

AGENDA

LANDMARKS & DESIGN COMMISSION

October 1, 2024

Hybrid Meeting In-person and via Zoom



Join Zoom Meeting

<https://us02web.zoom.us/j/84150430875?pwd=bBB7W9q3wVQ9t3G0EXm7TKcHw1Tkx7.1>

Meeting ID: 841 5043 0875

Passcode: 852932

AMERICANS WITH DISABILITIES ACT

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation by calling the City of Ellensburg ADA Coordinator at (509) 962-7222 or email ADAACoordinator@ellensburgwa.gov.

**CITY OF ELLENSBURG
LANDMARKS & DESIGN COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, October 1, 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 August 20, 2024 LDC Meeting Minutes
- 4. New Business**
 - 4.A Letter of Support for Public Works Historic Pathway and Lighting Project.
 - 4.B Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed installation of new sign graphics at 300 N Pearl St., Parcel ID #777033.
 - 4.C Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed installation of a new sign face at 207 N. Main St., Parcel ID #047033.
 - 4.D Public Hearing for consideration of a Certificate of Appropriateness (COA) for the proposed awning replacements and new barber pole at 114 W 4th Ave., Parcel ID #797033.
- 5. Unfinished Business**
- 6. Citizen Comment**
- 7. Staff Update/Discussion Items**
- 8. Commission Representative Update**
- 9. Adjournment**



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



Meeting Date: October 1, 2024

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

Agenda Subject:

Review of August 20, 2024 LDC Meeting Minutes

Submitted by:

Department:

Community Development

Suggested Motion/Action:

Move to approve August 20, 2024 Landmarks and Design Commission meeting minutes.

Background/Summary:

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:

1. 8.20.24 LDC Minutes



CITY OF ELLENSBURG

Minutes of Landmarks & Design Commission, Regular Meeting

Date of Meeting

August 20, 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 by Commissioner Redmon.

Present: Jeff Watson, Teresa Chanes, Vicki Sannuto, Marty Blackson, Fred Redmon

Absent: Zane Kanyer (unexcused), Cathy Poshusta (excused)

Others Present: Stacey Henderson-Senior Planner Historic Preservation

Commissioner Watson motioned to excuse the absence of Commissioner Poshusta. Motion passed 5-0.

2. Approval of Agenda

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

3. Approval of Minutes

3.A Review of August 6, 2024 meeting minutes.

Commissioner Watson moved to amend the August 6, 2024, meeting minutes to change "Commissioner Watson motioned to approve the absence of Commissioner Poshusta (not Blackson) and Kanyer."

Commissioner Blackson approved the motion for the proposed meeting minutes change. Motion passed 5-0.

4. New Business

- 4.A Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed installation of a new sign at 321 N. Pearl St., Parcel ID #837336. Appearance of fairness was reviewed. Staff member Henderson read the staff report. Staff recommended approval with no conditions. Public comment opened. The applicant would like to replace the existing sign and bracket. Applicant not present. No public comment. Public comment closed. Commissioner Watson asked staff a clarifying question regarding brackets. Commissioner Watson motioned to approve the Certificate of Appropriateness for the installation of the new sign at 321 N Pearl Street as proposed with no

conditions and findings of fact as indicated on page ten of the agenda report.
Motion passed 5-0.

- 4.B Public Hearing for consideration of a Certificate of Appropriateness (COA), for a proposal to replace two windows in their home located at 115 East 9th Ave. Parcel ID #113334.

Appearance of fairness was reviewed. Staff member Henderson read the staff report. Staff recommended approval with no conditions. Public comment opened. The applicant would like to replace two windows with changes at the home located at 115 East 9th Avenue. Applicant present. No public comment. Public comment closed. Commissioners asked the applicant clarifying questions regarding which door will be installed, if the second window is being replaced, and the paint color. Commissioner Chanes motioned to approve the Certificate of Appropriateness for replacement of two new windows to be installed at 115 East 9th Avenue as proposed. Motion passed 5-0.

- 4.C 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. Staff member Henderson read the staff report. Staff recommended approval with no conditions. Public comment opened. The applicant has proposed a new sign at 300 N Main Street. The applicant has also applied for a sign permit with the Building Department. Applicant not present. No public comment. Public comment closed. Commissioner Chanes motioned to approve the Certificate of Appropriateness for the installation of the new sign at 300 N Main Street as proposed with no conditions. Commissioner Watson opposes the proposal due to the sign not being historic per code. Redmon responded. The Commission had a discussion. The staff was addressed. The wording was clarified. The Chair called for a vote. Commissioner Chanes motioned to add a friendly amendment to the motion that the sign would state, "You have arrived; Ellensburg creative district". The motion to approve the amendment passed 5-0. A motion to approve the original motion with amendment passed 4-1 with Commissioner Watson opposing the motion.

5. Unfinished Business

None

6. Citizen Comment

None

7. Staff Update/Discussion Items

The meeting on September 5, 2024, was canceled.

The PLACES conference was discussed.

Mural and Sign code proposed changes will be brought before the Commission

Kelle Vandenberg will come to a meeting and discuss the Creative District

The CLG grant was awarded. Building the map will start in October with a consultant. The Commission members can be part of the committee.

Grant applications will be reviewed in October 2024.

8. Commission Representative Update

None

9. Adjournment

The meeting was adjourned.



Meeting Date: October 1, 2024
City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Letter of Support for Public Works Historic Pathway and Lighting Project.

Submitted by:

Department: Community Development

Suggested Motion/Action:
Move to approve the signing of a letter of support for the proposed project.

Background/Summary:
Derek Mayo and Josh Mattson of the City Public Works department are proposing a grant project to construct a brick paver pathway with historic three globe lighting that leads down Third Avenue and ends at the historic Train Depot. This project is a part of the City Transportation plan, which was incorporated into the plan years ago at the request of the Landmarks and Design Commission.

Derek and Josh are requesting a letter of support for this project from the Landmarks and Design Commission. Fred Redmon, as Chair, has requested before he sign a letter of support, that Derek or Josh come to discuss the project, and that the current commission review and approve the proposal.

Previous Council Action:

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:
1. ENBP70C55_20240913_093351



Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 50 ft

12' +/- Paverstone Pathway/Walk on N. side
with 3-Globe Historic Lighting and a Transit
Stop at the Depot



Meeting Date: October 1, 2024

City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed installation of new sign graphics at 300 N Pearl St., Parcel ID #777033.

Submitted by:

Department: Community Development

Suggested Motion/Action:

Move to approve the Certificate of Appropriateness for the proposed new sign facing, at 300 N. Pearl, as proposed, with **one condition**:

1. The sign shall be illuminated from dusk to 10:00pm only.

Background/Summary:

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.]

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 Kreidel Block 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, and was heavily remodeled in the 1940's. It is a brick masonry building that was later finished in stucco when remodeled to Streamline Moderne,

The applicant wishes to install a new vinyl sign graphic at their storefront located at 300 N Pearl St., in the Kreidel Block building. The proposed new sign face would be installed on the existing sign perched upon the entry canopy. (Exhibit B.2- Narrative) Per the applicant submittal, the sign does include lighting which does not work at the moment. The applicant plans to fix the backlighting for the sign in the future, but it would operate similar to what is there now with the timer and similar lighting design and intensity. The proposed sign change would be installed on an edifice located within the Downtown Ellensburg National Register Historic District, and Local Landmarks District.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed new sign face does not negatively impact the historic fabric of the building, as it utilizes the existing sign and only changes the facing. The proposal is compatible with surrounding signage, and does not create a false historical appearance.

