

**Members**

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



# Agenda

## Landmarks Preservation Commission Planning and Development Services Department

Marshall McClintock, North Slope Ex-Officio

**Staff**

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

Date: August 23, 2017  
Location: 747 Market, Tacoma Municipal Bldg, Conference Room 243  
Time: 5:30 p.m.

**1. ROLL CALL**

**2. CONSENT AGENDA**

- A. Excusal of Absences
- B. Approval of Minutes: 7/26/17
- C. Administrative Review:
  - 812 N. Ainsworth Ave.—Window upgrade
  - 511 N. Ainsworth Ave.—Garage repair
  - 1102 A St.—Sign design change
  - 624 N M St.—Garage rebuild

**3. NAMING – PUBLIC HEARING**

- |  |  |         |
|--|--|---------|
| A. Gwilymn “Skip” Vaughn Trail (between S. 80 <sup>th</sup> Street and S. 84 <sup>th</sup> Street) | Shauna Hansen, P.E.,<br>Environmental Services | 10 mins |
|--|--|---------|

**4. DESIGN REVIEW**

- |  |                                 |         |
|--|---------------------------------|---------|
| A. 2105 South C Street, JE Aubry Wagon & Auto Works Building<br>(Individual Landmark)<br><i>Sign</i> | Brian Brosnan, Plumb Signs      | 5 mins  |
| B. 616 North L Street (North Slope Historic District)<br><i>Siding</i>                               | Micah and Marci Ross,<br>Owners | 10 mins |

**5. PRESERVATION PLANNING/BOARD BUSINESS**

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

**6. CHAIR COMMENTS**

*Next Regular Meeting: September 13, 2017, 747 Market Street, Tacoma Municipal Bldg., Rm. 243 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](http://www.cityoftacoma.org/lpc-agenda). All meetings of the Landmarks Preservation Commission are open to the public. Oral and/or written comments are welcome.*



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## Members

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

# Draft



# MINUTES

## Landmarks Preservation Commission Planning and Development Services Department

Marshall McClintock, North Slope Ex-Officio

## Staff

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

Date: July 26, 2017

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

### Commission Members in Attendance:

Ken House, *Vice-Chair*  
Roger Johnson  
Lysa Schloesser  
James Steel  
Eugene Thorne  
Jeff Williams  
Marshall McClintock

### Staff Present:

Reuben McKnight  
Lauren Hoogkamer  
John Griffith

### Others Present:

Shauna Hansen  
Duke York  
Scott Painter  
Bob Kadic  
Susan Johnson

### Commission Members Absent:

Katie Pratt, *Chair*  
Brittani Flowers  
Kevin Bartoy

Vice-Chair Ken House called the meeting to order at 5:30 p.m.

## 1. ROLL CALL

## 2. CONSENT AGENDA

- A. Excusal of Absences
- B. Approval of Minutes: 6/28/17
- C. Administrative Review
  - 625 N. M Street—replacement garage doors
  - 2156 Pacific Avenue—signage
  - 1407 S. 5th Street—window removal

The consent agenda was approved.

## 3. NAMING – PRELIMINARY REVIEW

- A. Gwilymn “Skip” Vaughn Trail (between South 80<sup>th</sup> Street and South 84<sup>th</sup> Street)

Ms. Hoogkamer read the staff report.

### BACKGROUND

The Office of Environmental Services is requesting to name the new trail, between South 80<sup>th</sup> Street and South 84<sup>th</sup> Street, the Gwilymn “Skip” Vaughn Trail. The currently unnamed trail was referred to as the “Gravel Pit” or the 80<sup>th</sup> Street Regional Stormwater Holding Basin. The South Tacoma Neighborhood Council, of which Vaughn was president, nominated the naming of the trail to honor Vaughn on April 27, 2017. Skip Vaughn was known for his activism in the neighborhood around the trail. Newspaper articles highlighting Vaughn’s contributions, including his advocacy and financial support for the Wapato Hills Park and open space in Tacoma, are included in the packet. He

was also known as the “father” of the neighborhood council program. In 2002, the Washington State Senate honored Skip Vaughn for his activism.

#### **CRITERIA**

**The City of Tacoma Policy on Place Names and Name Changes** is included in the packet, specifically “Initial Procedures for Considering Name Change Requests,” Section 3.1.

#### **ACTION REQUESTED**

Determination that the application is complete and should be scheduled for public hearing. The Commission may schedule the application for a hearing, may defer the request if additional information is needed, or may deny the request. If the Commission does not take any action on the application within 60 days (either to schedule for hearing or to defer for additional information), the request is automatically denied.

#### **ANALYSIS**

1. Pursuant to Council Resolution 38091, the Landmarks Preservation Commission reviews and makes recommendations to City Council on name change requests.
2. The request includes a map and photographs of the area, as well as demonstrated support from the South Tacoma Neighborhood Council and appears to be complete.

Shauna Hansen, Environmental Services, noted that as the owners of the property, they were bringing the request forward for the trail naming. She reviewed a map of the location of the stormwater holding basin, with the trail on the east side. She noted that the holding pond was design to protect Flett Creek from stormwater impacts. She noted that as part of a recent expansion project a 5 foot wide gravel trail around the east side had been constructed as an urban amenity and provided a good opportunity for recreation for the neighborhood. The trail would be officially opened in October, but the gate would be open starting September 5<sup>th</sup>. She noted involvement of the South Tacoma Neighborhood Council, which had recommended the naming after Mr. Vaughn. Mr. Vaughn’s contributions to the community were reviewed, Ms. Hansen noting his involvement in the South Tacoma Neighborhood Council and role in preserving the 80 acre Wapato Hills property. According to the requirements of the application process they had sought response to the naming request on social media sites. Summaries of the response so far were reviewed, Ms. Hansen noting that responses typically included suggestions for alternate names. The proposed trail signage was reviewed.

There was a motion

“I move that the Landmarks Preservation Commission adopt the analysis as findings and schedule the Naming of the trail between South 80th Street and South 84th Street to the Gwilymn “Skip” Vaughn Trail, recommending for a public hearing and future consideration at the meeting of August 26, 2017.”

Motion: Williams

Second: Thorne

The motion was approved unanimously.

#### **4. DESIGN REVIEW**

- A. 720 North I Street (North Slope Historic District)

Mr. McKnight read the staff report.

#### **BACKGROUND**

Built in 1893, this is a contributing structure in the North Slope Historic District. The applicant is proposing to raise and extend the rear gambrel roof across the back façade, so that the height and pitch matches the front gambrel, and add a deck in place of the current rear addition. The materials for the siding, trim, and windows will match the existing original materials. The rear of the home has been altered in the past; no work will be done to the front façade. The Landmarks Preservation Commission was briefed on this proposal on July 27, 2016, and provided positive feedback. On June 28, 2017, the Commission granted conceptual approval of the alteration. Per the Commission’s directions, the project team is now seeking final approval and has provided updated drawings showing the deck with solid railing with siding to match, and the overall proposed massing. This addition will not be visible from the street.

## **ACTION REQUESTED**

Approval of the above scope of work.

## **STANDARDS**

### **North Slope Historic District Design Guidelines**

#### **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.

#### **Guidelines for Roofs**

1. **Preserve and retain existing roof form and appearance.** Major changes to the overall roof plan/type are discouraged. For example, changing a hipped roof to a gabled roof is generally inappropriate.
2. **Rooftop Additions should be sensitively located.** Additions that affect roof appearance may include the addition of elements such as dormers, skylights and chimneys. Additions are not discouraged, but should seek to minimize the visual impact to the overall roof form, as follows:
  - Changes to the roof form should be located to the rear and less visible sides of a home.
  - In certain cases, it may not be possible to conceal new elements such as additional dormers from view. In such cases, using examples of historic additions (location, scale, design, materials) to guide new design is appropriate.
3. **Existing roof heights should be maintained.** Changes to the primary ridgeline height of a house are generally discouraged, such as "bump ups," with the exception that: in certain cases it may be demonstrated that an overall ridgeline height increase will dramatically increase useful attic space in a house WITHOUT significantly changing the appearance of the home from the street (rare).

#### **Guidelines for Additions**

1. **Architectural style should be compatible** with the era and style of the principal structure, including massing, window patterning, scale of individual elements, cladding, roof form, and exterior materials.
2. **Additions should be removable** in the future without harming the character defining elements on the principal structure.
3. **Additions should be sensitively located** in a manner that minimizes visibility from primary rights of way. Where this is not possible, the design should respect the style, scale, massing, rhythm, and materials of the original building.

