

AGENDA

LANDMARKS & DESIGN COMMISSION

June 4, 2024

Hybrid Meeting In-person and via Zoom



Join Zoom Meeting

<https://us02web.zoom.us/j/88321706625?pwd=rfbQgHzii6mNdeJMRHcZBXyoX0WqC7.1>

Meeting ID: 883 2170 6625

Passcode: 892160

AMERICANS WITH DISABILITIES ACT

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**CITY OF ELLENSBURG
LANDMARKS & DESIGN COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, June 4, 2024
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 May 21, 2024 meeting minutes.
- 4. New Business**
 - 4.A Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the new construction of courtyard walls at 300 N. Pearl St.
- 5. Unfinished Business**
- 6. Citizen Comment**
- 7. Staff Update/Discussion Items**
 - 7.A Next Meeting- Discussion
- 8. Commission 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

May 21, 2024

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

The meeting was called to order at 5:46 p.m. by Redmon.

Present: Cathy Poshusta, Andy Polak, Dorothy Stanley, Fred Redmon, Jeff Watson

Absent: Zane Kanyer, Marty Blackson

Others Present: Stacey Henderson-Senior Planner-Historic Preservation; Kathy Boots-Planning Technician; Sadie Thayer; Kaung Ko

2. Approval of Agenda

Stanley motioned to approve the agenda. Motion passed 5-0.

3. Approval of Minutes

3.A Review of April 16, 2024 meeting minutes.

Stanley motioned to approve the minutes from April 16, 2024. Motion passed 4-0. Watson abstained from the vote due to his absence.

4. New Business

4.A Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed installation of a new sign at 300 N. Main St., Parcel ID #887033. Appearance of fairness was reviewed. Polak recused himself due to interest in the project. Staff member Henderson read her staff report. Staff recommend approval with no conditions. The existing hardware will be used. The applicant did not have anything to add. Public comment was opened. No public comment. Public comment closed. Poshusta motioned to approve the Certificate of Appropriateness for the proposed installation of a new sign at 300 N Main Street, Parcel ID #887033, as presented to include the findings of fact on page 8 in the staff report. Motion passed 4-0. Polak abstained from voting.

4.B Presentation and letter of support request from Sadie Thayer on behalf of the Kittitas County Historical Society.

Sadie Thayer gave an update on the Kittitas County Historical Society restoration. Phase one is days from completion. In completing the exterior

repair, the solar panels were removed, and it was discovered that the roof needed to be replaced. The solar panels are going to have to be reduced to meet the building and fire marshal code. This has increased the cost of the restoration. The utilities will need to be upgraded which will increase the cost too. Thayer is looking for a letter of support for the Kittitas County Historical Museum from the Commission for a grant from the Heritage Capitol Grant Project for 2025. Watson motioned that staff create a letter of support for the Heritage Capitol Grant Project from the Landmarks & Design Commission for the Kittitas County Historical Museum for the Chair of the Commission to sign. Motion passed 5-0.

5. Unfinished Business

None

6. Citizen Comment

None

7. Staff Update/Discussion Items

The CLG grant application has been submitted for the map project. No RFP is required. The amount of the grant asked for is \$20,000. There will be presentations for the grant on June 28, 2024.

The awards ceremony on May 4th, 2024 for local historical nominations went well.

There are three spots on the Commission that will be open. Commissioners that want to reapply will need to notify staff. The positions will be advertised. Commissioners that have terms expiring will be able to attend meetings until reappointed but will not be able to vote.

7.A Next Meeting- June 4, 2024

8. Commission Representative Update

Tonight's meeting is Stanley's last meeting. She has been on the Commission since 2012. Stanley would like realtors and owners in the historic district to be sent a letter notifying them of living in a historic district. The staff is working on this letter. The Ross mural was discussed. Watson discussed a training session he went to regarding an App that uses lists, crime dashboards, and historic preservation as a map. The survey committee will be scheduling a meeting.

9. Adjournment

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



Meeting Date: June 4, 2024

City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the new construction of courtyard walls at 300 N. Pearl St.

Submitted by:
Department: Community Development

Suggested Motion/Action:
Move to approve the two 48" tall patio walls, as proposed, at 300 N. Pearl St, with **no conditions**.