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

- a. Retain and preserve the overall historic character of the building;
- 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 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, 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 project has also been found to be in keeping with one of the required building design standards of ECC 15.530.020, specifically that it:
 - a) Retain and preserve the overall historic character of the building;
 - b) Ensure(s) that proposed alterations are compatible with the building's own architectural character and do not create a false historical appearance.
4. The Applicant is the agent for 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.
5. 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:

6. 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. P24-079 Exhibit A_MAP
2. P24-079 Exhibit B.1_APPLICATION AND OWNER AUTHORIZATION
3. P24-079 Exhibit B.2_NARRATIVE
4. P24-079 Exhibit B.3_RENDERING

Exhibit A- Location Map

300 N. Pearl St.

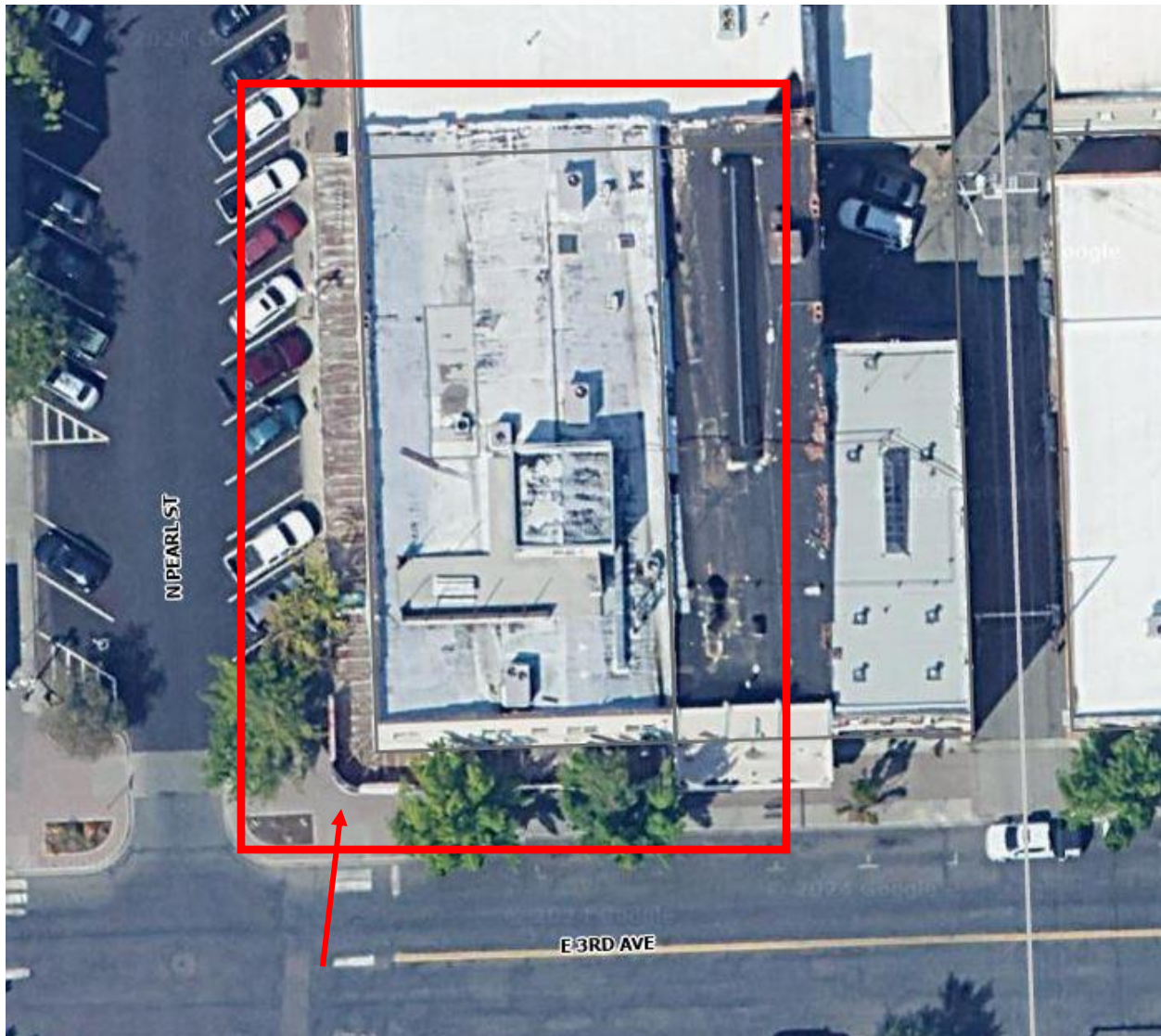


Exhibit B.1- Application

RECEIVED 8/15/24
COMMUNITY
DEVELOPMENT
P24-079



Landmarks & Design Certificate of Appropriateness Application

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:	8/15/24
Fee Total:	N/A
LDC FILE #:	P24-079
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):	Mike Hunter	Day Phone:	
Mailing Address:	PO Box 855 Ellensburg, WA		
E-mail:	mikeh509@gmail.com	Cell Phone:	5096071732

*APPLICANT: ☐ Owner ☐ Contractor ☒ Tenant ☐ Other

Name:	Devin Shannon	Day Phone:	509 899 9782
Mailing Address:	806 N C St		
E-mail:	devin.shannon@countryfinancial.com	Cell Phone:	

CONTACT PERSON: ☐ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	Devin Shannon	Day Phone:	5
Mailing Address:			
E-mail:		Cell Phone:	

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:	777033	
☒	Site Address:	300 N Pearl St.	
☐	City Zoning Designation:	Central don't know Commercial	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

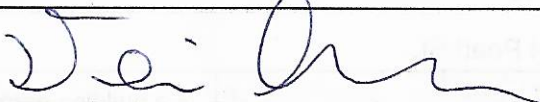
FAX: (509) 915-8655

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

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

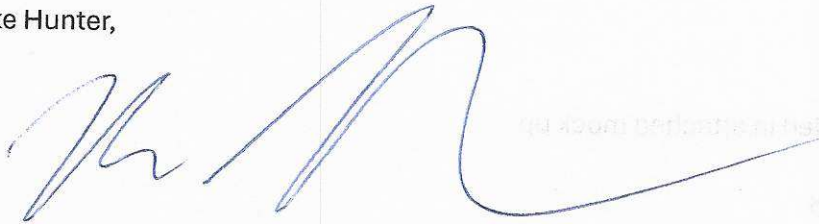
I, Devin Shannon, (print name) affirm that the above responses are made truthfully and to the best of my knowledge. I hereby apply for this permit application and acknowledge that I have read this application and state that the information is correct and that I agree to comply with all city ordinances 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:	8/14/24
--	--	-------	---------

I, Mike Hunter am the owner of the building at 300 N Pearl St. Parcel number 777033. The property has been under contract and the tentative plan is to close and record the sale with county on 8/19/2024. Consider this my written permission authorizing Devin Shannon of Country financial and to apply for and install new vinyl graphics.

