

AGENDA LANDMARKS & DESIGN COMMISSION

March 16, 2021, 5:45 pm

Remote Meeting via Zoom



In-person attendance at public meetings is currently prohibited per guidance from the Washington State Governor's office.

Members of the public who wish to participate in this meeting may do so by registering in advance for the Zoom meeting at the following link:

<https://us02web.zoom.us/j/85936775338?pwd=T1JnelUWjRCQU5qSVlobDN6dDh3UT09>

Password: 274701

**Phone participation is also available by calling 1-253-215-8782,
and entering webinar ID: 859 3677 5338
When prompted, the password is: 274701**

**AGENDA OF THE REGULAR MEETING OF THE
LANDMARKS AND DESIGN COMMISSION
Remote Zoom Meeting
Tuesday, March 16, 2021
5:45 PM - Landmarks & Design Commission**

1. CALL TO ORDER AND ROLL CALL OF MEMBERS

2. APPROVAL OF THE AGENDA

3. APPROVAL OF MINUTES

A. Approval of Minutes from the March 2, 2021 LDC Meeting

4. NEW BUSINESS

A. (P21-016) Public Hearing for Consideration of a Certificate of Appropriateness (COA) to construct a pergola above the outdoor seating area at 412 N Main St, Ellensburg, WA 98926.

B. (P21-018) Public hearing for consideration of a Certificate of Appropriateness (COA) to repaint the exterior of the first floor windows and doors, and repaint the two structural steel lintels, on the main level of the Lindeman building (Butterfield Garage) at 425 N Main Street, Ellensburg WA 98926.

C. (P21-019) Public Hearing for Consideration of a Certificate of Appropriateness (COA) to replace all of the 2nd story windows of the Geddis Building with new, fiberglass windows.

D. Preliminary meeting to discuss the proposed COA (P21-025) for the demolition of the drive through portion of the old Wells Fargo Bank building.

5. OLD BUSINESS

6. CITIZEN COMMENT

7. STAFF UPDATE/DISCUSSION ITEMS

A. Demolition Ordinance Update

8. COMMISSION REPRESENTATIVE UPDATE

A. Ellensburg Downtown Update

B. Historic Preservation Month Update

9. ADJOURNMENT



**COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St., Ellensburg WA 98926**

MINUTES OF THE LANDMARKS & DESIGN COMMISSION REGULAR MEETING

Date and Time: Tuesday, March 2 2021, 5:45 p.m.
Place of Meeting: Remote Meeting via Zoom
Present: Members: Mollie Edson, Dorothy Stanley, Marty Blackson, Megan West; Lathan Wedin; Zane Kanyer
Absent: Amy McCoy
Others Present: Stacey Henderson, Senior Planner – Historic Preservation; Kirsten Sackett, Community Development Director; David Miller, City Council Liaison; Karin Green, EDA Director

Note: These are **Summary** Minutes *not* Verbatim Minutes

1. Call to order and roll call of members

Meeting called to order by Chairwoman Edson at 5:47 pm.

All in favor, motion passed.

2. Approval of the agenda

Commissioner Stanley made a motion to move Commissioner introductions to the front of the agenda. Blackson second.

All in favor, motion passed.

3. Approval of the minutes of the Meeting of January 19, 2021.

Commissioner West made a motion to approve the minutes of January 19, 2021. Commissioner Blackson seconded.

All in favor, motion passed.

4. New Business

a. Introductions

Chairwoman Edson asked for introductions from all commissioners, staff members, and the Council liaison. Zane Kanyer and Lathan Wedin were specifically introduced as the newest members of the commission.

b. EDA Director Introduction

Karin Green was introduced as the new Executive Director of the Ellensburg Downtown Association. She has been working for the board for the past month, after moving over from

the Tacoma area. She values history and architecture, and also values when she can be part of great historic projects.

Commission West asked if the Commission would like to continue receiving a monthly EDA update. The Commissioners agreed that they would like to continue with the updates.

Specific to EDA updates, West noted that restaurant month just ended, and they have had good success with it. The new EDA Director is getting familiarized with the community and with the goals of the EDA.

c. Historic Preservation Month

Chairwoman Edson noted that we have had some successful Historic Preservation month activities in previous years that were non-COVID. She noted that one of the challenges that the City has encountered is folks within the historic districts not knowing that they must apply before making modifications to their structures. The Commission has tried to provide educational materials and opportunities during historic preservation month in past years.

Edson suggested that it would be useful to talk to Sadie Thayer of the historical museum, about possibly running some newspaper articles that focus on different historic aspects of our community.

Senior Planner Henderson said that in college one of her professors did an architectural scavenger hunt of their downtown area. She said this activity can be done outside and involve different historic buildings. The idea would be for people to locate certain types of architecture or structures and take photos and submit. She thought this could be a good way to help people learn some basics about Ellensburg's history, the downtown, and about architecture. Edson said that in the past the EDA had done something similar where the photos were taken in advance, and it was up to the community to identify the location of the pictures. West said they will look through the EDA files and see if they can find the old templates.

Edson would like the commissioners to look around town for good features for picture-taking opportunities. She would also like to make this an activity that is fun for children.

5) Old Business - None.

6) Citizen Comment - None

7) Staff Update/Discussion Items

a. Landmarks & Design Commission Training and Information Session

Senior Planner Henderson began her presentation by sharing her screen to display the home page of the City website. She displayed the City Calendar and how to locate meeting dates and agendas. She also demonstrated how to locate the Landmarks & Design Commission webpage and talked through the information on the page. She then showed how to access the Community Development department page, and how to find additional pages related to historic preservation. She then demonstrated how to locate the Maps on the City webpage. She displayed the "Eburg Map", and demonstrated how to find the boundaries of the historic districts. She also showed the Historic Ellensburg map, which includes information about many historic houses and buildings in Ellensburg.

Henderson then demonstrated how to access the Ellensburg City Code (ECC) online. She said that a lot of what the Commission works on is to conduct design review and issue Certificates of Appropriateness, approve Special Valuations, review demolition applications, and issue City of Ellensburg Historic Preservation Grants once a year. She explained that ECC 15.280 outlines the powers, duties and procedures of the commission.

One of the main responsibilities of the Commission is to conduct design review for any exterior alteration of historic structures. She explained that applicants apply through the Community Development Department, and the applications gets forwarded on to the LDC through Staff. Henderson explained some basics about the public hearing requirements, including the 14-day public noticing requirements, and the 14-day appeal period following COA approvals.

Chair Edson wanted to make sure that the Commissioners understand that COA's are subject to the quasi-judicial public hearing requirements and there are specific procedures that must be followed. Commissioner Wedin asked about the steps for a commissioner to recuse themselves from certain projects. Discussion ensued on the Appearance of Fairness questions. Henderson then provided additional explanation of how the review process works.

Henderson provided an update on the work of the demolition ordinance. A historic preservation consultant is currently working with City staff to make the revisions. The next step will be for it to be reviewed by the City Attorney and then it will go back for review by the subcommittee.

Henderson then provided a brief explanation on the Special Valuation process. She also provided a brief explanation on resources available from DAHP (Department of Archaeology and Historic Preservation) and from the National Park Service.

Henderson then provided information about the LDC's Historic Preservation Grant Program.

8) Commission Representative Updates.

- a. There were no updates from the Commissioners.

9) Adjournment

Commissioner West made a motion to adjourn the meeting. Commissioner Stanley seconded. All in favor, motion passed. Chair Edson adjourned the meeting at 6:46 pm.



**COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St, Ellensburg WA 98926**

AGENDA REPORT

MEETING DATE: Tuesday, March 16, 2021

TO: Landmarks and Design Commission

THRU: Kirsten Sackett, Community Development Director

FROM: Stacey Henderson, Senior Planner – Historic Preservation

APPLICANT: Jonathon Chandler: Application #P21-016

PROJECT TITLE: Public Hearing for Consideration of a Certificate of Appropriateness (COA) to construct a pergola above the outdoor seating area at 412 N Main St, Ellensburg, WA 98926.

PROJECT DESCRIPTION: The applicant wishes to construct a wood pergola above the outdoor seating area at 412 N Main St., Parcel ID #286933, in Central commercial (C-C) zoning. (Exhibit A) The proposed location for the pergola sits within the Downtown Ellensburg National Register Historic District, and Local Landmarks District. The proposed design is 32'-8" by 23'-8", by 9' high (total height), and would be constructed of wood. The support posts of the structure would sit upon the existing partition wall that currently encloses the outdoor seating, and the roof structure is to be attached to the side of the building. (Exhibit B.3) The application (Exhibit B.1) was received by the Department and determined to be complete per ECC 15.280.090(C)(2)(b), on February 24, 2021.

TYPE OF REVIEW:

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

A. Review Required

- 1) No person shall **alter**, repair, enlarge, newly construct, relocate, or demolish any registered landmark, **or any property located within a landmark district, nor install any exterior sign** or mural pursuant to subsection (A)(2) of this section, without review by the landmarks and design commission and issuance of a COA. In the case of murals, the arts commission shall first review and provide its recommendations to the landmarks and design commission of any proposal for a mural to be located on a registered landmark or within a landmark district. Factors

- to be considered by the arts commission include media to be used, method of application, stability, building/site, mural location and practicability of project.
- 2) This review shall apply to all exterior features of the property visible from a public right-of-way. This review applies whether or not a permit from the city of Ellensburg is required.
 - 3) Review of alterations to Ellensburg landmarks register properties under this chapter is in lieu of design review required for projects and sign review per ECC 15.210.050(B).

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

STAFF COMMENTS:

The vernacular commercial building at 412 N. Main Street was constructed ca. 1915, and is located within the Ellensburg Downtown National Register district and Local Landmarks District. The front façade of the building still retains a large amount of the original storefront with the centered recessed entry, wood windows, and transom above the front door that spans the width of the building. The 1928 Sanborn Map for Ellensburg shows this building as housing a Battery and Electric shop at one point. In earlier years, this parcel was the original location of J.S. Anthony's Blue Front store, where the Great Ellensburg Fire of July 4, 1889 started at 10:30 p.m.

Per the building plans provided by the applicant (Exhibit B.3), the proposed pergola would be roughly 32'-8" by 23'-8", by 9'-0" high (total height). The support posts would be bolted to the top of the existing concrete block partition wall that encloses the sitting area. The pergola roof would also be fastened to the north facade of the 412 N Main building by attaching a 2x8 pressure treated ledger board bolted to the wall. The existing partition wall is not original to the building, so bolting to the top of this wall will not damage historic fabric, nor take away from the historic character of the building. The applicant has submitted a preliminary rendering, as well as the proposed color of stain they would like to use on the wood, Douglas Fir SW 3566. The main material is to be wood, and there are no proposed additional materials or colors beyond the wood. (Exhibit B.4)

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the construction of this structure will not detract from the overall historic character of the building, and is compatible with the surrounding neighborhood. 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.

RECOMMENDATION: Staff has reviewed the criteria in the Code and recommends that the Certificate of Appropriateness (COA) be **granted** by the LDC for the proposed construction of the pergola over this outdoor seating area, with **one condition**.

1. The ledger board proposed to be fastened to the 412 N. Main building, shall be carefully attached in a way that creates the least amount of impact and damage to the north façade of the building.

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 15.280.090 and 15.530.020, the LDC has jurisdiction to review this project.
2. The project has been found to be in keeping with two of the required building design standards of ECC 15.530.020, specifically that it:
 - a) Retains and preserve(s) the overall historic character of the building, and
 - b) Ensure(s) that proposed alterations are compatible with the building's own architectural character and do not create a false historical appearance.
3. The Applicant is the agent for the owner of this dwelling and can pursue this action. The building is addressed as 412 N Main St, and is located in the Ellensburg Downtown National Register District and Local Landmarks District.
4. It is in the interest of the City of Ellensburg to have historic buildings maintained and preserved. This proposal would not negatively alter the character-defining features of the historic building, 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.

