1. ROLL CALL
2. CONSENT AGENDA
   A. Excusal of Absences
   B. Approval of Minutes: 2/14/18; 3/14/18; 3/28/18; 4/11/18
   C. Administrative Review:
      • 522 North J Street—Back door
      • 1108 North L Street—Windows
3. NAMING—PRELIMINARY REVIEW
   A. 1147 Dock Street, The Melanie Jan LaPlant Dressel Park Norm Gollub, FWDA 10 mins
4. DESIGN REVIEW
   A. 417 N Sheridan (North Slope Historic District) Matt Larson, Owner 10 mins
      Design Amendment
5. PRESERVATION PLANNING/BOARD BUSINESS
   A. Events and Activities Updates 5 mins
6. CHAIR COMMENTS

Next Regular Meeting: May 23, 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).
Chair Bartoy called the meeting to order at 5:34 p.m.

1. ROLL CALL

2. CONSENT AGENDA

   A. Excusal of Absences
   B. Administrative Review:
      • 913 N. Ainsworth—Windows

3. TACOMA REGISTER OF HISTORIC PLACES – PUBLIC HEARING

   A. 8426 6th Avenue, Hotel Hesperides/Titlow Lodge

Ms. Hoogkamer read the staff report:

AGENDA ITEM 3A: 8425 6th Avenue, Hotel Hesperides/Titlow Lodge

Claire Keller-Scholz, MetroParks

BACKGROUND

Designed by Tacoma architect Frederick Heath, the Swiss Chalet-style building known as Titlow Lodge was built in 1911 and named Hotel Hesperides by owner Aaron Titlow. Titlow Lodge meets Criterion B for its connection to preeminent Tacoma architect Frederick Heath and Tacoma attorney Aaron Titlow. The building also meets Criterion F as a unique and established visual feature of the City. Even though Hotel Hesperides/Titlow Lodge has been altered considerably over the years, it was its significance to the local community, as a public gathering space, that convinced the Metropolitan Park District’s Board of Park Commissioners to remodel rather than demolish the building in 1937.

REQUESTED ACTION

The purpose of this hearing is to hear public comment and determine whether the nominated property meets the criteria for designation and should be scheduled for City Council.
EFFECTS OF NOMINATION

- Future changes to the exterior will require approval of the Landmarks Preservation Commission prior to those changes being made, to ensure historical and architectural appropriateness.
- Unnecessary demolition of properties listed on the Tacoma Register of Historic Places is strongly discouraged by the municipal code, and requires approval of the Landmarks Preservation Commission.
- Future renovations of listed on the Tacoma Register of Historic Places may qualify for the Special Tax Valuation property tax incentive.
- The property will become eligible for the Historic Conditional Use Permit.

STANDARDS

The property is nominated under the following criteria:

B. Is associated with the lives of persons significant in our past;

F. Owing to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood or City.

ANALYSIS

1. At over 107 years-old the property meets the age threshold criterion.

2. Changes older than 50 years may be significant in their own right; the property retains its integrity, including its massing, scale, feeling, and most materials resulting from the 1937 conversion from hotel to parks building. At this time, the upper two floors were demolished and the building was reroofed. In 1983, the two stairs on the south façade were replaced with a single staircase and an ADA ramp was added. In 2010, the windows and doors were restored and the chimneys were demolished.

3. Titlow Lodge meets Criterion B for its connection to preeminent Tacoma architect Frederick Heath and Tacoma attorney Aaron Titlow. The building also meets Criterion F as a unique and established visual feature of the City.

4. During the Preliminary Review on January 10, 2018, one commissioner voted against forwarding the nomination for public hearing on the grounds that Criterion B was not appropriate for the nomination as Heath’s original design was significantly altered. It was suggested that Criterion A was more appropriate for the 1937 community advocacy that resulted in the parks involvement. That suggestion was not reflected in the motion.

RECOMMENDATION

The Commission may recommend designation to the City Council, deny the nomination, or defer if additional information is needed. Based upon the criteria listed in TMC 13.07.040, staff recommends that the nomination be forwarded to City Council with a recommendation for designation.

Chair Bartoy asked if anyone was representing this motion. Ms. Keller-Scholz stated that she is taking over as the Cultural Resource Manager. She will be overseeing this nomination and would take any questions from the commissioner’s or citizens during this process. Mr. Sullivan, a resident, then gave his support for the motion by sharing some anecdotes. Commissioner Johnson agreed with Mr. Sullivan. Chair Bartoy commented that he would like to clarify and reiterate that he wanted to reflect that the building is more historic and not less historic.

Commissioner Williams made a motion:

“I move that the Landmarks Preservation Commission recommend to City Council that the Hotel Hesperides/Titlow Lodge be included on the Tacoma Register of Historic Places, including the following elements:

Criteria B. Is associated with the lives of persons significant in our past;

Criteria F. Owing to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood or City - Finding that it does meet Criteria [Cite Criteria] of TMC 13.07.040.”

Commissioner Schloesser seconded the motion.
Chair Bartoy then thanked the public members who attended.

4. DESIGN REVIEW

A. 901 Broadway, Jones Building/Pantages Theater (Individual Landmark) Interior Upgrades

Mr. McKnight read the staff report:

**AGENDA ITEM 4A: 901 Broadway, Jones Building/Pantages Theater (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; the landmarks status includes the interior auditorium. The 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. The Landmarks Preservation Commission was briefed on the awning proposal on December 13, 2017.

This application includes modest restoration/rehabilitation, including repainting, selective plaster repair, new seating, a new floor structure at the main level, cleaning the art glass skylight, replacing and adding light fixtures, associated electrical work, and reinforcing the anchors for the heavy, suspended plaster features (eg, at the ceiling) of the landmarked auditorium. The current light fixtures, seating, flooring, row/aisle arrangement, box seats, and paint scheme all date from the early 1980s, when the City of Tacoma acquired the building. Steps at the balcony rows and box seats will be selectively rebuilt. The terrazzo in the main stairwell will be uncovered.

The new digital reader-boards have been removed from this application and will be presented to the Commission at a later date as a separate application.

**ACTION REQUESTED**

Final 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.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

5. Distinctive features, finishes and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual
qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS
1. This property is 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. Proposed enhancements will allow the property to continue functioning as an historic theater.

3. Proposed plaster and paint changes are based on historic photos and an extensive paint study. Distinctive features and finishes are being preserved and restored.

4. No historic material is being destroyed; removed features are from the 1980s. The new awning is based on historic photos and is being added to a non-historic entryway.

5. The proposed changes could be removed without harming the historic integrity of the property.

RECOMMENDATION
Staff recommends approval of the application.

Ms. Johnson, the applicant, began by presenting the Commissioners a Power Point. She reviewed pictures of the interior of the building. Mr. Katica began to talk about the restoration of the plaster, and adding some additional supports, stabilization, and safety features. Mr. Painter, director of Operations for the Broadway Center, added that the stabilization of the ceiling and skylight during an earthquake is of utmost importance. Mr. Katica then began to discussed paint choices for the Pantages. Continuing on with the presentation, Ms. Johnson presented about the seats. Mr. Katica discussed the aisle and flooring, as it is currently hazardous and they would like remodel some of this area by reframing the floor. Mr. Katica began to discuss the lighting for the aisle’s that won’t create too much glare. He then proceeded to discuss further details regarding the remodel process. Ms. Johnson presented remodel ideas regarding the chandeliers and acoustics. Mr. Katica stated that the chandeliers will be replaced with can lights because they create a glare. He also stated that some of the wall sconces have been chosen to be an acorn vintage shape and will be retrofitted with LED lightbulbs. The backlighting for the stained glass skylight will be re-done and retrofitted with LED lights too. Further discussion ensued regarding lighting.

Commissioner Williams asked if the original floor was a type of material called terrazzo. Mr. Painter explained that the original floor was raw concrete that was so rough it had a wood floor framed above it, as seen in the earliest pictures. Further discussion ensued regarding flooring. More pictures were viewed regarding the skylight, floors, seating, chandeliers, and architectural details from the original construction and the 1980’s remodel versus their current plans. Commissioner Williams commented that his understanding is that with the new seating system, that for an upcoming event, there is not the option to protect the seating. Mr. Painter responded that it’s not that they couldn’t, it’s that they don’t want to due to keeping the new seating system as protected as possible.

Mr. Katica began to discuss the Commerce and 9th into the basement level. He expressed they would like to remodel that area for easier public access, as well as clearly deciphering what areas are restricted. He also commented there’s not much that can be done with the store front. Chair Bartoy wanted to state that Commissioner Morganroth has left the building, and the rest of the Commissioners are now open to ask questions. Commissioner Schloesser asked what are the time frames on the renovations. Mr. Painter answered that they are hoping to start by May 15th and end in November. Further discussion highlighted future plans beyond 2018. Commissioner Johnson asks about ceiling lights, and Mr. Painter and Mr. Katica explained that in order to reduce the glare from hanging fixtures, they needed to try a new feature. Mr. Painter explained that the lighting needs to drastically improve due to the building is already under code in the lighting
department. Chair Bartoy asked how the paint colors were chosen for the renovations. Mr. Katica answered that they chose a lighter base color and a color glaze to add depth, as well as chose colors that were similar to the original design. More discussion ensued regarding paint color.

Commissioner Williams made a motion:

"I move that the Landmarks Preservation Commission approve the application for 901 Broadway, as submitted."

Submitted by Commissioner Williams on the 1st and Commissioner Mortenson on the 2nd. The motion was approved.

B. 454 Saint Helens Avenue, Walker Apartments (Individual Landmark) Sign

AGENDA ITEM 4B: 454 Saint Helens Avenue, Walker Apartments (Individual Landmark)

William Beckett, Red Star Taco Bar

BACKGROUND
Built in 1927, Walker Apartments is an individual landmark on the Tacoma Register of Historic Places. The applicant is proposing a red star-shaped, wall-mounted, aluminum sign for the southeast corner of the building. The sign will have a white vinyl border with red neon lighting. It will be mounted to 8" brackets that will replace the current brackets, no new drilling would be required. The sign will be 4'-6" wide, 4'-4" high, 13" in diameter, and 9'-10" above grade.

ACTION REQUESTED
Final approval of the above scope of work.

STANDARDS
Secretary of the Interior’s Standards for the Rehabilitation of Historic Buildings

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

9. New additions, exterior alterations or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ANALYSIS
1. This property is 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. No historic material is being removed or altered. There will be no new drilling into the masonry.

