

AGENDA

LANDMARKS & DESIGN COMMISSION

September 6, 2023

Hybrid Meeting In-person and via Zoom



Join Zoom Meeting

<https://us02web.zoom.us/j/85346719497?pwd=cEhuTXltVC9KVmlvdEpmbkk3ZG1nQT09>

Meeting ID: 853 4671 9497

Passcode: 936915

AMERICANS WITH DISABILITIES ACT

CITY OF ELLENSBURG
LANDMARKS & DESIGN COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Wednesday, September 6, 2023
5:45 PM - Regular Meeting

- 1. Call to Order and Roll Call of Members**
- 2. Approval of Agenda** (No Public Comment)
- 3. Approval of Minutes**
 - 3.A Review of August 15, 2023 meeting minutes.
- 4. New Business**
 - 4.A Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the new signage at 417 N Pearl St, Parcel ID #316933.
 - 4.B Review of grant extension request for 2023 Historic Preservation Grant
- 5. Unfinished Business**
 - 5.A Demolition Code Review and Discussion
 - 5.B GIS Map Project Follow Up
- 6. Citizen Comment**
- 7. Staff Update/Discussion Items**
- 8. Commission Representative Update**
 - 8.A EDA Representative Update
- 9. Adjournment**



For more information on the Landmarks & Design Commission, contact Senior Planner Stacey Henderson at 509-925-8608.



CITY OF ELLENSBURG

Minutes of Landmarks & Design Commission, Regular Meeting

Date of Meeting

August 15, 2023

Time of Meeting

5:45 PM

Place of Meeting

**Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom**

1. Call to Order and Roll Call of Members

Commissioner Redmon called the meeting to order at 5:45 p.m.

Roll Call Present: Fred Redmon, Cathy Poshusta (arrived at 5:48 p.m.), Andy Polak, Marty Blackson, Dorothy Stanley, Jeff Watson, Council Liaison Monica Miller

Absent: Zane Kanyer (excused)

2. Approval of Agenda

Commissioner Stanley motioned to approve the agenda. Motion passed 6-0

3. Approval of Minutes

Commissioner Stanley motioned to approve the minutes from the July 18, 2023 meeting. Motion passed 6-0.

3.A Approval of Minutes 7.18.23

4. New Business

4.A First Railroad Addition Survey Review

The First Railroad Addition survey was reviewed. Members have had an issue using Wizaard. Commissioner Stanley was frustrated with the survey because the library, CWU, and the museum had information on many buildings that wasn't included in the report. Stanley noted that photos of buildings could have been added in places. Staff Henderson and Stanley will be a subcommittee that will research structures of concern and come back to the Commission with a recommendation. After the Commission approves the results, Henderson will provide the information to DAPT. An intern would be helpful. Commissioner Watson suggested a community member or granting money to create a new online map with history, photos, and information from Wizarrrd. Redmon motioned to establish a revision to the First Railroad Addition Survey to include corrections and additions to the survey. Motion passed 6-0. Discussion over expanding the National boundary to 11th street was discussed. A percentage of

property owners would need to buy in. An updated brochure was recommended.

4.B Brick Mortar Resource

Staff discussed why using Portland mortar as cement on historic brick is problematic. The mortar seals in moisture and there is no way for the brick to breathe.

5. Unfinished Business

Henderson stated the Demo Ordinance is currently with the City Attorney for review and then it will be brought to the Commission.

6. Citizen Comment

None

7. Staff Update/Discussion Items

The next meeting is scheduled for Wednesday September 6th

Commissioner Blackson will be absent from the meeting in September

8. Commission Representative Update

Monica Miller provided an update

9. Adjournment

Adjourned at 6:58 p.m.



Meeting Date: September 6, 2023

City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the new signage at 417 N Pearl St, Parcel ID #316933.

Submitted by:
Department: Community Development

Suggested Motion/Action:

Move to grant the COA request for the previously installed sign panels on the front facade of 417 N. Pearl St, with no conditions.