Mike Hunter,



8-14-24

Exhibit B.2- Narrative

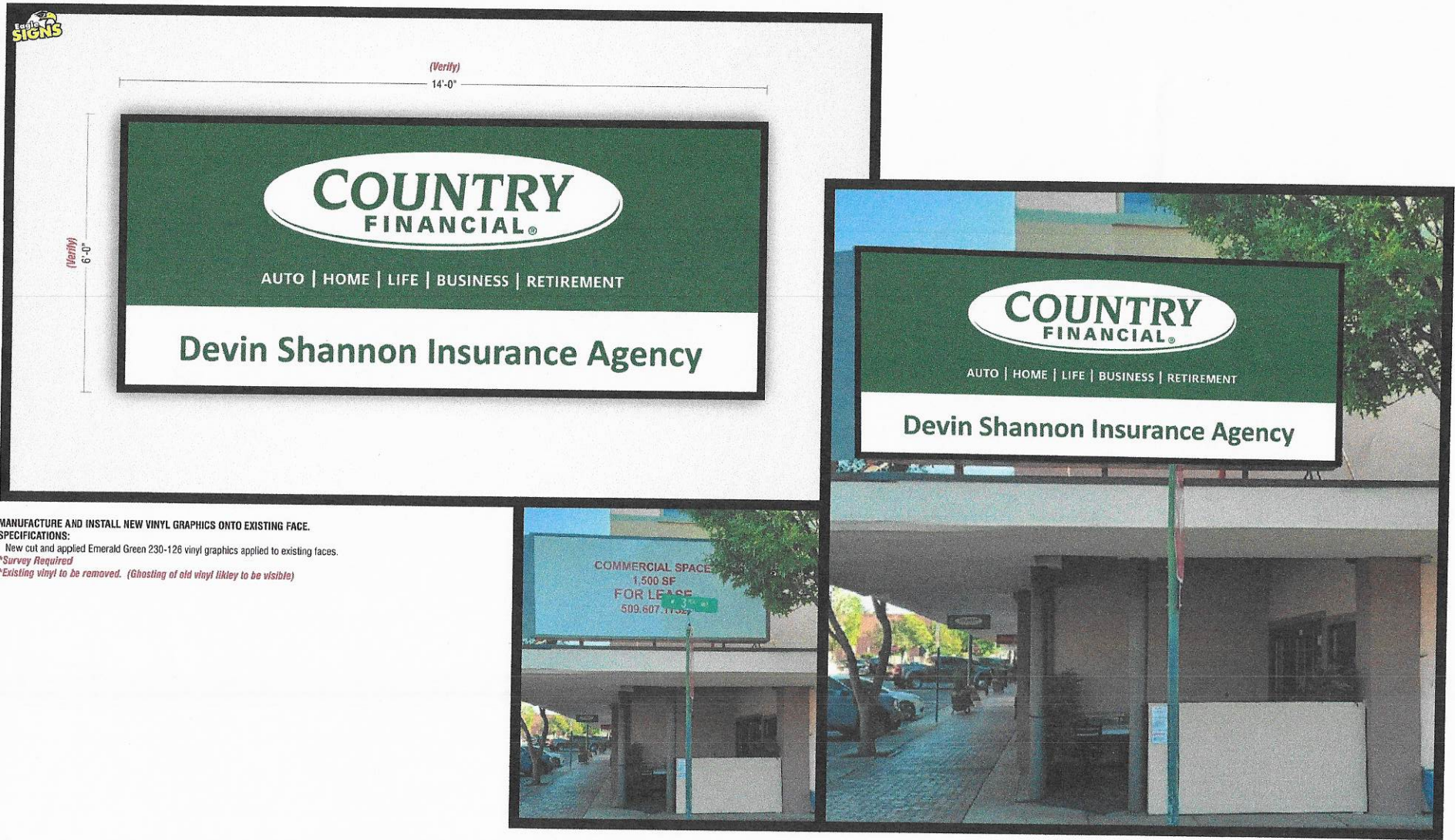
Project Description

This project is to install new vinyl graphics on the sign that is on the corner of 300 N pearl st. The project does not involve making any changes to the existing sign that has been there for many years but just updating the graphics as you can see in the attached illustrations. The updated vinyl graphics are the only thing changing and they are replacing the current sign that reads "COMERCIAL SPACE FOR LEASE"

SIGNAGE:

1. Colored design – included in attached mock up
2. Dimensions: 6' x 14'
3. Location – see attached
4. Type of illumination – the sign is backlit. It is set on a timer to come on at night. They are not currently working but we do plan to re-activate the lighting using the same lights that previously illuminated the sign.

Exhibit B.3- Rendering



509-453-5511
TOLL FREE 1-800-693-2453
FAX: 509-453-7912
1511 S. KEYS RD. YAKIMA WA 98901
www.eaglesignsllc.com

All projects include 3 proof revisions. Thereafter billed at our hourly rate.

DATE	LOCATION	CLIENT
7/8/2024	Ellensburg	Country Financial
DRAWN BY	REVISION	
Jason Cooper	COUNTRY-EBURG24-A4	

ATTENTION! READ
This drawing depicts the concept of what the end product will look like. Final colors and dimensions may vary due to printing and material limitations.

Your project will be produced based from the art provided. We rely solely on your approval of the proof as final verification and acceptance of the project. Please review proof carefully. Check that all spelling, punctuation, phone numbers, etc. are correct prior to approval. Colors are only a representation of actual colors. Appearances may vary due to the settings and limitation of the viewing and printing output devices. Any changes made after approval may be subject to additional charges. We cannot accept financial responsibility for items approved by you that may be later found in error.

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Meeting Date: October 1, 2024

City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed installation of a new sign face at 207 N. Main St., Parcel ID #047033.

Submitted by:
Department: Community Development

Suggested Motion/Action:

Move to approve the new sign face on the front facade of 207 N. Main St, as proposed, with **one condition:**

- 1) The sign shall be illuminated from dusk to 10:00 pm only.

Background/Summary:

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.]

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:

ECC 3.12.200 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 building located at 207 N. Main Street, is a one-story vernacular commercial building, built ca. 1930's. It is largely constructed of concrete block, with a flat roof, and flat entry canopy. There appears to be multiple additions behind this building that are also one story and of minimal detail. The large sign situated above the front entry canopy is existing from the previous ownership, and is fastened to the front façade as well as supports on the roof.

The applicant has installed a new vinyl sign graphic at their storefront located at 207 N Main St. The new sign face was installed on the existing sign perched above the entry canopy. (Exhibit B.2- Photograph) This building has recently changed ownership, and the new occupant of the building has painted the exterior, and unknowingly installed the new sign face for the new business without first obtaining a COA.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the new sign face is compatible with the surrounding historic district, does not create a false historical appearance, and contains compatible colors to the surrounding buildings also containing deep reds.

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

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

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 15.280.100, 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 project has also been found to be in keeping with one of the required building design standards of ECC 15.530.020, specifically that it:
 - b) Ensure(s) that proposed alterations are compatible with the building's own architectural character and do not create a false historical appearance.
4. The Applicant is the agent for the owner of this building and can pursue this action. The building is addressed as 207 N. Main St., and is located in the Ellensburg Downtown Local Landmarks District.
5. 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:

6. 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. P24-083 Exhibit A_ MAP
2. P24-083 Exhibit B.1_ APPLICATION
3. P24-083 Exhibit B.2_ COLORED PICTURE- EXISTING
4. Exhibit C.1-Sign Photographs

Exhibit A- Location Map

207 N. Main Street



Exhibit B.1- Application



Landmarks & Design Certificate of Appropriateness Application



Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning) comdev@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:	AW
Date Submitted:	8/28/21
Fee Total:	N/A
LDC FILE #:	P24-083
Associated Permit File #:	B24-400

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

Legal Owner Name(s):	AMRITA SANGHA	Day Phone:	206-307-5526
Mailing Address:	CENTRAL FOOD 207 @ GMAIL.COM / PO BOX 203		
E-mail:	CENTRAL FOOD 207 @ GMAIL.COM	Cell Phone:	206-307-5526

*APPLICANT:		☐ Owner	☐ Contractor	☐ Tenant	☐ Other	
Name:	AMRITA SANGHA				Day Phone:	206-307-5526
Mailing Address:	PO Box 203					
E-mail:	CENTRAL FOOD 207@gmail.com				Cell Phone:	206-307-5526

CONTACT PERSON:		☒ Owner	☐ Contractor	☐ Tenant	☐ Other	
Name:	KAY, TIM			Day Phone:	509-859-2614	
Mailing Address:	DOCS @ TRANSACTIONS . PANDOC . NET				509-859-3675	
E-mail:	timkay75 @ Yahoo . com			Cell Phone:		

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:	04 7033		
☐	Site Address:	207 N MAIN ST		
☐	City Zoning Designation:	CL	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)
☐	N/A Parking Lot Plan:	Must have preliminary approval by Public Works for parking lot plan.
☐	N/A Exterior Lighting:	Identify the location, design, wattage and lighting orientation.
☐	N/A 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.
☐	N/A Dumpster:	1. Screening materials & colors 2. Location
☐	N/A 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, ANRITA SAXISHA, (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:

Alicia Winbauer

From: Lily Kay <lilykay75@yahoo.com>
Sent: Wednesday, August 28, 2024 2:20 PM
To: Community Development Permits
Cc: centralfood207@gmail.com
Subject: [Ext] Central food LLC

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

Hello
My name is Lily Kay and I'm the landlord of the building at 207 N Main St in Ellensburg, WA. My brother Zhenyu, who owned the Panda Garden restaurant, sold the business to Central Food LLC in July. This morning per central food LLC's request, I am connecting with you to see what information you need in order for them to change the business sign. Can you please direct me with guidance on what to provide? Thank you for your time.
Lily

[Sent from Yahoo Mail for iPhone](#)

Exhibit B.2- Colored Picture- Existing



P24-083





Exhibit C.1- Photograph of Existing Sign





Meeting Date: October 1, 2024

City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject:

Public Hearing for consideration of a Certificate of Appropriateness (COA) for the proposed awning replacements and new barber pole at 114 W 4th Ave., Parcel ID #797033.

