

Members

Katie Chase, *Chair*
 Jonah Jensen, *Vice-Chair*
 Duke York
 Lysa Schloesser
 James Steel
 Jeff Williams
 Eugene Thorne
 Lauren Flemister

Marshall McClintock, North Slope Ex-Officio

Staff

Reuben McKnight, Historic Preservation Officer
 Lauren Hoogkamer, Historic Preservation
 Coordinator
 John Griffith, Office Assistant



MINUTES

Landmarks Preservation Commission Planning and Development Services Department

Date: May 11, 2016

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

Commission Members in Attendance:

Katie Chase, *Chair*
 Duke York
 Eugene Thorne
 Jonah Jensen
 James Steel
 Lauren Flemister
 Lysa Schloesser
 Marshall McClintock

Staff Present:

Reuben McKnight
 Lauren Hoogkamer
 John Griffith

Others Present:

Rose Mednick
 Andrew Stevens
 Anthony Guido

Commission Members Absent:

Jeff Williams

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

1. ROLL CALL**2. CONSENT AGENDA**

- A. Excusal of Absences
- B. Approval of Minutes: 4/27/16

The minutes of April 27, 2016 were reviewed. Commissioner Thorne provided a correction to page 8 of the minutes, noting that he had been referencing a feature on the front of the building and not the rear. The minutes were approved as amended.

The consent agenda was approved.

3. DESIGN REVIEW

- A. 711 Pacific Ave. (Old City Hall Historic District)

Ms. Lauren Hoogkamer read the staff report.

BACKGROUND

Built in 1918, the C.A. Beil & Son building is a contributing structure in the Old City Hall Historic District. The applicant is proposing an aluminum blade sign with acrylic and vinyl lettering. The sign colors will be gold, green, and white. The top portion of the sign will read "HOME SALES; COMMENCEMENT BAY BROKERS; REAL ESTATE" in, varying font sizes, and the lower rectangular portion will read "YOU'LL LIKE TACOMA" over images of historic homes. The upper portion of the sign will be 24.5"x48" and the lower portion will be 26" long. The sign will be anchored to the pilaster, which is stucco over brick.

Originally, staff recommended that the lower portion of the sign be removed. The applicant has provided historical images to support including the "You'll like Tacoma" phrase on a sign in this district. Staff also recommended reducing the dimensions of the original design. The applicant revised the application according to this recommendation

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

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 a contributing structure in the Old City Hall Historic District and, as such, is subject to review by the Landmarks Preservation Commission pursuant to TMC 13.05.047 for exterior modifications.
2. No historic material is being destroyed or altered. The sign is differentiated from the historic material and compatible in size, although the lower portion of the sign is less compatible in size and scale. The multiple components of the sign are also less compatible with the building's architectural features and the surrounding district.
3. The sign can be removed without harming the integrity of the historic property; the stucco can be repaired.

RECOMMENDATION

Staff recommends approval of the application, with the removal of the lower portion of the sign.

Chair Chase clarified for the applicant that staff was recommending approval of the application, but was also recommending that the lower portion of the sign be removed. The applicant commented that the lower portion of the sign had a historical look and that he thought it looked nice.

Chair Chase reviewed the staff report, asking if Commissioners agreed or disagreed with the staff analysis. Commissioner York commented that it fit the guidelines, but expressed concern that the lower portion of the sign could be a target for vandalism. Chair Chase reviewed that staff's analysis had suggested that the lower section of the sign was less compatible in size and scale. She asked that they clarify if the type of sign was not compatible with the neighborhood. Ms. Hoogkamer reported that signs in historic districts were typically one piece. Commissioner Steel commented that blade signs in the district were typically more vertically oriented, and without the lower portion the sign would be more horizontal. The applicant commented that the sign could be raised to avoid people vandalizing it. The applicant noted that the client had specifically requested the 'You'll Like Tacoma' portion and that a number of alternative layouts had already been considered. Commissioner Flemister commented that she had seen many blade signs with an extended piece underneath.

It was suggested that the sign could be more visually cohesive by reducing the distance between the lower portion and the main sign. Commissioner Schloesser asked about the distance between the sign components. The applicant responded that the distance was between 2 and 4 inches.

The owner of the building commented that next door there was a blade sign of the same size and scale that had been approved without issue.

