

Members

Kevin Bartoy, Chair
Jennifer Baersten, Vice-Chair
Sarah Hilsendeger
Laurel McQuade
Anahita Modrek
Alex Morganroth
Bryan Rousseau
Lysa Schloesser
Jenny Sullivan
George Zeno
Deborah Cade, North Slope Ex-Officio
Gia Mugford, Wedge Ex-Officio



MINUTES

Landmarks Preservation Commission Planning and Development Services Department

Staff

Reuben McKnight, Historic Preservation Officer
Susan Johnson, Historic Preservation Coordinator
Mary Crabtree, Administrative Assistant

Date: March 26, 2025

Location: Hybrid – Conference Room 243, 747 Market Street, Tacoma WA 98402 & Zoom Webinar

Commission Members in Attendance:

Kevin Bartoy, Chair
Jennifer Baersten, Vice-Chair
Sarah Hilsendeger
Laurel McQuade
Alex Morganroth
Bryan Rousseau
Lysa Schloesser
George Zeno
Deborah Cade, North Slope Ex-Officio
Gia Mugford, Wedge Ex-Officio

Staff Present:

Susan Johnson
Mary Crabtree

Others Present:

Keita Kimura
Josh Clarke, PW
David Pagel, PW
Becky Wong, WJE

Commissioner Members Excused:

Jenny Sullivan

Commission Members Absent:

Anahita Modrek

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

1. ACKNOWLEDGEMENT OF INDIGENOUS LANDS**2. ROLL CALL****3. PUBLIC COMMENT**

Johnson reported that no written comments were received for public comment.

4. CONSENT AGENDA

The agenda was approved as submitted.

A. Excusal of Absences:

- Jenny Sullivan

B. Approval of Minutes: 10/23, 11/13, & 12/11/2024

The minutes of the October 23, November 13, December 11, 2024, meetings were approved as submitted.

C. Administrative Review:

- 1117 N. 6th – residing of existing garage
- 1517 N. 5th – removal of garage

5. DESIGN REVIEW

**A. 1305 N. 8th (North Slope Historic District)
*Window replacements***

Johnson read the staff report as provided in the packet.

Discussion ensued regarding additional informing new homeowners of a historic district status, the original configuration of the windows versus the applicant's preferred configuration, the design/configuration of the upper divisions on the original windows, the side windows, the porch reconfiguration, new window on the porch reconfiguration, and the front door.

Vice-Chair Baersten moved that the Landmarks Preservation Commission approve the application at 1305 N 8th with a few specific requirements, including that the windows return to the original configurations, that the replacement windows match the original upper division configurations throughout the front and nonprimary facades, with the exception of the porch window, which can be replaced with a single vertical or double vertical window, as desired by the owner. The new porch will need to include the original door and all new trim should match the original dimensions of the house, which is consistent with the North Slope Historic District Design Guidelines as included the analysis. Commissioner McQuade seconded the motion. The motion passed unanimously.

6. BOARD BRIEFINGS

**A. 747 Market (Tacoma Municipal Building)
*Exterior cleaning/repairs***

Johnson read the staff report as provided in the packet.

Josh Clarke, David Pagel, and Becky Wong, presented the proposed repairs to the Tacoma Municipal Building, including background on the building, material and condition assessments, an overview of phase 1, next steps, and future phase.

Discussion ensued regarding repairs to the concrete, system to inventory damage and needed repairs, and the sealant that will be used.

7. BOARD BUSINESS/COMMUNICATION ITEMS

A. Equity Committee updates

There were no Equity Committee updates.

Johnson noted that the date for the 2nd annual Summit on Black History at Tacoma Evergreen has changed to May 10th.

B. Events & Activities

- Nominations are now being sought for the Annual Historic Preservation Awards. Nominations are due by end of day April 1. The Commission will review and discuss at the April 9th meeting.
- The Awards Night ceremony is tentatively scheduled for Thursday, May 22 in the early evening.
- The Historic Preservation online calendar has been updated to showcase the history related events for May, Historic Preservation Month.

8. CHAIR COMMENTS

The meeting was adjourned at 6:42 p.m.

**These minutes are not a direct transcription of the meeting, but rather a brief capture. For full-length audio recording of the meeting, please visit: <http://www.cityoftacoma.org/lpc-agenda>*