



Members

Katie Pratt, *Chair*
Jonah Jensen, *Vice-Chair*
Brittani Flowers
Roger Johnson
Lysa Schloesser
James Steel
Eugene Thorne
Jeff Williams
Kevin Bartoy
Ken House

MINUTES

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: January 11, 2017

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

Commission Members in Attendance:

Katie Pratt, *Chair*
Jonah Jensen, *Vice-Chair*
Brittani Flowers
Lysa Schloesser
James Steel
Jeff Williams
Kevin Bartoy
Ken House
Marshall McClintock

Staff Present:

Reuben McKnight
Lauren Hoogkamer
John Griffith
Anneka Olson

Others Present:

Cynthia Padilla
Mimi Sheridan
Rick Nannenga
Gail Gellar

Commission Members Absent:

Roger Johnson
Eugene Thorne

Chair Katie Chase called the meeting to order at 5:32 p.m.

1. ROLL CALL

- A. New Commissioner Introductions
- B. New Intern Introduction

2. CONSENT AGENDA

- A. Excusal of Absences
- B. Approval of Minutes: 12/14/16

The consent agenda was approved.

3. DESIGN REVIEW

- A. 714 North K Street (North Slope Historic District)
New Garage

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1889, this is a contributing property in the North Slope Historic District. On November 18, 2015, the Landmarks Preservation Commission approved a code enforcement action for the demolition of the garage. The new owner is now proposing to build a new 22'x24,' alley-accessed garage, in a similar style. The garage siding will be Hardiplank, painted to match the house, with white trim. The garage height will be 10'-8" with a metal flashing roof. A composite window and door will face the house. The garage doors will be paneled and there will be a small parking pad adjacent to the garage.

Other proposed work includes replacing several vinyl windows, on the main house, with composite wood windows and replacing the deck railing. The applicant has provided an example of the railing; the material would be either wood or composite.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines

Windows

1. **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.

2. **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.

3. **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.

Guidelines for Porches

- 1. Retain existing porches and porch details.** The original design elements of existing historic porches, when present, should be maintained. Major changes to configuration or ornamentation should be avoided. Missing or deteriorated details, such as columns and railings, should be repaired or replaced in kind.
- 2. Avoid adding architecturally inappropriate details.** Items such as porch columns reflect the architecture of the home. Tapered columns atop piers are emblematic of Craftsman homes, but are not appropriate on Victorian era houses. Likewise, scrollwork, turned posts, or gingerbread are not appropriate on a Craftsman home. Replacement elements that have no historic design relationship with the architecture diminish the historic character of the building.
- 3. Replace missing porches with designs and details that reflect the original design, if known. Avoid adding conjectural elements.** Photographic or other documentary evidence should guide the design of replacement porches. Where this is unavailable, a new design should be based on existing original porches from houses of similar type and age.

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.
2. Original windows are being repaired.
3. Non-historic vinyl windows are being upgraded to composite windows.
4. The replacement porch railing is similar to other railings found in the district.
5. The garage is alley-accessed and sited towards the rear of the lot where it is minimally visible from the right-of-way.
6. The garage height and style are similar to the demolished garage, as well as others in the district.
7. Hardiplank siding and composite windows are acceptable materials for new garages, according to the district design guidelines.

RECOMMENDATION

Staff recommends approval of the application.

The owner commented that when he gave the project to the architect the idea was to recreate what was originally there. He commented that the previous garage never matched the original house but it did match the period when garages were added in the neighborhood. He added that there were other similar garages in the neighborhood.

Commissioner Schloesser asked if he was basing it on other garages in the neighborhood or if he had documentation. The owner responded that it would be similar to the style of a garage shown in the packet.

Commissioner Schloesser asked about the location of the windows that were being replaced. The owner responded that they were working on the two upper windows on the back of the house and that they were only replacing the trim as the windows were in decent shape.

Mr. McClintock commented that it was great that people were moving into the house, which had been vacant for about five years. He commented that the garage looked great and suggested that they use double hung vertical windows instead of horizontal slide windows or something that looks more like the casement windows on the house.

There was a motion.

"I motion to approve the plans as submitted for 714 North K Street with the recommendation of using a vertical single hung window instead."

Motion: Williams

Second: Schloesser

The motion was approved unanimously.

4. BOARD BRIEFINGS

A. Theater District Station Relocation (Old City Hall Historic District)

Mr. McKnight read the staff report.

BACKGROUND

Sound Transit is currently in Final Design phase for the expansion of the Tacoma Link Light Rail, which will add 2.4 miles of track from downtown to Hilltop. This expansion will include six new center platform station stops and the relocation of the Theater District Station to two blocks north along Commerce Street just south of the existing

Spanish Steps and the I-705 on- and off-ramps. The new station will consist of a center-platform from which patrons can access trains in both directions. Pedestrian access will be from the location of an existing mid-block crosswalk, and the platform will have a single entry at the north end of the platform. The design team will be presenting updated images for feedback.