Submitted by:

Department:

Community Development

Suggested Motion/Action:

Public Hearing for consideration of a Certificate of Appropriateness (COA) for the proposed awning replacements and new barber pole at 114 W 4th Ave., Parcel ID #797033.

Background/Summary:

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 is 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:

Analysis:

STAFF COMMENTS:

The historic Fitterer building was built ca. 1909, and is a two-story masonry building with flat

roof with a shallow corbelled brick cornice and metal coping. Originally intended to be three stories, construction of the building started in June of 1908, which used approximately 225,000 locally fired bricks from a local brick yard. The building was completed in 1909, and has operated as the Fitterer Bros furniture store until 2022.

The applicant has proposed to replace the two existing awnings along the main street façade, and add a barber pole along the main street entrance of the historic Fitterer building. The proposed awnings and barber pole are visible from Main St., and advertise for new occupants of the building. As seen in Exhibit B.4, as provided by the applicant, the awning heights have been reduced from 7' to 4' tall, revealing existing wood siding. Per the applicant's narrative, exhibit B.2, the planned height reduction is to anticipate future work, including the reconstruction of historic windows that used to be in that location. The proposed awnings will incorporate new awning frames, which will be attached in roughly the same location as the existing awning frames. The proposed awnings and barber pole are located within the Downtown Ellensburg National Register Historic District, and Local Landmarks District, Parcel ID #797033, Central Commercial (C-C) Zoning.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed awnings and barber pole will not detract from the overall historic character of the building, and are compatible with the surrounding district. The proposed awning design encourages future restoration of original windows by reducing the awning height, and barber poles have historically marked barber shops throughout town. 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.

FINDINGS 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 an agent for the owner of this building and can pursue this action. The building is addressed 114 W 4th Ave., located in the Downtown Ellensburg National Register District and the local Downtown Historic District.

4. It is in the interest of the City of Ellensburg to have historic buildings maintained. This proposal, if approved with no conditions, would not negatively alter the character-defining features of the historic building or surrounding district, but rather, enhance them.

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. P24-085 Exhibit B.1_APPLICATION
2. P24-085 Exhibit B.2_Narrative
3. P24-085 Exhibit B.3_SITE PLAN
4. P24-085 Exhibit B.4_REVIEWED REVISED PLANS AWNING & BARBER POLE 9.13.24 (1)
5. P24-085 EXHIBIT A_LOCATION MAP



Landmarks & Design

Certificate of Appropriateness Application

RECEIVED 9/11/24
COMMUNITY
DEVELOPMENT
P24-085

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:	9/11/24
Fee Total:	N/A
LDC FILE #:	P24-085
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):	Ellensburg Central, LLC	Day Phone:	206-799-1059
Mailing Address:	PO Box 2945, Chelan, WA 98816		
E-mail:	adam@cbcascade.com	Cell Phone:	206-799-1059
*APPLICANT:	☒ Owner ☐ Contractor ☐ Tenant ☐ Other		
Name:	Adam Rynd	Day Phone:	206-799-1059
Mailing Address:	PO Box 2945, Chelan, WA 98816		
E-mail:	adam@cbcascade.com	Cell Phone:	206-799-1059
CONTACT PERSON:	☒ Owner ☐ Contractor ☐ Tenant ☐ Other		
Name:	Adam Rynd	Day Phone:	206-799-1059
Mailing Address:	PO Box 2945, Chelan, WA 98816		
E-mail:	adam@cbcascade.com	Cell Phone:	206-799-1059

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:	797033	
☒	Site Address:	114 W 4th Avenue, Ellensburg, WA 98926	
☒	City Zoning Designation:	Central Commercial	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, Adam Rynd for Ellensburg Central, LLC, (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)	<i>Adam Rynd</i>	Date:	9/10/2024
---	------------------	--------------	-----------

Stacey Henderson

From: Adam Rynd <adam@cbcascade.com>
Sent: Wednesday, September 11, 2024 2:19 AM
To: Stacey Henderson
Cc: Community Development Permits
Subject: [Ext] Fitterer Building - Awning Applications and Update for Landmarks & Design Commission
Attachments: SV City Application - Fitterer Building (10-Sep-2024).pdf; Fitterer Awning Illustrations (10-Sep-2024).pdf; BA-03 SIGN PERMIT APPLICATION - Fitterer Building (10-Sep-2024).pdf

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

Hi Stacey,

Thanks very much for your callback last week! I hope you're feeling better.

Please find attached our Landmarks and Design Certificate of Appropriateness Application. I have also attached our Sign and Awning Permit Application and the awning illustrations.

Here's an update to share with the Landmarks and Design Commission:

We are nearing completion of the Fitterer Building renovations. We target opening the building in October, subject to final certificate of occupancy, of course. The interior of the building has been completely renovated, with all new systems including HVAC, fire sprinklers, alarm, electrical, plumbing, and fiber network. By the end of September, all drywall, paint, and flooring will be installed, tenant improvements will be completed, and all new doors will be installed. In total, we created 6 retail suites and 11 office suites in the building. About 80% of the building has been leased or is in common areas and we have just a handful of office suites remaining to lease.

Next year, we plan to submit a proposal to City Planning and Landmarks & Design Commission to recreate the historic windows on the 2nd floor of the building. We will also seek to address the 4th Avenue exterior signage at that time. This application for new awnings is independent of those desired changes, but the awning designs anticipate that future work.

Members of the Fitterer family have toured the space during various stages of the renovations, including a visit by Jon and Susan last Thursday. They have been very supportive of the changes and we're excited to honor the heritage of the family, the building's important location in the community, and the history of Ellensburg. New art installations and a feature sculpture are planned for the common areas of the building in that spirit.

City staff have been very helpful throughout the process and we plan to host a special ribbon cutting event in mid-October. We hope all the Landmark and Design Commission members are able to attend. Event details will be shared very soon.