3. The sign is differentiated from the historic material and compatible in size and scale.

4. The sign could be removed without harming the integrity of the historic property.

RECOMMENDATION
Staff recommends approval of the application.
Mr. Beckett began by explaining that he would like to hang a neon sign on the corner of the historic building. He proceeded to show samples of the neon sign, vinyl, and paint that would be on the sign. He explained that his sign would not be too far out of line from the rest of the surrounding signs in the neighborhood.

Commissioner Schloesser asked where the vinyl goes on the sign, and Mr. Beckett explained how it would wrap around the sign.

Mr. McClintock commented that he is concerned how the sign will attach to the brick. Mr. Beckett explained he would be using existing bolt holes to not add further damage. Further discussion ensued regarding the sign. Mr. Beckett is hoping to open the door to the public on March 13th.

Commissioner Williams made a motion:
“I move that the Landmarks Preservation Commission approve the application for 454 Saint Helens Avenue, as submitted.”
Motion: Williams
Commissioner Johnson seconded the motion.
Motion was approved.

5. PRESERVATION PLANNING/BOARD BUSINESS

A. Events and Activities Update
Ms. Hoogkamer read the Events and Activities Update:

2018 Events
1. Social Media Photo Contest (February)
2. Trivia Night (6pm @ The Swiss, March 21st)
3. 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)
4. Trivia Night (6pm @ The Swiss, June 20th)
5. LPC Training (TBD)
6. Trivia Night (6pm @ The Swiss, September 19th)
7. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ TBA, Nov. 4th)

6. CHAIR COMMENTS

Commissioner Johnson commented that he was unsure of what he volunteered for at the previous meeting. Chair Bartoy explained it was for a code revisions group and that he would follow up with him.

The meeting was adjourned at 6:50 p.m.
Date: March 14, 2018
Location: 747 Market Street, Tacoma Municipal Building, Room 243

Commission Members in Attendance:
Kevin Bartoy, Chair
Ken House, Vice-Chair
Roger Johnson
Lysa Schloesser
James Steel
Jeff Williams
Jennifer Mortensen
Alex Morganroth
Marshall McClintock, North Slope Ex-Officio

Commission Members Absent:
Ken House
Jennifer Mortensen

Staff Present:
Reuben McKnight
Lauren Hoogkamer
Alison Wilkerson

Others Present:
Hubert Hoover
Susan Hoover
Kristi Evens
Alicia Lawver
Ed Schau

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

1. ROLL CALL

2. CONSENT AGENDA

A. Excusal of Absences
B. Approval of Minutes: 1/10/18
C. Administrative Review
   - 913 North Ainsworth—windows
   - 910 North M Street—cellar windows
   - 1921 Commerce—UWT awning
   - 844 North Grant—chimney
   - 710 South J Street—addition rebuild

Commissioner Johnson commented that on the 710 S J Street, the renovations were inappropriate.

3. SPECIAL TAX EVALUATION

A. 402 North K Street (North Slope Historic District)

Mr. McKnight read an overview of the staff report.
Applicant Mr. Hoover commented that his renovations and restorations have helped keep the home historic.
Commissioner Steel comments he thinks that it’s great that the house been taken care of in a thorough approach.
Commissioner Williams made a motion.
“I move that the Landmarks Preservation Commission approve the Special Tax Valuation application for 402 North K Street, in the amount of $123,607.”
Commissioner Johnson seconded the motion.
Motion was approved.

4. BOARD BREIFINGS

A. Dickman Mill Park Expansion and Head Saw (Individual Landmark)

Ms. Hoogkamer read staff report.

**AGENDA ITEM 4A: Dickman Mill Park Expansion and Head Saw (Individual Landmark)**

*Kristi Evens & Peter Hummel, MetroParks*

The Dickman Mill Park Expansion and Head Saw Project is made possible by a private donation to the Metropolitan Park District of Tacoma. The centerpiece of the Project is returning the historic Dickman Mill Lumber Company head saw to the site for public display and interpretation and expanding the existing Dickman Mill Park. The head saw will be returned to Dickman Mill site and will be surrounded by a public plaza and viewing areas.

Ms. Keller-Sholz briefed the Commission about the history of the Head Saw. She is hoping that is can be restored. She commented that the saw is significant because the saw represents the lumber industry of Tacoma at that time, and it’s the last saw of its type that has not been modified to cut smaller logs. She is happy to have the opportunity to re-host the saw at its original site.

Ms. Evens explained how the funding of the saw originated. Mr. Hummel, project manager for the Head Saw project, presented a Power Point of the Head Saw detailing the origin, history, and background of the saw’s life and locations to current day. He also detailed the proposed location plans for the saw and the aesthetics of the walkway and enhancement’s around the saw.

Mr. McKnight explained that the Dickman Head saw itself is a city designated landmark while the Mill Park is not. This is a landscape design project that incorporated a historic feature, and the Commission has jurisdiction over the parts of the saw.

Mr. McClintock asked Mr. Hummel what alternative 2 was. Mr. Hummel explained that it was essentially an alternative that was a combination of alternative 1 and 3, that was more land based.

Commissioner Johnson asked if the project would require new concrete pouring for the support of the carriage for the project. Mr. Hummel answered that the concrete is sound and the team would only need new connective pieces but not a new concrete structure and pilings. Mr. Hummel further discussed the pilings in conjunction with the project.

Chair Bartoy asked if Metro Parks is going to work with DNR for the complete removal of the burnt pilings on the property. Ms. Evens Answered that because of different funding, they are more quickly able to complete the project. Additional questions were asked and discussed, including a maintenance plan.

Commissioner Williams comments that a potentially better route to capture the story of the log would be to have story panels rather than to recreate something that’s too literal and not particularly historic such as the fake log.
Chair Bartoy asked if this location has been recorded as an archeological site. Mr. Hummel responded that they are trying to get more clarification on that as it has not been officially recorded so far.

B. 3701 North 26th Street, Washington Elementary (Individual Landmark) *Mural*

Mr. McKnight read the staff report.
AGENDA ITEM 4A: 3701 North 26th Street, Washington Elementary (Individual Landmark)

Alicia Lawver, Tacoma Public Schools/Principal Ed Schau, Washington Elementary

Built in 1906 Washington Elementary in and Individual Landmark on the Tacoma Register of Historic Places. Principal Ed Schau is requesting to install a student-produced mural to the exterior of the historic school. The mural was created as part of the senior project for Ella Munizza, then a Tacoma School of the Arts senior and Washington Elementary alum. Ms. Munizza worked with two fourth-grade classes to create the mural, also consulting with local mural artist Chelsea O’Sullivan.

Principal Schau would like to install the mural on the North 26th Street side of the original section of the Washington Elementary School (see attached illustration). A representative from York Enterprises with experience in historic restoration has advised anchoring the 16x8 mural to the mortar to avoid damaging the historic brick. The mural has also been clear-coated to preserve the color and integrity of the paint.

Applicants Ed Schau, Principal of Washington Elementary, and Alicia Lawver spoke with the Commission regarding the permission to install a student created mural. Discussion ensued regarding the mounting of the frame of the mural. Commissioner ? asked if a decision has been reached regarding the length of time the mural would be left up. Ms. Lawver responded that there have been discussions regarding the topic, but a final decision has not been reached yet. Further discussion ensued in regard to the proposed location of the mural. A proposition was made to move the mural to the left of the downspout.

Commissioner Williams made a motion:
“That the practically of the placement of mural be left to the school district and for administrative review with Ruben and Lauren.”
Commissioner Johnson seconded the motion.

5. PRESERVATION PLANNING/BOARD BUSINESS

A. Design Review Application Changes

Mr. McKnight gave an overview of agenda item 5A: Design Review Application Changes.

AGENDA ITEM 5A: Design Review Application Changes

Staff

The Accela Team will walk the Landmarks Preservation Commission through the new Design Review application on the online Tacoma Permits system. In April 2018, the Landmarks Design Review Application will switch to the Accela online permitting system. We hope to complete the full transition in May 2018.

Ms. Ward with Planning and Development Services spoke about the reasons why Accela has been chosen to be integrated into the application process. Accela provides a digital platform for the application process which also reduces paper waste. She then gave a demonstration of how Accela works and what customers would be viewing.

Mr. McClintock commented that he is concerned about the flagging process for historic homes in the system. Further discussion ensued regarding Accela implementations for customer handling.

Ms. Ward explained that customers can attach many documents throughout the process the customer can view what stage the permit is at, and if it’s been routed for review, has a decision been issued. The customer can go in and view the attachments and pay fees online.

Further discussion ensued regarding the permit application process in Accela, and the historic landmark permitting process.
Mr. McKnight Explained that for customers who won’t know how to use Accela, there is a specific Application Services division who can guide customers through the process and walk them through step by step for support.

B. UW Livable City Year Presentations

**AGENDA ITEM 5B: UW Livable City Year Presentations**

**UW Students**

Eleven University of Washington (Seattle Campus) architecture and urban planning students are conducting a two-quarter study of identifying historic and diverse neighborhoods in the city of Tacoma. The city currently has eight historic districts that reflect a rich past of the city. The students explored these and additionally looked at other neighborhoods of the city that have historic and architectural stories to tell in order to see how they might contribute to the preservation of architectural and cultural resources. In the winter quarter course (ending March 9), students had a series of guest presentations, learned about historic districts, researched the history of Tacoma and worked directly with the city of Tacoma’s Preservation Office. Students have also spent time getting to know three neighborhoods by car and on foot, as well as researching their diverse cultures, economics, architecture, planning, landscapes and histories.

The students will be presenting their mid-project findings to the Landmarks Preservation Commission on their research of three historic Tacoma neighborhoods: Lincoln, McKinley and South Tacoma. Each group will present briefly for 10 minutes followed by discussion.

Mr. McKnight Introduced the project, which is part of a program called Livable City that includes 11 UW students. There is increasing interest in historic preservation in neighborhoods. The students were in charge of gathering support. Ms. Rogers-Merlino, introduced had the students introduce themselves before explaining more in depth the project they were working on.

Students begin the introduction, and present their findings in detail. There were three neighborhoods that the student’s project covered.

In South Tacoma the study area was about a 3 ½ mile radius, with only one registered landmark. Commissioner Johnson asked if any interviews with business owners along the South Tacoma Way area had been conducted during the course of this project, to see how they are faring with the preservation of their business. The students commented that is one of their next steps.

