

Members

Kevin Bartoy, Chair
 Ken House, Vice-Chair
 Roger Johnson
 Lysa Schloesser
 Jeff Williams
 Jennifer Mortensen
 Alex Morganroth
 Marshall McClintock, North Slope Ex-Officio



MINUTES

Staff

Reuben McKnight, Historic Preservation Officer
 Lauren Hoogkamer, Assistant Historic Preservation Officer
 Amylena Figueroa, Office Assistant

Landmarks Preservation Commission Planning and Development Services Department

Date: August 08, 2018

Location: 747 Market Street, Tacoma Municipal Building, Room 243

Commission Members in Attendance:

Kevin Bartoy, Chair
 Ken House, Vice-Chair
 Roger Johnson
 Jeff Williams
 Jennifer Mortensen
 Alex Morganroth
 Marshall McClintock

Staff Present:

Reuben McKnight
 Amylena Figueroa

Others Present:

Spencer Howard
 Steven Rork

Commission Members Absent:

Lysa Schloesser

Chair Kevin Bartoy called the meeting to order at 5:30 p.m.

1. ROLL CALL**2. CONSENT AGENDA**

A. Excusal of Absences

B. Approval of Minutes: 6/13/18; 6/27/18

Commissioner Williams noted that the minutes of 6/13 need to reflect the absence of commissioners.

Commissioner Johnson moved to approved the minutes as submitted, minus the changes.

C. Administrative Review

- 822 N. I St - Chimney
- 1508 N. 7th St. – Basement windows/door
- 1009 N. 9th St. - Windows
- 122-24 Tacoma Ave. S. – Egress alterations
- 924 N. L St. - Windows

The consent agenda was approved.

3. DESIGN REVIEW

A. 1019 Pacific Avenue, the Washington Building/Scandinavian American Bank Building (Individual Landmark) *Design Amendment*

Mr. McKnight read the staff report.

AGENDA ITEM 3A: 1019 Pacific Avenue, Washington Building/Scandinavian American Bank Building (Individual Landmark)

Spencer Howard, Northwest Vernacular, Inc.

BACKGROUND

Built in 1925, the Washington Building/Scandinavian American Bank Building is an individual landmark.

On February 22, 2017, the Commission was briefed on the proposed rehabilitation work and on June 14, 2017 the following was approved: Rehabilitation work, which includes replacing non-original mezzanine level louvers with windows and adding aluminum louvers as needed; repairing cast iron storefronts; repainting existing painted window infill panels; removing canvas awnings; cleaning and repairing the terra cotta cladding; repairing existing windows or replacing in-kind as needed; removing a contemporary sign panel over the mezzanine window on Pacific Avenue; removing contemporary metal ductwork along Court A and repairing the existing louver and painting the metal work to blend with the terra cotta. The rehabilitation work also includes replacing the non-original entrance doors on Pacific Avenue with compatible storefront windows that match the existing contemporary windows. A future sign will be mounted at the corner of Pacific Avenue and S 11th Street, in the same location as previous signs.

The design team is now proposing design amendments which include:

Building Use

- Ground floor, instead of work/live units, will be retail, lobby, and apartment tenant common space.

Pacific Avenue

- Modify the former Emblem Club entrance to provide a storefront with a recessed doorway.
- Leave existing transom glass at the mezzanine level in place, instead of converting to louvers.

South 11th Street

- No changes from approved scope.

Court A

- Mezzanine level, reinstall windows instead of converting to louvers.
- Reduce the size of the trash room access door, provide an exit doorway from the mezzanine level stairway for egress, and relocate the natural gas service.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

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

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS

1. This property is a pending individual landmark on the Tacoma Register of Historic Places, and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. No historic material is being removed.
3. Distinctive features and finishes, such as the terra cotta, are being repaired and preserved.
4. The terra cotta cladding will be cleaned and repaired in a manner that will not further damage the historic material.
5. Contemporary modifications are compatible but differentiated from the historic material.
6. New modifications could be removed without harming the essential form and integrity of the property.

RECOMMENDATION

Staff recommends approval of the application.

Recommended language for approval:

I move that the Landmarks Preservation Commission approve the design amendment for 1019 Pacific Avenue, as submitted.

Mr. Howard stated that the terracotta repairs were previously approved. He noted that he received approval on some tax credits that took some working through to finalize the interior credits. With some of the changes made, the louvers were no longer needed. There were some changes made to court A, and Mr. Howard is asking for approval of the changes of the entrance and to retract the upper louver and keep the glass panes. For the lower store front to reconfigure the existing doorway. The changes made in court A consolidate everything into a single bay. Replacing solid panels with louvers, and a new trash room door and exit door with a louver.

Commissioner Williams made a motion.

"I move that the Landmarks Preservation Commission approve the design amendment for 1019 Pacific Avenue, as submitted.

Seconded by Commissioner Johnson.

The motion was approved.

B. 1115 North 11th Street (North Slope Historic District) *Windows/Porch*

Mr. McKnight read the staff report.