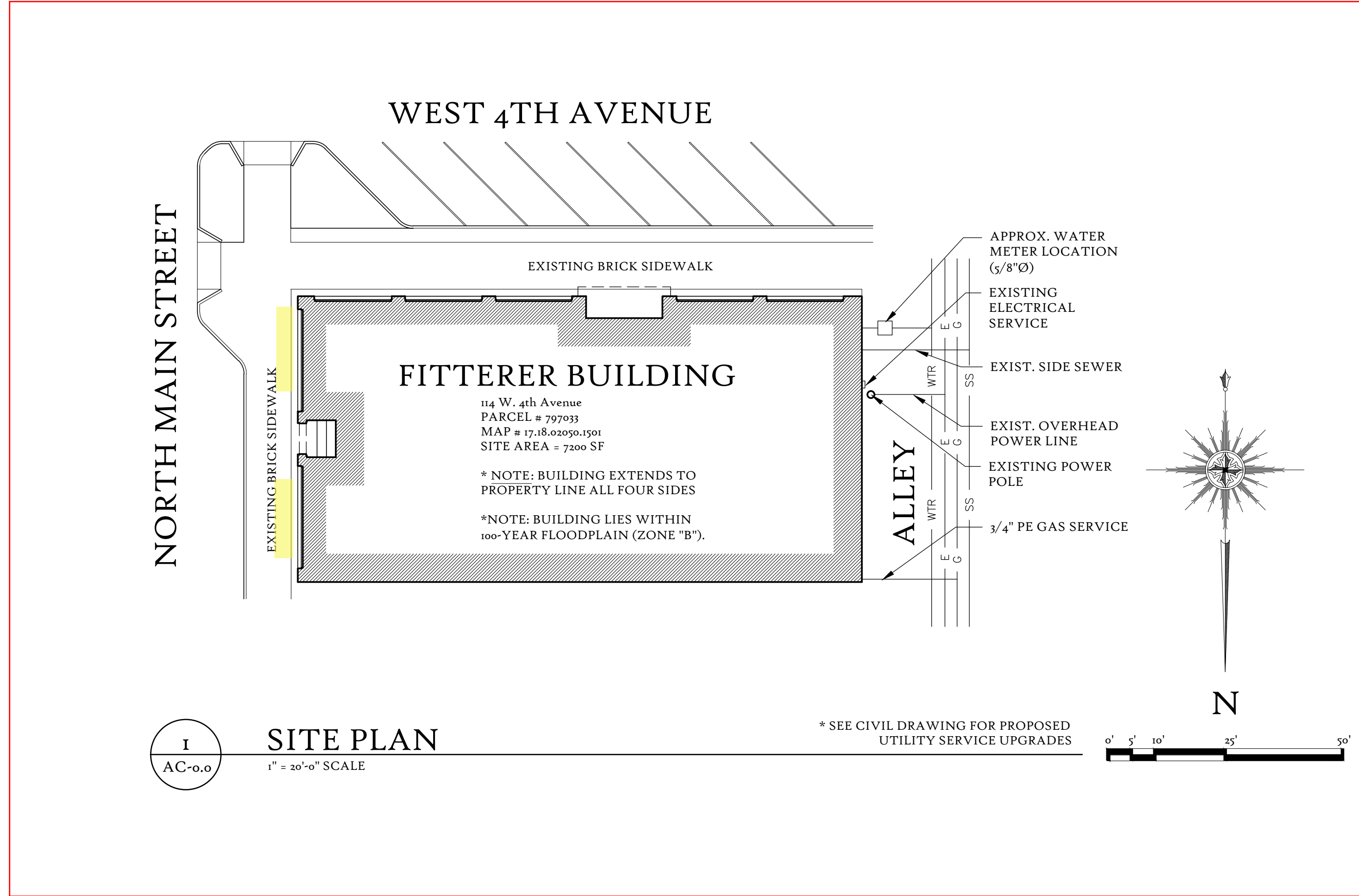
Thanks,
Adam

Adam Rynd
Owner and Designated Broker

Coldwell Banker Cascade Real Estate

adam@cbcascade.com

206-799-1059 mobile



RECEIVED
09/11/2024
COMMUNITY
DEVELOPMENT
B24-422

ARCHITECT NOTES:
THE FOLLOWING DRAWINGS AND SPECIFICATIONS, AND THE IDEAS, DESIGNS AND ARRANGEMENTS REPRESENTED THEREBY, ARE AND SHALL REMAIN THE PROPERTY OF ANDREWS & ANDREWS, INC. NO PART THEREOF SHALL BE COPIED, DISCLOSED TO OTHERS, OR USED IN CONNECTION WITH ANY OTHER WORK OR PROJECT OTHER THAN THE SPECIFIC PROJECT FOR WHICH THEY HAVE BEEN PREPARED AND DEVELOPED, WITHOUT THE WRITTEN CONSENT OF ANDREWS & ANDREWS, INC. VISUAL CONTACT WITH THESE DRAWINGS OR SPECIFICATIONS SHALL CONSTITUTE CONCLUSIVE EVIDENCE OF ACCEPTANCE OF THESE RESTRICTIONS.
CONTRACTOR NOTES:
WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. CONTRACTORS SHALL VERIFY, AND BE RESPONSIBLE FOR, ALL DIMENSIONS AND CONDITIONS ON THE JOB. THE ARCHITECT: ANDREWS & ANDREWS, INC. MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THESE DRAWINGS. SHOP DETAILS MUST BE SUBMITTED TO THE ARCHITECT FOR APPROVAL BEFORE PROCEEDING WITH FABRICATION.
GENERAL NOTES
- CONTRACTOR TO PROVIDE SAFETY MEASURES IN ACCORDANCE WITH APPLICABLE CODES. - CONTRACTOR TO INDEMNIFY AND HOLD THE OWNER/ARCHITECT HARMLESS FOR INJURY OR DEATH TO PERSONS OR FOR DAMAGE TO PROPERTY CAUSED BY THE NEGLIGENCE OF THE CONTRACTOR, CONTRACTOR'S AGENTS, EMPLOYEES OR SUBCONTRACTORS. - EACH CONTRACTOR IS RESPONSIBLE FOR DAMAGE TO ADJACENT WORK AND IS TO REPAIR SAID DAMAGE AT CONTRACTOR'S EXPENSE. - MECHANICAL, PLUMBING AND ELECTRICAL ARE DESIGN/BUILD UNDER SEPARATE PERMIT. - CODES: WORK IS TO CONFORM TO THE APPLICABLE BUILDING CODES AND ORDINANCES. IN CASE OF ANY CONFLICT WHERE THE METHODS OR STANDARDS OF INSTALLATION OF THE MATERIALS SPECIFIED DO NOT EQUAL OR EXCEED THE REQUIREMENTS OF THE LAWS OR ORDINANCES, THE LAWS OR ORDINANCES SHALL GOVERN. NOTIFY ARCHITECT OF CONFLICTS. - DRAWINGS AND SPECIFICATIONS: CIVIL, MECHANICAL, PLUMBING, ELECTRICAL AND FIRE SUPPRESSION & ALARM DRAWINGS ARE SUPPLEMENTARY TO THESE DRAWINGS. NOTIFY THE ARCHITECT OF DISCREPANCIES BETWEEN THE CONSULTANTS' DRAWINGS WITH A WRITTEN REQUEST FOR CLARIFICATION. WORK INSTALLED IN CONFLICT WITH THESE DRAWINGS OR SPECIFICATIONS IS TO BE CORRECTED BY THE CONTRACTOR AT NO EXPENSE TO THE OWNER OR ARCHITECT. - OBTAIN PERMITS AND APPROVALS AS REQUIRED AND COMPLY WITH RULES AND REGULATIONS OF JURISDICTION GOVERNING THE WORK. - INSTALL ALL MATERIALS, APPLIANCES, PRODUCTS, FIXTURES, FITTINGS AND FINISHES PER MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS, AND PER CURRENT INDUSTRY STANDARD BEST PRACTICES.
DIMENSIONS:
- INFORMATION SHOWN ON THE DRAWINGS RELATIVE TO EXISTING CONDITIONS ARE BASED ON BEST PRESENT KNOWLEDGE BUT WITHOUT GUARANTEE OF ACCURACY. FIELD VERIFY EXISTING CONDITIONS AND DIMENSIONS AND NOTIFY THE ARCHITECT OF DISCREPANCIES OR CONDITIONS ADVERSELY AFFECTING THE DESIGN PRIOR TO PROCEEDING WITH THE WORK. - DIMENSIONS OF PLANS ARE TYPICAL TO THE CENTERLINE OF COLUMNS AND FACE OF ROUGH FRAMING OF WALLS AND PARTITIONS, UNLESS NOTED OTHERWISE. - DO NOT SCALE DRAWINGS. USE DIMENSIONS SHOWN ON THE DRAWINGS AND ACTUAL FIELD MEASUREMENTS. NOTIFY THE ARCHITECT IF DISCREPANCIES ARE FOUND. - COORDINATION: VERIFY AND COORDINATE THE WORK OF TRADES TO ASSURE COMPLIANCE WITH THE DRAWINGS AND SPECIFICATIONS.

