



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

MINUTES

Landmarks Preservation Commission Planning and Development Services Department

Date: August 10, 2016

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

Commission Members in Attendance:

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

Staff Present:

Reuben McKnight
Lauren Hoogkamer
John Griffith

Others Present:

David Spencer
Michael Gillette
Alison Gillette

Commission Members Absent:

Lysa Schloesser

Chair Katie Chase called the meeting to order at 5:30 p.m.

1. ROLL CALL

2. CONSENT AGENDA

- A. Excusal of Absences
- B. Approval of Minutes: 7/27/16
- C. Administrative Review:
 - 622 N. Cushman Ave. – vinyl siding removal
 - 1610 N. 9th St. – brick repair

The consent agenda was approved.

3. DESIGN REVIEW

A. Old Business

- 1) 1420 N. 6th Street (North Slope Historic District)
Windows and siding

Ms. Hoogkamer read the staff report.

BACKGROUND

The Landmarks Preservation Commission voted to defer this application July 27, 2016, pending submittal of additional documentation regarding the condition of the windows and siding, as well as a bid comparing replacement versus repair. The applicant has submitted additional information responding to these requests.

Built in 1906, this is a contributing structure in the North Slope Historic District. The applicant's original intent was to remove the existing aluminum siding and repair the underlying siding. Upon removal, it was found that large portions of the original siding are missing and/or damaged beyond repair and the original, double beveled cedar drop siding would be difficult to source. The applicant is now proposing smooth-faced HardiePlank lap siding, 5 ¼" with a 4" reveal. The cedar shake siding on the front and rear gables would be replaced in-kind. The soffit material was

previously replaced with wood that is not exterior grade. This would be replaced with tongue and groove cedar. Belly bands would be included where they currently exist and over large fascia at the porch area, to replicate the original style. The window trim was found to be damaged and altered and the window sashes are decayed and held together with duct tape and L-brackets. The window frames have been replaced with 2"x4" material. The damaged trim will be replaced with wood trim that is a closer match to the original design and the windows will be replaced with Milgard Composite Ultra series windows. To meet egress requirements, casement windows, that appear to be single-hung, will be used. Only three decorative picture windows and the leaded glass in the front window would not be replaced.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines

Windows

1. **Preserve Existing Historic Windows.** Existing historic windows in good working order should be maintained on historic homes in the district. The existing wood windows exhibit craftsmanship and carpentry methods in use at the time that the neighborhood was developed. New manufactured windows, even those made of wood, generally do not exhibit these characteristics.
2. **Repair Original Windows Where Possible.** Original wood windows that are in disrepair should be repaired if feasible. The feasibility of different approaches depends on the conditions, estimated cost, and total project scope. Examples of substandard conditions that do not necessarily warrant replacement include: failed glazing compound, broken glass panes, windows painted shut, deteriorated paint surface (interior or exterior) and loose joinery. These conditions alone do not justify window replacement.

Repair of loose or cracked glazing, loose joinery or stuck sashes may be suitable for a carpenter or handyperson. Significant rot, deterioration, or reconstruction of failed joints may require the services of a window restoration company. If information is needed regarding vendors that provide these services, please contact the Historic Preservation Office.

3. **Replace windows with a close visual and material match.** When repairing original windows is not feasible, replacement may be considered.
 - Where replacement is desired, the new windows should match the old windows in design and other details, and, where possible, materials.
 - Certain window products, such as composite clad windows, closely replicate original appearance and therefore may be appropriate. This should be demonstrated to the Commission with material samples and product specification sheets.
 - Changing the configuration, style or pattern of original windows is not encouraged, generally (for example, adding a highly styled divided light window where none existed before, or adding an architecturally incompatible pattern, such as a Prairie style gridded window to a English Cottage house).
 - Vinyl windows are not an acceptable replacement for existing historic windows.

Depending on specific project needs, replacement windows may include:

- Sash replacement kits. These utilize the existing window frame (opening) and trim, but replace the existing sashes and substitute a vinyl or plastic track for the rope and pulley system. Sash replacement kits require that the existing window opening be plumb and square to work properly, but unlike insert windows, do not reduce the size of the glazed area of the window or require shimming and additional trim.
- An insert window is a fully contained window system (frame and sashes) that is "inserted" into an existing opening. Because insert windows must accommodate a new window frame within the existing opening, the sashes and glazed area of an insert window will be slightly smaller than the original window sashes. Additional trim must be added to cover the seams between the insert frame and the original window.

