

**Members Present**

– Vice-Chairman  
Scarlett Boutchyard  
Kathy Burdi  
Scot Craigie  
Colleen Knight  
Mike Renn

**Members Not Present**

Cheri Vaughn – Chairman  
Elizabeth Stallings

**Others Present**

Mike Dail, Director, Director Community and Cultural Services  
Domini Cunningham, Historic Preservation Planner  
Dawn Maye, Administrative Support Specialist

**I. Opening of the meeting**

1. Scott Craigie was asked to act Chairman for the July 7, 2020 Historic Preservation Commission Meeting.
2. Newly Appointed Members Swearing Oath of Office.
  - Kathy Burdi sworn in as newly appointed member.
  - Mike Renn sworn in as newly appointed member.

**II. Invocation**

1. A moment of silence was taken.

**III. Roll Call**

1. A silent roll call was taken by staff.
  - Chairperson, Cheri Vaughn, not present.
  - Newly appointed member Elisabeth Stallings, not present.

**IV. Old Business**

1. None

**V. Certificate of Appropriateness**

**A. Major Works**

1. A request has been made by Slayton Hazard-Daniel for a Certificate of Appropriateness to install a 6-foot tall wooden privacy fence around the backyard of the lot that will include a driveway gate and two walk-through gates, on the property located at 418 Water Street:
  - Slayton Hazard-Daniel came forward and was sworn in. Mr. Hazard-Daniel stated he would like to install a 6-foot wood privacy fence and understood the height of the fence was not allowed within the Guidelines due to blocking water views. Due to the

construction of Moss Landing there will be no views that will be blocked. Mr. Hazard-Daniel is asking for this request due to a large dog that he owns.

- Acting Chairman, Scot Craigie, asked if the Commission had any Questions.
  - Scarlett Boutchyard, the Guidelines state that the fence can be taller than 4 feet (Not Audible – Mic was muted.) Mr. Hazard-Daniel, especially since the newest home, on the very end, there will not be any water views. Ms. Boutchyard, (Not Audible – mic was muted).
  - Acting Chairman, Scot Craigie, asked for any additional questions from the Commission. No one had any questions.
  - Acting Chairman, Scot Craigie, asked if the public would like to come forward to speak for or against the request. No one came forward.
  - Colleen Knight, stated that since there were no view obstructions, it did not make sense to deny the request. Especially with the dog. Scarlett Boutchyard, agreed with Ms. Knight.
  - Acting Chairman, Scot Craigie, asked for a motion.
    - ❖ Mike Renn made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Slayton Hazard-Daniel to make the above changes on the property located at 418 Water Street. The motion is based on the following Findings of Facts: the application is congruous with the Historic Preservation Commission Design Guidelines specifically, 4.6 – Fences and Walls. Colleen Knight seconded the motion and all voted 5 in favor and 0. Motion passed.
2. A request has been made by Mary Elizabeth Haubenreiser for a Certificate of Appropriateness to remove a tree leaning towards the street and power lines in the front yard, on the property located at 118 S Academy Street:
- Mary Elizabeth Haubenreiser came forward and was sworn in. Ms. Haubenreiser stated, she has been at 118 S Academy Street for 13 years. When she purchased the property there were three (3) Weyerhaeuser pine trees located on the right side of the property. When the middle pine started to lean into the front yard, she removed the tree. Now the front pine, closest to Academy Street, does not have any branches and is starting to lean towards Academy Street. Ms. Haubenreiser contact Washington Utilities and was told that if the tree fell it would probably take out the electricity to about six (6) or seven (7) homes on the block and will probably pull down one (1) or two (2) power poles. Ms. Haubenreiser is willing to have the tree removed, but she has to get the permission of the Historic Preservation Commission.
  - Acting Chairman, Scot Craigie, asked for any questions.
  - Scarlett Boutchyard, will you (Ms. Haubenreiser) plant another tree on the property. Ms. Haubenreiser, probably not, she has four trees located on the property and does not have space to plant another tree due to the size of the property. If the existing Dogwood Tree is damaged during the removal of the pine tree, then Ms. Haubenreiser will replace the Dogwood. But, will not replace a pine tree.
  - Scot Craigie, the middle tree that has been removed, the stump was left and not removed. Ms. Haubenreiser, you have to leave the stump or you will kill the other trees. Colleen Knight, we had a tree sub-committee and believes that the sub-committee came up with a tree policy, that stated if the property could not replace the tree on their property owner could replace or donate another tree to be planted at another location. Ms. Haubenreiser, stated she could wait until the tree falls and takes out the utilities to the neighbors or she would pay the \$1,000 to have the tree removed. Mike Renn, (Not Audible). Ms.

