



Dayton Historic Preservation Commission

Regular Meeting Agenda

Date: January 23rd, 2019 **Time:** 6:00 PM

Place: 114 South 2nd Street, Dayton, Washington 99328

A. CALL TO ORDER

B. ROLL CALL

C. ADOPTION OF MINUTES

A. November 28th, 2018

D. DESIGN/SPECIAL VALUATION REVIEW

A. COA 2019-01: 257 East Main Street, Dayton, Washington 99328

E. UNFINISHED BUSINESS

A. Review staff edits to Dayton Residential Historic Design Guidelines and finalize review.

B. JJ Update

i. WISAARD

1. General update

ii. 1415 South 2nd Street

1. WISAARD indicates log cabin – no longer present on property; needs removed

iii. 413 South 2nd Street

1. Listed under two separate records with two separate build dates – need to confirm and merge records

iv. 740 South 4th Street

1. Home lost due to fire; how to delete from State lists?

F. NEW BUSINESS

A. New Historic District Map

B. Expiring terms

a. Request for re-appointment or notice of resignations

C. 2019 elections

- a. Take place during regular February meeting; please review Rules of Procedure regarding process

G. OTHER BUSINESS

H. ADJOURNMENT

Next Scheduled Meeting

February 27th, 2019 @ 6:00PM

114 South 2nd Street, Dayton, Washington 99328



Dayton Historic Preservation Commission

Regular Meeting Minutes

Date: November 28th, 2018 **Time:** 6:00 PM

Place: 114 South 2nd Street, Dayton, Washington 99328

1. **CALL TO ORDER:** Vice Chair Mike Smith called the regular meeting of the Dayton Historic Preservation Commission to order at 6:00 PM.
2. **ROLL CALL:** Dayton Historic Preservation Commission members: Mike Smith, Vice Chair; Ginny Butler, JJ Dippel, Carole Lane. Staff: Dena Martin. Public: Shane Loper, Marchand Hovrud.
3. **ADOPTION OF MINUTES**

A. October 24th, 2018

- a. Butler motioned to approve the Dayton Historic Preservation Commission minutes from October 24th, 2018 and Lane seconded. Dippel opposed. Motion carries.

4. DESIGN/SPECIAL VALUATION REVIEW

No design/special valuation review.

5. UNFINISHED BUSINESS

- A. Commission reviewed edits to Dayton Residential Historic Design Guidelines and suggested several minor edits. Following extensive discussion, updates to page 27, which sets design requirements for accessory structures, was tabled until the January meeting. The Commission will discuss, in January, whether or not design consideration for newly constructed accessory structures on listed historic properties should be included in the Guidelines.
- B. Butler wished to confirm that Planning Director Meagan Bailey had discussed Terry Bartlett's need for a 6-month extension on his façade grant application with the appropriate parties. Staff will follow-up with the commission via email.
- C. Brief discussion regarding property photo updates in WISAARD. Smith noted that he will likely need to take new photos for all listed properties.

6. NEW BUSINESS

- A. Discussion on unsearchable properties
 - a. Dippel wants to ensure that local properties with unlisted owner names (per the Columbia County Assessor's Office) belonging to law enforcement, prosecutor, game agent, etc. are also protected on the WISAARD state registry. Butler felt that attempting to ensure privacy at the state level exceeds the duties of the Commission. Smith requested that Dippel ask DAHP contact Kim Gant what other locations do, or don't do, in regard to maintaining ownership privacy.

114 South 2nd Street

Dayton, Washington 99328

T: (509) 382-4676 E: meagan_bailey@co.columbia.wa.us



Dayton Historic Preservation Commission
Certificate of Appropriateness
Bank of Eastern Washington
257 East Main Street, Dayton, Washington 99328
January 23rd, 2019
COA 2019-01

WHEREAS, the Bank of Eastern Washington has made an application for a Certificate of Appropriateness for 257 East Main Street, Dayton, Washington 99328; and,

WHEREAS, the proposal indicated replacing only existing awnings and signage, and will not add new signs or awnings; and,

WHEREAS, the proposal stems from a business wide “re-brand” from Umpqua Bank to Bank of Eastern Washington; and,

WHEREAS, the general color scheme of the replacement awning and signage includes grey, burgundy, and white lettering; and,

WHEREAS, the proposal will not create a sense of false historicism within the downtown corridor; and,

WHEREAS, no original façade details or structural components will be altered; and,

WHEREAS, the building is not listed on the National Historic Registry; and,

WHEREAS, the building is not listed within the WISAARD registry as a historic structure; and,

WHEREAS, the replacement of the awnings and signage, and presented, will not be detrimental to any historic buildings nearby.