4. **An addition should be subservient** in size, scale and location to the principal structure.
5. **Seamless additions are discouraged.** There should be a clear visual break between the old structure and the new, such as a reduced size or footprint or a break in the wall plane, to avoid creating a falsely historic appearance (such that the original, historic portion of the house can be distinguished from the new, non-historic addition).

#### **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. New siding will match the original materials and design.
3. The existing roof form and appearance of the front façade will not be altered.
4. The new dormer will match the existing roof in style, height and pitch. It is sensitively located at the rear of the home and will be minimally visible from the main right-of-way.
5. The primary ridgeline of the house will not be changed.
6. The project team has provided the additional materials requested by the Commission.

#### **RECOMMENDATION**

Staff recommends approval of the application.

Mr. York reported that they were retained by the owner to move the project through permitting, but did not have full architectural plans for permitting yet. He noted that the owner had done a great deal of work to the interior and wanted to do similar improvements to the exterior to return it to its historic appearance.

Mr. McClintock asked what the doors and windows being used would be. Mr. York responded that it would be a 5 panel fiberglass door with wood grain and the windows would be Marvin wood windows. Mr. McClintock suggested adding a scupper or two to the box railing on the south side for rain.

There was a motion.

"I move that the Landmarks Preservation Commission approve the application for 720 North I Street, as submitted."

Motion: Williams

Second: Schloesser

The motion was approved unanimously.

#### **5. BOARD BRIEFINGS**

##### **A. Broadway Center Centennial Projects (Individual Landmarks)**

Ms. Hoogkamer read the staff report.

#### **BACKGROUND**

The project team will provide an update on the Centennial Projects at the Pantages Theater/Jones Building, 901 and 909 Broadway. At this time, the schematic design phase is nearing completion and a federal rehabilitation tax credit application is being prepared. The project team will review the following aspects:

1. Addition to the Jones Building Annex
2. Proposed landscaping changes to the triangular plaza between the Pantages Lobby and Broadway
3. Jones Building: East (rear) elevation updates, including one shear wall
4. Possible seismic reinforcements to roof parapets (under investigation)

Susan Johnson, Artifacts Consulting, reviewed changes to the drawings from the packet, specifically the annex addition. She reviewed that the annex was built in 1983 and was considered nonhistoric, though part of the footprint of the historic Pantages building. The proposed annex addition would now be one story instead of three, would be subservient to the main building, and the cladding would be left as is. The one story bump out would not come out

any further than the Pantages lobby. The lobby plaza was discussed. Ms. Johnson noted that the landscaping was not historic and the new plaza design would not compete visually with the Pantages building. She reviewed that east side shear walls would be visible from the east exterior along Commerce Street, would involve removing some of the brick, and all work would be completed from the exterior to avoid impact to the interior. A new exit door opening might be necessary from the basement level. At the balcony level they would be replacing the modern exit doors to the fire escapes. The roof parapet walls were discussed with the possibility of bracing if they were not poured concrete which they would confirm when they do testing.

Commissioner Williams asked how the annex would align with the Pantages bump out. Mr. Kadic responded that the height would be the same and the fascia would continue across. He discussed the functional need for the addition.

Commissioner Steel asked what the three different cladding types were for the Pantages, lobby addition, and Annex addition. Mr. Kadic responded that the Jones building was terra cotta, the lobby addition was GFRC concrete thin panels that mimic terra cotta, and the annex was stucco and cement plaster above and a panel type construction for first floor. Commissioner Steel commented that he would not be opposed to mimicking the addition on the ground level or aligning it in terms of details to the annex by not having pilasters and streamlining to something more modern. Mr. Kadic responded that they were still discussing details. Commissioner Williams asked why they had not consider merging across with the old addition. Mr. Kadic responded that it was because the street bends and the vacation had to account for the door swings. Mr. Painter commented the design allows an open feel for the corner and gave access to the Jones building lobby at the same time.

Commissioner Schloesser asked if they were hoping for it to be at the same level or if they had already planned it. Mr. Kadic responded that that was the intent.

Commissioner Johnson asked how they would be doing the installing wall without impacting the interior of the auditorium. Mr. Kadic discussed the logistics of installing the shear wall, noting that the install location was behind the wall where the box seats were located.

Commissioner Steel asked if they would be removing brick to attach the structure of the Shear Wall. Mr. Kadic responded that all of the brick in the bay and clay tile behind was going to be removed and infilled with concrete. He added that they were trying to limit how much brick they would remove without ripping apart plaster on the inside. Commissioner Steel asked if other options that retain the brick had been explored. Mr. Kadic responded that other options would be difficult to complete without taking out the sidewalk and they would still require removing some of the brick and clay tile. It was noted that they had discussed possibly putting the brick back after removing the clay tile. Commissioner Steel commented that having anything forward of the flat facade would be a concern, though he would prefer putting the brick back after installing the shear wall.

Commissioner Williams asked if the clay tile behind the brick was historic. Mr. Painter confirmed that it was part of the original facade, but was considered secondary in its historic value. Commissioner Steel suggested doing a stucco pattern if the brick could not be replaced. He added that setting it back an inch so that it read as a bay with two pilasters would be his preference over a stamped concrete solution.

The applicants briefly discussed updates that had been made to the building in the past.

## **6. PRESERVATION PLANNING/BOARD BUSINESS**

### **A. Code Updates Discussion**

Mr. McKnight noted that there were multiple code areas that were being considered for updates: demolition review; the nomination process and how interior spaces work, how the handoff to City Council is handled, and streamlining the nomination process for things on the National Register; general code cleanup; making the Landmarks Preservation Commission no longer the primary steward for naming policy; looking at the pallet of uses offered in the code for Historic Conditional Use Permits; the purpose and outcome of Conservation Districts; and demolition review in the Downtown subareas.

Demolition review was discussed. Mr. McKnight reviewed that there are many older buildings in the City that are important to people, but they don't know about all of them or protect them. He reviewed key questions including if there should be addition review for historically important buildings, how to conduct the review, and how to identify buildings for review. He reviewed that state law allowed them to use SEPA at any time; that the current status quo

was to do demolition review in the Downtown subarea; and that there was an exemption for 12,000 square feet regardless of historical significance. Mr. McKnight reported that one approach would be to amend SEPA code to create the framework within SEPA. He reviewed potential approaches including looking at everything, reviewing things only in inventories, or lowering SEPA exemption thresholds for demolition permits and reviewing in geographically targeted areas. He discussed the different inventories, concluding that the existing inventories were insufficient for demolition review. Mr. McKnight discussed the policy framework proposal to lower the SEPA threshold for demolition citywide, require demolition review within mixed-use centers, and exclude single-family residences. Mr. McKnight commented that he was considering a threshold of 4000 square feet, which would catch a lot of the smaller commercial buildings. He commented that the important question was what happens when they have something proposed for demolition that they know is important, what the limits on authority are to intervene, and who is responsible for intervening. He commented that in most cases, the expectation would be that the review would result in a mitigation package and that only in the most significant cases where there would be an involuntary landmarks designation.

Commissioner Steel asked if the goal was mitigation or to prevent buildings that shouldn't be demolished from being demolished. Mr. McKnight commented that part of it was making sure that they were ensuring that it would be a category of review that a project would go through when applying for permits. Commissioner Steel suggested there might be a threshold for what size of building should be required to do mitigation.

Discussion ensued. Mr. McKnight discussed different potential scenarios for how the demolition review would work where permits would get flagged and the historic preservation office would be made aware of incoming demolition permits and would be able to determine if each required further review.

Mr. McKnight noted potential code amendment areas and asked if any Commissioners were interested in looking at the separated code language at a number of monthly meetings before returning to the Commission.

Commissioner Williams asked how widespread the demolition of historic buildings was. Mr. McKnight responded that most demolitions they saw were residential buildings. Most of the commercial demolitions that fell inside the age bracket would not likely have been considered historic.

Mr. McClintock offered to help with the code, noting that Historic Tacoma had been pushing for demolition review for a long time to at least provide a review to identify things that may be significant and save them. Discussion ensued. Commissioner Steel expressed concern that it might ultimately create SEPA mitigation for buildings that should be torn down due to their present condition, inhibiting economic development. He commented that he would rather historic preservation be more incentive and advocacy focused. He added it would be all about where they set the threshold. Mr. McKnight responded that they would try to balance it moving forward. It was noted that other major cities in Washington State had demolition review.