Background/Summary:

TYPE OF REVIEW:

Review of proposed changes to structures within landmarks districts is required per **ECC 15.280.090(A)**, as follows:

1. Review Required

1. No person shall alter, repair, enlarge, newly construct, relocate, or demolish any registered landmark, or any property located within a landmark district, nor install any exterior sign or mural pursuant to subsection (A)(2) of this section, without review by the landmarks and design commission and issuance of a COA. In the case of murals, the arts commission shall first review and provide its recommendations to the landmarks and design commission of any proposal for a mural to be located on a registered landmark or within a landmark district. Factors to be considered by the arts commission include media to be used, method of application, stability, building/site, mural location and practicability of project.
2. This review shall apply to all exterior features of the property visible from a public right-of-way. This review applies whether or not a permit from the city of Ellensburg is required.
3. Review of alterations to Ellensburg landmarks register properties under this chapter is in lieu of design review required for projects and sign review per ECC 15.210.050(B).

Additionally, the Commission shall also review the Building Design criteria as found in ECC Chapter 15.530. More specifically, the building design criteria which is applicable to historic buildings and districts in found in ECC 15.530.020, as follows:

ECC 15.530.020 Building Design: Historic Buildings and Districts

- A. Purpose. To preserve and reinforce the historic character of Ellensburg's downtown and older residential areas.
- B. Historic Buildings and Districts Standards and Guidelines.
 - 1. All development projects identified on the Ellensburg landmarks register are subject to review by the Ellensburg landmarks and design commission per Chapter 15.280 ECC and conformance with the following design standards for rehabilitating existing buildings.
 - a. Retain and preserve the overall historic character of the building;
 - b. Ensure that proposed alterations are compatible with the building's own architectural character, and do not create a false historical appearance;
 - c. Retain and preserve early alterations which have architectural significance in their own right;
 - d. Treat distinctive original features, finishes, and examples of skilled craftsmanship with sensitivity;
 - e. Repair rather than replace deteriorated architectural features whenever possible;
 - f. Use the gentlest means possible when surface cleaning exterior masonry;
 - g. Protect and preserve significant archaeological sites affected by the project, or provide mitigation for their disturbance; and
 - h. Design new additions to existing buildings and new infill construction to be compatible with the massing, scale, materials, and architectural features of adjacent historic structures.

These standards are supplemented and further defined or explained by that document entitled "Design Standards for the City of Ellensburg," as currently enacted.

2) Property owners of historic district buildings are also encouraged to use the Secretary of the Interior's Standards for the Treatment of Historic Properties (web: <https://www.nps.gov/tps/how-to-preserve/briefs.htm>) (hard copy also available at City Hall) as a guide to preserve, rehabilitate, restore, reconstruct, or add to historic properties. These standards provide detailed recommendations on restoration, maintenance, repair, replacement, design, alterations, building materials, roofs, interiors, etc. [Ord. 4656 § 1 (Exh. O2), 2013.]

Additionally, review of proposed signs or changes to signs located within the Downtown Ellensburg National Register District or Local Downtown District is required per **ECC 3.12.200** as follows:

Review Required:

All signs erected in the C-C and C-C II zones shall undergo a design review process prior to the issuance of said sign permit according to the following requirements, except for those signs erected on buildings or premises which are identified as landmarks or are situated within a landmarks district which shall be governed by the requirements of the landmarks and design ordinance, Chapter 15.280 ECC.

- A. The applicant for the sign permit shall submit a scaled drawing of the sign along with information regarding the type of material involved, color scheme, type of lettering or symbols used, method of illumination and proposed location of mounting.
- B. The landmarks and design commission review will take into account the appropriateness of the design and appearance of the sign as it relates to the buildings and area surrounding the location.
- C. The landmarks and design commission shall meet and review with the applicant the proposed sign within 15 days from the date a written application for a sign permit is received by the city. The landmarks and design commission shall respond in writing to the applicant no later than five working days after the expiration of the said 15-day review period. The administrator shall not approve any sign permit application undergoing the design review until a written recommendation is received by the applicant or expiration of the above 20-day time limit, whichever comes first. The applicant's compliance with any recommendation made by the landmarks and design commission shall be voluntary. [Ord. 4573 § 3, 2010; Ord. 4245, 2000; Ord. 3402 § 1, 1983.]

