

Members

Katie Chase, *Chair*
Jonah Jensen, *Vice-Chair*
Brittani Flowers
Roger Johnson
Lysa Schloesser
James Steel
Eugene Thorne
Jeff Williams
Duke York



Agenda

Landmarks Preservation Commission Planning and Development Services Department

Marshall McClintock, North Slope Ex-Officio

Staff

Reuben McKnight, Historic Preservation Officer
Lauren Hoogkamer, Historic Preservation Coordinator
John Griffith, Office Assistant

Date: October 26, 2016
Location: 747 Market, Tacoma Municipal Bldg, Conference Room 248
Time: 5:30 p.m.

1. ROLL CALL

2. CONSENT AGENDA

- A. Excusal of Absences
- B. Approval of Minutes: 10/12/16
- C. Administrative Review:
 - 1002 Earnest S. Brazil Street—balcony railings
 - 620 N. Ainsworth Avenue—removal of duplex door

3. DESIGN REVIEW

- | | | |
|--|-------------------------------|--------|
| A. 402 North K Street (North Slope Historic District)
<i>Siding and windows</i> | Hugh and Susan Hoover, Owners | 5 mins |
| B. 219 N. Tacoma Avenue, Ansonia Apartments (Individual Landmark)
<i>Awning</i> | Michael Darcher, Owner | 5 mins |

4. PRESERVATION PLANNING/BOARD BUSINESS

- | | | |
|----------------------------------|-------|--------|
| A. Events and Activities Updates | Staff | 5 mins |
|----------------------------------|-------|--------|

5. CHAIR COMMENTS

Next Regular Meeting: November 9, 2016, 747 Market Street, Tacoma Municipal Bldg., Rm. 248 5:30 p.m.

This agenda is for public notice purposes only. Complete applications are included in the Landmarks Preservation Commission records available to the public BY APPOINTMENT at 747 Market Street, Floor 3, or online at www.cityoftacoma.org/lpc-agenda. All meetings of the Landmarks Preservation Commission are open to the public. Oral and/or written comments are welcome.



The City of Tacoma does not discriminate on the basis of handicap in any of its programs or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Planning and Development Services Department at (253) 591-5056 (voice) or (253) 591-5820 (TTY).

Members

Katie Chase, *Chair*
Jonah Jensen, *Vice-Chair*
Duke York
Lysa Schloesser
James Steel
Jeff Williams
Eugene Thorne
Brittani Flowers
Roger Johnson

Marshall McClintock, North Slope Ex-Officio

Staff

Reuben McKnight, Historic Preservation Officer
Lauren Hoogkamer, Historic Preservation Coordinator
John Griffith, Office Assistant

Draft

MINUTES

Landmarks Preservation Commission Planning and Development Services Department



Date: October 12, 2016

Location: 747 Market Street, Tacoma Municipal Building, Room 248

Commission Members in Attendance:

Jonah Jensen, *Vice-Chair*
Duke York
Eugene Thorne
James Steel
Lysa Schloesser
Roger Johnson
Marshall McClintock

Commission Members Absent:

Katie Chase, *Chair*
Brittani Flowers
Jeff Williams

Staff Present:

Reuben McKnight
Lauren Hoogkamer
John Griffith

Others Present:

Sarah Joslyn
Adina Joslyn
Peter Lai
Dan Hardebeck
Matt Dean
David Gadbois
Kerry Schaefer
Rane Shaub
Hugh Hoover
Susan Hoover

Vice-Chair Jonah Jensen called the meeting to order at 5:32 p.m.

1. ROLL CALL

2. CONSENT AGENDA

- A. Excusal of Absences
- B. Approval of Minutes: 8/10/16

The minutes of 8/10/16 were reviewed and approved as submitted.

C. Administrative Review

- 402 N. K. St. – Non-historic siding removal
- 1201 Division Ave., Frisko Freeze – Sign repainting
- 776 Commerce, Winthrop Hotel – Canopy disks

The consent agenda was approved.

3. SPECIAL TAX VALUATION

- A. 100 South 9th Street, Bowes Building

Mr. McKnight read the staff report.

WAC 254-20 enables local governments adopt local legislation to provide special valuation of historic properties that have been rehabilitated. With regard to the application review process, state law authorizes local historic review boards to determine:

1. Whether the property is included within a class of historic property determined eligible for special valuation by the local legislative authority under an ordinance or administrative rule (in Tacoma, this means properties defined as City Landmarks);
2. Whether the property has been rehabilitated at a cost equal to or exceeding 25% of the assessed improvement value at the beginning of the project within twenty-four months prior to the date of application; and
3. Whether the property has not been altered in any way which adversely affects those elements which qualify it as historically significant.

If the local review board finds that the property satisfies all three of the above requirements, then it shall, on behalf of the local jurisdiction, enter into an agreement with the owner which, at a minimum, includes the provisions set forth in WAC 254-20-120. Upon execution of said agreement between the owner and the local review board, the local review board shall approve the application.

Per TMC 1.42, the Tacoma Landmarks Commission is the local body that approves applications for Special Tax Valuation.

ANALYSIS

Property Eligibility:	Tacoma Register of Historic Places
Rehabilitation Cost Claimed:	\$1,068,939 adjusted to \$1,053,144
Assessed Improvement Value Prior to Rehabilitation:	\$572,500
Rehabilitation percentage of assessed value:	187% adjusted to 184%
Project Period:	November 2015 to September 2016 (11 months)
Appropriateness of Rehabilitation:	Exterior maintenance, including in-kind painting and window repair, and replacement of three floors of office space with Class A law offices, including LED lighting, new HVAC, fire alarm and sprinkler system, and new roof. Exterior work was administratively approved.

RECOMMENDATION

Staff has reviewed the itemized expense sheet per the Commission bylaws for STV cost eligibility and recommends approval of this application in the adjusted amount of \$1,053,144.

Rane Shaub, the applicant, commented that he was happy to be able to present the property. He commented that it had turned out quite well and that they were happy that they had maintained all of the historic features.

Commissioner Steel asked if tenant improvements were exempted from special tax evaluations. Mr. McKnight responded that tenant improvements and the associated costs can be applied to the program

Commissioner Johnson commented that the Bowes building was a major downtown historic landmark and having it rehabbed to better condition, making it usable, was a plus to Tacoma.

There was a motion.

"I move that the Landmarks Preservation Commission approve the Special Tax Valuation for 100 South 9th Street, Bowes Building, in the amount of \$1,053,144."

Motion: York

Second: Johnson

The motion was approved.

B. 701 N. J. Street

Mr. McKnight read the staff report.

ANALYSIS

Property Eligibility:	Contributing Property, North Slope Historic District
Rehabilitation Cost Claimed:	\$424,151.82
Assessed Improvement Value Prior to Rehabilitation:	\$572,000
Rehabilitation percentage of assessed value:	74%
Project Period:	January 2015 to September 2016 (1 year and 8 months)
Appropriateness of Rehabilitation:	Exterior work including new roof, roof cresting, chimney, cornice and gutter system, window glazing, plumbing, side sewer, painting, and a new post in the attached garage. Exterior work was administratively approved in June 2016 and approved by the Landmarks Preservation Commission in April 2015.

RECOMMENDATION

Staff has reviewed the itemized expense sheet per the Commission bylaws for STV cost eligibility and recommends approval of this application in the amount of \$424,151.82.

Mr. McClintock, the applicant, commented that they felt they had hopefully improved the house so that it would last at least another 25-50 years. Vice-Chair Jensen commented that he walks by the home frequently and it was a major improvement.

There was a motion.

"I move that the Landmarks Preservation Commission approve the Special Tax Valuation application for 701 North J Street in the amount of \$424,151.82"

Motion: Schloesser

Second: Thorne

The motion was approved.

C. 776 Commerce Street, Winthrop Hotel

Mr. McKnight read the staff report.

ANALYSIS

Property Eligibility:	Contributing Property, Old City Hall Historic District
Rehabilitation Cost Claimed:	\$29,230,323 adjusted to \$18,736,745.96
Assessed Improvement Value Prior to Rehabilitation:	\$5,867,500
Rehabilitation percentage of assessed value:	498% adjusted to 319%
Project Period:	April 2015 to August 2016 (1 year and 4 months)
Appropriateness of Rehabilitation:	Extensive building rehabilitation, including, but not limited to, interior remodel, window replacement, ADA compliance, structural retrofits, terracotta and masonry repairs, new plumbing, new boilers, and upgraded sprinkler, fire, and electrical systems. Exterior work was both administratively approved and approved by the Landmarks Preservation Commission in 2015 and 2016.

RECOMMENDATION

Staff has reviewed the itemized expense sheet per the Commission bylaws for STV cost eligibility and recommends approval of this application in the adjusted amount of \$18,736,745.96 (omitting costs associated with acquisition).

There was a motion.

"I move that the Landmarks Preservation Commission approve the Special Tax Valuation application for 776 Commerce Street, Winthrop Hotel, in the amount of \$18,736,745.96."

Motion: York

Second: Schloesser

The motion was approved.

D. 224 N. Yakima Avenue, Born-Lindstrom House

Mr. McKnight read the staff report.

ANALYSIS

Property Eligibility:	Tacoma Register of Historic Places
Rehabilitation Cost Claimed:	\$138,547.22
Assessed Improvement Value Prior to Rehabilitation:	\$231,300
Rehabilitation percentage of assessed value:	60%
Project Period:	January 2015 to September 2016 (1 years and 9 months)
Appropriateness of Rehabilitation:	Whole house rehabilitation, including, but not limited to, updating the home to make it habitable, upgrading the electrical system and plumbing, a new roof, finished floors, replaced gas lines and new furnace, window repair, new/restored fixtures and hardware. Costs related to listing the home on the Tacoma Register of Historic Places are also included. The property was designated a landmark on July 28, 2016, exterior work was subsequently administratively approved.

RECOMMENDATION

Staff has reviewed the itemized expense sheet per the Commission bylaws for STV cost eligibility and recommends approval of this application in the amount of \$138,547.22.

The applicant commented that it had been an amazing project and that they had a ways to go.

There was a motion.

"I move that the Landmarks Preservation Commission approve the Special Tax Valuation application for 224 North Yakima Avenue, Born-Lindstrom House, in the amount of \$138,547.22."

Motion: Johnson

Second: Thorne

The motion was approved.

4. DESIGN REVIEW

A. 711 Court A (Old City Hall Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1902, the Puget Sound Electric Railroad Depot building is a contributing structure in the Old City Hall Historic District. The applicant is proposing a 26"x54" Dibond sign, which will have a white background with light blue details and black lettering. The sign will be attached six feet above the ground, on the brick wall, near the back entrance, using the existing bolts; there will be no new attachment points.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS

1. This property is a contributing structure in the Old City Hall Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. No historic material is being destroyed or altered. The sign is differentiated from the historic material and compatible in size and scale.
3. The sign can be removed without harming the integrity of the historic property; there will be no new drilling.

RECOMMENDATION

Staff recommends approval of the application.

Dan Hardebeck, the applicant, commented that they had taken pains to make sure that the sign fits with the architecture of the building and the character of the neighborhood

There was a motion.

"I move that that the Landmarks Preservation Commission approve the application for 711 Court A as submitted."

Motion: York

Second: Steel

The motion was approved.

B. 701 Pacific Avenue (Old City Hall Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1890, the Bradley Block building is a contributing structure in the Old City Hall Historic District. The applicant is proposing a 3'x3' aluminum blade sign. The double-sided sign will have a black background with purple, pink and orange graphics and white text. The sign will be on a black frame that is attached to the concrete pilaster 10' above the ground. Staff has confirmed that the pilaster is not cast iron.

Staff requested that sign's dimensions, which were originally 4'x4', be reduced, as well as the number of colors. This application includes those changes.

The applicant is also requesting retroactive approval for painting the storefront purple and pink.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS

1. This property is a contributing structure in the Old City Hall Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. No historic material is being destroyed or altered. The sign is differentiated from the historic material and compatible in size and scale. The paint color is less compatible with the historic material; however, the front door is already bright orange.
3. The sign and paint can be removed without harming the integrity of the historic property; there will be no drilling into the cast iron. All drilling will be into the concrete pilaster.

RECOMMENDATION

Staff recommends approval of the sign and defers recommendation on the painting.

Peter Lai, the applicant, commented that they had tried to have the paint on the storefront and the sign match. He noted that they had originally proposed a 4 by 4 foot sign but had reduced it to 3 by 3 to meet requirements.

Commissioner Johnson asked if the palette sample provided at the meeting was for the sign alone. Mr. Lai responded that it was only for the initial application and that the sign now only used three colors: pink and orange on a black background.

Commissioner Steel asked if it was the only storefront on the building. Mr. Lai confirmed that it was and that there was a side entrance on the park side. Commissioner Steel noted that in the past the Commission had opposed having different colors for different storefronts on the same building.

Commissioner Steel commented that having an additional color on the sign would be acceptable and that he would be okay with having the elephants on the sign be blue, as shown on an earlier proposal for the sign.

Commissioner Steel commented that for the building continuity it would be best to keep the storefront black to match the rest of the building. Commissioner Steel commented that the colors from the sign would make the storefront look contemporary and that it should remain a color that would keep it within the period of the building. He added that it would be okay to paint the door. Commissioner Schloesser commented that it would look more elegant to return the storefront to the dark brown color. Vice-Chair Jensen commented that he was okay with colors of the storefront because it was a single bay. Commissioner Steel commented that it was a historic storefront so it would be better to keep with the historic palette.

Commissioners concurred with allowing the sign with an additional color.

There was a motion.

"I move to approve the application for 701 Pacific Avenue as submitted with the additional allowance that a 3rd color could be added to the sign so that the sign can be pink, orange, and have blue elephants as well in addition to the black background, if the applicant wishes to do so."

Motion: Steel

Second: York
The motion was approved.

Commissioner Johnson commented that the paint was not damaging the historic material, so he was okay with the colors for the storefront.