Background/Summary:
PROJECT DESCRIPTION: The applicant wishes to construct two new 48" tall courtyard walls at 300 N. Pearl St., Parcel ID #777033. The intention of these walls is to enclose a small courtyard area associated to the adjacent restaurant. Per the applicant narrative (Exhibit B.2), they are proposing a 2 x 4 wall with a finished facing and top to match the surrounding wall textures and colors. The proposed covered patio is located on the northeast corner of 3rd Ave and N Pearl St., in Central Commercial (C-C) zoning. The proposed work is located within the Downtown Ellensburg National Register Historic District, and Local Landmarks Historic District. The application (Exhibit B.1) was received by the Department and determined to be complete per ECC 15.280.100(C)(2)(b), on May 16, 2024.

TYPE OF REVIEW:

Review of proposed changes to structures within landmarks districts is required per **ECC 15.280.100(A)**, as follows:

A. Review required.

1. No person shall alter, repair, enlarge, newly construct, relocate, or demolish any registered landmark building, or any structure located on a property within a landmark district, nor install any exterior sign or mural pursuant to subsection (A)(2) of this section, without review by the commission and issuance of a COA or a demolition permit (ECC 15.280.110).
2. In the case of murals, the arts commission shall first review and provide recommendations to the commission regarding 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.

3. This review shall apply to all exterior features of the building visible from a public right-of-way. This review applies whether or not a permit from the city of Ellensburg is required.
4. 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.]

Previous Council Action:
STAFF COMMENTS:

The Kriedel Building at 300 N. Pearl St, is a historic contributing building within the Ellensburg Downtown National Register district and Local Landmarks District. This building was constructed ca. 1889 after the great fire. It was remodeled in the 1930's due to the Piggly Wiggly moving in, and again in the 1940's when sold to Junior Amusement Co. for the purpose of a medium-price modern theatre. At this time, the original cupola was removed, and the entire facade was changed into the modernized awning front that individuals see today.

The applicant has proposed to partially enclose the covered corner entry of the historic Kreidel Block, located on the northeast corner of 3rd and Pearl. Per the applicant narrative (Exhibit B.2), they are proposing to construct two 2 x 4 walls with a finished facing and top to match the surrounding wall textures and colors. The applicant has provided a proposed paint swatch with the lighter color being the main wall color, photographs, a site plan, floor plan, and narrative for review. The applicant is proposing to fasten the walls to the existing pavement, and will not be permanently fastening these to the building or the front columns.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the newly proposed courtyard walls are compatible with the style and colors of the building and surrounding neighborhood. The proposed walls continue existing wall lines, and are set back, underneath the protruding awning. As proposed, the corner entry is left open, and the walls at half height, which preserves the characteristic corner entry of the building. The addition of these walls will have minimal impact to the physical fabric of building, and can be removed easily in the future if needed.

Therefore, this project meets the following two criteria of said section:

- a. Retains and preserve(s) the overall historic character of the building, and
- b. Ensure(s) that proposed alterations are compatible with the building's own architectural character and do **not** create a false historical appearance.

FINDING OF FACT

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

1. Per ECC Sections 15.280.100, and 15.530.020, the LDC has jurisdiction to review this project.
2. The project has been found to be in keeping with two of the required building design standards of ECC 15.530.020, specifically that it:

- a) Retains and preserve(s) the overall historic character of the building, and

b) Ensure(s) that proposed alterations are compatible with the building's own architectural character and do not create a false historical appearance.

3. The Applicant is the owner of this building and can pursue this action. The building is addressed as 300 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. This proposal would not negatively alter the character-defining features of the historic building.

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.

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

1. P24-042 Exhibit A_ MAP
2. P24-042 Exhibit B.1_ APPLICATION
3. P24-042 Exhibit B.2_ NARRATIVE
4. P24-042 Exhibit B.3_ FLOOR PLAN
5. P24-042 Exhibit B.4_ SITE PLAN
6. P24-042 Exhibit B.5_ PAINT SWATCH
7. P24-042 Exhibit B.6_ PHOTOS
8. P24-042 Exhibit C.1_ Additional Photographs

Exhibit A- Location Map

300 N. Pearl St.



Exhibit B.1- Application



Landmarks & Design Certificate of Appropriateness Application

RECEIVED

MAY 03 2024

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:

5-6-24

Fee Total:

N/A

LDC FILE #:

