Agenda
Landmarks Preservation Commission
Planning and Development Services Department

Date: January 24, 2018
Location: 747 Market Street, Tacoma Municipal Bldg., Conference Room 243
Time: 5:30 p.m.

1. ROLL CALL
2. CONSENT AGENDA
   A. Excusal of Absences
3. DESIGN REVIEW
   A. 1020 North J Street (North Slope Historic District) Porch
      Scott M. Norris, Owner 10 mins
4. PRESERVATION PLANNING/BOARD BUSINESS
   A. Design Review Application Changes Staff 5 mins
   B. Events and Activities Updates Staff 5 mins
5. CHAIR COMMENTS

Next Regular Meeting: February 14, 2018, 747 Market Street, Tacoma Municipal Bldg., Rm. 243 5:30 p.m.

This agenda is for public notice purposes only. Complete applications are included in the Landmarks Preservation Commission records available to the public BY APPOINTMENT at 747 Market Street, Floor 3, or online at www.cityoftacoma.org/lpc-agenda. All meetings of the Landmarks Preservation Commission are open to the public. Oral and/or written comments are welcome.

The City of Tacoma does not discriminate on the basis of handicap in any of its programs or services. To request this information in an alternative format or to request a reasonable accommodation, please contact the Planning and Development Services Department at (253) 591-5056 (voice) or (253) 591-5820 (TTY).
STAFF REPORT

DESIGN REVIEW

AGENDA ITEM 3A: 1020 North J Street (North Slope Historic District)

Scott M. Norris, Owner

BACKGROUND

Built in 1902, this is a contributing property in the North Slope Historic District. The owner is proposing to rebuild the porch and second story deck, using historic photos. At some point, the original porch was removed and replaced. The new railings, balusters, and steps would be rectangular wood. A wood framed lattice would be used for under the porch and the existing foundation stones would be reused. Composite or treated wood is proposed for the decking material. The owners would prefer to replace the two existing columns with four new rectangular columns, although the historic photo shows doric columns. The fascia and paint color will match the existing materials.

ACTION REQUESTED

Final approval of the above scope of work.

STANDARDS

Design Guidelines for the North Slope Special Review District: Porches

1. **Retain existing porches and porch details.** The original design elements of existing historic porches, when present, should be maintained. Major changes to configuration or ornamentation should be avoided. Missing or deteriorated details, such as columns and railings, should be repaired or replaced in kind.

2. **Avoid adding architecturally inappropriate details.** Items such as porch columns reflect the architecture of the home. Tapered columns atop piers are emblematic of Craftsman homes, but are not appropriate on Victorian era houses. Likewise, scrollwork, turned posts, or gingerbread are not appropriate on a Craftsman home. Replacement elements that have no historic design relationship with the architecture diminish the historic character of the building.

3. **Replace missing porches with designs and details that reflect the original design, if known.** Avoid adding conjectural elements. Photographic or other documentary evidence should guide the design of replacement porches. Where this is unavailable, a new design should be based on existing original porches from houses of similar type and age.

4. **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 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 new porch and deck will be based on historic photographs and will more closely match the original design.

RECOMMENDATION

Staff recommends approval of the application.

**Recommended language for approval:**

*I move that the Landmarks Preservation Commission approve the application for 1020 North J Street, as submitted.*
AGENDA ITEM 4A: Design Review Application Changes

Staff

In April 2018, the Landmarks Design Review Application form will begin to transition to the Accela online permitting system. We hope to complete the full transition in May 2018; staff will be working on a public announcement and customer support.