There was a motion.

"I move that the Landmarks Preservation Commission approve the paint colors of 701 Pacific Avenue."

Motion: Johnson

Second: Jensen

The motion was approved with Commissioner Steel voting against.

C. 1110-1112 Martin Luther King Jr. Way (Individual Landmark)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1904, the H.C. Pochert Building is an individual landmark on the Tacoma Register of Historic Places. The applicant is proposing an 18" to 24" diameter, wood log section, blade sign. The sign would have a red logo and text and hang from an iron bracket, which would be attached to the wooden beam in the storefront above the door.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS

1. This property is an individual landmark on the Tacoma Register of Historic Places and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. No historic material is being destroyed or altered. The sign is differentiated from the historic material and compatible in size and scale.
3. The sign can be removed without harming the integrity of the historic property; there will be no drilling into the masonry.

RECOMMENDATION

Staff recommends approval of the application.

The applicant commented that they were still restoring the façade to its original look and wood structural beams were all that were currently present at the location where the sign would be mounted, so the sign installation wouldn't affect any masonry. She noted that they were interested changing the color of the logo to black so that it would be more visible. It was noted that the sign would hang perpendicular to the façade. Commissioner Steel asked how the sign would be mounted and the applicant noted a rendering of how the sign would be installed. The applicant commented that the property owners wanted to do similar signs for the other tenants.

Commissioner Thorne suggested using a more period looking mounting bracket shown in the application. It was noted that the different bracket would have to be mounted in a different location. Discussion ensued. Commissioner

Steel commented that he thought it was fine as submitted

There was a motion.

"I move that the Landmarks Preservation Commission approve the application for 1110-1112 Martin Luther King Jr. Way as submitted with the added caveat that the red elm is no longer red, it is black as indicated by the applicant."

Motion: Steel

Second: York

The motion was approved.

D. 812 N Grant Avenue (North Slope Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1910, this is a contributing structure in the North Slope Historic District. This is a recently purchased bank owned house, the new owner received notification that previous work (unknown installation date) was done without permits or approval from the Landmarks Preservation Commission. The work includes eight vinyl windows, Hardi Plank siding on parts of the home, and the recent removal of the damaged deck.

The applicant is seeking retroactive approval for the eight vinyl windows, one of the north side of the home, three on the south side, three on the east side, and one on the west side. No work is proposed for the remaining wood windows. Approval is also requested for the faux wood grain Hardi Plank siding; damaged or missing siding would also be patched with Hardi. The cedar shake siding on the majority of the home would also remain and be repaired in-kind, as needed. Damaged rafter boards would be replaced in-kind and supported, as needed.

The Landmarks Preservation Commission conducted a site visit on October 5, 2016, at that time the Commission saw no issue with retroactively permitting the windows and siding and approving the rebuilding of the deck. The Commission suggested that the vinyl window on the front façade and the west façade be upgraded. New work includes a new 8'x14' cedar deck, as seen in the packet, and a new 9'x7' replacement garage door. The deck would have 2"x2" cedar balusters, spaced 4" apart and 4"x4" pressure treated posts.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines for Windows, Exterior Materials, Porches and Additions

ANALYSIS

1. This property is a contributing structure in the North Slope Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. Existing wood windows are being preserved.
3. Although new vinyl windows are not allowed in the district, there is no requirement to upgrade previously installed vinyl windows. The installation date is unknown, but the vinyl windows appear to have been in place for several years.
4. Existing cedar shake siding is being preserved.
5. Faux wood grain Hardi Plank siding is discouraged, although smooth-face Hardi has been approved in this district by the Commission. It is not known when the Hardi siding was installed.
6. The deck size and style are compatible with the existing structure and it is located on a secondary elevation.

7. The deck is subservient to the original house and could be removed without harming the property's character defining features.

RECOMMENDATION

Staff recommends approval of the application.

Mr. McClintock commented that the staff report had suggested that they needed to approve the vinyl windows and Hardie plank, which had been installed before the current owners of the home. He commented that in the North Slope they had never required owners to upgrade homes that had changes prior to ownership or before the area was made a district. He expressed concern that he did not want them to appear to be approving vinyl windows and the Hardie plank. Commissioner Steel recommended handling those two items administratively, while limiting Commission action to the deck.

Commissioner Steel asked if it would be cost prohibitive to use cedar for the 4x4 posts since everything else is cedar. Matthew Dean, the applicant, responded that they had always used pressure treated posts in the past, but that he could research it and had no problem doing it. Vice-Chair Jensen suggested that the cost of the cedar posts could be offset by spacing the balusters further apart.

There was a motion.

"I move that the Landmarks Preservation Commission approve the application for 812 North Grant Avenue for the deck as submitted with the additional requirement that the 4x4 deck posts be made of cedar material instead of pressure treated and that the balusters can be reduced to 4 inches clear between each baluster spacing, rather than 4 inches on center, if the applicant so desires. This motion is for the deck only and the windows and siding will be deferred for administrative approval."

Motion: Steel

Second: Schloesser

The motion was approved

E. 1405 N. 10th Street (North Slope Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1925, this is a contributing structure in the North Slope Historic District. The applicant is seeking approval for a new wood deck and staircase attached to the rear of the home. The deck will be 17'x6' with a cable railing system. A Jeld-Wen wood, sliding patio door will also be added for accessing the deck. As part of the remodel, the double-hung office window will be relocated to the kitchen and a new matching wood window will be added to the laundry room. The new window will also match the dimensions of the existing window. All work will be located on the rear elevation, which is minimally visible from the public right of way. The existing siding will be patched with in-kind materials.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines for Windows, Porches and Additions

ANALYSIS

1. This property is a contributing structure in the North Slope Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. Existing historic windows are being preserved.
3. New windows will match the existing in style and material.

4. Changes to window configurations to accommodate interior remodels are not discouraged by the design guidelines. The altered windows are being relocated on the building and are on secondary elevations.
5. The new patio door and deck will be wood, to match the existing building materials.
6. The deck size and style are compatible with the existing structure and minimally visible from the right of way.
7. The deck is subservient to the original house and could be removed without harming the property's character defining features.

RECOMMENDATION

Staff recommends approval of the application.

David Gadbois, the applicant, commented that they had lived in the house for 30 years, having remodeled nearly every room in the house. He noted that deck would allow them to have access to the garden without going through the basement and that it would not be visible from the alley or the side of the house. Mr. McClintock asked what kind of railing was used on the steps running down the side of the house. Mr. Gadbois responded that that it was a traditional 1920s wood rail. Mr. McClintock asked why they were using a different style of railing for the deck. Mr. Gadbois responded that they chose the cable railing to reduce the visual impact. Commissioner Steel commented it looked nice enough and wasn't visible from the alley.

There was a motion.

"I move that the Landmarks Preservation Commission approve the application for 1405 North 10th Street as submitted."

Motion: Steel

Second: York

The motion was approved.

F. 514 N. M Street (North Slope Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1900, this is a contributing property in the North Slope Historic District. As part of a whole house remodel, the applicant is proposing to relocate one historic window from the kitchen, on the north façade, to the dining room on the south side. These windows are both located on the sides of the house with minimal visibility from the public right of way. The siding will be patched to match the existing material, which is cedar shiplap. A new double-hung, 30"x36," wood window will be installed in the kitchen to match the existing windows. All vinyl windows will be replaced with double-hung wood windows. The non-original front and back doors will be replaced with new wood French doors with 10 divided lites. The house will be painted in the colors shown in the packet and the front porch railing will be replaced as shown in the examples.

The applicant is also seeking approval for a new two-car garage, which will be alley-accessed and sited towards the rear of the lot. The garage will be 22'x21', with a roof pitch of 6/12 and a maximum roof height of 15'. The garage siding will be smooth-faced Hardi Plank with one single-hung, vinyl window. Both garage doors will be metal.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines for Windows, Exterior Materials, Garages and Parking, and New Construction

ANALYSIS

1. This property is a contributing structure in the North Slope Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. Existing historic windows are being preserved.
3. New windows will match the existing in style and material.
4. Vinyl windows will be replaced with matching wood windows. Non-original doors are being replaced with wood doors.
5. Changes to window configurations to accommodate interior remodels are not discouraged by the design guidelines. The altered windows are being relocated on the building and are on secondary elevations.
6. Siding is being repaired and replaced in-kind. Smooth-faced Hardi Plank and vinyl windows are acceptable on new garages.
7. The garage is alley-accessed and sited towards the rear of the lot; it will not be visible from the primary right of way.
8. The garage size and height are appropriate and comparable with others in the district.
9. The garage roof pitch is 6/12, which is within the range recommended in the district design guidelines.

RECOMMENDATION

Staff recommends approval of the application.

Mr. McClintock commented it was a 1900 house and that the style of French doors in the application don't start appearing on homes until post WW1. He reported that a door without divided lights would be more appropriate for the period of house. He noted examples of doors from the time period in a catalogue from 1902. Mr. McClintock also noted that in a photo from 1975 there was different railing on the house, with smaller closely spaced balusters. In the same photo, the home next door had no baluster at all. Mr. McClintock reported that the applicant, Mr. Williams, had commented that he would prefer to not have a baluster at all, if possible. Discussion ensued.

Commissioner Steel agreed that a different style of door would be more appropriate.

There was a motion.

"I move that the Landmarks Preservation Commission approve the application for 514 North M Street with the additional requirements that the front door be submitted as an administrative approval for a door that was different than what was submitted. The door should be a single lite door in a very simple style; or should be a panel door with lites above the panel; or just a panel door and that can be approved administratively. I would also add the additional recommendation that the railing can be either built as submitted or no railing is required if the applicant and the building department deem that acceptable."

Motion: Steel

Second: Schloesser

The motion was approved.

5. BOARD BRIEFINGS

- A. 402 North K Street (North Slope Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1891, this is a contributing property in the North Slope Historic District. On September 13th, the removal of the non-historic siding was administratively approved. The owners' preference is to repair the original siding underneath. Depending on the condition of the siding, they may want to replace non-historic windows and make other repairs. The applicants would like guidance on the new windows and siding options.

ACTION REQUESTED

Feedback and guidance.

Mr. Hoover reviewed that in every place they had done work through the wall, they had found that the original siding was present and appeared to be in good condition. They had a contractor doing removal of the siding on the back of the house and if the material was repairable, they would remove all of the plank siding and do the repairs for the existing cedar siding. On the front of the house, Mr. Hoover noted where a porch had been enclosed. They would leave the enclosed space. Ms. Hoover commented that she doubted that there was much of the originally enclosed porch remaining. She added that they were putting windows back that had been closed into the wall. Ms. Hoover commented that she was concerned about what would be left when they get to the front porch, but that cedar shingles would likely still be present. She discussed the plans to restore the porch and reported that if they couldn't salvage it they wanted to add a 3 foot hip roof, held up by three corbels, and take the window trim up to the belly band. The Commission reviewed a sketch of the proposed changes for the porch. Discussion ensued. Photos of a similar house were discussed. Ms. Hoover noted that the siding contractor would begin work on the back in October.

Mr. Hoover reported that they also wanted to remove a shed roof on the back porch and replace it with something more original.

Mr. McClintock suggested that the applicant consider moving the porch stairs to the front. Commissioner Steel commented that the front yard setback requirement might only allow enough room for stairs going to the side. Mr. McKnight commented that an argument could be made by the Commission for moving the stairs if it would be closer to the historic configuration.

Ms. Hoover reported that on the front facade near the top, there used to be a double casement window in the peak that had apparently been covered over. She commented that they wanted to restore the window if it is still there, but covered up, or add casement windows to meet egress requirements if it is no longer present. She noted that there were windows on the other sides of the house for the bedrooms on that floor, but they did not meet egress. Commissioner Steel commented that they could possibly make an argument against increasing the opening of the window to allow windows that meet egress as it would require removal of historic material. Commissioner York commented that the City might require egress windows if they touch it. Mr. McClintock recommended that they measure to determine how large the opening might be, because it could meet egress requirements already. Mr. Hoover noted that the inside split into two bedrooms right at the middle of where the original window would have been. It was noted that all of the windows present were vinyl except for three that had been recently uncovered.

Mr. McKnight noted that if they determined that the historic siding could not be repaired, they could cover it with the current siding without needing additional review from the Commission to close it back up. He added that if they determined that it was necessary to replace the historic siding with something visually different, they would have to come to the Commission again. Commissioners concurred that they would need to see a design review application for the porches and windows.

6. BOARD BUSINESS

A. Amendments to Guidelines, Bylaws and inventory

Mr. McKnight reviewed that there had been some clerical changes to the inventory, the addition of language to historic district guidelines regarding prohibiting vinyl windows, and the addition of language regarding notification for major projects in residential areas. He noted another proposed change to allow a 24 hour administrative review for changes to paint color of previously painted surfaces in historic districts.

B. Events and Activities Updates

Ms. Hoogkamer provided an update on the following events and activities:

2016 Events

1. **So You Bought an Old House Arts Month Series**
 - a) Your House has DNA: Remodeling Historic Interiors Recap
 - b) Lighting Restoration Workshop (1:30pm @ Earthwise Tacoma, October 22nd)
2. Third Annual Holiday Heritage Swing Dance: Remember the Railroad (6pm @ Freighthouse Square, November 4th)
3. History Happy Hour Trivia Night (6pm @ The Swiss Restaurant & Pub, November 16th)

2017 Events

1. Landmarks Commissioner Training (9am-4:30pm TBD @ Tacoma Convention Center, March 7th)
2. Historic Preservation Month (May TBD)
3. Washington Trust for Historic Preservation Youth Heritage Program: Maritime Heritage (July TBA)
4. Arts Month (October TBD)
5. Fourth Annual Holiday Heritage Dance (November TBD)

7. CHAIR COMMENTS

There were no comments from the Chair.

The meeting was adjourned at 7:13 p.m.