Haubenreiser, it will probably take down the fence across the street. Mike Renn, the outbuildings associated with the property would most likely be damaged. (Not Audible)

- Scarlett Boutchyard, question for Staff, if the Commission recommends replacing the tree, does the replacement have to be a tree, it is her understanding that it could be a shrub. Colleen Knight, the replacement tree would have to be located on her (Ms. Haubenreiser) property. Staff, it is the understanding of Staff, that it is remove and replace. Meaning the existing tree would need to be replaced with the same species of tree, so she would need to replace the tree with another pine tree. Staff would need to look into what has been approve in the past and also the tree sub-committee. Ms. Knight, fairly certain you can replace the tree at another location if the existing yard is not large enough to support another tree. Scot Craigie, can see that the tree is one sided, stressed due to the way it was planted and the tree will probably fall in the future. Mike Renn, the tree is not indigenous to the historic district (Not Audible). Kathy Burdi, the trees do not meet the landscaping guidelines for that size of tree.
  - Acting Chairman, Scot Craigie, asked for any more questions. No one answered.
  - Acting Chairman, Scot Craigie, asked for a motion.
    - ❖ Scarlett Boutchyard made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, Mary Elizabeth Haubenreiser to make the above changes on the property located 118 S. Academy Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.1 – Landscaping. Mike Renn seconded the motion and all voted 5 in favor and 0. Motion passed.
3. A request has been made by Jane & Patrick Flannery for a Certificate of Appropriateness to install a 6-foot tall wooden privacy fence on the east side of the rear yard, on the property located at 617 E Main Street:
- Mr. Patrick Flannery came forward and was sworn in. Mr. Flannery, stated the following: We are proposing to install a 6-foot tall double sided wooden privacy fence between two (2) properties on the south side of Main between our property and Ms. McCafery's property. Both properties are small with 25-foot road frontage. There are existing fences on the outside of both properties, but there is not one between the properties. We are proposing to install a 30-foot run of a standard wooden fence, 6-foot-tall, and between the two properties. The fence will run from the corner of the garage and gates will be installed turning the fence into a "Y" shape. This is due to that both property owners share a driveway. The idea is that you go down the driveway and as you past the houses the fence will split either way. The fence will be in the middle but will end before the split. There is an existing fence over the shared driveway will be removed. This request is due to wanting more privacy and Ms. McCafery has pets. Both owners are in agreement with construction of the fence and will be splitting the cost. The fence will be double sided and will match Ms. McCafery fences that is located on the other side of her property. Also, there is no view of the river from either property. Both properties back up to Builders First Source with dense tree cover and behind the trees is a giant warehouse blocking any view of the river.
  - Scot Craigie, you (Mr. Flannery) are removing the old fence and installing the proposed fence. Mr. Flanner, correct, the fence will go from the corner of the garage straight down the property line, which bisects the driveway and will stop short of the existing gate and at that point the "Y" will split off. Mr. Flannery continues to explain the configuration of the fence using hand motions and referring to pictures. Mr. Craigie, are you (Mr. Flannery) doing anything with the other fences on the outside of the properties? Mr. Flannery, no.

The fence we are proposing is a two sided fence and neither side will see any 2x4. The fence will be finished on both sides.

