

Members

Chris Granfield, *Chair*
Katie Chase, *Vice-Chair*
Duke York
Jonah Jensen
Lysa Schloesser
James Steel
Jeff Williams
Eugene Thorne
Laureen Skrivan
Lauren Flemister
Ross Buffington, *Wedge Neighborhood Ex-Officio*
Marshall McClintock, *North Slope Ex-Officio*



MINUTES

Landmarks Preservation Commission Planning and Development Services Department

Staff

Reuben McKnight, *Historic Preservation Officer*
Lauren Hoogkamer, *Historic Preservation Coordinator*

Date: April 22, 2015

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

Commission Members in Attendance:

Chris Granfield, *Chair*
Katie Chase, *Vice-Chair*
Duke York
Eugene Thorne
Lysa Schloesser
Jeff Williams
James Steel
Ross Buffington
Marshall McClintock

Staff Present:

Reuben McKnight
Lauren Hoogkamer
John Griffith

Others Present:

Tim Kairez
George Lenes
David Kelley
Kevin McKee
Ken Gohrick
Bill Gagnon
Sonia Grunberg
Eric Herbel
Joe Quilici
Michael Fleming

Commission Members Absent:

Lauren Flemister
Jonah Jensen
Laureen Skrivan

Chair Chris Granfield called the meeting to order at 5:38 p.m.

1. ROLL CALL

2. CONSENT AGENDA

- A. Excusal of Absences
- B. Approval of Minutes: 4/8/2015

The minutes of 4/8/2015 were reviewed. Chair Granfield requested that the minutes be amended to recognize two Commissioners who had recused themselves from the public hearing. The minutes were approved as amended.

C. Administrative Review:

- i. 511 N L Street (Ductless heat pump)
- ii. 3701 Tacoma Avenue South (Garage)

3. PRESERVATION PLANNING/BOARD BUSINESS

- A. Events and Activities Updates

Staff

Ms. Lauren Hoogkamer provided an update on May 2015 Preservation Month activities.

4. DESIGN REVIEW

- A. Old Business
 - i. 601 N Cushman (North Slope Historic District)
Windows

Tim Kairez, Infinity Construction

Ms. Lauren Hoogkamer read the staff report

BACKGROUND

Built in 1903, 601 N Cushman is a contributing structure in the North Slope Historic District. The applicant is planning a full interior remodel. This application includes repairing the front porch and siding with in-kind materials and color. Originally, the applicant was proposing replacing the wood windows with vinyl. The proposal has now been changed to repairing some of the windows by adding a vinyl track and putting storm windows over those that cannot be fixed at this time. The applicant would also like to relocate one of the existing rear-facing kitchen windows to the 6th street elevation to accommodate for the interior remodel. Window changes would match the existing configuration.

The proposal to enlarge the upstairs dormer is no longer part of the application.

On March 25, 2015, the Commission voted to defer action on this item until additional documentation was provided.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Design Guidelines for the North Slope Special Review District: Windows, Exterior Siding & Materials, and Porches

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.
3. **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.
4. **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.
5. **Avoid removal of large amounts of original siding.**
 6. **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.
 7. **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.
 8. **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.

ANALYSIS

1. The property is located 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 to the structure.
2. Applicant is proposing preserving and repairing the historic windows.
3. The window addition on the side elevation will match the existing configuration. The window removal on the rear elevation is not highly visible from the right-of-way.
4. Window changes are to accommodate interior remodeling.
5. Original siding is being maintained. Small areas of failing siding are being replaced in-kind.
6. Porch is being repaired in-kind. There will be no design changes.
7. Materials and colors will match that of the existing building.

RECOMMENDATION

Staff recommends approval of the application. Staff would also like to note that this project may be eligible for the Special Tax Valuation incentive.

Mr. Tim Kairez, Infinity Construction, acknowledged that they had found alternatives to the vinyl windows originally proposed and would repair the windows where possible. He discussed photos that documented the windows that were not repairable and would be replaced with sash replacement kits.

Mr. Marshall McClintock commented that the proposal was a good deal improved from the previous one.

Ms. Lysa Schloesser asked for more information on the windows being used to replace the deteriorated ones. Mr. Kairez responded that he would be using the Marvin Tilt Pac window sash replacement kit.

