

## 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

## Landmarks Preservation Commission Planning and Development Services Department

### Staff

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

Date: December 12, 2018

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

### Commission Members in Attendance:

Kevin Bartoy, Chair  
Ken House, Vice-Chair  
Roger Johnson  
Jennifer Mortensen  
Marshall McClintock

### Staff Present:

Reuben McKnight  
Amylena Figueroa  
Alisa O'Hanlon

### Commission Members Excused:

Lysa Schloesser  
Alex Morganroth

### Others Present:

Claire Keller-Scholz  
Judy Tucker  
Jennifer Keating

### Commissioners Absent:

Jeff Williams

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

## 1. ROLL CALL

## 2. CONSENT AGENDA

- A. Excusal of Absences – Commissioners Morganroth and Schloesser were excused.
- B. Approval of Minutes: 10/10/18; 10/24/18
- C. Administrative Review:

- 616 Saint Helens – HVAC

The consent agenda was approved pending Commissioner Mortensen's last name is correctly spelled in the 10/10/18 minutes.

## 3. NAMING REQUESTS

Mr. McKnight read the staff report.

### AGENDA ITEM 3A: 3427 Ruston Way, Judge Jack Tanner Park

*Claire Keller-Scholz, Metro Parks*

## BACKGROUND

Metro Parks Tacoma is requesting to rename the 4.92-acre Marine Park, at 3427 Ruston Way, Judge Jack Tanner Park. The park would commemorate Judge Tanner's contributions to civil rights and social justice in Tacoma. The parcels currently known as Marine Park were sold to the City of Tacoma and Metro Parks in the 1970s/80s. On February 13, 2018, the Park Board decided to rename Marine Park in honor of Judge Jack Tanner (1919-2006) as part of Metro Parks commitment to social equity, inclusion and diversity, key elements of the Strategic Master Plan formally adopted by the Park Board in January 2018. Judge Tanner was the first African-American in the Pacific Northwest to be appointed to the federal bench as a district court judge. He presided over several landmark cases involving social and environmental justice in Washington and Tacoma.

## STANDARDS

Criteria for name changes are outlined in the City Policy on Place Names and Name Changes, adopted by City Council Resolution 38091 (attached).

## FINDINGS

1. Pursuant to Council Resolution 38091, the Landmarks Preservation Commission reviews and makes recommendations to City Council on name change requests.
2. A written request from Metro Parks was submitted to the Landmarks Preservation Commission on August 22, 2018, to rename the park Judge Jack Tanner Park.
3. On September 12, 2018, the Landmarks Preservation Commission determined the proposal was complete and scheduled the public hearing.
4. On October 24, 2018, the Landmarks Preservation Commission held a public hearing to take testimony on this item.
5. No comments were received.
6. The following Name Change criteria were identified in consideration of the proposed name change:
  - a. No other properties have similar names.
  - b. Judge Jack Tanner passed away in 2006.
  - c. For reasons stated in the request, Judge Jack Tanner contributed to civil rights and social justice in Tacoma.

## CONCLUSIONS

Based on the above, the name change meets the criteria in City Council Resolution 38091 for Name Changes.

## ACTION REQUESTED

The Commission may recommend the naming request to City Council, deny the request, or defer if additional information is needed.

The Commissioners concluded that the name is appropriate for the park.

Commissioner House made a motion:

*“I move that the Landmarks Preservation Commission adopt the analysis as findings and recommend, to City Council, renaming Marine Park, at 3427 Ruston Way, Judge Jack Tanner Park”.*

Commissioner Mortensen seconded the motion, and the motion was approved unanimously.

Mr. McKnight read the staff report.

