Next Regular Meeting: January 10, 2018, 747 Market Street, Tacoma Municipal Bldg., Rm. 243 5:30 p.m.

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DATE: October 25, 2017

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

Commission Members in Attendance:
- Katie Pratt, Chair
- Ken House, Vice-Chair
- Roger Johnson
- Lysa Schloessner
- James Steel
- Eugene Thorne
- Jeff Williams
- Marshall McClintock

Commission Members Absent:
- Kevin Bartoy

Staff Present:
- Reuben McKnight
- Lauren Hoogkamer
- John Griffith

Others Present:
- Matt Larson
- Reid Carr
- Caroline Hedin
- Leigh Starr

Chair Katie Pratt called the meeting to order at 5:30 p.m.

1. ROLL CALL

2. CONSENT AGENDA
   A. Excusal of Absences
   B. Approval of Minutes: 10/11/17
   C. Administrative Review
      • 913 Pacific Avenue – sign face change

   The consent agenda was approved.

3. DESIGN REVIEW
   A. 417 N Sheridan Avenue (North Slope Historic District)

   Mr. McKnight read the staff report.

   BACKGROUND
   Built in 1905, 417 N. Sheridan Ave. is a contributing property in the North Slope Historic District. This proposal includes demolishing the 28sf non-historic addition on the rear (north side) of the house, as well as the partial demolition of the NE corner of the second floor to accommodate a new gable dormer. This area would be replaced with an approximately 6’x12’, two-story addition that would include two floors of living space and attic space, with a dormer on the east side that matches the historic structure. It would require an expansion of the foundation footprint to match the historic building width, and increase the height of the addition to match the existing structure. Proposed windows and trim would match existing, and a 192sf deck would be added to the north side of the new addition. The applicant is also proposing to remove the asphalt siding and trim and repair historic siding underneath. If the historic siding is too damaged, it would be removed and replaced with cement board siding to match the historic detailing.

   On October 11, 2017, the Landmarks Preservation Commission was briefed on this project; the current proposal reflects the Commission’s comments.
**ACTION REQUESTED**
Approval of the above scope of work.

**STANDARDS**
North Slope Historic District Design Guidelines

**Guidelines for Roofs**

1. **Rooftop Additions should be sensibly 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.

2. **Existing roof heights should be maintained.** Changes to the primary ridgeline height of a house are generally discouraged, such as “bump ups,” with the exception that: in certain cases it may be demonstrated that an overall ridgeline height increase will dramatically increase useful attic space in a house WITHOUT significantly changing the appearance of the home from the street (rare).

**Guidelines for Additions**

1. **Architectural style should be compatible** with the era and style of the principal structure, including massing, window patterning, scale of individual elements, cladding, roof form, and exterior materials.

2. **Additions should be removable** in the future without harming the character defining elements on the principal structure.

3. **Additions should be sensibly 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 or the original building.

4. **An addition should be subservient** in size, scale and location to the principal structure.

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

**ANALYSIS**

1. This property is a contributing structure in the North Slope Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.

2. The Landmarks Preservation Commission provided positive feedback on this proposal on October 11, 2017.

3. The additional will include a new dormer on a secondary façade. The addition is located at the rear of the property and will match the ridge height and materials of the existing structure.

4. The architectural style, including massing, windows, roof form, and exterior materials, is compatible with the existing structure.

5. Although seamless and not subservient in size or removable, the Commission commented that the addition is sited at the rear of the property, which is minimally visible from the right-of-way. It is also replacing an existing non-historic addition.
DEPARTMENT OF PLANNING

RECOMMENDATION
Staff recommends approval of the application.

There was a motion.
"I move that the Landmarks Preservation Commission approve the application for 417 North Sheridan Avenue, as submitted."
Motion: Schloesser
Second: Williams
The motion was approved unanimously.

B. 412 South M Street (Wedge Neighborhood Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND
Built in 1916, this property is a contributing structure in the Wedge Neighborhood Historic District. The applicant is proposing a 7’x20′-10,” one-story addition to the kitchen at the rear of the house. New siding and trim will match the existing materials and Marvin or Anderson double-hung wood windows will be used, as well as a three-paneled wood door. The addition will include a rear staircase that leads to the attached mudroom.

ACTION REQUESTED
Approval of the above scope of work.

STANDARDS
Wedge Neighborhood 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 or the original building.

4. **An addition should be subservient** in size, scale and location to the principal structure.

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

ANALYSIS
1. This property is a contributing structure in the Wedge Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.

2. The architectural style, including massing, windows, roof form, and exterior materials, is compatible with the existing structure.

3. The addition is removable and sensitively located towards the rear of the home, which is minimally visible from the public right-of-way.

4. The addition is subservient in size, scale, and location.
5. The addition is not completely seamless, it is only one story and includes a break for the stairs.

RECOMMENDATION
Staff recommends approval of the application.

Commissioner Johnson commented that it was on the rear of the house and didn’t visually impact the front, so he would vote in support of the approval.

There was a motion.
"I move that the Landmarks Preservation Commission approve the application for 412 South M Street, as submitted."
Motion: Williams
Second: Schloesser
The motion was approved unanimously.

4. BOARD BRIEFINGS

A. 919 North L Street (North Slope Historic District)

Mr. McKnight read the staff report.

BACKGROUND
Completed between 1888 and 1908, this is a contributing property in the North Slope Historic District. The applicant would like feedback on options for increasing the living space in their existing 998sf home. Their preferred option is to raise the home two feet and dig out the basement.

ACTION REQUESTED
This is a briefing. No action is requested.

Caroline Hedin, Studio Point 253, reviewed that they needed to add a couple more bedrooms and living space to the house. She reported that the owners wanted to dig down and add a basement for the two bedrooms and the additional living space. The most efficient way would be to add the window wells at the front of the house for the bedrooms and have the living space at the back that would connect to a lowered patio in the back. They were hoping to raise the house a few feet to get the head height that they needed without digging deeper. She noted examples of similar homes in the same neighborhood that had addressed increased height with landscaping.

Commissioner Williams asked if they would only be raising the home two feet. Ms. Hedin confirmed that they were only raising the home two feet from the current grade at most to allow room for mechanical systems.

Mr. McClintock asked if there was a basement currently. Ms. Hedin responded that there was a partial basement with around a 6'6" ceiling height.

Commissioner Steel asked if there had been another house that was similarly raised on Steel Street. Mr. McKnight responded that there had been a home with a failed foundation but the height was not increased significantly.

Mr. McClintock commented that what the applicant had proposed was what one of the things they suggested to people in the district who owned small houses as a way to make additions, so he did not have much difficulty with the proposal. He noted that the lot and the surrounding lots were very level, asking how they proposed to do the landscaping.

Commissioner Steel asked if there were any problems with the foundation. The owner commented that there were substantial issues with the foundation. Commission Steel requested that they document the condition of the foundation for the formal application as it could support their position for replacing the foundation and raising the house up.

Commissioner Johnson asked if they would be removing earth to make the rear patio usable. Ms. Hedin confirmed that they would create a 8 foot by 10 foot space with stadium seating in the recessed area.

Mr. McClintock asked if they had any future plans for the exterior of the house. Ms. Hedin responded that they wanted to eventually pull the asbestos siding off and try get back to the original siding. Vinyl windows on the home...
would likely remain. Mr. McClintock commented that there were other homes of that style in the area and as they took the siding off they would likely find evidence that the windows were originally larger.