Previous Council Action:

Analysis:

STAFF COMMENTS:

The historic Dickenson Block, located at 415, 417, North Pearl Street, and built ca. 1919, is a one-part commercial block with a rectangular footprint, and flat roof with a parapet. This building is considered historic contributing to the Downtown National and Local Landmarks historic district, and is of brick masonry construction with a concrete foundation. Character defining features of this building include three bays separated by shallow pilasters, brick embellishments on the upper portion of the parapet, and above two of the bays original transom windows remain intact, but are temporarily covered. The building has housed many businesses over the years including restaurants, mercantile, jewelry, and bookstores.

The applicant is preparing the space and the storefront at 417 North Pearl Street for the new tenant, Smokey's BBQ. Part of this preparation included installing new sign panels within the existing frame of the existing sign on the façade. The signage is visible from Pearl Street, and displays the new business logo for the storefront location. The new signage includes two panels measuring at 96" X 48", and they are backlit with LED lights.

FINDINGS OF FACT:

If the Commission should choose to approve the COA, Staff would advise the Commission that the following Findings of Fact are applicable to this project:

1. Per ECC Sections 15.280.090, 15.530.020, and 3.12.200, the LDC has jurisdiction to review this project.

2. The project has been found to be in keeping with one of the required Sign Code standards of ECC 3.12.200(B), specifically that:

a) The landmarks and design commission review will take into account the appropriateness of the design and appearance of the sign as it relates to the buildings and area surrounding the location.

3. The Applicant is the agent for the owner of this building and can pursue this action. The building is addressed as 417 N Pearl St. and is located in the Ellensburg Downtown National Register District and Local Landmarks District. The Applicant is the agent for the owner of this building and can pursue this action. The building is addressed as 417 N Pearl St. and is located in the Ellensburg Downtown National Register District and Local Landmarks District.

4. It is in the interest of the City of Ellensburg to have historic buildings maintained and preserved. If approved, this proposal would not negatively alter the character of the surrounding historic district.

In addition, if no public comment is received during the public hearing portion of the meeting, the following Finding of Fact would also be applicable:

5. No public comment was received.

After the close of the public hearing, if it is determined that additional findings of fact are pertinent, they should consist of concise statements of the underlying facts in support of the decision made by the Landmarks & Design Commission. Findings of Fact should be made by the Commission, regardless of whether the project is approved or denied.

When making the final motion, the Commission may also include any conditions of approval that are appropriate to this application.

Financial Impact:

Budget Adjustment: No

Attachments:

1. P23-029 EXHIBIT A_LOCATION MAP
2. P23-092 EXHIBIT B.1_APPLICATION
3. P23-092 EXHIBIT B.2_PRODUCT INFORMATION
4. P23-092 EXHIBIT C.1_ Photographs

Exhibit A- Location Map

417 N. Pearl St.



Exhibit B.1- Application



Landmarks & Design

Certificate of Appropriateness Application

RECEIVED

AUG 14 2023

PA-10
APPLICATION

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning) commdev@ci.ellensburg.wa.us

The City of Ellensburg Landmarks and Design Commission, per Section 15.280.020 of the ECC, has jurisdiction over historic districts. It safeguards the heritage of the city as represented by those buildings, districts, objects, sites and structures which reflect significant elements of Ellensburg's history.