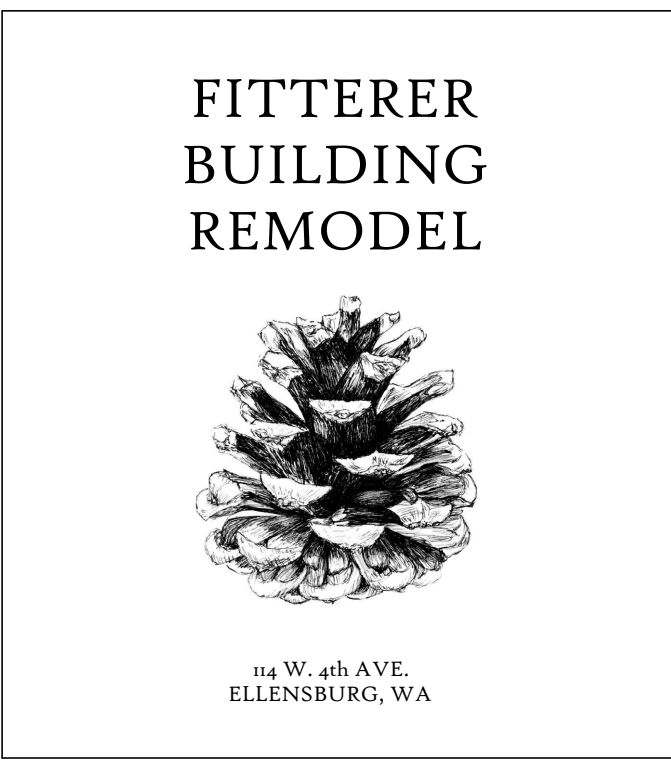
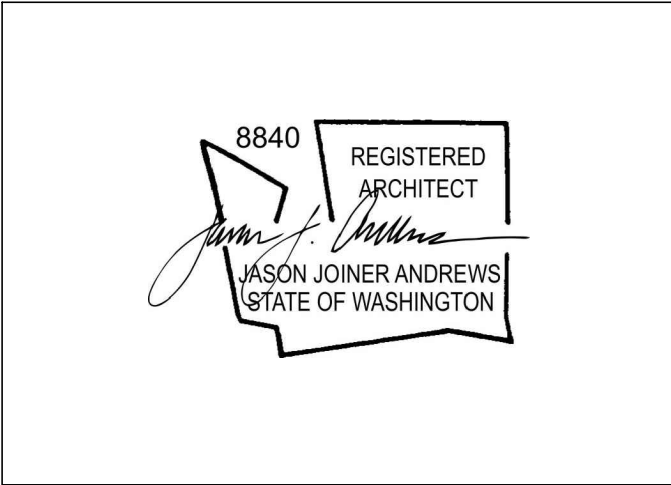
GENERAL NOTES (Continued)
CONSTRUCTION: - INVESTIGATE AND VERIFY UTILITY LOCATIONS AND SITE CONDITIONS PRIOR TO BEGINNING THE WORK. - PROVIDE FIREBLOCKING AT ALL THE FOLLOWING LOCATIONS: - IN CONCEALED SPACES OF STUD WALLS, INCLUDING FURRED SPACES, AT THE CEILING AND FLOOR LEVELS, AND AT 10 FOOT INTERVALS HORIZONTAL AND VERTICAL - AT ALL INTERSECTIONS BETWEEN CONCEALED VERTICAL & HORIZONTAL SPACES SUCH AS SOFFITS, SHOWER AND TUB ENCLOSURES, AND DROP OR COVE CEILINGS. - IN CONCEALED SPACES BETWEEN STAIR STRINGERS, AT THE TOP AND BOTTOM OF THE RUN, AND BETWEEN STUDS ALONG AND IN LINE WITH THE STAIR STRINGERS. - IN OPENINGS AROUND VENTS, PIPES, DUCTS, AND SIMILAR OPENINGS THAT AFFORD A PASSAGE FOR FIRE AT CEILINGS AND FLOOR LEVELS WITH NON-COMBUSTIBLE MATERIALS. - AT OPENINGS BETWEEN ATTIC SPACES AND CHIMNEY CHASES FOR FACTORY BUILT-CHIMNEYS - ALL PLUMBING PENETRATIONS THROUGH RATED ASSEMBLIES. - PROVIDE BLOCKING REQUIRED FOR WALL AND CEILING MOUNTED ITEMS. - OFFSET STUDS WHERE REQUIRED SO THAT FINISH WALL SURFACES ARE FLUSH. - PROVIDE GALVANIC ISOLATION BETWEEN DISSIMILAR METALS. - PROVIDE OUTSIDE COMBUSTION AIR FOR ALL FUEL BURNING APPLIANCES PER U.M.C. 703.
FINISHES: - PAINT, WALL COVERINGS AND WALL PANELS TO BE APPLIED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. - PROVIDE REDUCER STRIPS AT LOCATIONS WHERE CARPET AND OTHER FLOORING TYPES MEET. PROVIDE COLOR AND MATERIAL SAMPLES FOR APPROVAL. - FLOOR COVERINGS IN CLOSETS ARE TO BE THE SAME AS THAT OF THE SPACE INTO WHICH THE CLOSET DOOR OPENS, UNLESS NOTED OTHERWISE. - PREPARE FLOOR PER FLOORING AND CARPET MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS, TO PROVIDE LEVEL AREA FOR FLOORING INSTALLATION AND LEVEL FLOORING TRANSITIONS.
ENERGY & VENTILATION: - COORDINATE LOCATION & TERMINATION OF DUCTING AND EXHAUST FANS WITH MECHANICAL SUBCONTRACTOR. - ALL EXTERIOR OPENINGS SHALL BE SEALED, CAULKED, GASKETED, OR WEATHER STRIPPED. - ALL RECESSED LIGHT FIXTURES SHALL BE I.C. RATED AND SEALED OR GASKETED TO PREVENT AIR LEAKAGE INTO UNCONDITIONED SPACE.