The findings were that McKinley District is overwhelmingly mainly residential and the boundaries are clearly defined. Only one home is registered as a land mark thus far. In 1903 the Tacoma Railway and Power company built street car lines in Tacoma, which helped to develop the city. Development also increased when the hospital for the workers was built in 1905. The McKinley area was developed enough to have its own schools, hospital, shops and places to work and became an important area of the history of Tacoma.

Commissioner Johnson asked if the students had researched how the shops and residential areas adapted from using horse carriages to using vehicles for transportation. The students commented that some shop owners adapted by converting the area of where the horse trough was located, to a single gas pump. The physical perspective as to how the streets have had to widen, change, and shift had not been fully explored and they would like to research that topic further. Commissioner Schloesser asked overall, what have the three studies revealed.

Ms. Rogers-Merlino commented that the three historic areas have a lot of architectural focus. is that compared to Seattle, Tacoma has many more consistent residential neighborhoods. A lot of neighborhoods were built before the invention of the car and those have been preserved more than larger cities.

Commissioner Steel agreed that neighborhoods are the fabric of Tacoma. He commented that a lot of people from Seattle describe where they live by the geography and hill that they live on. In Tacoma though, people describe where they live by what neighborhood they’re from.
C. Events and Activities Update
Ms. Hoogkamer read the Events and Activities Update.

AGENDA ITEM 5C:  Events & Activities Update

**Staff**

**2018 Events**

1. Trivia Night (6pm @ The Swiss, March 21st)
2. T-Town Expo: Play Explore Learn (10am-3pm @ Tacoma Dome, March 24th)
3. **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 (May 10th-11th)
   v. Historic Preservation Awards (6pm @ 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)
4. South Tacoma Walking Tour (TBD, June)
5. Trivia Night (6pm @ The Swiss, June 20th)
6. Fern Hill Walking Tour (1pm @ Corner of S. 84th/S. Park Ave., July 14th)
7. Stadium Historic District Walking Tour (3pm @ Stadium High School, August 18th)
8. LPC Training (September TBD)
9. Salishan Walking Tour (TBD, September)
10. Trivia Night (6pm @ The Swiss, September 19th)
11. Historic Churches Tour (TBD, October)
12. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ TBA, Nov. 4th)

Ms. Hoogkamer commented that there is a Premier Night next week.

6. **CHAIR COMMENTS**

There were no comments from the Chair.

The meeting was adjourned at 7:18 p.m.
MINUTES
Landmarks Preservation Commission
Planning and Development Services Department

Date: March 28, 2018
Location: 747 Market Street, Tacoma Municipal Building, Room 243

Commission Members in Attendance: Kevin Bartoy, Chair; Ken House, Vice-Chair; Roger Johnson; Lysa Schloesser; James Steel; Jeff Williams; Jennifer Mortensen; Alex Morganroth; Marshall McClintock, North Slope Ex-Officio

Commission Members Absent:
None.

Staff Present:
Reuben McKnight, Historic Preservation Officer
Lauren Hoogkamer, Assistant Historic Preservation Officer
Alison Wilkerson, Office Assistant

Others Present:
Brian Brosnan; Scott Painter

Chair Bartoy called the meeting to order at 5:31 p.m.

1. ROLL CALL

2. CONSENT AGENDA

   A. Excusal of Absences
   B. Administrative Review
      1. 1101 North M Street – chimney/non historic windows

The consent agenda was approved.

3. DESIGN REVIEW

   A. 2106 Pacific Avenue (Union Depot/Warehouse Historic District) Sign

Ms. Hoogkamer read the staff report.

[AGENDA ITEM 3A: 2106 Pacific Avenue (Union Depot/Warehouse Historic District)]

Brian Brosnan, Plumb Signs

BACKGROUND

Built in 1906, this building is a contributing structure in the Union Depot/Warehouse Historic District. The applicant is proposing "27.41'x106" aluminum letters that read "Oxford" for the first floor of the secondary, but highly visible, façade. The letters will have a white finish; accent colors include sunflower orange and black. Similar to the recently approved signs on the front façade, this sign would have internal LED illumination. The sign will be mounted to four studs attached at the mortar joints; there will be no drilling into the brick face.

ACTION REQUESTED

Approval of the above scope of work.
STANDARDS
The Union Depot/Warehouse District Design Guidelines for Signs:

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.

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.

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.

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.

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.

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.

ANALYSIS
1. This property is a contributing structure in the Union Depot/Warehouse 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 proposed signage meets the district design guidelines for location, size, messaging, and lettering.

3. The light-colored, metallic sign also meets the district guidelines for color and materials.

4. This sign also meets the criteria for internal illumination—Individual letters with translucent faces, containing soft lighting elements inside each letter—and is similar to previously approved signs on this building.

5. All drilling will be into the mortar joints; there will be no drilling into the brick face.

RECOMMENDATION
Staff recommends approval of the application.

Commissioner Johnson asked about the source of the electricity. Applicant Brian Brosnan answered that it would be using an existing electric connection.

Commissioner Williams made a motion.

“I move that the Landmarks Preservation Commission approve the application for 2106 Pacific Avenue, as submitted.”

Commissioner Schloesser seconded it.

The motion was passed.

4. BOARD BRIEFINGS

A. 901 Broadway, Jones Building/Pantages Theatre (individual Landmarks) Signage

Ms. Hoogkamer read the staff report.

AGENDA ITEM 4A: 901 Broadway, Jones Building/Pantages Theater/Rialto Theater (Individual Landmarks)

Scott Painter, Broadway Center

The Broadway Center is seeking feedback on the proposal to replace the exterior signs on the Pantages and Rialto Theaters with LED screens. The current signs are difficult for staff to maintain and update, limited in space, and causing damage to the Pantages lobby roof. Neither sign is historic—the Pantages sign was installed in 2006, during the lobby renovation, and the Rialto sign was installed in 1991 when the city took over the building. The proposed screens would be capable of advanced graphics and moving images, but the intention is to have monochromatic displays at all times, with
only text and minimal logos. The text will be able to change every 15 to 20 seconds with a rolling or fade transition. Ideally, the reader boards will look similar to the existing signage.

Applicant Mr. Painter explained that as he stated in his outline, he is mainly concerned with improving the look of the building. The proposed sign would be 6.6 pixels per inch. The sign would be in panels, a similar look to the current sign, but higher quality.

Commissioner Williams asks if the signs would flash like billboards on the highway. Mr. Painter replied that the sign will have better manual control settings, so the sign can have fade-in’s and fade-outs, as well as higher brightness during the day vs. at night.

Commissioner Johnson asked if they would have to change the structure of the sign. Mr. Painter replied that the Pantages sign would only be a few inches bigger overall and feature LED lighting - but the look will be the same. The Rialto sign would just have the new sign panel replaced within the same sign. Further discussion ensued regarding the size, font, and color of the sign.

Commissioner Williams mentioned his concerns over the overall look of the new sign. He is hoping that the new imaging panel will have the same fonts and colors to mimic the border of the sign. He doesn’t want the new sign to detract from the building itself.

Chair Bartoy asked if the Commissioners would be okay if they could condition the approval within the certificate of approval, rather than creating another agreement outside of the approval.

Commissioner Johnson asked if there is any way that Broadway Center would take on outside advertisement on the sign. Mr. Painter expressed that that is not what the sign is supposed to be used for. Further discussion ensued regarding the logo and fonts of the sign.

Commissioner Mortensen commented that using an already established sign protocol from a different district that lays out the rules for only two fonts, and not cluttered with images.

5. PRESERVATION PLANNING/BOARD BUSINESS

   A. Events and Activities Update

   24:30 Ms. Hoogkamer gave an overview of Agenda Item 5:A

   AGENDA ITEM 5A:  Events & Activities Update

   Staff

   2018 Events

   1. Historic Preservation Month (May)
      i. City Council Proclamation (5pm @ City Council Chambers, May 1st)
      ii. Tacoma Historical Society’s Historic Homes Tour (May 5th-6th)
      iii. Kick Off Salvage Art Show & Iron Art Competition (11am-3pm @ Earthwise Tacoma, May 5th)
      iv. Amazing Preservation Race: Trapped at Fort Nisqually (May 10th-11th)
      v. Historic Preservation Awards (6pm @ Stewart Middle School, May 18th)
      vi. Youth Historical Fiction Reading (7pm @ Black Kettle Bites and Brews, May 21st)
      vii. Bike Month Event (TBD, May 25th)
   2. South Tacoma Walking Tour (TBD, June)
   3. Trivia Night (6pm @ The Swiss, June 20th)
   4. Fern Hill Walking Tour (1pm @ Corner of S. 84th/S. Park Ave., July 14th)
   5. Stadium Historic District Walking Tour (3pm @ Stadium High School, August 18th)
   6. LPC Training ( September TBD)
   7. Salishan Walking Tour (TBD, September)
   8. Trivia Night (6pm @ The Swiss, September 19th)
   9. Historic Churches Tour (TBD, October)
   10. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ TBA, Nov. 4th)
28:45 Chair Bartoy had a question about whether or not they are getting a lot of nominations for awards. Ms. Hoogkamer replied that she believes they currently have 5, but she will be extending the time frame to accept nominations. She mentioned there is a new category called The Legacy Heritage/Business.

6. CHAIR COMMENTS

There were no comments from the Chair.

The meeting was adjourned at 6:02 p.m.
Chair Bartoy called the meeting to order at 5:30 p.m.

1. **ROLL CALL**

2. **CONSENT AGENDA**
   A. Excusal of Absences
   B. Administrative Review
      - 714 North I Street – Non historic window upgrades/ in kind repairs
      - 501 North M Street – AC Unit
      Notes: The consent agenda was approved.

3. **DESIGN REVIEW**
   A. 515 North J Street (North Slope Historic District) *New Garage*

Ms. Hoogkamer read the staff review.

**AGENDA ITEM 4A: 515 North J Street (North Slope Historic District)**
*April Sommerfeld, Garages Etc. Inc.*

**BACKGROUND**
Built in 1902, this is a contributing property in the North Slope Historic District. The applicant, is proposing to demolish the existing garage, which does not appear to be historic, and build a new 24’x36 alley-accessed, three-car garage, to the rear of the lot. The new garage will be 12’ high with a 4/12 slope roof and 30-year architectural composite roofing. The applicant is proposing smooth-faced hardi siding and vinyl slider windows. The windows will face the house and will not be visible from the right of way; staff has requested that the applicant consider vertically oriented windows instead.
The entry door will be a smooth-faced, paneled, fiberglass door. The garage door will be a carriage-style metal door. The garage will be painted to match the house and all trim will match. No work is being proposed for the main house.