- Acting Chairman, Scot Craigie, asked for any questions. There were no questions.
  - Acting Chairman, Scot Craigie, asked if there was anyone from the public who would like to speak for or against the request. No one came forward.
  - Scarlett Boutchyard, the only thing that the request does not meet is the height of the fence, specifically to the water view. But, at this location there is no water view. Ms. Boutchyard, think that the Commission should find a way to update this in the Guidelines. But, if we (the Commission) make motion to approve the request there needs to be an exception to the Guidelines because the view is already obstructed. Colleen Knight, agreed with Ms. Boutchyard.
  - Acting Scot Craigie, asked for a motion.
    - ❖ Scarlett Boutchyard made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, Jane & Patrick Flannery to make the above changes on the property located 617 E Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 4.6 – Fences and Walls, with the exception of the height in that specific location. This exception due that the water view is already obstructed. Colleen Knight seconded the motion and all voted 5 in favor and 0. Motion passed.
4. A request has been made by Frank Williams for a Certificate of Appropriateness to demolish an existing 18' x 24' storage building and build a 12' x 18' storage building, on the property located at 716 E Main Street:
- Mr. Frank Williams came forward and was sworn in. At this time Staff passed out additional information concerning the request that was not included in the agenda packet at the time of publishing. This insert shows building sizes and location of the request.
  - Mr. Frank Williams stated the following: About two (2) months ago his wife fell thru the floor of the existing storage building. After this incident Mr. Williams crawled under the building and found that the building at one time had caught on fire. The beams looked to be about ½ inch thick and some of the foundation piers had fallen. Neighbors would like Mr. Williams to move the proposed building up 25 feet closer to their house, so that it will not obstruct their view of the river. Mr. Williams has agreed to move the building. He is proposing to demolish the existing storage building and replace it with a storage building that is half the size of the existing storage building. The proposed building will have the same lap siding, same metal roof and same colors to match the existing house.
  - Scot Craigie, will the new storage building be on a foundation? Mr. Williams, that is still to be determined, due to the large trees in that location. He (Mr. Williams) believes that he will be going with ready tube foundation, which is poured concrete in a cardboard tube that is dug down into the ground, and is not planning to build it on skids. Scott Craigie, what will happen to the old wood that is being removed. Mr. Williams, the wood is not the same type of siding as what is on the main house. This siding is no longer available and there are some old houses in the neighborhood that has this type of siding, he is proposing to make the siding available to the neighbors that may need this type of siding. Scarlett Boutchyard, there is not a concrete foundation under the existing storage building? Mr. Williams, no, the existing foundation is made out of individual piers and during a hurricane the water is lapping under the house and around the foundation. Scot Craigie, that is at a lower elevation.

- Acting Chairman, Scot Craigie, ask for any more questions. There were no questions.
- Acting Chairman, Scot Craigie, asked if anyone from the public wanted to speak for or against the request. No one came forward.
- Acting Chairman, Scot Craigie, asked for a motion.
  - ❖ Colleen Knight made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to, Frank Williams to make the above changes on the property located 716 E Main Street. This motion is based on the following findings of facts: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.12 – Outbuildings and Accessory Structures, 5.2 – Residential Construction and 6.1 - Demolition. Scarlett Boutchyard seconded the motion and all voted 5 in favor and 0. Motion passed.

## **VI. Minor Works**

- ❖ Colleen Knight made the following motion to approve all minor works. Scarlett Boutchyard seconded the motion all voted 5 in favor and 0 opposed. Minor Works passed.