Cynthia Padilla, Sound Transit, provided an update on the Sound Transit expansion and the Theater district station relocation. She reported that the project would add a 2.4 mile extension to the existing line from Downtown to Hilltop. She commented that during final design they would continue the work on developing the location of the trackwork, developing the station designs, conducting fieldwork, developing construction documentation, and would be working on a streetscape project in conjunction with the City. Ms. Padilla reported that as part of the community and third party coordination they had conducted a number of community outreach events. Regarding project milestones, Ms. Padilla noted that they would reach the 60% milestone in spring. The 90% milestone would be mark when the project was essentially complete and would include additional outreach.

Design standards were discussed. Ms. Padilla noted that the existing station platforms had some variation in how they were designed, commenting that they would be standardizing the station layouts for the new stations. She discussed the station design platform criteria for the new stations reviewing an image that showed how the various components fit together. She noted that the station platforms were typically 60 feet long with an entry at one end, tracks on either side, and cars running in the same lane as the trackway. She discussed materials being used, noting that they would use yellow platform edge tile and stainless steel in the touch zone. The canopy structures would be painted steel using a color palette of medium gray, dark blue, black, light grey, yellow, and red paint. Canopy windscreens would have various sizes at the different stations, but they were seeking to make glazing panels a standard size. The did want to have light passing through the canopy, so if they chose to use glazing in the canopy above it would be translucent. She noted that they would have standard signage and information panels throughout the extension. They would also have waste receptacles, fare payment kiosks, and Orca Card readers for the extension. She noted that the overhead contact system, which supplies power to the trains, would also be present on the extension.

Ms. Padilla reported that there would be seven new station platforms with six being single-ended and one being double-ended. Five of the new platforms would be 60 feet long and two platforms would be 100 feet long. The Theater District station would be relocated two blocks north of the existing station to bring the location to more of an even distance to the next station. There would also be new traction power substations (TPSS), which would be screened in visible areas. The four new TPSS sites would be in non-historic locations.

Ms. Padilla discussed the art program, noting that typically they have a selection panel comprised of City representatives, community representatives, and art professionals who would be commissioned to hire either one or a group of artists for the whole extension including the Theater District station. They would be hiring an artist, ideally local, within the next quarter at the same time as a fabricator so they could work together.

The new Theater District station was discussed. Ms. Padilla reported that the new Theater District station would be located near the Elk's Lodge and Old City Hall and adjacent to the Spanish Steps. She discussed images of the proposed Theater District station, noting that the hope was to use a design that would be used throughout the extension but also be elegant enough to fit within the context of the neighborhood. The platform plan was discussed, Ms. Padilla noting the locations of canopies, information panels, benches, and ticket kiosks. The locations of the canopies were intended to ensure that at least one car door would be covered. Emily Refi, Waterleaf Architecture, added that the intent was to keep the original curb line on the street and maintain the existing bike lanes. On the east side of the platform they would be changing the parking from angle to parallel parking to accommodate the new station. She added that the original idea was to have a single centered canopy, but they chose to use two offset smaller canopies due to the narrow width of the platform and the desire to create an open circulation pattern.

Commissioner Steel asked where vertical pylons supporting the canopy would be located. Ms. Padilla noted where the two pylons for each canopy would be located on an image.

Commissioner Flowers asked how they had decided on the center platform for the location. Rick Nannenga, HDR,

responded that they had considered side platforms at the original location and further down, but there were many constraints to using side platforms further down the line and support from the Council for a center platform. Mimi Sheridan, Historic Preservation Consultant, commented that not wanting to obscure the surrounding historic buildings was also a factor. Mr. Nannenga commented that moving it helped with the overall spacing of the stops.

Commissioner House asked if there would be evidence of the original station after it was relocated or if there would be something left behind. Mr. Nannenga responded that the original Theater District station would be removed and the space would be converted back into parking.

Ms. Padilla discussed an image of the station platform that illustrated the scale of the train and canopies relative to the surroundings. Ms. Refi commented that the design of the canopy took into consideration that they wanted to leave room for artists to install their work. She noted that the vertical columns were a one place for art to go above the canopy. Artwork could also be located on the cantilevered beams. She added that the station design was meant to be timeless, not modern or mimicking the style of the surrounding buildings.

Commissioner House asked if they would be returning to the Commission with the proposed artwork, noting that what he liked about the proposed station design was that it was not distracting from the existing buildings. Ms. Padilla responded that the intention was for the arts commission to review the content of the art, but they could provide briefings to the Commission. Mr. McKnight noted that if the Commission had guidance regarding things like general location/scale for potential artwork or concerns about visual clutter they could communicate that.