Review of changes to Landmarks Register properties is **required**, per Section 15.280.090. "No person shall alter, repair, enlarge, newly construct, relocate or demolish any registered landmark or any property located within a Landmark District nor install any exterior sign...without review by the Landmarks and Design Commission and approval of a **Certificate of Appropriateness**". This review shall apply to **all** exterior features of the property visible from a public right-of-way. **This review applies whether or not a permit from the City of Ellensburg is required.**

OFFICIAL USE ONLY:

Staff Person:	KB
Date Submitted:	8/14/23
Fee Total:	N/A
LDC FILE #:	P23-092
Associated Permit File #:	

PROPERTY OWNER: (Note: If the Applicant is not the Owner, attach written authorization from the legal owner(s).)

Legal Owner Name(s):	Jodi Goodrich	Day Phone:	541-980 3300
Mailing Address:	77513 HOOSIER RD STANFIELD OR 97075		
E-mail:	GWILDBUNCH@YAHOO.COM	Cell Phone:	866

*APPLICANT: ☐ Owner ☐ Contractor ☒ Tenant ☐ Other

Name:	Two Little Chickies Smokers	Day Phone:	509-
Mailing Address:	PO Box 508 South Cle Elum WA 98943		
E-mail:	JAMES@SMOKERSBARBQUE.COM	Cell Phone:	206 786 0082

CONTACT PERSON: ☐ Owner ☐ Contractor ☒ Tenant ☐ Other

Name:	JAMES JONES	Day Phone:	
Mailing Address:	PO Box 508 S. Cle Elum WA 98943		
E-mail:	JAMES@SMOKERSBARBQUE.COM	Cell Phone:	206 786 0082

PROJECT INFORMATION:

This application shall be submitted, with all required information, to Community Development Staff and deemed a complete application, to be considered for a public meeting. At the duly-noticed public hearing, the Landmarks and Design Commission will make a decision of whether to approve, approve with conditions or deny the Certificate of Appropriateness application. Per Section 15.210.050.B, a denial may be appealed to the City Council. Please consult with the Senior Planner for Historic Preservation if you have any questions. All projects must meet the City of Ellensburg Design Standards (Title 15) and ECC 15.70, Landscaping Requirements. A copy of the Design Standards is available at the Community Development Department or located online at www.codepublishing.com/wa/ellensburg.

☐	Parcel Number of Site:	316933
☒	Site Address:	417 N Pearl St Ellensburg
☐	City Zoning Designation:	
	Is a building permit required:	☐ Yes ☒ No

(OVER)

PROJECT INFORMATION:		
☐	Project Description:	In a separate narrative, please describe how your project complies with the guidelines for historic properties listed in Sections 15.280.090, 15.530.020 & 15.530.030.
☐	Site Plan:	1. All building locations and dimensions to property lines and other structures. 2. Property lines and easements. 3. Setbacks, open space and landscaping. 4. Rights of way, curbs, parking sidewalks. (The site plan shall be legibly drawn to a minimum scale of 1:20 on substantial paper a minimum 11" x 17" size)
☐	Parking Lot Plan:	Must have preliminary approval by Public Works for parking lot plan.
☐	Exterior Lighting:	Identify the location, design, wattage and lighting orientation.
☐	Exterior building alterations, rehabilitation or restoration:	1. Scaled building elevations of all building sides. 2. Samples of types of materials to be used in the construction. 3. Paint colors & design (each paint color applied to 8-1/2" x 11" poster board). 4. Type of paint removal method (i.e. water, chemical, mechanical). 5. Repointing mortar joints – pointing styles and method. 6. Window repair/replacement/alteration detail.
☒	Signage:	1. Colored design 2. Dimensions 48" x 96" 3. Location – Drawing or photograph depicting sign(s) on the building or pole. 4. Type of illumination. Back Light
☐	Dumpster:	1. Screening materials & colors 2. Location
☐	Special Valuation	Submit documentation for application for Special Valuation for Historic Purposes per ECC 15.280.110 if applicable.

PLEASE NOTE: Items marked above shall be submitted to the Community Development Department **Twenty-One (21) Calendar Days before** the regular scheduled meeting of the Landmarks & Design Commission to allow time for review, processing and advertising according to WA State Statute. The Landmarks & Design Commission meets on the first Tuesday of each month and, if needed, on the third Tuesday of each month.