Submitted as True and Correct:

Reuben McKnight
Historic Preservation Officer



STAFF REPORT

October 26, 2016

DESIGN REVIEW

AGENDA ITEM 3A: 402 North K Street (North Slope Historic District)

Hugh and Sharon Hoover, Owners

BACKGROUND

Built in 1891, this is a contributing property in the North Slope Historic District. On September 13, 2016, the removal of the non-historic siding was administratively approved. At this point, the owners intend to repair the original siding underneath. This application includes replacing the non-historic front stoop with a new roof, supported by brackets, and a new railing that matches the upper railing; replacing the window, to the left of the porch, with a stained glass window; and replacing the rear stoop with a design similar to the front stoop. If the front attic window is not repairable, after the siding is removed, the applicants would also like approval to replace it with new composite, casement windows that would be similar to the original window but meet egress requirements.

The Landmarks Preservation Commission was briefed on this project on October 12, 2016.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines for Windows, Exterior Materials, Porches and Additions

ANALYSIS

1. This property is a contributing structure in the North Slope Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. Historic windows will be repaired and preserved, if they can be recovered.
3. The proposed replacement windows would be similar to the historic windows. The window opening may be enlarged to meet egress requirements. Composite windows are acceptable according to the design guidelines.
4. Non-historic windows are being upgraded.
5. Original siding will be preserved, if possible.
6. The front and back porch size and style are compatible with the existing structure and are replacing non-historic material with a more appropriate design.
7. The porches are subservient to the original house and could be removed without harming the property's character defining features.

RECOMMENDATION

Staff recommends approval of the application.

Recommended language for approval:

I move that the Landmarks Preservation Commission approve the application for 402 North K Street, as submitted.

AGENDA ITEM 3B: 219 North Tacoma Avenue, Ansonia Apartments (Individual Landmark)
--

Michael Darcher, Owner

BACKGROUND

Built in 1914, the Ansonia Apartments are an individually listed landmark on the Tacoma Register of Historic Places. The applicant is proposing a Charcoal Tweed Sunbrella canvas awning over one entrance of the building. This awning is a replacement for the metal awning that was deteriorated and recently removed. This awning would match other awnings on the Ansonia and adjacent buildings. The awning frame will be aluminum and it will be 2' high, 8' wide and extend 4' over the entrance, as shown in the diagram. It will be attached at the mortar joints and there will be no drilling into the brick face.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS

1. This property is an individual landmark on the Tacoma Register of Historic Places and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. No historic material is being destroyed or altered. The awning is differentiated from the historic material and compatible in size and scale.
3. The awning can be removed without harming the integrity of the historic property; there will be no drilling into the brick face.

RECOMMENDATION

Staff recommends approval of the application.

Recommended language for approval:

I move that the Landmarks Preservation Commission approve the application for 219 North Tacoma Avenue, as submitted.

PRESERVATION PLANNING/BOARD BUSINESS

AGENDA ITEM 4A: Events & Activities Update

Staff

2016 Events

1. Lighting Restoration Workshop Recap
2. **Third Annual Holiday Heritage Swing Dance: Remember the Railroad** (6pm @ Freighthouse Square, November 4th)
3. History Happy Hour Trivia Night (6pm @ The Swiss Restaurant & Pub, November 16th)

2017 Events

1. Landmarks Commissioner Training (9am-4:30pm TBD @ Tacoma Convention Center, March 7th)
2. Historic Preservation Month (May TBD)

3. Washington Trust for Historic Preservation Youth Heritage Program: Maritime Heritage (July TBA)
4. Arts Month (October TBD)
5. Fourth Annual Holiday Heritage Dance (November TBD)



**APPLICATION FOR DESIGN REVIEW
COMMERCIAL AND MULTIFAMILY**

Please include ALL of the following information with your application. Insufficient application materials will result in a delay in processing of your application. If you have any question regarding application requirements, or regulations and standards for historic buildings and districts, please call the Historic Preservation Office at 253.591.5254.

PART 1: PROPERTY INFORMATION

Building/Property Name	<u>1891 Edward S. Hall Home</u>		
Building/Property Address	<u>402 N K St, Tacoma WA</u>		
Landmark or Conservation District	<u>North Slope</u>		
Applicant's Name	<u>Hubert and Susan Hoover</u>		
Applicant's Address (if different than above)	<u>15227 SE 366th Pl, Auburn WA</u>		
Applicant's Phone	<u>253-887-8993</u>	Applicant's Email	<u>hugh@hooverzone.com</u>
Property Owner's Name (printed)	<u>Hubert and Susan Hoover</u>		
Property Owner's Address	<u>15227 SE 366th Pl, Auburn WA</u>		
Property Owner's Signature	_____		

**Application must be signed by the property owner to be processed. By signing this application, owner confirms that the application has been reviewed and determined satisfactory by the owner.*

APPLICATION FEE

Please see the fee schedule on page 2.

Estimated project cost: \$6,000

Application fee enclosed (please make payable
to City of Tacoma): \$205

The Landmarks Preservation Commission (LPC) is the designated review board to approve or deny proposed changes to designated historic buildings and districts. Review criteria are available at the Planning and Development Services Department (253) 591-5220 and on the city website. Information on standards and guidelines can be found in Tacoma Municipal Code 1.42 (Landmarks Preservation Commission) and 13.07 (Special Review Districts).

PART 2: INSTRUCTIONS

Fee Schedule

On December 18, 2012, City Council approved a new general services fee schedule that includes new fees for design review and demolition review of historic buildings (Res. No. 38588). The new fees are as follows:

Estimated project cost	Application Fee
\$0 – 5000	\$175
PROJECTS UNDER \$1 MILLION	
Each additional \$1000	\$30
Maximum fee per review	\$2000
Application for Demolition	\$1500
PROJECTS OVER \$1 MILLION	
Minimum fee	\$3000
Each additional \$10,000	\$10
Maximum fee	\$4000

General Tips for Modifications to Historic Buildings

- 1. First contact the proper permitting office to ensure your project is code compliant.** Presubmittal conferences with Commercial Plan Review may be required for major projects and should occur prior to Landmarks Commission review of your project. **If variances are required for your project, contact the Historic Preservation Office before submitting your application.** Variances or conditional use approvals that may affect the exterior design of the project must be resolved prior to Landmarks Commission review.
- 2. For complex projects, several design briefings to the Landmarks Commission may be necessary.** Contact the Historic Preservation Office to discuss scheduling options. The Landmarks Commission generally meets twice per month. Sign applications and other simple design reviews generally do not require multiple visits.
- 3. Projects are evaluated using the Secretary of the Interior’s Standards for Rehabilitation of Historic Buildings, and any applicable Historic District Design Guidelines (if the project occurs within a historic district).** Design Guidelines cover areas such as massing, scale, streetscape, signage, awnings and other design elements. Copies of Tacoma’s guidelines are available at the Historic Preservation Office, or online at www.cityoftacoma.org/HistoricPreservation.

General Steps for Submitting Applications

- 1. Begin the application consultation process with www.tacomapermits.org to identify code-compliance issues and required permits.**
- 2. For large projects, contact the Historic Preservation Office to determine an appropriate schedule for review.**
- 3. Submit completed application and APPLICATION FEE to:**

Historic Preservation Officer
747 Market Street, Room 345
Tacoma, WA 98402-3793

OR

Email form to:
landmarks@cityoftacoma.org

PLEASE NOTE: The Landmarks Commission meets on the second and fourth Wednesdays of each month. Applications are due a **MINIMUM of 2 weeks** prior to the meeting date you are targeting, so please plan accordingly. Incomplete or missing information will delay consideration of your application.

PART 3: PROJECT SCOPE AND DESCRIPTION

Please use the space below to describe the project. Attach additional pages if necessary. All proposed changes must be included in this description. Please see NARRATIVE DESCRIPTION CHECKLIST (next page).

This project is to remove some non-historic structures and rebuild them in a style closer to the original building design. There are 4 components to this.

- 1) Remove the existing front stoop cover, posts and rail. Replace with a new cover, supported by corbels and a new rail that echo's the existing rail on the deck above. Roofing will match composite roofing on the rest of the building.
- 2) Remove the non-historic window on the left porch wall, install a stain-glass window to the left of the door in it's place.
- 3) Remove the rear stoop cover, posts and rail. Replace with a new cover, raised to the belly-band as it would have been done in period. Use corbels and one post for support. Add a new rail similar to the one on the front stoop. Roofing will match composite roofing on the rest of the building.
- 4) Repair or install window in attic space of front of building. Optimally, identically to 1890 original, but that depends on the amount of remaining siding and framing from the original. New, or original windows will be casement windows, and if new, meeting code for escape window sizing. If new, window will be a composite type window that attempts to match the original design as closely as possible. A specific replacement product has not been defined.

See diagrams for specific details on construction.

PART 4: APPLICATION CHECKLIST (For sign or awning applications, please go to PART 5).

General Requirements

One digital or hard copy of the application and all supporting documents for distribution

Property owner/manager consent

Check here to certify that you have contacted the Permit Counter to resolve any potential code or zoning issues with your project.

Check here to certify that there are NO PENDING APPLICATIONS FOR A VARIANCE related to this application. If there are any pending variances related to this application, you MUST notify the Historic Preservation Office.

Narrative Description Checklist

General overview of project, including quantities and dimensions of elements such as signs (i.e. "one proposed 24 X 60" sign, with 12" extruded plastic letters, to be located on the south façade sign band...)

LIST of features to be removed, replaced or added (*if application includes removal or replacement of material*)

Specification or product sheets for materials and finishes, if applicable

Program of work for large-scale or complex projects, if applicable (i.e. scope of work for masonry restoration and cleaning)

Attachments Plans and graphics submitted for permitting may be used for Landmarks Review if materials, products and finishes are clearly indicated on the plans.

Site plan/locational map INCLUDING adjacent buildings and streets (for any additions or new construction). *Note that Building and Land Use Services also often requires a site plan for a Building Permit. See Information Sheet B1 Site Plans (available at the Permit Counter).*

MEASURED floor plans, CLEARLY identifying new and existing features (if applicable)

MEASURED elevations, CLEARLY identifying new and existing features

Details of method(s) of attachment for signs, awnings and canopies (if applicable)

COLOR photographs of existing conditions, photographs should be labeled and clearly show all features

Other Requirements

Material and hardware samples (in some cases specification or cut sheets may suffice)

True color paint and/or finish samples, where required by ordinance

Part 5: SPECIAL REQUIREMENTS FOR SIGNS AND AWNINGS

Instructions for Signs and Awning Applicants

Please include the following with your application:

<input type="checkbox"/>	One digital or hard copy of the application cover sheet and narrative description (pages 1-2 of this form)
<input type="checkbox"/>	One digital or hard copy of supporting attachments
<input type="checkbox"/>	Graphic rendering of proposed sign (to scale with dimensions indicated, and including any conduits)
<input type="checkbox"/>	Photograph of existing building
<input type="checkbox"/>	Details of attachment
<input type="checkbox"/>	Single set of material samples (if necessary)

Please answer the following questions (if applicable):

1. Are there existing signs on the building?	_____
2. If so, will they be removed or relocated?	_____
3. Sign Material	_____
4. Sign Dimensions	_____
5. Logo or typeface and letter size	_____
6. Lighting Specifications	_____
7. Describe the method of attachment and underlying material	_____ _____



