

AGENDA

LANDMARKS & DESIGN COMMISSION

July 7, 2026

Hybrid Meeting In-person and via Zoom



<https://us02web.zoom.us/j/87561300745>

Accessibility

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 - The City will provide reasonable accommodation for members of the public with disabilities.

Rules for Public Comment

Any person engaging in conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting including but not limited to:

1. Unduly repetitive or irrelevant remarks;
2. Use of intimidating, threatening, or abusive language;
3. disobedience of an order to be seated or to discontinue further comments;
4. and/or engaging in violent behavior,

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will be deemed out of order and may be removed from the meeting and/or have his or her virtual microphone muted.

**CITY OF ELLENSBURG
LANDMARKS & DESIGN COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Tuesday, July 7, 2026
5:45 PM - Regular Meeting**

- 1. Call to Order and Roll Call**
- 2. Approval of Agenda (No Public Comment)**
- 3. Approval of Minutes**
 - 3.A June 16, 2026 LDC Minutes
- 4. Public Comment**
- 5. New Business**
 - 5.A Public hearing for consideration of a Certificate of Appropriateness (COA), for the installation of a new front porch/deck at 115 E 9th Ave, Parcel ID #113334.
- 6. Staff Update/Discussion Items**
 - 6.A 2026 PLACES CLG Event
- 7. Commission Representative Update**
- 8. Adjournment**



For more information on the Landmarks & Design Commission, contact Associate Planner Chace Pedersen at 509-962-7108.



Meeting Date: July 7, 2026
City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: June 16, 2026 LDC Minutes
Submitted by:
Department: Community Development

Suggested Motion/Action:
Move to approve the June 16, 2026, LDC meeting minutes.

Background/Summary:

Previous Council Action:
None

Analysis:

Financial Impact:

Budget Adjustment: No

Attachments:
1. 06.16.26 LDC Minutes



CITY OF ELLENSBURG

Minutes of Landmarks & Design, Regular Meeting

Date of Meeting

June 16, 2026

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

Commissioner Blackson called the meeting to order at 5:46 pm.

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

Absent: Scott Carlson, Julia Stringfellow, Jeff Watson

Blackson entertained the motion to excuse. Chanes motioned to excuse. Motion passed 4-0.

Others Present: Chace Pedersen – Associate Planner; Denise Tlatelpa – Planning Technician; and community members.

2. Approval of Agenda

Commissioner Sannuto motioned to approve the agenda. Motion Passed 4-0.

3. Approval of the Minutes

3.A May 19, 2026 LDC Meeting Minutes

Commissioner Chanes motioned to approve the meeting minutes presented. Motion Passed 4-0.

4. Public Comments

None.

5. New Business

5.A CLG Grant Story Map Project Progress Update

Pedersen introduced Consultant Spencer Howard to present a progress update on the HESM project. Howard provided deadlines for the current draft, the full draft, and the live website. He then reviewed the content of the main page, navigation bar, purpose tab, Landmarks Lab, and Landmarks District tab. Howard demonstrated the features of the maps and the sources provided by city staff.

Commissioners offered feedback, including questions about the historic context submission process and the placement of the railroad addition on the website. Howard presented options for managing the public sources of historic context and explained his strategy for separating the maps. Finally, Pedersen expressed appreciation for the city staff who assisted in collecting imagery for the Story Map Project.

6. Unfinished Business

None.

7. Staff Update/Discussion Items

7.A 2027 City of Ellensburg Historic Preservation Grant

Pedersen informed the commissioners that the grant scheduled for June 22 will have an increase compared to last year. This grant will be available starting August 31, 2026. Pedersen is seeking feedback from the group on the application that will be made public. He highlighted some minor changes, including the requirement for the application to be routed through the City Manager to prevent applicants from applying for multiple grants at once. The application will be a comprehensive, fillable form designed for a user-friendly experience.

The commissioners pointed out some spelling errors and agreed to provide additional feedback after further review.

8. Commission Representative Update

None.

9. Adjournment

Blackson adjourned the meeting at 6:17 pm.



Meeting Date: July 7, 2026
City of Ellensburg

Landmarks & Design Commission Agenda Report

Agenda Subject: Public hearing for consideration of a Certificate of Appropriateness (COA), for the installation of a new front porch/deck at 115 E 9th Ave, Parcel ID #113334.

Submitted by:
Department: Community Development

Suggested Motion/Action:
Move to approve COA for Jason & Ashley Nordberg, property owners, for the construction of a front porch/deck at 115 E 9th Ave, as proposed.

Background/Summary:
TYPE OF REVIEW:

Review of proposed changes to landmarks register properties 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 as 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:

The Landmarks & Design Commission previously issued a Certificate of Appropriateness to the owners for the installation of a front porch/deck and fence. This application is proposing an expansion of the front porch/deck which was approved at the May 19, 2026, LDC meeting.