P24-042

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):

Keith D REXINGER

Day Phone:

(509) 306-9577

Mailing Address:

PO Box 248

E-mail:

Cell Phone:

***APPLICANT:**

☐ Owner

☐ Contractor

☒ Tenant

☐ Other

Name:

Michael Morgan

Day Phone:

Below

Mailing Address:

300 N. Pearl St. Ste 101 Ellensburg, WA 98926

E-mail:

shooters sgs@hotmail.com

Cell Phone:

509-304-5511

CONTACT PERSON:

☐ Owner

☐ Contractor

☒ Tenant

☐ Other

Name:

Michael Morgan

Day Phone:

509-304-5511

Mailing Address:

4391 Nelson Siding Rd Cle Elum, WA 98922

E-mail:

shooters sgs@hotmail.com

Cell Phone:

Above

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:

7770 33

☐

Site Address:

300 N. Pearl St #101

☐

City Zoning Designation:

mixed retail w/office

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 3. Location – Drawing or photograph depicting sign(s) on the building or pole. 4. Type of illumination.
☐	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.

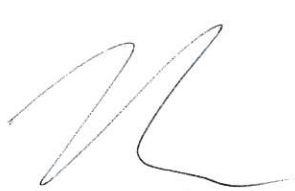
I further affirm that I am the owner of record of the area proposed for the above-identified land use action or, if not the owner, attached herewithin is written permission from the owner(s) authorizing my actions on his/her/their behalf.

Signature of Legal Owner: (or Authorized Agent)		Date:	
--	--	-------	--

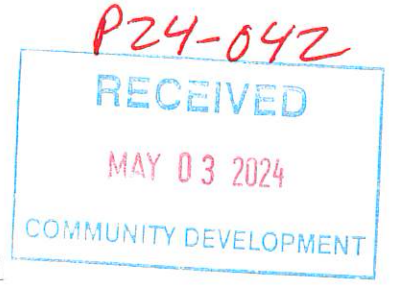
To Whom it may Concern



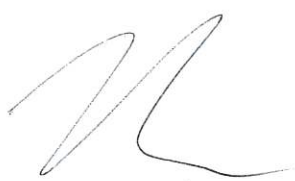
I give permission for the tenant
"Shooters SGS LLC" to make Exterior
modifications for a seating area.


5/3/2024 

To Whom it may Concern



I give permission for the tenant
"Shooters SGS LLC" to make Exterior
modifications for a seating area.


5/3/2024 

I am requesting Authorization to add an outside Patio @ 300 N Pearl street ste 101, Ellensburg. To be used for Dining + Games.

It will be 48" Tall and provide privacy and Weather safety + Security to Guests. It also will be licensed for Alcohol + Beer/wine

It is Minor Restricted 21 and over.

It will be Made out of sturdy 2x4 wall with a finished facing + top to Match the Colors of the Building According to Code + Historical requirements.

