

AGENDA LANDMARKS AND DESIGN COMMISSION

May 3, 2022, 5:45 pm

Hybrid Meeting In-person and via Zoom



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

Join Zoom Meeting:

<https://us02web.zoom.us/j/86479877283?pwd=SS9pUm9kTUdlbmFHVmo5bkFUZjMvZz09>

Password: **928444**

Phone participation is also available by calling: **1-253-215-8782**
and entering webinar ID: **864 7987 7283**
When prompted, the password is: **928444**

**AGENDA OF THE REGULAR MEETING OF THE
LANDMARKS AND DESIGN COMMISSION
May 3, 2022, 5:45 pm**

Hybrid Meeting- Held via Zoom and in City Hall Council Chambers

1. CALL TO ORDER- ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

A. Approval of Minutes from the April 19, 2022 LDC meeting.

4. NEW BUSINESS

A. (P22-048) Public Hearing for Consideration of a Certificate of Appropriateness (COA) for the approval of proposed painting of the Ellensburg Pet Center storefront at 412 N. Pearl St.

B. Kittitas County Historical Museum Update.

C. Discuss Historic Preservation Award presentation at the May 16, City Council meeting.

5. OLD BUSINESS

6. CITIZEN COMMENT

7. STAFF UPDATE/DISCUSSION ITEMS

A. Next meeting- June 7- (1) COA to review

B. Commissioner Update

C. Open Public Meeting Act Training- Amy and Dorothy

8. COMMISSION REPRESENTATIVE UPDATE

EDA Update

9. ADJOURNMENT



For more information on the Planning Commission, contact the Department of Community Development at 509-962-7232 or e-mail address: sackettk@ci.ellensburg.wa.us

The Contents of this agenda have been photocopied on recycled paper. ♻️

The City of Ellensburg strives to make our services, programs, and activities readily accessible and usable by individuals with disabilities. Reasonable accommodations will be made upon request. Please furnish the ADA Coordinator with your request in sufficient time for the City to provide a reasonable accommodation. A "Request for Accommodation" form may be obtained from City Clerk Beth Leader (First Floor - City Hall) by calling 509-925-8614.



CITY OF ELLENSBURG

Date of Meeting

Time of Meeting

Place of Meeting

Minutes of Landmarks & Design, Regular Meeting

April 19, 2022

5:45 PM

Council Chambers 501 North Anderson Street

Ellensburg, WA 98926

And remotely via Zoom

1. Call to Order and Roll Call

Roll Call Present- In Person: Darren Reid, Fred Redmon

Roll Call Present-Via Zoom: Dorothy Stanley, Amy McCoy

Absent: Lathan Wedin, Marty Blackson, Zane Kanyer

Also present in person: Stacey Henderson, Senior Planner – Historic Preservation;
Kirsten Sackett, Community Development Director

Also present remotely via Zoom: Monica Miller- Council Liaison

2. Approval of Agenda

Commissioner Stanley moved to approve the agenda. **Motion Approved 4-0.**

3. Approval of the Minutes

3.A. Approve Minutes of the April 5, 2022 Regular Meeting

Commissioner Stanley moved to approve the minutes as presented. **Motion Approved 4-0.**

Senior Planner Henderson introduced Fred Redmond as the most recently approved member of the Landmarks & Design Commission, as approved by City Council on Monday, April 18, 2022.

4. New Business

A. Nomination of LDC representative to attend Unity Park stakeholder group meeting.

Senior Planner Henderson shared that Parks & Recreation Director Brad Case is moving forward with the master planning effort for Unity Park downtown. They have identified three stakeholder groups to help with the effort, one of which would be comprised of various city commission members. She said that he is seeking a representative from the LDC to participate on the stakeholder group. She opened the floor to discussion. Darren

Reid and Fred Redmon both expressed interest. Fred Redmon was selected by the LDC members to represent their interests at the meeting.

B. Historic Preservation Month

Commissioner Reid said a group had met to represent interests of LDC, EDA and downtown businesses.

Historic pub crawl on the 19th is scheduled but sold out. The Museum hopes to host more throughout the year.