The client commented that for the drop down portion of the sign, the background was an image of homes off of North 30th and was a major part of their branding. She added that the "You'll Like Tacoma" phrase was a historical phrase and was typically in drop down format when used.

There was a motion.

"I move that the Landmarks Preservation Commission approve the application for 711 Pacific Avenue as submitted including the lower portion of the sign"

Motion: Flemister

Second: Jensen

The motion was approved with Commissioner York voting against.

B. 1734 Pacific Ave. (Union Depot/ Warehouse Historic District)

Ms. Hoogkamer read the staff report.

BACKGROUND

Built in 1890, the West Coast Grocery/Tacoma Grocery Company building is a contributing structure in the Union Depot/Warehouse Historic District. The applicant is proposing a 24"x24" white aluminum blade sign with black vinyl lettering that reads "satori life + style" and 12"x16" flat cut, white, aluminum letters that read "satori." The blade sign would be 8' above the sidewalk and held in place by a black, steel tubing bracket. The steel lettering would be located on the brick above the door of the storefront. The lettering would be 47" long. All mounting will be at the mortar joints; there will be no drilling into the masonry.

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 signage contains only two colors that do not clash with the district. The sign does include dark-colored letters on a light background which is the opposite of what is recommended in the guidelines; however, this has been approved by the Landmarks Preservation Commission in other cases where it was deemed to not harm the historic integrity of the district.
4. The proposed signage meets the district design guidelines for materials and illumination.
5. All drilling will be at the mortar joints.

RECOMMENDATION

Staff recommends approval of the application.

The applicant commented that they had a plan of action for installing the lettering so that it would not affect the masonry. They would be creating a template, which would be computerized so that when the letters are manufactured the holes would correspond exactly with the mortar joints.

Chair Chase reviewed the staff analysis. Commissioners agreed that district guidelines had been met for location, size, messaging, and lettering. Commissioners also agreed that the colors were not an issue and that the sign met district guidelines for materials and illumination. Commissioner York expressed concern about the height of the sign and possibility of vandalism. The applicant noted that most of the signs in the district were at a similar height.

There was a motion.

"I move to approve the application for 1734 Pacific Avenue as submitted."

Motion: Steel

Second: York

The motion was approved unanimously

C. 811 N. Ainsworth Ave. (North Slope Historic District)

Mr. Reuben McKnight read the staff report.

BACKGROUND

Built in 1890, this is a contributing structure in the North Slope Historic District. The Landmarks Preservation Commission conducted a site visit on April 5, 2016 and was briefed on the updated design on April 27, 2016. The Commission offered extensive feedback at the April 27 meeting. Based on that feedback and discussions with staff, the applicant is now seeking approval for a proposed addition and new garage.

The footprint of the new addition would be 22'x23'9", the roof ridge would match the existing structure, which is approximately 28' high with a pitch of 12/12. The siding would be cedar clapboard and the windows would be single-hung wood windows, as advised by the Commission. The clapboard siding would also be utilized on the existing structure. Non-original windows would be changed to wood, but the configuration would not be altered. The doors would also be wood.

The addition would have a composite roof and dormers on the front and back facades; the rear dormer would be at the roof ridge. A wood deck would be added to the north elevation.

The garage would be 25'x25' with a 12/12 pitched roof to match the main home. The garage materials for siding, windows, and doors would be the same as on the main home. The garage would be sited towards the rear of the lot and alley-accessed.

The primary change from the previous design is that the dormer on the front façade has been reduced in size and the window configuration has changed according to the Commission's feedback.

ACTION REQUESTED

Approval of the above scope of work.

STANDARDS

North Slope Historic District Design Guidelines

Guidelines for Porches

1. **Retain existing porches and porch details.** The original design elements of existing historic porches, when present, should be maintained. Major changes to configuration or ornamentation should be avoided. Missing or deteriorated details, such as columns and railings, should be repaired or replaced in kind.
2. **Avoid adding architecturally inappropriate details.** Items such as porch columns reflect the architecture of the home. Tapered columns atop piers are emblematic of Craftsman homes, but are not appropriate on Victorian era houses. Likewise, scrollwork, turned posts, or gingerbread are not appropriate on a Craftsman home. Replacement elements that have no historic design relationship with the architecture diminish the historic character of the building.
3. **Replace missing porches with designs and details that reflect the original design, if known.** Avoid adding conjectural elements. Photographic or other documentary evidence should guide the design of replacement porches. Where this is unavailable, a new design should be based on existing original porches from houses of similar type and age.
4. **In certain cases, building code may trump preservation guidelines.** For example, historic railing height may be considered a life safety issue, and new railings are generally required to meet building code. In these cases, innovative approaches may be needed to retain the appropriate scale and appearance.