There was a motion

"I move the Landmarks Preservation Commission approve the application at 601 North Cushman as written."

Motion: York

Second: Williams

The motion was approved.

B. New Business

- i. Convention Center Hotel (Union Station Conservation District) George Lenes, Yareton Investment, LLC

Conceptual design

Mr. Reuben McKnight read the staff report.

BACKGROUND

The City of Tacoma has entered into a development agreement with Yareton Investments, LLC, to construct a new 24-story, 240' hotel and mixed use development near 17th and Broadway, adjacent to the Greater Tacoma Convention and Trade Center. Phase 1 of the project will include a 300 room, 4 star hotel, with 10,000 square feet of ballroom space, a minimum of 10,000 square feet of retail, and parking. Phase 2 would include additional retail, parking and residential units. The project team has proposed locating the 173'x68' hotel tower nearer to the Tacoma Convention Center, with the lower scale portion of the building oriented towards the Carlton Building. The Phase II 12-story tower will be 144'x76'-6"; this will be located behind the Carlton Building. The current concept includes proposed solutions to the Commission's concerns about the pedestrian level experience and vehicular traffic.

The site is within the Union Station Conservation District overlay zone, and will require approval from the Landmarks Preservation Commission. The Union Station Design Guidelines (included in the staff report) have specific language regarding height, but do not address the potential of a high rise development. Since the guidelines were established, several new construction projects have occurred on the north end of the conservation district, including the Convention Center, the Courtyard by Marriott, and the Tacoma Art Museum.

The project team briefed the Commission on February 11, 2015, and March 11, 2015. The minutes from those meetings have been included in the packet. The applicant is seeking preliminary approval for the project height and massing at this time, as provided for by TMC 13.05.047.C. Approval of a preliminary design is conditioned automatically upon the subsequent submittal and approval of the final design at a later date.

ACTION REQUESTED

Approval of the project height and massing.

STANDARDS

Design Guidelines for the Union Depot/Warehouse District & the Union Station Conservation District included in the packet.

ANALYSIS

1. This property is in the Union Station Conservation District and, as such, new construction is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047.
2. The Landmarks Preservation Commission may, at its discretion, waive mandatory requirements imposed by the design guidelines. In determining whether a waiver is appropriate, the Landmarks Preservation Commission shall require an applicant to demonstrate by clear and convincing evidence that, because of special circumstances not generally applicable to other property or facilities, including size, shape, design, topography, location, or surroundings, the strict application of those mandatory requirements would be unnecessary to further the purposes of this chapter.
3. The preliminary approval for height and massing is limited to those items, but it will allow the project team to proceed with their due diligence and design development. Approval of the remainder of the project is still required by the Landmarks Preservation Commission prior to the issuance of development permits.

RECOMMENDATION

Staff recommends approval of the project height and massing.

Mr. George Lenes, Yareton Investment, commented that it was their third time before the Commission and that they were seeking assurances from the Commission and the City that the project meets the goals and requirements of the the City, Yareton, and the community as well. He reported that they were seeking preliminary approval of the height and massing to move along with the design process, and eventually into permitting and construction as well.

Mr. David Kelley, Ankrom Moisan provided an overview of the presentation for the current design of the Phase 1 building and the new imagery of key areas of the project that they would be discussing.

Mr. Kevin McKee, Ankrom Moisan, discussed historic photos and commented that they saw the project as a metaphorical bridge between old and new, which had informed the design concept. Three images were shown that were used as touchstones for the design: a photo showing the natural beauty of the area, a photo demonstrating the rustic historic nature of the site, and a photo of the existing bridge architecture. Updated plans were shown with diagrams of flows for car traffic and the pedestrian experience. The front entry area would allow for pedestrians to walk straight down the sidewalk or follow the curve into the hotel. The second level included more retail and restaurant space and traffic access for the convention center parking. On the 3rd level Mr. McKee noted the connecting link to the convention center and the flows of the grand ballroom. The 4th level flow diagram was shown and Mr. McKee noted that it was where parking was accessed via Court C. The 5th level was the last level of parking and included the roof deck and swimming pool. The 6th level was where the tower space began. Images showing views of the tower from different vantage points were discussed. A cross section demonstrating the relative height compared to the Murano hotel was shown. A sketch demonstrating the conceptual view of the entrance was shown. A conceptual sketch of the front was shown that demonstrated the massing. Mr. McKee noted some of the design details that drew inspiration from bridge architecture. The conceptual massing diagram was displayed with the heights noted. The phase one tower would be 240 feet tall and the phase two tower would be 140 feet. The main podium would be rough 55 feet and the entry would be 60 feet in height. He reviewed that they were looking for approval of the conceptual mass designed so far.