EXHIBITS:

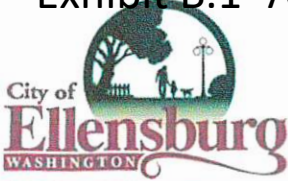
- A.** Location Map
- B.** COA Application Materials submitted by the applicant, including:
 1. Application
 2. Proposed Location of Pergola
 3. Drawings
 4. Additional Information
- C.** Additional Information Supplied by Staff
 1. Additional photos of 412 N Main St Building

Exhibit A- Site Map

City of Ellensburg Map: 412 N. Main St



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) 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:	AW
Date Submitted:	2/16/21
Fee Total:	N/A
LDC FILE #:	P21-016
Associated Permit File #:	B21-

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

Legal Owner Name(s):	Ross Anderson	Day Phone:	206-369-2030
Mailing Address:	1124 NW 50th St Seattle WA 98107		
E-mail:	rossa@acarchitect.com	Cell Phone:	

*APPLICANT: ☐ Owner ☒ Contractor ☐ Tenant ☐ Other

Name:	Jonathan Chandler	Day Phone:	
Mailing Address:	110W 6th Ave Suit 333 Ellensburg WA 98926		
E-mail:	jon@bamfunllc.com	Cell Phone:	509-312-9139

CONTACT PERSON: ☐ Owner ☒ Contractor ☐ Tenant ☐ Other

Name:	↑ sec ABOVE ↑	Day Phone:	
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:	286933	
☐	Site Address:	412 N Main St Ellensburg WA 98926	
☐	City Zoning Designation:		Is a building permit required: ☒ Yes ☐ No

(OVER)

PROJECT INFORMATION:

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

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

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

Telephone: (509) 925-8608

FAX: (509) 915-8655

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

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

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

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

Signature of Legal Owner:
(or Authorized Agent)

Date:

Exhibit B.2- Proposed Location



PERGOLA TO BE BUILT ON EXISTING PATIO RAILING

PERGOLA TO BE BUILT ON EXISTING
PATIO RAILING

N Main St

N Main St

N Main St

[the pub] by Iron
Horse Brewery



416

Dirks' Pizza
Takeout • Delivery

414

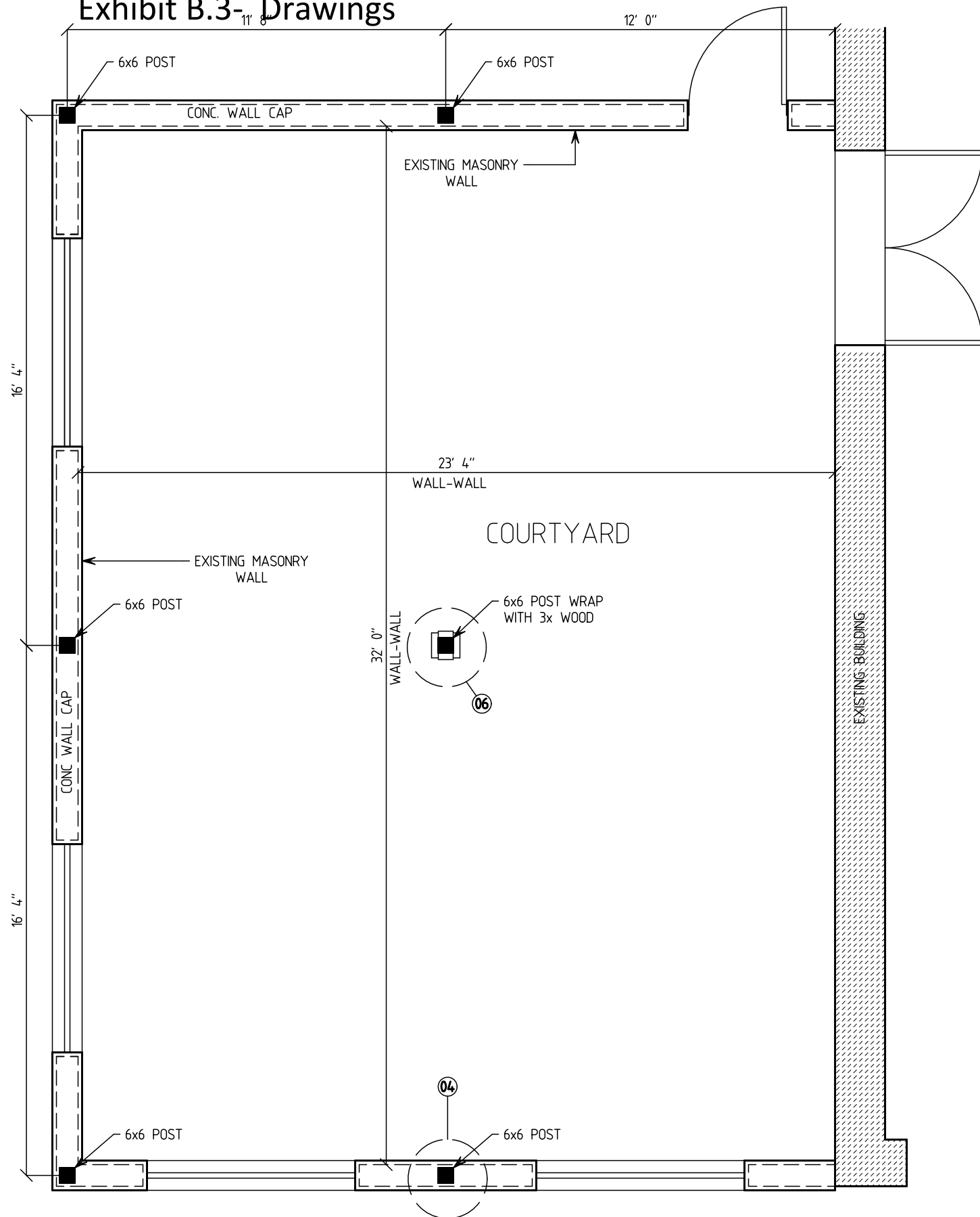
412 N Main St,
Ellensburg, WA 98926

Umpqua Bank

Google

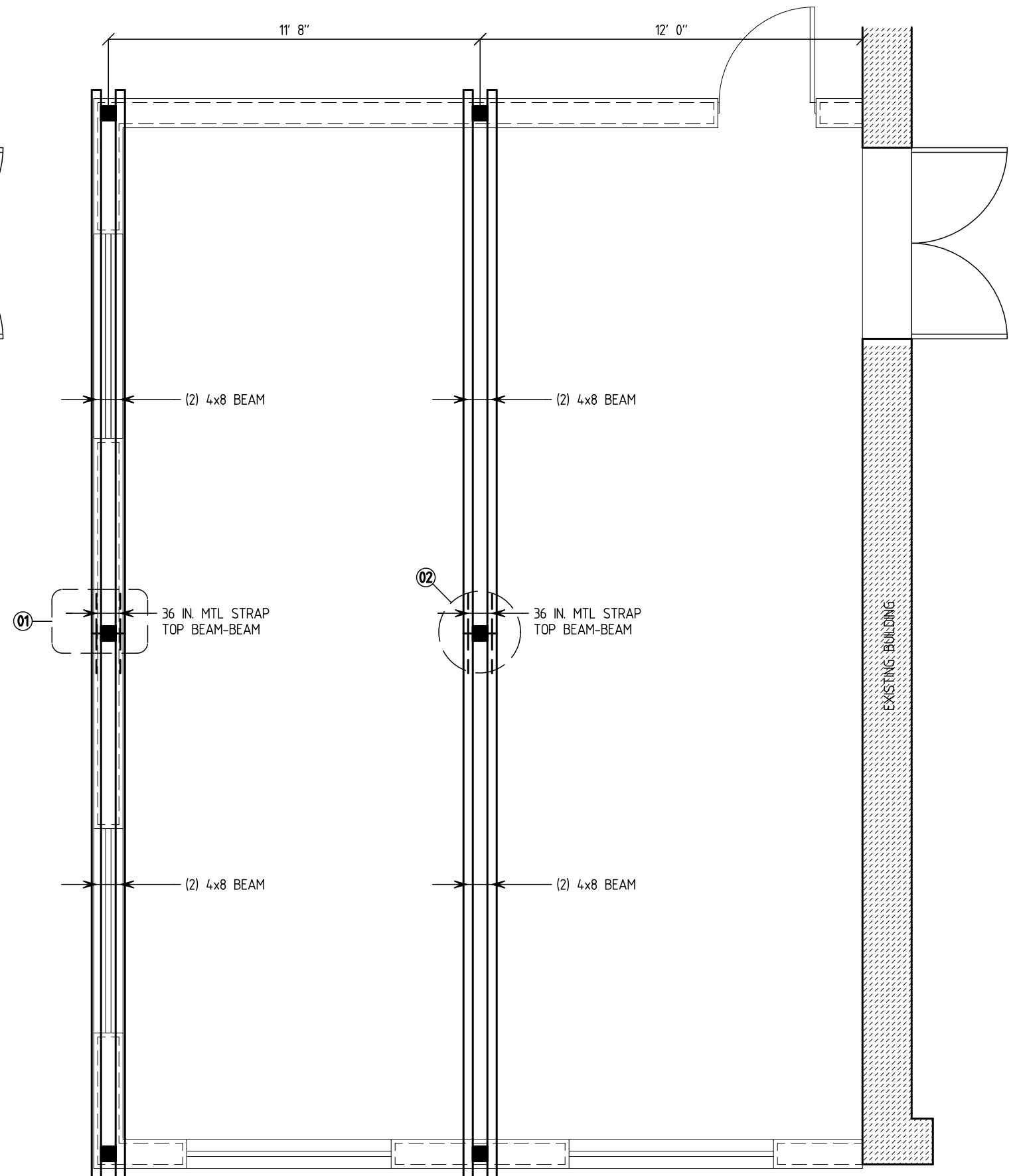
Keir
Design Co

Exhibit B.3- Drawings



TRELLIS POST PLAN

SCALE 1/4" = 1'-0"



TRELLIS BEAM PLAN

SCALE 1/4" = 1'-0"