## **VII. Other Business**

1. Scott Campbell has asked to speak before the Commission concerning two topics. Mr. Campbell lives at 213 N. Market Street.
  - Topic One: Scott Campbell, at a previous meeting there was a discussion to send a letter to all of the homeowners of Moss Landing. Mr. Campbell, wanted to find out the status of the letter. Staff, the letter has been written and is currently being reviewed by Mike Dail, Director, the City is wanting to make sure that everything is addressed and having discussion with Beacon Street. Mr. Campbell, is there a general thought of when the letter will be mailed? Staff, has not heard on the time line. Mr. Campbell, the only thing is that there continues to be construction happening in Moss Landing that should be coming before the Historic Commission for approval. Acting Chairman, Scot Craigie, asking Staff to inform the Commission when the letter has been finalized. Staff, yes, the letter has been drafted for the Chairman/Chairperson of the Commission to sign. Also, whom ever is the Chair at that time will also need to review the letter. Mike Renn, (Not Audible) has heard from some Moss Landing owners that they have been excluded from the Historic District. Scarlett Boutchyard, no it is not. Mr. Campbell, this is why we need to give them the letter. Mike Renn, this letter is to remind the property owners of that fact. Ms. Boutchyard, or inform the owners that do not know about the Guidelines of the Historic District. Mike Renn, (Not Audible). Ms. Boutchyard, we have had this discussion before, believes that Emily (former Staff member) put out a reminder to all realtors with a like to make sure that the realtors are sharing with all new home owners.
  - Topic Two: Scott Campbell, has taken pictures of Washington's Historic District and has shared them on different types of social media. The feedback has been great. There is a huge multi-million-dollar project that is currently under construction. The owners of the stores are sacrificing current income so that down the road they will have an increase in revenue. There are property owners that have made a significant investment in upgrading their properties. During this year's presentation of the Terrell Awards, Ms. Kim Lee was presented the Good Stewardship to Kim Lee for her house on Main Street (Fowle House). But, beside her beautiful home there is a home that has not been taken care of for years. Mr. Campbell, is tired of looking at that property and feels that the citizens of the Historic District are being taken advantage of by these home owners. Mr. Campbell has been here for 15 years the house looks virtually the same as it did 15 years ago. Except when Emily (former Staff member) did get the owner to perform some work on the exterior. It is going to be Mr. Campbell's mission before 2020 is over to get something done about the homes

that have not be kept up to the minimum standards. One thing about Washington is that we do feel like neighbors and we do have a sense of community and we don't try to name names and don't call people out. Mr. Campbell is tired of this treatment. Also, there is another group, Vickie Dotson Heirs, they are doing the same thing. There are multiple properties that are a disgrace to this city. Mr. Campbell will start complaining about the homes that are not being maintained. Mr. Campbell is asking the Commission to put together a sub-committee, which Mr. Campbell will be more than happy to serve, and assemble a packet or list and pictures in a nice presentation. Then go to the City Council to present the package and ask that they do something about these homes.

- Scarlett Boutchyard, this is something that we as a Commission cannot enforce. That is Code Enforcement. Mr. Campbell, as a Commission to create a sub-committee that can report back to City Council with their findings. Colleen Knight, agrees with Mr. Campbell. Scot Craigie, has been asking since last August of 2019, to try to get a meeting put together with the City, the Commission and Staff to discuss the topics from the Town Meeting and it has not happened. This goes along with what Mr. Campbell is saying, there are a lot homes that pertain to exactly to what you (Mr. Campbell) are saying. Mr. Campbell, there are a lot of homes that have been redone, then you have a home next to it that is neglected. Why should the homeowners be penalized that have put in the time and money to keep their home up when the ones that do not are not penalized? Scot Craigie, these are things that need to be discussed when we have the meeting. But, believes that there needs to be a meeting concerning the Town Hall that happened in August 2019. Mr. Campbell, you will be most effective if the Commission sends up to Council a packet that will contain a list of owner names, address, tax cards, pictures and a list of items that need attention. Mr. Craigie and Ms. Knight agree with Mr. Campbell. Mike Renn, (Not Audible). Ms. Knight, the properties that Mr. Campbell has mentioned are very visible. Mr. Campbell, they are very visible and two of them are the most historic properties in Washington, Havens House, owned by Katherine and Skip Majors, who are no longer in town. The back kitchen of the Havens House is about to collapse into Kim Lee's property. Also, the Vickie Dotson Heirs own the oldest house in Washington on Water Street and that house is one of the worst homes. Mr. Craigie, does not know the legal part, this is when City Planning would need to come in and help. Does not know if you can force a homeowner to do anything to their property. Ms. Boutchyard, I think what Mr. Campbell is asking, is for the Commission to put together a packet of information concerning the homes that are being neglected and bring the packet before Council to get a legal review to see what can be done to the homeowners. Ms. Boutchyard, thinks it would be better form a sub-committee when all members are present. Mr. Campbell, put the word out that the Historic Preservation Commission would like to put together a committee of 3 to 4 people. Kathy, Burdi, (Not Audible). Mr. Craigie, asked Staff if the Commission could talk about this request.
- Acting Chairman, Scott Craigie, asked the public if anyone would like to speak concerning this topic? No one came forward.