Chair Pratt commented that it was a clever solution that maintained the original form of the house. She commented that they would need to see how the landscaping blends with the neighboring lots.

Commissioner Steel commented that it looked like there was originally a mansard roof, asking if the point at the top had been added. The owner confirmed that it was added, though he did not know when.

Ms. Hedin asked if they had a preference for how to handing the concrete from the foundation if the landscaping didn’t adequately hide it. Commissioner Williams commented that they would rather leave it as concrete than cover it with siding.

B. LED Streetlights

Mr. McKnight read the staff report.

BACKGROUND

The City’s Public Works Department and Tacoma Public Utilities have launched a joint initiative to replace 16,000 overhead light fixtures (approximately 75%) of Tacoma’s aging streetlights with new, energy efficient LED fixtures by the end of 2018. The existing fixtures, which are high-pressure, sodium currently account for 83% of the total energy used by all streetlights in the city. Additional information, including schedule and an interactive map can be found on the City’s website http://www.cityoftacoma.org/LEDStreetlights and are included in the packet.

ACTION REQUESTED

This is a briefing. No action is requested.

Leigh Starr, Public Works, reviewed that there were about 22,000 street lights and about 75% of them were overhead lights. He reported that they consumed a lot of energy and that LED technology had vastly improved over the years getting cheaper and more efficient. He commented that they wanted to replace as many of the fixtures as they could and that there were 16,000 project sites currently contracted for replacement. He noted that some of the overhead fixtures were in historic districts and that they wanted to get feedback to avoid creating any issues. He noted an example of a 2 for 1 lamp that they wanted to replace with a single overhead fixture in about a year.

Mr. Starr noted that they had done studies on the impacts of lighting and found that people could see further down the road with the LED lights and that colors had better clarity as well. They had determined that 3000 kelvin was an appropriate brightness for residential neighborhoods. They also made sure to select fixtures that didn’t have a lot of glare. Mr. Starr reported that he wanted to be certain that it was okay to change the lights out. He noted that for the more ornamental fixtures they would retain the fixtures but convert the lights in them to LED. He noted that it was a whiter light than the existing high pressure sodium lights, but they had heard mixed feedback on the preference for the color of the lights. He reviewed that the standard for ornamental residential light was to use Holophane Granville lights. He noted that they were trying to avoid lighting that projected upwards.

Commissioner Schloesser asked how many of the lights were historic fixtures. Mr. Starr responded that he would have to research the number, but there were 2000-3000 residential ornamental lighting fixtures.

Vice-Chair House asked what the difference was between the built in shading and having a solid cap in the lighting fixtures. Mr. Starr responded that they were looking at keeping the existing fixtures and just replacing the light, but the question was how to handle new fixtures for new development.

Commissioner Steel asked if the new fixtures were for replacing existing lights or just for brand new lights. Mr. Starr responded that it was for both, noting that existing street lights could often be damaged and need replacement.

Vice-Chair House commented that reducing the light on the top without changing the look of the fixture was preferable. Mr. Starr noted that there weren’t any decorative fixtures that would completely eliminate up-lighting.

Mr. McClintock reported that North Slope residents did not like the lights that had been installed on North I Street or that they were only on one side of the street. Mr. Starr responded that the LEDs would improve the color temperature and light distribution significantly. Mr. McClintock asked if there were any similar arterials with LED lights that they could look at as an example of the lights that would be installed. Mr. Starr noted a segment of Schuster where they
had already replaced with LED lights.

Chair Pratt recommended excluding residential historic districts from the contract until they had done outreach to the neighborhood groups.

Commissioner Steel recommended providing the presentation at neighborhood council meetings. Mr. Starr responded that he had gone to the community council and cross district meetings.

Mr. Starr reviewed that they wanted to standardize away from the current ornamental style to something with less uplighting. Commissioner Steel commented that it was worth preserving the current all glass acorn style fixtures.

5. PRESERVATION PLANNING/BOARD BUSINESS

A. Commissioner Term Expirations

Mr. McKnight noted that the following positions would be expiring on December 31, 2017:

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<th>#</th>
<th>Incumbent</th>
<th>Position</th>
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<tbody>
<tr>
<td>1</td>
<td>Lysa Schloesser</td>
<td>(Architect 1)</td>
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<tr>
<td>2</td>
<td>Kevin Bartoy</td>
<td>(At-Large 1)</td>
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<tr>
<td>3</td>
<td>Vacant</td>
<td>(Professional 4)</td>
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<tr>
<td>4</td>
<td>Vacant</td>
<td>(Architect 2)</td>
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B. Amendments to Guidelines, Bylaws, and Inventory

Mr. McKnight noted that it was the time of year when they typically did the update, but they didn’t have any notations to make.

C. Events and Activities Update

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

2017 Events
6. Prairie Line Trail Celebration and Artists Forum Recap
7. Lincoln District Tour Recap
8. Fourth Annual Holiday Heritage Dance: Browns Point Bop (Tour: 5pm; Dance: 6-9pm @ Browns Point Improvement Club, November 3rd)

9. CHAIR COMMENTS

There were no comments from the Chair.

The meeting was adjourned at 6:52 p.m.
STAFF REPORT

DESIGN REVIEW

AGENDA ITEM 3A: 2114 Pacific Avenue (Union Depot/Warehouse Historic District)
Mike Bartlett, Hunt Mottet Partners LLC

BACKGROUND
On June 15, 2017, the Landmarks Preservation Commission approved a new three-level parking garage for this site. The conditions of that approval included:

1. Construction level drawings, which include a wall section with façade relief detail for both the masonry “retail” storefront and the concrete garage.
2. The X-bracing should be visually minimized by moving it behind the façade plane, or the applicant shall provide a detailed technical explanation for why it is not feasible.
3. The concrete headers should be aligned.

The project team has submitted documents in response to those requirements.

ACTION REQUESTED
Final approval of the above scope of work.

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 Depot/Warehouse Historic 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 Commission was briefed on this proposal on March 24, 2017 and approved it on June 15, 2017.

RECOMMENDATION
Staff recommends approval of the application.

Recommended language for approval:
I move that the Landmarks Preservation Commission approve the application for 2114 Pacific Avenue, as submitted.
AGENDA ITEM 3B: 715 South 11th Street, Armory (Individual Landmark)

Bill Peretta, AustinCina Architects

BACKGROUND
Built in 1909, the Armory is individually listed on the Tacoma Register of Historic Places. On December 14, 2016, the Landmarks Preservation Commission was briefed on the proposed conversion of the existing ramped entrance, on the Yakima Avenue side, into a suitable event entrance. The current entrance has a 1:8 slope that is too steep for an accessible entrance. The rehabilitation would include replacing the ramp with stairs to match the existing materials, adding a handrail, rebuilding the wooden doors and soffit, adding lighting fixtures and a rolling security grille, and improving the sidewalk area.

ACTION REQUESTED
Approval of the above scope of work.

STANDARDS
Secretary of the Interior’s Standards for the Rehabilitation of Historic Buildings
1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

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.

ANALYSIS
1. This property is an individual landmark on the Tacoma Register of Historic Places, as such, it is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 modifications.

2. The altered entrance allows for a new use that requires minimal exterior changes.

3. Character defining historic material is not being destroyed. The new entrance is compatible with the existing architectural features.

RECOMMENDATION
Staff recommends approval of the application.