However, for window openings that are no longer plumb, the insert frame allows the new sashes to operate smoothly.

4. **Non-historic existing windows do not require “upgrading.”** Sometimes the original windows were replaced prior to the formation of the historic district, and now must be replaced again. Although it is highly encouraged, there is no requirement to “upgrade” a non-historic window to a historically appropriate wood window. For example, a vinyl replacement window may be an acceptable replacement for a non-historic aluminum horizontal slider window, especially if the historic configuration (vertically operated sash) is restored.
5. **New Window Openings/Changing Window Openings**
 - Enlargement or changes to the configurations of existing window openings is to be avoided on the primary elevation(s) of a historic building within the district. In specific cases, such as an egress requirement, this may not be avoidable, but steps should be taken to minimize the visual impact.
 - Changes to window configurations on secondary (side and rear) elevations in order to accommodate interior remodeling are not discouraged, provided that character defining elements, such as a projecting bay window in the dining room, are not affected. A typical example of this type of change might be to reconfigure a kitchen window on the side of a home to accommodate base cabinets
 - In general, openings on buildings in the historic district are vertically oriented and are aligned along the same height as the headers and transoms of other windows and doors, and may engage the fascia or belly band that runs above the window course. This pattern should be maintained for new windows.
 - Window size and orientation is a function of architectural style and construction technique. Scale, placement, symmetry or asymmetry, contribute to and reflect the historic and architectural character of a building.
6. **Sustainability and thermal retrofitting.**
 - a. Window replacement is often the least cost effective way to improve thermal efficiency. Insulation of walls, sealing of gaps and insulation of switch plates, lights, and windows, as well as upgrades to the heating system all have a higher return on investment and are consistent with preservation of the character of a historic home.
 - b. Properly maintained and weather stripped historic windows generally will improve comfort by reducing drafts.
 - c. The energy invested in the manufacture of a new window and the cost of its purchase and installation may not be offset by the gains in thermal efficiency for 40 to 80 years, whereas unnecessary removal and disposal of a 100 year old window wastes old growth fir and contributes to the waste stream.
 - d. If thermal retrofitting is proposed as a rationale for window replacement, the owner should also furnish information that shows:
 - The above systematic steps have been taken to improve the performance of the whole house.
 - That the original windows, properly weather stripped and with a storm window added, is not a feasible solution to improve thermal efficiency.
 - Minimal retrofit, such as replacing only the sash or glass with thermal paned glass, is not possible.
 - Steps to be taken to salvage the historic windows either on site or to an appropriate architectural salvage company.

Exterior Siding and Materials

1. **Avoid removal of large amounts of original siding.**
2. **Repair small areas of failure before replacing all siding.** It is rarely advisable to replace all of the existing siding on a home, both for conservation reasons and for cost reasons. Where there are areas of siding failure, it is most appropriate to spot repair as needed with small amounts of matching material. Where extensive damage, including rot or other failure, has occurred, siding should be replaced with as close a material and visual match as is feasible, including matching reveals, widths, configuration, patterns and detailing.

3. **Other materials/configurations.** It is not historically appropriate to replace deteriorated siding with substitute materials, unless it can be demonstrated that:
 - The replacement material is a close visual match to the historic material and can be installed in a manner in which the historically character defining details may be reproduced (mitered corners, dentil molding, etc); and
 - Replacement of the existing historic material is necessary, or the original material is no longer present; and
 - There is no feasible alternative to using a substitute material due to cost or availability.
4. **Avoid changing the appearance, pattern or configuration of original siding.** The siding type, configuration, reveal, and shingle pattern all are important elements of a home's historic character.

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. Three picture windows and the front leaded glass would be preserved.
3. The majority of the original windows were found to be altered, rotted, and beyond repair.
4. According to the design guidelines, composite windows are an acceptable replacement material. The window trim would be cedar.
5. The wood siding was covered with aluminum siding. The applicant intended to repair the wood siding if it was intact.
6. The siding was found to be beyond repair.
7. HardiePlank siding has been approved in this district by the Commission, when siding replacement was determined to be necessary and appropriate.
8. The cedar shingle will be replaced in-kind.
9. The applicant has provided a bid comparing replacement versus repair and additional documentation as per the Commission's request.

RECOMMENDATION

Staff recommends approval of the application.