**ACTION REQUESTED**
Approval of the above scope of work.

**STANDARDS**

Design Guidelines for the North Slope Special Review District: Garages & Parking 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.

**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 garage is alley-accessed and sited towards the rear of the lot.
3. The garage will be minimally visible from the right of way.
4. The garage height and size is compatible with the district and the existing house.
5. The garage design is compatible with the district and comparable to neighboring garages.
6. The guidelines for garages do not address materials. Vinyl windows have been approved for garages and new construction.

**RECOMMENDATION**
Staff recommends approval of the application.

The applicant, Mr. Doyle, expressed he would like to expand another car over with newer materials. Commissioner Johnson asked how old the original garage was. Mr. Doyle responded that he does not know if it was original to the house. Commissioner Williams agreed with the recommendation that the windows be single-hung and vertical instead of the side by side sliders. Commissioner Johnson commented he’d like to urge the Commission to approve this with the change in window orientation.

Commissioner Williams made a motion.

“I move that the Landmarks Preservation Commission approve the application for 515 North J Street, amended to include single-hung windows versus side by side sliders.”

The motion seconded by Commissioner Morganroth.

Commissioner Steel proposed a discussion regarding revising the motion to state that the window configuration is a recommendation rather than a requirement.
9:00 Motion passed with revision.

4. BOARD BRIEFINGS

A. 616 Saint Helens Avenue, Wagner Motors (Individual Landmark)  North façade alterations

Ms. Hoogkamer read the briefing.

AGENDA ITEM 4A: 616 Saint Helens Avenue, Wagner Motors (Individual Landmark)
David Boe, Boe Architects

BACKGROUND
The applicant is requesting feedback on proposed alterations to support a new commercial tenant. The alterations include a new blade sign and new window openings on the north façade.

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

Mr. Boe discussed restoration of company building through power point. He addressed that he would like the windows to add symmetry, style and function to the overall composition to the building, and discussed the blade sign positioning. He mentioned that a current challenge right now is figuring out a way to add an additional exit to adapt to the current codes.

Commissioner Steel asked if there were joints between the terracotta for the blade sign. Further discussion ensued regarding the blade sign budget directly correlating to the size, and placement of the sign. Commissioner Steel commented that he is concerned about the sign attachment and how it would affect the terracotta panels, and suggested to lengthen the attachment bar to avoid drilling through terracotta panels. Mr. Roe believes he would like to change the location of the blade sign to the mural side of the building to avoid the terracotta panels.

Discussion ensued regarding the stairs for the property. Commissioner Johnson asked if you can’t get it up through the dystopian is there a way to minimize the size of the metal duct work/shafts and still meet the exhaust requirements. Mr. Boe explained that they are already pushing the direction of the metal shafts as much as they can in regards to building code. Mr. Boe expressed he believes he is going taking the right direction, and would like to put the ducting work inside if he can, and discussed the sign size once more.

Commissioner Williams commented that the larger sign size would not be bothersome. Mr. Boe expressed he will turn in the application next week.

5. PRESERVATION PLANNING/BOARD BUSINESS

A. Events and Activities Update
34:40 Ms. Hoogkamer read the Events and Activities Update

2018 Events
1. McKinley Hill Walking Tour (1pm @ Top of Tacoma, April 14th)
2. South Tacoma Walking Tour (1pm @ TBD, April 28th)
3. Historic Preservation Month (May)
   i. City Council Proclamation (5pm @ City Council Chambers, May 1st)
   ii. Tacoma Historical Society’s Historic Homes Tour (May 5th-6th)
   iii. Kick Off Salvage Art Show & Iron Art Competition (11am-3pm @ Earthwise Tacoma, May 5th)
   iv. Amazing Preservation Race: Trapped at Fort Nisqually (May 10th-11th)
   v. Historic Preservation Awards (6pm @ Stewart Middle School, May 18th)
   vi. Youth Historical Fiction Reading (7pm @ Black Kettle Bites and Brews, May 21st)
   vii. Bike Month Event (TBD, May 25th)
3. Trivia Night (6pm @ The Swiss, June 20th)
4. Fern Hill Walking Tour (1pm @ Corner of S. 84th/S. Park Ave., July 14th)
5. Stadium Historic District Walking Tour (3pm @ Stadium High School, August 18th)
6. LPC Training (September TBD)
8. Trivia Night (6pm @ The Swiss, September 19th)
9. Historic Churches Tour (TBD, October)
10. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ Tin Can Alley, Nov. 4th)

Ms. Hoogkamer discussed the handout, and the upcoming walks for Historic Preservation month.

6. CHAIR COMMENTS

Commissioner Chairman Bartoy commented he has enjoyed the materials created for the event.

The meeting was adjourned at 6:05 p.m.
STAFF REPORT

May 9, 2018

NAMING REQUESTS—PRELIMINARY REVIEW

Pursuant to Council Resolution 38091, the Landmarks Preservation Commission reviews and makes recommendations to City Council on name change requests.

The purpose of this review is to determine whether the requested name change application is complete and should be scheduled for further review. If so, the item will be scheduled for public testimony at a future hearing, and may be forwarded to City Council for further review.

AGENDA ITEM 3A: 1147 Dock Street, The Melanie Jan LaPlant Dressel Park
Norm Gollub, FWDA

BACKGROUND
The Foss Waterway Development Authority is requesting to name the future park at 1147 Dock Street, the Melanie Jan LaPlant Dressel Park. Construction on the ¾ acre park is set to be completed in 2020 and will include commemorative signage on Ms. Dressel’s lifetime of service on the boards of Tacoma’s non-profits and her role in the redevelopment of the Thea Foss Waterway. She also served as the president and CEO of Columbia Bank for 17 years. Melanie Dressel passed away in 2017.

CRITERIA
The City of Tacoma Policy on Place Names and Name Changes is included in the packet, specifically “Initial Procedures for Considering Name Change Requests,” Section 3.1.

ACTION REQUESTED
Determination that the application is complete and should be scheduled for public hearing. The Commission may schedule the application for a hearing, may defer the request if additional information is needed, or may deny the request. If the Commission does not take any action on the application within 60 days (either to schedule for hearing or to defer for additional information), the request is automatically denied.

ANALYSIS
1. Pursuant to Council Resolution 38091, the Landmarks Preservation Commission reviews and makes recommendations to City Council on name change requests.

2. The request includes a map and photographs of the area, as well as letters of support from MetroParks, Carino and Associates, The Children’s Museum of Tacoma, the Foss Waterway Seaport, the Executive Council for Greater Tacoma, the Tacoma-Pierce County Chamber, and United Way of Pierce County.

RECOMMENDATION
Recommended language for scheduling a public hearing:
I move that the Landmarks Preservation Commission adopt the analysis as findings and schedule the Naming of the Melanie Jan LaPlant Dressel Park recommendation for a public hearing and future consideration at the meeting of June 13, 2018.

Recommended language for deferral:
I move that the Landmarks Preservation Commission defer consideration of the request to name the Melanie Jan LaPlant Dressel Park so that additional information (specify) can be presented for consideration to the Commission.

Recommended language for denying the application:
I move that the Landmarks Preservation Commission find that the request to **name the Melanie Jan LaPlant Dressel Park** does not appear to meet the standards [cite specific reasons] in the Policy on Name Changes, and deny the request.

**DESIGN REVIEW**

**AGENDA ITEM 4A: 417 North Sheridan Avenue (North Slope Historic District)**

**Matt Larson, Owner**

**BACKGROUND**

Built in 1905, 417 N. Sheridan Ave. is a contributing property in the North Slope Historic District. On October 25, 2017, Landmarks Preservation Commission approved the application for: Demolition of the 28sf non-historic addition on the rear (north side) of the house, as well as partial demolition of the NE corner of the second floor to accommodate a new gable dormer. This area will be replaced with an approximately 6’x12’, two-story addition that will include two floors of living space and attic space, with a dormer on the east side that matches the historic structure. It will 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 will match existing, and a 192sf deck will be added to the north side of the new addition. The asphalt siding and trim will be removed and the historic siding underneath will be repaired. If the historic siding is too damaged, it will be removed and replaced with cement board siding to match the historic detailing.

The applicant is now requesting approval for a design amendment that includes:

- A change in roof pitch from the existing 10:12 to 7:12 for the addition. The roof ridge will be continuous.
- Removal of the second proposed gable dormer.
- A 2’-4” increase in the length of the addition.
- Shed roofs over the study and the exterior back door to provide cover.

**STANDARDS**

**North Slope Historic District Design Guidelines**

**Guidelines for Roofs**

1. **Rooftop Additions should be sensitively located.** Additions that affect roof appearance may include the addition of elements such as dormers, skylights and chimneys. Additions are not discouraged, but should seek to minimize the visual impact to the overall roof form, as follows:
   - Changes to the roof form should be located to the rear and less visible sides of a home.
   - In certain cases, it may not be possible to conceal new elements such as additional dormers from view. In such cases, using examples of historic additions (location, scale, design, materials) to guide new design is appropriate.

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 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 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 and approved the design on October 25, 2017.

3. 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. The Commission previously 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.

6. The change in roof pitch is still within the range recommended by the Design Guidelines for new construction.

**RECOMMENDATION**

Staff recommends approval of the design amendment.

**PRESERVATION PLANNING/BOARD BUSINESS**

<table>
<thead>
<tr>
<th>AGENDA ITEM 5A: Events &amp; Activities Update</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Staff</strong></td>
</tr>
</tbody>
</table>

**2018 Events**

1. **Historic Preservation Month (May)**
   i. City Council Proclamation Recap
   ii. Kick Off Salvage Art Show & Iron Art Competition Recap
   iii. Amazing Preservation Race: Trapped at Fort Nisqually (May 10th-11th)
   iv. Historic Preservation Awards (6pm @ Stewart Middle School, May 18th)
   v. Youth Historical Fiction Reading (7pm @ Black Kettle Bites and Brews, May 21st)
   vi. Old Places, New Spaces Bike Ride (5:15pm @ 7 Seas Brewing, May 25th)

2. Trivia Night (6pm @ The Swiss, June 20th)
3. Fern Hill Walking Tour (1pm @ Corner of S. 84th/S. Park Ave., July 14th)
4. Stadium Historic District Walking Tour (3pm @ Stadium High School, August 18th)
5. LPC Training (September TBD)
6. Trivia Night (6pm @ The Swiss, September 19th)
7. Historic Churches Tour (TBD, October)
8. Fifth Annual Holiday Heritage Swing Dance (6-9pm @ Tin Can Alley, Nov. 4th)
SECTION 1: PURPOSE OF THIS POLICY

1. In the event that the City of Tacoma wishes to confer a specific name on a municipally owned property or street, the following policy is adopted.