402NK- lot lines

<http://govME.org/map>

Property

- Address
- Parcel

Street

- Abc Street Name
- PW Off Street Line
- Street Centerline
- ▬ Highway

County Backgrounds

- Puget Sound
- Pierce County
- King County
- Thurston County

Aerial Photo 2012

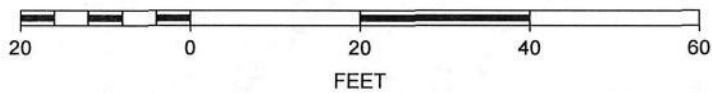
- 4 inch pixel

City Backgrounds

- Tacoma
- Federal Way
- Fife
- Fircrest
- Lakewood
- Ruston
- University Place



SCALE 1 : 272



402 N Kst

10/15/2016

current condition











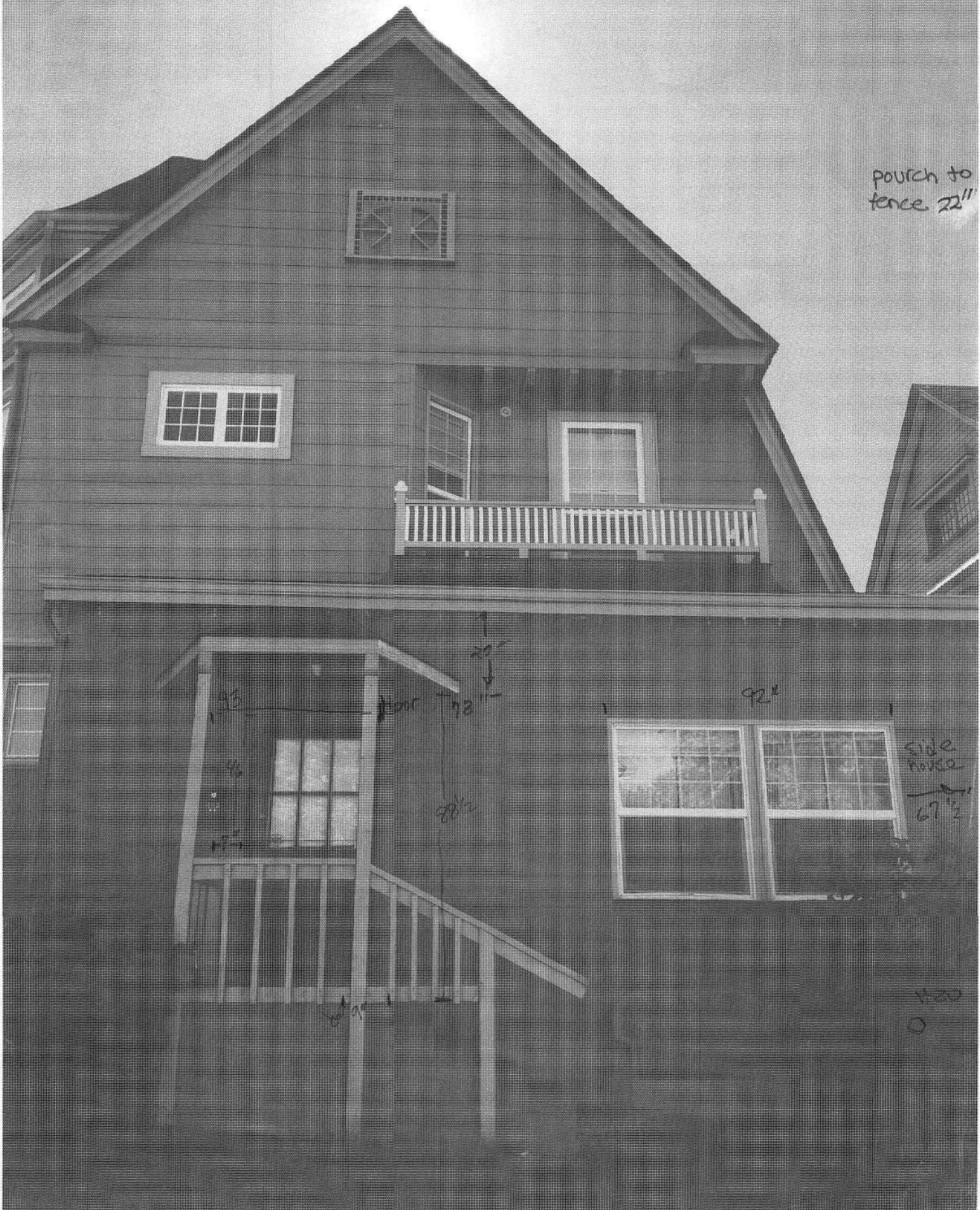


Front 402 N Kst, Tacoma

Front

- ① improve and extend front stair roof cover with hip roof, 3ft depth, and 21'6" long
- ② Add stain glass window left side of front door
- ③ rebuild front stair rail to resemble rail on second floor.
- ④ remove window from left side of front entry way. (This is not an original window.)
- ⑤ All trim and siding to resemble original.
- ⑥ Add 2 casement egress windows to 3rd floor front. If the old original window is still there, we will repair & expose it.

pouch to
fence 22"



95" porch 72"

46"

15"

88 1/2"

92"

side
house

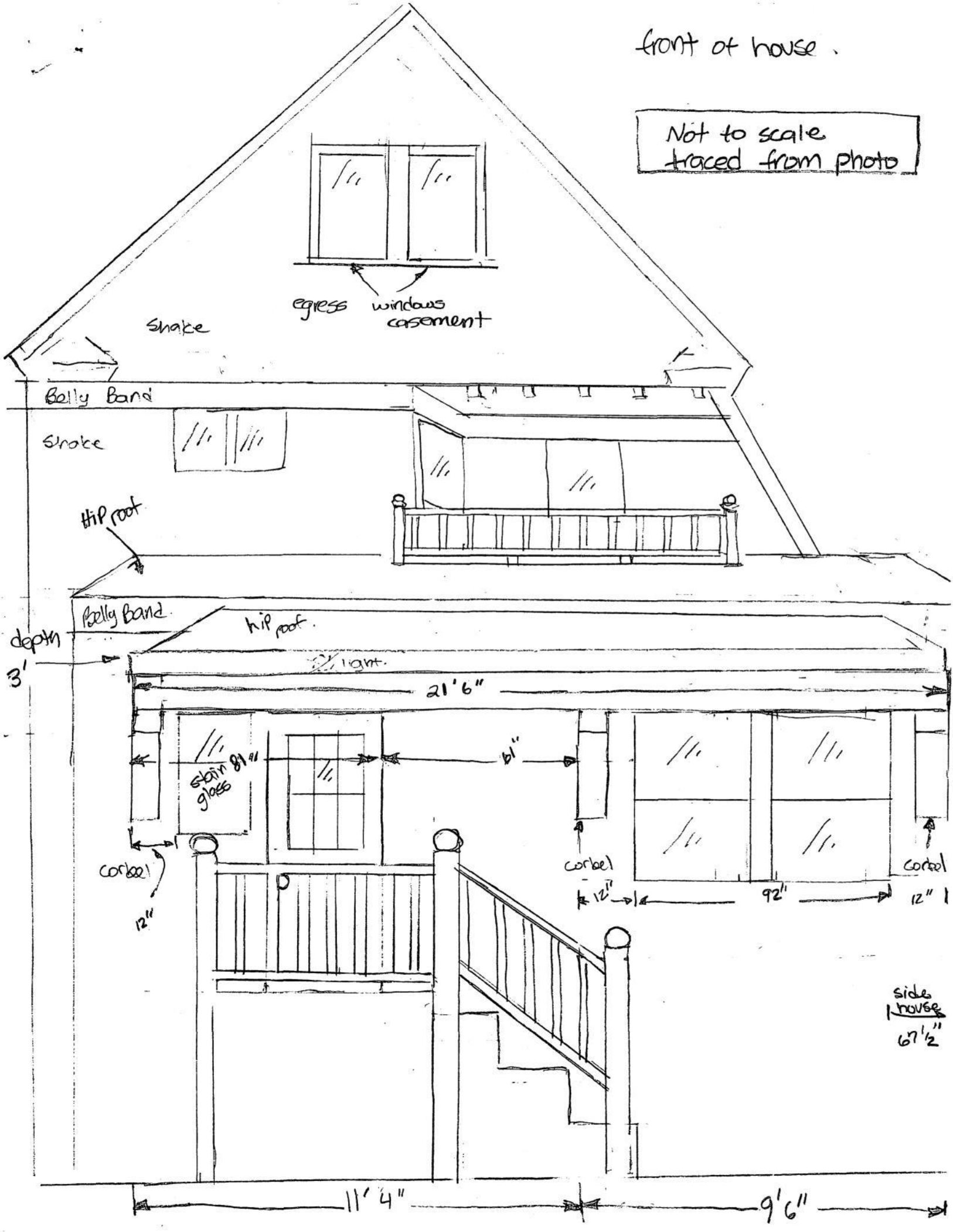
67 1/2"

120"

1 28 1/2 11 5 1/2

front of house.

Not to scale
traced from photo



added front cover

hip roof

2x8

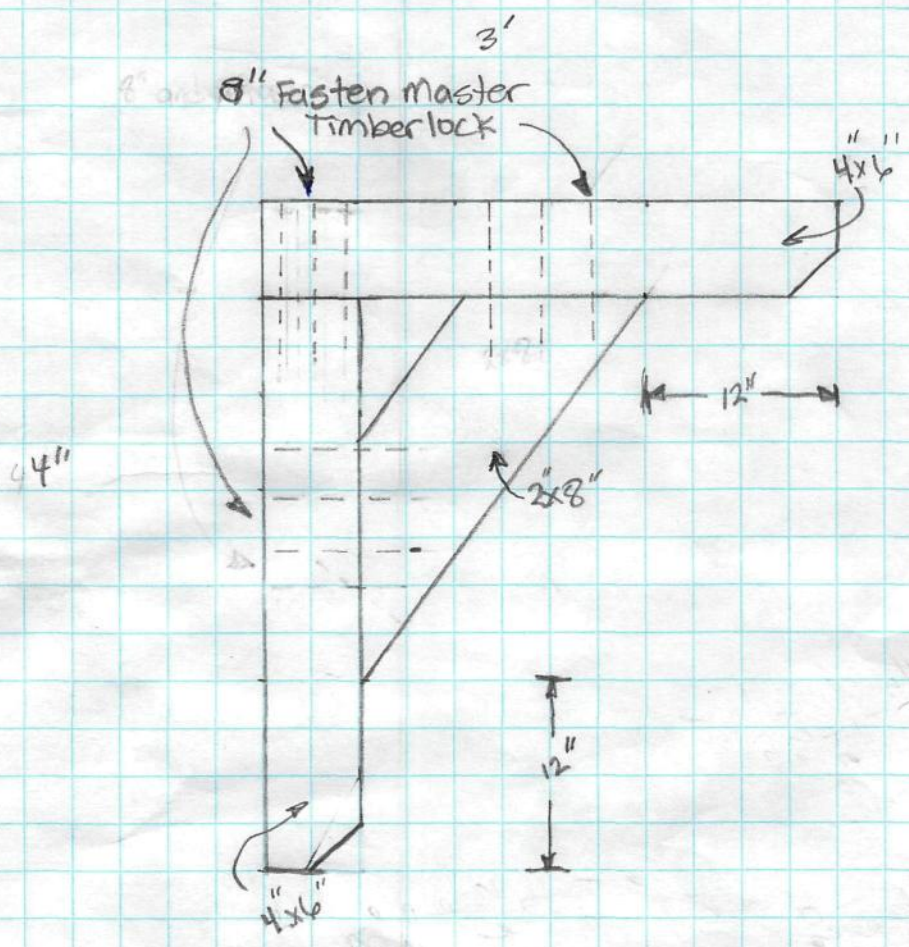
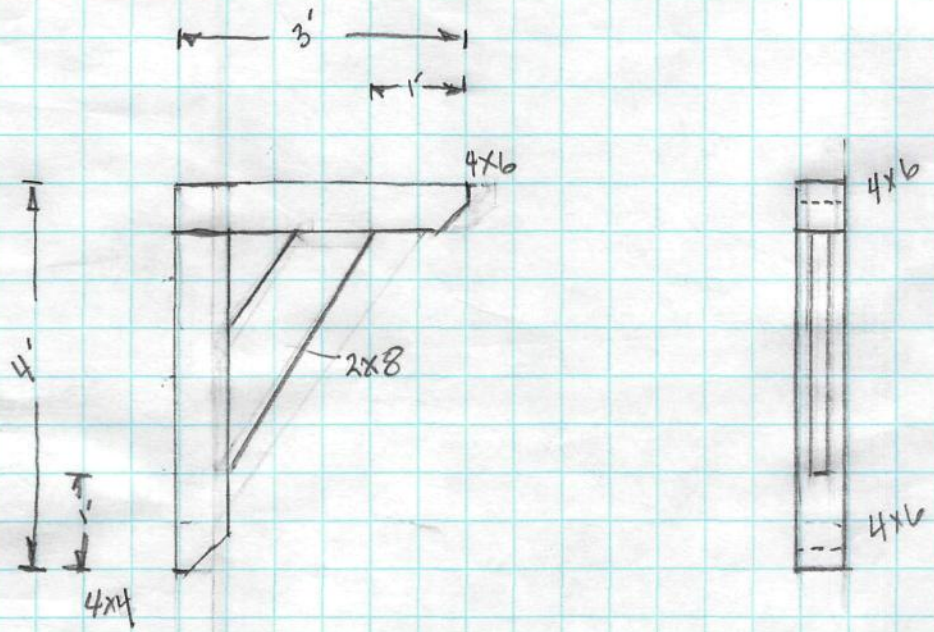
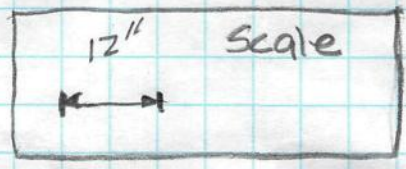
90°

80°

stain glass



5x9 595
 Front Corbel Front



Attach Corbels to house through sheathing into stud with 6 or more
 8" Fasten Master Timberlock

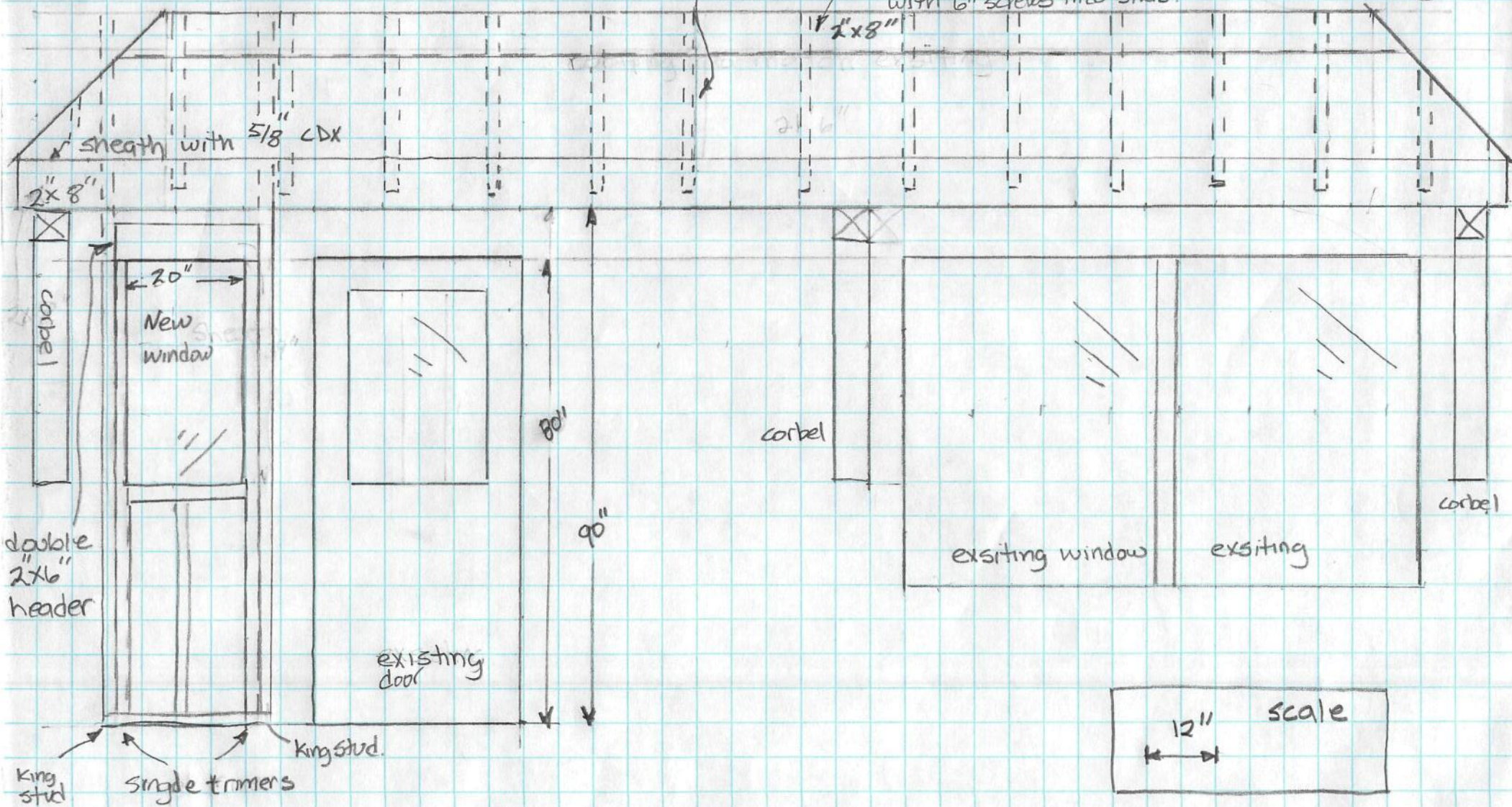
Front Porch

roofing to match existing

Front hip roof
2x6 rafters on 16" centers

attach to build with 6" screws into studs.

hip roof 4/12



Side front.

