

AGENDA LANDMARKS & DESIGN COMMISSION

April 6, 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/84664752585?pwd=WUtlY0p4OHRnbFlVTzhvVktrYnY1dz09>

Password: 457700

Phone participation is also available by calling **1-253-215-8782**,
and entering webinar ID: **846 6475 2585**
When prompted, the password is: **457700**

**AGENDA OF THE REGULAR MEETING OF THE
LANDMARKS AND DESIGN COMMISSION
Remote Zoom Meeting
Tuesday, April 6, 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 16, 2021 LDC Meeting

4. NEW BUSINESS

- A. (P21-026) Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed decorative stucco design and painting of the awning, at the McCormack Building, addressed as 200 E 4th Ave., Parcel ID # 557033.
- B. (P21-023) Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed repainting of the storefront at 107 W Third Ave., Parcel ID #87033.
- C. (P21-020) Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed new signs and repainting at 412 N. Main St, Parcel ID #286933.
- D. (P21-028) Public hearing for consideration of a Certificate of Appropriateness (COA) to remove the handrail and decorative brick barrier lining the pedestrian ramp along Main Street, and install a black metal railing, at the Lindeman building (Butterfield Garage) at 425 N Main Street, Ellensburg WA 98926.
- E. (P21-025) Public hearing for consideration of a Certificate of Appropriateness (COA) to demolish the drive through portion of the Old Wells Fargo Bank building on the northwest corner of 4th Ave and Pearl St., Parcel ID #146933.

5. OLD BUSINESS

6. CITIZEN COMMENT

7. STAFF UPDATE/DISCUSSION ITEMS

- A. Demolition Ordinance Update
- B. Historic Preservation Grant 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 16 2021, 5:45 p.m.
Place of Meeting: Remote Meeting via Zoom
Present: Members: Mollie Edson, Dorothy Stanley, Marty Blackson, Lathan Wedin, Zane Kanyer, Amy McCoy
Absent: Megan West
Others Present: Stacey Henderson, Senior Planner – Historic Preservation; Kirsten Sackett, Community Development Director; Brad Case, Parks & Recreation Director; David Miller, City Council Liaison; Applicants Jodie & Andrew Polak; and Applicant Jonathan Chandler

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 5:45 pm.

All in favor, motion passed.

2. Approval of the agenda

Commissioner Blackson made a motion to approve the agenda as submitted. Commissioner McCoy seconded.

All in favor, motion passed.

Commissioner McCoy made a motion to amend agenda to move item 4.A to item 4.D
Commissioner Blackson seconded.

All in favor, motion passed.

3. Approval of the minutes of the Meeting of March 2, 2021.

Commissioner Blackson made a motion to approve the minutes of March 2, 2021. Commissioner McCoy seconded.

All in favor, motion passed.

4. New Business

- A. (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.

Chairwoman Edson opened the public hearing and explained the procedures of the hearing. In response to the questions, Commissioner Kanyer stated for the record that he works for the applicant but is not involved with this project and did not feel it would affect his ability to be fair and objective. No one in the audience objected to the participation of any of the Commissioners.

Senior Planner Henderson presented the Staff report and shared her screen to display the application exhibits and describe the project. The Lindeman Building is a contributing building to the Historic Downtown District. The paint on the trim is weathering and needs to be redone. The applicants are submitting a change of color to the trim around the windows and doors on the 1st floor of this building.

The applicants didn't have any additional information to provide. There were no public comments and no questions from the Commissioners.

Commissioner McCoy read the Findings of Fact as outlined within the Staff report and made a motion that the Certificate of Appropriateness be **granted** by the Commission for the repainting of 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*.

Commissioner Kanyer seconded. There was no discussion amongst the Commission.

All in favor; motion passed.

- B. (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.

Chairwoman Edson opened the public hearing and explained the procedures of the hearing. In response to the questions, Commissioner Kanyer stated that he has a conflict of interest in this matter as he is working for the applicant on this specific project. He recused himself from participating in this matter. No other issues were raised, and no one in the audience objected to the participation of the remaining Commissioners.

Senior Planner Henderson presented the Staff report and shared her screen to display the application exhibits which included pictures of the windows that were put in the building in the 1990's. These windows are deteriorating which has created water and air leakage because they have no proper window frames. Applicants had nothing to add. Commissioner Edson asked about the trim around the windows and the applicants said that they would be replaced by what they have left from previous remodels.

Commissioner McCoy read the Findings of Fact as outlined within the Staff report and made a motion that the Certificate of Appropriateness be **granted** by the LDC for the replacement all of the 2nd story windows of the Geddis Building with new, fiberglass windows with **no conditions**.

Commissioner Wedin seconded. There was some discussion on the use of fiberglass versus wood windows that are more reflective of the original windows.

Commissioners Wedin, McCoy, Blackson and Edson voted in favor; Commissioner Stanley voted against.

Motion passed 4-1.

Commissioner McCoy made a motion to amend the amended agenda to hear the Item pertaining to the Pergola next. Commissioner Wedin seconded.

All in favor; motion passed.

Commissioner Edson thanked the Polak's for their contributions to their buildings in the Historic downtown.

- C. (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.

Chairwoman Edson opened the public hearing and explained the procedures of the hearing. No issues were raised, and no one in the audience objected to the participation of any of the Commissioners.

Senior Planner Henderson presented the Staff report and shared her screen to display the application exhibits. This pergola will be roughly 20 X 30 feet with support posts that are bolted to the wall around the outdoor area and attached to a ledger board that will be attached to the building. The partition wall is not original so it won't do any damage the original building. It is planned to be in a natural wood shade.

The applicant added that he would be contributing to the downtown in a good way.

Commissioner Kanyer asked about the height of the pergola attached to the building, is it attached below the roof line? Is the block reinforced? Applicant said it will be about 7 feet below the roof line and mostly standing on its own. He has not inspected the block to see if it is reinforced. Commissioner Wedin asked about the lighting and speaker system that is in the pictures. Applicant said that the lighting and speakers will be removed and there is no plan at this time to reinstall them. There was also a question about what would be needed if they add any lighting back after the pergola is built. Discussion about the heating of the area- will they be using propane heaters? Applicant does not have any information about that use. Commissioner Edson asked about the wall around the courtyard- was it original to the building. Commissioner Stanley mentioned that it was put in by the owner Ross Anderson.

Commissioner McCoy read the Findings of Fact as outlined within the Staff report and made a motion that the Certificate of Appropriateness be **granted** by the LDC for the construction of a pergola above the outdoor seating area at 412 N Main St, Ellensburg, WA 98926, with **one condition**:

1. That 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.

Commissioner Stanley seconded.

Commissioner McCoy asked about the propane heaters under the pergola, and whether it was a fire hazard. It was noted that the heaters were under the purvey of the Fire Marshall.

Commissioner Kanyer only wanted to make sure that the attachments wouldn't adversely impact the building.

All in favor; motion passed.

- 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.

Senior Planner Henderson presented the Staff report and described the partial demolition proposal submitted by the Parks & Recreation Department to remove the drive through portion of the Wells Fargo bank building for the Rotary Park. Brad Case, the applicant contributed to the discussion of what the park will be like after the demolition.

Commissioner Blackson made a motion to move forward with this item and bring the demolition back before the LDC for a COA during a public hearing at the next available meeting.