AGENDA ITEM 4B: Events & Activities Update

Staff

2018 Events

1. Heritage League Annual Meeting (9am @ WSHM, Feb. 3rd)
2. Social Media Photo Contest (February)
3. Trivia Night (6pm @ The Swiss, March 21st)
4. Historic Preservation Month (May)
   i. City Council Proclamation (5pm @ City Council Chambers, May 1st)
   ii. Tacoma Historical Society’s Historic Homes Tour (TBA)
   iii. Kick Off Salvage Art Show (TBA @ Earthwise Tacoma, May 5th)
   iv. Amazing Preservation Race: Trapped at Fort Nisqually (TBD)
   v. Historic Preservation Awards (TBD @ Stewart Middle School, May 18th)
   vi. Youth Historical Fiction Reading (TBD @ Black Kettle Bites and Brews, May 21st)
   vii. Bike Month Event (TBD, May 25th)
5. Trivia Night (6pm @ The Swiss, June 20th)
6. LPC Training (TBD)
7. Trivia Night (6pm @ The Swiss, September 19th)
8. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ TBA, Nov. 4th)
APPLICATION FOR DESIGN REVIEW
FOR SINGLE FAMILY RESIDENTIAL PROPERTIES

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

PART 1: APPLICANT INFORMATION

House Address 1020 North J ST
Landmark/Conservation District (if applicable)
Northslope Historic District

OWNER INFORMATION

Name (printed) Scott M. Norris
Email scott@norrismedia.com
Address (if different than above)
Phone 253-905-5195

Homeowner’s Signature*

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

CONTRACTOR INFORMATION

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

Representative’s Name David Kloven
Company Viking Construction
Address 1502 Prospect, Tacoma WA 98405
Email dkloven@comcast.net
Phone 253-678-1571

FOR OFFICE USE ONLY

PRELIMINARY PLAN CHECK

CHECKED FOR BUILDING CODE:* __________________

LAND USE/ZONING:
VARIANCE REQUIRED? __________ CUP REQUIRED? __________

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

APPLICATION FEE (please see page 2)

Estimated Project Cost, rounded to nearest $1000 $10000

Application Fee Enclosed $300
PART 2: INFORMATION FOR APPLICANTS

*NEW* FEE SCHEDULE

Fee Schedule

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

| Estimated project cost (determined by applicant) | Application Fee |
| $0 – 5000 | $175 |
| Each additional $1000 | $25 |
| Maximum fee | $500 |

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

HOW TO USE THIS FORM

STEPS FOR APPLICANTS

1. Begin the application consultation process with [www.tacomapermits.org](http://www.tacomapermits.org) to identify code-compliance issues and required permits. Presubmittal conferences with Commercial Plan Review may be required for major projects and should occur prior to Landmarks Commission review of your project. **If variances are required for your project, contact the Historic Preservation Office before submitting your application.** Variances or conditional use approvals that may affect the exterior design of the project must be resolved prior to Landmarks Commission review.

2. Review the Standards and Guidelines for Historic Buildings. Many homeowners want to know whether their project will be approved by the Commission ahead of the meeting. The Landmarks Commission reviews projects according to design guidelines and the Secretary of the Interior's Guidelines for Rehabilitation. This information is available online at [www.cityoftacoma.org/HistoricPreservation](http://www.cityoftacoma.org/HistoricPreservation).

3. Fill out this form in its ENTIRETY.

4. Find the correct checklist for your project, and submit the required supporting documentation. Part 4 of this form outlines which checklist to use for your project. There are three checklists, but you only need to use one.

5. Submit it to the Historic Preservation Office with the APPLICATION FEE. The Landmarks Commission meets on the 2nd and 4th Wednesdays of each month, and applications are due to this office TWO WEEKS in advance. When your application has been scheduled for review, you will be notified.

WHERE TO GO:
Permit Intake Center
City of Tacoma, Planning and Development Services Department
747 Market Street, 3rd Floor
253-591-5030

OR email form to: [landmarks@cityoftacoma.org](mailto:landmarks@cityoftacoma.org)
PART 4: SUPPLEMENTS

How to Use This Table

The following is a table of common projects divided into Categories. For each Category of work there is a corresponding checklist designed to help you include the information required for your application.