Beam
21' x 3.4ft = 71

$$71 \text{ sq/ft} \times 40 \text{ lbs} = 2835 \text{ lbs}$$

$$2835 = 1417 = 709 \text{ lbs}$$

wall 2 Σ corbel

$$709 \text{ lb} = F B d^2 / 9 L$$

\uparrow \uparrow \uparrow
 1000 1.5 11.5

$$d = \sqrt{\frac{709 \times 9 \times 11.5}{1000 \times 1.5}}$$

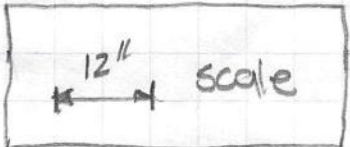
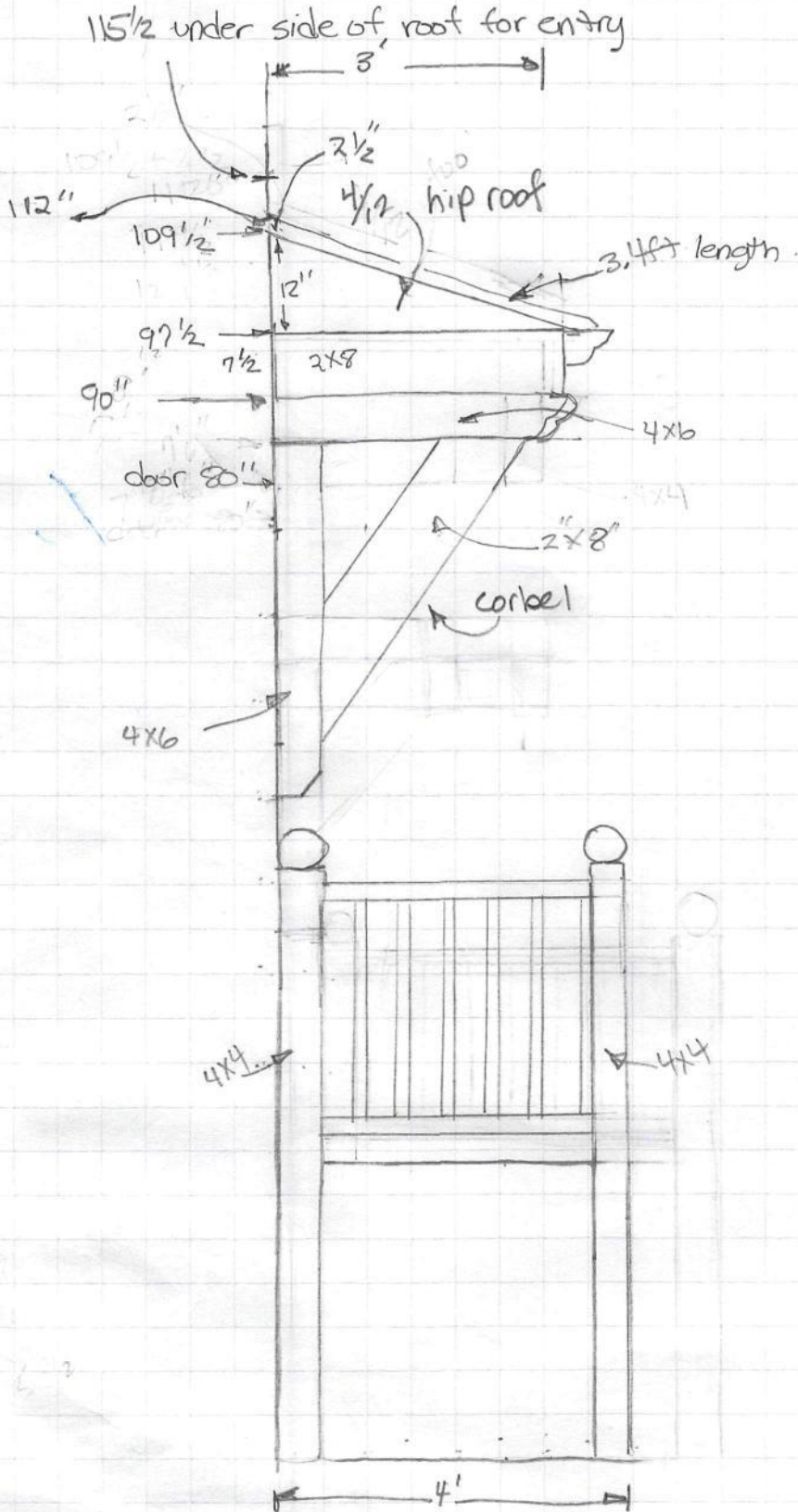
$$d = \sqrt{42.9} = 6.99$$

2" x 8"

2 x 8 or bigger
Bot 3.5 d = 4.6

4" x 6"

rafters 2x6
on 16" centers



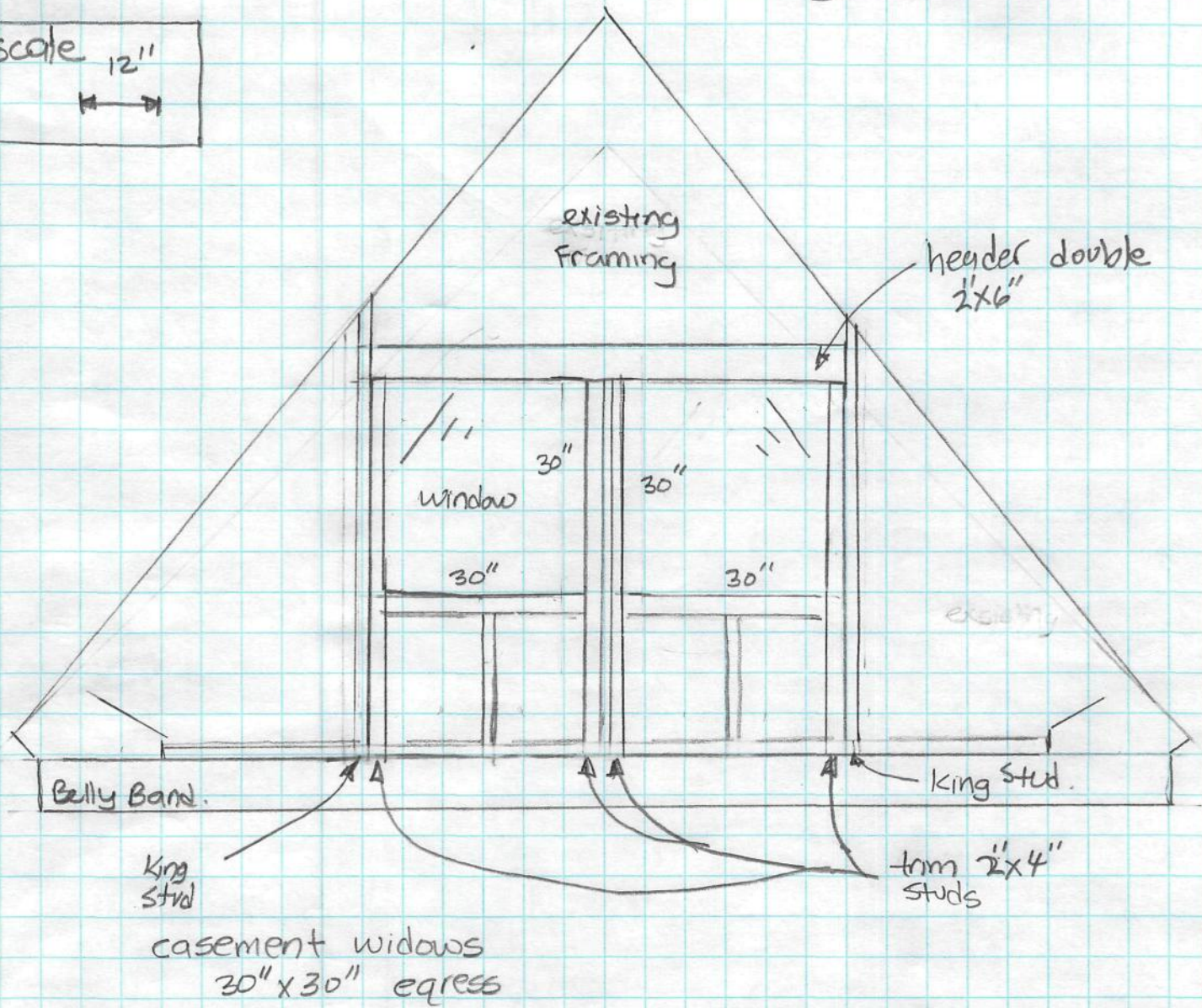
New stain glass window



←
20.25"
38.75"

Front Peak Windows Framing

scale 1/2" = 1'



This is new framing for windows, however we will use old existing framing if available.

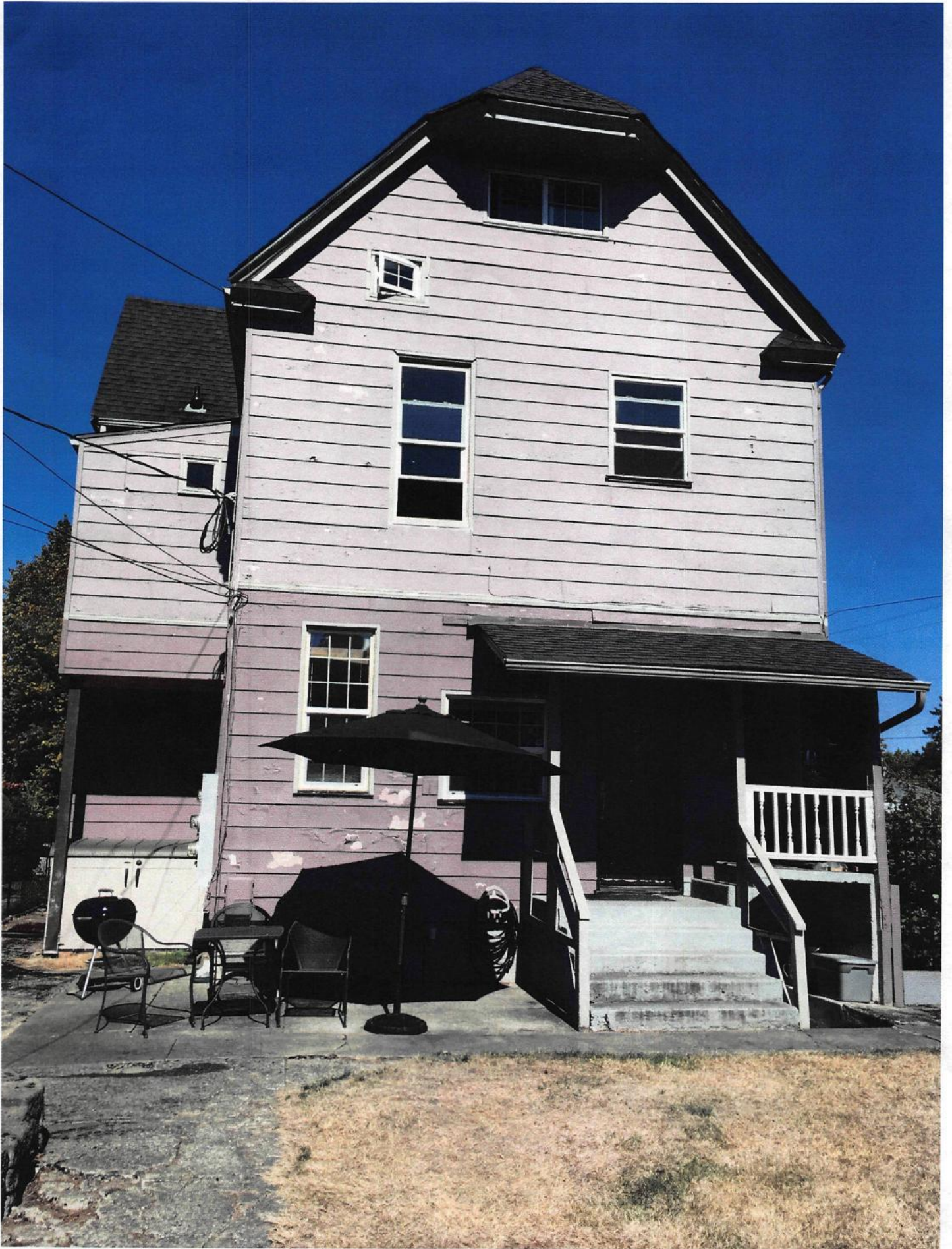
Window to be removed.