2. The criteria contained within this policy should also be followed in reviewing or preparing the City of Tacoma’s official comments or recommendations to State, Federal, and/or intergovernmental boards taking actions regarding geographic names, naming, or renaming.

SECTION 2: SCOPE OF THIS POLICY

1. This policy affects municipally owned property only.

2. The following types of municipally owned property are included within the scope of this policy (referred to hereafter as “property”):
   a. Buildings and structures, including overpasses, bridges and viaducts
   b. Real Property, including open spaces and parks
   c. Rights of Way, including under certain circumstances, streets

3. The process and criteria for naming or renaming municipally owned properties described in this policy do not apply to the following types property:
   a. Historically registered properties for which a name has been indicated on a nomination form and accepted for use on a historic register, including property on the Tacoma, Washington State, or National Registers of Historic Places

Public art installations that have been commissioned and/or accessioned with a title that serves as the name of the piece.

SECTION 3: INITIAL PROCEDURES FOR CONSIDERING NAME CHANGE REQUESTS

1. Requests for name changes to existing property may be submitted by any Tacoma resident, property owner, or City official. Such a proposal shall be made in writing to the Landmarks Preservation Commission and include:
   a. Map illustrating the area affected by the proposal
   b. Any existing place, street or facility names that would be affected
   c. Any common usage names or nicknames for the area or its elements, including topographical landmarks
   d. Representative photographs of the area
   e. An overview of any public outreach or support received for the proposal to date, including media coverage and meetings; and
   f. A statement of the criteria in this policy that apply to the request, and how the proposal meets these criteria.
   g. A summary of any public outreach conducted to date, including to neighborhood associations, Neighborhood Councils, Business District Associations, and commercial property owners' groups. This may include any statements of support or endorsement received. Applicants are encouraged to seek public support prior to submitting a request for name changes.
   h. A description of any plans for interpretive measures to be taken by
the sponsor if the naming request is approved, including signs, interpretive panels, or markers.

2. The Landmarks Preservation Commission, upon receiving such a request, shall review the proposal for completeness at its next available Commission agenda.

3. If the request is considered complete, the Commission may take action to schedule the request for a public hearing following its normal public hearing procedures.

4. If more information is required, the Commission shall defer scheduling of the request and describe to the proponent what information is needed to complete the request.

5. If no action is taken to schedule the request for a public hearing within 60 days of the first consideration of the request, it is considered denied. The Commission may also vote to deny the request.

6. If the Commission denies the application by vote or by failure to act, the Commission shall not consider the request for the period of one calendar year.

7. If the Commission denies a request, the Mayor may, for any reason, direct the Commission to reconsider its action.

8. Following its public hearing, there shall be a mandatory 30 comment period.

9. After the close of the comment period, the Commission shall review the testimony and written comments, and the criteria contained within this policy, and forward a recommendation to the appropriate City Council Committee for further consideration.

SECTION 4: INITIAL PROCEDURES FOR CONSIDERING NAMING REQUESTS FOR NEW NAMES

1. For new or unnamed City-owned properties, the City Council may make a new naming request directly to the Landmarks Preservation Commission.

2. When so directed, the Landmarks Preservation Commission shall publicly solicit ideas for naming new facilities, except where otherwise indicated in this policy.

3. Such a call for proposals shall minimally take the form of a press release, website posting, and distribution of an announcement to the Commission’s mail and electronic distribution lists. The call for proposals shall state a timeline for submission and review, as well as the criteria for naming contained in this policy.

4. The purpose of the solicitation is to develop a broad array of ideas, and to encourage community participation in the naming process.

5. While an individual may directly propose to the Landmarks Preservation Commission consideration of a particular name for a property, such a request is not required to initiate the naming process for new facilities, nor is the Commission’s consideration of names limited to that proposed by an individual.

6. The naming process shall be initiated as soon as practical in the development process.

SECTION 5: PUBLIC HEARING REQUIRED

1. For both renaming requests, and names for new facilities, the Commission shall hold a minimum of one public hearing to receive comments on all naming requests.
2. Notice shall be published in the newspaper as well as sent via regular mail and electronic mail to interested stakeholders no less than 14 days ahead of the scheduled hearing.

3. Interested stakeholders include property owners and occupants within a 400’ radius of the subject property, recognized neighborhood and business groups, and parties included on the Landmarks Preservation Commission’s contact lists. Other groups or individuals may be contacted as well.

4. Following the public hearing, the Commission shall keep the public record open for 30 days minimum to allow for additional comment.

5. Following the close of the comment period, the comments received shall be compiled by the Commission and findings made relative to the proposal and the applicable criteria, and a recommendation made to the Council via the appropriate Council Committee.

SECTION 6: RECOMMENDATION TO CITY COUNCIL

1. Based on the findings and recommendation of the Commission, the City Council Committee, at its discretion, may accept, modify, reject or remand the recommendation of the Commission, or may recommend to the full Council that an additional public hearing should be held.

2. If the Council Committee finds that the Commission should reconsider the proposal due to errors in application of criteria or procedure, or if relevant factors were not considered, the Council Committee may remand the decision for further consideration.

3. If the Commission recommendation is accepted, a resolution will be prepared with a sponsor, incorporating the Commission’s recommendation.

4. Otherwise, if the Commission recommendation is modified or rejected, the Council Committee may send an alternative proposal to full Council as a sponsored resolution.

5. In all cases, the City Council will have the prerogative of accepting or rejecting the proposal.

6. The City Council shall approve or disapprove of any naming or renaming action by resolution.

7. Once a name has been officially approved by the City Council, changes should be strongly discouraged.

SECTION 7: CRITERIA FOR THE CITY COUNCIL AND LANDMARKS PRESERVATION COMMISSION TO CONSIDER

The City Council and Landmarks Preservation Commission shall use the following criteria when considering proposals to name or change the name of a public facility or building.

1. To avoid duplication, confusing similarity or inappropriateness, the Commission, in considering name changes, shall review existing building and facility names.

2. Context and geographical location. Sites and facilities should be given names that directly reflect or are contextually related to the history of the site.

a. Common usage names that have developed over time shall be favored. Facilities may be given official designations based on common usage by residents of an area, such as topographical features, nearby schools, or historical plat names.
b. Names of features indicated on general usage maps for fifty years or more (National Register age criteria) should only be changed under exceptional circumstances.

3. Natural or Geological Features. Names may be based on distinctive, predominant and defining natural or geological features of an area.

4. Historical Significance. A facility may be given a name based on historical significance if it meets one of the following criteria:

   a. The name is associated with a historically significant event or for events reflecting broad patterns of Tacoma’s history
   b. The name is associated with the lives of persons of citywide significance in Tacoma’s past; or
   c. The name reflects a distinctive architectural or engineering achievement
   d. The name is related to an existing or proposed registered historic property or district.

5. Contributions. New facilities may be named for an individual or organization if that individual or organization has made a significant direct property or monetary contribution to the City of Tacoma, consistent with the City’s relevant acceptance policies, a for purposes of developing that particular building or facility, and the naming is a stipulation of the donation.

6. Portions of a facility may have another name than that of the entire facility or features may be dedicated to or in honor of a person such as “Tide Pool – Cecil Brosseau” and “Owen Beach” at Point Defiance.

SECTION 8: SPECIAL CRITERIA CONSIDERATIONS

1. Individuals. Except where otherwise indicated, facilities and public property ordinarily shall not be named for living individuals.

2. Streets. Official renaming of existing streets, in general, is discouraged except when:

   a. A naming effort is part of a larger, coordinated and planned effort involving multiple streets or blocks; or
   b. Proposals to rename existing streets for individuals may be considered for those persons that have a broad, regional or national significance that is generally recognized by Tacoma residents

3. Street Renaming Requirements.

   a. Renaming of existing streets shall only occur at existing shifts in the street grid or where there are clear topographical or geographical shifts in the grid.
   b. The City Real Property Services Division, Public Works Traffic Engineering, Community and Economic Development Buildings and Land Use Service Division, and the Law Enforcement Support Agency shall be given a copy of any street naming request prior to the scheduling of a public hearing on the matter.
   c. A signed petition of 51% by linear frontage of the affected property owners in support of the renaming must be solicited and submitted by the proponents of the renaming prior to consideration by the City. Such a petition shall be implemented at the sole expense of the proponent(s); however, the City may provide a list of affected taxpayers of record.
4. Street Renaming Alternatives.

a. Organizations are encouraged to consider alternatives to street renaming requests for the commemoration of individuals or organizations. For example, interpretive plaques at key locations on buildings or sites, or where appropriate, in sidewalks or other visible pedestrian areas.

b. In some cases, an “Honorary Street” designation may be given to certain sections of existing streets to commemorate the lives of important community members. A commemorative street blade sign may be mounted below the official street name for a defined length of the street, if approved, at the expense of the applicants. “Honorary designations” of streets may be considered as requests for renaming of facilities.

c. For “Honorary Street” designations, the City shall develop and provide a standard sign specification for approved requests.
April 23, 2018

Mr. Kevin Bartoy, Chairman
Landmarks Commission
City of Tacoma
747 Market Street, Suite 345
Tacoma, WA 98402

Mr. Reuben McKnight
Historic Preservation Officer
City of Tacoma
747 Market Street
Tacoma, WA 98402

Re: Addendum to Request to Name Park after MelanieDressel.

Dear Mr. Bartoy and McKnight:

The FWDA is providing this addendum to our recent submittal to the Landmarks Commission to name the park being developed at 1147 Dock Streetby our agency. In place of Melanie Dressel Park our intent is to name the park utilizing her full name, Melanie Jan LaPlant Dressel. This modification was requested by the Dressel Family and has the full support of the FWDA which seeks to honor her name.

We do believe that like George H. Weyerhaeuser Park which was dedicated last year and is affectionally known as George’s Park, many people will over time refer to this new park as Melanie’s Park.

Please contact me with any questions regarding this matter.

Sincerely,

Norm Gollub
Executive Director

P:Parks Projects/Landmark Commission/letter of request to commission
April 17, 2018

Mr. Kevin Bartoy, Chairman  
Landmarks Commission  
City of Tacoma  
747 Market Street, Suite 345  
Tacoma, WA 98402

Mr. Reuben McKnight  
Historic Preservation Officer  
City of Tacoma  
747 Market Street  
Tacoma, WA 98402

Re: Request to Name Park after Melanie Dressel.