## 2. Finding of Facts Wording - Discussion

- Acting Chairman, Scott Craigie, asked Staff if we are going ahead with the discussion of the Finding of Facts. Colleen Knight, we need to wait until we have a full Commission attending. Staff, agreed to wait until we have a complete Commission attending.
- All Commission members attending this meeting agreed to wait on this discussion concerning the Finding of Facts Wording.

## 3. Annual Election

- Election of officers will be postponed until next meeting.

## VIII. Approval of Minutes – May 5, 2020

### 1. Corrections and Additions to minutes.

- A. Page 3 of 5, Third Bullet Point, Line 2: The following shows presented and correction:
- that she loved the brick idea in the driveway and ~~goes along with the~~ **how the materials go along with the Guidelines.**
- B. Page 3 of 5, Section VII, Item 1, First Bullet Point, Entire Paragraph: The following shows presented and correction:
- ~~Mr. Craigie, believes that the Commission should not ask Staff if the application is congruous or not congruous and if we (the Commission) should even have the Finding of Facts. Mr. Craigie believes that this is part of the job as being a Commissioner to go out to the property and understand application for a clear vote.~~
  - **Mr. Craigie stated, "I don't believe that we should actually have what the City believes the request is congruous or not, and I kind of often wonder whether we should even have the findings of facts, because I think that's part of our job as a Commission member to take that upon ourselves to figure out what we are supposed to be doing and voting on."**
- C. Page 3 of 5, Section VII, Item 1, Second Bullet Point, Line 7 and 8: The following shows addition:
- Finding of Facts, **but you as a Commissioner must go to the property and determine your own Finding of Facts.** Ms. Rebecca Clark, agrees with Mr. Craigie on the point that the
- D. Page 3 of 5, Section VII, Item 1, Second Bullet Point, Line 12: The following shows addition:
- Staff. **Ms. Clark, feels that if we (the Commission) would complete our own research to make sure that we were voting on something that we had visited the property.**
- E. Page 4 of 5, First Bullet Point. Addition to paragraph:
- **Mr. Craigie, that is the point that he wants to make, is that we are not supposed to discuss the application to any other member before the meeting and any discussion should be in the meeting and not with anyone else. If staff is giving the Commission an opinion before the meeting, what is the difference for us (the Commission) discussing the application before the meeting. Ms. Vaughn, this is our opinion and the Finding of Facts are facts concerning the application.**
- F. Page 4 of 5. Additional Bullet Points:
- **Mr. Craigie, second point, would like to have a meeting with the City Council, Historic Preservation Commission Members and Staff to go over the town meeting that was held last August, 2019. We have been wanting to meeting since last August and has not happened. At that meeting we could bring up this item along with other items that were discussed at the Town Hall Meeting. Ms. Clark, that is something that Staff would have to arrange. Mr. Craigie asked Staff to arrange this meeting. Mr. Mike Dail, this would be the City Manager's Office that would arrange the meeting. Mr. Dail, it is his opinion that if you do not want Staff to state if it is Congruous or Not Congruous we can remove the wording if the majority of the Commission agrees. Also, concerning the Minor Works, that is more of an information item and is not anything that the Commission needs to approve. Staff is letting the Commission know that these are the Minor Works that have been approved since the last meeting. If you vote to remove Congruous or Not Congruous, Staff will not state that in the Find of Facts.**
  - **Ms. Vaughn, asked if the Commission they wanted to take a vote on the removal of the wording "Congruous" and "Not Congruous" from the Finding of Facts? Ms. Knight, would it be possible to place this on the Agenda for next month's meeting? This would give us time think about the wording and give some time to come up with some**

alternatives. It was the consensus of the Commission to wait on a vote until next meeting.

- ❖ Colleen Knight made a motion to approve the May 5, 2020 minutes. Scarlett Boutchyard seconded the motion all voted 5 in favor and 0 opposed. Minutes passed with corrections.

## **IX. Adjourn.**

1. There being no other business

- ❖ Colleen Knight made a motion to adjourn. Scarlett Boutchyard second the motion all voted 5 in favor and 0 opposed. Meeting adjourned.