Commissioner McCoy seconded.

All in favor; motion passed.

5) Old Business - None.

6) Citizen Comment – None

No comments from the public.

7) Staff Update/Discussion Items

a. Demolition Ordinance Update

Staff explained that the demolition ordinance had been reviewed with the City Attorney who requested additional edits from the historic preservation consultant. After the revised version is received, another legal review will take place prior to meeting again with the LDC subcommittee.

8) Commission Representative Updates.

A. Ellensburg Downtown Update

There was no representative of the EDA available to provide an update.

B. Historic Preservation Month Update

Commissioner Edson talked with Sadie Thayer of the Historical Museum about putting articles in the newspaper during HP month. She also reminded everyone to start looking for good downtown photos for the scavenger hunt. Edson asked Henderson if she could send a reminder to the Commissioner's mid-month, as they would need to be prepared to make plans at the next LDC meeting, in advance of HP month.

C. Other items

Commissioner Stanley said that she had talked to Ms. Thayer at the museum about the two buildings at the northwest corner of 5th and Water. She heard that the two buildings will be torn down. She also recommended people drive by the building being restored by Jon Graff.

Edson wanted to bring up the aesthetic standards of the streateries. She said in Walla Walla there is a consistency in the design, and thought that we should consider adding design standards to the streateries. Director Sackett explained the background of how the streateries came to be, and also why it could be problematic to add design standards to temporary structures that will be required to come down after the governor lifts the indoor dining restrictions.

9) Adjournment

Commissioner McCoy made a motion to adjourn the meeting. Commissioner Stanley seconded. All in favor, motion passed. Chair Edson adjourned the meeting at 7:30 pm.



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

AGENDA REPORT

MEETING DATE: Tuesday, April 6, 2021

TO: Landmarks and Design Commission

THRU: Kirsten Sackett, Community Development Director

FROM: Stacey Henderson, Senior Planner – Historic Preservation

APPLICANT: Jeannie Bayles: Application #P21-020

PROJECT TITLE: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed new signs and repainting at 412 N. Main St, Parcel ID #286933.

PROJECT DESCRIPTION: The applicant wishes to make several improvements to the exterior of the building at 412 N. Main Street. Improvements include attaching a sign to the façade of the building, add new signage within the existing mounted sign, and to repaint the exterior of the building. (Exhibit B.2, B.3, B.4, C.1) The proposed work is located at 412 N. Main Street, which was built ca. 1915, and is located within the Ellensburg Downtown National Register District and Local Landmarks District, 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 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.

A Certificate of Appropriateness was recently approved by the Landmarks and Design Commission (P21-016) on March 16, 2021, to construct a wood Pergola at this location over the outside seating area. The applicant would now like to also paint the exterior of the building (Exhibit B.2), as well as attach a metal sign to the front façade along Main Street (Exhibit B.3), and add new signage within the existing mounted sign along Main Street (Exhibit B.4).

The proposed metal sign is roughly 32" X 84", and would be installed above the front door to an existing mount. The other signage (Exhibit B.4 and C.1) has already been installed. There was miscommunication with regards to needing approval for that signage, as the sign itself is already existing and the applicant was just changing the interior logo and not altering the historic building fabric. The applicant has proposed the paint colors Sherwin Williams "Gulfstream" (SW 6768) for the front door, "Thunder Gray" (SW 7645) for the main facades of the building, and "Linen" for all of the front façade trim (Exhibit B.2).

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed paint colors and signage 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 new signs and repainting at 412 N. Main St. 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 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 building 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:

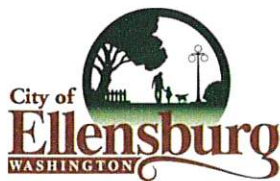
1. Application
 2. Proposed Paint Colors
 3. Proposed Metal Sign
 4. Installed Signage
- C. Additional Materials Submitted by Staff**
1. Photographs of Mounted Sign

Exhibit A- Location 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:	2/26/21
Fee Total:	N/A
LDC FILE #:	P21-020
Associated Permit File #:	B21-068

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:	206-369-2080
Mailing Address:	1124 NW 50th St Seattle WA 98107		
E-mail:	rossa@acarchitect.com	Cell Phone:	

*APPLICANT: ☐ Owner ☐ Contractor ☒ Tenant ☐ Other

Name:	Jeannie Bayles	Day Phone:	509-669-2211
Mailing Address:	431 Rocky Rd Ellensburg WA 98926		
E-mail:	bayles.jeannie@gmail.com	Cell Phone:	

CONTACT PERSON: ☐ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	Jeannie Bayles	Day Phone:	509-669-2211
Mailing Address:	431 Rocky Rd		
E-mail:	bayles.jeannie@gmail.com	Cell Phone:	

PROJECT INFORMATION:

This application shall be submitted, with all required information, to Community Development Staff and deemed a complete application, to be considered for a public meeting. At the duly-noticed public hearing, the Landmarks and Design Commission will make a decision of whether to approve, approve with conditions or deny the Certificate of Appropriateness application. Per Section 15.210.050.B, a denial may be appealed to the City Council. Please consult with the Senior Planner for Historic Preservation if you have any questions. All projects must meet the City of Ellensburg Design Standards (Title 15) and ECC 15.70, Landscaping Requirements. A copy of the Design Standards is available at the Community Development Department or located online at www.codepublishing.com/wa/ellensburg.

☐	Parcel Number of Site:	286933
☐	Site Address:	412 N Main St Ellensburg WA 98926
☐	City Zoning Designation:	C-C
	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, <u>[Signature]</u> , (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:	2/26/21

Exhibit B.2- Proposed Colors

RECEIVED
FEB 26 2021
COMMUNITY DEVELOPMENT



"Thunder Gray"
exterior including
side of building.
"Linen" trim

"Gulfstream" door

912



Linen White
Blanco Lino
Blanc Lin

912



912

Linen White
Blanco Lino
Blanc Lin



912

Linen White
Blanco Lino
Blanc Lin

P21-020
RECEIVED
2/26/2021
COMMUNITY DEVELOPMENT

SW 6768
Gulfstream

164-C6

SW 7645
Thunder Gray

278-C1

Exhibit B.3- Metal Sign

P21-020
RECEIVED
2/26/2021
COMMUNITY DEVELOPMENT





Existing Mount for Sign



PROOF

509.925.7446
801 Prospect Street
Ste. 3
Ellensburg, Wa 98926

CONTACT- Jeannie 509-669-2211

Exhibit B.4- Installed Sign



Acrylic backlit sign panels

- * Size 36"
- * Circle (cut to shape)
- * Translucent graphics
- * Qty x2

Cost - \$259.50 ea +tax
Grand total - \$519 +tax

Installation please add \$85 +tax

NOTES

☒

Approved As Is.

☐

Approved w/ changes

☐

Please Re Proof

To begin production-

- Sign proof
- 50% deposit required

Upon completion / pickup of signs-

- Remaining 50% due
(UNLESS other arrangements have been made.)