may remove
window }

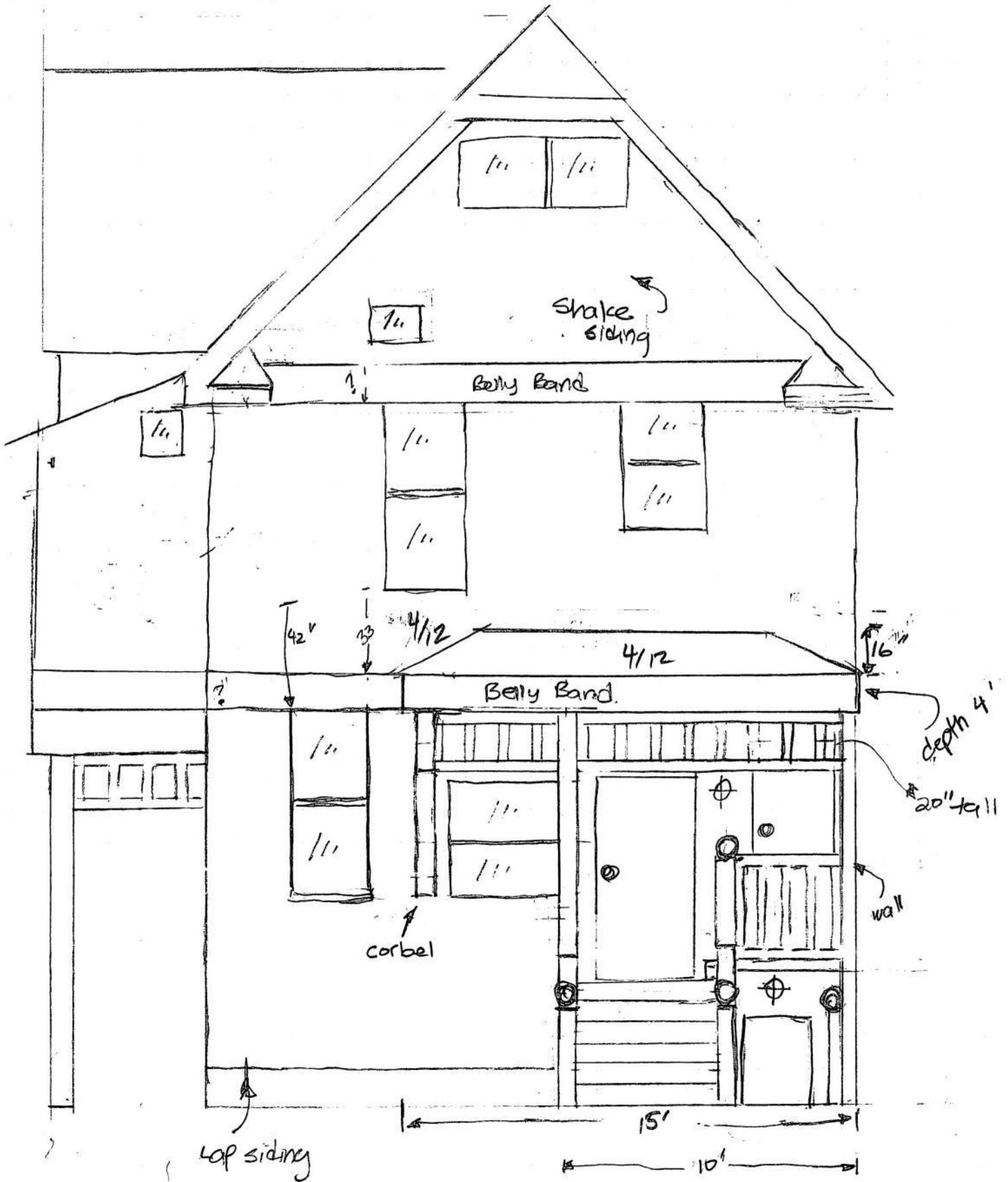
Back Back

- ① Remove existing back porch and rebuild new
porch.
existing porch is not original and
is in bad repair.
- ② Rebuild hand rails to resemble rail on the
front second floor.



current depth 5'

Back of house



Not to scale
traced photo

Back of House

Side View

Beam

$$\begin{array}{r}
 2 \\
 4.4 \text{ ft} \\
 \hline
 15 \text{ ft} \\
 220 \\
 440 \\
 \hline
 660 \text{ sq ft}
 \end{array}$$

$$66 \text{ sq ft} \times 40 \text{ lb/sq ft} = 2640 \text{ lbs}$$

$$\begin{array}{r}
 2640 \\
 \hline
 2 \text{ house} \\
 1320 \\
 \hline
 2 \text{ post} \\
 660 \text{ lbs}
 \end{array}$$

Total load 660 lbs

$$= FB \frac{2}{9L}$$

$$\begin{array}{ccc}
 \uparrow & \uparrow & \uparrow \\
 1000 & 3.5 & 10
 \end{array}$$

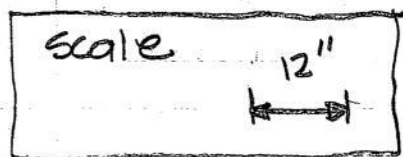
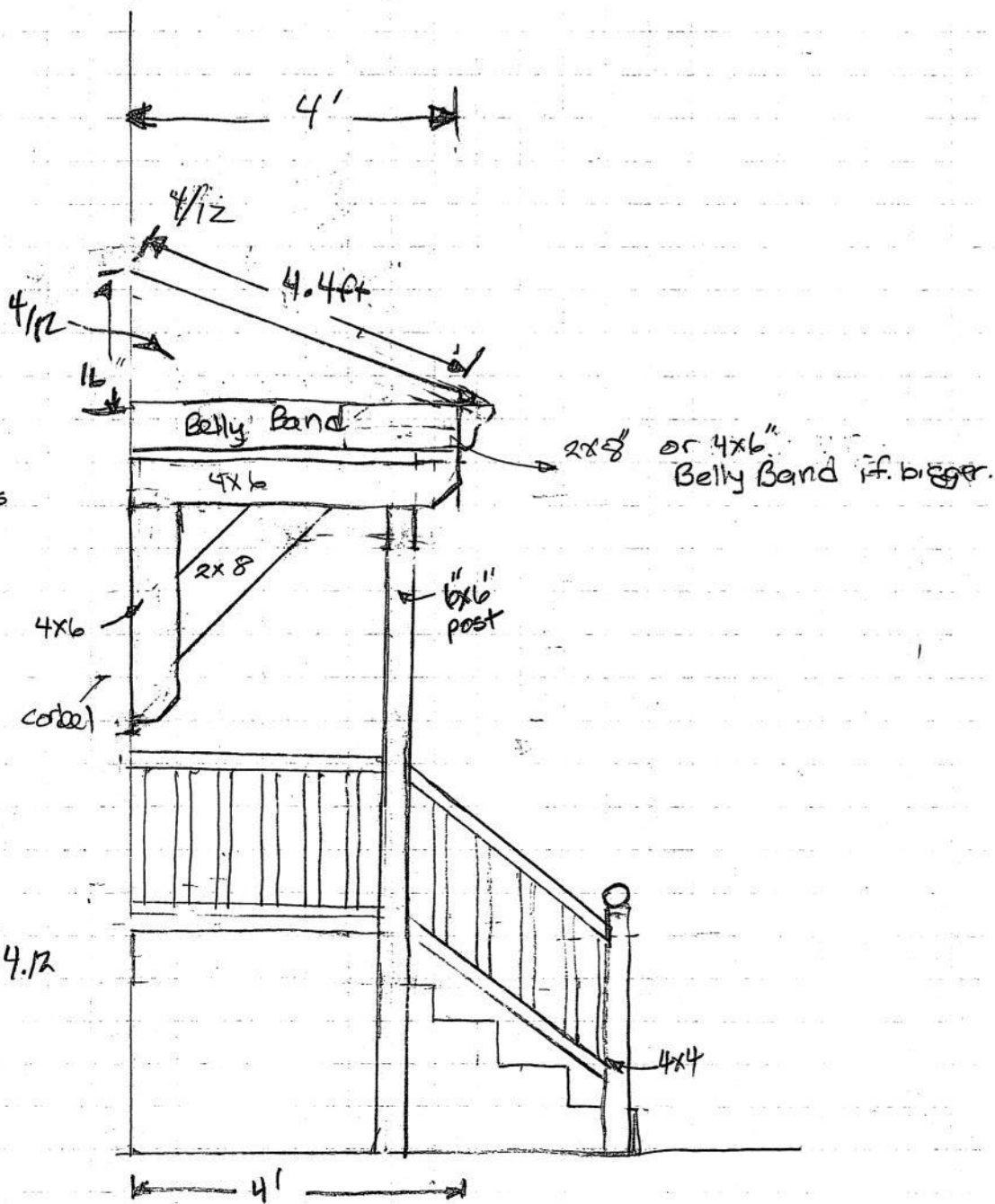
$$d = \sqrt{\frac{660 \times 9 \times 10}{1000 \times 3.5}} =$$

$$\sqrt{\frac{59400}{3500}} = \sqrt{17} = 4.12$$

4" x 6"
or 2" x 8"

with $\beta = 1.5$ $d = 6.29$

rafters 2" x 6"
on 16" centers



Back Porch

roofing to match existing

rafters on 16" centers

attached to building studs with 6" screws

4/12 hip roof

sheath 5/8 CDX

2x6"

2x8

2x8"

Belly Band

decorative trim

corbel

6x6 post

wall

10'