Commissioner Johnson commented that he could see rot in some of the windows, but it did not seem overwhelming. He added that there wasn't overwhelming evidence that the windows needed to be replaced. He asked if the distance between the siding overlaps had been measured. David Spencer, Spencer Construction, responded that the distance between overlaps on the original siding was 2 1/2 inches. Commissioner Johnson noted that they were proposing an overlap of 4 inches which would drastically alter the appearance of the siding. The applicant noted that it was half the distance of the aluminum siding that had previously covered it.

Mr. McClintock commented that most of the damage to the siding appeared limited to the corners and the lower portions. He commented that some of the windows appeared to be needing replacement, but other windows seemed repairable. Mr. McClintock commented total replacement is always hard for the Commission to agree to unless they have very specific information about each window.

Commissioner Flowers commented that she agreed that total replacement did not appear to be necessary for the windows or siding, though she appreciated the additional information provided by the applicant. Mr. Spencer commented that nearly anything could be repaired, but the cost would be dramatically higher than the cost of replacement. He added that partial replacement of the windows would have an awkward appearance. Mr. Spencer commented that there wasn't obvious damage to the body of the siding, but all of the corners had been cut into and could not be repaired. He added that the siding was old and brittle, expressing concern that attempting repair would only result in additional damage. Mr. McKnight noted that that the style of siding was uncommon for the area. Mr. Spencer reported that replacing the siding would cost \$3.50 per foot and that he did not know how precisely it would be milled. He expressed concern that partial replacement would result in two different looks of siding on the house.

Commissioner Williams commented that he had worked with siding that had been covered in aluminum or vinyl and that it always broke or splintered when taken off the house. He commented that with a smaller reveal he would be okay with replacement of the siding, but that some the original windows could be repaired. Commissioner Thorne commented that the reveal of the siding was part of the historic character of the house.

Commissioner Steel commented that the lap siding appeared to be in bad enough shape that it warranted replacement, that the guidelines allow for Hardie or cementitious lap siding to be used for replacement, and that if there isn't a replacement siding with a similar reveal, then the smallest exposure lap siding should be allowed. He added that many of the windows were in rough shape, with obvious rot and deterioration, and should be allowed to be replaced. Commissioner Steel commented that he understood Mr. Spencer's concern about replacing some and not all of the windows. Chair Chase commented that she was conflicted about the siding, noting that removing the aluminum siding was an improvement and that the option provided did meet the district guidelines. She commented that some of the windows appeared to need replacement, but others did not seem as deteriorated. Mr. Spencer reported that the dormer windows were in the worst condition, but all of the operable windows had gaps that allowed water to enter the grooves. He noted that the bathroom window was not period appropriate as it had been replaced.

Mr. McClintock noted that Hardie plank was only supposed to be allowed in certain circumstances and that it was not supposed to be the first option in the district. Commissioner Williams commented that he struggled with the fact that they had removed the aluminum siding and that what they found underneath could not be replicated with modern materials in a cost efficient way. Commissioner Thorne asked if they had looked at using salvaged siding. Mr. Spencer responded that they had not.

Commissioner Steel commented that the intentions of the owner, in removing the aluminum siding, were good and that restoring the historic siding was not feasible for their budget. He noted that cementitious lap siding was the closest match. Commissioner Steel commented that it was not the intention of the design guidelines to restore every house to Department of the Interior's Standards and that there was flexibility for home owners to do what they can within the means that they have. Vice-Chair Jensen concurred with Commissioner Steel and commented that the proposed application was better than what had been there before the siding was taken off.

There was a motion.

"I move to approve the application for 1410 N 6th Street as submitted."

Motion: Steel

Second: Jensen

The motion was approved with two Commissioners voting against.

B. New Business

- 1) 716 N. L Street (North Slope Historic District)
Garage

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1889, this is a contributing structure in the North Slope Historic District. The applicant is proposing a new alley-accessed, two-car, garage, to the rear of the lot. The garage will be 18'x27', with a 5/12 pitch and a maximum roof height of 15', which is below the existing home. The siding will be smooth-faced Hardie plank and the windows will be double-hung 400 Series Anderson Woodwright windows. Pine will be used for the window trim. The doors that open to the yard will be orange, four-paneled, smooth-faced fiberglass. The garage door will also be fiberglass.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Design Guidelines for the North Slope Special Review District: Garages & Parking and New Construction