Mr. James Steel felt that the massing was successful and the fenestration looked appropriate. He appreciated the modifications made to the massing to give the entrance more continuity with the district.

Mr. Steel asked if it was necessary for the connecting link to the convention center to connect outwards. Mr. Kelley responded that after discussion with the building department about the exiting loads from the convention center they did not want to demolish the stair in the current plan. Mr. Steel asked if the connecting link could be constructed behind the stair. It was noted that they wanted to maintain the experience of viewing Mt. Rainier along the connecting link.

Mr. Steel expressed concern that pedestrians walking along the street from the Convention Center would be looking at the side of the building. Mr. Kelley acknowledged that if you follow the curbside, you could walk in a straight line, but if you were to follow the glass you would walk into the café space. Mr. Steel noted that he had concerns with the corner where the phase one building met the convention center and the lack of continuity from one block to the next. It was noted that the front of the building would be flush with the Carlton, so the corner was referenced the architecture of the Convention Center.

Mr. Steel commented that the 45 degree inward angle of the building at the drop-off area seemed too influenced by the path of a car and not how people would walk. He suggested that 90 degree corners would be preferable. Mr. McKee responded that they had looked at squaring the corners, but lost a lot of area programmatically. He added that the angle was oriented towards Mt. Rainier.

Vice-Chair Katie Chase commented that the massing looked great and liked the heavier base of the store front and the glass awnings. She noted that the materials used would be important.

Ms. Lysa Schloesser expressed appreciation for the images showing the massing edited into photos.

Vice-Chair Chase asked if the approval would be of phase one or phase two as well. Mr. McKnight responded that it would be of both phases.

There was a motion.

"I move that the Landmarks Preservation Commission approve the massing and scale as presented by Ankrom Moisan Architects."

Motion: York
Second: Thorne

The motion was approved.

- ii. **1114 N K Street (North Slope Historic District)**
Enterprises,
New construction

Ken Gohrick, Bear Valley

Mr. Reuben McKnight read the staff report.

BACKGROUND

1114 N K Street is a vacant lot in the North Slope Historic District. In 2007, the Landmarks Preservation Commission voted to approve a new single family residence at this location, under a previous owner. The undeveloped property was subsequently sold to a new owner. On October 23, 2013, the Commission was briefed on a different proposal for a new single family residence on this lot. On February 25, 2015, the commission was briefed on this proposal. The minutes and plan set from that discussion have been included in the packet and contain Commissioner comments and recommendations, which are reflected in the current plans. There is a similar narrow lot construction located next door, at 1116 N K Street, which was also reviewed and approved by the Commission.

The current proposal is for a new two-story, single-family residence that is approximately 73' long and 15' wide, with a 8/12 roof slope. The second story includes a rear-accessed garage. The exterior will be smooth-face Hardie siding with 5/4"x3" and 5/4"x4" wood corner boards. The gables will have Hardie shingles and the roof will be 30-year architectural laminated shingles. The interior corner boards will be 2"x2" wood. The windows will be wood-wrapped vinyl single-hung and fixed picture windows. The doors will be painted 6 Lite Steel doors with panels. The front façade will include an upper and lower porch, with more emphasis given to the lower porch. The columns on the lower porch will be larger than those on the upper porch.