Monica Miller is helping assist the Art Gallery to promote a “Draw your favorite building” coloring contest.

a. Final decision on historic preservation award recipients.

The Commission nominated the following structures and people for recognition:

- Collin Condit and his late wife Margaret
- Mollie Edson
- Single family residential
- Multifamily
- Commercial retail
- Tenant Improvement

b. Review of award sign design

Senior Planner Henderson shared two mock-ups for the award design. She said the branding itself was approved by the Public Information Officer. The Commissioners preferred Sign Option 1 which included pictures.

c. Review of draft historic preservation month website page and survey.

Senior Planner Henderson shared the BeHeardEburg page for historic preservation. It lists all of the dates of programs occurring, along with information about the awards, and a way to vote for favorite structures, histories and traditions in town. It's a GIS mapping exercise labeled “Mapping Memories in Ellensburg”.

She said it also included a survey to vote for favorite buildings in Ellensburg. The Commission decided not to move forward with the survey for this year.

d. Additional planning and discussion.

- i. Proclamation to be read at City Council meeting May 2**
Chairwoman McCoy offered to read the proclamation.

- ii. Award Presentations to be presented May 16
The Commission will decide who will present during their meeting of May 3.

5. Old Business

6. Citizen Comment

None.

7. Staff Update/Discussion Items

Next meeting- May 3
Open Public Meeting Act Training- Amy and Dorothy

Senior Planner Henderson brought up the topic of streateries. She explained that they were originally intended as temporary structures, but City Council has extended their approval and the City Manager is working with a subcommittee to determine how to allow them to move forward. A draft ordinance is currently under review, which states that the LDC would create a pre-approved palette of compatible colors and materials to utilize for evaluating new streateries. It wouldn't require a COA for approval, but the LDC would review and make a recommendation to the Community Development Director.

8. Commission Representative Update

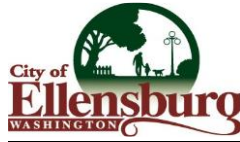
None.

9. Adjournment

Meeting adjourned at 6:52 pm

Respectfully Submitted,

Stacey Henderson
Drafted: 4/19/2022
Approved: 5/3/2022



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

AGENDA REPORT

MEETING DATE: May 3, 2022

TO: Landmarks and Design Commission

THRU: Kirsten Sackett, Community Development Director

FROM: Stacey Henderson, Senior Planner – Historic Preservation

APPLICANT: Randy and Daria Wheeler, Agents for Owner

PROJECT TITLE: Public Hearing for consideration of a Certificate of Appropriateness (COA) for the proposed repainting of The Ellensburg Pet Center storefront at 412 N Pearl, Parcel ID #377033.

PROJECT DESCRIPTION: The applicant has proposed to paint The Ellensburg Pet Center storefront at 412 N Pearl, Parcel ID #377033. The proposed painting includes the concrete stucco surfaces that are already painted, located around the storefront windows. Currently, the trim around the windows is burgundy, which will remain the same, and the wall is a slate green/gray color. The applicant has provided a rendering and color sample of the proposed color to replace the slate green, named “Buffed Eggshell”, from C2 Luxe - Premier Paints. (Exhibit B.2) The area of proposed work is located on the historic Wilson Block (Built 1889) within the Downtown Ellensburg National Register Historic District and Local Landmarks District, in Central Commercial (C-C) zoning. The application (Exhibit B.1) was received by the Department and determined to be complete per ECC 15.280.090(C)(2)(b), on April 15, 2022.

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 historic Wilson Block was built ca. 1889, and is a two-part commercial block with a rectangular footprint, with the main two-story portion being rectangular and a one-story addition to the rear. It has a flat roof with a parapet at the front, with a triangular feature in the center. The building is brick masonry construction with concrete stucco below the sills on the storefront; the foundation material is unknown. An elaborate cornice is the most intact feature on the building. The Wilson Block is associated with the initial phase of reconstruction immediately following the Ellensburg Fire of July 1889. The brick used in construction is from Chicago, but the iron columns were fabricated locally at the Ellensburg Foundry.