#### B. Events and Activities Updates

Ms. Hoogkamer discussed the youth heritage project and noted the following upcoming events:

##### **2017 Events**

1. Washington Trust for Historic Preservation Youth Heritage Program: Maritime Heritage Recap
2. South Tacoma Walking Tour (11am TBD, September 16th)
3. Social Justice Tour (TBD September 30<sup>th</sup>)
4. Prairie Line Trail Arts Symposium (October 19<sup>th</sup> TBD)
5. Fourth Annual Holiday Heritage Dance (Tour: 5pm; Dance: 6-9pm @ Browns Point Improvement Club, November 3<sup>rd</sup>)

#### C. Recognition

Mr. McKnight reported that Milt Tremblay was retiring. The Commissioners concurred with commemorating his work bringing many UWT projects through the Commission.

## **7. CHAIR COMMENTS**

There were no comments from the Vice-Chair.

The meeting was adjourned at 7:06 p.m.





**STAFF REPORT**

August 23, 2017

**NAMING REQUESTS—PUBLIC HEARING**

Pursuant to Council Resolution 38091, the Landmarks Preservation Commission reviews and makes recommendations to City Council on name change requests.

*The purpose of this public hearing is to receive comments on this naming request. Following this public hearing the public record will be open for 30 days minimum to allow for additional comment. After the comment period, the Landmarks Preservation Commission will forward a recommendation to City Council for further review.*

**AGENDA ITEM 3A: Gwilymn “Skip” Vaughn Trail (between S. 80<sup>th</sup> Street and S. 84<sup>th</sup> Street)**

*Shauna Hansen, P.E., Environmental Services*

**BACKGROUND**

The Office of Environmental Services is requesting to name the new trail, between South 80<sup>th</sup> Street and South 84<sup>th</sup> Street, the Gwilymn “Skip” Vaughn Trail. The currently unnamed trail was referred to as the “Gravel Pit” or the 80<sup>th</sup> Street Regional Stormwater Holding Basin. The South Tacoma Neighborhood Council, of which Vaughn was president, nominated the naming of the trail to honor Vaughn on April 27, 2017. Skip Vaughn was known for his activism in the neighborhood around the trail. Newspaper articles highlighting Vaughn’s contributions, including his advocacy and financial support for the Wapato Hills Park and open space in Tacoma, are included in the packet. He was also known as the “father” of the neighborhood council program. In 2002, the Washington State Senate honored Skip Vaughn for his activism.

On July 26, 2017, the Landmarks Preservation Commission voted to schedule the request for a public hearing. As of August 15, 2017, the Commission received three comments in favor of the naming request.

**ACTION REQUESTED**

There is no action required. The comment period will remain open for 30 days following the close of this hearing.

**DESIGN REVIEW**

**AGENDA ITEM 4A: 2105 South C Street, JE Aubry Wagon & Auto Works Building (Individual Landmark)**

*Brian Brosnan, Plumb Signs*

**BACKGROUND**

Built in 1910, this is an individual landmark on the Tacoma Register of historic Places. The applicant is proposing a 44”x104,” non-illuminated, aluminum panel sign near the top of the north-facing façade. The red sign would have a silver logo and lettering that reads “LANDAU ASSOCIATES.” The proposal includes cutout aluminum letters and a logo over the second front entrance. The 24”x72” lettering would be black and red. All drilling would be at the mortar joints.

**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, 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. The sign is compatible in size and materials.
3. The sign could be removed without harming the essential form and integrity of the building.

### **RECOMMENDATION**

Staff recommends approval of the application.

#### Recommended language for approval:

*I move that the Landmarks Preservation Commission approve the application for 2105 South C Street, as submitted.*

<b>AGENDA ITEM 4B: 616 North L Street (North Slope Historic District)</b>
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*Micah and Marci Ross, Owners*

### **BACKGROUND**

Built in 1901, this is a contributing property in the North Slope Historic District. The applicants are proposing to remove the layers of vinyl and asphalt siding that are covering the original cedar siding. If possible, they would like to retain and repair the cedar siding. However, records indicate that the home was damaged in a fire many years ago. If the original siding is not repairable, the applicants would like to reside the house with smooth-faced Hardiplank with a 4.5" reveal. Photographs from 1902 would be used to replicate the trim and cornice boards. No other exterior alterations are proposed.

### **ACTION REQUESTED**

Approval of the above scope of work.

### **STANDARDS**

#### **North Slope Historic District Design Guidelines for 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**

4. 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.
5. The original siding is currently covered with vinyl and asphalt siding. The applicants intend to repair the wood siding if possible.
6. Historic photographs will be used to replicate the trim.
7. HardiPlank siding has been approved in this district when other options have been determined infeasible (such as large areas of siding loss).

**RECOMMENDATION**

Staff recommends approval of the application.

Recommended language for approval:

*I move that the Landmarks Preservation Commission approve the application for 616 North L Street, as submitted.*

**PRESERVATION PLANNING/BOARD BUSINESS**

**AGENDA ITEM 5A: Events & Activities Update**

*Staff*

**2017 Events**

1. 6<sup>th</sup> Avenue Walking Tour Recap
2. South Tacoma Way Walking Tour (11am, September 16th)
3. History Happy Hour Trivia Night (6pm @ The Swiss, September 20<sup>th</sup>)
4. Wood Windows Workshop (10:30am @ Earthwise Tacoma, September 23<sup>rd</sup>)
5. Social Justice Tour (TBD September 30<sup>th</sup>)
6. Prairie Line Trail Dedication and Artists Forum (4:30pm @ TAM, October 19<sup>th</sup>)
7. Fourth Annual Holiday Heritage Dance (Tour: 5pm; Dance: 6-9pm @ Browns Point Improvement Club, November 3<sup>rd</sup>)



**Request for Trail Naming after Mr. Gwilymn (Skip) Vaughn - July 12, 2017**

**Part A. Map illustrating the location of the proposed trail to be named**



**Part B. No existing place name – newly constructed public trail**

**Part C. Common name for the stormwater facility where the trail is located: The Gravel Pit or the 80<sup>th</sup> Street Regional Stormwater Holding Basin**

**Part D. Photos of the trail and holding basin pond**





**Part F. This proposal fulfills a number of the criteria listed in Section 7 of the Policy on Place Names.**

- 1. Avoid duplication or confusing similarity of place names. Another Metropolitan Parks District property nearby at the Wapato Hills is named the “Skip and Laura Vaughn Playfield.” But no other locations are known to have similar names.**
- 2. Site should be given name that directly reflects or is contextually related to the history of the site. As described in the articles below, Mr. Vaughn had a significant positive influence in the neighborhood in the vicinity of the trail.**

**3. Historical significance: the name is associated with the life of a person of citywide significance in Tacoma's past.**

**Part H. Description of any plans for interpretive measures to be taken: a way-finding sign will be installed at both ends of the trail with the trail name.**

**Part E&G. Public outreach and support for the naming proposal (media coverage and meetings)**

**1. Neighborhood Council nominated the naming of the new trail honoring Mr. Gwilymn (Skip) Vaughn during their regular business meeting on April 27<sup>th</sup>, 2017. Meeting minutes and statements of support from the NC members are included below.**

**Excerpts from Minutes of the Community Council of Tacoma Board Meeting April 27<sup>th</sup>, 2017 – Municipal Bldg , North Room 16**

**Present:** Charles Mann, Doug Schafer, Deborah Sims, Jesse Hart, Lynette Scheidt, Tara Scheidt, Tom Ebenhoh, Bea Christophersen, Erica Nelson, Susan Ryan, John Thurlow, Marion Weed, Yvonne McCarty, Earl Brydson, Cary Nilson, Pennie Smith, Ginny Eberhardt, Ken Kingsbury, Elton Gatewood, and Tralayne Myers (staff)

**Absent:** Bill Garl, Philip Bradford, Michael LaFreniere, William King, Conor McCarthy Excused: Elizabeth Burris, Carol Wolfe, and Shari Hart

Elton Gatewood called the meeting to order at 6pm. Agenda M/S/C.

**Treasurer's Report**

**Chairs Report**

**Staff Report**

**Community Reports-**

**Media Committee**

**Candidates Forum**

**Public Forum**

**Unfinished Business**

**New Business**

**Neighborhood discussions**

Penny Smith and Jessica Knickerbocker announced a new walking path trail will be named in memory of Skip Vaughn. Motion/Second/Carried to name trail.

**Move to Adjourn 6:55 PM. M/S/C**

**Meet and greet followed business meeting.** In attendance: Charles White, WENC; Dave Prather, NENC; Anna Heath, resident; Matthew (illegible) , Roy, WA; Pat Babbit, City of Tacoma; Kirsten King, South end; Janis Clark, South End; Betsi Brydeson, South End; Luis Alonzo, CNC; Richard Sims, Central resident; Jeff Ryan, North End; Jodi Cook, NENC.