Please Email form

Jeannie Bayles
Agreed to / signed by

03/10/2021

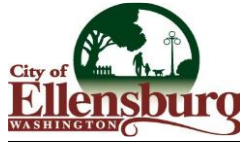
Date

These designs are exclusive property of Fast Lane Signs.
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parts of this design may be accomplished with the express
written consent of Fast Lane Signs. © 2018



Exhibit C.1- Decorative Sign





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

AGENDA REPORT

MEETING DATE: April 6, 2021

TO: Landmarks and Design Commission

THRU: Kirsten Sackett, Community Development Director

FROM: Stacey Henderson, Senior Planner – Historic Preservation

APPLICANT: Laura Poulter, agent for owner

PROJECT TITLE: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed repainting of the storefront at 107 W Third Ave., Parcel ID #87033.

PROJECT DESCRIPTION: The applicant has proposed to paint part of the storefront at 107 W. Third Ave, Parcel ID#87033. The proposed paint is to be applied to all portions of the storefront with the red stucco finish. The structure is within the Downtown Ellensburg National Register and the Local Landmark Districts, for which it is a contributing building. The property is zoned Central-Commercial (C-C), and is located on the north side of Third Ave., mid-block between Main Street and Pearl Street (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 March 15, 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 Valley Café building is a one-part commercial block, constructed on Third Avenue, circa 1900. The original building is of brick masonry construction. The east side of the building (Wild Huckleberry) was updated in the 1940's with a stucco finish, and the west side was updated in 1980's to match. The update included a smooth stucco finish and horizontal banding common with the streamline modern style. Each storefront of this building features a recessed entry and windows with black structural glass on the lower portion and plate glass on the upper portion set within narrow aluminum frames.

The applicant is moving their store into the west side of the Valley Café building, and has proposed to paint part of the storefront. The proposed paint color is Sherwin Williams "Whitetail" (SW 7103) and would be applied to the red stucco finish, as seen in Exhibit B.4. The proposed painting would not cover any of the exposed brick masonry, and all of the black trim and glass tiles would remain in their current condition.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed paint color and awning will not detract from the overall historic character of the building, and are 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 Approval be **granted** by the Commission for the proposed paint color, with **one condition**:

1. The applicant shall only paint the red stucco as proposed, and take all necessary precautions to protect the exposed masonry throughout the painting process.

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 building and can pursue this action. The building is addressed as 107 W. Third Ave., located in the Downtown Ellensburg National Register District and the local Downtown Historic District.
4. It is in the interest of the City of Ellensburg to have historic buildings maintained. This proposal, if approved with two conditions, 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:

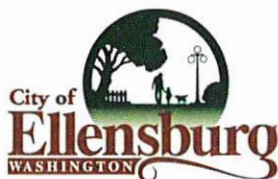
- A.** Location Map
- B.** COA Application Materials submitted by the applicant, including:
 1. Application
 2. Narrative
 3. Rendering
 4. Proposed Paint Colors
- C.** Additional Materials Submitted by Staff
 1. Existing Condition

Exhibit A- Location Map

107 W. Third Ave, Parcel ID #87033



Exhibit B.1- Application



Landmarks & Design Certificate of Appropriateness Application

PA-10
APPLICATION

Community Development Department

501 N. Anderson, Ellensburg, WA 98926 (509) 962-7239 (Building) (509) 962-7231 (Planning) commdev@ci.ellensburg.wa.us

The City of Ellensburg Landmarks and Design Commission, per Section 15.280.020 of the ECC, has jurisdiction over historic districts. It safeguards the heritage of the city as represented by those buildings, districts, objects, sites and structures which reflect significant elements of Ellensburg's history.

Review of changes to Landmarks Register properties is **required**, per Section 15.280.090. "No person shall alter, repair, enlarge, newly construct, relocate or demolish any registered landmark or any property located within a Landmark District nor install any exterior sign...without review by the Landmarks and Design Commission and approval of a **Certificate of Appropriateness**". This review shall apply to **all** exterior features of the property visible from a public right-of-way. **This review applies whether or not a permit from the City of Ellensburg is required.**

OFFICIAL USE ONLY:

Staff Person:	AW
Date Submitted:	3/2/21
Fee Total:	N/A
LDC FILE #:	P 21-023
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):	Roger Wilson	Day Phone:	
Mailing Address:			
E-mail:		Cell Phone:	
*APPLICANT:	☐ Owner ☐ Contractor ☒ Tenant ☐ Other		
Name:	Laura Powder Food for the Street	Day Phone:	
Mailing Address:	5321 Manastash Rd Ellensburg 98926		
E-mail:	lorigadini@gmail.com	Cell Phone:	5063346963
CONTACT PERSON:	☐ Owner ☐ Contractor ☐ Tenant ☐ Other		
Name:	same	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:	867033
☐	Site Address:	107 W Third Ave 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, Laura Poulter, (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)	<u>[Signature]</u>	Date:	<u>3/2/21</u>
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Exhibit B.2- Narrative

3/2/21 P21-023

RECEIVED

MAR 02 2021

COMMUNITY DEVELOPMENT

Dear Committee of Landmarks,

I would like to be allowed to paint the red/rust portion of the stucco at 107 W Third Ave. It will help my new business to offset from my neighbor, Wild Huckleberry while I believe make the brick and black glass pop. I believe it will be a beautiful subtle compliment to the downtown area.

These ^{colors} were designed professionally. If you have questions please contact myself or Dana Hunter (the designer).

Thank you for your time.

Sincerely,

Laura Poulter
206 334 6963

Dana Hunter @
310-650-2536

Exhibit B.3- Rendering

Proposed Painting for COA



FUTURE Possible Awning design (Not part of this COA, just FYI)



Exhibit B.4- Paint Color

P21-023
RECEIVED
3/26/2021
COMMUNITY
DEVELOPMENT



Exhibit C.1 EXISTING CONDITION

107 W. Third Ave





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

AGENDA REPORT

MEETING DATE: September 15, 2019

TO: Landmarks and Design Commission

FROM: Kirsten Sackett, Community Development Director

APPLICANT: Steven Weidenbach, owner. Application P21-026

PROJECT TITLE: Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the proposed decorative stucco design and painting of the awning, at the McCormack Building, addressed as 200 E 4th Ave., Parcel ID # 557033.

PROJECT DESCRIPTION: The McCormack Building is located on the southeast corner of Fourth Ave and Pine Street (Exhibit A), and was erected ca. 1940 according to assessor records. The building is addressed at 200 E 4th Ave, Parcel ID #837336, and is located within Central Commercial (C-C) zoning. The applicant seeks to make improvements to the main entrance at the corner of the building facing Fourth Ave. and Pine St. Proposed improvements include painting the awning over the entrance, and applying a decorative stucco design above the awning. (Exhibit B.2) The McCormack building is located within the Ellensburg Downtown National Register District and Local Downtown Landmarks District, for which it is a contributing building. The application (Exhibit B.1) was received by the Department and determined to be complete per ECC 15.280.090(C)(2)(b), on March 5, 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 McCormack Building was built ca.1940, and is a historic contributing building within the Ellensburg Downtown National Register District and Local Landmarks District. The building appears to be constructed of a combination of structural clay brick and concrete, and displays elements of Art Moderne style. The main entry to the building is located at the corner of the building at Fourth Ave and Pine Street, with an aluminum frame door and wood frame fixed light windows, and is covered by a fixed, flat canopy. This building represents the third phase of development in downtown Ellensburg in which many of the older buildings were being remodeled, often with stucco over original brick facades to represent a more modern architectural style such as Art Deco or Art Moderne.