TMC Section 13.06.145.E.6. requires 300 square feet of usable yard space and TMC 13.06.100.D. requires a 5-foot side yard setback. To accomplish this, the garage would have to be redesigned and the second floor window projection on the northwest side would have to be a true 3-sided bay or box window. However, land use code allows the Landmarks Preservation Commission to approve designs that meet the higher threshold of the design guidelines for the district.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

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

1. Alley accessed parking is the typical and predominant residential parking configuration in the district. Residential driveways and garages facing the street are typically only appropriate when there is no alley access, or other site constraints prevent alley accessed parking (such as a corner lot).
2. Minimize views of parking and garages from the public right-of-way. Parking areas and garages should be set toward the rear of the lot to minimize visibility from primary rights of way. Parking lots and banks of garage doors along the front facade of a building do not conform to the character of the neighborhood. Where it is not possible to locate a parking structure to conceal it from view, it should be set well back from the front plane of the primary structure on the property. Off-street parking lots have no historic precedent in the residential areas of the neighborhoods and should be located behind the building and away from the street.
3. **Goal:** Balance the overall height of new construction with that of nearby structures. **Guideline:** New buildings should be comparable in height to adjacent structures. Buildings that are substantially taller or shorter than the adjacent historic buildings should be avoided.

4. **Goal:** Relate the size and proportions of new buildings and their architectural elements to those of the neighborhood.
Guideline: Building facades should be of a scale compatible with surrounding buildings and maintain a comparable setback from the property line to adjacent buildings, as permitted by applicable zoning regulations.
5. **Goal:** Break up the facades of buildings into smaller varied masses comparable to those contributing buildings in the residential historic districts. **Guideline:** Variety of forms is a distinguishing characteristic of the North Slope and Wedge residential communities. Smaller massing—the arrangement of facade details, such as projections and recesses—and porches all help to articulate the exterior of the structure and help the structure fit into the neighborhood. Avoid large, blank planar surfaces.
6. **Goal:** Emphasize entrances to structures. **Guideline:** Entrances should be located on the front facade of the building and highlighted with architectural details, such as raised platforms, porches, or porticos to draw attention to the entry. Entrances not located on the front facade should be easily recognizable from the street.
7. **Goal:** Utilize traditional roof shapes, pitches, and compatible finish materials on all new structures, porches, additions, and detached outbuildings wherever such elements are visible from the street. Maintain the present roof pitches of existing contributing buildings where such elements are visible from the street.

Guideline:

1. **Shape and Pitch:** Typically, the existing historic buildings in the districts either have gable roofs with the slopes of the roofs between 5:12 to 12:12 or more and with the pitch oriented either parallel to or perpendicular to the public right-of-way or have hipped roofs with roof slopes somewhat lower.
 2. **Architectural Elements:** Most roofs also have architectural details, such as cross gables, dormers, and/or “widow’s walks” to break up the large sloped planes of the roof. Wide roof overhangs, decorative eaves or brackets, and cornices can be creatively used to enhance the appearance of the roof.
 3. **Materials:** Roofs that are shingle or appear to be shingle, or composition roofs, are the typical historic material compatible with the district. Seam metal may be an acceptable material for simple roof structures. Slate, faux slate and terra cotta tiles are not appropriate for the districts.
8. **Goals:** Use compatible materials that respect the visual appearance of the surrounding buildings. Buildings in the North Slope and Wedge Neighborhoods were sided with shingles or with lapped, horizontal wood siding of various widths. Subsequently, a few compatible brick or stucco-covered structures were constructed, although many later uses of these two materials do not fit the character of the neighborhood.

Guideline:

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

should demonstrate to the Commission, via product literature and material samples, that the product is compatible.

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

Guideline:

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

ANALYSIS

1. This property is in the North Slope Historic Special Review District and, as such, demolition of accessory structures is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for new construction.
2. The building size, massing, and height are comparable to the neighboring structures.
3. The front entrance is emphasized with the porch details. Changes to the design since the last commission briefing include increased weight on the lower porch piers and the inclusion of a partial porch roof, to enhance the scale of the front porch and separate it from the upstairs deck.
4. The garage is alley-accessed. Per the Commission's feedback, the garage has been centered in the rear elevation. This decreases the contiguous open space required by Small Lot Development Standards, and will need to be addressed in the motion.
5. The garage faces the rear of the lot and is not visible from the right of way.
6. The façade is appropriately broken up with architectural details. Based on the advice from Historic Preservation staff, the applicant has removed small sliver windows that were on the side of the bay windows and squared the projecting bays, which is inconsistent with Small Lot Development Standards but better reflects historical patterns. The projections help break up the side wall plane.
7. The roof is gabled and has an 8:12 slope as recommended by the guidelines. The pitch was increased from a previous proposal of 5:12 to better reflect historical form, and gable returns have been added to enhance the roof line.
8. The exterior materials align what with those recommended by the guidelines.
9. The windows and doors match the configuration and design recommended by the guidelines – horizontal sliding windows have been removed from the design, and the front windows have been separated from the entry door.