AGENDA ITEM 3B: 1115 North 11th Street (North Slope Historic District)
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Steven Rork, R4 Construction

BACKGROUND

Built in 1902, this is a contributing structure in the North Slope Historic District. The applicant is pursuing a whole house rehabilitation which includes replacing all of the windows—some non-historic, some rotted and damaged—with Anderson wood windows, replacing the original front porch based on historic photographs, and a new roof and in-kind cedar siding repair.

ACTION REQUESTED

Approval of the above scope of work,

STANDARDS

North Slope Historic District Design Guidelines

Windows

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

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

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

Depending on specific project needs, replacement windows may include:

- Sash replacement kits. These utilize the existing window frame (opening) and trim, but replace the existing sashes and substitute a vinyl or plastic track for the rope and pulley system. Sash replacement kits require that the existing window opening be plumb and square to work properly, but unlike insert windows, do not reduce the size of the glazed area of the window or require shimming and additional trim.
 - An insert window is a fully contained window system (frame and sashes) that is "inserted" into an existing opening. Because insert windows must accommodate a new window frame within the existing opening, the sashes and glazed area of an insert window will be slightly smaller than the original window sashes. Additional trim must be added to cover the seams between the insert frame and the original window. However, for window openings that are no longer plumb, the insert frame allows the new sashes to operate smoothly.
4. **Non-historic existing windows do not require "upgrading."** Sometimes the original windows were replaced prior to the formation of the historic district, and now must be replaced again. Although it is highly encouraged, there is no requirement to "upgrade" a non-historic window to a historically appropriate wood window. For example, a vinyl replacement window may be an acceptable replacement for a non-historic aluminum horizontal slider window, especially if the historic configuration (vertically operated sash) is restored.
 5. **New Window Openings/Changing Window Openings**
 - Enlargement or changes to the configurations of existing window openings is to be avoided on the primary elevation(s) of a historic building within the district. In specific cases, such as an egress requirement, this may not be avoidable, but steps should be taken to minimize the visual impact
 - Changes to window configurations on secondary (side and rear) elevations in order to accommodate interior remodeling are not discouraged, provided that character defining elements, such as a projecting bay window in

the dining room, are not affected. A typical example of this type of change might be to reconfigure a kitchen window on the side of a home to accommodate base cabinets.

- In general, openings on buildings in the historic district are vertically oriented and are aligned along the same height as the headers and transoms of other windows and doors, and may engage the fascia or belly band that runs above the window course. This pattern should be maintained for new windows.
- Window size and orientation is a function of architectural style and construction technique. Scale, placement, symmetry or asymmetry, contribute to and reflect the historic and architectural character of a building.

6. **Sustainability and thermal retrofitting**

- a) Window replacement is often the least cost effective way to improve thermal efficiency. Insulation of walls, sealing of gaps and insulation of switch plates, lights, and windows, as well as upgrades to the heating system all have a higher return on investment and are consistent with preservation of the character of a historic home.
- b) Properly maintained and weather stripped historic windows generally will improve comfort by reducing drafts.
- c) The energy invested in the manufacture of a new window and the cost of its purchase and installation may not be offset by the gains in thermal efficiency for 40 to 80 years, whereas unnecessary removal and disposal of a 100 year old window wastes old growth fir and contributes to the waste stream.
- d) If thermal retrofitting is proposed as a rationale for window replacement, the owner should also furnish information that shows:
 - The above systematic steps have been taken to improve the performance of the whole house.
 - That the original windows, properly weather stripped and with a storm window added, is not a feasible solution to improve thermal efficiency.
 - Minimal retrofit, such as replacing only the sash or glass with thermal paned glass, is not possible.
 - Steps to be taken to salvage the historic windows either on site or to an appropriate architectural salvage company.

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.

Exterior Siding and Materials

1. **Avoid removal of large amounts of original siding.**
2. **Repair small areas of failure before replacing all siding.** It is rarely advisable to replace all of the existing siding on a home, both for conservation reasons and for cost reasons. Where there are areas of siding failure, it is most appropriate to spot repair as needed with small amounts of matching material. Where extensive damage, including rot or other failure, has occurred, siding should be replaced with as close a material and visual match as is feasible, including matching reveals, widths, configuration, patterns and detailing.
3. **Other materials/configurations.** It is not historically appropriate to replace deteriorated siding with substitute materials, unless it can be demonstrated that:
 - The replacement material is a close visual match to the historic material and can be installed in a manner in which the historically character defining details may be reproduced (mitered corners, dentil molding, etc); and

- Replacement of the existing historic material is necessary, or the original material is no longer present; and
- There is no feasible alternative to using a substitute material due to cost or availability.

4. **Avoid changing the appearance, pattern or configuration of original siding.** The siding type, configuration, reveal, and shingle pattern all are important elements of a home's historic character.

ANALYSIS

1. This property is in the North Slope Historic District and, as such and, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. The applicant has provided documentation showing the condition of the windows, both historic and non-historic. The proposed replacement materials meet the requirements in the design guidelines.
3. The porch is being rebuilt according to historic photographs.
4. The siding is being repaired in-kind, which does not require Commission review.

RECOMMENDATION

Staff recommends approval of the application.

