



**CITY OF ROSLYN  
PLANNING AND HISTORIC PRESERVATION  
COMMISSION MEETING MINUTES  
September 14, 2017 – 6:00 P.M.**

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

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

Commissioner Brodine called the meeting to order at 6:20PM, and asked for roll call.

Present: Commissioners Fader, Brodine, Miltko, Cook, Christina Wollman (Pertee Consulting), Homeowner Dunkley, and Planner Geiger.

Absent: Commissioner Flowers, Commissioner Sweet and Commissioner Payne

Commissioner Brodine excused Commissioners Flowers, Sweet and Payne

**CITIZEN'S COMMENTS:**

No Public Present

**DISCUSSION ITEMS:**

Commissioner Brodine proposed that the group skip to item #4 on the agenda to allow homeowner Dunkley to go first and return to minutes. The group consented

**Minutes**

1. August 24, 2017
  - a. Motion to approve by Commissioner Miltko, second by commissioner Fader **Approved 4-0**
2. September 7, 2017
  - a. Motion to approve by Commissioner Cook, second Commissioner Fader **Approved 3-0**, Commissioner Miltko obtained

**City Projects**

3. Pennsylvania Avenue Project
  - a. Christina Wollman summarized items to be decided upon as concrete color choices and lamp choices for street lighting
    - i. Lamp choices for Street Light
      1. Commissioner Fader voiced concern with egg shape cover
      2. Wollman provided additional choices for pendant lamps

3. Motion by Commissioner Miltko to adopt K205 radian/marque for both pedestrian and street **Approved 4-0**
- ii. Arms
    1. Street lights and Pedestrian lights
      - a. KA-32 presented by Wollman
      - b. There will be no new poles installed
      - c. Shortened version of KA-32 arm
      - d. All liked the curved arm
        - i. Motion by Commissioner Fader to recommend KA32 arm for pedestrian lighting and street second Commissioner Miltko, **Approved 4-0**
      - e. Color
        - i. Standard colors grey and black both for lamp and arm
        - ii. Commissioner discussion on Chicago Bronze, Commissioner Fader agreed, but all would like to see sample. Commissioner Miltko addressed a desire toward reds and browns. Wollman stated that she is unsure how long it will take to get samples, hopefully before next meeting. Commissioner Miltko would like to see the brown metal color sample as well.
        - iii. Wollman recommended making a motion toward both to avoid issues with not getting samples before going to council on Oct 11
        - iv. Motion by Commissioner Miltko to recommend either brown metal or Chicago bronze, Commissioner Fader second **Approved 4-0.**
    2. Concrete Sidewalk Color
      - a. Motion by Commissioner Miltko, second by Commissioner Cook to recommend smoke tint to concrete pending a sample. **Approved 4-0.**

### **Architectural Design Review**

4. ROSDR17-0028 – 106 5<sup>th</sup> St
  - a. Commissioner Brodine verified that no party had prior knowledge, stood a gain or loss from the project.

- b. Clarification provided, by owner on railing (same as house previously approved) Owner offered to run posts up entire structure. Windows standard size 3x4 (same as house previously approved)
  - c. Correction to structure height of 23' from stated 26'-6"
  - d. Drawings on railing and posts was provided during meeting by owner
  - e. Motion by Commissioner Cook to accept amended the findings of fact and approve design review second by Commissioner Fader
- Approved 4-0**

### Code Revisions

- 5. Ch. 18.50 - Design Regulations Amendment
  - a. Brodine initiated - Design regulation amendments discussion to add comment into text inline change
  - b. Page 2 – 200 SF
  - c. Page 3 – 3(a) needs to be clarified for consistent setback
    - i. 3(a) the front yard setback placed on a newly platted lot in the residential zone
      - 1. Exception
        - a. A building placed on an existing residential lot shall comply with the average front yard setbacks.
    - ii. Page 4 -B(2) change from 35 ft to 30 ft
    - iii. Page 5 – Predominant exterior doors
      - 1. Fader voiced concern about the language and proposed removing word pre-dominant from language – agreed by group
      - 2. 12. Should be broken out to residential – Commissioner Brodine No changes to language
    - iv. Page 6 no change
    - v. Page 7 G(6) Language discussed terminology “when used and permitted under applicable laws” discussed necessity of this verbiage - Brodine discussed adding language from page 17 after first sentence – group agreed
    - vi. Page 8 – Discussion regarding the language in I – check with Treasurer Graham for clarification
    - vii. Page 14 – group wishes to change height definition by changing the word “grades” to “lowest adjacent grade on site”
- 6. Vacation Rentals
  - a. Miltko inquired regarding if a discussion was had regarding fees
    - i. Brodine stated that fees are set by council but that commission could make recommendation
    - ii. Fader discussed concerns regarding condition of properties

- iii. Brodine addressed the issue of if the commission would like to require that an owner live within the City limits to have a permitted vacation rental.
- iv. Fader requested clarification of the 3%
- v. Miltko expressed concerns with enforcement and designing that into the process when proposing to council allocation of code enforcement funds to regulate
- vi. Planner Geiger will send out samples of other community ordinances
- vii. Further discussion needed to codify and present to council for approval

### COMMISSIONER COMMENTS AND CONCERNS

None

### ADJOURNMENT

Commissioner Fader moved to adjourn the meeting, Commissioner Miltko second, **Approved 4-0**

X

Janine Brodine  
Commission Chair

X

Michelle Geiger  
Planner