7114

REGISTERED ARCHITECT

Ross Anderson

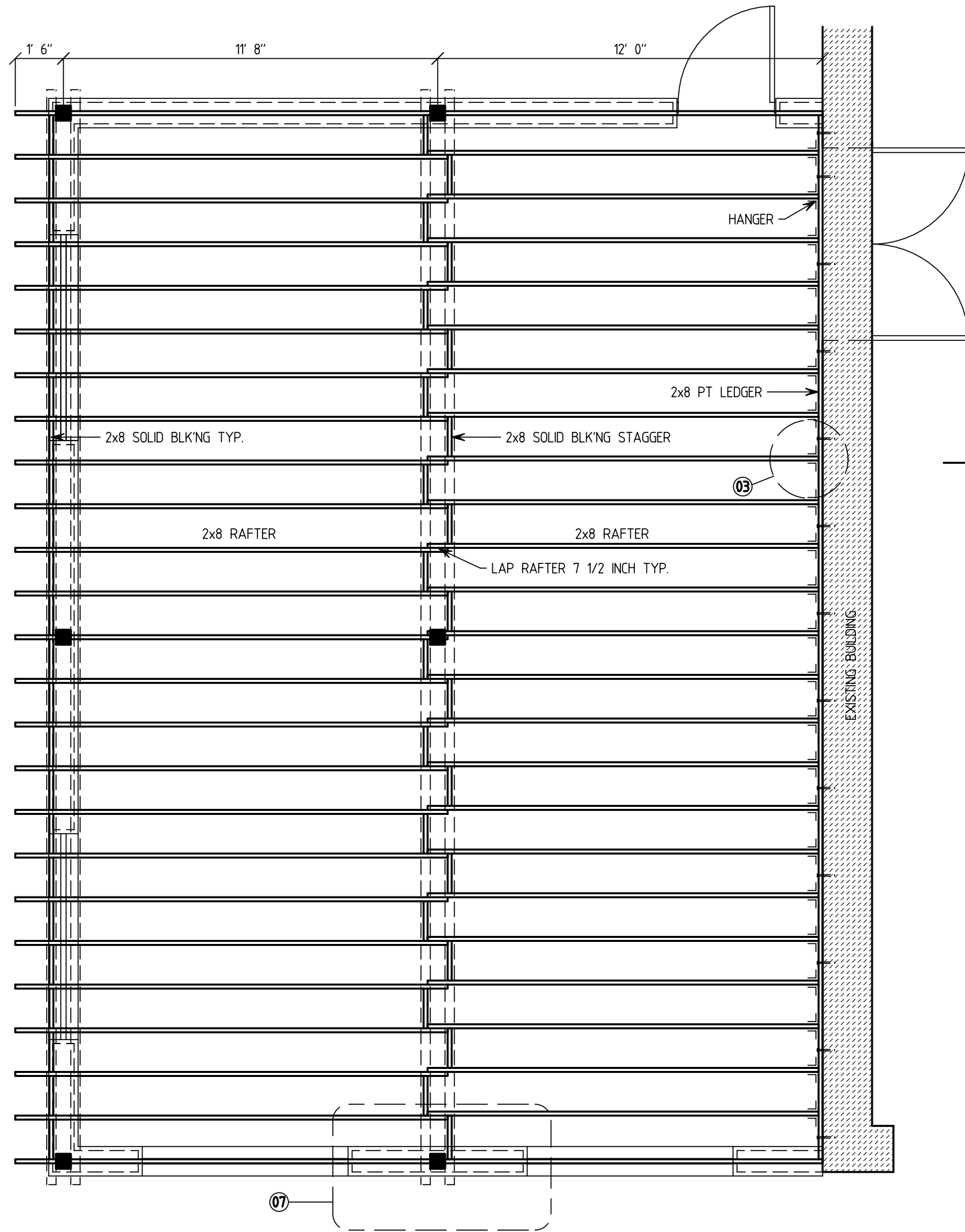
ROSS ANDERSON
STATE OF WASHINGTON

03MAR21
ROSSA

EARLY BIRD EATERY

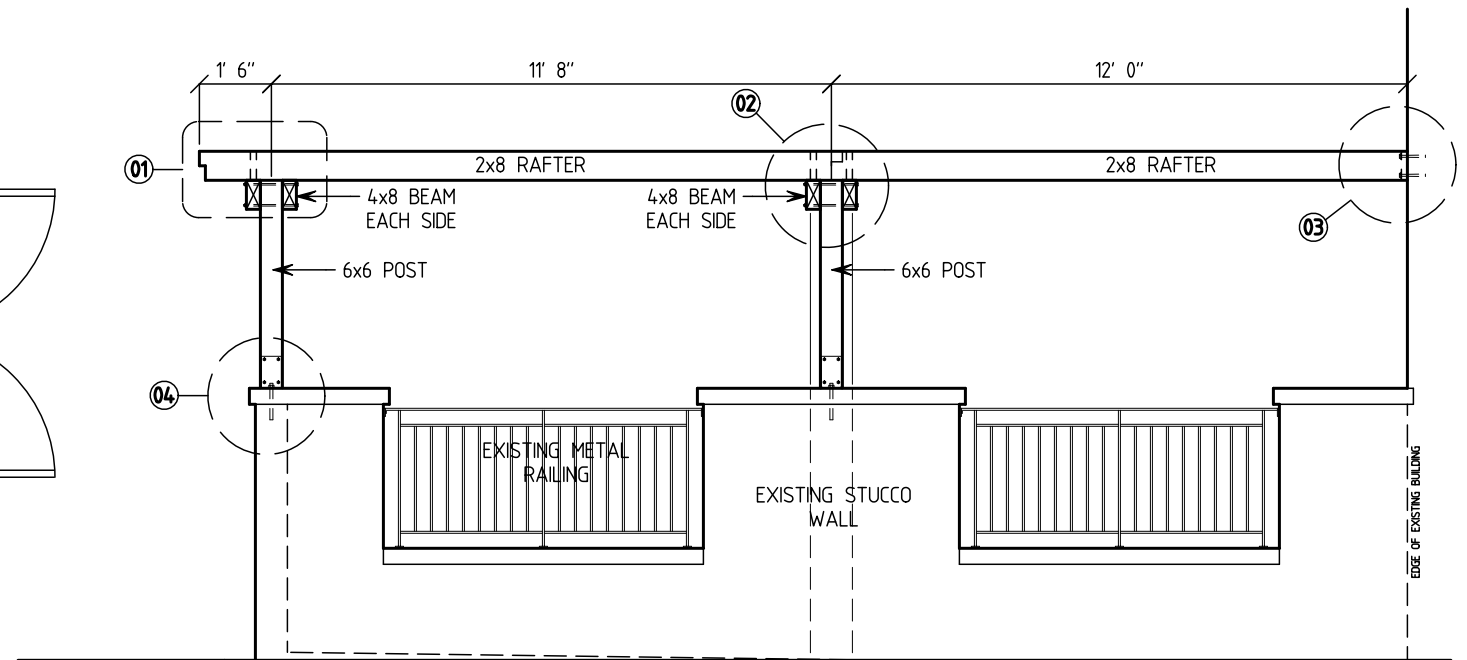
TRELLIS

A-1.0
15



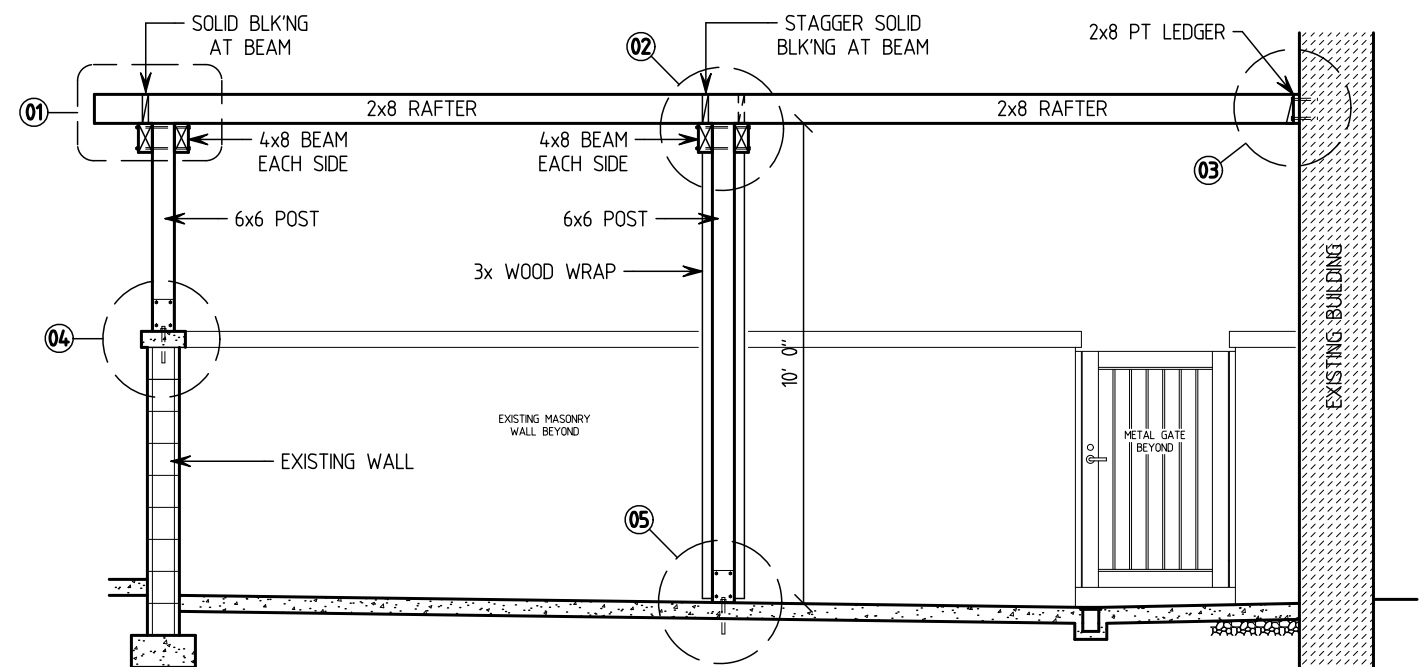
TRELLIS RAFTER PLAN

SCALE 1/4" = 1'-0"



TRELLIS WEST ELEVATION

SCALE 1/4" = 1'-0"

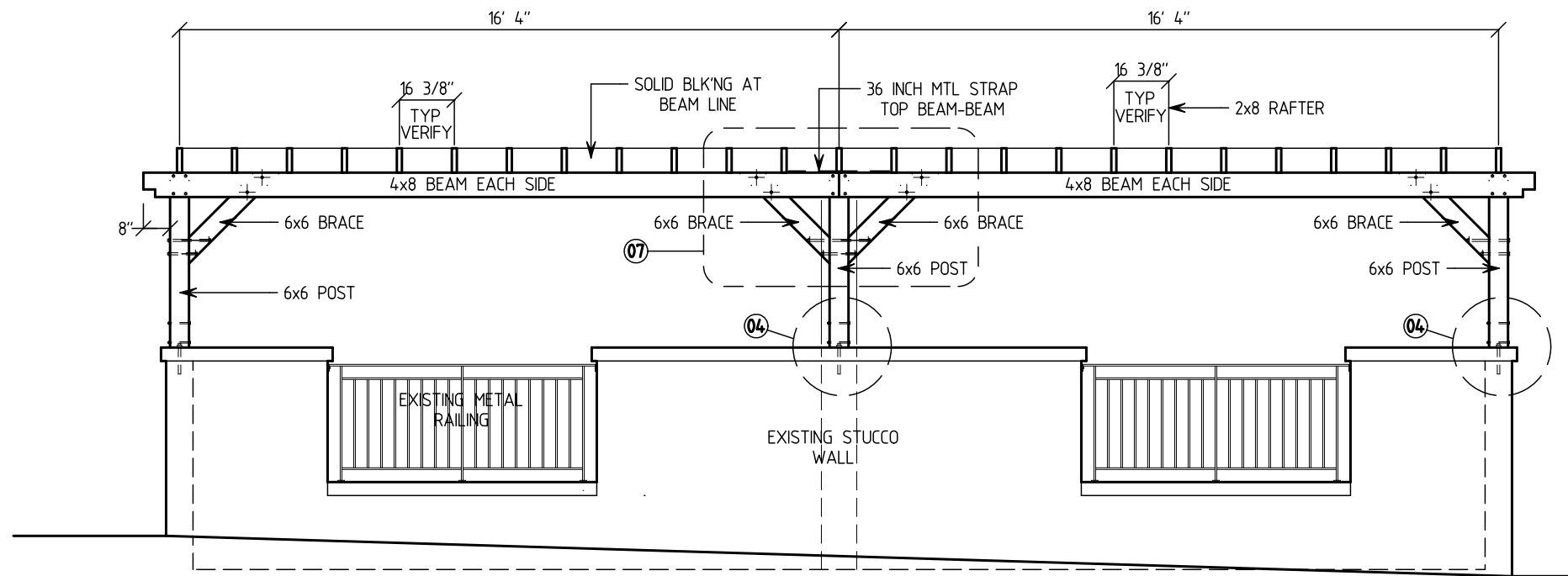


TRELLIS N-S SECTION

SCALE 1/4" = 1'-0"

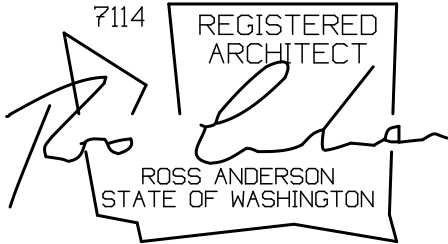
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 REGISTERED
 ARCHITECT

