



CITY OF ELLENSBURG

Minutes of Landmarks & Design Commission, Regular Meeting

Date of Meeting

September 6, 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 pm.

Present: Fred Redmon, Dorothy Stanley (arrived at 5:48 pm), Zane Kanyer, Jeff Watson, Andy Polak, Monica Miller

Also Present: Stacey Henderson-Senior Planner, Kathy Boots-Planning Technician, Steve Reid-Applicant, James Jones-Applicant, Terry Weiner-City Attorney

Excused absence: Marty Blackson, Cathy Poshusta

2. Approval of Agenda

Commissioner Kanyer motioned to approve the agenda. Motion passed 5-0

3. Approval of Minutes

3.A Review of August 15, 2023 meeting minutes.

Commissioner Watson motioned approval of the August 15, 2023 LDC 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.

Commissioner Redmon reviewed appearance of fairness. Henderson read staff report and recommended approval. Findings of Fact reviewed. Public comment opened. Mr. Jones apologized for changing the sign without a COA being completed. He was not aware of the requirement. Public comment closed. Commissioner Watson moved to grant the COA request for the previously installed sign panels on the front facade of 417 N. Pearl St, with no conditions. The project does not need a building permit. Henderson will check in with the Building Official to look at existing hardware for safety. Commissioner Watson motioned to grant the COA request for the previously installed sign panels on the front facade of 417 N. Pearl St, with no conditions. Motion Approved 5-0.

4.B Review of grant extension request for 2023 Historic Preservation Grant

Review of grant extension request for 109 E 3rd. Since this grant was approved in 2022, they have not used the one extension allowed. The extension is needed due to several changes in tenants. Staff recommend approval. Commissioner Watson recommended approval of this 1-year extension and it should be forwarded to the City Council for consideration.

5. Unfinished Business

5.A Demolition Code Review and Discussion

Staff member Henderson reviewed changes to the demo code ordinance ECC15.280 that the Commissioners recommended. Staff explained the ordinance adoption process and comment periods. Changes will apply to structures within the Landmark District. The existing code was compared to the proposed new ordinance. Definitions and exemptions were explained. The demo will now come in as a building permit with specific required submittal criteria and a planner will review the materials in addition to the Building Department once adopted. The demo permit will be approved or denied based on code. Any appeals will go to a hearing examiner. The permit will have an expiration. The Commission discussed creating a historical inventory of structures and what that may entail. Property Maintenance Code and paint were discussed.

5.B GIS Map Project Follow Up

Henderson reported the information she gathered from City GIS staff regarding a historical map. The map could be on the City website but the public would not be able to add information. If the map is on the Be Heard Eburg site, the public could contribute. A revision to the Landmarks and Design page was discussed. Options to offset the cost were discussed.

6. Citizen Comment

None

7. Staff Update/Discussion Items

The next meeting is September 19, 2023.

Revitalize training is in October. In October, the grant applications will be reviewed.

8. Commission Representative Update

Commissioner Stanley informed the group of a 1952 Ellensburg Story and a 1923 Ellensburg Rodeo videos.

8.A EDA Representative Update

EDA will be fixing the holiday snowflakes and lighting.

9. Adjournment

Meeting was adjourned at 7:27 pm