Stacey Henderson, Senior Planner/ Historic Preservation, is the staff liaison to the Landmarks & Design Commission.

Telephone: (509) 925-8608 FAX: (509) 915-8655 E-mail: hendersons@ci.ellensburg.wa.us

SIGNATURE OF LEGAL OWNER or REPRESENTATIVE AS AUTHORIZED BY THE LEGAL OWNER:	
I, _____, (print name) affirm that the above responses are made truthfully and to the best of my knowledge. I hereby apply for this permit application and acknowledge that I have read this application and state that the information is correct and that I agree to comply with all city ordinances pertaining to this permit if granted. I further affirm that I am the owner of record of the area proposed for the above-identified land use action or, if not the owner, attached herewithin is written permission from the owner(s) authorizing my actions on his/her/their behalf.	
Signature of Legal Owner: (or Authorized Agent)	Date: 08/14/2023

PROJECT INFORMATION:

☐	Project Description:	In a separate narrative, please describe how your project complies with the guidelines for historic properties listed in Sections 15.280.090, 15.530.020 & 15.530.030.
☐	Site Plan:	1. All building locations and dimensions to property lines and other structures. 2. Property lines and easements. 3. Setbacks, open space and landscaping. 4. Rights of way, curbs, parking sidewalks. (The site plan shall be legibly drawn to a minimum scale of 1:20 on substantial paper a minimum 11" x 17" size)
☐	Parking Lot Plan:	Must have preliminary approval by Public Works for parking lot plan.
☐	Exterior Lighting:	Identify the location, design, wattage and lighting orientation.
☐	Exterior building alterations, rehabilitation or restoration:	1. Scaled building elevations of all building sides. 2. Samples of types of materials to be used in the construction. 3. Paint colors & design (each paint color applied to 8-1/2" x 11" poster board. 4. Type of paint removal method (i.e. water, chemical, mechanical). 5. Repointing mortar joints – pointing styles and method. 6. Window repair/replacement/alteration detail.
☒	Signage:	1. Colored design 2. Dimensions <i>48" x 96"</i> 3. Location – Drawing or photograph depicting sign(s) on the building or pole. 4. Type of illumination. <i>Back Light</i>
☐	Dumpster:	1. Screening materials & colors 2. Location
☐	Special Valuation	Submit documentation for application for Special Valuation for Historic Purposes per ECC 15.280.110 if applicable.

PLEASE NOTE: Items marked above shall be submitted to the Community Development Department **Twenty-One (21) Calendar Days before** the regular scheduled meeting of the Landmarks & Design Commission to allow time for review, processing and advertising according to WA State Statute. The Landmarks & Design Commission meets on the first Tuesday of each month and, if needed, on the third Tuesday of each month.

Stacey Henderson, Senior Planner/ Historic Preservation, is the staff liaison to the Landmarks & Design Commission.

Telephone: (509) 925-8608

FAX: (509) 915-8655

E-mail: hendersons@ci.ellensburg.wa.us

SIGNATURE OF LEGAL OWNER or REPRESENTATIVE AS AUTHORIZED BY THE LEGAL OWNER:

I, Jodi Ann Goodrich, (print name) affirm that the above responses are made truthfully and to the best of my knowledge. I hereby apply for this permit application and acknowledge that I have read this application and state that the information is correct and that I agree to comply with all city ordinances pertaining to this permit if granted.

I further affirm that I am the owner of record of the area proposed for the above-identified land use action or, if not the owner, attached herewithin is written permission from the owner(s) authorizing my actions on his/her/their behalf.

Signature of Legal Owner: Jodi Ann Goodrich Date: 8/14/2023
 (or Authorized Agent) James [Signature] Date: 08/14/2023



PROOF

801 Prospect Street
Ste. 3
Ellensburg, Wa 98926

CONTACT- James Jones, 206-786-0082, james@smokeysbarbque.com>

option a)



original



Smokey's Ellensburg

- Translucent Backlit Graphics
- * 96" X 48" Back Light Sign Panels
- * Qty x2 panels

NOTES

☐

Approved As Is.