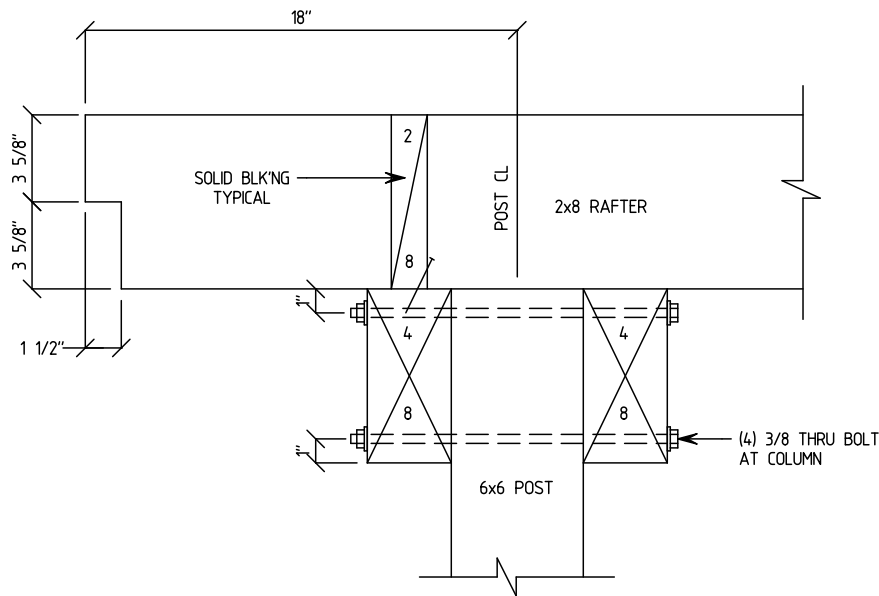
 ROSS ANDERSON
 STATE OF WASHINGTON



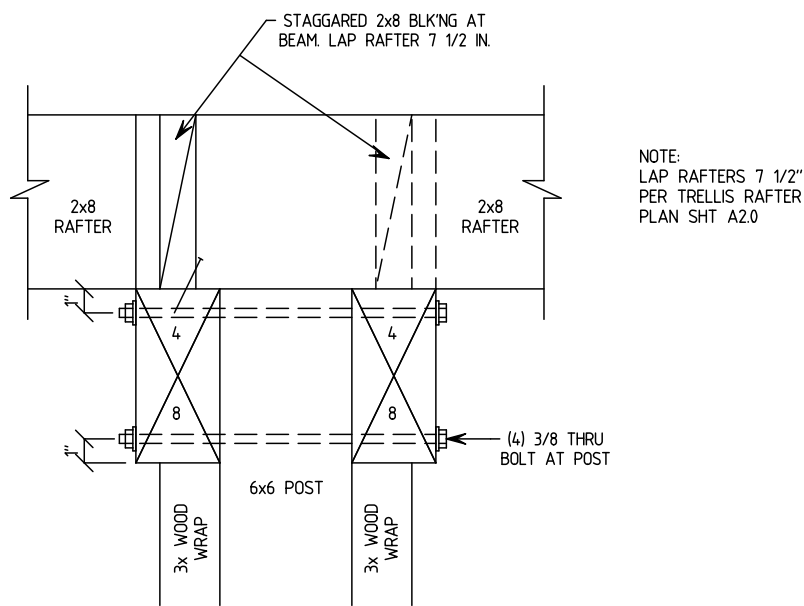
TRELLIS NORTH ELEVATION

SCALE 1/4" = 1'-0"

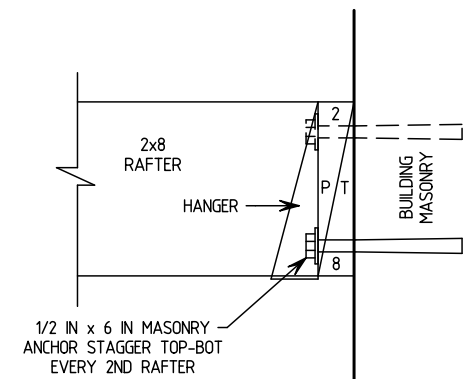




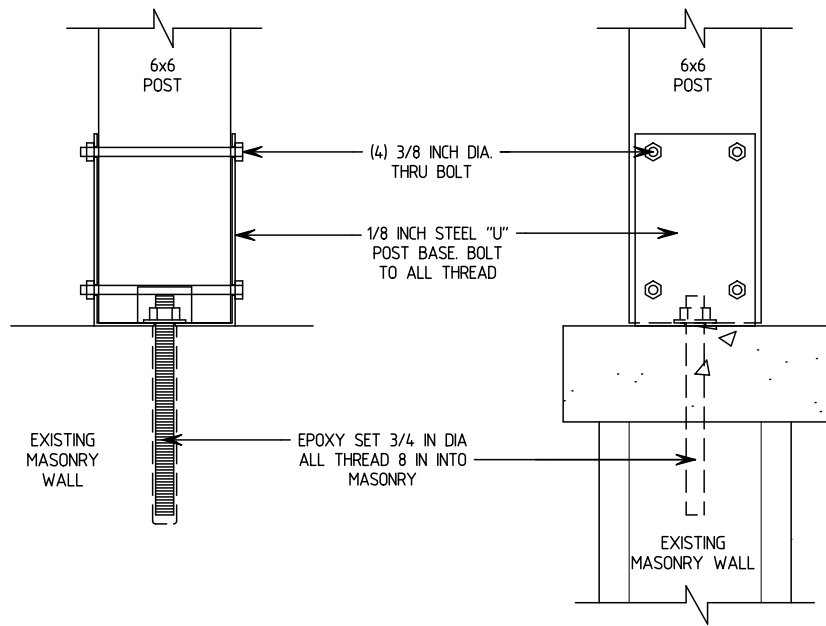
01 OUTSIDE BEAM-RAFTER
SCALE 1 1/2" = 1'-0"



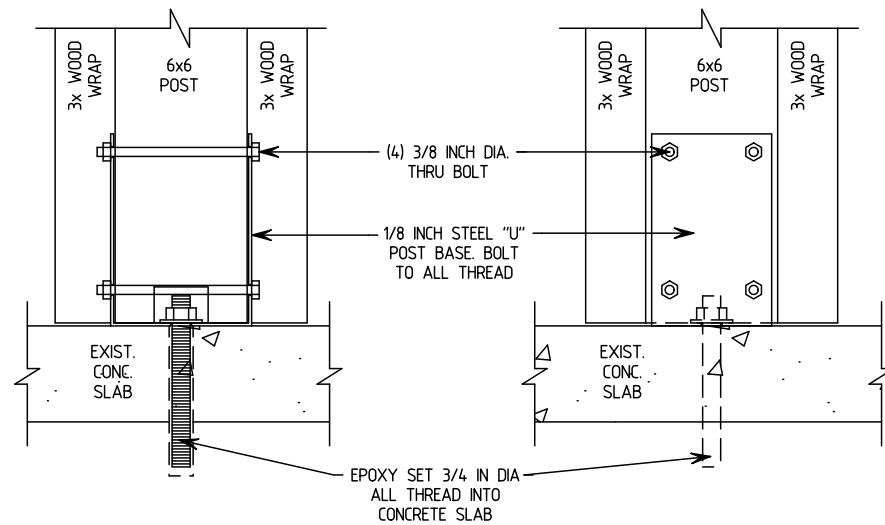
02 CENTER BEAM-RAFTER
SCALE 1 1/2" = 1'-0"



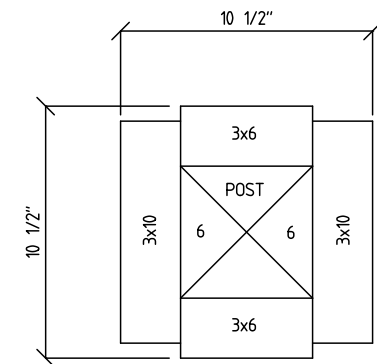
03 LEDGER
SCALE 1 1/2" = 1'-0"



04 POST BASE AT WALL
SCALE 1 1/2" = 1'-0"

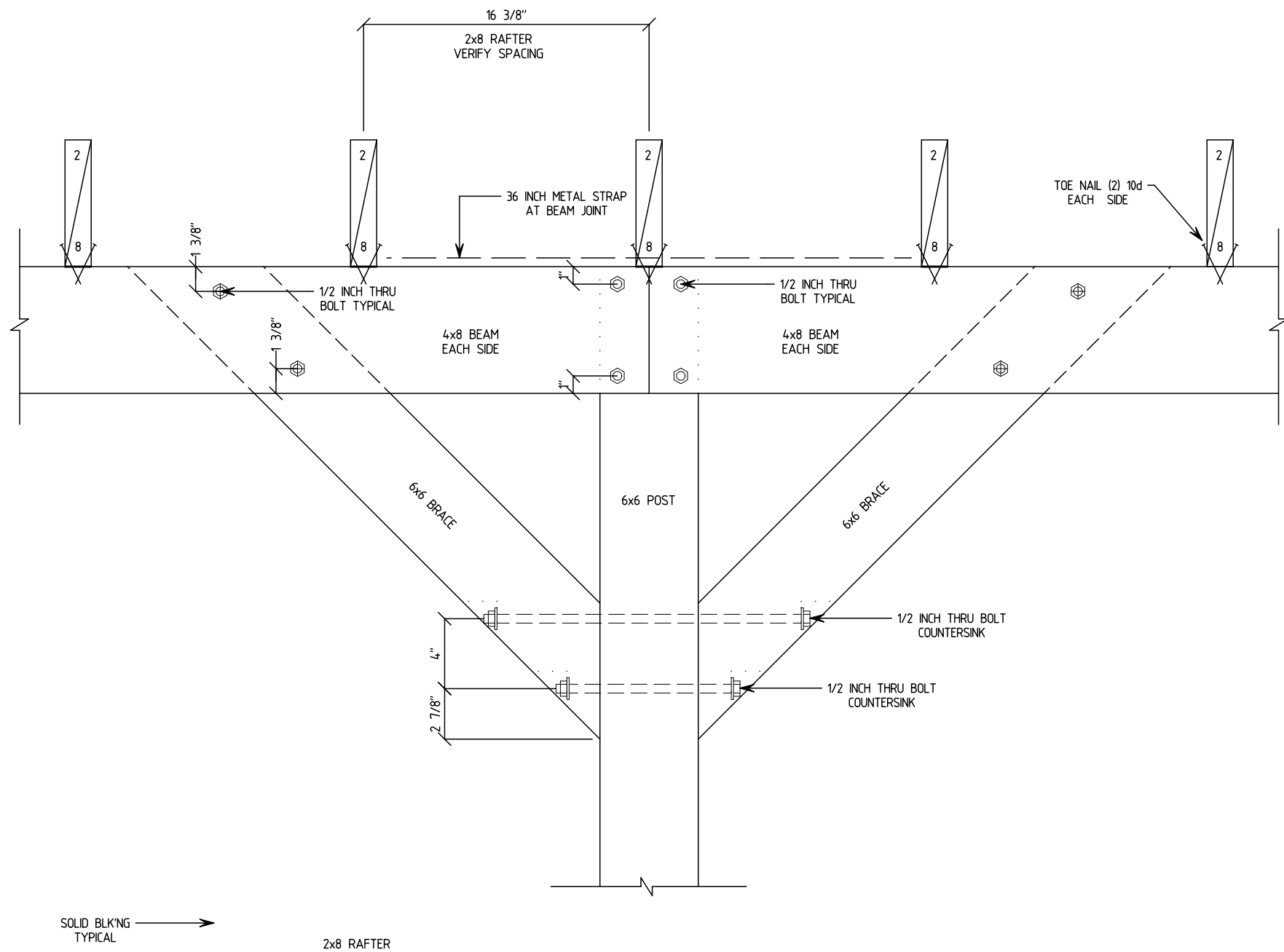


05 CENTER POST BASE AT SLAB
SCALE 1 1/2" = 1'-0"



06 CENTER POST
SCALE 1 1/2" = 1'-0"





07 POST-BEAM-BRACE CONNECTION
SCALE 1 1/2" = 1'-0"

08 TEXT
SCALE 1 1/2" = 1'-0"

7114
REGISTERED
ARCHITECT
Ross Anderson
ROSS ANDERSON
STATE OF WASHINGTON

Exhibit B.4- Additional Information

ADDITIONAL INFORMATION

1 The portion of the building where the pergola will be attached is luckily made of cinder blocks and there shouldn't be any issues in attaching and potentially removing the bolts I use to attach it to the wall. Repairing cinderblock if the pergola is ever taken down, is very easy compared to brick

2. I have attached a picture of the stain we will be using it is a Simi transparent called "Douglas Fir" The bottom middle as pictured.