Recommended language for approval:
I move that the Landmarks Preservation Commission approve the application for 715 South 11th Street, as submitted.

BOARD BRIEFINGS

AGENDA ITEM 4A: Local Improvement District (Union Depot/Warehouse Historic District)

Mike Bartlett, Horizon Commerce Investors LLC

BACKGROUND
On June 14, 2017, the Landmarks Preservation Commission was briefed on the preliminary design for a proposed Local Improvement District (LID) along Commerce Street, between South 23rd Street and South 21st Street.

Proposed improvements include sidewalk and street paving, new pedestrian crossings, ADA accessibility, parking reconfiguration, street lighting (on buildings, catenary lighting, and illuminated bollards), and other street amenities. The design is currently under review by the City.

The project team will provide an overview and update on the streetscape design.
AGENDA ITEM 4B: 901 Broadway, Jones Building/Pantages Theatre (Individual Landmark)

Susan Johnson, Artifacts Consulting/Bob Katica, BCRA

BACKGROUND
Built between 1916 and 1918, the Pantages Theatre/Jones Building is an individual landmark on the Tacoma Register of Historic Places. Broadway Center for the Performing Arts is planning to add a metal and glass awning at the Pantages Theater’s northeast corner entrance, at Commerce and 9th streets. The proposed awning is similar to the historic canopy that was removed prior to the City’s ownership, based on historic photos. The proposed awning will match the style and materials of the awning presently attached to the west lobby addition, along Broadway. The northeast corner’s present entryway and retail storefront is less than 50 years old (c1990s). The proposed canopy will provide weather protection for that entrance as well as restore some of the historic character to the north (9th Street) facade. The awning will measure 13 feet long by 3 feet, 6 inches deep.

ACTION REQUESTED
This is a briefing. No action is requested.

PRESERVATION PLANNING/BOARD BUSINESS

AGENDA ITEM 5A: Commissioner Elections

Commission

Each year, the Landmarks Preservation Commission nominates officers for Chair and Vice Chair. There are no specific requirements in the Bylaws specifying the manner in which officers must be elected.

ACTION REQUESTED
Nomination/election of a Chair and Vice Chair.

AGENDA ITEM 5B: Events & Activities Update

Staff

2018 Events
1. Fourth Annual Holiday Heritage Dance: Browns Point Bop Recap
2. 2018 Heritage Project Grant
3. 2018 Revitalize WA Session Proposal
4. 2020 NAPC Forum Bid
1. Introduction
The Union Depot-Warehouse Historic District (National Register of Historic Places, 1980, and Tacoma Register, 1983) flanks Pacific Avenue from South 17th Street to South 23rd Street and extends up the hill to Jefferson Avenue. The Union Depot-Warehouse District is surrounded by the Union Station Conservation District.

The architecture in the district is characterized by rugged brick warehouses and factories, examples of commercial high style and industrial vernacular architecture developed in America in the early 1900s. The district was a major distribution point for goods that arrived by railway during the 1890s through the 1920s.

Union Station (1911) itself is a stunning landmark, with its massive arches and a copper-clad dome. The adaptive reuse of Union Station as a Federal Courthouse earned the City of Tacoma a National Preservation Honor Award in 1994.

In 1999, the National Preservation Honor Award again came to Tacoma with the University of Washington, Tacoma’s adaptive reuse of the warehouse buildings along Pacific as its new urban campus. Other buildings in the district are being rehabilitated for use as apartments, businesses, restaurants and shops. Many of the projects in the Union Depot/Warehouse District are outstanding examples of historically sensitive adaptive reuse.

2. Boundaries
The approximate boundaries of the areas subject to the district design guidelines are illustrated below.
3. Design Guidelines

The following guidelines are extracted from Tacoma Municipal Code 13.07.270, and are intended to give project designers guidance for design within the historic and conservation districts.

Guidelines for building design and streetscape improvement review.

A. Intent. The following are hereby established as the design review guidelines for rehabilitation, new construction, and public amenities. These guidelines are intended to ensure a certainty of design quality within the Historic Special Review District and Union Station Conservation District, protect the historic fabric of the districts, enhance the economic viability of the districts through the promotion of their architectural character, and provide a clear set of physical design parameters for property owners, developers, designers, and public agencies.

B. The following guidelines are intended to provide a set of basic standards for architectural and physical design within the Union Station districts. The guidelines will be used by the Landmarks Preservation Commission as a baseline for the design review process, but will not supersede the authority of the Commission to exercise its judgment and discretion on a case-by-case basis. The guidelines are also set forth to provide assistance to owners, developers, and designers involved in project planning by providing general design and technical recommendations.

C. From time to time, the Landmarks Preservation Commission may adopt policies and administrative rules for the purpose of clarifying and assisting property owners in interpreting these guidelines. Any such rules or policies shall be adopted by quorum vote and, once adopted, shall be made available to the public in electronic and printed formats.

D. Design Guidelines. The following predominant historic building elements shall be recognized as essential to the districts’ historic image and used as the basis for design review of proposals for rehabilitation of existing buildings and review of new construction within the districts:

1. **Height.** The centerpiece and height benchmark for the districts is the Union Station, with its dome cap height of approximately 96 feet above Pacific Avenue. Wing parapet walls are 30 feet in height above Pacific Avenue. No new buildings constructed in the districts shall exceed 85 feet in height.

   In the rehabilitation of existing buildings, their existing height should be maintained and the parapets and cornices should be kept intact. Any rooftop additions, penthouses, building systems equipment, or roof-mounted structures should be set back from existing parapet walls sufficiently to conceal them from view from street level.

2. **Scale.** Scale refers to a building’s comparative relationship to neighboring buildings and its fit within the districts. The typical four-story building in the districts is 50 feet wide and 100 feet deep. Two such “basic blocks” side by side are proportionally similar to the main section of Union Station and illustrate the scale and size of structural components in the districts.

   Scale is also determined by the proportions of the architectural elements within the composition of the individual building facades. Exterior building facades shall be of a scale compatible with surrounding buildings and shall maintain a zero setback from the sidewalk. Window and door proportions, including the size and design of the wood sash and frame floor height, floor shapes, street elevations, and other elements of the building facades, shall relate to the scale of the surrounding buildings.

3. **Materials.** The predominant building material within the districts is masonry, including brick, granite, and terra cotta. Rehabilitation of existing buildings and construction of infill buildings shall utilize masonry as the predominant building material.

4. **Minimum Maintenance.** All contributing historic buildings in the districts shall be maintained against decay and deterioration caused by neglect or defective or inadequate weather protection.
5. **Storefront Design.** A major character-defining feature of the buildings within the districts is the storefront. The composition of the storefronts is consistent from one building to the next, and serves as a unifying feature of the districts by forming a continuity along the street. Preservation of the storefront is essential to the maintenance of the districts’ image and character. Rehabilitation of an existing building shall include preservation of the existing storefront or reconstruction of a new storefront which is compatible with the original in scale, size, and material. New construction shall also include storefronts. Street level retail sales and service uses, as described and defined in TMC 13.06, should be strongly considered for ground floor use along Pacific Avenue in order to more effectively implement storefront design.