The applicant recently proposed to re-stucco the exterior facades and update the windows on the McCormack Building (P20-078), which was approved by the LDC on September 15, 2020. (Exhibit C.1) The applicant is now proposing to add a decorative stucco design above the main entrance canopy, as well as repaint the canopy. (Exhibit B.2) The applicant has confirmed that the stucco design would be a two dimensional black and white design, and extend past the top of the building a total of 6". (Exhibit B.3) The proposed canopy colors are black with a grey stripe through the middle.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed decorative design and paint colors will not detract from the overall historic character of the building, and are 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 Commission for painting the awning over the entrance and applying a decorative stucco design above the awning, located at 200 E. 4th St., as proposed, with **no conditions**:

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 McCormack Building addressed as 200 E. 4th Ave, 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
 3. Supporting Information
- C.** COA Application Materials submitted by Staff
 1. Additional Photographs.

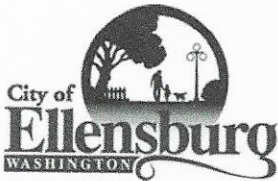
EXHIBIT A – LOCATION MAP

200 E. 4th Ave, Parcel ID #557033



Exhibit B.1- Application

P21-026
RECEIVED
3/5/2021
COMMUNITY
DEVELOPMENT
PA-10
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:	03/05/21
Fee Total:	N/A
LDC FILE #:	P21-026
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):	Steve Weidenbach	Day Phone:	509-889-6811
Mailing Address:	100 W 3rd Ave Ellensburg, WA 98926		
E-mail:	sweidenb@AmFam.com	Cell Phone:	509-889-6811

*APPLICANT:

☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	Steve Weidenbach	Day Phone:	509-889-6811
Mailing Address:	100 W 3rd Ave Ellensburg WA 98926		
E-mail:	sweidenb@AmFam.com	Cell Phone:	509-889-6811

CONTACT PERSON:

☐ Owner ☐ Contractor ☐ Tenant ☒ Other Assistant

Name:	Kylene Luke	Day Phone:	253-677-7626
Mailing Address:	100 W 3rd Ave Ellensburg, WA 98926		
E-mail:	kluke@AmFam.com	Cell Phone:	253-677-7626

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:	557033	
☐	Site Address:	200 E 4th Ave Ellensburg, WA 98926	
☐	City Zoning Designation:	Ellensburg	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

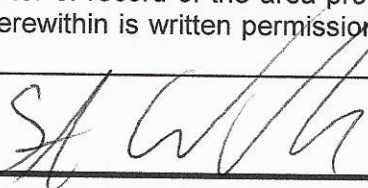
E-mail: keslerj@ci.ellensburg.wa.us

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

I, Steve Weidenbach, (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:

3/2/21

Exhibit B.2- Narrative

Attached are some visuals for what we are trying to have approved. The stucco on the outside of our building was already approved and has been completed, but we would like to complete the vertical portion behind the sign in these photos in the next couple of weeks if possible.

- Image A: Zooms in on the vertical stucco portion up for approval,
- Image B: Gives you a visual of the whole picture.

We are not asking for approval of the sign at this time – Only the vertical stucco portion behind the sign on the building. It will be black and white stucco. There is nothing to measure. We will look for approval of the sign at a later date with those details. Thank you for your consideration, we appreciate all the efforts that go into these applications.

A:



B:



Exhibit B.3- Supporting Information

Email from applicant providing additional information regarding proposal:

The colors for the design are strictly Black and White – there is no grey.

The Front face of the building is 45ft tall. The canopy sits at about 12 feet from the ground. The design will begin right above that for the next 33 feet of the building and protrude approximately 6 inches above the top. The design is 37ft wide – the width of the face of the building.

Exhibit C.1- Additional Photographs







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

AGENDA REPORT

MEETING DATE: April 6, 2021

TO: Landmarks and Design Commission

FROM: Stacey Henderson, Senior Planner – Historic Preservation

THRU: Kirsten Sackett, Community Development Director

APPLICANT: Jodi Polak, Owner. Application P21-028

PROJECT TITLE: Public hearing for consideration of a Certificate of Appropriateness (COA) to remove the handrail and decorative brick barrier lining the pedestrian ramp along Main Street, and install a black metal railing, at the Lindeman building (Butterfield Garage) at 425 N Main Street, Ellensburg WA 98926.

PROJECT DESCRIPTION: The applicant seeks to remove the handrail and decorative brick barrier that lines the pedestrian ramp along Main Street, and install a black metal railing to enclose the area under the covered patio. The proposed railing would match the existing railing on the other side of the patio that encloses a neighboring seating area (Exhibit B.1). 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 (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 March 15, 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 recently proposed to repaint the first floor windows and doors (Sherwin Williams “Caviar” - P21-018), which was approved by the LDC on March 16, 2021. The applicant now wishes to remove the handrail and decorative brick barrier that lines the pedestrian ramp along Main Street, and install a black metal railing to enclose the area under the covered patio. (Exhibit B.1) The proposed railing would match the existing railing on the other side of the patio that encloses a neighboring seating area (Exhibit B.2). The proposed railing would also match the existing railing in height (42” tall), color, and attachment methods. It would be bolted to the concrete patio just inside the perimeter wall, and one end of the top rail would be bolted into the building.

The applicant would like to place a flat surface such as a metal sheet on top of the gap to create a flat patio space for the new tenants. Facing Main Street, they have proposed to place a vertical metal sheet in the gap left by the ramp, flush with the outside of the brick wall. (Exhibit C.1) The applicant has selected this method of filling in the ramp because it is less permanent, and if the tenant chooses to have a ramp in the future, they will be able to remove the metal plates and reinstall the handrails. The section of black railing being installed directly over the ramp will also be removable, to allow the ramp to be utilized at a future date without removing the entire railing. The applicant has proposed these metal plates be grey, to blend in to the concrete as much as possible.

The City of Ellensburg Building Official has approved this proposal with regards to accessibility standards, and confirmed that the accessible entrance in the back of the building will suffice as the main accessible entrance for the building.

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed railing 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 Commission for the proposed removal of the handrail and decorative brick barrier, and installation of railing, as proposed, with **one condition**:

1. The applicant shall place signage on the proposed new railing to notify customers of the accessible entrance in the back of the building.