## AGENDA ITEM 3B: Puyallup River Bridge

*Alisa O’Hanlon, City of Tacoma & Jennifer Keating, Puyallup Tribe of Indians*

## BACKGROUND

The City of Tacoma and the Puyallup Tribe of Indians are requesting to name the bridge—which extends from Puyallup Avenue across the Puyallup River to Fife—the Fishing Wars Memorial Bridge and to name the roadway—which crosses the bridge—the Fishing Wars Memorial Crossing. These name changes would recognize the Puyallup Tribe’s historic and ongoing ties to this location. The bridge is located within the boundaries of the Puyallup Reservation, which is near multiple historic Puyallup village sites. It is above the Ceremonial Grounds used for the First Fish Ceremony. The bridge is also the site of some of the most intense events of the Fishing Wars. Recognition of the site and event is part of the reconciliation between the Tribe and the City. The bridge will also have interpretive signage that includes the Twulshootseed name and an explanation of the historic significance of the site. On October 2, 2018, the Tacoma City

Council adopted Resolution N. 401222 to initiate the renaming process. Adjacent properties owners were notified and public comment was taken.

## 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 narrative, map and photographs of the area, as well as a summary of public outreach and support.

## RECOMMENDATION

Ms. O'Hanlon and Ms. Keating, Puyallup Tribe of Indians representatives, noted that the tribe and the city come together to make this proposal. This does require going over some ceremonial grounds, which traffic will be intrusive. As it's being reconstructed they plan for a spring date, and there will be art on the bridge.

Ms. Keating, tribal representative, stated that she used to be the specialist outreach coordinator for the tribe. She gave an overview of the struggles that the tribe underwent. She believed this is a positive collaboration between the city and tribe. This is a nice way of bringing it back into the light, and shedding some knowledge on this piece of history.

They noted that they want to give it the name that would honor that significance.

Beyond the treaty fishing rights, its language revitalization too. It's a major push within the tribal community to bring that language back.

Commissioner Johnson asked if the tribe's language was originally a written language. Ms. Keating answered originally it was not, but for revitalization efforts it has become a written language. He asked if there will be a translation on the bridge as well. She answered yes. He asked if there is a plan to memorialize the wooded area right off of the bridge, and she answered that it's more of a private tribal area.

Commissioner McClintock asked why Tacoma involved in this is. Ms. O'Hanlon answered that Tacoma owns the bridge.

Chair Bartoy noted he believed this is a very important part of history that Tacomans need to know, and that he is supportive of this and appreciated the tribes effort towards healing and growth.

Commissioner Johnson made a motion:

*"I move that the Landmarks Preservation Commission adopt the analysis as findings and schedule the Naming of the Fishing Wars Memorial Bridge and Crossing for a public hearing and future consideration at the meeting of January 23, 2019".*

Commissioner Mortensen seconded the motion, and the motion passed unanimously.

## 4. DESIGN REVIEW

Mr. McKnight read the staff report.

### AGENDA ITEM 4A: 1218 North I Street (North Slope Historic District)

Judy Tucker, Form + Function Architecture

## BACKGROUND

Built in 1889, this is a contributing structure in the North Slope Historic District. On September 12, 2018, the applicant briefed the Landmarks Preservation Commission on the proposal to remodel the existing attic space for a new master suite. The proposal included new stairs from the upper floor to the attic, a new dormer over the stairs on the west and raising the roof/changing the roof pitch on two existing dormers on the east. The exterior would be repainted, but there would be no other changes to the front façade. At that time, the Commission expressed concern about the visual impact, on the front façade, of changing the massing and height of the roof. Based on that feedback, the applicant has revised the proposal to push the changes towards the rear of the home and minimize the visual impact to the front.

The current proposal moves the stairs to the back of the house and changes the use of the attic from a master suite to a bonus room. The existing bays on the east side of the house would be raised to the height of the main ridge and a shed dormer would be added off the rear of the home. The roof pitches on these bays would match the 12:12 slope of the existing main roof and will have similar fascia detailing and simplified wall detailing and siding. Two skylights would be added on the east side and the chimney would be relocated. Two windows on the front elevation would be replaced with tempered glass and three new wood clad windows would be added on the upper floors. Siding on the new portions would be smooth-faced Hardi siding with a reveal to match the scale of the existing historic siding. New wood shingles and asphalt tab roofing will also match the existing. There will be no removal of historic materials.