6. **Awnings.** Awnings have been a traditional addition to the facades of buildings within the districts and shall be encouraged within the districts as a functional exterior feature. All awnings shall be compatible with the historic character of the buildings and shall be based in design upon historic counterparts. They shall also:
   a. Reflect the shape and character of the window openings;
   b. Be, or appear to be, retractable in the form of historic awnings;
   c. Constructed with canvas-like fabric rather than high gloss in texture;
   d. Not be back-lit or translucent;
   e. Be in colors and/or patterns which complement the building and have basis in the historic record;
   f. Be attached to the buildings in a manner which does not permanently damage the structure or obscure significant architectural features.

7. **Signs.**
   a. General.
      (1) All new exterior signs and all changes in the appearance of existing exterior signs require Landmarks Preservation Commission approval. This includes changes in message or colors on pre-existing signs.
      (2) If there is a conflict between these standards and the requirements in the City’s Sign Code, the more strict requirement shall apply.
   b. Location and Size of Signs.
      (1) Signs shall not dominate the building facades or obscure their architectural features (arches, transom panels, sills, moldings, cornices, windows, etc.).
      (2) The size of signs and individual letters shall be of appropriate scale for pedestrians and slow-moving traffic. Projecting signs shall generally not exceed nine square feet on first floor level.
      (3) Signs on adjacent storefronts shall be coordinated in height and proportion. Use of a continuous sign band extending over adjacent shops within the same building is encouraged as a unifying element.
      (4) Portable reader board signs located on sidewalks, driveways, or in parking lots are prohibited.
      (5) Existing historic wall signs are a contributing element within the district and should be restored or preserved in place. New wall signs shall generally be discouraged.
   c. Messages and Lettering Signs.
      (1) Messages shall be simple and brief. The use of pictorial symbols or logos is encouraged.
      (2) Lettering should be of a traditional block or curvilinear style which is easy to read and compatible with the style of the building. No more than two different styles should be used on the same sign.
      (3) Letters shall be carefully formed and properly spaced so as to be neat and uncluttered. Generally, no more than 60 percent of the total sign area shall be occupied by lettering.
      (4) Lettering shall be generally flat or raised.
d. Color.
(1) Light-colored letters on a dark-colored background are generally required as being more traditional and visually less intrusive in the context of the Union Station District’s predominantly red-brick streetscapes.
(2) Colors shall be chosen to complement, not clash with, the facade color of the building. Signs should normally contain not more than three different colors.

e. Materials and Illumination
(1) Use of durable and traditional materials (metal and wood) is strongly encouraged. All new signs shall be prepared in a professional manner.
(2) In general, illumination shall be external, non-flashing, and non-glare.
(3) Internal illumination is generally discouraged, but may be appropriate in certain circumstances, such as:
   (i) Individual back-lit letters silhouetted against a softly illuminated wall.
   (ii) Individual letters with translucent faces, containing soft lighting elements inside each letter. Metal-faced box signs with cut-out letters and soft-glow fluorescent tubes.
   (iii) However, such signs are generally suitable only on contemporary buildings.
(4) Neon signs may be permitted in exceptional cases where they are custom-designed to be compatible with the building’s historic and architectural character.

f. Other Stylistic Points
(1) The shape of a projecting sign shall be compatible with the period of the building to which it is affixed, and shall harmonize with the lettering and symbols chosen for it.
(2) Supporting brackets for projecting signs should complement the sign design, and not overwhelm or clash with it. They must be adequately engineered to support the intended load, and generally should conform to a 2:3 vertical-horizontal proportion.
(3) Screw holes must be drilled at points where the fasteners will enter masonry joints to avoid damaging bricks, etc.

8. **Color.** Building colors should contribute to the distinct character of the historic building. Original building colors should be researched and considered in any new color scheme. Whether contrasting or complementary, the colors should reflect the design of the building. Building colors should utilize a limited palette. Colors should be selected to emphasize building form and highlight major features of the building. Color schemes using several colors should be avoided and surfaces which are not historically painted should not be painted.

9. **Views.** All new construction in the Union Station District should be designed to preserve existing views and vistas. Of particular importance are views of Commencement Bay, Mount Rainier, and Union Station.

E. **Streetscape Guidelines.** Streetscaping is essential in the development of the districts in order to create value and enhance private development efforts. Proper design of streetscapes and public open spaces provides a unifying theme and unique identity for the districts, complements and extends the presence of Union Station, encourages pedestrian circulation, and creates a gateway to downtown and the waterway. The pattern of traffic routes and open space is based upon the historic function of the district and has a direct relation to such physical features as views from the upper floors of the building, sunlight, façade visibility, and streetscape appearance. Any significant loss or reconfiguration of existing open space and street corridors is discouraged.

The following improvements are to be encouraged:

1. Sidewalk paving. Paving should be of brick or brick and brushed concrete. Existing granite curbs should be maintained or reconstructed, where possible.
2. Street paving. Where feasible, historic street paving and gutters, either brick or cobblestone, should be preserved and restored. Where feasible, existing railroad or streetcar rails should be preserved in place.

3. Streetlights. Historic streetlights should be used throughout the district as unifying elements.

F. The Landmarks Preservation Commission may, at its discretion, waive mandatory requirements imposed by Section 13.07.290 of this chapter. 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 of Section 13.07.290 would be unnecessary to further the purposes of this chapter. Such waiver shall not exceed the requirements set forth in the underlying zoning district, except where specifically provided for in TMC 13.06A.070.B. (Ord. 27748 Ex. A; passed Oct. 14, 2008: Ord. 27429 § 3; passed Nov. 15, 2005)

4. District Exemptions. The following actions are exempt from the requirements imposed pursuant to 13.07.280:

   A. Any alterations to non-contributing properties, as defined by the District Inventory adopted by the Commission and kept on file at the Historic Preservation Office; provided, that the demolition of such structures is not exempt from the provisions of this chapter; and

   B. Interior alterations to existing properties, unless those modifications affect the exterior appearance of the structure.
APPLICATION FOR DESIGN REVIEW
COMMERCIAL AND MULTIFAMILY

Please include ALL of the following information with your application. Insufficient application materials will result in a delay in processing of your application. If you have any question regarding application requirements, or regulations and standards for historic buildings and districts, please call the Historic Preservation Office at 253.591.5254.

PART 1: PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>Building/Property Name</th>
<th>TACOMA ARMORY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building/Property Address</td>
<td>1001 SOUTH TACOMA AVENUE</td>
</tr>
<tr>
<td>Landmark or Conservation District</td>
<td>LANDMARK</td>
</tr>
<tr>
<td>Applicant's Name</td>
<td>AUSTIN/CINA ARCHITECTS, BILL PARRETTA</td>
</tr>
<tr>
<td>Applicant's Address (if different than above)</td>
<td>1200 PACIFIC AVE., TACOMA, WA</td>
</tr>
<tr>
<td>Applicant's Phone</td>
<td>253.591.4300</td>
</tr>
<tr>
<td>Applicant's Email</td>
<td><a href="mailto:bill@austincina.com">bill@austincina.com</a></td>
</tr>
<tr>
<td>Property Owner's Name (printed)</td>
<td>Fred Roberson</td>
</tr>
<tr>
<td>Property Owner's Address</td>
<td>1944 PACIFIC AVE, TACOMA, WA 98402</td>
</tr>
<tr>
<td>Property Owner's Signature</td>
<td>Fred Roberson</td>
</tr>
</tbody>
</table>

*Application must be signed by the property owner to be processed. By signing this application, owner confirms that the application has been reviewed and determined satisfactory by the owner.