Respectfully submitted,

Deborah Sims, Secretary

### **Statements of Support**

#### **Item A**

**Subject:** Re: Stormwater Holding basin at 80th & Tacoma Mall Blvd.

On Thu, Apr 27, 2017 at 9:11 PM, Pennie <[penzfrmhvn@comcast.net](mailto:penzfrmhvn@comcast.net)> wrote:

I would put it on the agenda for the next neighborhood council meeting but if ccot can send out letters of approval I'm for it.

#### **Item B**

**From:** "Tom Ebenhoh" <[tomeben@yahoo.com](mailto:tomeben@yahoo.com)>

**To:** [jknicker@ci.tacoma.wa.us](mailto:jknicker@ci.tacoma.wa.us)

**Cc:** "Pennie Smith" <[penzfrmhvn@comcast.net](mailto:penzfrmhvn@comcast.net)>, [jburk@ci.tacoma.wa.us](mailto:jburk@ci.tacoma.wa.us)

**Sent:** Thursday, May 11, 2017 7:33:17 AM

**Subject:** Naming of New Trail - South Tacoma Neighborhood Council

Jessica: Sending this re: your e-mail on 27 April to Pennie Smith (South Tacoma Neighborhood Council) on the new area/trail planning to open towards the end of May. At the Community Council meeting, Pennie asked for support in naming the trail in honor of Skip Vaughn who was a leader in the neighborhood council program and activist in the neighborhood he represented – South Tacoma. Support naming this in his honor.

Thank you -

Tom

Chair, New Tacoma Neighborhood Council

Board Member, Community Council

Member, Friends of the Foss

## **2. Overview of Media Coverage and State Resolution Honoring Mr. Gwilymn (Skip) Vaughn**



**Activist Skip Vaughn preserved open space, pushed Tacoma's local councils**

<http://www.thenewstribune.com/news/politics-government/article69555632.html>

Published in News Tribune (Tacoma) on Apr. 3, 2016

Gwilymn (Skip) Vaughn went home to be with the Lord following a courageous battle with lung cancer. Skip died at home in Tacoma, Washington at the age of 81. He leaves behind his beloved wife, Laura. Skip was born in Tacoma to Wilbert and Mildred Vaughn. He had two sisters and one brother, all of whom he loved dearly. Growing up in the last years of the depression formed a character of thriftiness and generosity that lasted all his days. He graduated from Lincoln High School in Tacoma, where he met his future bride in Spanish class. Last year they celebrated 60 years of marriage. Following high school, he served two years in the Army as a machinist. His machinist skill landed him a job with Puget Sound Naval Shipyard. When the shipyard started doing nuclear work in the 1960's, Skip was specially selected to join the Naval Nuclear Propulsion Program. This challenging work provided tremendous satisfaction. After 37 years, he retired from the shipyard as a Nuclear Engineering Supervisor. In retirement, Skip became a champion for the City of Tacoma. He served on the Public Utilities Board, Pacific Harbors Council of the Boy Scouts of America, various police investigative commissions, and is viewed by some as the "father" of the neighborhood council program. In 1994, Skip served in leadership and worked tirelessly with others to save 80 acres from public sale and raise 5.6 million dollars to create Wapato Hills Park. "Skip and Laura Vaughn Playfield" was named to honor him and his wife. Skip is survived by his wife, Laura, and children, Sue Rybolt (Brian) and Dan Vaughn (Tracy); and four grandchildren. He was preceded in death by his parents and his brother and sisters. A memorial service will be held at 2:00 pm, April 5, 2016 at the Aspen Chapel, Mt View Memorial Park. Donations in lieu of flowers may be given to the [American Cancer Society](#).

## Activist Skip Vaughn preserved open space, pushed Tacoma's local councils

Tacoma News Tribune -Politics & Government - April 01, 2016 5:37 PM

By Adam Ashton

When Gwilymn "Skip" Vaughn learned at age 64 that a birth defect he'd carried his whole life suddenly would keep him from walking, the South Tacoma activist felt sorry for himself for just a moment.

Then, "he persevered. Nothing stopped him. He learned how to get around," said his wife of 60 years, Laura Vaughn.

To Tacoma's lasting benefit, that same spirit helped Vaughn fight years of civic battles to give neighborhood groups a seat at the table in city decision-making and to preserve some of the last open space in his neighborhood.

His friends and loved ones have been toasting those accomplishments since Vaughn, 81, died Wednesday.

"He was kind of the person who was at the forefront, absolutely dogged and committed in the very best way to the public good," said former Mayor Bill Baarsma, who worked with Vaughn to preserve the undeveloped land that became Wapato Hills Park near the Tacoma Mall.

Vaughn, a 1952 graduate of Lincoln High School, was a prominent activist and Tacoma Public Utilities Board member in the 1990s and early 2000s.

He is survived by his wife, Laura, their two children and four grandchildren.

Vaughn remained active in the South Tacoma Neighborhood Council, a group he founded, through last year. The city's website still lists him as the point of contact for the organization and he was a regular resource in its newsletters.

"His lifeblood was South Tacoma and the city; he loved the city," said Stephen Fisher, an attorney who worked closely with Vaughn to preserve Wapato Hills and to launch the neighborhood council.

In 1989, Vaughn retired from a 37-year career at the Puget Sound Naval Shipyard and turned his attention to local politics.

His first fight centered on shrinking a proposal that would have brought 400 apartments to a 30-acre site in South Tacoma. He worried it was too big. The Air Force had concerns, too, because it would have been along a flight path to what was then McChord Air Force Base.

Vaughn's group of neighborhood activists won, persuading the City Council to choose a smaller project.

"We helped change our neighborhood and protect our neighborhood," he told The News Tribune in 2000. "It was very satisfying."

In the early 1990s, Vaughn joined with Baarsma and Northeast Tacoma activist Marion Weed to write the ordinance that created official neighborhood councils, bestowing on them an advisory responsibility for city decisions.

His next campaign left a permanent legacy in South Tacoma. It was a five-year effort to preserve the open space known as Wapato Hills, which had long been eyed for development because of its proximity to the mall and Interstate 5.

"This is my turf. This is my city. Skip Vaughn in a 2000 interview

Vaughn played an important role in bring neighborhood groups in county with the city, parks district and Tacoma Public Utilities to protect the land.

He had grown up playing there, and he didn't want to see it turned into subdivisions.

"It's an oasis," he once told The News Tribune.



Securing the property required a combination of state grants and local fund raising. When they looked just short of their goal, Skip and Linda Vaughn contributed more than \$300,000 of their own money to finish the project.

The gift is one of the reasons a playfield in Wapato Hills is named after the couple.



Over the years, the people who worked with Vaughn described him as an uplifting person who could bring people together. That's one of his legacies, too.

“We owe Skip a great deal in terms of how he represented himself and his community,” said Jack Wilson, the executive director of Metro Parks Tacoma. “It was always in a constructive, positive manner.”

A funeral service for Skip Vaughn will be at 2 p.m. Tuesday (April 5) at Mountain View Aspen Chapel, 4100 Steilacoom Blvd SW, Lakewood.

**SENATE RESOLUTION**

**8782**

By Senators Franklin, Rasmussen, Regala and Kastama

WHEREAS, South Tacoma native Skip Vaughn began his community activism shortly after receiving a notice in the mail that more than four hundred apartments were to be built in his neighborhood; and

WHEREAS, Vaughn was an active participant and an organizer of the First Community Summit in 1990; and

WHEREAS, In 1992, he served on the Mayor's Task Force, which led to the creation of the Neighborhood Councils in the City of Tacoma; and

WHEREAS, In 1992, he was elected President of the United Neighborhoods of Tacoma, and was the board's official representative on the Eastside Youth Entrepreneurship Program and the Tacoma-Pierce County Small Business Incubator; and

WHEREAS, Vaughn currently serves as President of South Tacoma Neighborhood Council, a position he first attained in 1994; and

WHEREAS, In November 1994, Vaughn served on the Wapato Hills Task Force created by the Tacoma City Council; its mission was to explore alternatives for the use of open space; and

WHEREAS, From 1995-2000, he served as board member of the Tacoma Public Utilities, and in 2000 he became Chairman; and

WHEREAS, Vaughn is best known for his tenacity in saving Wapato Hills, an eighty-acre property that sits west of Interstate 5 near Tacoma Mall, stretching about a half a mile from South 56th to South 64th streets; and

WHEREAS, Growing up in South Tacoma sixty years ago, Vaughn remembers the days when he and his childhood friends frequently climbed over the Wapato Hills to swim in Wapato Lake on hot summer days; and

WHEREAS, Vaughn envisioned the eighty-acre property to hold the fourteen-acre Wapato Hills Neighborhood Park and a twenty-three acre wildlife preserve; he wanted to keep the remaining forty three acres as open space; and