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 no conditions, 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. Supporting Information
- C.** Supplemental COA Materials from Staff
 1. Sketch of Proposal

Exhibit A- Location Map

City of Ellensburg Map: 425 N. Main St

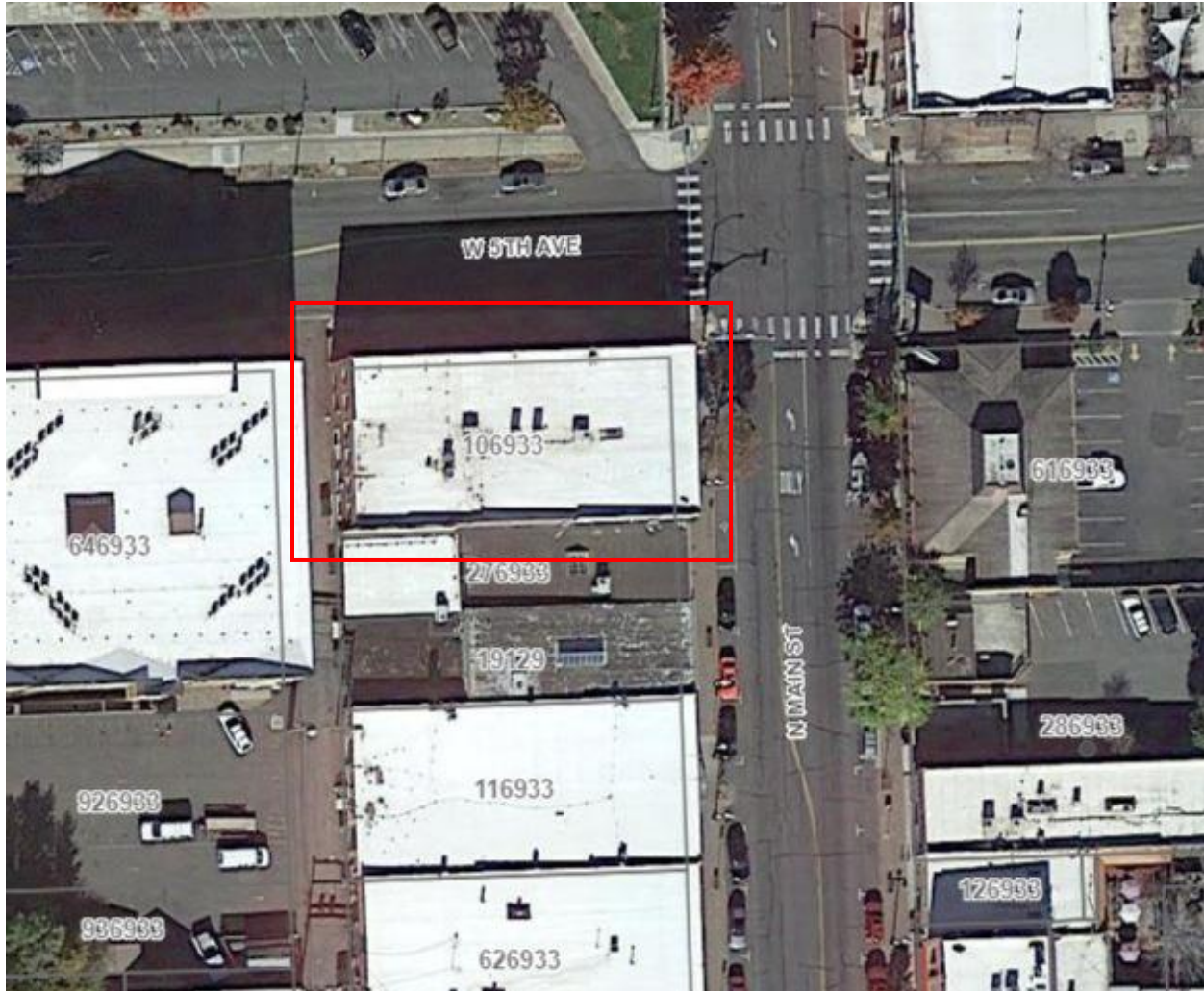
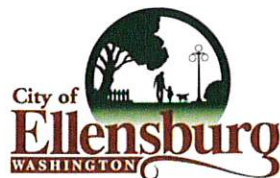
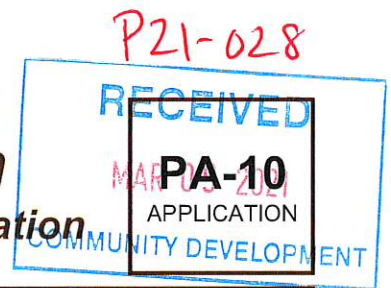


Exhibit B.1- Application



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:	3/9/21
Fee Total:	N/A
LDC FILE #:	P21-028
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:	
Mailing Address:	PO Box 724, Ellensburg, Wa 98926		
E-mail:	jodi@realworks.us	Cell Phone:	509-304-8209

*APPLICANT: ☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	same as above	Day Phone:	
Mailing Address:			
E-mail:		Cell Phone:	

CONTACT PERSON: ☒ Owner ☐ Contractor ☐ Tenant ☐ Other

Name:	Andrew Polak	Day Phone:	
Mailing Address:	PO Box 724 Ellensburg, WA 98926		
E-mail:	andy@realworks.us	Cell Phone:	509-304-4125

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, WA	
☐	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

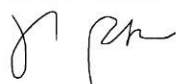
E-mail: keslerj@ci.ellensburg.wa.us

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

I, Jodi Polak, (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: 3/9/2021

Lindeman Building Proposal for Patio Railing

425 N Main St. Ellensburg

Landmarks & Design Application Amended April 2nd, 2021

We would like to add a railing similar to the existing railing that faces the main street side of the building. This new railing would be black metal with a horizontal top rail and vertical balusters. It would continue along both the main street side and the 4th avenue side with a solid metal piece from the patio floor height to sidewalk.

Below: Current view from Main St.