APPLICATION FEE
Please see the fee schedule on page 2.

Estimated project cost: $190,000

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

The Landmarks Preservation Commission (LPC) is the designated review board to approve or deny proposed changes to designated historic buildings and districts. Review criteria are available at the Planning and Development Services Department (253) 591-5220 and on the city website. Information on standards and guidelines can be found in Tacoma Municipal Code 1.42 (Landmarks Preservation Commission) and 13.07 (Special Review Districts).

12/18/12
PART 2: INSTRUCTIONS

New Fee Schedule for 2013

On December 18, 2012, City Council approved a new general services fee schedule that includes new fees for design review and demolition review of historic buildings (Res. No. 38588). The new fees are as follows:

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PROJECTS UNDER $1 MILLION
Each additional $1000  $30
Maximum fee per review  $2000
Application for Demolition  $1500

PROJECTS OVER $1 MILLION
Minimum fee  $3000
Each additional $10,000  $10
Maximum fee  $4000

General Tips for Modifications to Historic Buildings

1. First contact the proper permitting office to ensure your project is code compliant. Presubmittal conferences with Commercial Plan Review may be required for major projects and should occur prior to Landmarks Commission review of your project. If variances are required for your project, contact the Historic Preservation Officer before submitting your application. Variances or conditional use approvals that may affect the exterior design of the project must be resolved prior to Landmarks Commission review.

2. For complex projects, several design briefings to the Landmarks Commission may be necessary. Contact the Historic Preservation Officer to discuss scheduling options. The Landmarks Commission generally meets twice per month. Sign applications and other simple design reviews generally do not require multiple visits.

3. Projects are evaluated using the Secretary of the Interior’s Standards for Rehabilitation of Historic Buildings, and any applicable Historic District Design Guidelines (if the project occurs within a historic district). Design Guidelines cover areas such as massing, scale, streetscape, signage, awnings and other design elements. Copies of Tacoma’s guidelines are available at the Historic Preservation Office, or online at www.tacomaculture.org.

General Steps for Submitting Applications

1. Begin the application consultation process with Buildings and Land Use (BLUS) to identify code-compliance issues and required permits.

2. For large projects, contact the Historic Preservation Office to determine an appropriate schedule for review.

3. Submit completed application and APPLICATION FEE to:

   Historic Preservation Officer
   747 Market Street, Room 1036
   Tacoma, WA 98402-3793

   OR

   Email form to:
   landmarks@cityoftacoma.org

PLEASE NOTE: The Landmarks Commission meets on the second and fourth Wednesdays of each month. Applications are due a MINIMUM of 2 weeks prior to the meeting date you are targeting, so please plan accordingly. Incomplete or missing information will delay consideration of your application.
PART 3: PROJECT SCOPE AND DESCRIPTION

Please use the space below to describe the project. Attach additional pages if necessary. All proposed changes must be included in this description. Please see NARRATIVE DESCRIPTION CHECKLIST (next page).

THE EXISTING RAMP ENTRANCE ON YAKIMA AVE. SIDE IS MUCH TOO STEEP.

WE PROPOSE TO CONSTRUCT CONCRETE STAIRS WITH HANDRAILING, RE-BUILD WOODEN ENTRANCE DOORS, ADD OVERHEAD SECURITY GRILLE, RESTORE SEFFIT AND ADD LIGHT FIXTURES.

REPLACE PORTION OF EXISTING SIDEWALK.
**PART 4: APPLICATION CHECKLIST** *(For sign or awning applications, please go to PART 5)*

**General Requirements**

- [ ] Twenty copies of the application and all supporting documents for distribution
- [ ] Property owner/manager consent

**Check here to certify that you have contacted the Permit Counter to resolve any potential code or zoning issues with your project.**

**Check here to certify that there are NO PENDING APPLICATIONS FOR A VARIANCE related to this application. If there are any pending variances related to this application, you MUST notify the Historic Preservation Office.**

**Narrative Description Checklist**

- [ ] General overview of project, including quantities and dimensions of elements such as signs (i.e. "one proposed 24 X 60" sign, with 12" extruded plastic letters, to be located on the south façade sign band...")
- [ ] LIST of features to be removed, replaced or added *(If application includes removal or replacement of material)*
- [ ] Specification or product sheets for materials and finishes, if applicable
- [ ] Program of work for large-scale or complex projects, if applicable *(i.e. scope of work for masonry restoration and cleaning)*

**Attachments**

- [ ] Plans and graphics submitted for permitting may be used for Landmarks Review if materials, products and finishes are clearly indicated on the plans.
- [ ] Site plan/locational map INCLUDING adjacent buildings and streets (for any additions or new construction). *Note that Building and Land Use Services also often requires a site plan for a Building Permit. See Information Sheet B1 Site Plans (available at the Permit Counter).*
- [ ] MEASURED floor plans, CLEARLY identifying new and existing features *(if applicable)*
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- [ ] Details of method(s) of attachment for signs, awnings and canopies *(if applicable)*
- [ ] COLOR photographs of existing conditions *(digital is fine as long as it is clear)*

**Other Requirements**

- [ ] Material and hardware samples *(in some cases specification or cut sheets may suffice)*
- [ ] True color paint and/or finish samples, where required by ordinance
Part 5: SPECIAL REQUIREMENTS FOR SIGNS AND AWNINGS

Instructions for Signs and Awning Applicants

Please include the following with your application:

- Twenty copies of the application cover sheet and narrative description (pages 1 and 2 of this form)
- Twenty copies of supporting attachments
- Graphic rendering of proposed sign (to scale with dimensions indicated, and including any conduits)
- Photograph of existing building
- Details of attachment
- Single set of material samples (if necessary)

Please answer the following questions (if applicable):

1. Are there existing signs on the building?

2. If so, will they be removed or relocated?

3. Sign Material

4. Sign Dimensions

5. Logo or typeface and letter size

6. Lighting Specifications

7. Describe the method of attachment and underlying material
ZXL30i-CM
Ceiling Mount  ZX30-CM Series

**Characteristics**
- Listed
- Wet/Dry location rated.

**Technical Data**
- **Material**: Housing/Cap/Stem - Machined silicone magnesium aluminum alloy (6061-T6) resistant to corrosion. Stainless steel (SS304) hardware.
- **Lamp**: HK LED
- **Dimmability**: ELV
- **Hoods**: A, B
- **Voltage**: 120–277V
- **Wattage**: 11.3W, 20W, 25W
- **Reflector**: 20°, 30°, 40°
- **Color Temp**: 2.7K, 3K, 4K
- **Power Supply**: Integral LED driver

**Ordering Guide**
- **Series**: ZXL30i-CM
- **Hoods**: A, B
- **Glare Shields (optional)**: GSL, GSA, GSS
- **Voltage**: 120–277V
- **Wattage**: 11.3W, 20W, 25W
- **Lamp**: HK LED
- **Reflector**: 20°, 30°, 40°
- **Color Temp**: 2.7K, 3K, 4K
- **Finish**: BK (black), BZ (bronze), WT (white), ABK (anodized black), ACL (anodized clear), CC (custom)
SECURITY, VISIBILITY AND AIR FLOW IN ELEGANT DESIGNS

CUSTOM-BUILT, SECURE SEPARATION
Durable Rolling Security Grilles keep areas off-limits and can be configured to meet your desired design aesthetic. Built to an exact opening size, the commercial-duty design is durable, requires little-to-no maintenance and offers ease of repair with readily available parts. Install these grilles behind storefront glass, at service window openings, in schools, malls, healthcare settings and more.