2.1 As far as fastener we will be hiding them as much as possible any that are showing will be subtle and black

RENDERING



COLOR SAMPLE

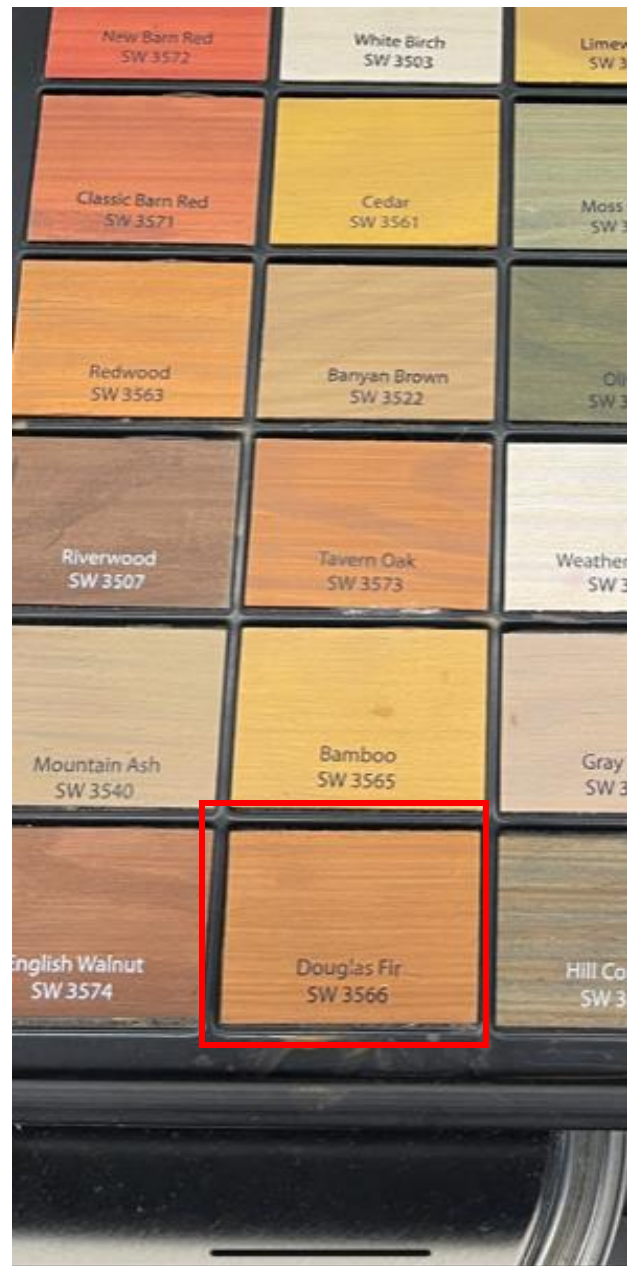


Exhibit C.1- Additional Photos

412 N. Main St – North Façade







**COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St, Ellensburg WA 98926**

AGENDA REPORT

MEETING DATE: March 16, 2021

TO: Landmarks and Design Commission

FROM: Stacey Henderson, Senior Planner – Historic Preservation

THRU: Kirsten Sackett, Community Development Director

APPLICANT: Jodi Polak, Owner. Application P21-018

PROJECT TITLE: Public hearing for consideration of a Certificate of Appropriateness (COA) to repaint the exterior of the first floor windows and doors, and repaint the two structural steel lintels, on the main level of the Lindeman building (Butterfield Garage) at 425 N Main Street, Ellensburg WA 98926.

PROJECT DESCRIPTION: The applicant seeks to repaint the exterior of the first floor windows and doors, and repaint the two structural steel lintels, on the main level of the Lindeman building (Butterfield Garage). The applicant has provided images of the window and door trims to demonstrate their existing condition and reasoning for repainting. (Exhibit B.3) The current trim color on most first floor windows and doors is dark green, and the structural steel lintels are white. The proposed new color for all of these items is Sherwin Williams 6990 “Caviar”. (Exhibit B.2) This building was built ca. 1925, and is a historic contributing building in the Downtown Ellensburg National Register and Local Landmarks Districts. The Lindeman building is located at 425 N. Main St, Ellensburg, WA 98926, Parcel ID #106933, in Central Commercial (C-C) zoning. The application (Exhibit B.1) was received by the Department and determined to be complete per ECC 15.280.090(C)(2)(b), on February 24, 2021.

TYPE OF REVIEW:

Review of proposed changes to landmarks register properties is required per **ECC 15.280.090(A)**, as follows:

A. Review Required

- 1) No person shall alter, repair, enlarge, newly construct, relocate, or demolish any registered landmark, or any property located within a landmark district,

nor install any exterior sign or mural pursuant to subsection (A)(2) of this section, without review by the landmarks and design commission and issuance of a COA. In the case of murals, the arts commission shall first review and provide its recommendations to the landmarks and design commission of any proposal for a mural to be located on a registered landmark or within a landmark district. Factors to be considered by the arts commission include media to be used, method of application, stability, building/site, mural location and practicability of project.

- 2) This review shall apply to all exterior features of the property visible from a public right-of-way. This review applies whether or not a permit from the city of Ellensburg is required.
- 3) Review of alterations to Ellensburg landmarks register properties under this chapter is in lieu of design review required for projects and sign review per ECC 15.210.050(B).

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

STAFF COMMENTS:

The Lindeman Building (Butterfield Garage), was constructed in 1925. It is a two-part commercial block with a rectangular footprint and a ‘cutout’ at the northeast corner at the first level. This building sits at the southwest corner of N. Main Street and W. 5th Avenue, and is a historic contributing building to the Downtown National Register Historic District and Local Ellensburg Landmarks district. The exterior of the building has blonde brick masonry, as well as structural terra cotta clay tile. The Lindeman Building was one of Ellensburg’s earliest automobile showrooms, Ellensburg Chevrolet. The recessed corner was where cars could pull in for gas, and the Chevrolet showroom was in the front of the building.

The applicant seeks to repaint the exterior of the first floor windows and doors, and repaint the two structural steel lintels, on the main level of the Lindeman building (Butterfield Garage). The applicant has provided images of the window and door trims to demonstrate their existing condition and reasoning for repainting. (Exhibit B.2) The current trim color on most first floor windows and doors is dark green, and the structural steel lintels are white. The proposed new color for all of these items is Sherwin Williams 6990 “Caviar”. (Exhibit B.2)

The proposed repainting will help to protect these building features that are being exposed to the elements because of peeling paint, as well as highlight some of the fenestration and building features on the façade of the building.

Staff finds the proposal to meet the following two building design standards of ECC 15.530.020 (cited above):

- 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.

RECOMMENDATION:

Staff has reviewed the criteria in the Code and recommends that the Certificate of Appropriateness (COA) be **granted** by the Commission for the repainting the exterior of the first floor windows and doors, and repaint the two structural steel lintels, as proposed, with **one condition**:

1. The applicant shall do any painting over wood using the best available procedures per the Secretary of Interior's Standards for Rehabilitation, *Preservation Brief 10: Exterior Paint Problems on Historic Woodwork*.

After the close of the public hearing, the Commission may also choose to add any other conditions of approval that may be warranted.

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 15.280.090 and 15.530.020, the LDC has jurisdiction to review this project.
2. The project has been found to be in keeping with two of the required building design standards of ECC 15.530.020, specifically that it:
 - a) Retains and preserve(s) the overall historic character of the building, and
 - b) Ensure(s) that proposed alterations are compatible with the building's own architectural character and do not create a false historical appearance.
3. The Applicant is the owner of the Lindeman Building, addressed as 425 N. Main St., located in the Downtown Ellensburg National Register District and the local Downtown Historic District, and can pursue this action.
4. It is in the interest of the City of Ellensburg to have historic buildings maintained. This proposal, if approved with one condition, would not negatively alter the character-defining features of the historic building, but rather, enhance and preserve 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.

EXHIBITS:

- A.** Location Map
- B.** COA Application Materials submitted by the applicant, including
 - 1. Application Form
 - 2. Narrative and proposal
 - 3. Existing Condition Photographs

Exhibit A- Site Map

City of Ellensburg Map: 425 N. Main St

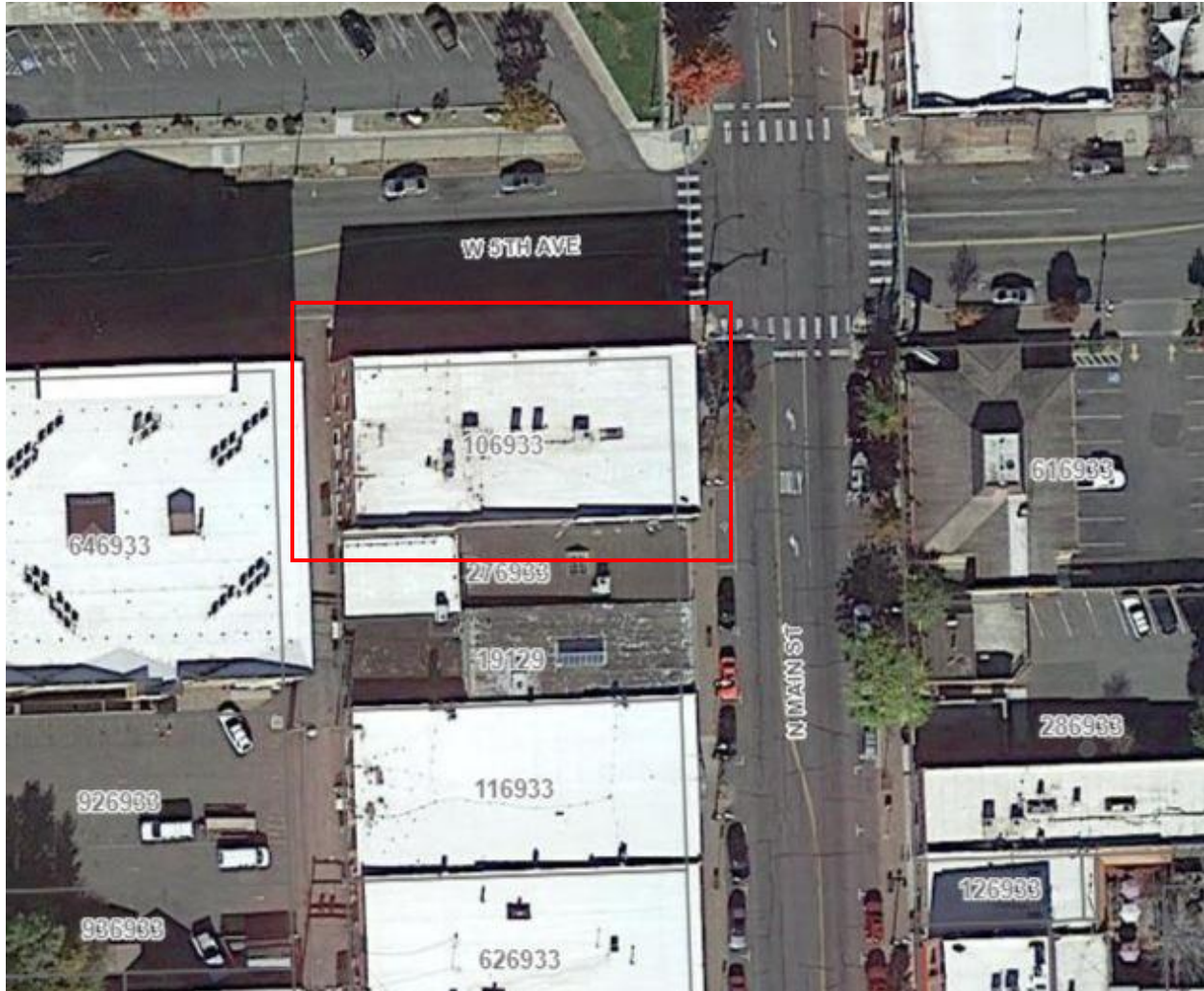


Exhibit B.1- Application



Landmarks & Design Certificate of Appropriateness Application

P21-018
RECEIVED
2/19/2021

COMMUNITY
DEVELOPMENT

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:	AW
Date Submitted:	2/19/21
Fee Total:	N/A
LDC FILE #:	P21-018
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):	RWX 1907 LLC	Day Phone:	509-304-8209
Mailing Address:	PO Box 724, Ellensburg		
E-mail:	jodi@realworks.us	Cell Phone:	509-304-8209

*APPLICANT: ☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	RWX 1907 LLC	Day Phone:	
Mailing Address:	(same)		
E-mail:		Cell Phone:	

CONTACT PERSON: ☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	Jodi Polak	Day Phone:	
Mailing Address:	PO Box 724, Ellensburg		
E-mail:	jodi@realworks.us	Cell Phone:	509-304-8209

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:	106933	
☐	Site Address:	425 N Main St, Ellensburg	
☐	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.

Jonathan Kesler, Senior Planner - Historic Preservation, is the staff liaison to the Landmarks & Design Commission.