RECOMMENDATION

Staff recommends approval of the application. Staff further recommends that the Commission request a waiver of the bay window requirements and rear yard usable space at TMC Section 13.06.145.E.6. and TMC 13.06.100.D.

Mr. Ken Gohrick, Bear Valley Enterprises, presented the colors that would be used: Suitable Brown SW 7054 for the accents and Downing Earth SW 2820 for the body.

Mr. James Steel commented that the design reflected the comments provided at the previous meeting, which he appreciated. He expressed a willingness to put forward a motion if there were no further comments.

Mr. Marshall McClintock commented that he felt the design presented was a great improvement over the previous design and urged the Commission to approve the design.

There was a motion.

"I move to approve the application for 1114 N K Street and request a waiver of the bay window requirements and the rear yard usable space in Tacoma Municipal Code Section 13.06.145.E.6 and Municipal Code Section 13.06.100.D.

Motion: Steel
Second: Williams

The motion was approved.

iii. **1618 N 8th (North Slope Historic District)
Const., LLC
Exterior work**

Bill Gagnon, Lake Forest

Ms. Lauren Hoogkamer read the staff report.

BACKGROUND

Built in 1922, 1618 N 8th Street is a contributing structure in the North Slope Historic District. The current proposal includes replacing the front and rear doors with painted fiberglass craftsman-style doors; repairing the front porch with cedar railings; and replacing the broken wood windows, on the sides and back, with vinyl windows to match the previously installed vinyl windows. Most of this work has already been done and the applicant has provided photographs of the existing conditions. When the applicant purchased the home in 2015, it had been vandalized and vacant for approximately four years. The original wood windows and doors were broken and some windows were already replaced with vinyl. Eight of the windows were vinyl before the applicant purchased the house and the applicant has since replaced six more windows with vinyl. There are two original wood windows which are being left as is.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

Design Guidelines for the North Slope Special Review District: Windows, Doors, and Porches

- 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.

- 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. **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.

6. **Retain historic entry doors whenever feasible.** Replacement doors should, where possible, match the original door in design and other details, and materials. In many cases, for security or cost reasons, a non-custom door in alternative materials may be proposed; in these cases, the door should appear to be wood (painted fiberglass doors molded with panel indents may be acceptable; faux wood finishes tend to be inappropriate) and should be compatible with the architecture of the house (Craftsman doors should not be proposed for Victorian era houses, for example).

7. **Avoid faux treatments.** Faux wood textures, frosted glass, and gold or silver coming (lead work in stained glass) is not appropriate for use in the historic district.

8. **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.

9. **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.

10. **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.

11. **In certain cases, building code may trump preservation guidelines.** For example, historic railing height may be considered a life safety issue, and new railings are generally required to meet building code. In these cases, innovative approaches may be needed to retain the appropriate scale and appearance.

ANALYSIS

1. This building is a contributing structure in the North Slope Historic Special Review District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. The applicant is preserving two of the original wood windows.
3. The applicant has stated that most of the original windows were beyond repair at the time of purchase.
4. The applicant has stated that several of the windows were already vinyl at the time of purchase. The applicant has replaced several more windows with vinyl, to match. According to the design guidelines, vinyl is not an acceptable replacement material for windows.
5. There is no requirement to "upgrade" a non-historic window to a historically appropriate wood window. According to the design guidelines, a vinyl replacement window may be an acceptable replacement for a non-historic window.
6. The applicant has state that the front and rear doors were beyond repair at the time of purchase.
7. Craftsman-style fiberglass doors are allowed in the district.
8. Fiberglass doors should be painted and avoid faux wood finishes. The replacement door is an appropriate style and material; it is currently unpainted.
9. At the time of purchase, the porch did not have a complete railing. The new railing is compatible with the existing character and material and can be removed without harming the character defining features.

RECOMMENDATION

Staff recommends approval of the porch railing and replacement doors. Staff defers recommendation for the replaced windows.

Bill Gagnon, Lake Forest Construction, noted that it had been a derelict home that was already mostly vinyl windows and that the front window, the only visible window from the street was vinyl.