Commissioner Steel commented that it would be nice to see a plan view and a perspective looking across the street to show how the railings and crossing elements integrate with the design. Mr. McClintock commented that he would like to see where the powerlines would be placed in the section. Commissioner Steel clarified that his concern was mostly about how the crossing integrates with the Spanish Steps. Ms. Refi reviewed that they were planning on keeping the crossing in the same location with the same relationship to the Spanish Steps. She added that they could show the power poles in the next version of the images.

Commissioner Williams expressed concern that artwork placed on the vertical pilasters at the station could compete with the buildings and that the buildings were art themselves. He added that he liked the very simple vertical and horizontal planes of the canopy structure and that he would not want to see sculptures on the canopy or vertical pilasters. Vice-Chair Jensen commented that the smaller in profile that the structural steel can be, the better.

Commissioner Bartoy, noting that they would be standardizing the station design for the extension, asked if they would be drawing out the uniqueness of any of the locations. Ms. Padilla commented that the art program was one opportunity for differentiation.

Ms. Padilla reviewed renders of the station location, noting that the overall width of the station platform was 12 feet. Ms. Refi reported that they were considering use of colored paving for the platform. Commissioner Steel commented that there was so much architectural richness in the location that he would like to see the paving color downplayed as much as possible. Commissioner Flowers commented that she would prefer that they not use colored pavement at the other new stations as well.

Ms. Padilla discussed the station naming process, which would gather suggestions from the public that would be taken into consideration by the board.

Chair Chase commented that the overall design seemed relatively timeless, noting that they still had not seen details like what the screening would be. She commented that using as minimal a touch as possible would allow the station to be noticed as a transit stop, but would not distract from the historic district around it.

5. PRESERVATION PLANNING/BOARD BUSINESS

A. Amendments to the Guidelines and Inventory *Findings and Conclusions*

Mr. McKnight read the staff report.

BACKGROUND

Once annually, the Commission may review and amend inventories, guidelines, and Commission Bylaws. Tacoma Municipal Code 13.07 requires the Landmarks Commission to adopt and maintain an inventory of historically "contributing" and "noncontributing" properties as well as district guidelines to guide the design review process. "Contributing" properties are those that contribute to the district's historical associations or architectural qualities. Exterior alterations to contributing properties require the approval of the Commission prior to the issuance of building permits.

PROPOSED AMENDMENTS:

Inventory

1315 N. 11th (correct build date to 1940)

1320 N. 8th (change from "noncontributing" to "contributing")

Wedge-North Slope Design Guidelines

Amend the guidelines for new construction for windows to prohibit vinyl windows in new construction projects (except for garages).

Bylaws

On May 11, 2016, the Landmarks Preservation Commission approved a notification policy for nearby and adjacent property owners for "significant" projects within historic districts, particularly the North Slope Historic District. Discussion included consideration of the size of the radius for notification, and the potential threshold trigger for such notifications.

Staff recommends allowing painting of individual landmarks to be approved by 24 hour administrative review.

ACTION REQUESTED

Approve, amend, or deny the proposed amendments.

EFFECTS

Exterior alterations to contributing properties require the approval of the Commission prior to the issuance of building permits. Adjacent properties are not affected by this inventory change. Future new construction will be required to incorporate historically compatible windows in the design.

ANALYSIS

The Landmarks Preservation Commission received the following comments regarding the proposed changes:

- Julie and Jay Turner, as well as the North Slope Historic District Board, support the reclassification of 1320 N. 8th.
- Julie and Jay Turner, Don Divers, Curt Stoner, and Ross Buffington support the changes to the design guidelines.
- No opposing comments were received.
- The owner of 1320 N. 8th requested clarification on the reasoning behind the change, which was briefly addressed by Commissioner McClintock at the hearing.

RECOMMENDATION

Staff recommends approval of the proposed changes.

There was a motion.

I move that the Landmarks Preservation Commission approve the proposed amendments to the Bylaws, Inventory, and Wedge-North Slope Design Guidelines, as submitted."

Motion: Steel

Second: Flowers

The motion was approved unanimously.

B. Officer Elections

Mr. McKnight reviewed that each year the Commission nominated officers for Chair and Vice-Chair. He noted that there were no specific requirements in the Bylaws for the manner in which officers were elected. Commissioners concurred with maintaining the current Chair and Vice-Chair.

There was a motion.

"I move that we maintain our Chair and Vice-Chair."

Motion: Williams

Second: Steel

The motion was approved unanimously.

C. Events and Activities Updates

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

2017 Events

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

6. CHAIR COMMENTS

There were no comments from the Chair.

The meeting was adjourned at 6:43 p.m.

Submitted as True and Correct:



Reuben McKnight
Historic Preservation Officer