



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

MINUTES OF THE LANDMARKS & DESIGN COMMISSION REGULAR MEETING

Date and Time: Tuesday, June 1, 2021, 5:45 p.m.
Place of Meeting: Remote Meeting via Zoom
Present: Members: Marty Blackson, Dorothy Stanley, Lathan Wedin, Amy McCoy, Megan West
Absent: Mollie Edson-Excused, Zane Kanyer- Excused
Others Present: Stacey Henderson, Senior Planner – Historic Preservation; Alicia Winbauer, Community Development Secretary; Heidi Behrends Cerniwey, Ellensburg City Manager. David Miller, City Council Liaison

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

Heidi Behrends Cerniwey introduced herself as the new City Manager, noting that she had been on the job for three weeks now. She said she is still trying to get out and learn more about the various commissions and the job they do for the City of Ellensburg. She thanked the commissioners for their work and said that she looks forward to meeting and being in the same room in the future.

1. Call to order and roll call of members

Meeting called to order by Acting Chair Amy McCoy at 5:45 pm.

2. Approval of the agenda

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

All in favor, motion passed.

3. Approval of the minutes of the Meeting of May 4, 2021.

Commissioner West made a motion to approve the minutes of May 18, 2021. Commissioner Stanley seconded.

All in favor, motion passed.

4. New Business

a. Public Hearing for Consideration of a Certificate of Appropriateness (COA) to install a sign on the front façade of 416 N Main St, Ellensburg WA 98926.

Acting Chair McCoy 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 and describe the project. This project proposal is to install a sign on the façade of the building at 416 N Main St. The commission is familiar with this building since there was a different proposal at the same location presented at the last meeting. She shared the proposed sign design. It is about 60 inches by 20 inches. It is a simple style and it will have LED illumination in it. It will be attached to a bracket that is mounted on the building in the mortar only.

Acting Chair McCoy stated for the record that the applicant was not present at the meeting. Commissioner McCoy opened the floor to testimony from the public, there were no members of the public in attendance.

Acting Chair McCoy asked if the Commissioners had any questions. Commissioner Blackson asked about the lighting for the sign and how the power would run to it. Planner Henderson did not know. Commissioner Wedin asked Planner Henderson to scroll back to the picture of the front of the building. There is already a conduit box present on the front of the building and he expects that is where the power will come from. Commissioner Wedin asked if there was any way to require a tenant to repair a wall or edifice after they remove a sign or lighting. Planner Henderson noted that there isn't anything in place at the time, but that is a good idea and maybe the commission can address that in the future. There were no further questions. Commissioner McCoy closed the public hearing.

Commissioner West read the Findings of Fact as outlined within the Staff report and made a motion that the Certificate of Appropriateness (COA) be **granted** by the Commission for the proposed new Enchantment Brewing sign, with two conditions:

1. Sign will only be illuminated between dusk and 10:00 PM
2. The conduit to provide power to the sign must be disguised as much as possible from public view.

Commissioner Wedin seconded. No discussion. **All in favor; motion passed.**

b. Public Hearing for consideration of a Certificate of Appropriateness (COA) for the construction of a fence at 108 E 11th Ave, Parcel ID # 043434.

Acting Chair McCoy 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 stated the homeowner Paula Hctor asked for approval of the construction of a fence at 108 E 11th Ave. The house is in the 1st Railroad Addition local historic district. The original fences were all different and the homeowner is proposing a cedar fence that will match the existing back property line. This will enclose the back yard and there will be a gate visible from the street along the side of the house.

Acting Chair McCoy stated for the record that the applicant was not present at the meeting. Commissioner McCoy opened the floor to testimony from the public, there were no members of the public in attendance.

Commissioner McCoy asked if the Commissioners had any questions. Commissioner West asked if approval of fences were something the commission needed to approve. Planner Henderson noted that fences were not a usual topic for the commission, but the applicants wanted to make sure they had all the proper approvals, so she agreed to add it to the agenda for this meeting.

There were no more questions; Commissioner McCoy closed the public hearing.

Commissioner Wedin commented that the homeowners have done a great job with the property and it is looking very nice.

Commissioner West read the Findings of Fact as outlined within the Staff report and made a motion that the Certificate of Appropriateness (COA) be **granted** by the Commission for the construction of the fence located at 108 E 11th Ave, with **no conditions**.

Commissioner Blackson seconded. No discussion. **All in favor; motion passed.**

c. Commissioner review of City of Ellensburg Historic Preservation Grant Application Form

Planner Henderson explained the process of the Historic Preservation Grant Application and Approval of funding requests. This is the time of year when the commission looks over the application to make any changes necessary before putting it out to the public. The application needs to be approved so that it can be made available tomorrow to the public. Planner Henderson noted that she had been approached by Mayor Tabb, who asked if the grant could include Historic Murals as an option for funding. The commissioners agreed that adding historic murals to the list of types of projects allowed was great. Commissioner McCoy noted that she had compiled an inventory of the murals in the downtown area and that some had not been historic at the time of the inventory but were now old enough to be considered historic. Commissioner Wedin asked to be provided a copy of the inventory. Commissioner Wedin noted that the application should be sent to previous COA applicants if possible.

d. Commissioner review of CLG Grant Application submitted by Senior Planner Henderson.

Planner Henderson informed the commission of the Certified Local Government Grant she applied for last month. Planner Henderson had time to get the grant in but there was not enough time between meetings to get approval by the commission before the due date. Planner Henderson noted that we have been working on the Demolition Ordinance and that in addition to that, it is a good idea to update the Historic Districts. The previous planner had done this for the Downtown Historic District. The original nomination was created in 1987, and at this point more of the houses in this district would now be considered contributing structures to the district. Planner Henderson submitted a proposal for \$15,000.00 to help update the 1st Railroad Historic Districts and Nominations. The inventory/update would be achieved by using some of the grant money to pay for the consultant to help do the work needed, and Planner Henderson would also contribute hours to the work. Planner Henderson also wants to explore the idea of extending the boundaries of the 1st Railroad Historic District. The commissioners approved of the grant application. Commissioner Wedin asked about the success rate of getting the funding. Planner Henderson noted that there are a lot of applicants, but they do have a good amount of money to hand out, so she is hopeful. Commissioner Wedin wanted to know what the deliverables would be at the end of the project. Planner Henderson noted that the main deliverable would be to update the entire National Register Nomination and the Local Landmarks Districts.

5. Old Business-None.

6. Citizen Comment- No one in the audience.

7. Staff Update/Discussion Items

Planner Henderson noted that at this time there are no new COA's for the next meeting, but please keep June 15th on their calendars just in case.

8. Commission Representative Update

- a. Ellensburg Downtown Association Update. Commissioner West reported that the EDA is planning for the Buskers in the Burg event in September and hope to have the Hoedown in the Downtown, but they are still working on the logistics.
- b. Commissioner Stanley wanted Planner Henderson to look into the property at 11th Ave and Water Street for a possible archeology investigation. She also asked about the properties at Main and First. Planner Henderson noted that the proposed project has been cancelled, and that the owners will be advised about the new information about the history of the houses.

9. Adjournment

Commissioner Blackson made a motion adjourn the meeting. Commissioner Stanley seconded. All in favor. Meeting adjourned at 6:42 pm.