Find the type of work you are proposing, and download the corresponding checklist to attach to your application.

If you have any questions regarding what information should be included in your application, please call the Historic Preservation Office at 253-591-5254.

NOTE: ONLY USE ONE CHECKLIST

☐ Use Checklist A for: Detached garages  New porches  Decks  Additions  Foundations  Other Major Work (call the Historic Preservation Officer with questions)
RESIDENTIAL APPLICATION CHECKLIST A
(For Garages, Porches, Decks, Additions, Foundations and other Major Projects)

CHECKLIST to include the following:*

- Accurate Measured Site Plan (which shows ridgelines and dormers of existing and new buildings)
- Accurate Measured Elevation Drawings (all sides, with dimensions, siding materials, windows, and doors indicated)
- Clear and labeled photograph(s) of Site and surrounding area
- Detail illustrations of trim, casing, balusters, posts and railings (if applicable)
- Material samples (ie. stained glass, or if proposing uncommon material) (will provide upon request)
- Paint samples (from hardware store) (not provided, color will match house color)

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

<table>
<thead>
<tr>
<th>Size of new construction (footprint, i.e. 22 X 30'):</th>
</tr>
</thead>
<tbody>
<tr>
<td>footprint, 28'4&quot; x 14'6&quot;</td>
</tr>
<tr>
<td>Overall height and pitch of roof (for new buildings):</td>
</tr>
<tr>
<td>10.5' (no pitch, flat roof for decking)</td>
</tr>
<tr>
<td>Exterior cladding material(s):</td>
</tr>
<tr>
<td>concrete pillars, no cladding; columns, wrapped with wood; fascia, wood, no cladding</td>
</tr>
<tr>
<td>Window types and materials:</td>
</tr>
<tr>
<td>n/a</td>
</tr>
<tr>
<td>Door types and materials:</td>
</tr>
<tr>
<td>n/a</td>
</tr>
<tr>
<td>Window trim (attach drawings, catalog sheets, etc. if necessary):</td>
</tr>
<tr>
<td>n/a</td>
</tr>
<tr>
<td>Roof Material:</td>
</tr>
<tr>
<td>Torch down roofing, with decking material above. Decking to be composite or treated wood</td>
</tr>
</tbody>
</table>

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

CHECKLIST include the following:*  
☐ Clear and labeled photograph(s) of work area(s) with locations of work indicated (i.e. in pen)  
☐ Detail illustrations of trim and casing and window profiles  
☐ Catalog cut sheets or product samples

In addition to the above, please provide the following information:
Narrative list of window and door types and locations:

*ADDITIONAL TIPS
- Drawings required for building permits can often be used for Landmarks Review, as long as information regarding finish detail, exterior materials, and windows and doors are indicated.
- Please include a photograph of example elements (if new windows or doors are to match any existing features of the house)
- For structures within the North Slope Historic District, refer to the North Slope Design Guidelines for more information about design. Contact the Historic Preservation Officer for more information.
Norris 1020 N. J st: Porch Project

Images of Current Property and Surrounding Area
Norris 1020 N. J st: Porch Project

House History and Project

From this Daily Ledger article below, our house was built in 1902. You can see by the original photo that the house originally had a porch and roof that extended across nearly the entire front of the house.

At some point, this porch was removed and replaced with a smaller one. Our intention is to rebuild the porch across the front as well as extend the deck on the top to the full width of the house.
Norris 1020 N. J st: Porch Project

Railing, Spindles and Steps

Railings, balusters and spindles will be wood, and fairly simple in design, reflecting the look of the overall architecture. Spindles will be rectangular.

Steps will also be wood.

Same railings, spindles and balusters for the deck as for the porch.
Norris 1020 N. J st: Porch Project

Lattice

For the gaps under the porch, between the support pilings, we are using wood-framed lattice, a common traditional approach. Lattice would be horizontal/vertical perpendicular design.

