

**WENATCHEE HISTORIC PRESERVATION BOARD
REGULAR MEETING
MAY 3, 2017
WENATCHEE CITY HALL COUNCIL CHAMBERS
129 S. Chelan Avenue
Wenatchee, WA 98801**

AGENDA

- I. CALL TO ORDER: 5:30 PM**
- II. ADMINISTRATIVE AFFAIRS**
 - A. Approval of the minutes from the regular meeting of April 5, 2017.
- III. PUBLIC COMMENT PERIOD (10 MINUTES)**

Comment for any matters not identified on the agenda.
- IV. OLD BUSINESS**
 - A. None
- V. NEW BUSINESS**
 - A. Discussion: Small Cell Wireless Facilities Moratorium
 - B. Historic Home Tour – volunteer sign-up
- VI. OTHER**
 - A. Member roundtable
- VII. ADJOURNMENT**

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MINUTES

I. CALL TO ORDER

Chair Bob Culp called the meeting to order at 5:30 p.m. with the following members in attendance: Lisa Dahlgreen, Jon Campbell, Jon Campbell, and Darlene Baker. Absent was board member Wendy Priest. City staff was represented by Glen DeVries, Planning Manager and Kirsten Larsen, Associate Planner.

II. ADMINISTRATIVE AFFAIRS

A. Approval of the minutes from the regular meeting of March 1, 2017.

Board member Dahlgreen moved to approve the March 1, 2017 minutes. Board member Campbell seconded the motion. The motion carried with one abstention from board member Mark Seman.

III. PUBLIC COMMENT PERIOD (10 MINUTES)

A. Comment for any matters not identified on the agenda.

There was no public comment.

IV. OLD BUSINESS

None

V. NEW BUSINESS

A. Historic Preservation Board – Applicant Interviews

1. Julia Price
2. Florence Robinson
3. Stacie Goetz

The board interviewed potential applicants for the vacant position on the Historic Preservation Board.

Following the interviews of three potential applicants, Chair Bob Culp suggested that the board continue their discussion regarding a recommendation until after the public hearings were completed. All board members were in agreement.

Chair Culp provided the explanation of public hearing procedures.

B. HP17-01 – Certificate of Appropriateness – 135 N. Wenatchee Avenue

Kirsten Larsen, Associate Planner, presented the staff report.

The board had no questions for staff.

The applicant addressed the board and thanked staff for their assistance in pointing them in the right direction.

Board member Seman asked if window awnings would be re-installed on the new windows.

The applicant advised that they would not be needed with the improved low-E rating of the windows.

The board had not further questions of the applicant.

Chair Culp opened the matter for public testimony.

There was no public testimony.

Chair Culp closed the public hearing and opened deliberations of the board.

Board member Seman moved to approve HP17-01 a Certificate of Appropriateness for 135 N. Wenatchee Avenue based upon the findings of fact, conclusions of law, and conditions of approval contained within the April 5, 2017 staff report. Board member Dahlgreen seconded the motion. The motion carried.

C. HP17-02 – Certificate of Appropriateness – 1217 Pershing Street

Kirsten Larsen, Associate Planner, presented the staff report.

The board asked questions of staff.

The applicants, Melanie and Andrew Doubroff, spoke about the project.

Chair Culp closed the public hearing and opened deliberations of the board

Board member Dahlgreen moved to approve HP17-02 a Certificate of Appropriateness for 135 N. Wenatchee Avenue based upon the findings of fact, conclusions of law, and conditions of approval contained within the April 5, 2017 staff report. Board member Baker seconded the motion. The motion carried.

Chair Culp re-opened the discussion on the applicant interviews.

During the course of the board’s discussion, two of the applicants – Florence Robinson and Julia Price, rescinded their applications and advised the board that they felt that Stacie Goetz would be the most qualified person for the board. Both women advised that they would consider applying in the future.

Board member Baker moved to forward a recommendation to Council that they appoint Stacie Goetz to the Historic Preservation Board. Board member Campbell seconded the motion. The motion carried.

VI. OTHER

A. Member roundtable

1. Historic Home Tour

Associate Planner Kirsten Larsen discussed details of the May home tour.

VII. ADJOURNMENT

With no further business to come before the Historic Preservation Board, Chair Bob Culp adjourned the meeting at 7:01 p.m.

Respectfully submitted,
CITY OF WENATCHEE
DEPARTMENT OF COMMUNITY DEVELOPMENT
Kim Schooley, Administrative Assistant

**COMMUNITY DEVELOPMENT DEPARTMENT
MEMORANDUM**

TO: Historic Preservation Board
FROM: Glen DeVries, Director
John Ajax, Senior Planner
SUBJECT: Small Cell Wireless Facilities Moratorium
DATE: April 26, 2017

MEETING DATE: May 3, 2017

Please find this memo as an informational update on city wide planning related matters that may include involvement of the Historic Preservation Board at a future date.

On January 23, 2017, a six-month emergency moratorium was enacted by the Wenatchee City Council for small cell wireless facilities. The moratorium is intended to provide the time necessary for developing new code and permitting procedures directly related to this matter. As part of the moratorium work plan, it was recommended that the Historic Preservation Board be made aware of this issue. No specific action is being requested by the Historic Preservation Board at this time.

Small cell wireless facilities are a new technology being built by wireless telecommunication companies such as Verizon, AT&T, Sprint, and T-Mobile to meet increasing demand for data transmission and signal coverage. These facilities are a dispersed group of small antennas that work in conjunction with larger cell towers. In many cities these antennas are being installed on utility poles within the right-of-way. This will likely be the approach proposed within Wenatchee.

Similar to many other jurisdictions, Wenatchee is aware of the potential aesthetic impacts to historic properties and districts that such facilities may pose. As code is developed, historic resources will be taken into account and permitting processes will be established to protect these resources.

Examples of small cell wireless equipment on utility poles in other jurisdictions.



**COMMUNITY DEVELOPMENT DEPARTMENT
MEMORANDUM**

Wireless Moratorium (Ord. 2007-02) Approved Work Plan.

Tentative Timeline	Tasks	Notes
January 26, 2017	City Council Emergency Adoption of six-month Moratorium on wireless facilities within the right-of-way; Ord. 2017-02	Effective upon passage - requires Public Hearing within 60 days. Six months ends on July 26, 2017
March 23, 2017	CC Public Hearing on Ordinance 2017-02	Establishes moratorium work plan
March - May	Research small cell facilities and provide outreach to local utility providers (Chelan County PUD) understand their requirements. Meet with wireless company representatives to understand their needs. Begin initial code update framework.	
May 3, 2017	Present moratorium to Wenatchee Historic Preservation Board to obtain input on impacts to historic neighborhoods / buildings.	
May 17, 2017	Planning Commission Workshop to review draft code and provide recommendation to CC.	Provide draft for public / agency review.
<i>Option: Public Workshop</i>		
May 25, 2017	City Council Workshop to review PC recommendations for draft code update.	Conduct SEPA review analyzing environmental consequences that would result from the proposed changes.
June 5, 2017	Request Expedited Review - WA. State Department of Commerce.	<i>Need for additional time will be known by this date - potential extension of moratorium.</i>
June 22, 2017	CC Public Hearing for consideration of code adoption	If approved, Ord. effective 30 days after publication in newspaper. Publication terminal date June 26, 2016
July 26, 2017	Six month moratorium target end date	