Recommended language for approval:

I move that the Landmarks Preservation Commission approve the application for 1115 N. 11th Street, as submitted.

Mr. Rork noted that he's all about conservation and restoration. Commissioner Mortensen asked if they wanted to do a hip roof. Mr. Rork described why they decided to do a hip roof. She asked if the hip roof on the neighboring roof was the original roof. Mr. McKnight noted that the sister house also went through a large restoration about 12 years ago. Commissioner McClintock noted that he believed the sister home was approved for the hip roof. Mr. McKnight commented that in this case the historic guidelines tend not to specify if hip or shed roofs are better, but that either one is appropriate. Commissioner Williams agreed. He noted the hip roof would accommodate the bay window as well. Mr. Rork noted that he's won awards for restoring homes. Further discussion ensued regarding the home.

Chair Bartoy noted that the guidelines state that no inappropriate architectural details should be added so the columns on the porch would not be appropriate. The applicant noted that he would like the columns and the hip roof. McClintock noted that there should be some flexibility on the roof. Commissioner Jonson commented on the windows, that some looked like plexi glass. Mr. Rork noted that there are only two windows that are salvageable, but he believed the right thing to do would be to replace them all. Further discussion ensued about windows. Chair Bartoy noted in the guidelines to repair original windows when possible. Commissioner Williams noted he is okay with the windows being replaced. Further discussion ensued regarding the windows and the roof.

Commissioner Williams made an motion.

"I move that the Landmarks Preservation Commission approve the application for 1115 N. 11th Street, , with the amendment stating that the columns and balustrade for the front porch can be reviewed and approved administratively.

Commissioner Mortensen seconded the motion.

The motion was approved.

4. PRESERVATION PLANNING/BOARD BUSINESS

A. Code Amendments

Mr. McKnight stated that the scope of the proposed historic preservation code amendments been included in the Planning Commission's workplan for 2018-2019.. Mr. McKnight said that he has been coordinating with the Planning Division for the code review process because it requires review by both the Landmarks Commission and Planning Commission. He noted that because the LPC hasn't reviewed the code in a while, there is probably some variability in the individual commissioners' familiarity with the code. Mr. McKnight noted that the biggest code amendment is demolition review. The objectives of the amendments involving demolition review are to clarify this process, and to consider lowering the review threshold from 12,000 to 4,000 square feet, exempting single family residential structures, focusing on commercial buildings, as well as buildings listed on the National Register of Historic Places.

Mr. McKnight said another amendment under consideration is enhancing the Historic Neighborhood Conditional Use Permit. He said that there was a suggesting made to also consider adding a provision in the code regarding neighborhood impacts resulting from the issuance of a conditional use permit. He noted that amending the Historic CUP not high priority, but may be something worth reviewing.

Commissioner McClintock suggested amending Chapter 1.42 regarding commission composition, noting that there is sometimes trouble reaching quorum. Commissioner McClintock asked if there could be a provision made for alternates on the roster. Mr. McKnight said he could look into that. Further discussion ensued regarding code amendments and review. Mr. McClintock asked if single family under 4,000 square feet would include properties within mix used centers, and that he's in support of that.

Mr. McKnight stated that the idea is to strike a balance in the permit review process that allows for timely review but also thorough.

Mr. McKnight discussed revisions to the nomination process, including removing the provision for interior spaces being limited to publicly owned buildings. Commissioner Mortensen wanted to clarify that privately owned buildings with interior public spaces currently cannot include interior spaces in nominations. Commissioner McClintock agreed that he's unsure of why the buildings need to be publicly owned. Mr. McKnight noted that it comes down to a balance, there needs to be a qualifying character defining space..

Chair Bartoy asked if the commissioners wanted to do a formal motion. Commissioner McClintock asked if the Commission could solicit public comment, even if there was not a not public hearing at this stage per se. Mr. McKnight said that all of the commission materials are public and the agenda is distributed. Some comments have been received.

Mr. McKnight wrapped up the meeting by adding that hopefully in November the LPC will have a recommendation to make to the Planning Commission.

Commissioner Williams agreed with the proposed changes.

Commissioner Mortensen asked if Mr. McKnight would prefer written or oral thoughts and opinions. Mr. McKnight said Commissions could feel free to send him comments and also that the Commissioners could provide direction at meetings as well.

B. Events & Activities Update

AGENDA ITEM 4B: Events & Activities Update

Staff

2018 Events

1. Stadium Historic District Walking Tour (3pm @ Stadium High School, August 18th)
2. LPC Training (9am @ TAM, September 25th)
3. Trivia Night (6pm @ The Swiss, September 19th)

4. Building Research Workshops (September-October, TBD)
5. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ Tin Can Alley, Nov. 4th)
6. Lauren's Maternity Leave (December-March 2019)

5. CHAIR COMMENTS

There were no comments from the chair.

Chair Bartoy adjourned the meeting at 6:50 PM.

These minutes are not a direct transcription of the meeting, but rather a brief capture. For full-length audio recording of the meeting, please visit: <http://www.cityoftacoma.org/cms/One.aspx?portalId=169&pageId=67980>