Telephone: (509) 925-8608

FAX: (509) 915-8655

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

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

I, Jodi Polak, Manager, RWX 1907 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)



Date:

2/18/2021

Lindeman Building Proposal for Widows, Doors, and Trim Color

425 N Main St. Ellensburg

Landmarks & Design Application - February 18th, 2021

Built around 1925, the building located on the southwest corner of 5th Avenue and Main Street in Ellensburg housed the Lindeman Power Equipment Company until 1937. This company built tractor engines and machinery, and was eventually purchased by John Deere. The building currently houses Maximus Gym, Udderly Espresso Downtown, The May Salon, and Egley's Bail Bonds.

Below: Current



The existing main floor windows, doors and trim is dark green on the north side and under the covered patio facing east.

Below: Proposed



The existing green paint is beginning to weather and we would like to re-paint these windows, doors, and trim with Sherwin Williams 6990 "Caviar."

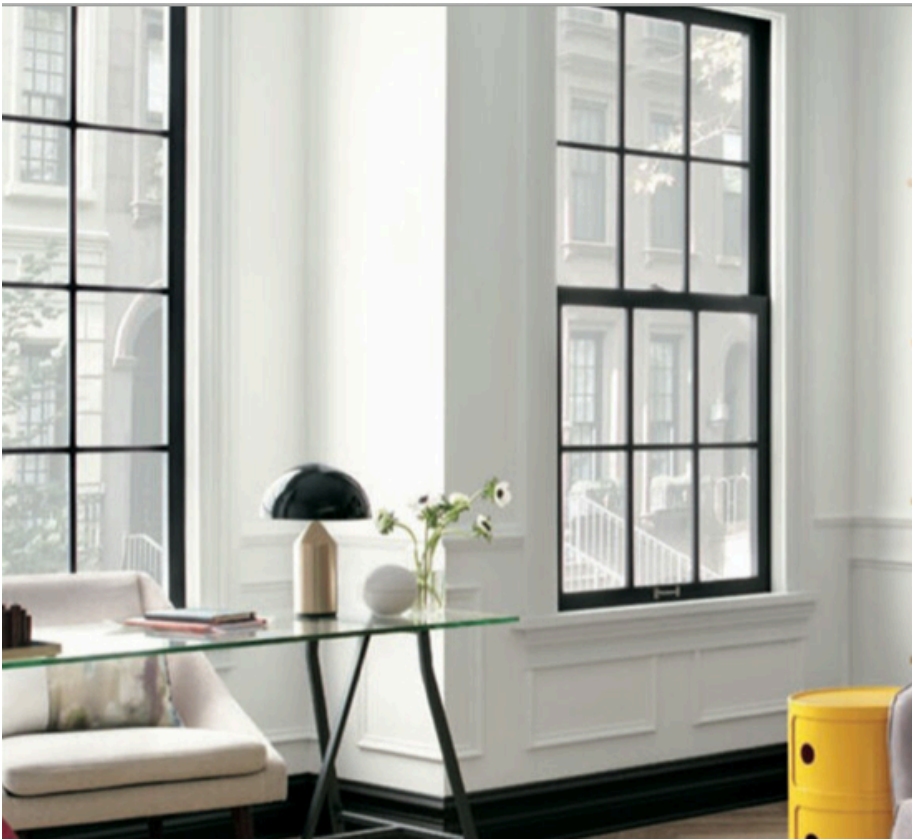


SW 6990
Caviar
 Interior / Exterior
 Location Number: 251-C2

251

Caviar

“Caviar” proposed to replace the existing green.



Examples of the proposed color used on the windows of other buildings.



Exhibit B.3- Additional Information

Stacey Henderson

From: Jodi Polak <jodi@realworks.us>
Sent: Friday, February 26, 2021 8:57 AM
To: Stacey Henderson
Cc: Kirsten Sackett; Jamey Ayling; Andy Polak
Subject: [Ext] Re: P21-018 Lindeman Window Trim, and P21-019 Geddis Window Replacement
Attachments: P21-018 Complete App Letter.pdf; P21-019 Compl App Lttr.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.

Thank you, Stacey,

Here are some better photos of the peeling trim paint at the Lindeman Building: 425 N Main St. P21-018









Jodi Polak
Jodi@realworks.us
509-304-8209

On Feb 23, 2021, at 4:13 PM, Stacey Henderson <hendersons@ci.ellensburg.wa.us> wrote:

Hello Jodi,



**COMMUNITY DEVELOPMENT DEPARTMENT
501 N. Anderson St, Ellensburg WA 98926**

AGENDA REPORT

MEETING DATE: Tuesday, March 16, 2021

TO: Landmarks and Design Commission

THRU: Kirsten Sackett, Community Development Director

FROM: Stacey Henderson, Senior Planner – Historic Preservation

APPLICANT: Jodi Polak; Application #P21-019

PROJECT TITLE: Public Hearing for Consideration of a Certificate of Appropriateness (COA) to replace all of the 2nd story windows of the Geddis Building with new, fiberglass windows.

PROJECT DESCRIPTION: The applicant has proposed to replace all of the 2nd story windows of the Geddis Building with new fiberglass windows. The original windows were replaced in the 1990's with retrofit combination wood and vinyl windows. The applicant has provided a narrative showing several aspects of the windows that are in need of repair, as well as information regarding the proposed fiberglass replacement windows. (Exhibit B.2) The Geddis Building was constructed in 1889, and is a historic contributing structure located within the Downtown Ellensburg National Register Historic District and Local Landmarks District. The Geddis building sits on the corner of Pearl and 4th Ave, Parcel ID #837336, in Central Commercial (C-C) zoning. (Exhibit A) The application (Exhibit B.1) was received by the Department and determined to be complete per ECC 15.280.090(C)(2)(b), on February 23, 2021.

TYPE OF REVIEW:

Review of proposed changes to landmarks register properties is required per **ECC 15.280.090 (A)**, as follows:

A. Review Required

- 1) No person shall alter, repair, enlarge, newly construct, relocate, or demolish any registered landmark, or any property located within a landmark district, nor install any exterior sign or mural pursuant to subsection (A)(2) of this

section, without review by the landmarks and design commission and issuance of a COA. In the case of murals, the arts commission shall first review and provide its recommendations to the landmarks and design commission of any proposal for a mural to be located on a registered landmark or within a landmark district. Factors to be considered by the arts commission include media to be used, method of application, stability, building/site, mural location and practicability of project.

- 2) This review shall apply to all exterior features of the property visible from a public right-of-way. This review applies whether or not a permit from the city of Ellensburg is required.
- 3) Review of alterations to Ellensburg landmarks register properties under this chapter is in lieu of design review required for projects and sign review per ECC 15.210.050(B).

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

STAFF COMMENTS:

The Geddis Building is an iconic building located in the heart of the Downtown Ellensburg National Register and Local Landmarks Historic Districts. Built in 1889, it sits at the southwest corner of the Pearl Street and 4th Avenue intersection. The Geddis building once displayed various Queen Anne style architectural characteristics, however, many distinguishing features were removed from this commercial block in the mid twentieth century (including an elaborate cornice). Metal siding covered the original façade at one point, but has since been removed and much of the original exterior was rehabilitated in recent years. This building has been home to many businesses over the years, and new rehabilitation projects continue to restore the historic character of this structure.

A previous COA for the Geddis Building (P20-028), was presented to the LDC at a regularly scheduled public hearing on June 16, 2020. At this meeting, several proposed improvement projects were approved, including: 1) to replace the existing belly band along the 4th Ave and Pearl St. facades, 2) to paint the existing cornice and columns to match the new belly band, and 3) to refinish and repaint a portion of the wall on the 4th Ave Façade. Proposed paint colors included Sherwin Williams “Iron Ore” (SW 7069) for the cornice, columns, and belly band.

In addition to these improvements, the applicant also wishes to replace all of the 2nd story windows of the Geddis Building with new, fiberglass windows. The original windows were replaced in the 1990’s with retrofit combination wood and vinyl windows. The applicant has provided a narrative showing several aspects of the windows that are in need of repair, as well as information regarding the proposed fiberglass replacement windows. (Exhibit B.2) On the current retrofit windows, the gaskets around the glass have deteriorated resulting in moisture damage, several springs have stretched preventing many windows from opening, and there are no window frames resulting in air leakage. (Exhibit B.3)

The proposed replacement fiberglass windows (Exhibit B.2) have been selected for durability, longevity, and are able to be painted if desired in the future. The applicant has proposed to order the windows in “Black Bean” to compliment the previously approved “iron ore” color that will be on the cornice, cast iron columns, and belly band. The existing

second story windows of the Geddis building are already not the original windows, as they were installed in the 1990's. Replacing them will not remove any original historic fabric from the building, and the design of the replacements is complimentary to the historic character of the building while increasing protection from moisture damage and air leakage.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposal to replace the second story windows on this contributing historic 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 finds that this project meets the following two criteria of said section (cited above):

- a) Retains and preserve(s) the overall historic character of the historic building, 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 recommends that the Certificate of Appropriateness (COA) be **granted** by the LDC to replace all of the 2nd story windows of the Geddis Building with new, fiberglass windows with **no conditions**.

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 15.280.090 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 building, 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 owner of this building, and can pursue this action. This building is a contributing building in the Downtown Ellensburg National Register or local Landmark Districts.
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.

EXHIBITS:

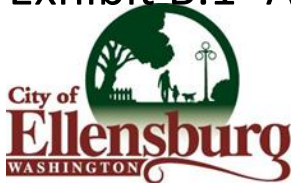
- A. Site Map
- B. COA Application Materials submitted by the applicant, including:
 1. Application
 2. Narrative
 3. Additional Photographs

Exhibit A- Site Map

City of Ellensburg Map: 311 N Pearl St.



Exhibit B.1- Application



Landmarks & Design

Certificate of Appropriateness Application

P21-019
RECEIVED
2/19/2021
COMMUNITY
DEVELOPMENT
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:	AW
Date Submitted:	02/19/2021
Fee Total:	N/A
LDC FILE #:	P21-019
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):	MJSS LLC	Day Phone:	
Mailing Address:	PO Box 724, Ellensburg, WA 98926		
E-mail:	jodi@realworks.us	Cell Phone:	509-304-8209
*APPLICANT:	☒ Owner ☐ Contractor ☐ Tenant ☐ Other		
Name:	Jodi Polak	Day Phone:	
Mailing Address:	PO Box 724, Ellensburg, WA 98926		
E-mail:	jodi@realworks.us	Cell Phone:	509-304-8209
CONTACT PERSON:	☒ Owner ☐ Contractor ☐ Tenant ☐ Other		
Name:	Jodi Polak	Day Phone:	
Mailing Address:	PO Box 724, Ellensburg, WA 98926		
E-mail:	jodi@realworks.us	Cell Phone:	509-304-8209

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:	837336	
☐	Site Address:	317-1/2 N Pearl St. Ellensburg, WA 98926	
☐	City Zoning Designation:	Historic Commercial Core	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.

Jonathan Kesler, Senior Planner - Historic Preservation, is the staff liaison to the Landmarks & Design Commission.

Telephone: (509) 925-8608

FAX: (509) 915-8655

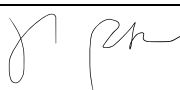
E-mail: keslerj@ci.ellensburg.wa.us

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

I, Jodi Polak, (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: 2/19/2021

Geddis Block Proposal for Widow Replacement

311-323 N Main St. Ellensburg

Landmarks & Design Application Addendum - February 19, 2021

Existing Windows

Built in 1889, the second floor of the Geddis Block was originally the Vendome Hotel. In the 1950s use of the upstairs was abandoned and sheeted over with metal siding. This siding was removed in the late 1980s and into the early 1990s work to renovation the 2nd floor was done. During this time all of the 2nd floor windows were replaced with retrofit windows that remain today. These retrofit windows consist of a vinyl jamb liner on each vertical side of the window and two wood sashes that both slide independent of each other. There is no window frame, so the gaps around the perimeter of the sashes leak air especially at the horizontal tops and bottoms. We have looked into options to fix the thermal exchange, but the gaskets around the glass have deteriorated and pulled apart at the corners allowing moisture in to cause deterioration of the wood sash, and the springs have stretched preventing many of the windows from operating. Two local window companies have looked at our existing windows and have recommended replacement over repair, due to the repair being labor intensive and cost prohibitive.