1. **Alley accessed parking is the typical and predominant residential parking configuration in the district.**
Residential driveways and garages facing the street are typically only appropriate when there is no alley access, or other site constraints prevent alley accessed parking (such as a corner lot).
2. **Minimize views of parking and garages from the public right-of-way.** Parking areas and garages should be set toward the rear of the lot to minimize visibility from primary rights of way. Parking lots and banks of garage doors along the front facade of a building do not conform to the character of the neighborhood. Where it is not possible to locate a parking structure to conceal it from view, it should be set well back from the front plane of the primary structure on the property. Off-street parking lots have no historic precedent in the residential areas of the neighborhoods and should be located behind the building and away from the street.
3. **Attached garages and carports are inappropriate.**
4. **Goal:** Balance the overall height of new construction with that of nearby structures. **Guideline:** New buildings should be comparable in height to adjacent structures. Buildings that are substantially taller or shorter than the adjacent historic buildings should be avoided.
5. **Goal:** Relate the size and proportions of new buildings and their architectural elements to those of the neighborhood.
Guideline: Building facades should be of a scale compatible with surrounding buildings and maintain a comparable setback from the property line to adjacent buildings, as permitted by applicable zoning regulations.
6. **Goal:** Break up the facades of buildings into smaller varied masses comparable to those contributing buildings in the residential historic districts. **Guideline:** Variety of forms is a distinguishing characteristic of the North Slope and Wedge residential communities. Smaller massing—the arrangement of facade details, such as projections and recesses—and porches all help to articulate the exterior of the structure and help the structure fit into the neighborhood. Avoid large, blank planar surfaces.
7. **Goal:** Emphasize entrances to structures. **Guideline:** Entrances should be located on the front facade of the building and highlighted with architectural details, such as raised platforms, porches, or porticos to draw attention to the entry. Entrances not located on the front facade should be easily recognizable from the street.
8. **Goal:** Utilize traditional roof shapes, pitches, and compatible finish materials on all new structures, porches, additions, and detached outbuildings wherever such elements are visible from the street. Maintain the present roof pitches of existing contributing buildings where such elements are visible from the street.
Guideline:
 1. Shape and Pitch: Typically, the existing historic buildings in the districts either have gable roofs with the slopes of the roofs between 5:12 to 12:12 or more and with the pitch oriented either parallel to or perpendicular to the public right-of-way or have hipped roofs with roof slopes somewhat lower.
 2. Architectural Elements: Most roofs also have architectural details, such as cross gables, dormers, and/or "widow's walks" to break up the large sloped planes of the roof. Wide roof overhangs, decorative eaves or brackets, and cornices can be creatively used to enhance the appearance of the roof.
 3. Materials: Roofs that are shingle or appear to be shingle, or composition roofs, are the typical historic material compatible with the district. Seam metal may be an acceptable material for simple roof structures. Slate, faux slate and terra cotta tiles are not appropriate for the districts.
9. **Goals:** Use compatible materials that respect the visual appearance of the surrounding buildings. Buildings in the North Slope and Wedge Neighborhoods were sided with shingles or with lapped, horizontal wood siding of various widths. Subsequently, a few compatible brick or stucco-covered structures were constructed, although many later uses of these two materials do not fit the character of the neighborhood.

Guideline:

1. New structures should utilize exterior materials similar in type, pattern, configuration and appearance to those typically found in the neighborhood.
2. Stucco, especially commercial EIFS systems like Dryvit, is not acceptable for the historic district.
3. Faux materials, such as vinyl or metal siding, are not acceptable for the historic district.
4. Certain siding patterns, including board and batten and panel, are not historically common in the district and should not be used.
5. Cementitious products, such as Hardiplank, may be acceptable in the district if installed in a historically correct pattern (for example, horizontal lapped siding or shingle). In such cases, the product used shall be smooth in texture (faux wood grain finish is NOT acceptable).
6. Engineered products for trim and molding, if demonstrated to be similar in appearance to painted wood, may be an environmentally responsible substitute for wood on new structures. In such cases, the applicant should demonstrate to the Commission, via product literature and material samples, that the product is compatible.

10. **Goals:** Respect the patterns and orientations of door and window openings, as represented in the neighboring buildings. Window and door proportions (including the design of sash and frames), floor heights, floor shapes, roof shapes and pitches, and other elements of the building exterior should relate to the scale of the neighborhood.