## 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 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).
  4. **Materials and colors.** Composition roofs are an acceptable substitute for shingles, and have been in use on homes since the early 20<sup>th</sup> century. Composite and engineered materials that mimic the visual qualities of shingles vary widely in quality and appearance. If an engineered material is proposed that is not common in the district, material samples and product specification sheets should be furnished to the Commission. Metal roofs are not acceptable for historic homes. Clay tile roofs are appropriate only on the few examples of Mission or Spanish influenced architecture seen in the districts.

#### **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 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 Landmarks Preservation Commission was briefed on September 12, 2018. This proposal reflects the Commission's requests.
3. No historic windows are being removed or replaced.
4. New windows will have matching trim and will be wood clad, which is acceptable according to the district design guidelines.
5. The new windows are to accommodate the interior remodel.
6. The existing roof form, appearance and height are being retained. The new proposal has minimal visual impacts to the front façade.
7. The rear of the home and the rear dormers would be raised to match the existing roof pitch and height. The addition is sensitively located and compatible with the historic character of the home.
8. The addition will utilize different but compatible materials to distinguish from the historic structure.

#### **RECOMMENDATION**

Staff recommends approval of the application.

Ms. Judy Tucker noted that she tried to make the changes that were suggested by the Commissioners back in September. She believed that they had a pretty successful redesign and hoped that the commission would think so too.

The Commissioners agreed that their suggestions were used to represent the home in an appropriate historical manner.

Chair Bartoy also believed this is well done. He wanted to recognize the adherence to the guidelines, and was happy with the changes, and they complimented to the historic character of the home.

Commissioner Mortensen made a motion.

*"I move that the Landmarks Preservation Commission approve the application for 1218 North I Street as submitted".*

Commissioner Johnson seconded the motion and the motion passed unanimously

Mr. McKnight read the staff report.

<b>AGENDA ITEM 4B: 1515 North 7<sup>th</sup> Street (North Slope Historic District)</b>
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*John De Loma, MD Architects*

### **BACKGROUND**

Built in 1892, this is a contributing structure in the North Slope Historic District. The applicant is proposing a 4'x26' rear addition to expand the kitchen. The addition would not be visible from the right of way. Cedar lap siding would be used to match the existing materials. The three new windows on the addition would match the custom windows previously approved by the Commission. The new deck would also be cedar. This location on the house appears to have been altered in the past.

Land Use review of the application indicated that the home is within the side yard setback and would require a variance for the addition, or else have the wall of the addition that faces the property line inset by 2 feet. Staff has discussed this internally. It is a small amount of wall area and it may be appropriate for the Landmarks Commission to request that the setback requirement be waived, if the Commission determines that the design compatibility of the addition would be compromised by the strict application of the side yard requirement.

If the Commission declines to request a waiver, the decision will be deferred until the variance decision is issued, per the Commission bylaws.

### **ACTION REQUESTED**

Approval of the above scope of work and request to waive the side yard setback.

### **STANDARDS**

#### **North Slope Historic District Design Guidelines 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 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 style and materials of the new addition are compatible with the existing materials.
3. The addition could be removed in the future without harming the historic structure.
4. The addition is sensitively located and not visible from the right of way.
5. The addition is subservient in size and scale.
6. Adherence to the setback requirement would disrupt the continuity of the remodel.

### RECOMMENDATION

Staff recommends approval of the application, with a request that the setback requirement be waived.

Mr. Deloma noted that the overall intent is to get more flexible space to work with as the kitchen is upgraded. He reviewed some of the changes in the plans, and noted the intent is to have a workable kitchen by today's standards. Commissioner McClintock noted he believed there's not a reason for the Commission to not approve this, or the variance request. Commissioner Johnson noted that he is in support.

Commissioner Mortensen made a motion.

*"I move that the Landmarks Preservation Commission approve the application for 1515 North 7th Street as submitted, and request that the side yard setback requirement be waived."*

Commissioner House seconded, and the motion passed unanimously.

### 5. BOARD BRIEFINGS

Mr. McKnight read the staff report.