WHEREAS, Through hard work and determination, Vaughn and other community activists worked for five years to save the property from developers; and

WHEREAS, The South Tacoma Neighborhood Council and the Wapato Hills Task Force acquired the necessary funds through private donations and various grants to buy the four parcels of land necessary to make their dream a reality; and

WHEREAS, Skip and his wife of forty-six years, Laura generously donated \$157,340 of their own money to leave the park as a legacy; and

WHEREAS, Neighborhoods USA is the nation's largest grass-roots organization that brings together diverse people dedicated in building stronger communities; and

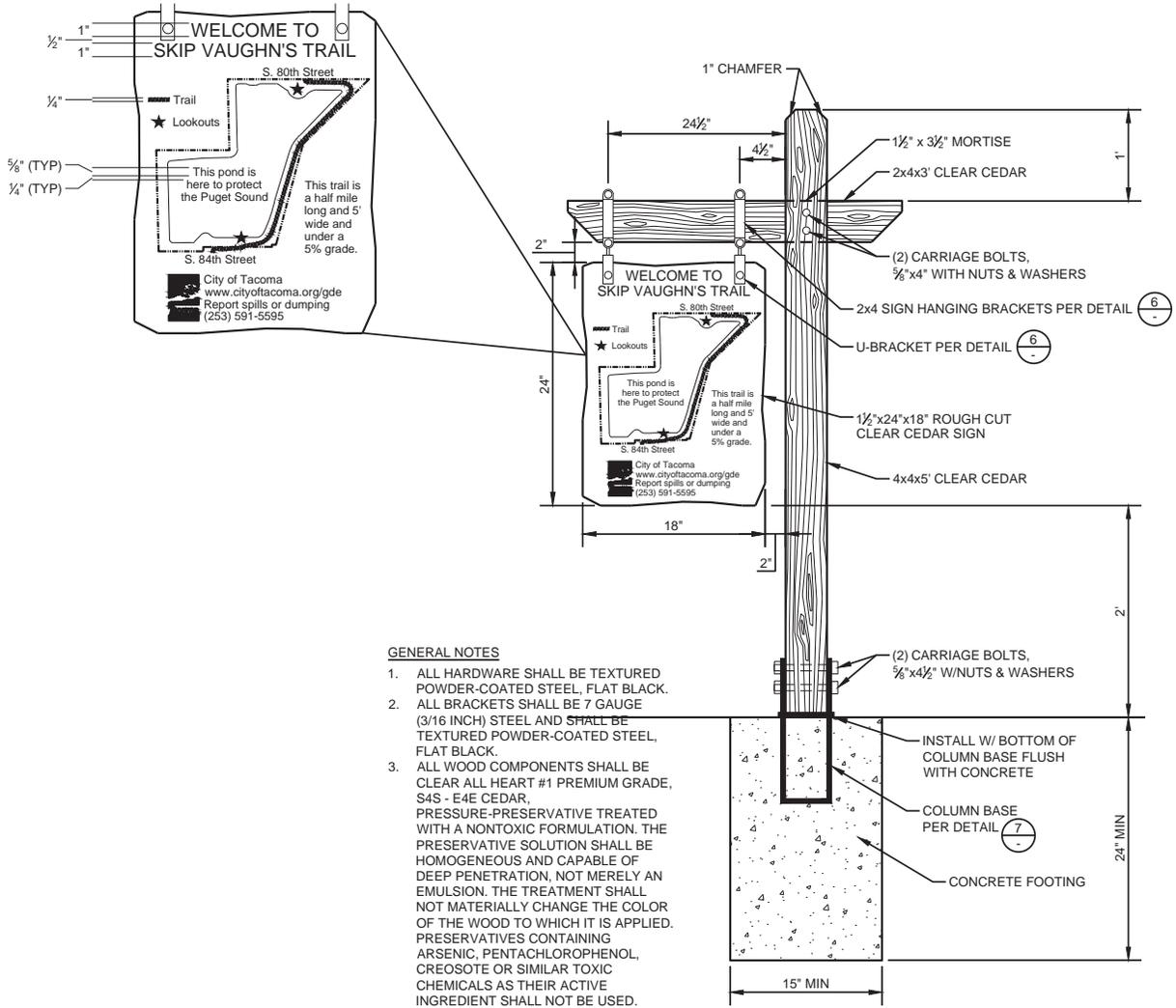
WHEREAS, On May 27, 2000, at the Twenty Fifth Annual Neighborhoods USA conference in Phoenix, Arizona, the South Tacoma Neighborhood Council was presented with the Neighborhood of the Year award;

NOW, THEREFORE, BE IT RESOLVED, That the Washington State Senate honor Skip Vaughn, whose vision and extraordinary efforts will benefit the residents of Tacoma, visitors and future generations to come; and

BE IT FURTHER RESOLVED, That copies of this resolution be immediately transmitted by the Secretary of the Senate to Skip Vaughn.

I, Tony M. Cook, Secretary of the Senate,  
do hereby certify that this is a true and  
correct copy of Senate Resolution-8782,  
adopted by the Senate March 12, 2002.

TONY M. COOK  
Secretary of the Senate



**GENERAL NOTES**

1. ALL HARDWARE SHALL BE TEXTURED POWDER-COATED STEEL, FLAT BLACK.
2. ALL BRACKETS SHALL BE 7 GAUGE (3/16 INCH) STEEL AND SHALL BE TEXTURED POWDER-COATED STEEL, FLAT BLACK.
3. ALL WOOD COMPONENTS SHALL BE CLEAR ALL HEART #1 PREMIUM GRADE, S4S - E4E CEDAR, PRESSURE-PRESERVATIVE TREATED WITH A NONTOXIC FORMULATION. THE PRESERVATIVE SOLUTION SHALL BE HOMOGENEOUS AND CAPABLE OF DEEP PENETRATION, NOT MERELY AN EMULSION. THE TREATMENT SHALL NOT MATERIALLY CHANGE THE COLOR OF THE WOOD TO WHICH IT IS APPLIED. PRESERVATIVES CONTAINING ARSENIC, PENTACHLOROPHENOL, CREOSOTE OR SIMILAR TOXIC CHEMICALS AS THEIR ACTIVE INGREDIENT SHALL NOT BE USED.

**PERMANENT FACILITY SIGN**  
**DETAIL**  
NO SCALE

## **PUBLIC COMMENTS**

## Hoogkamer, Lauren

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**From:** Kyle Price <Kyle\_Price@aw.org>  
**Sent:** Monday, August 14, 2017 3:00 PM  
**To:** Landmarks  
**Subject:** Naming Request

Members of the Tacoma Landmarks Preservation Commission,

I strongly support the naming request for the Skip Vaughn Trail. I knew Skip through the Neighborhood Council Program. Although he was focused on South Tacoma, his efforts really were for the betterment of the entire city. He was a model of community activism and a clear example of what a positive spirit can achieve. He should be honored with the naming.

Kyle Price  
NENC Chair

## Hoogkamer, Lauren

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**From:** Heidi <batlmaidn3@aol.com>  
**Sent:** Monday, August 14, 2017 12:23 PM  
**To:** Landmarks  
**Cc:** penzfrmhvn@comcast.net; vadergan@yahoo.com  
**Subject:** Re: Naming Request

To whom it may concern:

I am in favor of naming the trail along S 80th street and S 84th street to be the " Skip Vaughn Trail". I think it would be the honorable thing to do since Skip had such a long positive standing in this community.

Thank you,

Heidi White, So Tacoma

## Hoogkamer, Lauren

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**From:** Mike Lonergan <mlonerg@co.pierce.wa.us>  
**Sent:** Monday, August 14, 2017 2:16 PM  
**To:** Landmarks  
**Subject:** Support for Skip Vaughn Naming Request

Dear Tacoma Landmarks Preservation Commission,

I strongly support the naming of the 80<sup>th</sup> Street stormwater basin and/or the trail between S. 80<sup>th</sup> Street and S. 84<sup>th</sup> Street in honor of "Skip" Vaughn. During my years on the City Council (2002-2009) Mr. Vaughn chaired the South Tacoma Neighborhood Council and was personally involved in many initiatives for the betterment of South Tacoma. His leadership kept neighborhood input and involvement strong. Further, Skip and his wife Laura made a very significant financial contribution to save the Wapato Hills Park area for public enjoyment. Mr. Vaughn did all this while dealing with physical challenges which could have easily sidelined a less dedicated person. His name should live on as an inspiration to future generations.