Guideline:

1. Placement. Typically, older buildings have doors and transoms that matched the head height of the adjacent windows. New structures should utilize this pattern.
2. Doors. Doors should be or appear to be paneled and/or contain glazed openings.
3. Windows. New structures should utilize existing historic window patterns in their design. Windows should be vertically oriented. Large horizontal expanses of glass may be created by ganging two or more windows into a series. Historically, the typical window in the district was a double hung sash window. Casement windows were commonly used for closets, nooks, and less commonly, as a principal window type in a structure. Many double hung sash windows had the upper sash articulated into smaller panels, either with muntin bars, leaded glazing, or arches. Commonly, windows were also surrounded with substantial trim pieces or window head trim.

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 and accessory structures.
2. The garage is detached, alley-accessed, and not visible from the primary right of way.
3. The proposed garage height is below the main house and the height and design are consistent with other garages in the district.
4. The roof pitch and materials are also within the guidelines for the district.
5. The proposed door, siding, and window material is in line with the district design guidelines for new construction.

RECOMMENDATION

Staff recommends approval of the application.

Commissioner Williams expressed concern about the horizontally aligned windows on the side facing the house, recommending a more vertically aligned window. The applicant responded that he had chosen the windows because the space underneath was going to be a workshop and he would be needing wall space, but he would make the windows as vertical and as large as the space would allow. Commissioner Steel noted that often on historic homes with similarly high windows, they break them into several panels. Commissioner Steel asked how tall the garage would be. Mr. Kennedy responded that it would be 15 feet, which was the maximum allowed. Mr. McClintock asked if there would be 4 panels in the exterior doors. Mr. Kennedy responded that there would be 4 fiberglass panels. He added that they had not decided on the materials for the garage door, but he wanted them to be period appropriate. Mr. McClintock suggested that the garage door could be an administrative item. Commissioner Williams commented that

the windows could also be an administrative item. Commissioner Steel concurred with the lap siding also being administratively reviewed.

There was a motion.

"I motion to approve the submittal for 716 North L Street with the recommendation that the windows be reviewed, as well as the garage door, by staff as an administrative review."

Motion: Williams

Second: Flowers

The motion was approved.

4. PRESERVATION PLANNING/BOARD BUSINESS

A. Amendments to Guidelines, Bylaws, and Inventory

Mr. McKnight noted that the Commission reviewed its bylaws, guidelines, and inventory on an annual basis as needed. He commented that he wanted to discuss the items earlier in the year as there were already a number of changes that had been proposed. He reviewed the items that were already on the list. For the inventory, he noted a house that needed the build date corrected, but would remain a contributing structure and an inventory status change to a home that had been set aside because the owner had not been notified in a timely manner. For the Wedge/North Slope design guidelines, there had been discussion of modifying the guidelines to discourage the use of vinyl windows in new construction and require true or simulated divided light in muntin grids. For notification procedures, he reviewed the proposal to provide notice for adjacent property owners for major projects, additions, or new construction. Mr. McKnight noted that the normal schedule would be to discuss the amendments in October.

B. Events and Activities Updates

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

1. Proctor Neighborhood History Walk with Council Member Anders Ibsen (12pm @ Start: Blue Mouse Theatre, August 17th)
2. History Happy Hour Trivia Night (7pm @ The Swiss Restaurant & Pub, August 17th)
3. Hilltop Neighborhood History Walk with Council Member Keith Blocker (1pm @ Start: People's Park, August 27th)
4. Prairie Line Trail Walk (TBD, September 8th)
5. Downtown on the Go: UWT/Prairie Line Trail Walk (12pm @ UWT Stairs, October 5th)
6. So You Bought an Old House Arts Month Series
 - a) Your House has DNA: Remodeling Historic Interiors (5:30pm @ B Sharp Coffee House, October 6th)
 - b) Lighting Restoration Workshop (1:30pm @ Earthwise Tacoma, October 22nd)
7. Third Annual Holiday Heritage Swing Dance: Remember the Railroad (6pm @ Freighthouse Square, November 4th)

Mr. McClintock reported that the North Slope and Wedge neighborhoods would be having their neighborhood cleanup event that weekend to share salvaged materials at Jason Lee Middle School.

5. CHAIR COMMENTS

Chair Chase reported that she and the Vice-Chair would be unable to attend the second meeting in September. Commissioners concurred with cancelling the meeting.

The meeting was adjourned at 6:18 p.m.

Submitted as True and Correct:



Reuben McKnight
Historic Preservation Officer