Dear Mr. Bartoy and McKnight:

On behalf of the Foss Waterway Development Authority Board of Directors, it is my privilege to submit this request to name the park being developed for 1147 Dock Street after our former Board Member, Melanie Dressel. This property is a ¾ acre parcel owned by the Development Authority and is located approximately halfway between the Murray Morgan Bridge and the 15th Street Bridge. Construction of the park is set to commence and be completed in 2020.

Please find attached information regarding justification for the request and letters of support from individuals, institutions and organizations.

Please contact me with any questions regarding this matter.

Sincerely,

Norm Gollub  
Executive Director

P:Parks Projects/Landmark Commission/letter of request to commission
ABOUT MELANIE DRESSEL

Melanie Jan LaPlant Dressel was a longtime leader and champion for Tacoma. As the President and Chief Executive Officer of Tacoma based Columbia Bank which she helped start, her reputation within the banking industry was very well known. She established a reputation for Columbia as one of the best and most respected Regional banks in the country. She was beloved from senior management to tellers to people out in the branches for over 17 years.

More importantly however, Melanie loved Tacoma and was an active participant on the Boards of many Tacoma organizations. This included the Foss Waterway Development Authority’s Board of Directors which she served on for over 6 years. In that capacity, she helped to guide the agency through many decisions that led to the successful redevelopment experienced today along the Thea Foss Waterway.

She also served on the boards of many non-profit organizations, helping them to also succeed. They include:

- Tacoma Children’s Museum
- Tacoma Art Museum
- Tacoma/Pierce County Chamber of Commerce
- Mary Bridge Children’s Foundation
- United Way of Pierce County
- Bellarmine Preparatory School
- Executive Council for a Greater Tacoma
- Washington State Historical Society

In her capacity with Columbia Bank, the bank has sponsored since 2016, free admission to the Foss Waterway Seaport during Tacoma’s monthly Third Thursday Art Walk.

Business Boards that she served include:

- Puget Sound Energy
- American Bankers Association
- Washington Bankers Association Round Table

For her dedication, Melanie was recognized with the 2016 Lifetime Achievement Award from the Milgard School of Business at the University of Washington, Tacoma. She was also named nationally seven times, as being one of the “Top 25 Most Powerful Women in Banking.”

While Melanie’s service to the banking industry and to non-profit organizations is truly commendable, she is most fondly remembered as being a role model. She led by example and garnered respect from those that she worked with within the financial industry and those that she encountered outside of it. Most people would describe Melanie as humble and gracious, and never felt comfortable with accepting her many awards without giving “the credit” to the village that surrounded her both professionally and personally.

Family was everything to Melanie. She raised her children in Tacoma and could often be seen with her grandchildren at the Children’s Museum. Her dedication to family was also seen in her commitment to providing services for area children through the various organizational boards that she worked with. It is due to her active service on these many Boards, her leadership and her dedication to Tacoma that the FWDA feels naming a children’s park after Melanie Dressel will be a lasting tribute.
April 16, 2017

Foss Waterway Development Authority
Norm Gollub
Executive Director
535 Dock Street, Suite 204
Tacoma, WA

Dear Mr. Gollub:

It is with great pride that the Board of Park Commissioners of Metro Parks Tacoma fully supports the Foss Water Way Development Authority’s endeavor to name Central Park, one of Tacoma’s waterfront parks in honor of the late Melanie Dressel.

Consistently recognized as one of the Top 25 Most Powerful Women in Banking, Melanie’s leadership stretched far beyond the reaches of the financial industry. Melanie’s commitment to Tacoma was evident by her service to her community. As a volunteer serving on numerous local boards and executive committees, she inspired many with her hands-on approach, gracious demeanor and willingness to listen. She was truly a respected figure that was approachable by all who were lucky enough to work with her.

On behalf of the citizens we serve, Metro Parks Tacoma is honored to support “Melanie Dressel Park” as a future space for people to enjoy the beauty and essence of Tacoma’s waterfront. A family-friendly park for neighbors and visitors to gather and enjoy the splendor of Puget Sound is a fitting way to pay tribute to Melanie’s generous heart and dedication to Tacoma and its citizens.

Sincerely,

[Signature]

Andrea Smith
President
Board of Park Commissioners
April 10, 2018

Norm Gollub, Executive Director
Foss Waterway Development Authority
535 Dock Street
Tacoma, WA 98402

Dear Norm:

Carino and Associates, along with Theas Landing and The Henry apartment communities, are very pleased to support the Foss Waterway Development Authority's effort to name a park honoring Melanie Dressel.

We were very fortunate to have worked with Melanie over the years while pursuing development along the Foss Waterway. She brought great wisdom and experience providing valuable input to the various projects we undertook.

It is only fitting that Melanie be honored for her many years of service to the city of Tacoma and in particular, The Foss Waterway. Her untimely death was such a great loss not only for her family but also so many organizations in Tacoma and the people she touched. A park in her name would remind all of us of her guiding spirit in so many city endeavors. All of us who had the opportunity to know her are so much richer because of it.

Sincerely,

Tony Carino
April 5, 2018

FWDA
Norm Gollub
Executive Director
535 Dock Street STE 204
Tacoma, WA 98402

Dear Mr. Gollub,

It is with great pleasure that the Children’s Museum of Tacoma lends its support to the Foss Waterway Development Authority’s effort in naming a park in honor of Melanie Jan LaPlant Dressel.

Melanie held Tacoma close to her heart and that was evident in the work that she accomplished with Columbia Bank and as a leader in the south sound community. When it came to her volunteer work, she had a strong “hands on” approach which inspired others to get more involved. Melanie was honored with the Lifetime Achievement Award in 2016 by the Milgard School of Business at the University of Washington Tacoma and nationally recognized as one of the most Powerful Women in Banking.

As an avid supporter of the Children’s Museum of Tacoma, specifically chair of the corporate development effort, Melanie assisted in making sure that every family and child in the south sound had access to quality early childhood education resources. Melanie’s family was her center. She was frequently seen at the Museum playing with her grandchildren. The park located so close to Columbia Bank and the Museum district she loved seems so fitting.

Melanie Dressel’s dedication to Tacoma and its surrounding community was demonstrated through leadership and acts of service. Creating Melanie’s Park would not only be a fitting way to honor her and her family, but also all those who worked with Melanie to make Tacoma, and the south sound, a cherished and robust community.

Sincerely,

Tanya Durand
Executive Director

HONOR CHILDREN. CHAMPION PLAY.   PlayTacoma.org
April 5, 2018

Norm Gollub, Executive Director  
Foss Waterway Development Authority  
535 Dock Street  
Tacoma, WA 98402

Dear Norm:

On behalf of the Foss Waterway Seaport, I am writing to endorse the Foss Waterway Development Authority (FWDA) proposal to the City of Tacoma Landmarks Commission to name the future park site on Dock Street after Melanie Dressel.

Ms. Dressel was a strong champion for Tacoma not only in her leadership position at Columbia Bank but also her many years of service on the boards of Tacoma organizations. She served on the FWDA Board for over 6 years and the Seaport agrees that naming the park after her would be an appropriate way to honor her memory.

The Seaport has experienced first-hand the benefit of Ms. Dressel’s commitment to the community in the form of charitable contributions from Columbia Bank. Under her direction, annually since 2016 the bank has sponsored free admission to everyone who visits our maritime museum during Tacoma’s Third Thursday Art Walk. Not only are we able to stay open for the extended museum hours, the generous funding enables us to develop special activities and host participating artists.

It is essential that we remember and honor those pioneering individuals who have invested time and energy in creating the Foss Waterway and its key projects that enable us to enjoy the successful projects today.

Thank you for allowing me to write in support of this important initiative.

Regards,

Wesley Wenhardt  
Executive Director  
Foss Waterway Seaport
April 10, 2018

Norm Gollub
Executive Director
Foss Waterway Development Authority (FWDA)
535 Dock Street Ste 204
Tacoma, WA 09402

Dear Mr. Gollub:

I am writing on behalf of the members of the Executive Council for a Greater Tacoma (Executive Council), to whole heartedly support and endorse the naming of the FWDA “Central Park” as the Melanie Dressel Park. As a member of the Executive Council, Melanie was involved in and spearheaded countless community initiatives. She was a formidable leader with a gentle touch and was greatly respected amongst her peers and the greater community. Melanie was a consummate supporter of downtown development, as well as development along the Foss Waterway, she would be proud to know that her long standing efforts to revitalize downtown, have helped lead to such projects as this.

Melanie truly believed that to build and maintain a vibrant business sector and downtown core, you also needed to focus on a vibrant and healthy community. She had an uncanny ability to rally people around a specific issue and was the guiding force in moving so many things forward. The impact of Melanie’s influence, input and dedication, coupled with public and private partnerships, is what made these efforts possible and so successful.

The creation of this park is a wonderful demonstration of the power of collective engagement. So, it seems only fitting to name a park that was created through such collaboration, especially given the location, after our dear colleague, friend and mentor. Melanie was a beacon of this community, across all sectors, and her legacy has left an undeniable mark on all of us, our hope is that the Melanie Dressel Park will do the same for future generations to come.

Sincerely,

William G. “Bill” Robertson
Chair, Executive Council for a Greater Tacoma
April 4, 2018

FWDA
Norm Gollub
Executive Director
535 Dock Street Ste 204
Tacoma, WA 09402

Dear Mr. Gollub:

It is with great pleasure that the Tacoma-Pierce County Chamber lends its support to the Foss Waterway Development Authority’s effort in naming a park in honor of Melanie Jan LaPlant Dressel.

Melanie was a gentle, yet formidable force in the economic development of Tacoma and the South Sound. Her leadership and commitment to the community was evident in her service on local and regional boards including the Tacoma-Pierce County Chamber. Nationally recognized as one of the most Powerful Women in Banking and locally celebrated by UW Tacoma’s Milgard School of Business Melanie’s impact on the financial industry and Tacoma is undeniable.

As a member of the Tacoma-Pierce County Chamber Board of Directors Melanie collaborated across industries and sizes of business to enhance the overall economic health of the area. Her talent of truly listening garnered her respect from everyone and made her a beloved, yet accessible leader in the South Sound.