CODE ANALYSIS
PROJECT ADDRESS: 114 W. 4TH AVE.
CODE EDITIONS: 2018 INTERNATIONAL BUILDING CODE 2018 INTERNATIONAL MECHANICAL CODE 2018 INTERNATIONAL FIRE CODE 2018 UNIFORM PLUMBING CODE 2018 WASHINGTON STATE ENERGY CODE * SEE CITY OF ELLENSBURG TITLE 7 & WASHINGTON STATE BUILDING COUNCIL FOR STATE AMENDMENTS ELLENSBURG MUNICIPAL CODE ELLENSBURG LAND DEVELOPMENT CODE ELLENSBURG COMPREHENSIVE PLAN WASHINGTON STATE ENVIRONMENTAL POLICY ACT
ZONE: CC (CENTRAL COMMERCIAL)
CONSTRUCTION TYPE: III-B
PROPOSED USE: MIX OF "M" (MERCANTILE), "B" (BUSINESS OFFICES), "A-2" ASSEMBLY, AND "S-2" STORAGE. EXISTING BUILDING IS "M" ON ALL FLOORS; PROPOSED ALTERATIONS REPRESENT PARTIAL CHANGE OF OCCUPANCY.
OCCUPANCY CLASSIFICATIONS: "A-2" ASSEMBLY: 1,487 SF "B" BUSINESS: 6,847 SF "M" MERCANTILE: 9,103 SF "S-2" STORAGE: 1,379 SF
BUILDING HEIGHT: EXISTING (NO PROPOSED CHANGES) - IEBC 1011.5.2
NUMBER OF STORIES: EXISTING (NO PROPOSED CHANGES) - IEBC 1011.5.2
ALLOWABLE BUILDING AREA: EXISTING (NO PROPOSED CHANGES) - IEBC 1011.5.2 EXIST. 1ST FLOOR AREA: 7,215 SF EXIST. 2nd FLOOR AREA: 7,008 SF EXIST. 3rd FLOOR AREA: 7,215 SF
TOTAL EXIST. BLDG. AREA: 21,438 SF
FIRE RESISTIVE RATINGS (W/SPRINKLER SYSTEM PER SECTION 903) (IBC TABLE 601): PRIMARY STRUCTURAL FRAME: 0-HR. REQUIRED EXTERIOR BEARING WALLS: 2-HOUR (EXISTING, NO PROPOSED CHANGES) INTERIOR BEARING WALLS: 0-HR. REQUIRED FLOOR CONSTRUCTION: 0-HR. REQUIRED ROOF CONSTRUCTION: 0-HR. REQUIRED
FIRE RESISTIVE RATINGS FOR EXTERIOR WALLS AND OPENINGS: *NO CHANGES PROPOSED TO EXISTING EXTERIOR OPENINGS.
FIRE & SMOKE PROTECTION FEATURES (IBC CHAPTER 7): STAIR #2 (Inter. Exit Access Stair Shaft): 1-HR. FIRE BARRIER REQUIRED (IBC 713.4) * UL L501, U305 PROPOSED 2nd & 3rd FLOOR CORRIDORS: 0-HR. REQUIRED W/ Sprinklers (TABLE 1021.1) 1st FLOOR EXIT ACCESS CORRIDOR: 1-HR. FIRE BARRIER REQUIRED (IBC 1024.3) * UL L501, U305 PROPOSED STAIR #1 (New/Exist. Vertical Stair Opening): 0-HR REQUIRED (IEBC 802.2.1.5.2 AND 9.2) OCCUPANCY SEPARATION S-2 TO B, M: 1-HOUR FIRE BARRIER (IBC TABLE 508.4) * UL L501, U305 PROPOSED OCCUPANCY SEPARATION A-2 TO M: 1-HOUR FIRE BARRIER (IBC TABLE 508.4) * UL L501, U305 PROPOSED
INTERIOR FINISHES (CHAPTER 8): *CLASS "C" COVERINGS REQUIRED FOR "B" AND "M" OCCUPANCIES (TABLE 803.13) *CLASS "B" COVERINGS REQUIRED FOR "A-2" EXIT ACCESS CORRIDORS (TABLE 803.13)
FIRE PROTECTION SYSTEM (CHAPTER 9): *PROPOSED NFPA-13 SYSTEM (IFC 903)
FIRE ALARM SYSTEM: *PROPOSED APPROVED MONITORED FIRE ALARM SYSTEM (IBC 903.4.1-2) PER IFC 907. *PROPOSED APPROVED IN-BUILDING 2-WAY EMERGENCY RESPONSE COMMUNICATION SYSTEM (IFC 1103.2), IF REQUIRED.
MEANS OF EGRESS (CHAPTER 10): OCCUPANCY LOAD TABLES: *SEE SHEETS AC-1.1, AC-1.2, AND AC-1.3 FOR FLOOR-BY-FLOOR OCCUPANCY LOAD TABLES.
STAIRWAY WIDTH: 3rd FLOOR (49 Occupants) = 36" REQUIRED MIN. (1011.2.1) 46.75" PROVIDED 2nd FLOOR (69 Occupants) = 44" REQUIRED MIN. (1011.2) 46.75" PROVIDED
CORRIDOR/EXIT PASSAGE WIDTH: 44" REQUIRED (TABLE 1005.1) 48" MIN. PROVIDED
NUMBER OF EXITS: 2 REQUIRED (TABLE 1006.3.3) 2 PROVIDED
EXIT SEPARATION DISTANCE: REQUIRED: 1/3 BLDG. DIAGONAL (139.66'/3 = 43.2' MIN) MIN. 47' PROVIDED
DEAD-END CORRIDOR (1020.4.2): MAX. ALLOWED = 50' MAX. PROPOSED = 50'
EXIT ACCESS TRAVEL DISTANCE (TABLE 1017.2): MAX. ALLOWED ("M") = 250' (w/Sprinklers) MAX. PROPOSED ("M") = 145.2' MAX. ALLOWED ("B") = 300' (w/Sprinklers) MAX. PROPOSED ("B") = 170' MAX. ALLOWED ("S-2") = 400' (w/Sprinklers) MAX. PROPOSED ("S-2") = 190'
COMMON PATH OF EGRESS TRAVEL (TABLE 1006.2.1): MAX. ALLOWED ("M") = 75' (w/Sprinklers) PROPOSED ("M") = 55' MAX. ALLOWED ("B") = 100' (w/Sprinklers) MAX. PROPOSED ("B") = 66' MAX. ALLOWED ("S-2") = 100' (w/Sprinklers) MAX. PROPOSED ("S-2") = 42'

PLUMBING FIXTURE COUNT				
TYPE:	FACTOR:	Occupants:	# REQ'D.	# PROVIDED
WATER CLOSETS	B: 1/25 Occ. (First 50), 1/50 M: 1/500 Occupants A-2: 2/75 Occupants	46 151 99	1.84 0.3 2.64 4.78 = 5	5 Unisex (1 ADA)
LAVATORY SINKS	B: 1/40 Occ. (First 80), 1/80 M: 1/750 A-2: 1/200	46 151 99	1.15 0.2 0.5 1.85 = 2	5 Unisex (1 ADA)
SERVICE SINK			B: 1 M: 1 A-2: 1	1
DRINKING FOUNTAIN	B: 1/100 Occupants M: 1/1000 Occupants A-2: 1/500 Occupants	46 151 99	0.46 0.15 0.2 0.81 = 1	1

DRAWING INDEX:
AC-0.0 SITE PLAN/CODE REVIEW AC-0.1 WORK AREA DIAGRAMS AC-1.1 1st FLOOR LIFE SAFETY PLAN AC-1.2 2nd FLOOR LIFE SAFETY PLAN AC-1.3 3rd FLOOR LIFE SAFETY PLAN A-1.1 1st FLOOR PLAN A-1.2 2nd FLOOR PLAN A-1.3 3rd FLOOR PLAN A-2.1 STAIR #1 DETAILS A-2.2 STAIR #2 DETAILS A-2.3 A.D.A. RESTROOM DETAILS
C-1 CIVIL PLAN
E1.1 1st FLOOR LIGHTING/POWER PLAN E1.2 2nd FLOOR LIGHTING/POWER PLAN E1.3 3rd FLOOR LIGHTING/POWER PLAN
S1.1 GENERAL STRUCTURAL NOTES S2.1 FOUNDATION PLAN S2.2 2nd FLOOR FRAMING PLAN S2.3 3rd FLOOR FRAMING PLAN S2.4 ROOF FRAMING PLAN S3.1 STRUCTURAL DETAILS
M1.1 1st FLOOR HVAC PLAN M1.2 2nd FLOOR HVAC PLAN M1.3 3rd FLOOR HVAC PLAN

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ARCHITECT: Jason Andrews Andrews & Andrews, Inc. PO Box 199 Roslyn, WA 98941 T: 425-444-2941 e: jason@andrewsandreaws.com
STRUCTURAL ENGINEER: Zane Kanyer Svensson Say Faget T: 206.228.3416 e: zkanyer@ssfengineers.com
GENERAL CONTRACTOR: Henry Thomas Ponderosa Construction T: 206-434-5143 e: ponderosacustomhwn@gmail.com



Andrews & Andrews ARCHITECTS P.O. Box 199 ROSLYN • WASHINGTON 98941 T: 425-445-2941
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STATUS:
PERMIT DRAWINGS