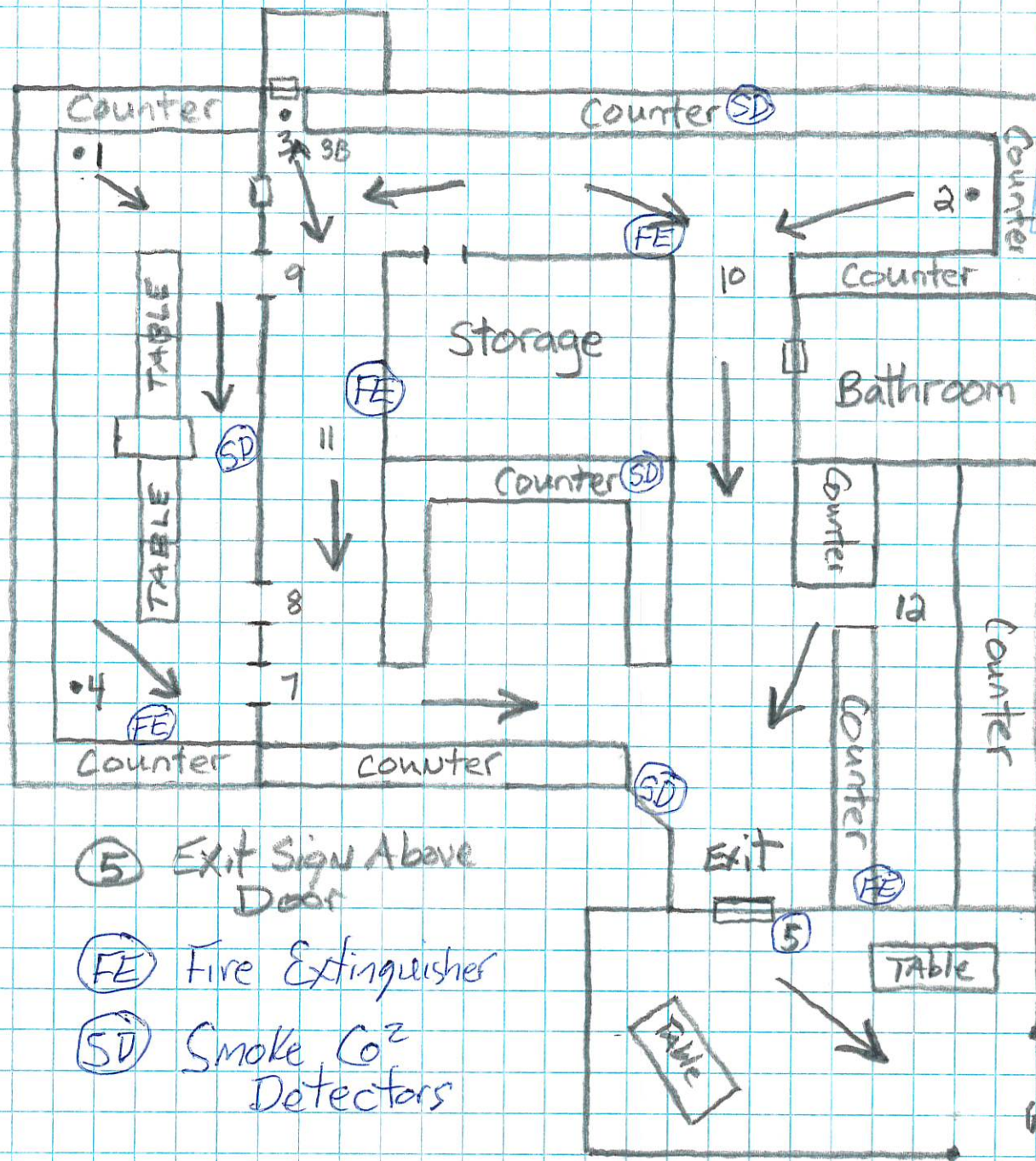
Occupancy will be 6-8 people
2 tables MAX.



Thanks,
Michael
owner
Morgan
shooters SGS LLC
509-304-5511

Exhibit B.3- Floor Plan

- 1 Far Point 59 Ft
- 2 Far point 38 Ft
- 3 Far Point A 49 Ft
B 49 Ft
- 4 Far Point 39 Ft
- 5 Exit Door 35 inches wide
- 6 Patio Exit 54 inches wide
- 7 Doorway 35 inches wide
- 8 Doorway 35 inches wide
- 9 Doorway 35 inches wide
- 10 Hall 4 Ft wide
- 11 - Hall 42 inches wide
- 12 - Path 24 inches wide