window

Window

○

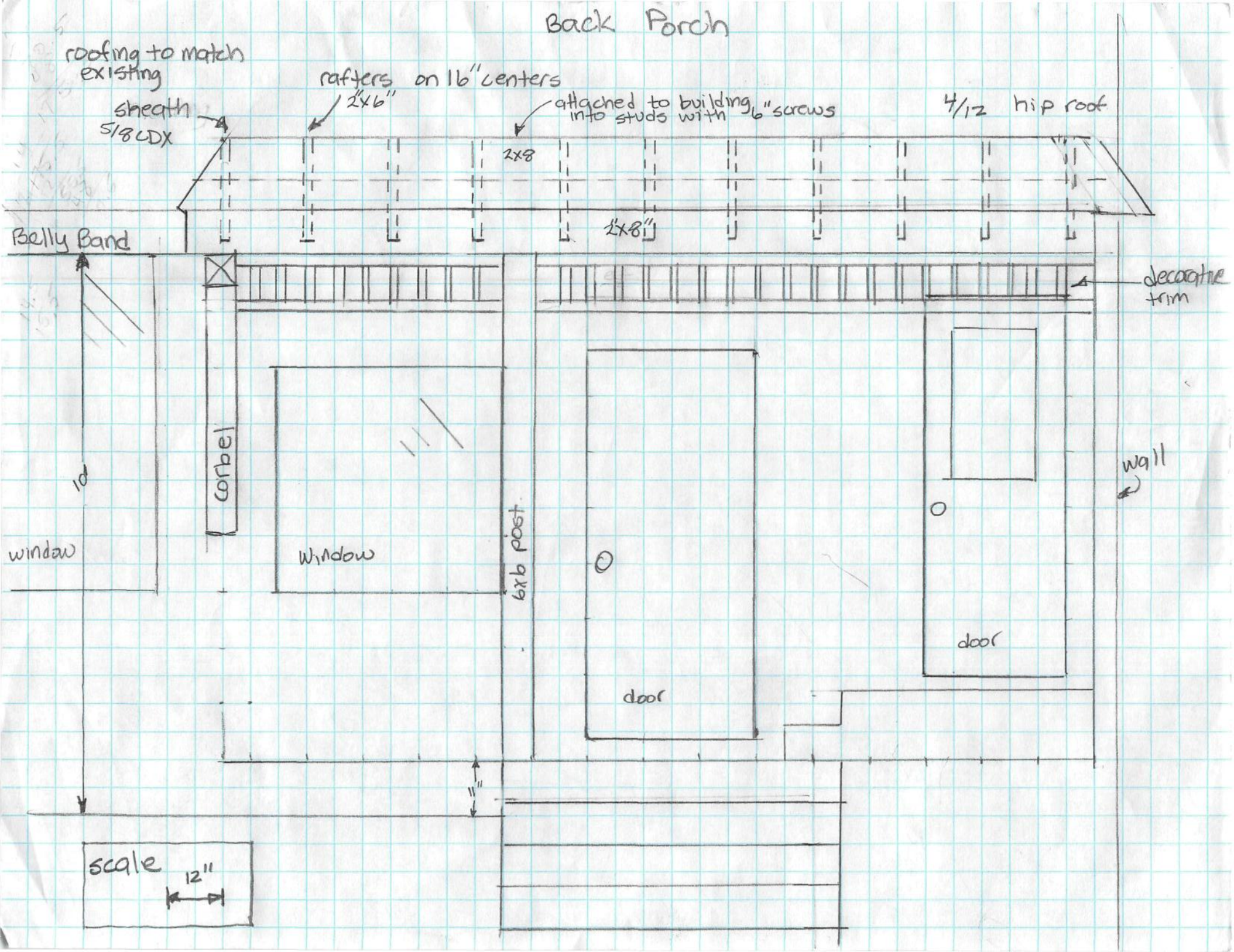
○

door

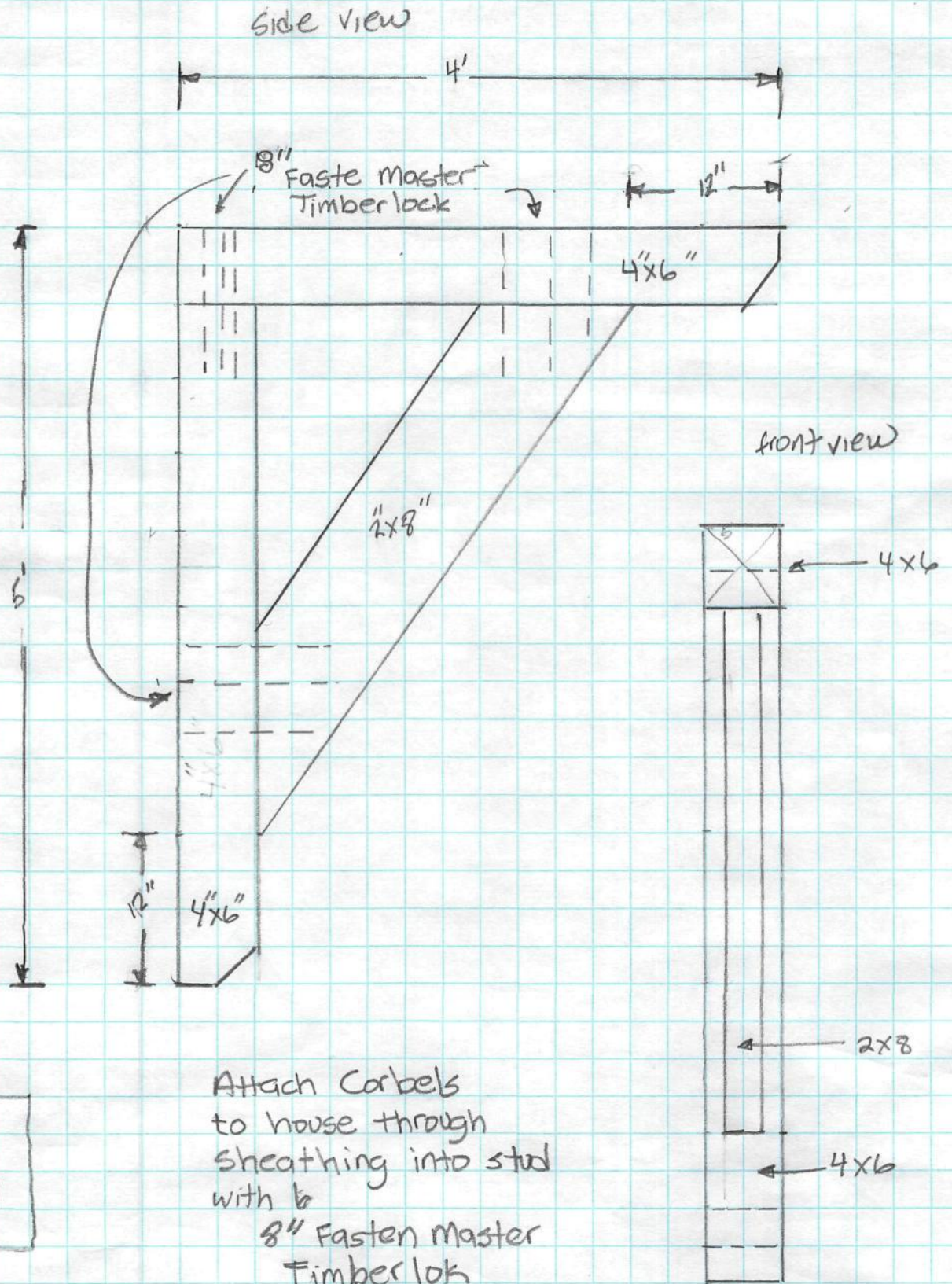
door

scale

12"



Back Corbel



Landmarks Preservation Commission

Planning and Development Services Department



747 Market Street ♦ Room 1036 ♦ Tacoma WA 98402-3793 ♦ 253.591.5220

APPLICATION FOR DESIGN REVIEW COMMERCIAL AND MULTIFAMILY

Please include ALL of the following information with your application. Insufficient application materials will result in a delay in processing of your application. If you have any question regarding application requirements, or regulations and standards for historic buildings and districts, please call the Historic Preservation Office at 253.591.5254.

PART 1: PROPERTY INFORMATION

Building/Property Name	<u>Ansonia Condominiums</u>		
Building/Property Address	<u>219 N Tacoma Ave.</u>		
Landmark or Conservation District	<u>Stadium</u>		
Applicant's Name	<u>Michael Darcher</u>		
Applicant's Address (if different than above)	_____		
Applicant's Phone	<u>253.381.9672</u>	Applicant's Email	<u>mdarcher@harbornet.com</u>
Property Owner's Name (printed)	<u>Michael Darcher and Joanne Lisosky</u>		
Property Owner's Address	<u>219 N Tacoma Ave. #03 Tacoma WA 98403</u>		
Property Owner's Signature	<u>Michael Darcher Joanne Lisosky</u>		

*Application must be signed by the property owner to be processed. By signing this application, owner confirms that the application has been reviewed and determined satisfactory by the owner.

APPLICATION FEE

Please see the fee schedule on page 2.

Estimated project cost: \$1500

Application fee enclosed (please make payable
to City of Tacoma): \$175

The Landmarks Preservation Commission (LPC) is the designated review board to approve or deny proposed changes to designated historic buildings and districts. Review criteria are available at the Planning and Development Services Department (253) 591-5220 and on the city website. Information on standards and guidelines can be found in Tacoma Municipal Code 1.42 (Landmarks Preservation Commission) and 13.07 (Special Review Districts).

PART 2: INSTRUCTIONS

Fee Schedule

On December 18, 2012, City Council approved a new general services fee schedule that includes new fees for design review and demolition review of historic buildings (Res. No. 38588). The new fees are as follows:

Estimated project cost	Application Fee
\$0 – 5000	\$175
PROJECTS UNDER \$1 MILLION	
Each additional \$1000	\$30
Maximum fee per review	\$2000
Application for Demolition	\$1500
PROJECTS OVER \$1 MILLION	
Minimum fee	\$3000
Each additional \$10,000	\$10
Maximum fee	\$4000

General Tips for Modifications to Historic Buildings

1. **First contact the proper permitting office to ensure your project is code compliant.** Presubmittal conferences with Commercial Plan Review may be required for major projects and should occur prior to Landmarks Commission review of your project. **If variances are required for your project, contact the Historic Preservation Office before submitting your application.** Variances or conditional use approvals that may affect the exterior design of the project must be resolved prior to Landmarks Commission review.
2. **For complex projects, several design briefings to the Landmarks Commission may be necessary.** Contact the Historic Preservation Office to discuss scheduling options. The Landmarks Commission generally meets twice per month. Sign applications and other simple design reviews generally do not require multiple visits.
3. **Projects are evaluated using the Secretary of the Interior's Standards for Rehabilitation of Historic Buildings, and any applicable Historic District Design Guidelines (if the project occurs within a historic district).** Design Guidelines cover areas such as massing, scale, streetscape, signage, awnings and other design elements. Copies of Tacoma's guidelines are available at the Historic Preservation Office, or online at www.cityoftacoma.org/HistoricPreservation.

General Steps for Submitting Applications

1. **Begin the application consultation process with www.tacomapermits.org to identify code-compliance issues and required permits.**
2. **For large projects, contact the Historic Preservation Office to determine an appropriate schedule for review.**
3. **Submit completed application and APPLICATION FEE to:**

Historic Preservation Officer
747 Market Street, Room 345
Tacoma, WA 98402-3793

OR Email form to:
landmarks@cityoftacoma.org

PLEASE NOTE: The Landmarks Commission meets on the second and fourth Wednesdays of each month. Applications are due a **MINIMUM of 2 weeks** prior to the meeting date you are targeting, so please plan accordingly. Incomplete or missing information will delay consideration of your application.

PART 3: PROJECT SCOPE AND DESCRIPTION

Please use the space below to describe the project. Attach additional pages if necessary. All proposed changes must be included in this description. Please see NARRATIVE DESCRIPTION CHECKLIST (next page).

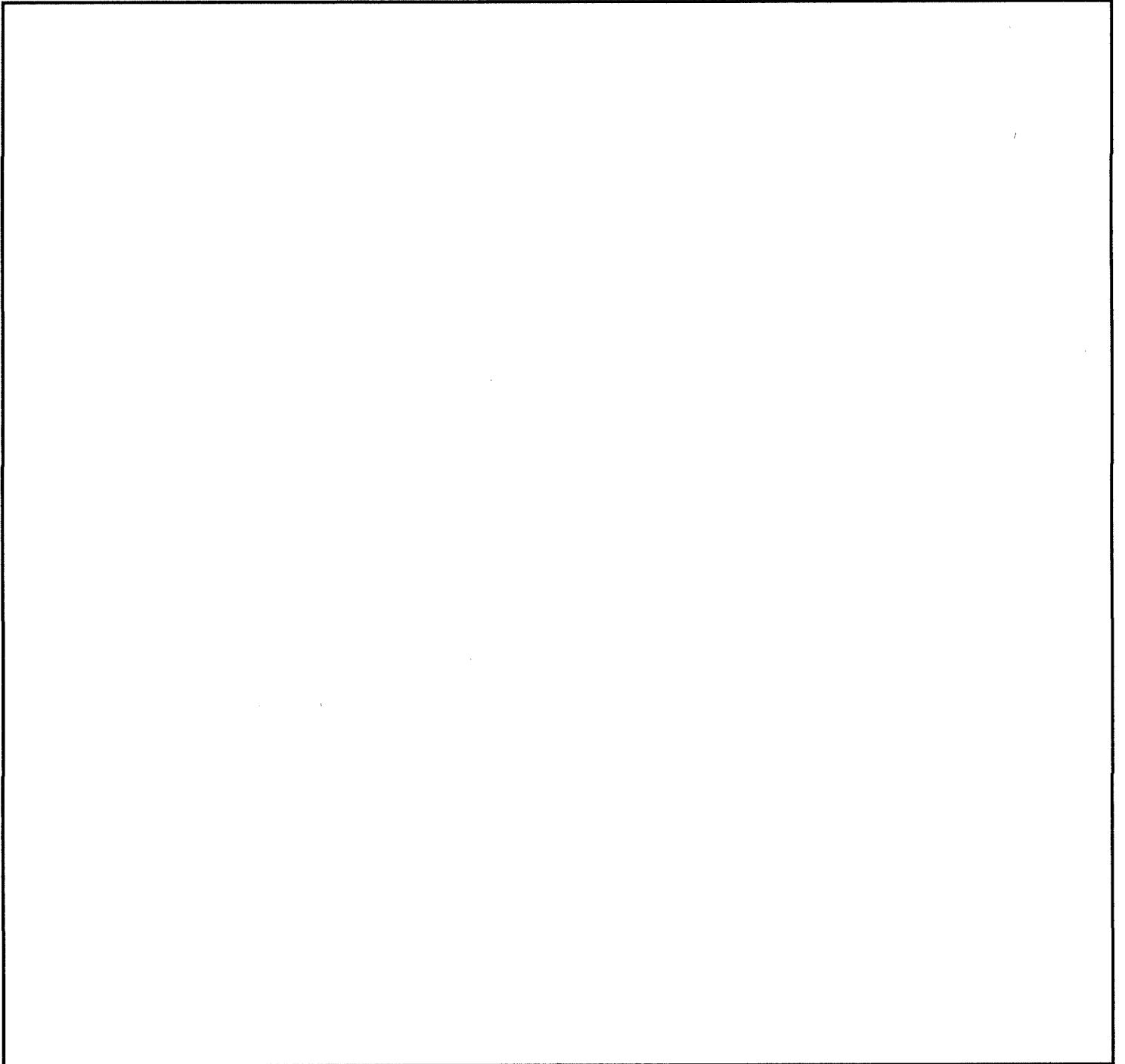
The project entails erecting a canvas awning above an exterior entrance to our unit to replace a metal awning in disrepair that was removed during a recent resurfacing and treatment of the building's exterior. Other awnings are also presently being installed at other sights on the premises of the Ansonia, but because this awning would loom over an exterior street level entrance, I am requesting approval from the Landmarks Preservation Commission for the installation of this awning. Enclosed with this application for your perusal are:

- a) A photograph of the old awning that was removed that shows where the new awning, if approved, would be erected;
- b) A scale drawing of the new awning's dimensions from the company chosen to make and install it;
- c) A more elaborate depiction of another awning to be installed elsewhere on the premises by the same company;
- d) A depiction from another sight that describes the frame material that would bolster the awning;
- e) A swatch of the material that would comprise the awning.

Rainy season is already upon us. The absence of an awning is also impugning the integrity of our unguarded wooden entrance door.

I would note that this awning is in keeping with other neighborhood exterior awnings including, among others, the awning that shrouds the entrance to the Dororthy condominiums across the street from our abode.

Thank you for your consideration and expedition in this matter.



PART 4: APPLICATION CHECKLIST (For sign or awning applications, please go to PART 5).

General Requirements

- One digital or hard copy of the application and all supporting documents for distribution
- Property owner/manager consent

Check here to certify that you have contacted the Permit Counter to resolve any potential code or zoning issues with your project.

Check here to certify that there are NO PENDING APPLICATIONS FOR A VARIANCE related to this application. If there are any pending variances related to this application, you MUST notify the Historic Preservation Office.

Narrative Description Checklist

- General overview of project, including quantities and dimensions of elements such as signs (i.e. "one proposed 24 X 60" sign, with 12" extruded plastic letters, to be located on the south façade sign band...)
- LIST of features to be removed, replaced or added (*if application includes removal or replacement of material*)
- Specification or product sheets for materials and finishes, if applicable
- Program of work for large-scale or complex projects, if applicable (i.e. scope of work for masonry restoration and cleaning)

Attachments Plans and graphics submitted for permitting may be used for Landmarks Review if materials, products and finishes are clearly indicated on the plans.