OUT-OF-SIGHT, COMPACT STORAGE
For convenience, the curtain stores in an overhead coil supported by the guide extensions.

Open Air Straight Pattern
VISIONAIRE® MODEL ESG10
Available in 3" , 6" or 9" spacing

Open Air Brick Pattern
VISIONAIRE® MODEL ESG12
For superior, high-cycle durability.

Solid, Clear Protection
VISTAGARD™ MODEL ESG11
Flame-retardant polycarbonate material provides protection from refuse and the theft of small articles through the curtain. Glazed with Lexan®, curtain panel modules are secured by molded nylon links.

800.233.8366 | cornelliron.com
CornellCookson, Inc. is an ISO 9001:2009 registered company.
**Narrative Briefing**

The Tacoma Armory, completed in 1909, was a National Guard Armory that housed cavalry and infantry troops. This building lacks a true main entrance. We propose to construct stairs with hand railing, rebuild the wooden entrance door, add an overhead security grille, restore sills within the covered area, install appropriate sills, light fixtures, and improvements to the City sidewalk.
APPLICATION FOR DESIGN REVIEW
COMMERCIAL AND MULTIFAMILY

Please include ALL of the following information with your application. Insufficient application materials will result in a delay in processing your application. If you have any question regarding application requirements, or regulations and standards for historic buildings and districts, please call the Historic Preservation Officer at 253.591.5220.

PART 1: PROPERTY INFORMATION

| Building/Property Name          | Brewery Blocks Streetscape Improvements |
| Building/Property Address      | Blocks between 21st and 23rd, Commercial and East Side of C Street |
| Landmark or Conservation District | Union Depot Warehouse Historic District & Conservation District |
| Applicant's Name               | Horizon Commerce Investors LLC/ Mike Bartlett President |
| Applicant's Address (if different than above) | 2125 Commerce Street Suite 200 Tacoma 98402 |
| Applicant's Phone              | 253-433-5485                                  |
| Applicant's Email              | troy@horizonpartnersNW.com                   |
| Property Owner's Name (printed) | Troy Spurlock (Owners REP)                   |
| Property Owner's Address       | 2125 Commerce Street Suite 200 Tacoma 98402   |

*Application must be signed by the property owner to be processed. By signing this application, owner confirms that the application has been reviewed and determined satisfactory by the owner.

APPLICATION FEE
Please see the fee schedule on page 2.

Estimated project cost: 4,000,000.00

Application fee enclosed (please make payable to City of Tacoma): N/A

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PART 3: PROJECT SCOPE AND DESCRIPTION
Please use the space below to describe the project. Attach additional pages if necessary. All proposed changes must be included in this description. Please see NARRATIVE DESCRIPTION CHECKLIST (next page).

The streetscape project is designed as a Limited Improvement District (LID) which will rehabilitate and restore the roadways, sidewalks, loading docks, utilities, lighting and amenities between 21st and 23rd streets on the east side of South C Street and both sides of Commerce Street. The east side of Commerce is within the Union Depot/Warehouse Historic Special Review District and the west side of Commerce and East side of C Street are within the Union Station Conservation District. The streetscape improvements are associated with the Brewery Blocks package of projects which includes:

BREWERY LOFTS, 2110 Commerce: Hunt-Mottet Warehouse, Tacoma Register of Historic Places. Existing 30,000 s.f. 3-story concrete warehouse to be restored and 4 new stories added (35,200 s.f.) following the original design and structural engineering. ±11,300 s.f. of retail space facing streets and 54 apartments. LPC Review February 2017

2120 Commerce: New 43,300 s.f. 4-story concrete/brick building. 10,600 s.f. retail/restaurant space facing streets, 2,500 s.f. rooftop bar and garage parking for 126 cars. LPC Review February 2017

PHOENIX LOFTS, 2200 Commerce: New 64,800 s.f. 4-story concrete podium for future construction of 9 stories of apartments (129,600 s.f.). 8,140 s.f. retail/restaurant space facing streets, garage parking for 122 cars and 153 apartments. LPC Review February 2017

2250 Commerce: Demo all but the 2 southern shed bays (due to fire damage). Future 85' (max.) height office or residential building with retail space facing streets. LPC Review February 2017

2114 Pacific Avenue Garage: Three story open parking garage replacing a 100 x 120 surface parking lot. LPC Review June 2017

The strong physical character of the warehouse district is imparted by its industrial past and the remnants of a time when railroad sidings, wagons, trucks and workers animated the area. Sturdy, purposeful masonry buildings were oriented to wide streets and alleys, open spaces and industrial right of ways that made little accommodation for pedestrians and domestic motor vehicles. The underlying intent of this project is to retain the historic character and industrial setting of the neighborhood while providing a safe and functional streetscape for the residential and storefront commercial uses that are shaping its future.

Beginning on Commerce Street, the historic roadbed was originally cobblestone, brick and railroad tracks with an asphalt layer added. Raised curbs and concrete walks were added to meet the ground floor level on the west side of the street. Loading docks are typical on the west side where the ground floor in the buildings opens onto a dock set at railcar level. The loading docks are a character defining feature for the warehouses in the historic district and have been successfully retained and incorporated into the adaptive reuse of buildings within the University of Washington Campus and along the Prairie Line.
The LID project will regrade the roadbed on Commerce and configure the street as two way with parallel parking bulbs where there is no conflict with sidewalk widths and loading docks. The roadway surface will be stamped concrete in a cobble stone pattern with concrete curbing and scored concrete sidewalks. Stamped cobblestone paving will also be incorporated into sidewalk sections on the east side of the street and planting areas will be created to soften the streetscape and meet City street design standards. The existing rails in the right of way will be reused as part of the sidewalk surfacing and street amenities. The historic loading docks will be retained and restored in place with ramps to meet ADA code. The sidewalks will wrap around the elevated docks and existing shed metal roofs will be retained or restored to the masonry facades.

On the east side of South C Street the LID design will incorporate stamped and scored concrete into the sidewalk area which is configured around angle parking. Planting areas will be sunken into the parking projections with scored concrete driveways used to access parking within the buildings. Two hill climb stairways will be designed into the block to create pedestrian connections between South C and Commerce. Paving and lighting will be blended into the industrial design and materials that define the LID improvements.

Lighting will follow the historic patterns in the industrial district including porcelain shade fixtures mounted under the projecting sheds and marquees. To meet Dark Skies street lighting goals light standards will only be used at the entrance to the parking structure. Downlit catenary lights will illuminate the pedestrian crossings and lighted security bollards will brighten sidewalk areas.

Benches, street amenities and artifact elements will be integrated into the streetscape improvements to provide pedestrian conveniences and a sense of historical narrative. Where building construction meets the streetscape industrial finishes and details such as board form concrete imprints, exposed heavy timber elements and rugged hardware will be matched. Materials and objects salvaged from the building rehabilitations in the district will be curated into the streetscape, storefronts and public areas of the buildings.
Full set on engineering and design drawings attached as pdf.
## PART 4: APPLICATION CHECKLIST

(For sign or awning applications, please go to PART 5).