Mr. Marshall McClintock asked if there had been a stop work order placed. Mr. Gagnon responded that there hadn't been a stop work order, but they had been reported by a volunteer. Mr. McClintock asked if the front window had been replaced. Mr. Gagnon responded that the front window had been replaced by previous owners. Mr. McClintock asked if they could outline steps taken to remove mold. Details on the mold removal process were discussed.

Mr. McClintock expressed disappointment that historic windows had been lost, but urged approval.

Vice-Chair Katie Chase commented that the damaged windows were wood and that they typically did not allow that kind of replacement even if the existing windows were beyond repair. Discussion ensued. It was noted that the home being a contributing structure in the historic district was included in the title report. It was noted that permits are required for window replacement and they had not applied for one when the windows were replaced. Vice-Chair Chase asked if the Commission could require the vinyl windows to be taken out and replaced with historic windows, as it would be following the guidelines to do so. The windows that were already vinyl were reviewed. Mr. Gagnon noted that none of the street facing windows had been original.

Mr. Duke York asked for any information on the history of the home. Mr. McKnight noted that there had been an inquiry a year previous into demolishing the home.

Mr. James Steel commented that given that the primary façade had not been among the windows replaced, he was

inclined to approve the full application.

Mr. York commented that if they had done due diligence they would have known it was in a historic district, but that it was a significant improvement to the neighborhood compared to the previously derelict house.

Mr. Jeff Williams expressed support for replacing with wood or aluminum clad windows. He commented that he did not want to set precedent by allowing people to plead ignorance.

Commissioners agreed to separate motions on the windows and the porch rail and door, given that there was debate only on the approval of the windows.

There was a motion

"I move the Tacoma Landmarks Preservation Commission approve the porch rail and the door replacement on 1618 North 8th Street."

Motion: Chase

Second: Steel

The motion was approved.

There was a motion.

"I move to approve the application as submitted to replace the wood windows with vinyl windows."

Motion: Steel

As there was no second to the motion, the motion failed.

There was a motion.

"I move that the Tacoma Landmarks Preservation Commission require the property at 1618 N 8th Street to remove the six vinyl replacement windows and come back to us with an application to replace them with windows that follow the guidelines established by the North Slope historic district."

Motion: Chase

Second: Williams

The motion was approved.

5. PRESERVATION PLANNING/BOARD BUSINESS

A. Narrowmoor Addition Conservation District

Staff

Mr. Reuben McKnight stated that the intent of the discussion was to review the comments received, the issues raised, and begin to explore how to address any of the key issues. He discussed the public feedback for the conservation district and commented that there was clearly a lot of support in favor of it. He noted that 20 written comments had been received with 12 in support and 4 opposed. 1058 postcards had been sent out and 155 had been returned with 99 in favor and 14 opposed. 76% of overall responses were supportive and 15% were opposed. At the public hearing 18 individuals testified with 15 in support and 2 opposed. Mr. McKnight reviewed the key issues that had come out of the comments: height concerns on trees which would not be regulated through the conservation district; view protection and protection of character; and inappropriate development and subdivision of lots. The concerns expressed in comments opposing the conservation district had included the unpredictability of new regulation; there being adequate protection with existing covenants; and the use of the City to enforce covenants. The most important specific issues identified were developing a plan to deal with vegetation; flexibility in the exterior materials to be used; streetscape standards and sidewalk standards where the current standard are not consistent

with what is historic; and how to regulate accessory structures.

The schedule was discussed. Mr. McKnight reported that the schedule was being revised and that hopefully the Commission would be able to formulate a recommendation at the May 13th or 27th meeting. He would be going to the May 20th meeting of the Planning Commission for an overview with a public hearing anticipated for August. Some discussion ensued on the schedule and procedure as the Commission moved to a vote on a recommendation package.

Mr. Duke York noted that his recusal still stood.

Mr. McKnight suggested that the issue of trees and vegetation, while not appropriate within a conservation district, could be identified as an issue meriting further discussion for the Planning Commission. Mr. James Steel commented that based on past comments, there was agreement from the Commission on the suggestion.