- Site plan/locational map INCLUDING adjacent buildings and streets (for any additions or new construction). *Note that Building and Land Use Services also often requires a site plan for a Building Permit. See Information Sheet B1 Site Plans (available at the Permit Counter).*
- MEASURED floor plans, CLEARLY identifying new and existing features (if applicable)
- MEASURED elevations, CLEARLY identifying new and existing features
- Details of method(s) of attachment for signs, awnings and canopies (if applicable)
- COLOR photographs of existing conditions, photographs should be labeled and clearly show all features

Other Requirements

- Material and hardware samples (in some cases specification or cut sheets may suffice)
- True color paint and/or finish samples, where required by ordinance

Part 5: SPECIAL REQUIREMENTS FOR SIGNS AND AWNINGS

Instructions for Signs and Awning Applicants

Please include the following with your application:

<input type="checkbox"/>	One digital or hard copy of the application cover sheet and narrative description (pages 1-2 of this form)
<input type="checkbox"/>	One digital or hard copy of supporting attachments
<input type="checkbox"/>	Graphic rendering of proposed sign (to scale with dimensions indicated, and including any conduits)
<input type="checkbox"/>	Photograph of existing building
<input type="checkbox"/>	Details of attachment
<input type="checkbox"/>	Single set of material samples (if necessary)

Please answer the following questions (if applicable):

1. Are there existing signs on the building?	_____
2. If so, will they be removed or relocated?	_____
3. Sign Material	_____
4. Sign Dimensions	_____
5. Logo or typeface and letter size	_____
6. Lighting Specifications	_____
7. Describe the method of attachment and underlying material	_____ _____

This will be removed



#03

JOANNE

Landmarks



WORKSHEET

Contact Name: _____

Rep: _____

Company: _____

Date: _____

Email: _____

Phone: _____
(Home / Cell / Office)

Phone: _____
(Home / Cell / Office)

For sales use

Description: _____

Fabric(s): (1) _____

(2) _____

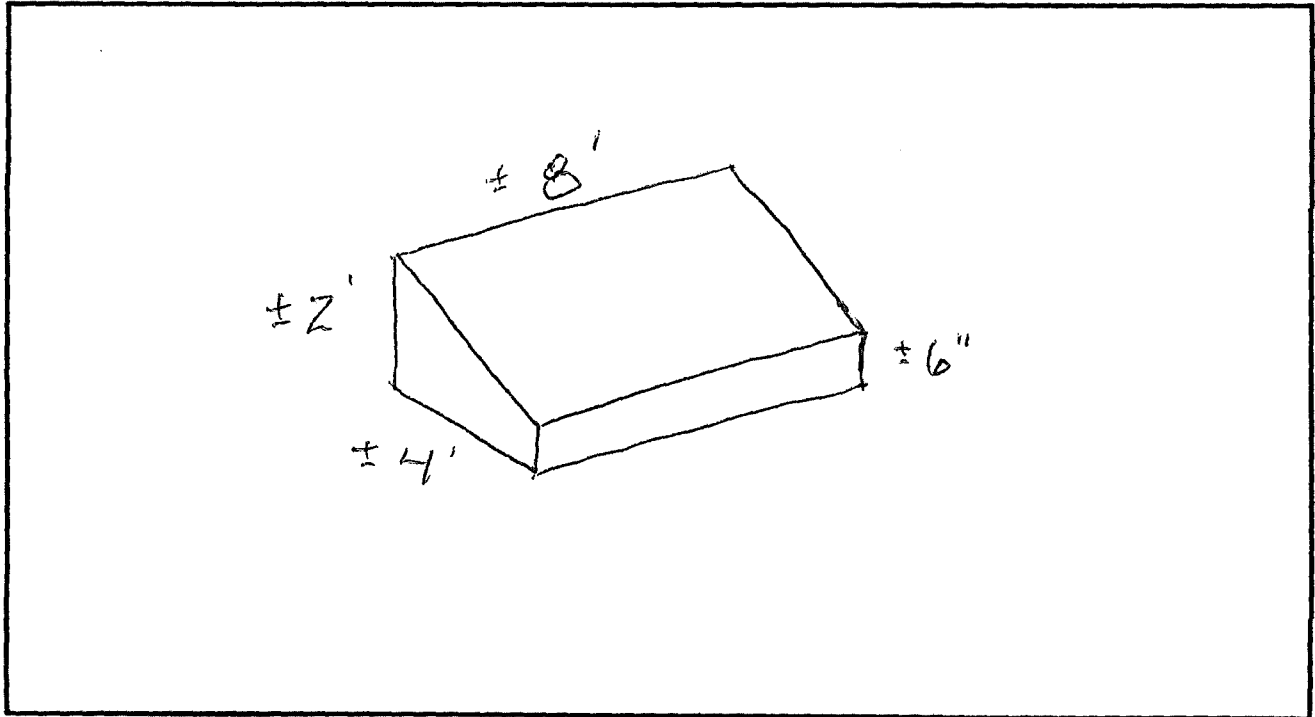
Item (1) Dimensions: _____ X _____ X _____ Qty: _____
Length Width Height

Item (2) Dimensions: _____ X _____ X _____ Qty: _____
Length Width Height

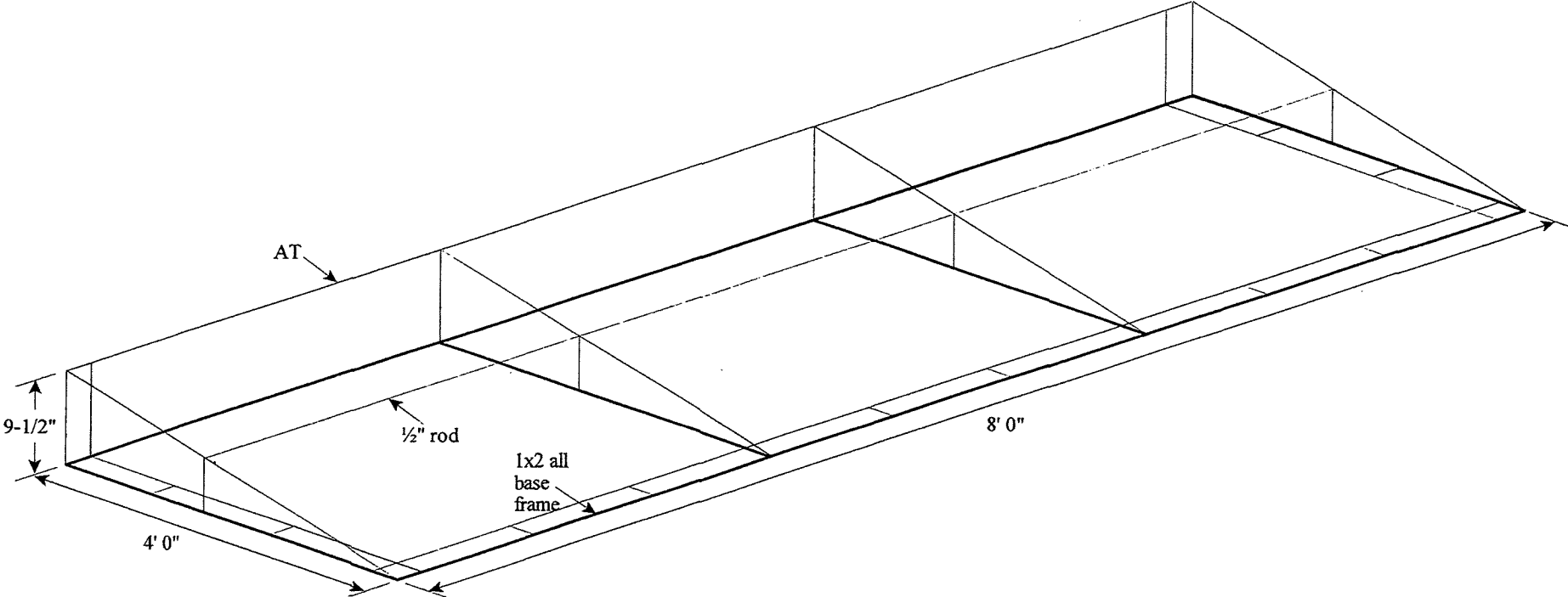
Sewn Hem: _____ X _____ X _____ 171 Webbing: 1" 2" BLK WHT
Length Width Height

Grommets: #0 #2 #4 #6 Spur Plain Self Piercing Spacing: _____ "o/c

Additional Hardware: _____

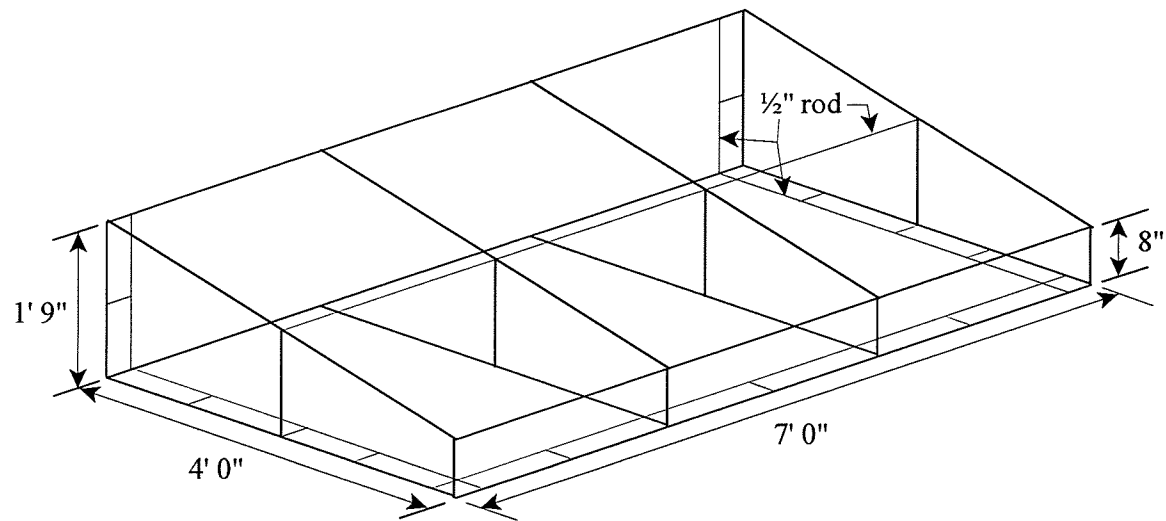


Ansonia 3rd floor Common Door



Meadowbrook Senior Living

Frame Material List:
1" x 1" x .125" Aluminum tube (main frame)
½" aluminum rod (noted)



The Landmarks Preservation Commission Presents



REMEMBER THE RAILROAD

The Third Annual Holiday Heritage
Swing Dance in Commemoration
of Tacoma's Railroad History and
the Prairie Line Trail.

November 4, 6 - 9 p.m.
Freighthouse Square
(Rainier Room) 2501 E. E Street

Enjoy the sounds of the Pierce County Big Band
and a dance demo by Studio 6 Ballroom.
Refreshments from STINK Cheese-Meat
and a no-host bar will also be available.

Entrance: Suggested donation for entry goes to support
heritage events and programming in 2017.

RSVP on the Tacoma Historic Preservation Facebook.
For more information contact Lauren Hoogkamer
at lhoogkamer@cityoftacoma.org
or (253) 591-5254 for more information.

Hosted by the City of Tacoma's Historic
Preservation Office and co-sponsored
by Tacoma Historical Society.



TACOMA HISTORICAL SOCIETY

PHOTO CREDITS
Tacoma Public Library, D7324-4
Tacoma Public Library, BROWNING-088

History Happy Hour: Trivia Night

Tacoma Trivia Night

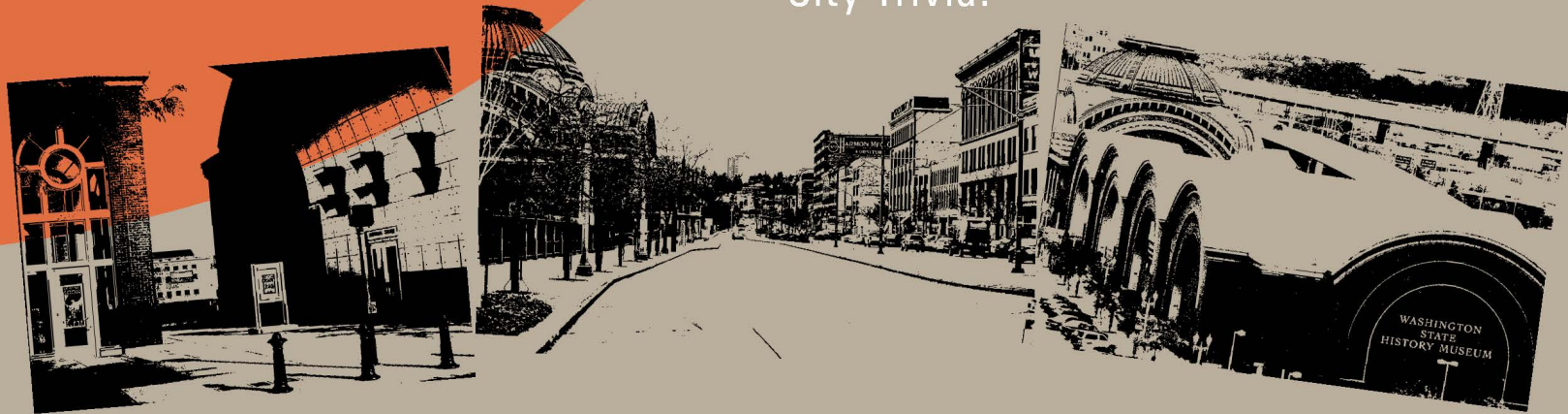
Wednesday, November 16 @ 6pm

The Swiss Restaurant & Pub
1904 Jefferson Ave.

Free and Open to the Public

Test Your Knowledge of State and
City Trivia!

Prizes



Presented by the Washington State History Museum,
the City of Tacoma's Historic Preservation Office and Tacoma Historical Society

Questions? Contact Lauren Hoogkamer at lhoogkamer@cityoftacoma.org or call (253) 591-5254.



TACOMA HISTORICAL SOCIETY