Guidelines for Additions

1. **Architectural style should be compatible** with the era and style of the principal structure, including massing, window patterning, scale of individual elements, cladding, roof form, and exterior materials.
2. **Additions should be removable** in the future without harming the character defining elements on the principal structure.
3. **Additions should be sensitively located** in a manner that minimizes visibility from primary rights of way. Where this is not possible, the design should respect the style, scale, massing, rhythm, and materials of the original building.
4. **An addition should be subservient** in size, scale and location to the principal structure.
5. **Seamless additions are discouraged.** There should be a clear visual break between the old structure and the new, such as a reduced size or footprint or a break in the wall plane, to avoid creating a falsely historic appearance (such that the original, historic portion of the house can be distinguished from the new, non-historic addition).

Guidelines for Parking and Garages

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. **Attached garages and carports are inappropriate.**
4. **New curb cuts are discouraged.** Residential driveways requiring curb cuts from a street or arterial are generally prohibited, unless the applicant can demonstrate by clear and convincing evidence that because of special circumstances not applicable to other property or facilities, including size, shape, design, topography, location, or surroundings, the strict application of this standard prevents alley-accessed parking. If approved, such curb cuts and approaches shall be consistent with the standards approved for the historic districts and on file in the Public Works Department.

Guidelines for New Construction

1. **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.
2. **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.
3. **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.
4. **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.
5. **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.
6. **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.
7. **Goals:** Respect the patterns and orientations of door and window openings, as represented in the neighboring buildings. Window and door proportions (including the design of sash and frames), floor heights, floor shapes, roof shapes and pitches, and other elements of the building exterior should relate to the scale of the neighborhood.
Guideline:
 1. Placement. Typically, older buildings have doors and transoms that matched the head height of the adjacent windows. New structures should utilize this pattern.
 2. Doors. Doors should be or appear to be paneled and/or contain glazed openings.
 3. Windows. New structures should utilize existing historic window patterns in their design. Windows should be vertically oriented. Large horizontal expanses of glass may be created by ganging two or more windows into a series. Historically, the typical window in the district was a double hung sash window. Casement windows were commonly used for closets, nooks, and less commonly, as a principal window type in a structure. Many double hung sash windows had the upper sash articulated into smaller panels, either with muntin bars, leaded glazing, or arches. Commonly, windows were also surrounded with substantial trim pieces or window head trim.

ANALYSIS

1. This property is 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 front porch is being retained. No inappropriate architectural details are being added.
3. The addition is compatible in style, material, window configuration, and scale.
4. The addition could be removed without harming the original structure.
5. The addition is visible from the primary right of way and it is not subservient in size or scale; however, the applicant has relocated the addition to the rear of the home to reduce the visual impact to the front of the property as much as possible. The design does respect the style, scale, massing, rhythm, and materials of the original structure.
6. There is a clear visual break between the new addition and the original structure.
7. The new addition matches the height and roof pitch of the existing structure. The garage also matches the roof pitch of the home and is comparable in size to garages in the district.
8. The garage design and materials match the main home and are compatible with the district guidelines.
9. Both the addition and the new garage utilize wood siding, doors, and windows that match the original materials.
10. The window and door configurations, on both the garage and addition, match the original structure.
11. The garage would be alley-accessed and sited towards the rear of the lot. It would not be visible from the primary right of way.

RECOMMENDATION

Staff recommends approval of the application.

Chair Chase reviewed the guidelines for Commission discussion. Mr. Marshall McClintock commented that he felt that the shed dormer on the façade should be gabled. He asked what kind of windows would be going in. Mr. Anthony Guido, Red Pyramid LLC, responded that it would be single-hung wood windows. Chair Chase commented that she still felt that the size of the addition was too large.

The garage was discussed. Commissioner Steel commented that the roof of the garage did not appear to be the same pitch as the roof of the house, but he did not see it as a reason to deny the application. Mr. Guido clarified the pitch of the garage was 5/12. Commissioner Schloesser provided a correction to page 1 of the site plan for the pitch of the garage.