Removal of the metal siding.
Pearl Street Façade of the
Geddis Block winter 1988.



Views of the east, north, and west façades of the existing building, respectively.





Example of existing retrofit windows with wood sashes in vinyl tracks.



Close up view of the existing retrofit windows with wood sashes in vinyl tracks. The gasket around the glass can be seen separating from the corner.



Exterior view of the existing window sashes and gaskets deteriorated condition.

Proposed Windows

We would like to replace all of the 2nd floor windows in the Geddis Block with new, fiberglass windows. In researching windows we have learned that fiberglass windows are a high performing alternative to aluminum clad wood windows. Even with the low maintenance, exterior cladding, wood windows swell and shrink with temperature and moisture swings, undermining longevity. Fiberglass is stiffer and lighter than wood, it is unaffected by moisture and temperature, and though not necessary, it can be painted if a color change is desired. Corner joints are smooth, unlike the visible welds of vinyl windows. We would like to get them in the “Black Bean” color to compliment the “Iron Ore” trim paint.



Attached is the material only, window quote from McKinney Glass. The new windows will match the existing window configuration.



MCKINNEY GLASS
2220 Goodman Rd.
Union Gap, WA 98903
509-248-2770
, www.mckinneyglass.com



Quote Name: Polak, Jodi
Customer: Retail 25
Payment Terms: Net 30
Sales Representative: Anne Wood **Mobile:**
 anne@mckinneyglass.com
Weighted Average: U-Factor: .25, SHGC: 0.3, VT: .56
Comments:

Quote Number: SQPGF004970_1
Created Date: 2/9/2021
Modified Date: 2/9/2021
PO Number:
Total Windows: 103
Total Doors:
Total Sq Ft: 1,727.00
Total Perim Ft: 1832
Est. Delivery: _____

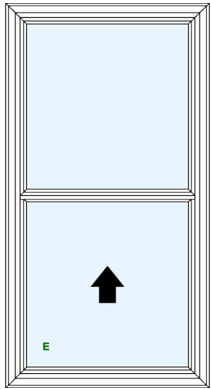
Billing Information

Name: Retail 25
Address:
 ,
Phone:
Fax:
Email:

Shipping Information

Name: Retail 25
Address:
 ,
Phone:
Fax:
Email:

Line: 1 **Location:**
Quantity: 15 Ultra, 3210U, SH, 1 3/8" Setback, Ext Bark / Int Bark, U-Factor: .26, SHGC: .29, VT: .54
 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating
 BrickMold
 Energy Star Northern
 Argon Gas Filled
 Tariff



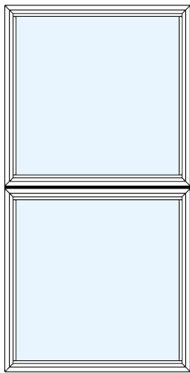
Viewed From Exterior

Model = Single Hung
Size = RO: 39" x 77"
Net Frame: 38 1/2" x 76 1/2"
Dimensions = Sash Height: One Half
Energy Package = Energy Star Northern
Glass = 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating with Gray Foam Spacer
Glazing = Dual Glaze with Argon
Hardware = Dark Bronze, Positive Action Lock
Other Options = Glass Breakage Warranty, Brickmold
Screen = Standard with Fiberglass Mesh
Ratings = STC: 28, OITC: 22, PG: LC30
Clear Opening = W 36 5/16" x H 34 5/8" Sq. Ft. 8.73, Egress: Yes
Other Ratings = CPD: MIL-A-157-04812-00001

Item Total: \$777.67
Line Total: \$11,665.05

Customer Approval: _____

Line: 2 **Location:**
Quantity: 20 Ultra, 3371U, SP, 1 3/8" Setback, Ext Bark / Int Bark, U-Factor: .24, SHGC: .30, VT: .57
 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating
 Energy Star Northern
 Argon Gas Filled
 Tariff



Viewed From Exterior

Model = Special - Composite Design
 Size = Net Frame: 39" x 77"
 Dimensions = PWR 1.1: 39" x 38 1/2", PWR 2.1: 39" x 38"
 Composite Method = Horizontal: Mull
 Energy Package = Energy Star Northern
 Glass = 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating with Gray Foam Spacer
 Glazing = Dual Glaze with Argon
 Other Options = Low Profile Wood Mull Cap, Cut to Window Finish Size, Glass Breakage Warranty
 Ratings = STC: No Rating, OITC: No Rating, PG: CW40, Mull Bar: DP45
 Other Ratings = CPD: MIL-A-222-04086-00001

Item Total: \$1,107.12
Line Total: \$22,142.40

Customer Approval: _____

Line: 3 **Location:**
Quantity: 35 Ultra, 3371U, PWR, 1 3/8" Setback, Ext Bark / Int Bark, U-Factor: .24, SHGC: .30, VT: .57
 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating
 Energy Star Northern
 Argon Gas Filled
 Tariff



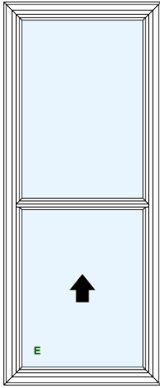
Viewed From Exterior

Model = Slider Picture
 Size = RO: 39" x 29 1/2"
 Net Frame: 38 1/2" x 29"
 Energy Package = Energy Star Northern
 Glass = 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating with Gray Foam Spacer
 Glazing = Dual Glaze with Argon
 Other Options = Glass Breakage Warranty
 Ratings = STC: No Rating, OITC: No Rating, PG: CW40
 Other Ratings = CPD: MIL-A-222-04086-00001

Item Total: \$402.02
Line Total: \$14,070.70

Customer Approval: _____

Line: 4 **Location:**
Quantity: 14 Ultra, 3210U, SH, 1 3/8" Setback, Ext Bark / Int Bark, U-Factor: .26, SHGC: .29, VT: .54
 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating
 BrickMold
 Energy Star Northern
 Argon Gas Filled
 Tariff



Viewed From Exterior

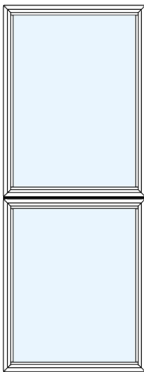
Model = Single Hung
 Size = RO: 34 1/2" x 89"
 Net Frame: 34" x 88 1/2"
 Dimensions = Sash Height: 42"
 Energy Package = Energy Star Northern
 Glass = 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating with Gray Foam Spacer
 Glazing = Dual Glaze with Argon
 Hardware = Dark Bronze, Positive Action Lock
 Other Options = Glass Breakage Warranty, Brickmold
 Screen = Standard with Fiberglass Mesh
 Ratings = STC: 28, OITC: 22, PG: LC30
 Clear Opening = W 31 13/16" x H 38 1/8" Sq. Ft. 8.42, Egress: Yes
 Other Ratings = CPD: MIL-A-157-04812-00001

Item Total: \$798.02
Line Total: \$11,172.28

Max sash height is 42"

Customer Approval: _____

Line: 5 **Location:**
Quantity: 19 Ultra, 3371U, SP, 1 3/8" Setback, Ext Bark / Int Bark, U-Factor: .24, SHGC: .30, VT: .57
 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating
 Energy Star Northern
 Argon Gas Filled
 Tariff



Viewed From Exterior

Model = Special - Composite Design
 Size = Net Frame: 34 1/2" x 89"
 Dimensions = PWR 1.1: 34 1/2" x 42", PWR 2.1: 34 1/2" x 46 1/2"
 Composite Method = Horizontal: Mull
 Energy Package = Energy Star Northern
 Glass = 1/8" SunCoat (Low-E) over 1/8" 4th Surface HP Coating with Gray Foam Spacer
 Glazing = Dual Glaze with Argon
 Other Options = Low Profile Wood Mull Cap, Cut to Window Finish Size, Glass Breakage Warranty
 Ratings = STC: No Rating, OITC: No Rating, PG: CW40, Mull Bar: DP45
 Other Ratings = CPD: MIL-A-222-04086-00001

Item Total: \$1,014.72
Line Total: \$19,279.68

Customer Approval: _____



MCKINNEY GLASS
2220 Goodman Rd.
Union Gap, WA 98903
509-248-2770
, www.mckinneyglass.com



Submitted By: _____

Accepted By: _____

Date: _____

Material Subtotal: \$78,330.11
Material Tax 8.3%: \$6,501.40
Grand Total (USD): \$84,831.51

For warranty information please visit www.milgard.com/warranty/

Please note that actual NFRC energy values may vary from those reported in CTB Quote Plus due to variations that may occur during the manufacturing process. In most cases variations will be minimal. Please contact your Milgard location with questions or concerns regarding this potential variation.

Painted Vinyl Note: For stucco applications, please follow the Milgard Stucco Tape Guidelines
https://www.milgard.com/sites/default/files/u/u57666/stucco_taping_guidelines_0920.pdf.

Handing is viewed from outside looking in.

ADDITIONAL INFORMATION:

Exhibit B.3- Additional Photographs

From: Jodi Polak <polakjodi@gmail.com>

Sent: Wednesday, February 3, 2021 11:19 AM

To: Stacey Henderson <hendersons@ci.ellensburg.wa.us>

Subject: [Ext] Geddis Building Windows

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,

Thank you for talking with me this morning. Here are some photos of the existing, retrofit sashes and tracks that were installed in the late 80's early 90's when Larry Nickel uncovered the abandoned 2nd floor and began the renovation.

We would like to replace all the 2nd floor windows with a fiberglass window and wondered if there is a brand or style that would qualify for historic tax credit approval and Landmark approval?

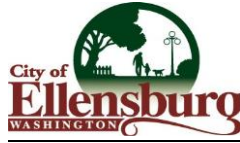






Thank you for your help with this,
~Jodi

Jodi Polak
polakjodi@gmail.com
509-304-8209



**DEPARTMENT OF COMMUNITY DEVELOPMENT
501 North Anderson Street, Ellensburg WA 98926**

MEMO

MEETING DATE: March 16, 2021

TO: Landmarks and Design Commission

FROM: Stacey Henderson, Senior Planner – Historic Preservation

RE: Preliminary meeting to discuss the proposed COA (P21-025) for the demolition of the drive through portion of the old Wells Fargo Bank building.

ATTACHMENTS:

1. Applicant Provided Site Plan
2. Applicant Provided Narrative

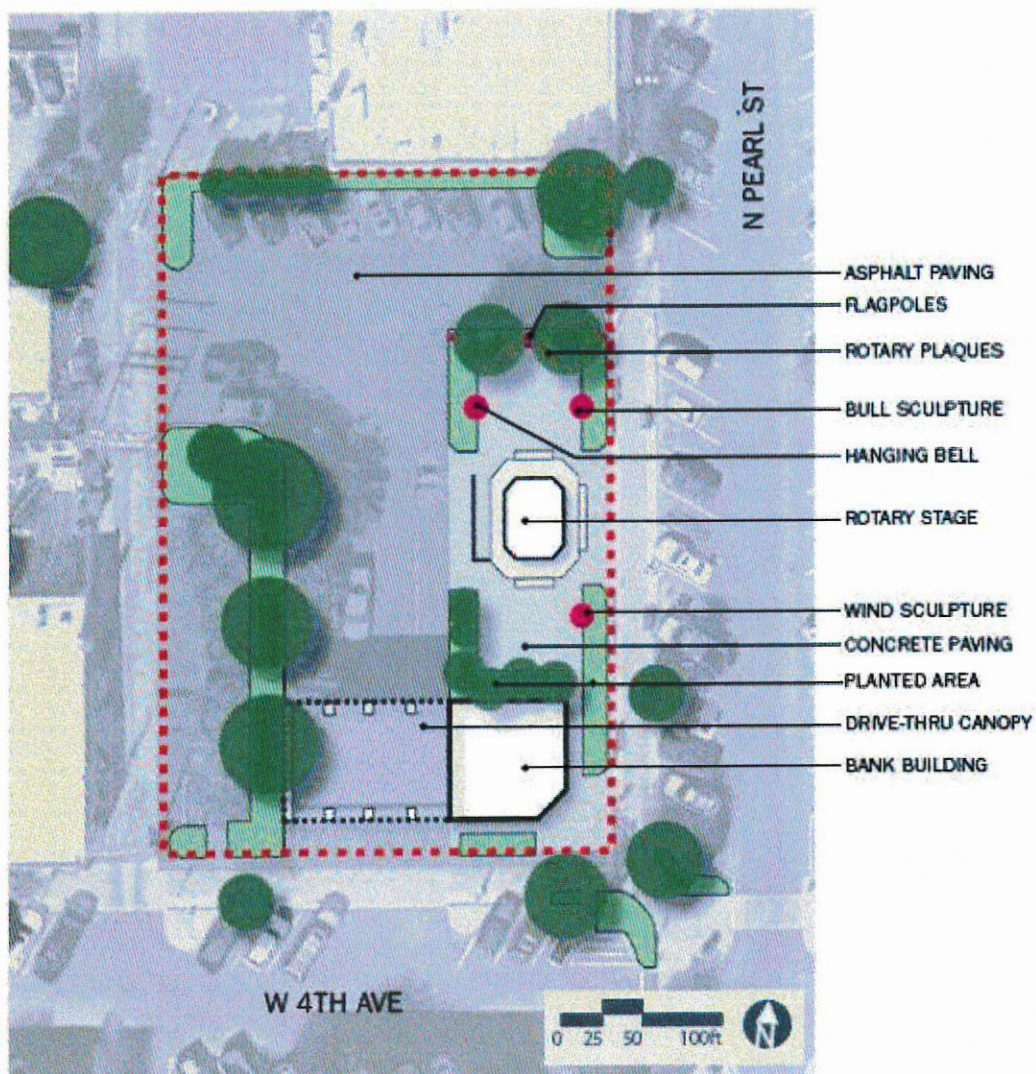
APPLICANT: Brad Case, City of Ellensburg Parks Department

