



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

May 11, 2017 – 6:00 P.M.

201 S 1st, Roslyn, Washington

CALL TO ORDER, ROLL CALL, AGENDA UPDATE

Commissioner Sweet called the meeting to order at 6:02PM and asked for roll call.

Present: Commissioners Sweet, Flowers, Fader, and Cook, Planner Graham

Absent: Commissioners Brodine and Miltko.

CITIZEN'S COMMENTS:

None

DISCUSSION ITEMS:

Minutes

1. April 27, 2017
 - a. Tabled until the next meeting

Architectural Design Review

2. ROSDR17-0016 – 704 S A St – New Home
 - a. Dustin Auckland was present to discuss his project proposal.
 - b. Commissioner Sweet asked if the change in roof pitch caused the building height to change. Mr. Auckland did not think so, and Planner Graham explained that they can approve the project contingent on the building not exceeding 35'.
 - c. The Commission clarified that the windows have trim in between them so that they fit the aspect ratio and that the height of the home will not exceed the height of the garage.
 - d. Commissioner Fader moved to accept the Findings of Fact as amended and approve ROSDR17-0016 pending confirmation that the structure will not exceed 35' in height, Commissioner Cook seconded the motion and the motion was **APPROVED 4-0**.
3. ROSDR17-0017 – 201 W Arizona Ave – Rebuild Garage
 - a. Ken and Roslyn Richards was present to give a brief summary of the project.

- b. Commissioner Fader moved to accept the Findings of Fact as written and approve ROSDR17-0017, Commissioner Flowers seconded the motion, and the motion was **APPROVED 4-0**.
- 4. ROSDR17-0015 – 301 S 1st St – New home and garage
 - a. Carl Grahn, was present to discuss his project.
 - b. Mr. Grahn explained that he will add a gable over the front entry to increase its dominance, the Commissioners believed this would help.
 - c. The Commission discussed the windows that do not fit the aspect ratio, and determined them to be non-dominant.
 - d. The Commission also discussed posts and railings which will be simple wooden pickets, wood railings, and 6x6 posts.
 - e. Commissioner Cook moved to accept the Findings of Fact as amended and approve ROSDR17-0015 as amended, Commissioner Fader seconded the motion, and the motion was **APPROVED 4-0**.
- 5. ROSDR17-0013 – 602 S A St – New Garage
 - a. Commissioner Flowers moved to accept the Findings of Fact as written and approve ROSDR17-0013, Commissioner Fader seconded the motion, and the motion was **APPROVED 4-0**.

Code Revisions

- 6. Right of Way Code Amendment
 - a. Planner Graham explained that a lot of confusion has been created by different formats of the Ordinance being used in different groups and would like to have the Commission review the version she provided in that format. The Commissioners agreed and will review the code revision in ordinance format at the next meeting.

COMMISSIONER COMMENTS AND CONCERNS

Commissioner Flowers recommended a Roberts Rules of Order and terminology training for the Commission, as well as cheat sheets for the Commissioners. The Commissioners agreed that it would be beneficial and Graham stated that she would try to get something together for them at the next meeting.

Planner Graham explained to the Commission that they have several heavy topics in front of them that may need to be prioritized. The Right of Way Code Revision is almost complete, the Council has asked them to look at the Vacation Rental Code, and the Architectural Design Review Code needs revising as well. The Commissioners discussed all three needs and agreed to look at these codes at home and be prepared to discuss them to expedite the process.

ADJOURNMENT

Commissioner Flowers moved to adjourn the meeting, Commissioner Fader seconded the motion and the motion was **APPROVED 4-0**, adjourning the meeting at 7:55PM.



Commission Chair Janine Brodine



Planner Shawna Graham