to have eaves, and decided not to.
- c. Commissioner Miltko moved to recommend the Development Regulation Code Revisions as amended for Council adoption, Commissioner Fader seconded the motion, and the motion was **APPROVED 5-0**.

#### **6. Final Special Event Regulation Revisions**

- a. Commissioner Gray moved to recommend the Special Event Regulation Code Revisions for Council adoption, Commissioner Miltko seconded the motion, and the motion was **APPROVED 5-0**.

#### **7. Possible Parking Regulation Revisions**

- a. The Commission would like the City to consider more creative parking options for the downtown area.
- b. The Commission designated the first meeting in June to be an open workshop for the community to discuss the parking situation. Planner Graham will invite all the business owners

#### **8. Adjournment**

- a. Commissioner Gray moved to adjourn the meeting, Commissioner Fader seconded the motion and the motion was **APPROVED 5-0** at 8:03PM.



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Janine Brodine - Chair



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Shawna Graham - Planner