<b>AGENDA ITEM 5A: Fireman's Park (Old City Hall Historic District)</b>
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*Jennifer S. Hines, Esq., Public Works*

### BACKGROUND

The City of Tacoma will begin work in December 2018, to implement a site reclamation project to address public safety concerns and add safety enhancements to increase visibility and create a more welcoming space for all residents and visitors at Fireman's Park. The work, which will include removal of bushes, rocks and trees and flattening of the landscape, is required to be completed by the end of February 2019. The artwork and monuments in Fireman's Park will be temporarily removed to prevent damage during work, and will be re-installed at the conclusion of the project. The City will also be installing fencing on the Schuster Slope side of the park as an additional fall barrier. As part of the Project the City will also be doing rodent control before the project begins and during the work period.

Fireman's Park is partially within the Old City Hall Historic District, and partially external to the district. The area of work is primarily outside of the district boundaries. The historic totem pole will not be altered. There are no other historic features within the park. The current park design dates to the 1970s.

### ACTION REQUESTED

No action, this is a briefing for feedback.

Ms. Hines Esq. noted that essentially this is the first phase of many biennial budget requests. They are trying to address safety, and decrease the amount of the mounds in the park so there's no hiding spaces and more flat ground. We currently have on the north end of the park some of that black powder coat fencing. We do have pest solutions currently in action right now as well. She noted that they will put the artwork, and seating back in, and have boulders lining the pathways. She noted that sod will be put in for the paths to be used immediately, and this will be more of an open space for people to feel safer. She noted that this will be budgeted in phases.

Commissioner McClintock wanted to clarify that the trees and mounds would be removed. She noted yes the goal is to smooth everything out.

Commissioner Mortensen asked if she plans to add more landscaping in the future. Ms. Hines Esq. answered yes, and they are working very hard to further their relationship with metro parks, and will seek out advice with landscaping opinions from them. The plans now will contribute to future designs.

Chair Bartoy asked if there has been incident reports in the park. She answered yes.

The park was created in 1890, and they referenced the historical streets that were there before 705 was put in. The park has grown in width since it was made. It was named because there was an actual fire there.

Discussion regarding the zoning of the park ensued. The Commissioners encouraged the cleanup of the park.

## 6. PRESERVATION PLANNING/BOARD BUSINESS

Mr. McKnight read the staff report.

### AGENDA ITEM 6A: Code Amendments

*Staff*

#### BACKGROUND

This year, updates to sections of the Land Use Code relating to historic preservation have been included in the Planning Commission 2018-19 amendment package. The Commission has reviewed proposed code language amendments as follows:

August 8 – Landmarks Commission	Briefing, scope and general direction for amendments
September 12 – Landmarks Commission	First review of draft language
October 10 – Landmarks Commission	Second review of draft language
November 14 – Landmarks Commission	Review of final draft of language

The final draft is attached to this staff report, along with a transmittal letter from the Chair to the Planning Commission Chair.

#### ACTION REQUESTED

Review and approval; recommendation to the Planning Commission for adoption of the proposed amendments within Title 13.

#### NEXT STEPS

The following is the current schedule for this review:

January 16, 2019 – Planning Commission	Code review, authorize release
March 6, 2019 – Planning Commission	Set hearing date

#### RECOMMENDATION

Staff recommends approval of the amendment package, including a recommendation to the Planning Commission that the proposed amendments be included in the 2019 amendment package.

Mr. McKnight noted this would be a great topic for the commission to take up as an initiative and a work plan within the next year.

Mr. McKnight asked for a vote on the letter to the Planning Commission. Commissioner Johnson made a motion to recommend the commission moving forward the amendments as prepared by staff to the Planning Commission.

Commissioner Mortensen seconded and the motion carried unanimously.

## **7. CHAIR COMMENTS**

Chair Bartoy wanted to note that he is not sure if anyone has had the opportunity to visit the historic courtroom at Court House Square, and given some of the things that the LPC is doing, and the city is doing, that it's a very historic interior that's important to Tacoma's history.

Meeting adjourned at 6:45 P.M.