**NOW, THEREFORE, THE DAYTON HISTORIC PRESERVATION COMMISSION
DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1: The preceding Findings of Fact as stated above are hereby adopted.

Section 2: The commission hereby states that if a building or zoning code cannot be met by the design as approved herein, the applicant may not proceed within the installation without further amending the plans and requested an amended Certificate of Appropriateness. The applicant is responsible for complying with all applicable zoning and building codes and for receiving any necessary building permits prior to moving forward with the installation.

Section 3: Based upon the preceding Findings of Fact, the Commission grants a Certificate of Appropriateness to the Bank of Eastern Washington to replace the existing awning and signage to complete the re-branding of their bank.

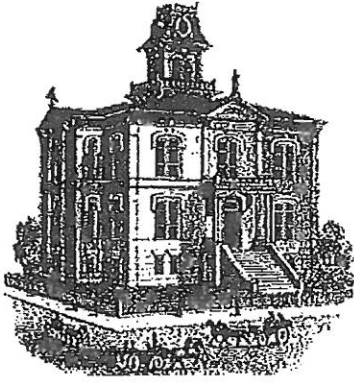
Approved by the Dayton Historic Preservation Commission on the 23rd day of January, 2019.

Dayton Historic Preservation Commission

Chrissy Talbott, Chair

Attest:

Meagan Bailey, Planning Director



Dayton Historic Preservation Commission

114 South 2nd Street, Dayton, Washington 99328

Phone (509) 382-4676

Email: Meagan_bailey@co.columbia.wa.us

DAYTON REGISTER OF HISTORIC PLACES
Application for Certificate of Appropriateness (COA)

Date Received _____

COA # _____

Meeting Date: _____

Dayton Historic Preservation Commission

City of Dayton

111 South 1st Street

Dayton, WA 99328

Property Address: 257 E main st, Dayton, wa 99328

Applicant/Owner: Bank of Eastern Washington / Fast Signs

Mailing Address: 257 E main st, Dayton wa 99328

Daytime Phone: 208-798-7979 Fax: 208-798-1525

**IMPORTANT: PLEASE READ THE GENERAL INFORMATION CAREFULLY
BEFORE COMPLETING THIS APPLICATION FORM.
APPLICATIONS ARE DUE SEVEN (7) DAYS BEFORE THE FOURTH (4TH)
WEDNESDAY OF EACH MONTH**

A Certificate of Appropriateness is requested for:

- Preservation
- Rehabilitation
- Restoration
- Reconstruction
- Demolition
- Other: Re-Brand / Re-model

Required Documentation:

- Scale drawings (plans, elevations, sections, details)
- Photographs, slides
- Samples

Please describe proposed work in the space below:

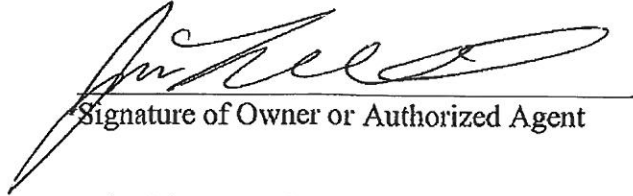
Please see attached proots for the Project.

Will you be removing or covering any original architectural features? If so, please specify (i.e. soffit, brackets, trim, windows, etc.)

Possibly Replacing awnings.

I hereby certify that I am the owner of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent.

Certificates are referred to the Dayton Historic Preservation Commission for review. The Commission meets the fourth Wednesday of each month at Dayton City Hall, 111 S. 1st Street, Dayton, WA at 6:00 p.m. The completed application must be submitted no later than 7 days prior to the scheduled meeting. A Certificate of Appropriateness does not replace a building or zoning permit.



Signature of Owner or Authorized Agent

1-11-2019
Date

Dayton Branch



Awnings:

Both the front and the side awning will get white cut vinyl. We will use a high tack adhesive vinyl.

New Cabinet sign will be attached using the existing bracket.





ATM:

Cabinet Sign to be installed.

Surround to stay.

BEO Bug to be determined.

Deposit Signs:

Acrylic signs with 2nd surface graphics.