DRAWING TITLE:
SITE PLAN/CODE REVIEW

SCALE:	DATE:	PROJECT NO.:
1" = 20'-0"	February 23, 2024	23.09

DRAWING NUMBER:
AC-0.0

Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024

Fitterer Building: 114 W 4th Ave Existing West Exterior – Main Street

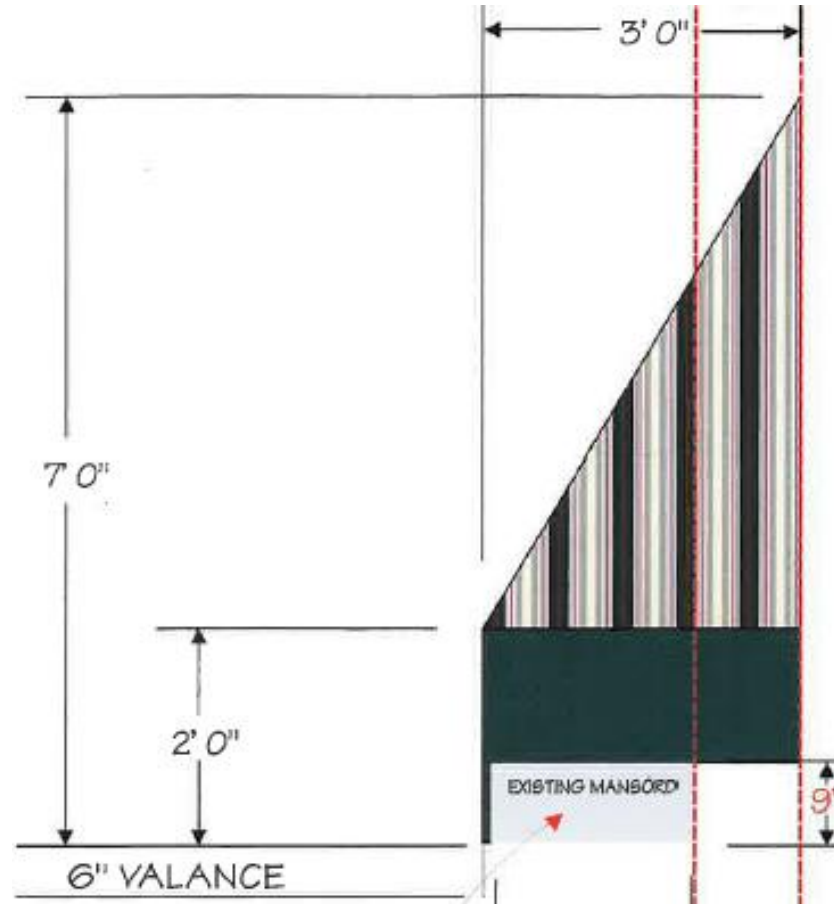
REVISIONS
RECEIVED
9/13/2024
COMMUNITY
DEVELOPMENT
B24-422



Fitterer Building: 114 W 4th Ave

Existing Awning Profile

Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024



Fitterer Building: 114 W 4th Ave

Proposed New West Awnings – Main Street

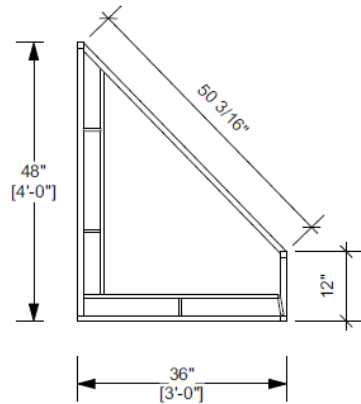
Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024



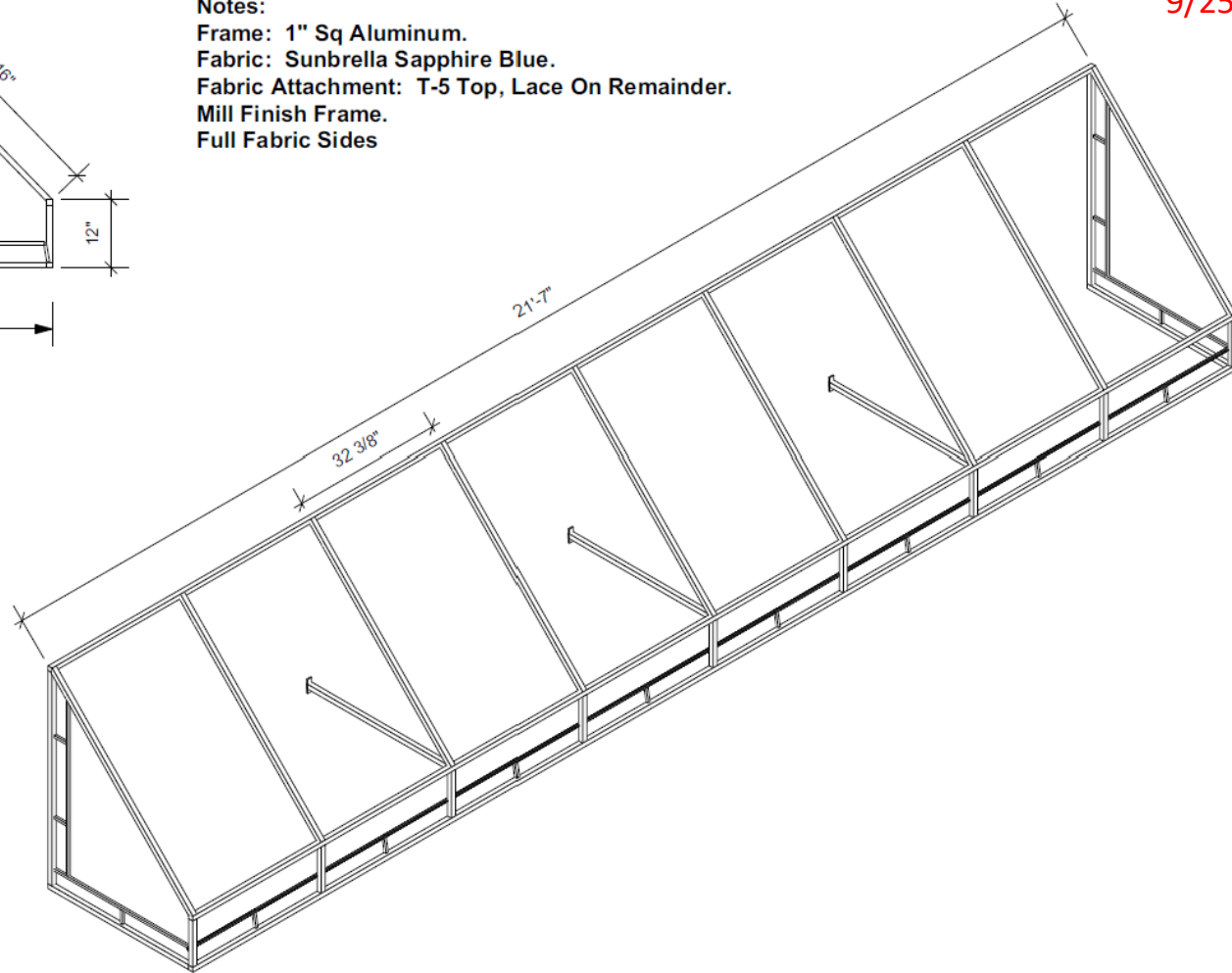
Fitterer Building: 114 W 4th Ave

Proposed New West Awning Frame Profiles

Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024



Notes:
Frame: 1" Sq Aluminum.
Fabric: Sunbrella Sapphire Blue.
Fabric Attachment: T-5 Top, Lace On Remainder.
Mill Finish Frame.
Full Fabric Sides



Fitterer Building: 114 W 4th Ave Northwest Awning – Main Street

**Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024**



Fitterer Building: 114 W 4th Ave
Southwest Awning – Main Street

Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024

51"



259"

Fitterer Building: 114 W 4th Ave Southwest Barber Pole – Main Street

Reviewed for
building code
compliance
City of Ellensburg
Chuck Doan
9/25/2024

405 Barber Pole



With a projection from the wall of only 8" the Model 405 is the perfect solution when space or regulations require a smaller pole. A Marvy Barber Pole gives you more bang for your buck than any other advertising medium.

Due to supply chain issues, please allow 14 – 21 days for shipment.

Width	6"
Height	24"
Length of Glass	16"
Projection (from wall)	8"
Two-Light Model Height	29"

Exhibit A- Location Map

114 W 4th Ave