*"Better Every Day"*

*Mike Lonergan*  
*Pierce County Assessor-Treasurer*  
*2401 S. 35th Street*  
*Tacoma, WA 98409*  
[mlonerg@co.pierce.wa.us](mailto:mlonerg@co.pierce.wa.us)  
*(253) 798-7144*



**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	LANDAU & ASSOCIATES		
Building/Property Address	2107 S C STREET		
Landmark or Conservation District	CONSERVATION DISTRICT		
Applicant's Name	BRIAN BROSNAN		
Applicant's Address (if different than above)	909 S. 28 <sup>th</sup> STREET TACOMA WA 98409		
Applicant's Phone	253 473 3323	Applicant's Email	brian@plumbsigns.com
Property Owner's Name (printed)	HORIZON COMMERCE PARTNERS		
Property Owner's Address	2125 COMMERCE STREET STE 200 TACOMA WA 98403		
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.

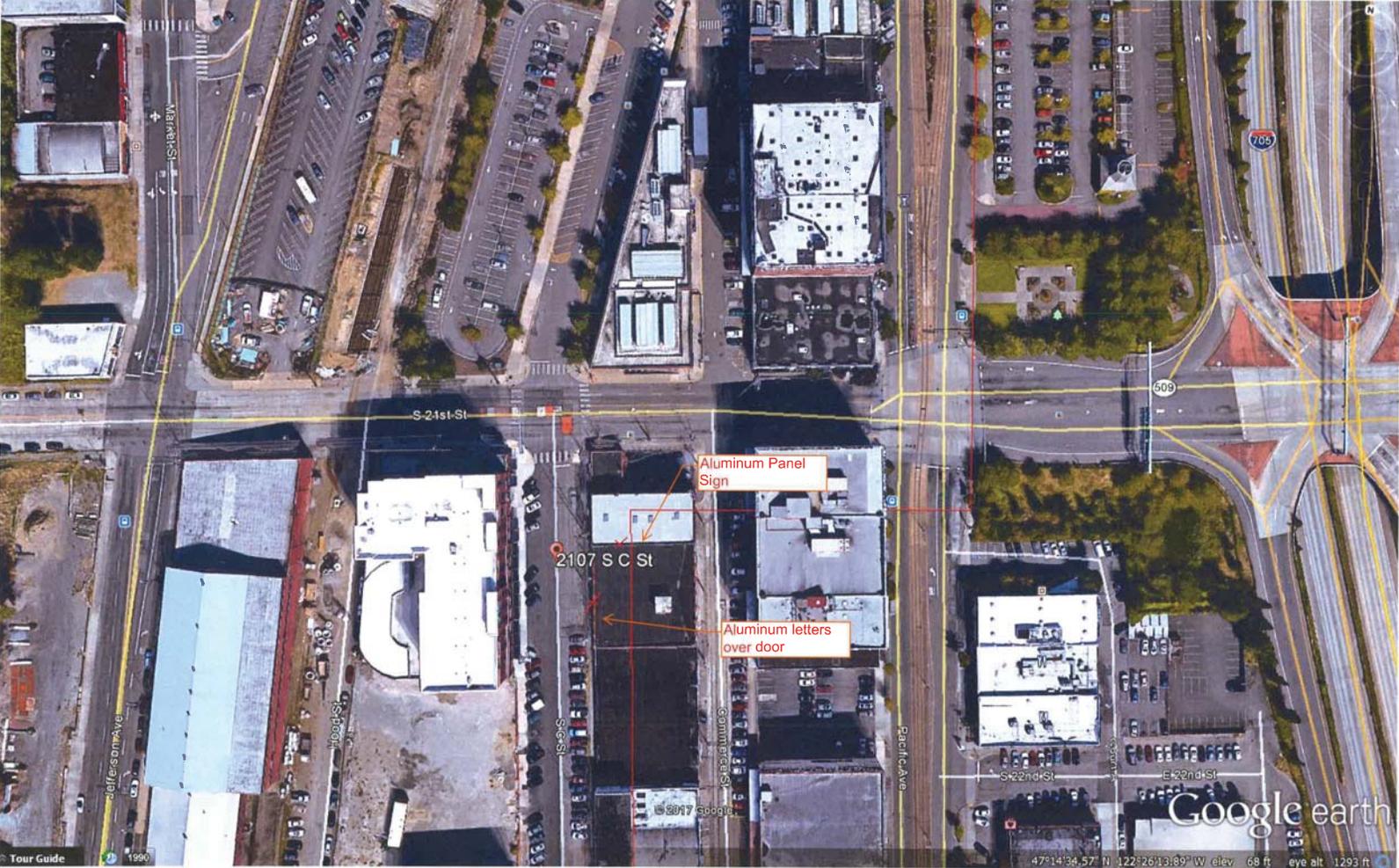
**APPLICATION FEE**

Please see the fee schedule on page 2.

Estimated project cost: 3800.00

Application fee enclosed (please make payable to City of Tacoma): \$175.00

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).



Aluminum Panel Sign

Aluminum letters over door

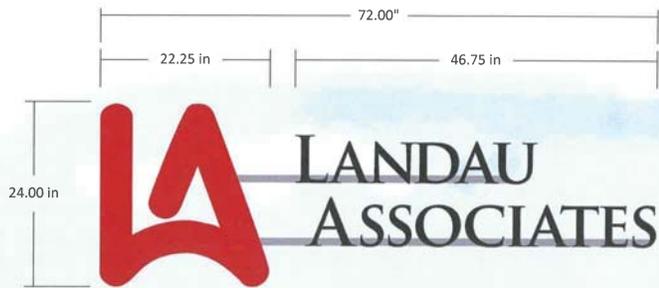
2107 S C St

Google earth

47°14'34.57" N 122°26'13.89" W elev 68 ft eye alt 1293 ft

Tour Guide

1990



**2** CUT OUT LETTERS & LOGO w/ BRACKET FOR MOUNTING

QTY: 1 (SET)

FABRICATE AND INSTALL ONE (1) SET OF CUT OUT LETTERS/LOGO

LOGO & LETTERS:  
 - 3/8" ALUMINUM LETTERS AND LOGO WITH BARS - PAINT TO MATCH PMS 1807C, BRUSHED ALUMINUM & BLACK  
 - INSTALLED PIN MOUNT OFF BRICK BUILDING 1/4"  
 CENTERED IN AREA ABOVE DOOR (SEE PICTURE)



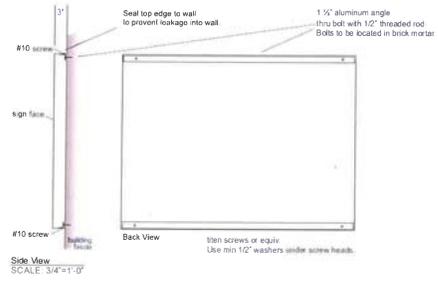
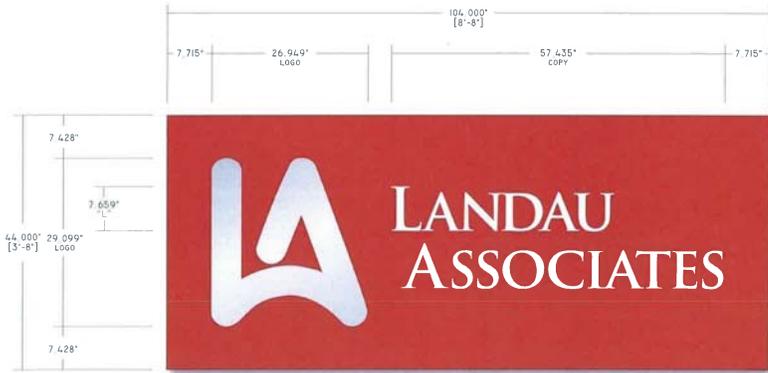
EXISTING



PROPOSED

DESIGN 24881-3872	PROJECT LANDAU & ASSOCIATES	INSTALL LOCATION 2107 SOUTH "C" STREET, TACOMA, WA 98402	APPROVED BY/DATE X	plumb PLUMB SIGNS, INC. 1000 SOUTH 10TH STREET TACOMA, WA 98402 TEL: 252-418-2828 WWW.PLUMB-SIGNS.COM	SALES CARIN TAYLOR DESIGNED BY JAMEY CARTER	SCALE 1" = 1'	SHEET 2 OF 2 DATE 6 JUNE 2017 REVISED R2 - 24 JUNE 2017
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**WALL DISPLAY** 31.785ft

**NON-ILLUMINATED REVERSE PAN PANEL** QTY: 1

FABRICATE & INSTALL ONE (1) NON-ILLUMINATED REVERSE PAN-TYPE SIGN. FLUSH MOUNT ON WALL.