Analysis:

STAFF COMMENTS:

The house at 115 East 9th is historically known as the Spalding House, per the original First Railroad District Nomination Form. This house, built ca. 1905, is considered a historic-contributing house to the overall historic district. This is a 1.5 story vernacular bungalow style home, with wood cladding, and a side gable roof. The windows add visual character to the home, with 12 over 1 original wood windows, which remain relatively intact throughout the house.

The applicant proposes to construct a porch starting at the side entrance of the home. The

section of porch under review in this COA application is an extension to the development previously approved by the LDC on May 19, 2026. The subject property is located at 115 East 9th Ave, Parcel ID #113334, in Residential Low (R-L) zoning. The applicant has submitted photos of proposed future conditions (Exhibit B.2), and a site plan detailing work on the subject property (Exhibit B.3).

In review of the criteria found in ECC 15.530.020(B)(1), staff find that the proposed work on this historic contributing building will not detract from the overall historic character of the neighborhood, nor will it create a false historical appearance on the building itself. As such, staff find that this project meets the following two criteria of said section (cited above):

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

RECOMMENDATION:

Staff has reviewed the criteria in the Code and recommend that the Certificate of Appropriateness (COA) be approved by the Commission for the construction of a front porch/deck, as proposed, at 115 E 9th Ave.

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 historic district, and
 - b. Ensure(s) that the proposed alterations are compatible with the building's own architectural character and do not create a false historical appearance.
3. The applicant is the the owner of this building and can pursue this action. This building is a contributing building in the First Railroad Addition National Register and Local Landmarks Historic District.
4. It is in the interest of the City of Ellensburg to protect the historic integrity and character of historic districts. This proposal, if approved, would not negatively impact the district.

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

5. No public comment was received.

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

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

Financial Impact:

Budget Adjustment: No

Attachments:

1. Exhibit A - Location Map
2. Exhibit B.1 - APPLICATION
3. Exhibit B.2 - NARRATIVE
4. Exhibit B.3 - SITE PLAN

Exhibit A - Location Map



5/14/2026, 9:46:19 AM

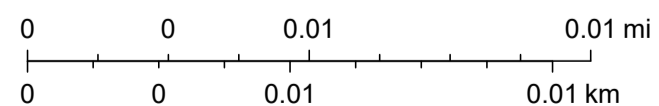
 ArcGIS World Geocoding Service

---- Alley

Addresses

Active

1:316



COE GIS, © OpenStreetMap (and) contributors, CC-BY-SA





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) comdev@ellensburgwa.gov

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:	DT
Date Submitted:	6-01-26
Fee Total:	N/A
LDC FILE #:	P26-061
Associated Permit File #:	P26-047

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

Legal Owner Name(s):	Jason & Ashley Nordberg	Day Phone:	509 833 9135
Mailing Address:	115 E 9th Ave Ellensburg, WA 98926		
E-mail:	ashleynordberg@gmail.com	Cell Phone:	509 856 5717

*APPLICANT: Owner Contractor Tenant Other _____

Name:	Jason & Ashley Nordberg	Day Phone:	509 833 9135
Mailing Address:	115 E 9th Ave Ellensburg, WA 98926		
E-mail:	ashleynordberg@gmail.com	Cell Phone:	509 856 5717

CONTACT PERSON: Owner Contractor Tenant Other _____

Name:	Jason & Ashley Nordberg	Day Phone:	509 833 9135
Mailing Address:	115 E 9th Ave Ellensburg, WA 98926		
E-mail:	ashleynordberg@gmail.com	Cell Phone:	509 856 5717

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.

<input checked="" type="checkbox"/>	Parcel Number of Site:			
<input checked="" type="checkbox"/>	Site Address:	115 E 9th Ave Ellensburg WA 98926		
<input checked="" type="checkbox"/>	City Zoning Designation:		Is a building permit required:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

(OVER)

PROJECT INFORMATION:		
<input type="checkbox"/>	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.
<input type="checkbox"/>	Site Plan:	<ol style="list-style-type: none"> 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)
<input type="checkbox"/>	Parking Lot Plan:	Must have preliminary approval by Public Works for parking lot plan.
<input type="checkbox"/>	Exterior Lighting:	Identify the location, design, wattage, and lighting orientation.
<input type="checkbox"/>	Exterior building alterations, rehabilitation, or restoration:	<ol style="list-style-type: none"> 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.
<input type="checkbox"/>	Signage:	<ol style="list-style-type: none"> 1. Colored design 2. Dimensions 3. Location – Drawing or photograph depicting sign(s) on the building or pole. 4. Type of illumination.
<input type="checkbox"/>	Dumpster:	<ol style="list-style-type: none"> 1. Screening materials & colors 2. Location
<input type="checkbox"/>	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, Ashley Nordberg, (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 here within is written permission from the owner(s) authorizing my actions on his/her/their behalf.

Signature of Legal Owner: (or Authorized Agent)		Date:	6/1/2026
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AI generated image of proposed new porch
115 E 9th Ave
Jason Nordberg (509) 833-9135



RECEIVED
JUN 1 2026
COMMUNITY DEVELOPMENT

Jason Nordberg
(509) 833-9135
jasonnordberg@gmail.com