☐

Approved w/ changes

☐

Please Re Proof

Agreed to / signed by

Date

These designs are exclusive property of Fast Lane Signs.
All rights reserved. No reproduction or copy of any and all
parts of this design may be accomplished with the express
written consent of Fast Lane Signs. © 2018

Exhibit C.1- Photographs

Previous Sign



New Sign Panels







Meeting Date: September 6, 2023

**City of Ellensburg
Landmarks & Design Commission Agenda Report**

Agenda Subject: Review of grant extension request for 2023 Historic Preservation Grant

Submitted by:
Department: Community Development

Suggested Motion/Action:

It is in the interest of the LDC and the City to see historic buildings maintained. Staff suggests approval of this 1-year grant funding extension request.

Background/Summary:

In 2022, the applicant Nicole Hilderman, was awarded 2023 City of Ellensburg Historic Preservation grant funding in the amount of \$4,000, for exterior brick masonry repair work at 109 E. 3rd. This building and project were deemed eligible to receive grant funding, as the proposed work is located within the Downtown National Register and Local Landmarks Historic Districts. Attachment 2 includes the applicant's original proposal and scope of work, which has not changed.

The applicant has requested a 1 year extension to complete the original scope of work agreed upon for this contract in 2024, instead of 2023. Please see Attachment 1 for the applicant's extension request.

Previous Council Action:

October 18, 2022, the LDC recommended awarding \$4,000 of Historic Preservation Grant funding to Nicole Hilderman, for proposed exterior brick masonry repair work located at 109 E. 3rd Ave. City Council approved this recommendation on November 21, 2022.

Analysis:

Per Resolution 2018-32, City grant funding can be extended one time, for one year, by the authorizing commission. The applicant has not applied for any extensions regarding this proposal or contract, so granting this request would be considered the allowable one-time extension. If the extension is approved by the LDC, this recommendation will be forwarded to City Council for final review.

Financial Impact:

No financial impact, the same amount of funding set aside in 2023 would be moved to the 2024 calendar year.

Budget Adjustment: Yes

Attachments:

1. Attachment 1_Extension Request Email_8_17
2. Attachment 2_109 E 3rd

Attachment 1- Extension Request

Stacey Henderson

From: Darren Reid <DReid@CVB.bank>
Sent: Thursday, August 17, 2023 10:06 AM
To: Kathy Boots; Nicole Hilderman
Cc: Stacey Henderson; Steve Reid
Subject: [Ext] RE: 2023 Grant Updates Due-109 E 3rd

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

Kathy & Stacey,

We are formally requesting a 1 year extension on the grant funds for our brick project for the commercial property at 109 E 3rd Ave. in Ellensburg. The reason for the delay is as follows:

1. The business had several tenants (inherited from the previous owner) that vacated the building in 2022 and 2023. As such, our priority pivoted to internal renovations of spaces including renovations of what is now a therapist office, Buddy's Barkery (both completed), as well as current renovations on a commercial office space and a golf simulator.
2. Exterior building renovation for the brick work was going to ideally be completed in tandem with new solar awnings. We were working with EDA on grant funding for that, which isn't likely to come through until 2024. So it would be ideal to do both the brick and the awning renovations in 2024.

If you need anything further from us for the grant extension, please let me know. Thank you.

Darren

From: Kathy Boots <bootsk@ci.ellensburg.wa.us>
Sent: Monday, August 14, 2023 3:09 PM
To: Nicole Hilderman <nicolehilderman@gmail.com>
Cc: Darren Reid <DReid@CVB.bank>; Stacey Henderson <hendersons@ci.ellensburg.wa.us>
Subject: 2023 Grant Updates Due-109 E 3rd

WARNING: This email is from an EXTERNAL SOURCE. DO NOT open attachments or links from an unknown or suspicious origin.