Melanie Dressel’s strong commitment to Tacoma and its citizens was demonstrated through her active service to the community. Melanie’s Park is a wonderful embodiment of that spirit and would be a fitting tribute to not only her and her family, but also to those that stood with Melanie in their belief in Tacoma and the South Sound.

Sincerely,

Tom Pierson
President & CEO
April 6, 2018

FWDA
Norm Gollub
Executive Director
535 Dock Street Ste 204
Tacoma, WA 09402

Dear Mr. Gollub:

It is with great pleasure that the United Way of Pierce County lends its support to the Foss Waterway Development Authority’s effort in naming a park in honor of Melanie Jan LaPlant Dressel.

Melanie embodied servant leadership. She was role model to many in and out of the banking industry and was beloved from senior management to tellers to people out in the branches. She could be so gracious and thoughtful that people just responded to her.

She was also a major force in the economic development of Tacoma and the South Sound. Her leadership and commitment to the community was evident in her service on local and regional boards including the United Way of Pierce County. Nationally, she was recognized seven times as one of the most Powerful Women in Banking, and locally celebrated by UW Tacoma’s Milgard School of Business.

As a member on the Board of United Way Pierce County, she served on the Executive Committee, and was Chair of the United Way Campaign in 1999. She truly was a powerful advocate for United Way, both corporately and personally for many years.

Melanie Dressel’s strong commitment to Tacoma and its citizens was demonstrated through her active service to the community. Melanie’s Park is a wonderful embodiment of that spirit and would be a fitting tribute to not only her and her family, but also to those that stood with Melanie in their belief in Tacoma and the South Sound.

Sincerely,

Dona Ponepinto
President & CEO

Great things happen when we LIVE UNITED
She ran Columbia Bank with care for 17 years

And still managed to bake cookies every weekend of college

Columbia Bank CEO Melanie Dressel and board chairman William Weyerhaeuser greet shareholders and guests at the annual company meeting in 2001. She was widely respected for her people skills.

"How she ran that bank, in a lot of ways, was how she ran her family. She cared for each individual person. She wanted to make sure that everyone was happy, ahead of her own happiness."

During her 17-year tenure as president and chief executive officer, Dressel oversaw the bank's growth to more than $9 billion in assets and more than 140 branches in Washington, Oregon and Idaho.

The expansion across the Northwest included an agreement last month to merge Eugene, Oregon's Pacific Continental Corp. into Columbia—a transaction valued at about $664.1 million.

Intentions plans for Columbia's future weren't released Monday. William T. Weyerhaeuser, chairman of Columbia Banking System's board, said in a state-
CARE

tment: "Our thoughts and prayers are with her family at this difficult time. The Board of Directors and our management team are working closely together to ensure a smooth and effective transition. Further details will be available in the coming days."

CARING AT HOME AND WORK

At home, Dressel showed her devotion with her weekly cookie package, and by constantly flying down on weekends to watch her son play football for Humboldt State University.

At work, she showed it in the attention she paid to employees in the three-state banking system she ran.

Madley Robbins, now Columbia's chief operating officer, said she was tasked with arranging a tour of Oregon branches for Dressel when Columbia acquired West Coast Bancorp in 2003.

"He picked about 15 for her to visit, which he figured could be done in a day,'" Robbins remembered Monday.

"And they spent a week driving across the state to each of the roughly 75 locations."

"At the outset of acquisitions, people were concerned about all that’s taking place, and she went to California to tell them that things would be OK,” Robbins said. "And if they had ideas, she was open to hearing them."

That was her standard practice after buying a bank, and she kept a close eye on how the bank was doing. When Dressel left, the bank had 60 locations and was growing.

THE JEWELER’S DAUGHTER

Dressel is survived by her husband, Bob, adult son Robert and Robert’s two children.

She was born in Colville, where her father owned a jewelry store and was the chief of the volunteer fire department, son Robert said.

"They were friends for years, and I just worked on her and worked on her," he said. "She finally agreed to do it."

Like any good executive, Philip said, Dressel was good at working with people.

"Half the battle of being a good leader is having the people working for you, and like you, and she had that," he said. "When Philip retired, the bank’s board chose someone to replace him whom she didn’t think would make the job worse for Philip.

"I knew she’d do a better job."

A LEADER FOR WOMEN


Asked about obstacles she faced as a woman in a male-dominated field, Philip said: "I guess I’m different, but I recognized long time ago that women are good at certain things. I think they’re good at managing people and running things. I’ve always respected them for that. I had no qualms about adding her to run Columbia."

"She made him proud. Columbia reported a record fourth-quarter net income of $30.7 million in January."

Dressed told the Puget Sound Business Journal in 2014 that she’d seen attitudes toward women change during her time in the industry. But she also told the Journal: "Even today, when we are on a road show visiting with investors, if you have a driver taking you from location to location, they think my male CFO is the CEO. It’s like I’m there to carry his bags or something."

"It’s just such a shock," Robert Dressel said of his mother’s passing. "It doesn’t make a lot of sense right now, and I don’t know if it will." As for her successor at the bank, she wanted one to take credit.

"In her mind, it was next to her," Simon said. "If you were to ask her about the job she did building the bank, she would say: ‘My customers built the bank.’"

Every branch of it.

Alaska Kralik

206-367-5668
@akrell
Proposed New Design
The Jensen-Larson Family Residence
814 S. Sprague Ave, Tacoma, WA  98405

PROJECT SCOPE

ARCHITECTURAL:
DEMOLITION OF 28 SQ FT OF NON HISTORIC ADDITION AT THE REAR (NORTH END) OF RESIDENCE AND PARTIAL DEMOLITION OF NE CORNER AT 2ND FLOOR FOR NEW GABLE DORMER.
HOUSE FOOTPRINT WILL BE EXTENDED APPROXIMATELY 6 FEET TWO STORIES HIGH TO INFILL NW & NE CORNERS OF EXISTING FOOTPRINT. THIS WILL ADD 144 SQ FT ON EACH FLOOR TO APPROXIMATELY REMAINING 1,872 SQ FT FOR 2,016 TOTAL SQ FT
PEAK HEIGHT OF EXTENDED PRIMARY ROOF WILL MATCH EXISTING.
NEW DORMER AT EAST END WILL MATCH EXISTING HISTORIC STRUCTURE AND DETAILING.
NEW DOORS, DOUBLED PANED WOOD WINDOWS AND WOOD TRIM WILL MATCH EXISTING DETAILING AND MATERIALS.
NEW 192 SQ FT DECK AT NORTH END.
EXISTING ASPHALT SHINGLE SIDING IS TO BE REMOVED. EXISTING WOOD SIDING BELOW WILL BE RETAINED AND REFURBISHED.
HISTORIC SIDING DAMAGED BEYOND REUSE WILL BE REPLACED BY CEMENT BOARD SIDING MATCHING HISTORIC DETAILING.
DRAWINGS SHOW UNDERSTOOD SIDING AND TRIM DETAILING BASED ON CURRENT KNOWLEDGE OF DETAILING.
ADDITIONAL DETAILING REVEALED AFTER DEMO OF ASPHALT SHINGLE SIDING REMOVAL TO BE INCORPORATED INTO FINAL CONSTRUCTION WILL BE COMMUNICATED TO LANDMARKS PRESERVATION COMMISSION AND CITY OF TACOMA BUILDING DEPARTMENT FOR REVIEW, COMMENTS AND APPROVAL.
INSULATE NEW CONSTRUCTION PER ENERGY CODE. INSTALL BLOW-IN INSULATION AT ALL EXISTING UNINSULATED EXTERIOR WALLS BASED ON CURRENT KNOWLEDGE. ALL EXTERIOR WALLS TO BE RETAINED ARE ASSUMED TO BE UNINSULATED.
REMOVE AND REPLACE EXISTING ATTIC ROOF INSULATION TO PROVIDE ADEQUATE VENTING ABOVE.
PLUMBING:
REMOVE EXISTING PLUMBING FIXTURES INCLUDING ELECTRIC HOT WATER HEATER. INSTALL NEW LAVATORY, TOILET AND BATH FIXTURES PER PLAN LOCATION. INSTALL NEW EFFICIENT GAS HOT WATER HEATER.
DEMOLISH EXISTING GALVINZED PLUMBING AND INSTALL NEW COPPER OR PEX SUPPLY INSTALL NEW DRAIN LINES AND VENTING FOR NEW AND EXISTING FIXTURE LOCATIONS.
CONTRACT WITH UTILITY TO INSTALL GAS METER AT ASSUMED EAST LOCATION OPPOSITE NEIGHBORING RESIDENCE.
PLUMB GAS PIPING FOR NEW HOT WATER HEATER, FURNACE AND GAS RANGE LOCATIONS.
ELECTRICAL:
REMOVE EXISTING ELECTRICAL PANEL AND INSTALL NEW PANEL PER PLAN.
RE-ROUTE EXISTING CIRCUITS TO NEW PANEL LOCATION.
INSTALL NEW CIRUITS FOR LIGHTING AND ELECTRICAL SUPPLY PER PLAN.
REMOVE AND REPLACE ANY KNOB AND TUBE WIRING DISCOVERED DURING CONSTRUCTION.
MECHANICAL:
REMOVE EXISTING ELECTRIC FORCED AIR FURNACE. INSTALL NEW GAS HIGH EFFICIENCY FORCED AIR FURNACE.
REMOVE EXISTING 1ST FLOOR CEILING SUPPLY DUCTWORK. RETAIN EXISTING SUPPLY TO SECOND FLOOR.
RE-ROUTE 1ST SUPPLY TO EXISTING (HISTORIC) FLOOR SUPPLY LOCATIONS CURRENTLY USED AS RETURNS. INSTALL NEW 1ST FLOOR AIR RETURN. INSTALL NEW 2ND FLOOR SUPPLY TO ADDITION AREAS - GUEST ROOM 16, 3/4 BATH 17 AND MASTER BATH 26.

ENERGY CREDITS
CONSERVATIVELY ASSUME ALL DEMO AND NEW SPACE IS ADDITION SPACE APPROXIMATELY 24' X 8' -6" = 204 SQ FT EA 1ST & 2ND FLOOR = 408 SQ FT TOTAL ADDITION PER WSEC R406 ADDITIONAL ENERGY EFFICIENCY REQUIREMENT:
4. ADDITIONS LESS THAN 500 SQ FT....0.5 CREDITS APPLY FOR CREDIT 5a EFFICIENT WATER HEATING = 0.5 CREDITS
SCOPE:
ALL SHOWERHEAD AND KITCHEN SINK FAUCETS RATED AT <= 1.75 GPM
ALL OTHER LAV FAUCETS RATED AT <=1.0 GPM
INSULATION
ALL NEW WALLS R-MIN
ALL NEW 2ND FLOOR CEILING SPACE R-MIN
ALL NEW UNDER 1ST FLOOR R-MIN
ALL NEW WINDOWS U VALUE = 0.3 MAX
EXISTING 12" POURED CONCRETE DECK POST FOOTING, 20" BELOW FINISH GRADE TYPICAL OF (3) EXISTING SCREENED FOUNDATION VENT TYP.