- (5) Exit Sign Above Door
- (FE) Fire Extinguishers
- (SD) Smoke Co₂ Detectors

P24-042

RECEIVED

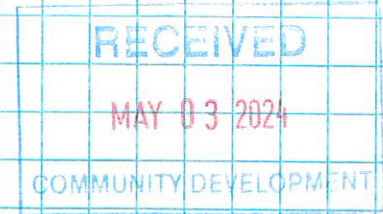
MAY 03 2024

COMMUNITY DEVELOPMENT

Shooters SGS LLC
509-304-5511

300 N. Pearl Street Suite 101

Exhibit B.4- Site Plan



Shooters SGS LLC

300 N Pearl Ste 101

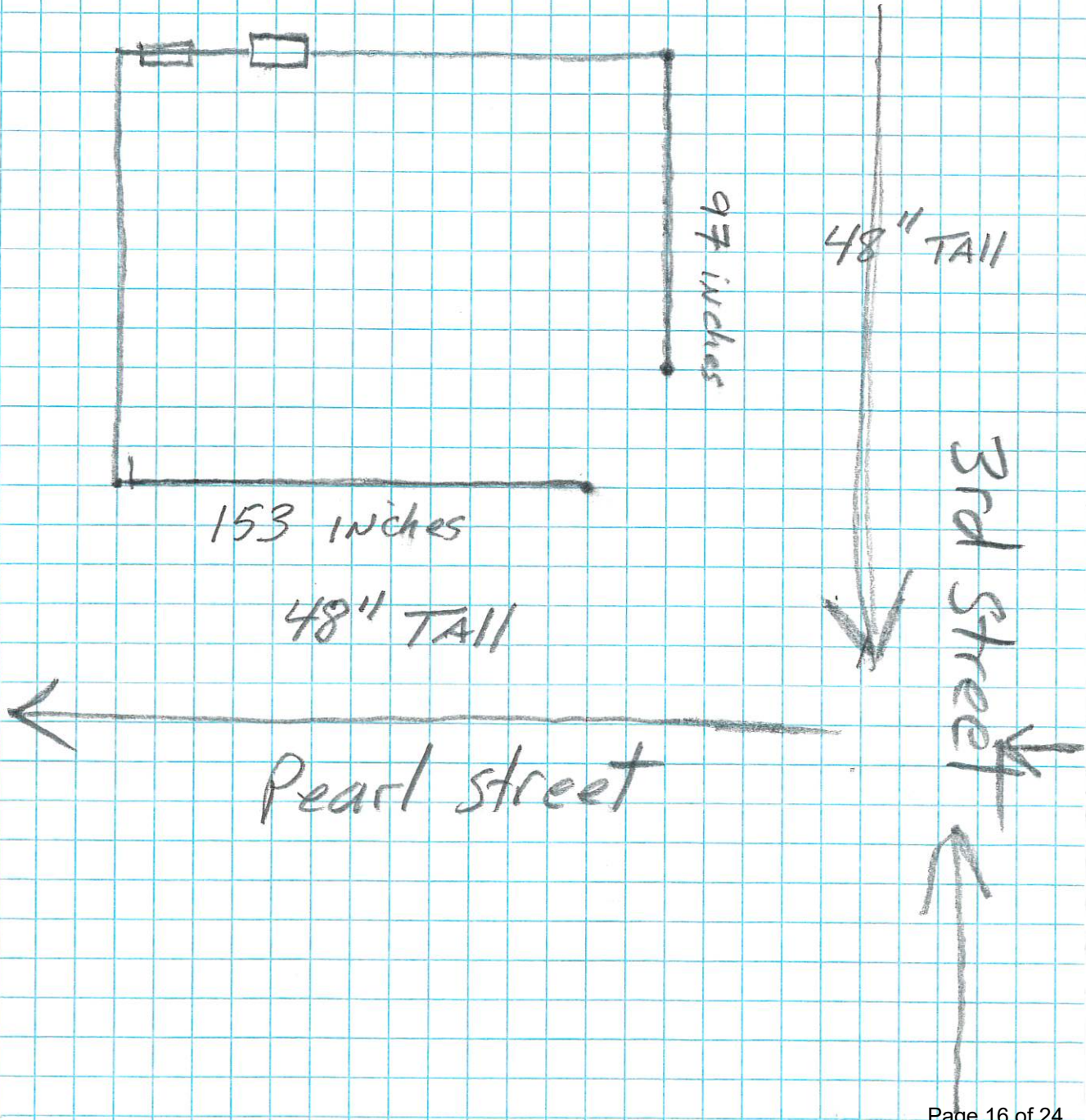


Exhibit B.5- Paint Swatch

P24-042

RECEIVED

MAY 03 2024

COMMUNITY DEVELOPMENT



Exhibit B.6- Photos

Kathy Boots

From: Michael Morgan <shooterssgs@hotmail.com>
Sent: Monday, May 6, 2024 8:37 AM
To: Kathy Boots
Subject: [Ext] Shooters SGS LLC 300 N Pearl St Pics

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

Hey Kathy,

Here are the Pics of the Patio Wall Idea. It will of course be finished, Painted and Decorated to match the Building. It is just temporarily secured in for the Pictures.

Thanks,

Michael Morgan
Shooters SGS LLC
509-304-5511









Exhibit C.1- Historic Photographs Provided by Kittitas County Historical Museum.