Good Afternoon,

I wanted to reach out to you and let you know that we need an update on your project for the year. It is due by the end August.

I will keep my eyes open for your update.

Thank you,

Kathy Boots
Planning Technician

(509)962-7231

Bootsk@ellensburgwa.gov

501 N Anderson Street

Ellensburg, WA 98926



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**City of Ellensburg Community Development Department
2023 Historic Preservation Grants Program
Project Description**

Project Information (Attach additional sheets as needed)

Description of the project (please be as detailed as possible). A separate page may be attached to provide a more in-depth narrative:

Does this project involve a property listed on the Ellensburg Landmarks Register? If not, please specify if the subject property is proposed for nomination. If the property is not listed on the Ellensburg Landmarks Register, please describe how the project meets the goals of the grant program:

Contact Person

Name: Nicole Hilderman

Organization Representing: Brothertons, LLC

Contact Address: 109 E 3rd Ave

City/State/Zip: Ellensburg, WA 98926

Phone (two numbers preferred): 360-460-5933, 206-940-9024

E-mail: nicolehilderman@gmail.com

Project Cost

Amount Requested from the City: \$ 7,000

Cash Amount from Applicant: \$ 7,864

"In-Kind" Amount from Applicant: \$ 0

Cash from other Sources: \$ 0

Please list other sources:

Total Project Cost: \$ 14,864

**City of Ellensburg Community Development Department
Historic Preservation Grants Program - Budget Plan**

1. Personnel				
Item	Total Cost	Applicant "In-Kind"	Applicant Cash	Requested Grant
Sub Total	\$	\$	\$	\$

2. Supplies/Equipment Materials				
	Total Cost	Applicant "In-Kind"	Applicant Cash	City's Cash Match
Sub Total	\$	\$	\$	\$

3. Professional Services				
Item	Total Cost	Applicant "In-Kind"	Applicant Cash	
Masonry	14,784	Ø	7,784	
Sub Total	\$	\$	\$	\$

Project Total	Total Cost	Applicant "In-Kind"	Applicant Cash	Requested Grant
14,784	14,784	Ø	7,784	7,000

Notification Process

Notice will be published in the Ellensburg Daily Record.

Notice will be mailed to previous applicants from the past five years.

Notice will run on the City's website (www.ci.ellensburg.wa.us).

Landmarks and Design Commission Purposes

Comprehensive Plan Goals/Policies/Programs

Create and maintain landmark registers

- Historic resource inventory
- Ellensburg landmarks register
- Review citizen nominations to ELR
- Submit nominations to WA & National Registers

HP-1 A1
HP-1 A1, HP-2 A7
HP-1 A1
HP-1 A1, A2

Review proposals to alter (including signage) or demolish landmarks

- Adopt standards to guide review & COA issuance
- Advise DCD on development proposals affecting historic resources
- Compile resources to assist in avoiding demolition
- Consider proposing a property maintenance ordinance

HP-1 A2, A4, HP-2 A8, HP-3 B1
HP-2 A6, A8
HP-1 A4, HP-2 A1, A4, A9, HP-4 A1
HP-1 A3

Create incentives for historic preservation

- Develop incentive programs for reuse and redevelopment
- Investigate funding sources for preservation & heritage tourism
- Review requests for special valuation of historic properties

HP-2 A1, A2, A3, HP-3 A1, HP-4 A1, A2
HP-2 A2, A3, HP-5 A1
HP-2 A2

Outreach and advice

- Advise Council on city activities affecting historic resources
- Advise Council generally on historic preservation & heritage tourism
- Establish relationships with nonprofits & other governments
- Provide info to historic property owners on maintenance & rehab.
- Conduct educational and interpretive programs

HP-2 A6, A9
HP-3 B3, HP-5 B1
HP-2 A5, HP-4 A1, HP-5 A1
HP-1, A5, B1, B2, HP-2 A8, HP-3 A2, B1
HP-1 A5, B2, B3, HP-2 A5

Stacey Henderson

From: Darren Reid <DReid@CVB.bank>
Sent: Tuesday, October 11, 2022 3:41 PM
To: Stacey Henderson; Nicole Hilderman
Subject: RE: [Ext] RE: Historic Preservation Grant- Review Meeting

CAUTION - EXTERNAL EMAIL: The email below is from an external source. Please exercise caution before opening attachments, clicking links, fulfilling requests, or following guidance.