Repurposing of Existing Foundation Stones

If it can be salvaged, we are hoping to repurpose the foundation stones of the current porch, that also match the foundation stones of the house. We would use these stones for the base of the facia (non-structural) of the platform that sits in front of the porch.
Norris 1020 N. J st: Porch Project

Roof surface and Decking

For the deck we are planning on using torch-down roofing and decking on top.

For the decking material we would like to use a composite that has a look of real wood, but can hold up better to the elements. However, if this is not allowed for the Historic District (or is cost-prohibitive) we will use treated wood.
Norris 1020 N. J st: Porch Project

Columns

2 existing columns to be removed and replaced by 4 new columns. New columns will be rectangular instead of round. Base will be around the same size (15”) and will taper to approximately same size as current columns. Beadwork and base will match current column detail.

Material: Wood
Structure: Tapered column will wrap 6x6 structural posts
Norris 1020 N. J st: Porch Project

Porch Railing and Platform

In order to improve the overall view of the water from the front porch, we are proposing a platform below the porch in the front. This platform will be made of wood, will extend the length of the porch and details will match that of the porch and house.

Height of platform will be 2' and be approximately 2' below the surface of the porch (less than the code required 30'). We have seen other houses in our neighborhood with similar design and are hopeful that this will be allowed with existing code and be in kind with the character of the neighborhood. The sides of the porch would still have railings of the same design proposed above.
Norris 1020 N. J st: Porch Project

Fascia

The design of the fascia of the porch roof below the deck will match that of the current design, to be consistent with the rest of the house.
Scott M. Norris
253-905-5195
Porch & Deck

Site Plan

Assessor's Parcel No.
204020-003-0
Tacoma lots 3 & 4
Block 4020

Address:
1020 N J Street
Tacoma, WA 98403

North "J" Street
FLOOR PLAN: GROUND

LEGEND

- New construction
- Existing construction
- Existing construction to be removed
- Annotations
- Site Plan Measurements

Scale: 3/16" = 1'

Norris House: Front Porch Project | 1020 N. J ST
Ceiling joists
2"x8" 16"oc

Torch down roofing with decking material on top

FLOOR PLAN: DECK
Scale: 3/16" = 1'

LEGEND

Norris House: Front Porch Project | 1020 N. J ST
28’-4”

Existing House

Beam
(3)2”x12”

Columns:
6”x6” (wrapped)

2’ high platform
sits in front of porch
2’ below porch
surface

Raised platform detail: sits in front of porch

2’-1”

Concrete patio surface

See details drawing for footer

Norris House: Front Porch Project | 1020 N. J ST
SECTION: WEST

2' high x 3' wide platform

steps: rise 7 3/4" | 10" nominal

36" grabbable handrail

connection to slab:
#3 hoops @1' oc
#4 (x4) rebar

2' high x 3' wide platform

Scale: 3/16" = 1'

SECTION: WEST
measurements same as SECTION: EAST

LEGEND

New construction
Existing construction
Existing construction to be removed
Annotations
Site Plan Measurements

Norris House: Front Porch Project | 1020 N. J ST
DETAIL: Attachment of slab to house
Scale: 3/8" = 1'
Legend same as other drawings. See Section East drawing for measurements.

DETAIL: Footer construction
Scale: 3/8" = 1'
Legend same as other drawings. See Elevation and Floorplan Ground drawings for measurements.

Footing Detail:
- top view
- 14' x 2'
- 1'
- 7'-6"
- existing house
- 14' x 6" x 4" #4(x2) each way
- 14' x 4" #4@ 16" o.c. each way
- 7'-6" slab attachment to house detail
- #4 epoxy doweled into existing foundation 4" o.c.
- 4" embedment
- #4@ 16" o.c. each way
- trans
- #4(x2) long cont.
- #4(x2) each way

Norris House: Front Porch Project | 1020 N. J ST