### General Requirements

| XX | Twenty copies of the application and all supporting documents for distribution |
| XX | Property owner/manager consent |

**Check here to certify that you have contacted the Permit Counter to resolve any potential code or zoning issues with your project.**

**Check here to certify that there are NO PENDING APPLICATIONS FOR A VARIANCE related to this application. If there are any pending variances related to this application, you MUST notify the Historic Preservation Office.**

### Narrative Description Checklist

- [ ] General overview of project, including quantities and dimensions of elements such as signs (i.e. “one proposed 24 X 60” sign, with 12” extruded plastic letters, to be located on the south façade sign band…)
- [ ] LIST of features to be removed, replaced or added (if application includes removal or replacement of material)
- **X** Specification or product sheets for materials and finishes, if applicable
- [ ] Program of work for large-scale or complex projects, if applicable (i.e. scope of work for masonry restoration and cleaning)

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- **X** MEASURED floor plans, CLEARLY identifying new and existing features (if applicable)
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- [ ] Details of method(s) of attachment for signs, awnings and canopies (if applicable)
- **X** COLOR photographs of existing conditions (digital is fine as long as it is clear)

### Other Requirements

- [ ] Material and hardware samples (in some cases specification or cut sheets may suffice)
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<td></td>
<td>Graphic rendering of proposed sign (to scale with dimensions indicated, and including any conduits)</td>
</tr>
<tr>
<td></td>
<td>Photograph of existing building</td>
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<tr>
<td></td>
<td>Details of attachment</td>
</tr>
<tr>
<td></td>
<td>Single set of material samples (if necessary)</td>
</tr>
</tbody>
</table>

Please answer the following questions (if applicable):

1. Are there existing signs on the building?  
   __________________________________________

2. If so, will they be removed or relocated?  
   __________________________________________

3. Sign Material  
   __________________________________________

4. Sign Dimensions  
   __________________________________________

5. Logo or typeface and letter size  
   __________________________________________

6. Lighting Specifications  
   __________________________________________

7. Describe the method of attachment and underlying material  
   __________________________________________
BREWERY BLOCKS DEVELOPMENT

Street Exhibit
## Plant Schedule

### Code Requirements: TMC 13.08.02 - Street Trees

<table>
<thead>
<tr>
<th>Tree Type</th>
<th>Common Name</th>
<th>Size</th>
<th>Unit</th>
<th>Stems</th>
</tr>
</thead>
<tbody>
<tr>
<td>C STREET - EAST SIDE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Site Requirement</td>
<td>40</td>
<td>Total Trees</td>
<td>40</td>
<td>100%</td>
</tr>
<tr>
<td>Required Trees (Manual)</td>
<td>20</td>
<td>Proposed Trees</td>
<td>20</td>
<td>100%</td>
</tr>
<tr>
<td>EVERGREEN TREES</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Site Requirement</td>
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<td>Total Trees</td>
<td>40</td>
<td>100%</td>
</tr>
<tr>
<td>Required Trees (Manual)</td>
<td>20</td>
<td>Proposed Trees</td>
<td>20</td>
<td>100%</td>
</tr>
<tr>
<td>COMMERCE STREET - WEST SIDE</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Total Site Requirement</td>
<td>40</td>
<td>Total Trees</td>
<td>40</td>
<td>100%</td>
</tr>
<tr>
<td>Required Trees (Manual)</td>
<td>20</td>
<td>Proposed Trees</td>
<td>20</td>
<td>100%</td>
</tr>
</tbody>
</table>

### Commencement Dates:
- All trees are to be planted by the end of 20XX.

### Notes:
- All trees are to be staked and tied as specified in the planting plan.
- Materials for staking and tying are to be provided by the contractor.

### Forwarding:
- All materials are to be delivered to the site in accordance with the site plan.

---

### Tree Information:

- **Basswood** (Tremulus): 1 stem, 1.5" dia., 20 ft.
- **Cherry** (Prunus): 1 stem, 1.5" dia., 20 ft.
- **Elm** (Ulmus): 1 stem, 1.5" dia., 20 ft.
- **Maple** (Acer): 1 stem, 1.5" dia., 20 ft.
- **Pecan** (Carya): 1 stem, 1.5" dia., 20 ft.
- **Pine** (Pinus): 1 stem, 1.5" dia., 20 ft.
- **Spruce** (Picea): 1 stem, 1.5" dia., 20 ft.
- **Walnut** (Juglans): 1 stem, 1.5" dia., 20 ft.
- **Willow** (Salix): 1 stem, 1.5" dia., 20 ft.
APPLICATION FOR DESIGN REVIEW
COMMERCIAL AND MULTIFAMILY

Please include ALL of the following information with your application. Insufficient application materials will result in a delay in processing of your application. If you have any question regarding application requirements, or regulations and standards for historic buildings and districts, please call the Historic Preservation Office at 253.591.5254.

PART 1: PROPERTY INFORMATION

<table>
<thead>
<tr>
<th>Building/Property Name</th>
<th>Jones Building / Pantages Theater</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building/Property Address</td>
<td>901 Broadway, Tacoma, WA 98402</td>
</tr>
<tr>
<td>Landmark or Conservation District</td>
<td>Pantages Theater (individually listed)</td>
</tr>
<tr>
<td>Applicant's Name</td>
<td>Susan Johnson, Artifacts Consulting / Bob Katica, BCRA</td>
</tr>
<tr>
<td>Applicant's Address (if different than above)</td>
<td>401 Broadway, Suite 301, Tacoma WA 98402</td>
</tr>
<tr>
<td>Applicant's Phone</td>
<td>(253) 572-4599</td>
</tr>
<tr>
<td>Applicant's Email</td>
<td><a href="mailto:SPainte@broadwaycenter.org">SPainte@broadwaycenter.org</a></td>
</tr>
<tr>
<td>Property Owner’s Name (printed)</td>
<td>City of Tacoma; managed by Broadway Center. Scott Painter, Director of Operations</td>
</tr>
<tr>
<td>Property Owner’s Address</td>
<td>901 Broadway, Tacoma WA 98402</td>
</tr>
<tr>
<td>Property Owner’s Signature</td>
<td></td>
</tr>
</tbody>
</table>

*Application must be signed by the property owner to be processed. By signing this application, owner confirms that the application has been reviewed and determined satisfactory by the owner.

APPLICATION FEE
Please see the fee schedule on page 2.

Estimated project cost: ______________________

Application fee enclosed (please make payable to City of Tacoma): ______________________

The Landmarks Preservation Commission (LPC) is the designated review board to approve or deny proposed changes to designated historic buildings and districts. Review criteria are available at the Planning and Development Services Department (253) 591-5220 and on the city website. Information on standards and guidelines can be found in Tacoma Municipal Code 1.42 (Landmarks Preservation Commission) and 13.07 (Special Review Districts).
PART 2: INSTRUCTIONS

Fee Schedule

On December 18, 2012, City Council approved a new general services fee schedule that includes new fees for design review and demolition review of historic buildings (Res. No. 38588). The new fees are as follows:

<table>
<thead>
<tr>
<th>Estimated project cost</th>
<th>Application Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 – 5000</td>
<td>$175</td>
</tr>
<tr>
<td>PROJECTS UNDER $1 MILLION</td>
<td></td>
</tr>
<tr>
<td>Each additional $1000</td>
<td>$30</td>
</tr>
<tr>
<td>Maximum fee per review</td>
<td>$2000</td>
</tr>
<tr>
<td>Application for Demolition</td>
<td>$1500</td>
</tr>
<tr>
<td>PROJECTS OVER $1 MILLION</td>
<td></td>
</tr>
<tr>
<td>Minimum fee</td>
<td>$3000</td>
</tr>
<tr>
<td>Each additional $10,000</td>
<td>$10</td>
</tr>
<tr>
<td>Maximum fee</td>
<td>$4000</td>
</tr>
</tbody>
</table>

General Tips for Modifications to Historic Buildings

1. First contact the proper permitting office to ensure your project is code compliant. Presubmittal conferences with Commercial Plan Review may be required for major projects and should occur prior to Landmarks Commission review of your project. If variances are required for your project, contact the Historic Preservation Office before submitting your application. Variances or conditional use approvals that may affect the exterior design of the project must be resolved prior to Landmarks Commission review.