DISCUSSION:

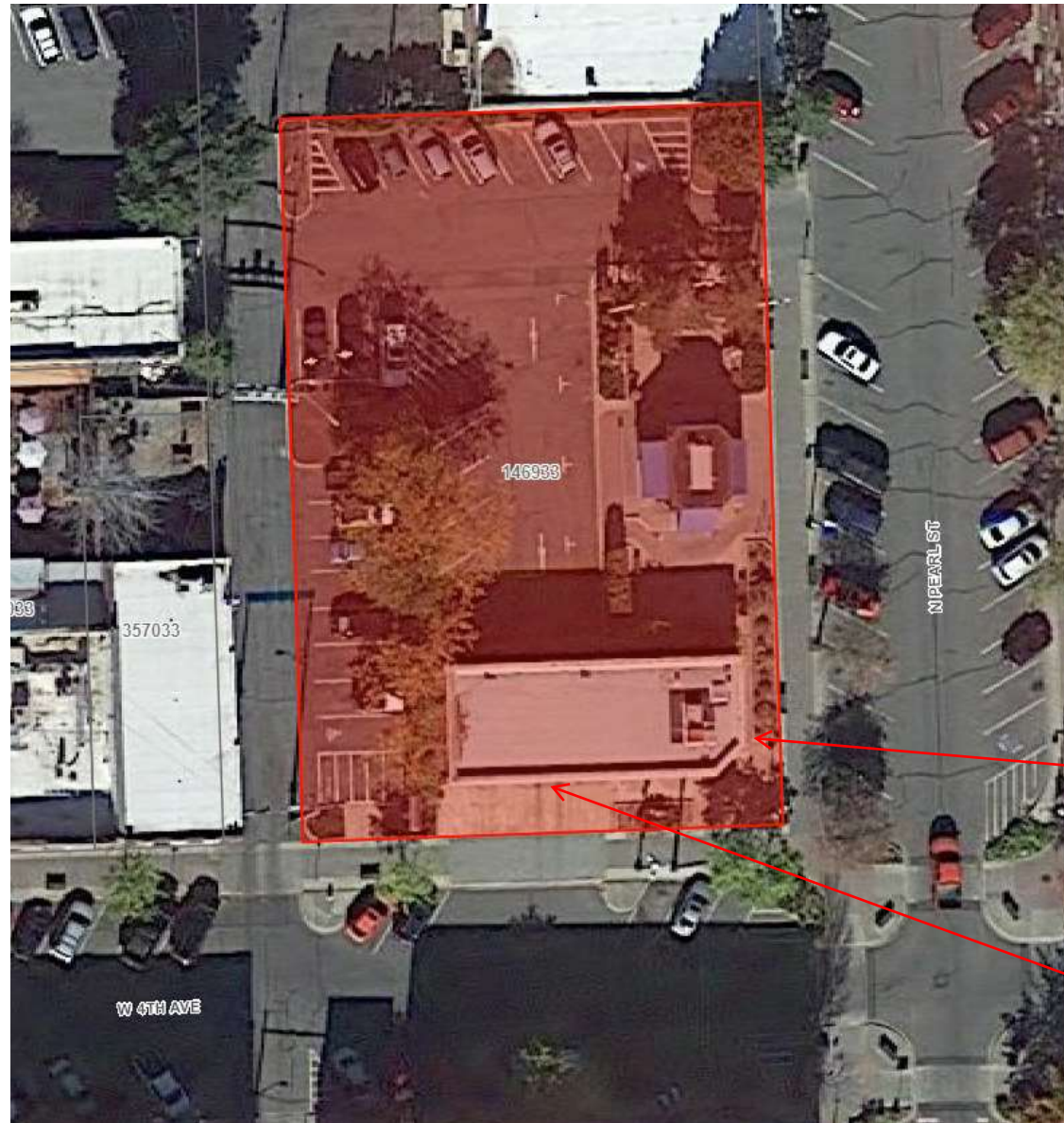
The applicant has proposed partial demolition of the old Wells Fargo building, on the corner of 4th Ave and Pearl St. As explained in the site plan and narrative (Attachments 1 & 2), the proposal includes demolition of the drive through portion of this building, and restoration of the west wall after demolition. The City of Ellensburg acquired this property in 2019, and has been planning a downtown park for this location. Per the narrative, removing the drive through portion of this building would allow for more programmable park design space, and increased visibility into the park from 4th Avenue.

This building, which currently houses the Chamber of Commerce Ellensburg Visitor Center, was originally built in 1981 as a Wells Fargo Mini-Bank, Drive-Thru. This building is not considered a historic-contributing resource to either of the downtown historic districts because it does not meet the 50 year threshold. Architectural features include brick veneer, cornice details, Doric column details, and stained glass transom windows.

Per ECC 15.280.090(D)(1), the landmarks and design commission shall meet initially (before the regularly scheduled public hearing to review the COA), to discuss possible alternatives to demolition, including available incentives for preservation. The intention of this meeting is to provide an opportunity for the Landmarks and Design Commission to be introduced to the project, and to decide if they would like to suggest alternatives to demolition with the applicant before the formal public hearing process and review of the proposed COA.

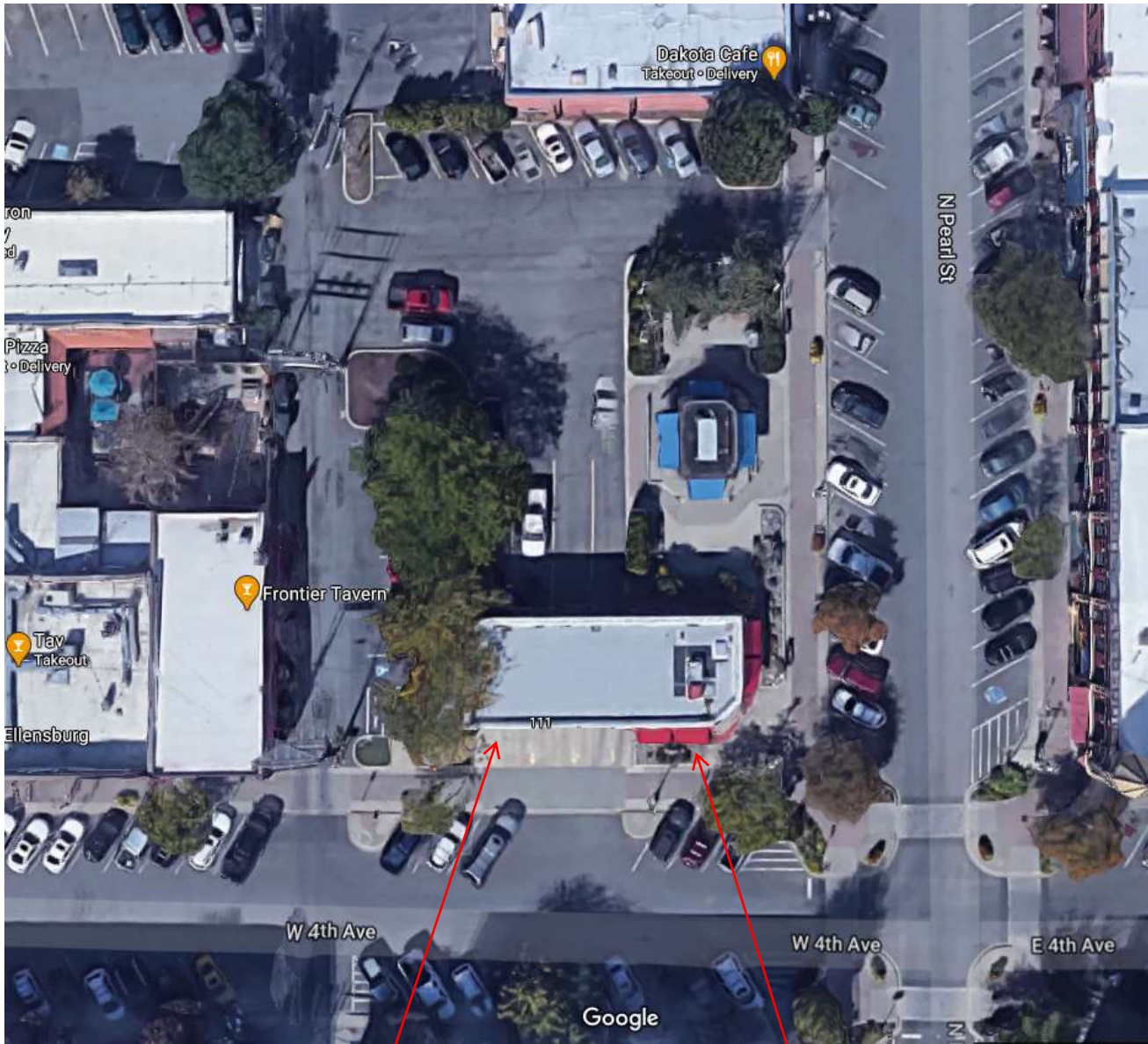


SITE INVENTORY PLAN



****BANK BUILDING TO REMAIN ****

**** PROPOSED DRIVE THRU DEMO ****



**** PROPOSED DRIVE THRU DEMO ****

****BANK BUILDING TO REMAIN ****



**** PROPOSED DRIVE THRU DEMO ****

****BANK BUILDING TO REMAIN ****

RECEIVED

MAR 04 2021

COMMUNITY DEVELOPMENT

Rotary Pavilion / Wells Fargo Bank Drive Thru Demolition Project

P21-025

Project Description: This project calls for the demolition of the drive thru structure and bank drive thru infrastructure at the old Wells Fargo bank building. In 2019 the City of Ellensburg acquired the former bank building and property for the purposes of constructing a downtown park. Following acquisition, the City started the public planning process for the park which identified the removal of the drive thru structure as an important element of park design. By removing the drive thru structure, sightlines into the park from 4th Avenue are improved, and the footprint of programmable space is greatly increased. Currently there is no plan to remove the bank building, there have been discussion about using the building for public restrooms, storage, and a box office.

Parking Plan: The public parking lot on site will be closed while the work is being done. After the demolition is completed the parking lot will reopen to the public. There are approximately 20 parking stalls at this location.

Exterior Lighting: There are can lights on the underside of the drive thru structure that will be eliminated and not replaced with anything else.

Exterior building alterations, rehabilitation, or restoration: Any disturbance to the west exterior bank wall will be restored in a manner which is consistent with what is currently there. Since we don't know the long-term status of the bank building, we are not planning to do any work to the parapet wall. If we decide to keep the building, then at the time of park development we will do the necessary work to match the roof line. The decision to ultimately keep or remove the bank building will be made by City Council.

Dumpster: If a dumpster is necessary will place it north of the drive thru structure within the city owned property.