Below: Proposed



EXHIBIT B.3- Supporting Information

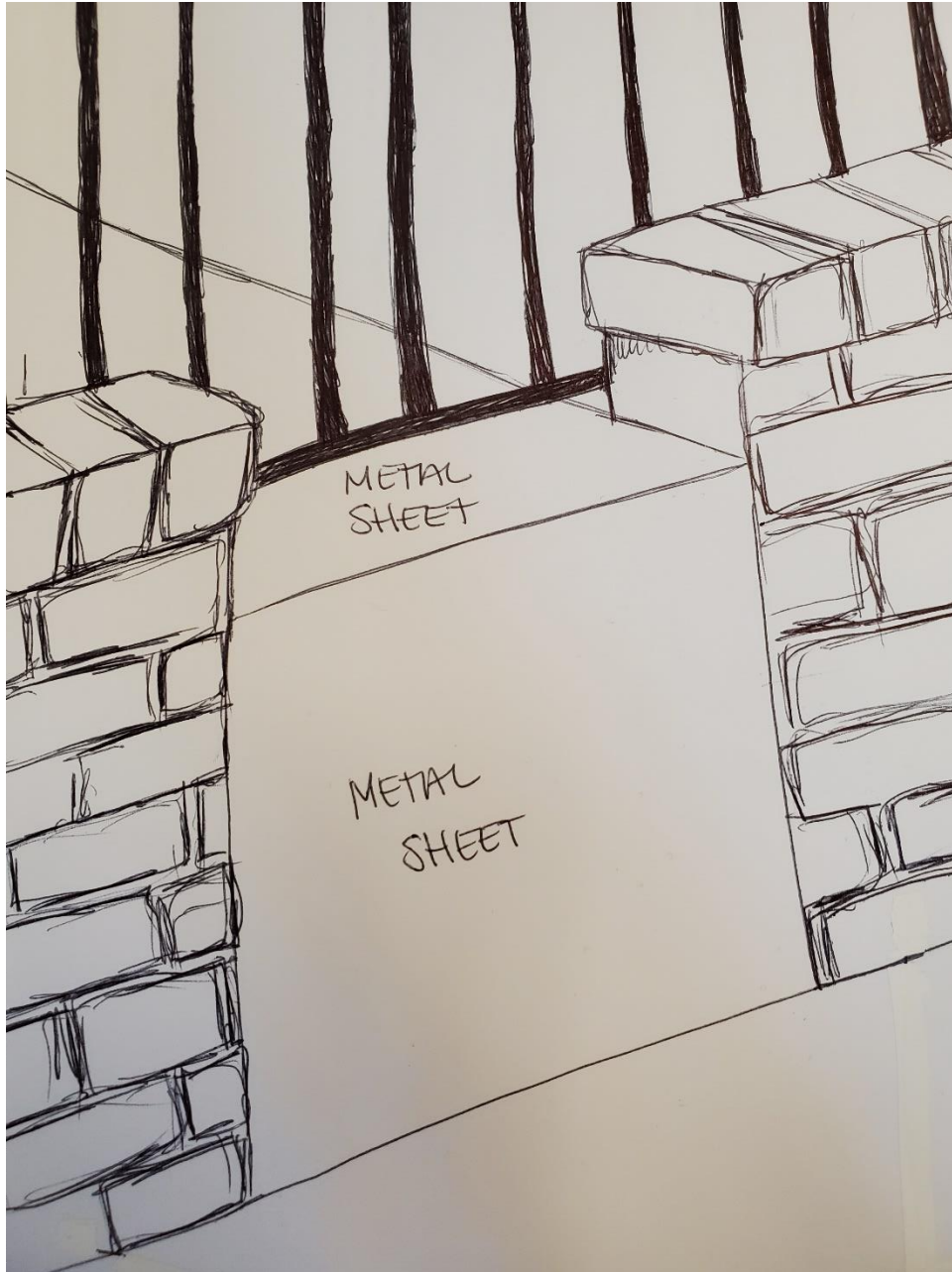
Hi Stacey,

Attached are some photos of the existing railing and it's attachments that we are planning to match. The new railing will be 42" tall, metal railing to match existing. The posts railing will be bolted to the concrete patio, just inside the perimeter wall. At one end the top rail will be bolted into the building.





Exhibit C.1- Sketch of Proposal





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

AGENDA REPORT

MEETING DATE: Tuesday, April 6, 2021

TO: Landmarks and Design Commission

THRU: Kirsten Sackett, Community Development Director

FROM: Stacey Henderson, Senior Planner – Historic Preservation

APPLICANT: Brad Case, agent for owner. #P21-025

PROJECT TITLE: Public Hearing for Consideration of a COA for the proposed demolition of the drive through portion of the old Wells Fargo Bank building, located on the northwest corner of the 4th Ave and Pearl St intersection, Parcel ID #146933.

PROJECT DESCRIPTION: The applicant has proposed to demolish the drive through portion of the old Wells Fargo Bank building. As explained in the narrative provided by the applicant (Exhibit B.2), the proposal includes demolition of the drive through portion of this building, and restoration of the west wall after demolition. This building was built in 1981 as a Wells Fargo Mini-Bank, Drive-Thru, and is located within the Ellensburg Downtown National Register District and Local Landmarks District for which it is not a contributing historic structure. The proposed demolition work is located on the northwest corner of the 4th Ave and Pearl St intersection, Parcel ID #146933, within 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 March 15, 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).

Procedures specific to demolition are further described in ECC 15.280.090(D) as follows:

D. Demolition. Application for a COA for whole or partial demolition of a property listed in the Ellensburg landmarks register shall be reviewed by the landmarks and design commission in accordance with the procedures set forth in subsection (C) of this section and ECC 15.280.100 with the following exceptions:

- 1) The landmarks and design commission shall meet initially with the applicant to consider alternatives to demolition, including available incentives for preservation. These negotiations may last no longer than 90 calendar days from the first meeting of the landmarks and design commission, unless either party requests an extension.
- 2) If no request for an extension is made and the existence of a condition of unreasonable economic return, as set forth in ECC 15.280.100, has been proven and no alternative to demolition has been agreed to, the landmarks and design commission shall make a decision on issuance of the COA. The preservation planner shall promptly transmit a copy of such decision to the building official.
- 3) The landmarks and design commission may require conditions of approval including, but not limited to, mitigation measures.
- 4) Any person aggrieved by any action of the commission denying or approving a demolition request may file a notice of appeal as set forth in Chapter 15.230 ECC; however, such appeal shall be a closed record appeal to city council rather than to the hearing examiner. [Ord. 4807 § 41, 2018; Ord. 4725 § 3, 2016; Ord. 4656 § 1 (Exh. O2), 2013.]

In accordance with the procedures outlined in subsection (D) above, the LDC held their initial meeting with the applicant on March 16, 2021. At the conclusion of the meeting, the LDC did not ask the applicant to consider alternatives for demolishing the drive through portion of the building. The request for the COA is now moving forward in accordance with the procedures outlined in subsection (A) above.

STAFF COMMENTS:

This downtown 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. This is a one story brick veneer building, with a flat roof, and displays elements of classical details.

The applicant has proposed partial demolition of the old Wells Fargo building, located on the corner of 4th Ave and Pearl St. As explained in the site plan and narrative (Exhibit B.2 and B.3), the proposal includes demolition of the drive through portion of this building, and the 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 is not eligible to be listed individually, or as historic contributing to either the Ellensburg Downtown National Register District or Local Landmarks District for another 10 years. The updated Downtown Ellensburg National Register District nomination lists the historic period of significance from 1888-1966. This mini drive through building was built in 1981, and therefore, does not fall within this time frame by a span of 15 years. Per ECC section 15.280.080 Ellensburg Landmarks Register requirements, this building does not qualify as a historic building because of its age.

RECOMMENDATION: Staff has reviewed the criteria in the Ellensburg City Code and recommends that the Certificate of Appropriateness (COA) be **granted** by the Commission for the demolition of the drive through portion of the old Wells Fargo Mini-Bank building, with **three conditions**:

1. Photo documentation of the edifice shall be completed prior to the demolition, and such records shall be provided to the City of Ellensburg and the Kittitas County Historic Museum
2. Any architectural reusable or recyclable materials shall be harvested as part of the demolition process to minimize adverse impacts to the environment.
3. The west wall of the building shall be repaired post demolition to a clean and appealing appearance that does not detract from the character of the building or the surrounding neighborhood.

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 applicant is the agent for the owner of this property and can pursue this action. The building sits at the corner of 4th Ave. and Pearl St, located within the boundaries of the Downtown Ellensburg National Register and Local Landmarks Districts.
3. The former bank drive-thru building is officially considered a non-historic non-contributing edifice within the Updated Downtown Ellensburg National Register District, as approved by the Washington State Advisory Council on Historic Preservation on June 28, 2019.
4. The former bank drive-thru building does not meet the criteria to be classified as a “contributing” building, as it does not independently meet the National Register Criteria, nor does it meet the criteria for inclusion in the Ellensburg Landmark Register as denoted in ECC 15.280.080.
5. The demolition, if approved with three conditions, would be in keeping with the required process, per ECC 15.280.090 (A) and (D).