2. For complex projects, several design briefings to the Landmarks Commission may be necessary. Contact the Historic Preservation Office to discuss scheduling options. The Landmarks Commission generally meets twice per month. Sign applications and other simple design reviews generally do not require multiple visits.

3. Projects are evaluated using the Secretary of the Interior’s Standards for Rehabilitation of Historic Buildings, and any applicable Historic District Design Guidelines (if the project occurs within a historic district). Design Guidelines cover areas such as massing, scale, streetscape, signage, awnings and other design elements. Copies of Tacoma’s guidelines are available at the Historic Preservation Office, or online at www.cityoftacoma.org/HistoricPreservation.

General Steps for Submitting Applications

1. Begin the application consultation process with www.tacomapermits.org to identify code-compliance issues and required permits.

2. For large projects, contact the Historic Preservation Office to determine an appropriate schedule for review.

3. Submit completed application and APPLICATION FEE to:
   Historic Preservation Officer OR Email form to: landmarks@cityoftacoma.org
   747 Market Street, Room 345
   Tacoma, WA 98402-3793

PLEASE NOTE: The Landmarks Commission meets on the second and fourth Wednesdays of each month. Applications are due a MINIMUM of 2 weeks prior to the meeting date you are targeting, so please plan accordingly. Incomplete or missing information will delay consideration of your application.
PART 3: PROJECT SCOPE AND DESCRIPTION
Please use the space below to describe the project. Attach additional pages if necessary. All proposed changes must be included in this description. Please see NARRATIVE DESCRIPTION CHECKLIST (next page).

Broadway Center for the Performing Arts is planning to add a metal and glass awning at the Pantages Theater's northeast corner (basement level) entrance, at Commerce and 9th streets. The proposed awning is similar to the historic canopy that was removed prior to the City's ownership, based on historic photos. Proposed awning will match the style and materials of the awning presently attached to the west lobby addition, along Broadway. The northeast corner's present entryway and retail storefront is less than 50 years old (c1990s). The proposed canopy will provide weather protection for that entrance as well as restore some of the historic character to the north (9th Street) facade. The awning will measure 13 feet long by 3 feet, 6 inches deep.

LIST of features to be removed/added:
• 0 features to be removed
• 1 fixed awning to be added

See attached drawings for design and material specifications.
**PART 4: APPLICATION CHECKLIST** (For sign or awning applications, please go to PART 5).

### General Requirements

| X | One digital or hard copy of the application and all supporting documents for distribution |
| X | Property owner/manager consent |

Check here to certify that you have contacted the Permit Counter to resolve any potential code or zoning issues with your project.

Check here to certify that there are **NO PENDING APPLICATIONS FOR A VARIANCE** related to this application. If there are any pending variances related to this application, you **MUST** notify the Historic Preservation Office.

### Narrative Description Checklist

| X | General overview of project, including quantities and dimensions of elements such as signs (i.e. “one proposed 24 X 60” sign, with 12” extruded plastic letters, to be located on the south façade sign band….) |
| X | LIST of features to be removed, replaced or added (if application includes removal or replacement of material) |
| X | Specification or product sheets for materials and finishes, if applicable |
| □ | Program of work for large-scale or complex projects, if applicable (i.e. scope of work for masonry restoration and cleaning) |

### Attachments

Plans and graphics submitted for permitting may be used for Landmarks Review if materials, products and finishes are clearly indicated on the plans.

| X | Site plan/locational map INCLUDING adjacent buildings and streets (for any additions or new construction). Note that Building and Land Use Services also often requires a site plan for a Building Permit. See Information Sheet B1 Site Plans (available at the Permit Counter). |
| X | MEASURED floor plans, CLEARLY identifying new and existing features (if applicable) |
| X | MEASURED elevations, CLEARLY identifying new and existing features |
| X | Details of method(s) of attachment for signs, awnings and canopies (if applicable) |
| X | COLOR photographs of existing conditions, photographs should be labeled and clearly show all features |

### Other Requirements

| □ | Material and hardware samples (in some cases specification or cut sheets may suffice) |
| □ | True color paint and/or finish samples, where required by ordinance |
Part 5: SPECIAL REQUIREMENTS FOR SIGNS AND AWNINGS

Instructions for Signs and Awning Applicants

Please include the following with your application:

- One digital or hard copy of the application cover sheet and narrative description (pages 1-2 of this form)
- One digital or hard copy of supporting attachments
- Graphic rendering of proposed sign (to scale with dimensions indicated, and including any conduits)
- Photograph of existing building
- Details of attachment
- Single set of material samples (if necessary)

Please answer the following questions (if applicable):

1. Are there existing signs on the building? yes
2. If so, will they be removed or relocated? no
3. Sign Material
   not applicable
4. Sign Dimensions
   not applicable
5. Logo or typeface and letter size
6. Lighting Specifications
7. Describe the method of attachment and underlying material
2017 detail of east end of north facade

Ca1920s view of the Pantages/Jones Building, courtesy of Tacoma Public Library
TO: Reuben McKnight, Historic Preservation Officer, Planning and Development Services
FROM: Allyson Griffith, Management Analyst III, Neighborhood & Community Services
CC: Lisa Wojtanowicz, Division Manager, Neighborhood & Community Services
Jennifer Hines, Assistant Division Manager, Public Works
Captain Shawn Stringer, Tacoma Police Department
SUBJECT: 801 ‘A’ Street-Fireman’s Park Gazebo Removal
DATE: December 6, 2017

SUMMARY:
Neighborhood and Community Services (NCS) staff will be utilizing its demolition contract with Green Earthworks Construction to remove the gazebo structure at 801 ‘A’ Street (Fireman’s Park). Although the structure itself is not historic, the parcel is located within the Old City Hall Historic District.

BACKGROUND:
According to Metro Parks, Fireman’s Park first began to be improved around 1890 when elm trees were planted along ‘A’ Street. In 1891, Engine House No. 6 was built on the southern edge of the property and is the reason the property is referred to as Fireman’s Park. The property itself was revamped and the new park dedicated in 1976.

ISSUE:
The gazebo that stands at the southern end of the parcel near the intersection of ‘A’ Street and I-705 is a wooden structure of approximately 200 square feet. At the request of the Tacoma Police Department and the Public Works Department, NCS is in the process of utilizing its demolition contract with Green Earthworks Construction to remove the gazebo structure. Through the work of the Homeless Outreach Team (HOT) and downtown officers, it has become clear that this structure is a haven for illicit activity as well as a chronic encampment location. Removal of the structure is one phase of planned site reclamation work that will occur on this parcel and is intended to re-introduce positive community use to the site.