**SIGN BODY:**

- ALUMINUM FABRICATED REVERSE PAN w/3" DEEP RETURNS. PAINT RED [MATCH PANTONE 1807C]

**LOGO:**

- GERBER SILVER METALLIC [120] VINYL OVERLAY

**COPY:**

- GERBER OPAQUE WHITE [10] VINYL OVERLAY



DESIGN 24881-3887	PROJECT LANDAU & ASSOCIATES	INSTALL LOCATION 2107 C ST, TACOMA 98402	APPROVED BY/DATE X		<small>PLUMB SIGNS, INC. 100 SOUTH PARK BLVD TACOMA, WA 98402 TEL: 252-480-8818 FAX: 252-480-7887</small>	<small>SCALE</small> 3/4" = 1' <small>START DATE</small> 06.19.17 <small>DESIGNED BY</small> CARIN TAYLOR <small>CHECKED BY</small> TODD PETERSEN	<small>SHEET</small> 1 OF 1 <small>DATE</small> R1 06.22.17
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**Landmarks Preservation Commission**  
Planning and Development Services Department



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

**APPLICATION FOR DESIGN REVIEW  
FOR SINGLE FAMILY RESIDENTIAL PROPERTIES**

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 homes and neighborhoods, please call the Historic Preservation Office at 253.591.5254.

**PART 1: APPLICANT INFORMATION**

House Address 616 N L St Landmark/Conservation District (if applicable) North Slope

**OWNER INFORMATION**

Name (printed) Micah & Marci Ross Email [micah.ross.wsu@gmail.com](mailto:micah.ross.wsu@gmail.com)

Address (if different than above) \_\_\_\_\_ Phone 253-381-1540

Homeowner's Signature\* *Micah Ross*

\*Application must be signed by the property owner to be processed.

**CONTRACTOR INFORMATION**

If application will be presented by a representative or contractor, please fill in the following:

Representative's Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**FOR OFFICE USE ONLY**

**PRELIMINARY PLAN CHECK**

CHECKED FOR BUILDING CODE:\* \_\_\_\_\_

LAND USE/ZONING:  
VARIANCE REQUIRED? \_\_\_\_\_ CUP REQUIRED? \_\_\_\_\_

\*PRELIMINARY PLAN CHECK IS NOT AN APPROVAL OF A PROJECT. A SEPARATE PERMIT APPLICATION MAY BE REQUIRED.

**APPLICATION FEE (please see page 2)**

Estimated Project Cost, rounded to nearest \$1000 \$10,000

Application Fee Enclosed \$300

## PART 2: INFORMATION FOR APPLICANTS

### \*NEW\* FEE SCHEDULE

#### 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 (determined by applicant)	Application Fee
\$0 – 5000	\$175
Each additional \$1000	\$25
Maximum fee	\$500

#### PLEASE NOTE:

1. Fees are required only once per application.
2. If an application is denied by the Landmarks Commission, and a new application is submitted for the same project, new fees may apply.
3. Demolition fees are applied to cover the cost of public hearings, but may not be required for the removal of certain accessory structures.

## HOW TO USE THIS FORM

### STEPS FOR APPLICANTS

1. **Begin the application consultation process with [www.tacomapermits.org](http://www.tacomapermits.org) to identify code-compliance issues and required permits.** 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. **Review the Standards and Guidelines for Historic Buildings.** Many homeowners want to know whether their project will be approved by the Commission ahead of the meeting. The Landmarks Commission reviews projects according to design guidelines and the Secretary of the Interior's Guidelines for Rehabilitation. This information is available online at [www.cityoftacoma.org/HistoricPreservation](http://www.cityoftacoma.org/HistoricPreservation).
3. **Fill out this form in its ENTIRETY.**
4. **Find the correct checklist for your project, and submit the required supporting documentation.** Part 4 of this form outlines which checklist to use for your project. There are three checklists, but you only need to use one.
5. **Submit it to the Historic Preservation Office with the APPLICATION FEE.** The Landmarks Commission meets on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of each month, and applications are due to this office TWO WEEKS in advance. When your application has been scheduled for review, you will be notified.

#### WHERE TO GO:

Permit Intake Center  
City of Tacoma, Planning and Development  
Services Department  
747 Market Street, 3<sup>rd</sup> Floor  
253-591-5030

OR email form to:  
[landmarks@cityoftacoma.org](mailto:landmarks@cityoftacoma.org)

### **PART 3: PROJECT DESCRIPTION**

Please describe below the overall scope of work, including all proposed new construction, changes to existing buildings, and any elements to be removed and replaced. *(For complex remodeling projects, it may be beneficial to divide the description into different areas [north façade, west façade] or by type of work [windows, doors, siding]).*

Attach additional pages if needed.

The scope of the project we are proposing is to remove the existing vinyl siding and underlying Insul-Brick siding to expose what we believe to be the original beveled cedar lap siding (See Photo 1). We wish to retain and restore the original siding and repair any areas which may be damaged. The siding will be painted Sherwin-Williams SW 0032 Needlepoint Navy and the trim painted Sherwin-Williams SW 0050 Classic Light Buff (paint chips attached).

While researching the history of our home, we discovered that the home has sustained fire damage in its past. It appears from pulling back the vinyl siding in places that the entire back side (south side) of the house has had the original siding removed due to damage, as well as some of the rear left (east side) of the house. Underneath the vinyl and Insul-Brick siding is what appears to be a tongue and groove horizontal sheathing (See Photo 2). The extent of the damaged/removed original siding is estimated to be 20-25% of the total building façade area. Once the vinyl siding is removed we will be able to evaluate the condition of the original siding in its entirety. If the siding is extensively damaged or in unsalvageable condition we would like to alternatively propose using Hardiplank siding with a smooth finish, and matching the 4.5" reveal of the original horizontal cedar lap siding. Trim and cornice boards will match what is distinguishable from the 1902 photo of the house (attached).

No windows will be replaced or altered during this project. Window frames, sills, and casings will be unaltered except for any required caulking and painting.

<input checked="" type="checkbox"/> Use Checklist B for:	Siding Roofing New window or door openings Other Minor (For example, chimney restoration)	p. 6
--	--	------

<input type="checkbox"/> Use Checklist C for:	Windows (replacement or restoration of existing) Doors (replacement or restoration of existing)	p. 7
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## RESIDENTIAL APPLICATION CHECKLIST A

(For Garages, Porches, Decks, Additions, Foundations and other Major Projects)

CHECKLIST to include the following:\*

- Accurate Measured Site Plan (which shows ridgelines and dormers of existing and new buildings)
- Accurate Measured Elevation Drawings (all sides, with dimensions, siding materials, windows, and doors indicated)
- Clear and labeled photograph(s) of Site and surrounding area
- Detail illustrations of trim, casing, balusters, posts and railings (if applicable)
- Material samples (ie. stained glass, or if proposing uncommon material)
- Paint samples (from hardware store)

In addition to the above, please provide the following information:

Size of new construction (footprint, i.e. 22 X 30): \_\_\_\_\_

Overall height and pitch of roof (for new buildings): \_\_\_\_\_

Exterior cladding material(s): \_\_\_\_\_

Window types and materials: \_\_\_\_\_

Door types and materials: \_\_\_\_\_

Window trim (attach drawings, catalog sheets, etc. if necessary): \_\_\_\_\_

Roof Material: \_\_\_\_\_

### \*ADDITIONAL TIPS

- Drawings required for building permits can often be used for Landmarks Review, as long as information regarding finish detail, exterior materials, and windows and doors are indicated.
- For information about drawing site plans, please refer to BLUS Publication B1, Site Plan
- Elevations should be scale drawings and should include dimensions, heights, window and door locations, eave overhangs, trim details, and the locations of materials and other elements.
- Please include a photograph of existing house (for new garages if the new garage is to match any existing features of the house)
- For structures within the North Slope Historic District, refer to the North Slope Design Guidelines for more information about design. Contact the Historic Preservation Office for more information.



**RESIDENTIAL APPLICATION SUPPLEMENT CHECKLIST C**  
(for Window and Door Replacement and Restoration)

CHECKLIST include the following:\*

- |   |
|---|
| <input type="checkbox"/> Clear and labeled photograph(s) of work area(s) with locations of work indicated (i.e. in pen) |
| <input type="checkbox"/> Detail illustrations of trim and casing and window profiles                                    |
| <input type="checkbox"/> Catalog cut sheets or product samples  |

In addition to the above, please provide the following information:

Narrative list of window and door types and locations: _____
--

**\*ADDITIONAL TIPS**

- *Drawings required for building permits can often be used for Landmarks Review, as long as information regarding finish detail, exterior materials, and windows and doors are indicated..*
- *Please include a photograph of example elements (if new windows or doors are to match any existing features of the house)*
- *For structures within the North Slope Historic District, refer to the North Slope Design Guidelines for more information about design. Contact the Historic Preservation Officer for more information.*



Photo 1: Exposed original lap siding, 4.5" reveal.