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

6. No public comment was received.

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

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

EXHIBITS:

A. Location Map

B. COA Application Materials submitted by the applicant, including

1. Application Form
2. Site Plans
3. Narrative

C. Supplemental COA Application Materials submitted by staff

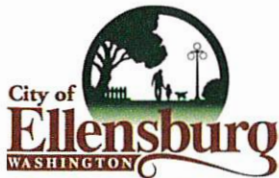
1. Additional Photographs

Exhibit A- Location Map

Corner of 4th Ave and Pearl St, Parcel ID #146933



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:	(mm)
Date Submitted:	3.4.21
Fee Total:	N/A
LDC FILE #:	P21-025
Associated Permit File #:	B21-097

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

Legal Owner Name(s):	CITY OF ELLensburg	Day Phone:	925-8639
Mailing Address:	501 N ANDERSON		
E-mail:	casebecityofellensburg.org	Cell Phone:	(509) 899-0879

*APPLICANT:

☒ Owner

☐ Contractor

☐ Tenant

☐ Other

Name:		Day Phone:	
Mailing Address:			
E-mail:		Cell Phone:	

CONTACT PERSON:

☐ Owner

☐ Contractor

☐ Tenant

☐ Other

Name:	BRAD CASE	Day Phone:	925-8639
Mailing Address:	501 N ANDERSON		
E-mail:	casebecityofellensburg.org	Cell Phone:	(509) 899-0879

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:	146933	
☐	Site Address:	4th & PEARL STREET	
☐	City Zoning Designation:	General Commercial	Is a building permit required: ☒ Yes ☒ No

(OVER)

PROJECT INFORMATION:

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

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

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

Telephone: (509) 925-8608

FAX: (509) 915-8655

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

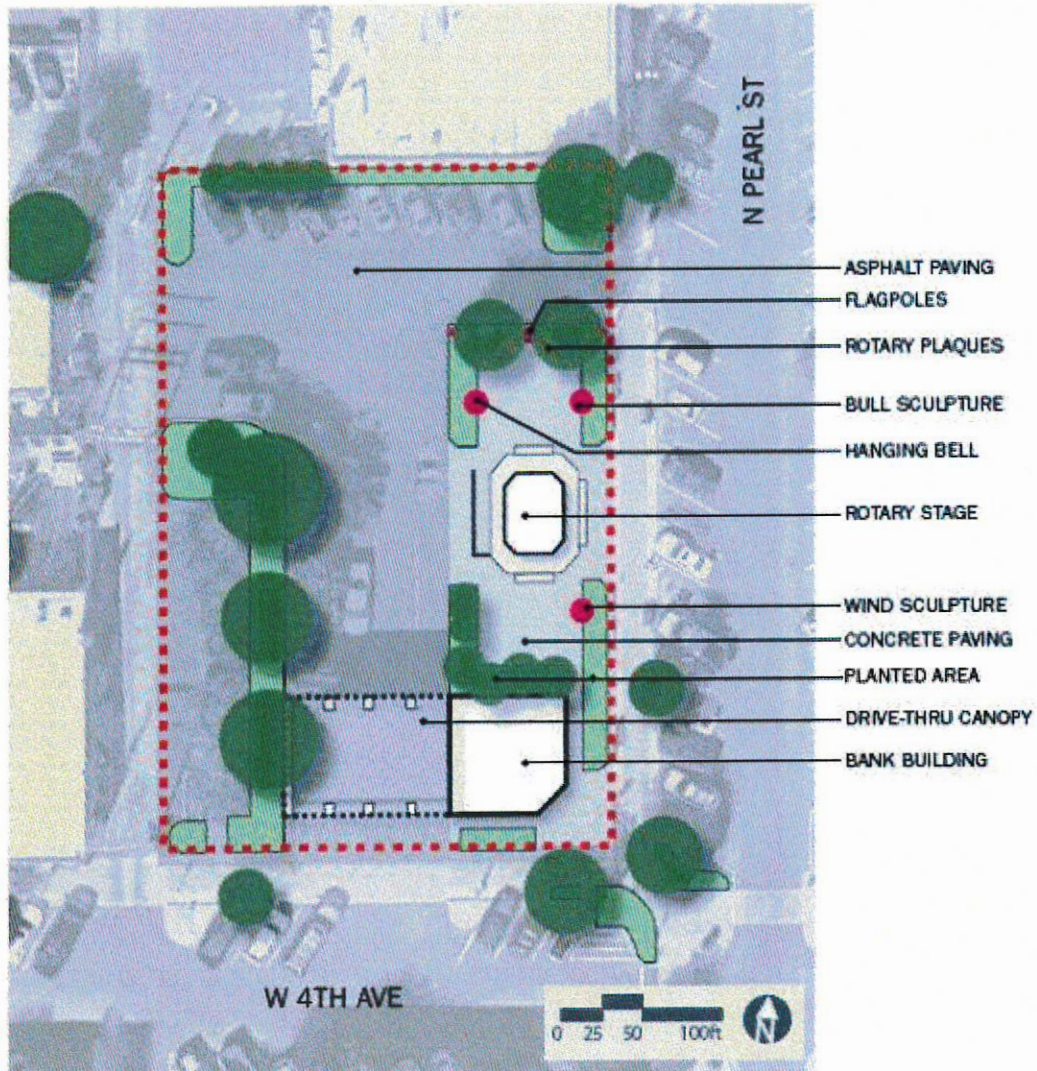
SIGNATURE OF LEGAL OWNER or REPRESENTATIVE AS AUTHORIZED BY THE LEGAL OWNER:

I, BRAD CASE, (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:	3/1/2021
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Exhibit B.2- Site Plan



