

## DAYTON HISTORIC PRESERVATION COMMISSION MINUTES

Regular Meeting  
Tuesday, December 14, 2010  
111 South First Street  
Dayton, WA 99328

**CALL TO ORDER:** Chairman Ginny Butler calls the meeting to order at 6:00 p.m.

**Roll Call:** Present – Ginny Butler, Matt Zanger, Faye Rainwater, Jim McCary, Kathy George, Jane Eidt

**Others:** None.

### REVIEW AND APPROVAL OF MINUTES:

Ginny notes that Matt's last name has been spelled incorrectly. The minutes of November 9, 2010, stand as corrected.

Faye inquires about the timeline stated in the minutes. Ginny responds that the Commission, at the last regular meeting determined that the process for potential approval of the proposed Downtown Guidelines would conclude no later than September 2011. Faye asks for a copy of the timeline. Ginny states that Trina has not prepared the time line; thought that it would be available today, was not, and will request that it be available at the next regular meeting.

Faye questions why the Commission's review on November 14, 2010, of the Certificate of Appropriateness that was approved May 18, 2004 for 164 E. Main Street resulted in no action. Ginny explains that too much time had lapsed from the time that the neon sign had been removed to address the property owners; however, she expresses that this was a valuable lesson to learn in that changes within the districts should be addressed immediately. Kathy states the COA dated May 18, 2004 as written was vague and future COA's should be written without room for interpretation.

### OLD OR CONTINUING BUSINESS:

#### Report on Production of 2010 Walking Tour Brochures

Faye reports that she completed a review of the draft 2010 Walking Tour Brochures. Faye comments that upon review, she found several inaccuracies with the draft brochure and expresses displeasure with the performance of the Chamber's Director. Ginny states that Lisa Ronnberg is no longer with the Chamber and another alternative for completion of the walking tour brochure must be sought. Commission discusses various sources to assist the Commission with completing the task including Jennie Dickinson, Port of Columbia Director, Ken Graham, and Nyssa Zanger. Commission supports Matt asking Nyssa Zanger if she would be interested in helping with the creation of the walking tour brochures.

#### Review Design Guidelines for Downtown Historic District

Commission reviews the Design Guidelines for Downtown Historic District. Discussion includes corrections to formatting errors, and the low resolution of the Explanatory Drawing of Glossary Terms. Matt will make formatting changes to said drawing, scan on a higher resolution scanner and email to Kathy. Ginny states she will contact Trina to move forward with the preliminary review process.

#### Demolition by Neglect Ordinance

Faye requests that Demolition by Neglect Ordinance be removed from the agenda. Ginny will direct Trina to remove it from the agenda.

## **National Trust for Historic Preservation Main Street Program**

Ginny reports that she will begin researching the National Trust for Historic Preservation Main Street program after the first of 2011. Faye comments that the Washington Trust will be taking over this program in the future.

### **NEW BUSINESS:**

#### **CERTIFICATE OF APPROPRIATENESS DESIGN REVIEW APPLICATION:**

##### **247 E. Main Street – Jim McCary, McCary Construction and Representative for Main Street Charities**

Commission performs a design review for the property at 247 E. Main Street.

#### **Statements:**

Ginny states:

- The owner of 247 E. Main Street is Main Street Charities.
- The building has been inventoried and is listed within the Historic Property Inventory Report dated 07/14/2007. The property is located within the Downtown Historic District.
- The owner has applied for a building permit.
- The application provides a description of the proposed work as follows: Replacement of two (2) rear windows with two (2) new windows.

#### **Presentation:**

Jim McCary, McCary Construction and Representative for Main Street Charities, explains that two rear windows, approximately 18" x 24" each, will be replaced with vinyl, double-pane windows.

Jane asks why the windows are being changed. Jim explains that window on west side above the steps is missing the glass. Jim provides a summary of the bathroom project that is underway on the interior of the building and the replacement of the windows is a result of the project.

Kathy asks if the brick work around the window will remain the same. Jim states yes, the exterior will remain as is.

Faye explains that the air return vent is over ½ of the window and asks if the glass goes behind the vent. Jim states yes.

Faye inquiries if the existing frames will remain. Jim states yes.

Matt asks what color is existing frame. Jim states white. Matt recommends color remains the same.

Jane asks if the sash is still intact. Jim states yes.

**Statement in opposition to the application - None.**

**Comments by interested persons, organizations and legal entities – None.**

**Staff Comments - None.**

**Summary by Chairman:** Ginny summarizes request for Certification of Appropriateness as follows:

Jim McCary, McCary Construction and Representative for Main Street Charities made application for a Certificate of Appropriateness to replace two windows on the rear (north) side of the building at 247 E. Main Street.

#### **Deliberation by the Commission:**

Kathy makes a motion that the Preservation Commission find as fact that whereas, Jim McCary, McCary Construction and Representative for Main Street Charities made application

for a Certificate of Appropriateness to replace two windows on the rear side of 247 E. Main Street; whereas, the property is located within the Downtown Historic District; whereas, the exterior of the building will remain unaffected with the exception of the two windows as described; therefore, the proposed window replacement project will remain generally in harmony with the special character of the neighborhood. Faye seconds the motion. No discussion. Motion carries unanimously.

Matt makes a motion to grant the Certificate of Appropriateness to Main Street Charities for the purpose of replacing two windows on the rear side of 247 E. Main Street. Faye seconds the motion. No discussion. Motion carries unanimously.

**Annual Washington State CLG Report For 2010**

Kathy requests Commission's assistance in filling out the Annual CLG Report for 2010. Commission provides input in completing the report including COA reviews, meeting dates and special projects for 2010.

**OTHER BUSINESS:**

Faye recommends that the old Application for Certificate of Appropriateness be replaced with the proposed new applications that states, "A Certificate of Appropriateness is requested for: Preservation, Rehabilitation, Restoration, Reconstruction and Demolition". Commission discusses Faye's recommendation and makes changes upon discussion.

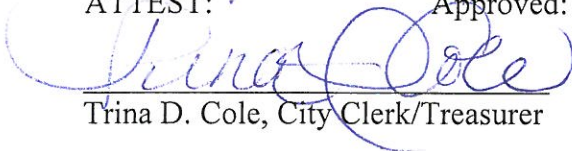
Kathy reports that Amber Phinney contacted her regarding a request from New York for historic pictures of Dayton. The gentleman who made the request wants to include the old photos in a television program. Kathy directed Amber to have him contact the Depot for this information.

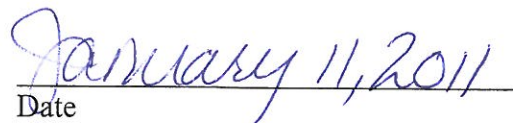
**ADJOURNMENT:**

With no further business to come before the Commission, Ginny adjourns the regular meeting at 7:18 p.m.

  
Ginny Butler, Chairman

ATTEST: Approved:

  
Trina D. Cole, City Clerk/Treasurer

  
Date