Photo 2: Exposed underlayment on back side of house.

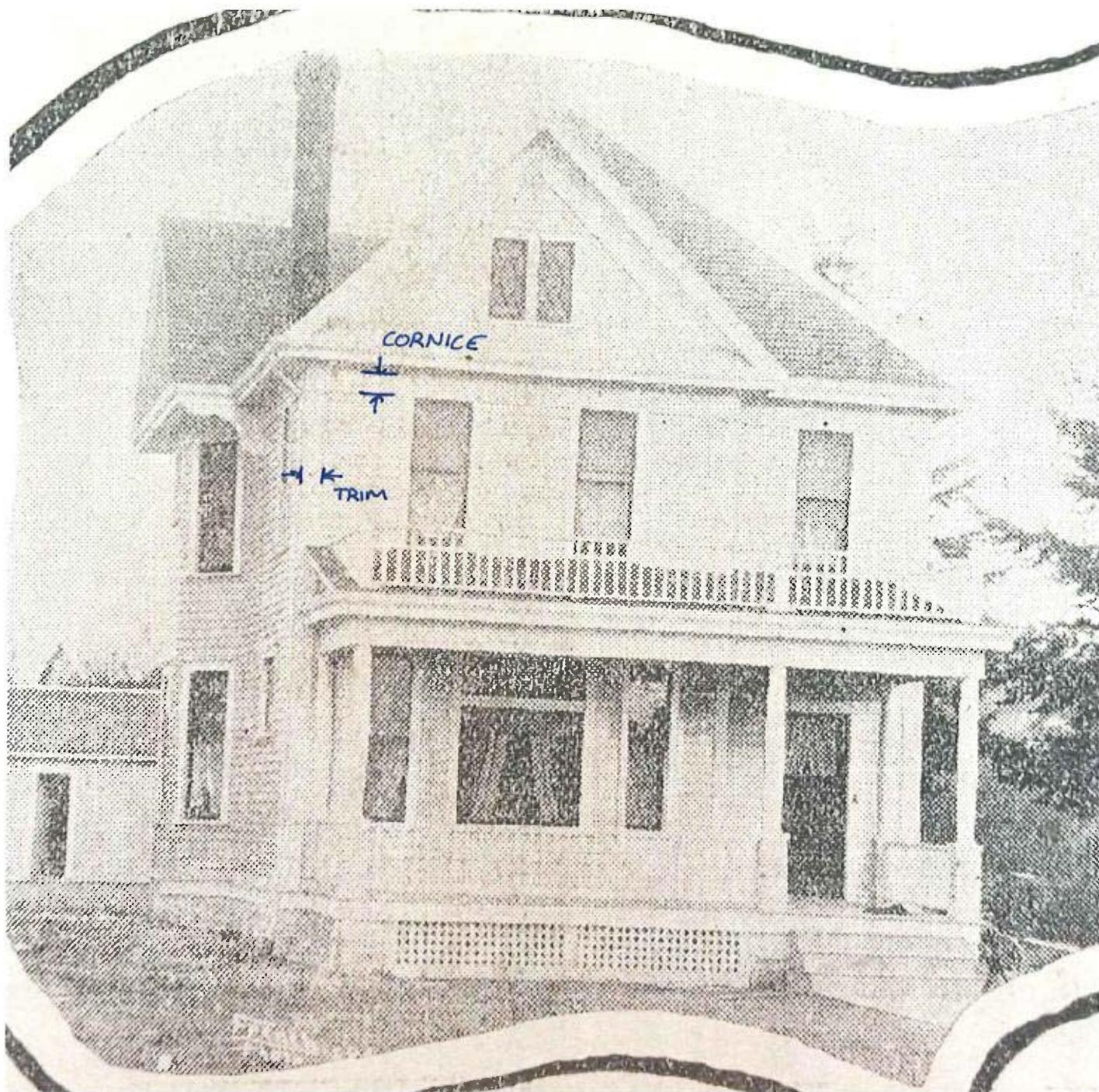


Photo 3: Picture from newspaper of home in its original condition.



Photo 4: Existing condition, front-left.



Photo 5: Existing condition, front-right.



Photo 6: Existing condition, back-right.



Photo 7: Existing condition, back-left.

The vinyl siding was pulled back in these locations to reveal the underlying material, and original siding was not found. Photo 2 shows the material exposed beneath the existing siding.

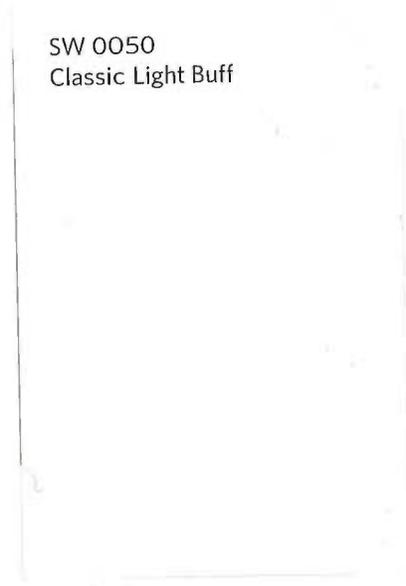
Paint chips of proposed colors:

Body:



Trim:

SW 0050  
Classic Light Buff

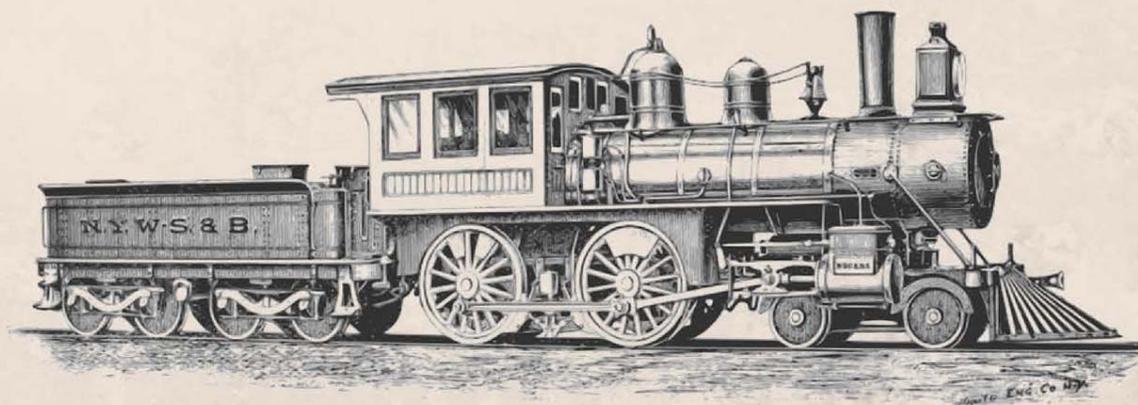






# SOUTH TACOMA WAY WALKING TOUR

FREE walking tour that discovers the history  
of one of Tacoma's greatest avenues



*September 16th at 11:00am*  
*-Meeting on the corner of S 52nd St and South  
Tacoma Way-*

*This tour is offered by Pretty Gritty Tours in conjunction with  
the city of Tacoma's Historic Preservation Office*

**TEST YOUR KNOWLEDGE OF STATE AND CITY TRIVIA!**

**PRIZES**

**FREE AND OPEN TO THE PUBLIC**

# History Happy Hour: TRIVIA NIGHT

**TACOMA TRIVIA NIGHT**

Wednesday,

**September 20** | at  
6 pm

**THE SWISS RESTAURANT & PUB 1904 JEFFERSON AVE.**



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](mailto:lhoogkamer@cityoftacoma.org) or call (253) 591-5254.



TACOMA HISTORICAL SOCIETY

# WOOD WINDOWS WORKSHOP

Saturday, September 23

10:30 a.m. - 12:30 p.m.

Earthwise Tacoma  
626 E. 60th St.  
Tacoma



Hands-on instruction from  
Bear Wood Windows.

Basic tools will be provided by  
the Tacoma Tool Library, and  
additional tools are welcome.

Free, space is limited to  
25 spots on a first-come,  
first-serve basis. RSVP is  
required, please contact  
Lauren Hoogkamer at  
[lhoogkamer@cityoftacoma.org](mailto:lhoogkamer@cityoftacoma.org)  
or call (253) 591-5254.

Sponsored by City of Tacoma's Historic Preservation  
Office, Bear Wood Windows, Inc., Earthwise Tacoma,  
Tacoma Tool Library, and Rebuilding Together