SITE INVENTORY PLAN

Exhibit B.3- Narrative

RECEIVED

MAR 04 2021

COMMUNITY DEVELOPMENT

P21-025

Rotary Pavilion / Wells Fargo Bank Drive Thru Demolition Project

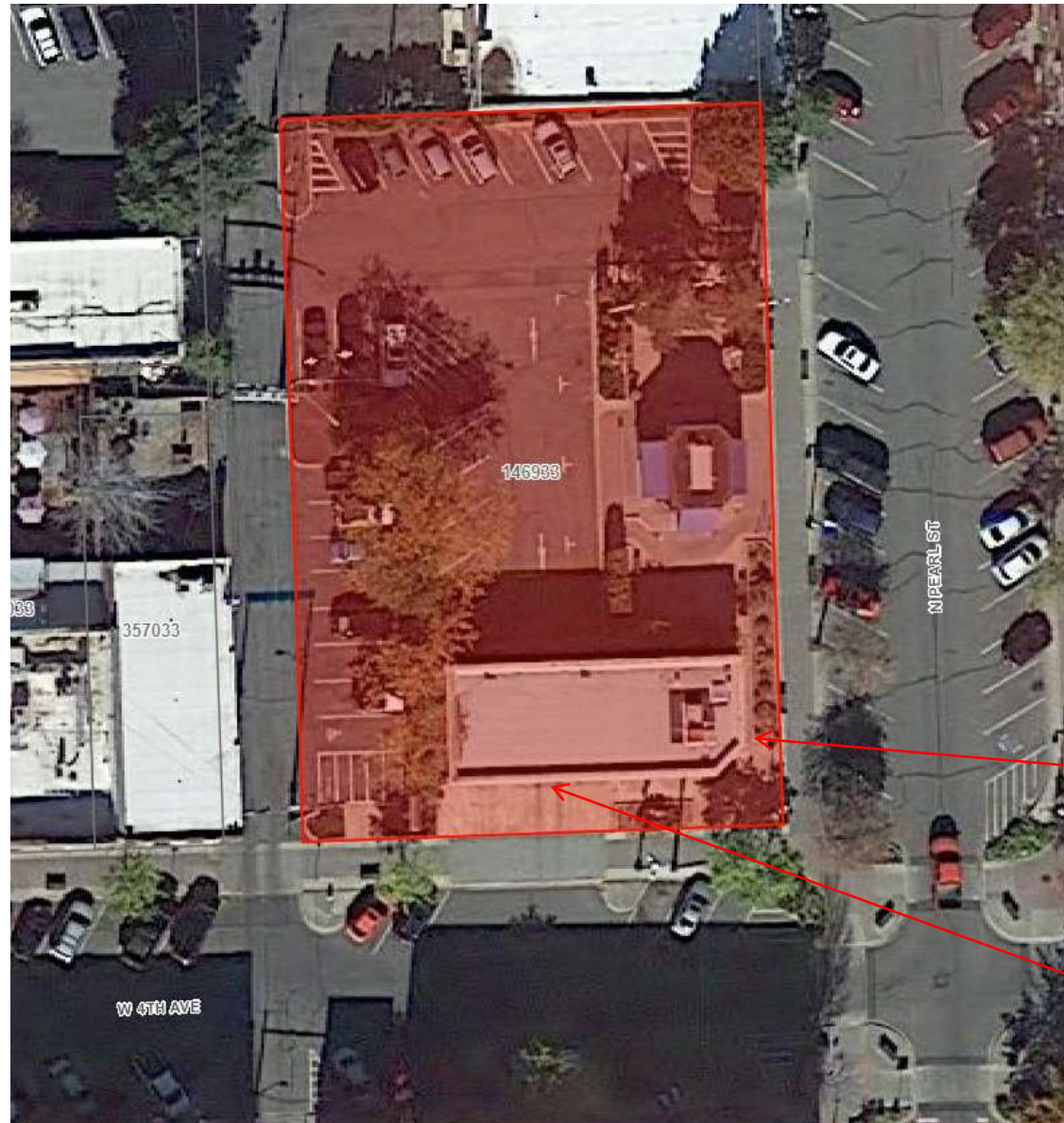
Project Description: This project calls for the demolition of the drive thru structure and bank drive thru infrastructure at the old Wells Fargo bank building. In 2019 the City of Ellensburg acquired the former bank building and property for the purposes of constructing a downtown park. Following acquisition, 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.

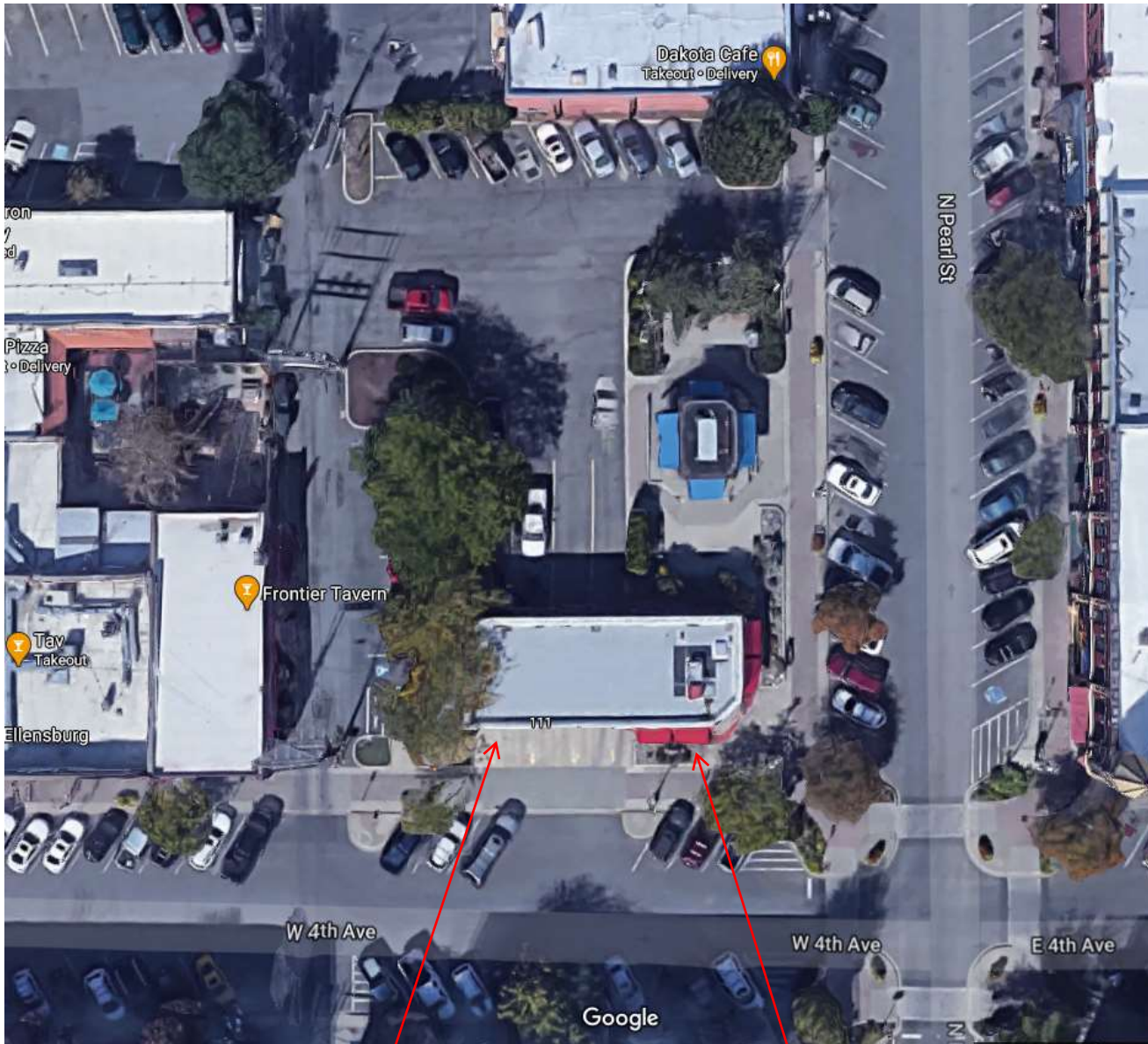
Exterior building alterations, rehabilitation, or restoration: Any disturbance to the west exterior bank wall will be restored in a manner which is consistent with what is currently there. Since we don't know the long-term status of the bank building, we are not planning to do any work to the parapet 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.



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

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



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

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



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

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

Exhibit C.1- ADDITIONAL PHOTOGRAPHS

Corner of 4th Ave and Pearl St, Parcel ID #146933





AGENDA REPORT

Meeting Date:	April 6, 2021
Agenda Subject:	Historic Preservation Grant
Submitted by:	Stacey Henderson Community Development
Recommended Action or Motion:	N/A
Background/Summary:	DAHP and Washington Trust for Historic Preservation are working together to administer this Historic Preservation Grant. Please see link for additional information. https://dahp.wa.gov/thirdplacesgrant
Previous Council Action:	N/A
Analysis:	N/A
Financial Impact:	N/A