NEW SCREENED VENT IN FOUNDATION WALL TYPICAL (E) ACCESS POINTS IN (E) FOUNDATION WALL REMOVE DOORS & COVERS (E) POST & PIER BLOCK IN CRAWLSPACE

NEW CONCRETE FOUNDATION WALL WITH FOOTING TYPICAL EXISTING MASONRY FOUNDATION TYPICAL

CONC SLAB OR PAVER LANDING FOR DECK STAIRS

FOUNDATION FOR PORCH COLUMNS

2X8 JOISTS @ 16" O.C.

RIM JOIST TYP BRIDGING @ MID-SPAN TYP

EXISTING FRAMING - NO REVISIONS

6X8 BEAM (E) ACCESS FOUNDATION WALL BELOW TYP

2X8 JOISTS @ 24" O.C. MAX (4) STRINGERS

6X6 POST MORTISED FOR JOIST SUPPORT 750 LB HOLD DOWN TENSION DEVICE TYP OF (4)

2X4 DIAGONAL BRACES IN EA DIRECTION @ (4) CORNERS

OPEN FOR RETURN DUCT

2X8 JOISTS @ 16" O.C.

RIM JOIST TYP BRIDGING @ MID-SPAN TYP MAINTAIN (E) HEADER @ (E) OPENINGS BELOW (N) HEADER - (2) 2X4 W/ 2.5" SPACER TYP ABV EA WINDOW

REVISE (E) HEADER @ (E) OPENING AS REQUIRED FOR NEW WINDOWS (2) 2X6

SHADED FIRST FLOOR WALL BELOW TYP

3" MIN JOIST OVERLAP, FACE NAIL TOGETHER

2X6 FRAMED @ 16" O.C. @ SOFFITED ROOF BELOW 2X6 FRAMING @ 16" O.C.

(2) 2X6 HEADER @ OPENING BELOW TYP

ARCHITECT REGISTERED STATE OF MATTHEW G LARSON 9688

The Jensen - Larson Family Residence 814 S. Sprague Ave, Tacoma, WA  98405

Drawn: Project: Sheet:

4/29/2018 9:42:52 PM C:\MGL\417 N Sheridan, Tacoma WA\archive\TACOMA - 417 N SHERIDAN.rvt 2017-01

Author 417 N. SHERIDAN, TACOMA, WA  98406 JENSEN - LARSON FAMILY FOUNDATION, 1ST & 2ND FLOOR FRAMING PLANS

1/4" = 1'-0"1 Foundation 1/4" = 1'-0"2 1st floor framing 1/4" = 1'-0"3 2nd floor framing

A2.10
SHADED 2ND FLOOR WALL BELOW TYP

NEW PRE - MANUFACTURED 2X ROOF TRUSSES @ 16" O.C. (OR AS SPECIFIED BY MANUFACTURER)

2X6 @ 16" O.C.

LOOKOUTS TYP

(N) HEADER - (2) 2X4 W/ 2.5" SPACER TYP ABV EA WINDOW FASCIA RAKE

(2) 2X4 HEADER ABV DOORWAYS

TRUSS BLOCKING TYP

EXISTING FRAMING NO REVISIONS

Architect: MATTHEW G LARSON

The Jensen - Larson Family Residence
814 S. Sprague Ave, Tacoma, WA  98405


C:\MGL\417 N Sheridan, Tacoma WA\archive\TACOMA - 417 N SHERIDAN.rvt

Project: 2017-01

Sheet: A2.11
Previously Approved Application
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 263.591.5254.

PART 1: APPLICANT INFORMATION

<table>
<thead>
<tr>
<th>House Address</th>
<th>417 N Sheridan Ave</th>
<th>Landmark/Conservation District (if applicable)</th>
<th>NSHD</th>
</tr>
</thead>
</table>

**OWNER INFORMATION**

<table>
<thead>
<tr>
<th>Name (printed)</th>
<th>Laura Jensen / Matthew Larson</th>
<th>Email</th>
<th><a href="mailto:mgl.arch@gmail.com">mgl.arch@gmail.com</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Address (if different than above)</td>
<td>814 S Sprague Ave, Tacoma Wa 98405</td>
<td>Phone</td>
<td>360-480-6615</td>
</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>Representative's Name</th>
<th>Company</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td></td>
</tr>
</tbody>
</table>

**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

$100,000

Application Fee Enclosed

$500

Revision 12/18/12
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:

<table>
<thead>
<tr>
<th>Estimated project cost (determined by applicant)</th>
<th>Application Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 – 5000</td>
<td>$175</td>
</tr>
<tr>
<td>Each additional $1000</td>
<td>$25</td>
</tr>
<tr>
<td>Maximum fee</td>
<td>$500</td>
</tr>
</tbody>
</table>

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 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.

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
PART 3: PROJECT DESCRIPTION

Please describe below the overall scope of work, including all proposed new construction, changes to existing buildings, and any elements to be removed and replaced. (For complex remodeling projects, it may be beneficial to divide the description into different areas [north façade, west façade] or by type of work [windows, doors, siding]).

Attach additional pages if needed.

Proposed changes are to the primary residential structure only.

Demolition

Fully demolish 28 sf of non-historic 1st floor addition at the back (north) end of the home.
Demolish to foundation 72 sf of non-historic 1st & 2nd floor addition at the back (north) end of the home.
Demolish remaining back (north) wall of building from 1st floor through attic.
Demolish NE corner of 2nd floor, attic space & roof to accommodate new gable dormer.

Remove non-historic asphalt shingle siding and trim (see pictures). This siding was tested and is non-hazardous. Assess underlying siding condition. From sample demo historic siding appears to be present under asphalt shingle siding. There was good amount of damaged siding above skirt board, but this appears to be from an interior plumbing leak. The drip trim above skirt board was trimmed to install asphalt siding. If the siding is in overall good viable condition then we will retain the existing siding. Siding damaged beyond reuse will be removed down to the sheathing layer as part of demolition.

Demo existing knob and tube (K & T) electrical.
Remove interior lighting fixtures.
Demo existing galvanized plumbing.
Remove all plumbing fixtures.
Demo existing plumbing drain line from 2nd floor that is on East exterior of building.
Demo existing asphalt shingle roofing.

Construction

Build 24 lineal feet of foundation on north side to square out the remaining addition footprint to the historic building footprint. Proposed new windows will match existing in style and material (wood).

Build new interior addition space 72 sq ft on the first and second floors including new roof and unconditioned attic space. New windows with trim and detailing to match existing.

Repair/replace/add siding to match existing as required. Some historic siding is present on the interior of the current 2nd floor sunroom addition and a sample demo of exterior asphalt sheathing revealed additional detailing and siding condition. New siding and trim will match existing detailing:

- siding is 4 ¼” reveal lap wood siding, ends with a 1 ½” drip at base which was trimmed to install flush asphalt shingle sheathing and 7” skirt board below, trim at outside corners is 4-5”
- 4.5” trim on sides and top of windows/doors with milled 2” cornice trim top above, window sills are sloped 1.5” with 1 inch extension front and side,

Retain/refurbish/recreate any other trim and architectural detailing found under existing asphalt shingle siding.

Reroof with architectural asphalt shingle roofing.

Build new 192 sq ft exterior deck off north end of house.
Building systems
Install new upgraded electrical panel on first floor to replace existing outdoor electrical panel. 
Install new wiring to replace demolished K & T and for new electrical lighting and outlet locations in addition. 
Replace and add interior lighting fixtures. 

Relocate existing electric forced air furnace. Duct from existing location to new location. 

Relocate existing hot water heater. 
Install new plumbing supply and drain lines for relocated/new plumbing fixtures. 

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

[Checklist A] Use Checklist A for:
- Detached garages
- New porches
- Decks
- Additions
- Foundations
- Other Major Work (call the Historic Preservation Officer with questions) p. 5

[Checklist B] Use Checklist B for:
- Siding
- Roofing
- New window or door openings
- Other Minor (For example, chimney restoration) p. 6

[Checklist C] Use Checklist C for:
- Windows (replacement or restoration of existing)
- Doors (replacement or restoration of existing) p. 7
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)
- Paint samples (from hardware store)

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

| Size of new construction (footprint, i.e. 22 X 30'): | Approx. 6' x 12' |
| Overall height and pitch of roof (for new buildings): | Existing approx. 26' & 10:11 |
| Exterior cladding material(s): | (e) asphalt shingle, proposed – wd siding to match existing |
| Window types and materials: | Various wood – picture and double hung |
| Door types and materials: | Wood |
| Window trim (attach drawings, catalog sheets, etc. if necessary): | Wood |
| Roof Material: | Comp asphalt shingles |

*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 B
(For New Siding, Roofing, and Window and Door Openings)

CHECKLIST to include the following:

<table>
<thead>
<tr>
<th>Option</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elevation drawings</td>
<td>(if new windows or doors are to be added where there are no existing ones)</td>
</tr>
<tr>
<td>Clear and labeled photograph(s)</td>
<td>of work area(s)</td>
</tr>
<tr>
<td>Detail illustrations of trim and casing</td>
<td></td>
</tr>
<tr>
<td>Material samples</td>
<td>(if proposing uncommon or new to market material)</td>
</tr>
<tr>
<td>Paint samples</td>
<td>(from hardware store if applicable)</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Proposed Material(s):</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Window types and locations:</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Exterior cladding material(s):</th>
</tr>
</thead>
</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.**

- **Elevations should be scale drawings and should include dimensions, heights, window and door locations and trim details.**

- **Please include a photograph of existing examples (if the new features 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.**
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.
NE corner of building

NW corner of building

Looking up at NW 2nd floor addition

Window head at asphalt siding
Window sill at asphalt siding

Door head at asphalt siding

Historic siding & corner trim below asphalt shingle siding

Damaged historic siding below asphalt shingle siding
Interior of 2nd story addition looking north.

Historic siding inside 2nd floor addition

Interior of 2nd floor addition looking east

Interior/floor of 2nd floor addition NW