Mr. McKnight suggested that the Commission would not be opposed to allowing vinyl windows in the conservation district and would generally be opposed to the general regulation of external cladding materials. He added that they could also support incorporating language that allows egress in the windows. Mr. Steel acknowledged agreement about not looking external materials unless it is to make recommendations. He suggested recommending against simulated divided light, without regulating it outright. Vice-Chair Katie Chase expressed support for having non-mandatory guidelines that would not be regulatory.

Mr. McKnight noted that there were no sidewalks in the district currently and that some comments had been received as to it being part of the character of the neighborhood. He recommended sending the issue to the Planning Commission to begin a conversation with the Standards Committee. There were no objections to the recommendation.

Mr. McKnight discussed consistency between the draft guidelines and covenant language regarding accessory structures. He noted that the guidelines needed to exist outside of covenants, but did not want the guidelines to conflict with the covenants. Mr. Marshall McClintock asked if there were any specific places where the guidelines conflicted with the covenants. Mr. McKnight responded that there were conflicts where the draft guidelines were more permissive than the covenants in term of the language for accessory structures. Mr. Steel expressed concern that the current draft would not prevent a large garage structure that would face the front a neighbor's house. Discussion ensued. There was concern that allowing garages on the downhill side of the lots would damage the character of the neighborhood. Mr. Joe Quilici commented on the zoning limiting accessory structures in front yards, which results in a variance being needed for garages within 25 feet of the curb. Mr. McKnight noted that they had authority to substitute the Landmarks Preservation Commission's design review process when the guidelines do not match the Land Use code. There was additional discussion on the importance of the site layout and configuration to the character of the neighborhood. Commissioners provided recommendations on the following potential design guidelines: requiring the garage to be on the upper side of the lot; reducing the allowable curb cut for a driveway on the east side; and having a west side setback that doesn't allow accessory structures to be built against the property line. Mr. McKnight also noted the conflict where the covenant allows only one accessory structure, while the guidelines limit the combined total of all structures with no cap on the number allowed.

Michael Fleming commented on being on a project committee that dealt with neighborhood open space and provided some background on the discussions regarding accessory structures.

Mr. McClintock suggested that the Commission go through each section of the design guidelines in-depth at a future meeting. Mr. McKnight noted that they had already done so, and that they were recapping the concerns from before and seeing if there were any new concerns. Discussion ensued on how to approach a more thorough review of the document. There was support from Commissioners for scheduling a special meeting.

Chair Granfield asked how the covenants would fit into design guidelines and municipal code, should conflicts arise between them. Mr. McKnight responded that when there are conflicts between development standards and design guidelines, the Commission can request that Land Use set the standards aside. Regarding covenants, the hope would be that the design guidelines are well developed enough that there would not be a conflict with the covenants.

Mr. Jeff Williams requested a review of the covenants as well.

B. Weyerhaeuser Mansion improvements/conditional use permit

Staff

Eric Herbal and Sonia Grunberg were present to represent the owners in discussion of the conditional use permit. Mr. Herbal commented that the main goal of the discussion was to invite them to a site visit of the property. He commented on some of the changes that they were seeking to make including restoring the greenhouse structure, expansion of onsite parking, and construction of a sound abatement wall.

Mr. McKnight reviewed the Landmarks status of the site, noting that the site was on the historic register with contributing and non-contributing structures on site. He provided some background on ongoing litigation concerning the application for a CUP. The CUP had included performance requirements including repair of the derelict greenhouse, additional parking, and a sound attenuation wall. Mr. Herbal added that the neighbor who had required the sound attenuation wall was now challenging its construction.

Ms. Grunberg reviewed that they were inviting the Commission to do a site visit on the 6th. There was agreement to meet at the site at 4:30 p.m. Mr. Herbal asked if there were any specific requests in advance of the visit. Vice-Chair Katie Chase requested historic photos of the greenhouse. Mr. James Steel requested identification of where the sound wall would be located.

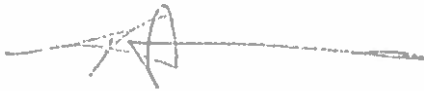
6. CHAIR COMMENTS

There were no comments from the Chair.

Mr. McKnight commented on the letter regarding Salmon Beach and his agreement to provide it to the Commissioners.

The meeting was adjourned at 8:23 p.m.

Submitted as True and Correct:



Reuben McKnight
Historic Preservation Officer