Commissioner Steel asked about the preservation of existing architectural features, requesting that if the window hood above the front windows was original, that it be preserved. Mr. Guido responded that he might need to replace the material as it could be rotted, but it would be replaced in-kind with like material.

There was a motion.

"I move to approve the application for 811 North Ainsworth Avenue with the two noted corrections: the roof pitch of the

garage is 5/12, not matching the existing house, and that any architectural features that are original to the structure including the hood above second story front windows be preserved or replaced in-kind if there is rot."

Motion: Steel

Second: Schloesser

The motion was approved with Chair Chase voting against.

4. PRESERVATION PLANNING/BOARD BUSINESS

A. Windows Checklist

Mr. McKnight reviewed that several months earlier the Commission had discussed putting together a window repair checklist and a draft had been included in the meeting packet. He commented that they wanted applicants to be aware of the kind of things that the Commission would ask questions about. He reviewed the draft document and commented that if the Commission concurred, they would attach a copy of the document to future applications as a supplementary checklist. Commissioners expressed support for the content and format of the window checklist.

Mr. McClintock provided a grammatical correction. Commissioner Schloesser asked if for the sentence "Generally, vinyl windows are not an acceptable replacement for existing historic windows", they should remove the word "generally". Mr. McClintock noted scenarios where replacement with vinyl windows was okay such as replacing existing vinyl windows or replacing aluminum windows. Mr. McKnight agreed that he could remove "generally" from the sentence. Commissioner Flemister suggested that for the section on replacement of windows due to thermal performance, they provide details on other ways to improve performance. Chair Chase recommended that they include some terminology on the parts of windows. Mr. McKnight suggested that he could include a diagram identifying the parts of windows. Chair Chase recommended revising the first bullet in the Replacement Due to Thermal Performance section to clarify that it applies to commercial properties as well. Commissioner Schloesser recommended that they provide an example of a window survey as a separate document.

B. Adjacent Notification Policy

Mr. McKnight reviewed that at the previous meeting they had discussed providing notification to adjacent property owners for significant projects in historic districts. He commented that the notification would likely be a copy of the meeting agenda sent through the mail to adjacent property owners for new construction except for garages built off alleys. They would also provide notification for additions to existing homes that would affect roofline, form, or foundation. Adjacent property owners would be defined as adjoining properties, properties directly across alleys and streets, and the properties to either side of properties directly across the alley or street. He commented that they might want to put it in the bylaws as well.

Mr. McClintock commented that he agreed with Commissioners that the notification area should be larger, but wanted to be conservative initially as they could expand larger in the future. Commissioner York commented that he had similar concerns after doing projects where nonadjacent neighbors had been upset that they weren't notified.

There was a motion to adopt it as procedure pending an amendment to the bylaws.

"So moved."

Motion: Steel

Second: York

The motion was approved unanimously.

C. Events and Activities Updates

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

1. Historic Preservation Month, May 2016

- a) Proclamation Recap
- b) Historic Preservation Month Kick Off Recap
- c) Amazing Preservation Race (11am @ UWT, May 14th)

- d) City of Destiny Poetry Slam: Lincoln District Edition (6pm @ Lincoln High School, May 20th)
- e) Awards Ceremony (1pm-3pm @ The Swiss, May 22nd)
- f) Midcentury Modern Ride—Formerly Known as the Tweed Ride (10:30am @ Point Defiance Park, May 28th)
- g) History Speaks: "Eyes of the Totem Rediscovered" (12pm @ WSHM, May 31st)
- h) Film Screening: Eyes of the Totem (3pm @ WSHM, June 4th)

2. Neighborhood History Walks with the Councilmembers, June-July 2016 TBD

Ms. Hoogkamer facilitated a discussion of nominations for the 2016 Historic Preservation Awards. The 2016 Tacoma Landmarks Preservation Commission Awards Ceremony would be held on May 22.

There was motion.

"I move that the nominees as listed by Lauren be approved for the 2016 Preservation Awards."

Motion: Schloesser

Second: Jensen

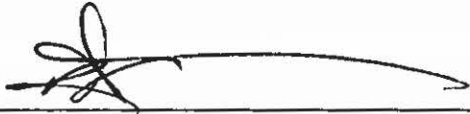
The motion was approved unanimously.

5. CHAIR COMMENTS

There were no comments from the Chair.

The meeting was adjourned at 6:39 p.m.

Submitted as True and Correct:



Reuben McKnight
Historic Preservation Officer

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