With the brick we plan to:

1. Rout out mortar joints where the mortar is weak/loose/failing and fill in where needed
2. Spot tuck point the brick where needed
3. Reinforcing west elevation (where cracked) with about 8' of stainless steel bar into mortar joint to reinforce
4. Pressure clean all brick
5. Apply clear water repellant to all brick

Existing Condition Photographs provided by Applicant.















Meeting Date: September 6, 2023
City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Demolition Code Review and Discussion
Submitted by:
Department: Community Development

Suggested Motion/Action:

Background/Summary:
Per commissioner feedback and previous conversations at LDC meetings, staff has revised the demolition ordinance, and is prepared to start the ordinance adoption process. Staff will present the proposed changes to the demolition process, as well as a few additional updates to 15.280 that have been made.

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:
None



Meeting Date: September 6, 2023

**City of Ellensburg
Landmarks & Design Commission Agenda Report**

Agenda Subject: GIS Map Project Follow Up
Submitted by:
Department: Community Development

Suggested Motion/Action:

Background/Summary:

At the regular LDC meeting on August 15, 2023, commissioners discussed developing and improving City online resources pertaining to historic preservation. The discussion included adding resources to the LDC City Web Page, and the creation of a GIS map that would support searching for the historical data of properties within the City. The idea is to provide members of the community with easier access to historic preservation related materials and historical data.

At the August 15 meeting, the LDC Commission requested staff research this project proposal, to figure out City capabilities, and grant opportunities.

Previous Council Action:

Analysis:

Staff researched the various possibilities of getting more accessible information on the City's Website, and learned the following:

1) With regards to the City Website LDC Page, Staff can rearrange the page to include the information the commission wants to provide. Staff met with Nicole Klauss, the City Public Information Officer, and she is happy to help get all the information in one place.

TO DO:

- 1) Determine the documents, information, and resources to include on the LDC page.
- 2) Determine layout of the page, and how the information is accessed
- 3) Provide a suggested layout to Nicole, who will create a draft and attend a meeting to present to the LDC for review.

COST AND TIMELINE:

This stage is possible with staff support at no cost to the commission, and can be pursued at any time.

2) When researching the creation of a GIS map, the proposed idea the commissioners suggested for a searchable map is largely possible. Staff met with the City GIS team, and

they supported this idea and the map could live on the City website (linked to the LDC page). The only item that was not possible on this main GIS map is allowing the public to upload their own information to the map. The City GIS map would need to be only controlled by the GIS specialists, with the commission guiding staff when information needs to be changed/ updated.

TO DO:

- 1) Discuss and determine the needed capabilities of the map.
- 2) Determine if any commissioners are willing to help research or gather data for the map, and which sources the data should come from.
- 3) Discuss applying for CLG grant in April 2024. Should it cover data gathering, or composing the map, or all of it?
- 4) Based on discussions with GIS specialist, there are consultants or students at the University available to help with this type of project. It could end up being a great thesis/ spring project with advance notice to the school.
- 5) LDC can revive the BeHeardEburg map if interested, as a resource for the community to share their favorite spots, photos, and stories.

COST AND TIMELINE:

Commissioners need to discuss how involved they want to be with helping to create said map and gather information, to better inform the grant writing process. The City GIS specialists are happy to help answer questions, host the final map, and help with the grant application, but do not have the capacity to do the project for the LDC. This project will require outside resources and funding, such as the CLG grant.

Financial Impact:

No financial impact at the moment, the commission may apply for the yearly CLG grant to help pay for the development of the GIS map.

Budget Adjustment: No

Attachments:

None