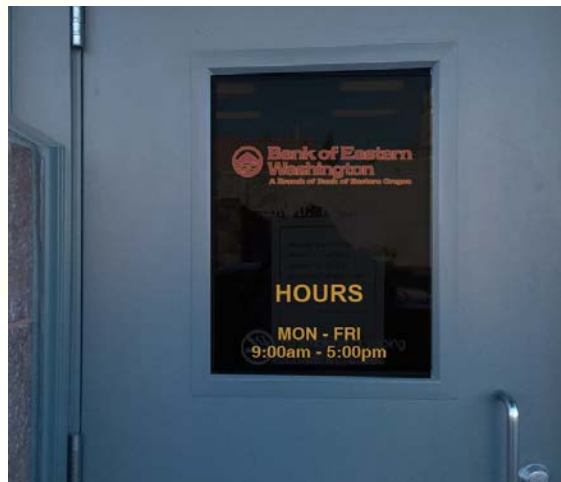
Size: 8.5"x8.5" (matched the Umpqua size)



Door Graphics

2 color logos

Hours in gold.





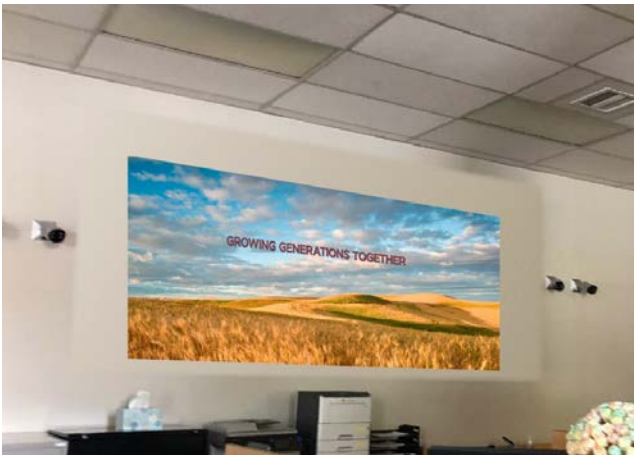
Accent Walls

Walls to be painted to match red in décor. Color: Behr Paint Dark Crimson M140-7

We color matched Sherwin Williams and Behr paints. This was the closest match. I left the paint sample at the branch.

Dimensional Lettering

Gold dimensional letters. The circles will be whole circles with cut vinyl applied like in Athena.



Slogan/photo

This is a wrapped canvas print.

Size: 120"x48"



Slogan/photo

This proof shows the graphic the same size as the Umpqua picture. At this size we would need to do a wall graphic to do this in house.

We could probably source a wrapped canvas this large but cost and shipping are going to be exorbitant.

VII. LOCAL DESIGN GUIDELINES – RESIDENTIAL NEW CONSTRUCTION

A. Intent

To provide convenient guidance, promote long-term preservation of property values through livability, and to maintain the historic character of ~~the District~~ Dayton's individually listed historic properties.

Formatted: Space Before: 6 pt

General - Establishing the area of work

These guidelines shall apply to all new buildings ~~within the boundaries of the Historic Districts~~ associated with an individually listed property, and only to portions of the exterior of such buildings visible from the public street. Note: buildings of residential or single-family character that have commercial uses are not exempt from these guidelines. Bed and Breakfast accommodations are an example of a commercial use in a residential style building.

When reconstructing a structure or constructing a new structure on a listed property within the Districts, one must consider the size, scale, and design of the other historic structures within that ~~District~~ neighborhood. This includes garages and other detached buildings or rebuilding of primary structures due to fire or other disaster. A Certificate of Appropriateness from the DHPC for any new construction is required prior to obtaining a City of Dayton building permit ~~from the City of Dayton~~.

Accessory buildings shall be limited to the rear and side yards where they are minimally visible from the public street and shall be designed to have the least impact upon character defining features of the primary structure. The relationship of height to width of any new accessory structure and their sub-elements, such as windows and doors, and of alterations shall be compatible with the character of the primary structure. The relationship of wall to window shall also be compatible with related elements of existing structures on the building lot or with the historic character of the surrounding area.

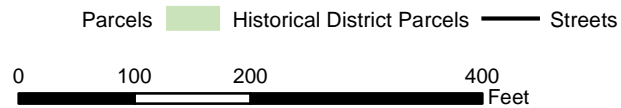
New accessory structures that can be seen, entirely or partially, from the public street shall also use the style, and materials of the existing house.

~~In the Dayton historic Districts the houses are~~ Properties shall be oriented to the street rather than to the rear or entrance side yard. Primary entrances, large windows, and porches face the street. Refer to the City of Dayton Zoning Ordinances for setback requirements. Use materials and construction details that are compatible with surrounding significant historic buildings.



Downtown Dayton Historical District

Legend



City of Dayton Historical Preservation Committee Roster

Seat #	Name/Address	Phone Numbers	E-mail	Appointed Date / Term Expires
1	Mike Smith Vice Chair	Home: Work: Cell: 509-540-6560	mandmsmith93@gmail.com	Last Appointment Date 03/14/2018 Term Expires: 02/28/2021
2	JJ Dippel	Home: 360-296-6207 Work: Cell:	retiredfa@hotmail.com	Last Appointment Date: 8/08/2018 Term Expires: 09/01/2021
3	Ginny Butler	Home: 509-382-2866 Work: Cell: 509-290-3882	ginb@mac.com	Last Appointment Date 02/27/007 Term Expires: 02/28/2020
4	Carol Lane	Home: 509-382-2039 Work: Cell: 208-697-4714	jclane3329@yahoo.com	Last Appointment Date: 02/08/2016 Term Expires: 02/28/2019
5	Chrissy Talbott Chair	Home: Work: 509-525-8326 Cell: 509-520-1975	chrissy@williamsteamhomes.com	Last Appointment Date: 02/08/2016 Term Expires: 02/28/2019

BY-LAWS OF THE DAYTON HISTORIC PRESERVATION COMMISSION

SECTION 1: GENERAL RULES AND PROCEDURES

These By-Laws establish the rules and procedures under which the Dayton Historic Preservation Commission (DHPC or Commission) operates.

A. NAME

1. The name of the organization shall be THE DAYTON HISTORIC PRESERVATION COMMISSION.

B. PURPOSE

1. The purpose is to provide for the identification, evaluation, and protection of historic resources; raise community awareness; and serve as the City's primary resource in matters of history, historic planning, and preservation.

C. MEMBERSHIP

1. Creation and Composition: There is hereby established a Dayton Historic Preservation Commission, consisting of no less than three and no more than seven members, as provided in Chapter 5-18.16 of the Dayton Municipal Code.
2. Members shall be appointed by the Mayor and approved by the City Council as prescribed in Chapter 5-18.16 of the Dayton Municipal Code.
3. Members shall be selected for appointment in accordance with requirements set forth in Chapter 5-18.16 of the Dayton Municipal Code.

D. TERMS OF MEMBERS

1. Appointments shall be made as set forth in in Chapter 5-18.16 of the Dayton Municipal Code. Mayoral appointments shall fill vacancies. The Commission shall actively seek applicants for vacancies and expired terms.

E. ATTENDANCE OF MEMBERS

1. All members shall attend regularly scheduled meetings and shall be on time. If any member is absent from three meetings in a single calendar year without being excused prior to the meeting by the Commission Chair, the Commission may request that the City Council consider declaring the position vacant.

F. QUORUM

1. A quorum shall consist of at least three members and consist of a simple majority of members.

G. OFFICERS AND STAFF

1. The officers of this organization shall be Chair and Vice Chair. The Secretary, though present, shall not be a member. Should the need arise on a permanent or temporary basis, the necessary office shall be voted in by majority vote.
2. All officers shall perform their duties as prescribed by these by-laws and by parliamentary authority adopted by the organization.
 - a. The election for Chair and Vice Chair shall be held at the regularly scheduled February meeting. Nominations shall be made from the floor and election held immediately before new business. The officers shall be elected for a one-year term or until their successors are elected, with their term of office beginning immediately after election.
 - b. The Chair shall preside over all regularly scheduled and all special or called meetings of the Commission. The Chair shall appoint members to specific task force (ad-hoc) committees, of which terms shall end when the task is completed. All tasks presented to a committee shall be executed in a timely manner.
 - c. The Vice Chair assumes the duties of the Chair in the absence of the Chair. In the absence of the Chair, the Vice Chair will have the same powers and duties as those of the Chair.
 - d. Commission and professional Staff assistance shall be provided by the City Planner, and additional assistance and information to be provided by other City departments as may be necessary to aid the Commission in carrying out its duties and responsibilities as prescribed in Chapter 5-18 of the Dayton Municipal Code.
 - e. The City Planner, or delegate, shall act as Secretary. The Secretary shall record all meetings using audio recording and transcribe minutes, distribute information to