The applicant has proposed to paint The Ellensburg Pet Center storefront at 412 N Pearl, Parcel ID #377033. The proposed painting includes the concrete stucco surfaces that are already painted, located around the storefront windows. Currently, the trim around the windows is burgundy, which will remain the same, and the wall is a slate green/gray color. The applicant has provided a rendering and color sample of the proposed color to replace the slate green, named "Buffed Eggshell", from C2 Luxe - Premier Paints. (Exhibit B.2)

In review of the criteria found in ECC 15.530.020(B)(1), staff finds that the proposed paint color 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 Approval be **granted** by the Commission for the proposed paint color, 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 storefront is addressed as 412 N. Pearl, located in the Downtown Ellensburg National Register District and the local Downtown Historic District.
4. It is in the interest of the City of Ellensburg to have historic buildings maintained. This proposal, if approved with no conditions, would not negatively alter the character-defining features of the historic building, 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. Proposed Rendering and Color Sample

Exhibit A- Location Map

412 N. Pearl St.



The Ellensburg Pet Center Storefront

Exhibit B.1- Application



Landmarks & Design

Certificate of Appropriateness Application

RECEIVED

APR 14 2022

PA-10

COMMUNITY 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:

4/14/22

Fee Total:

N/A

LDC FILE #:

P22-048

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):

Ann Shaw

Day Phone:

509 933-2600

Mailing Address:

PO Box 634 Ellensburg Wa 98926

E-mail:

ann@accolade-rentals.com

Cell Phone:

*APPLICANT:

☐ Owner☐ Contractor☐ Tenant☐ Other

Name:

Randy & Daria Wheeler
Ellensburg Pet Center

Day Phone:

509 925-1435

Mailing Address:

412 N. Pearl St., Ellensburg

E-mail:

ellensburgpetcenter@outlook.com

Cell Phone:

509 899-4346
509 899-4383 Daria

CONTACT PERSON:

☒ Owner☐ Contractor☐ Tenant☐ Other

Name:

Daria Wheeler

Day Phone:

509 899-4383

Mailing Address:

same as above

E-mail:

same as above

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:

377033

☐

Site Address:

412 N PEARL

☐

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

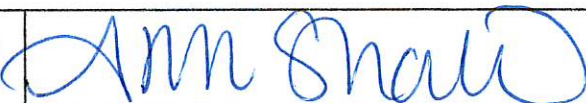
E-mail: hendersons@ci.ellensburg.wa.us

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

I, Ann C. Wheel, (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)

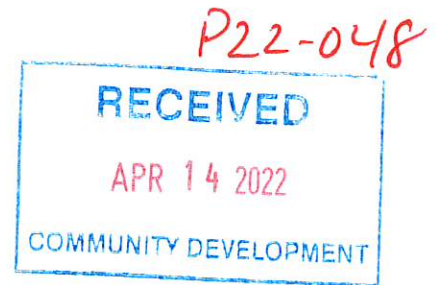


Date:

4/14/22

Exhibit B.2- Narrative

ECC 15.280.090 states:



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 pursuant to subsection (A)(2) of this section, without review by the *Landmarks and Design Commission* and approval of a **Certificate of Appropriateness** (COA).
 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 both major and minor projects and sign review per ECC 15.210.050(B).
- The only alteration we are requesting is a color change to a small portion of the front of the building.
 - Color change sample is enclosed.
 - Paint is C2 Luxe from Premier Paints. The color is Buffed Eggshell.
 - A rough idea through photoshop is enclosed, although that rendering is brighter and whiter. Our choice is closer to the bottom of the pillar on Gallery One.

.....

As the legal owner of the property located at 412 North Pearl Street in the Historic District of Downtown Ellensburg, I give permission for the leaseholders, Ellensburg Pet Center, to change the façade color from brown to Buffed Eggshell.

Ann Shaw

Dated

Ann Shaw
4/14/22

P22-048

RECEIVED

APR 14 2022

COMMUNITY DEVELOPMENT

Exhibit B.3- Proposed Rendering and Color Sample

Buffed

C2-126 W

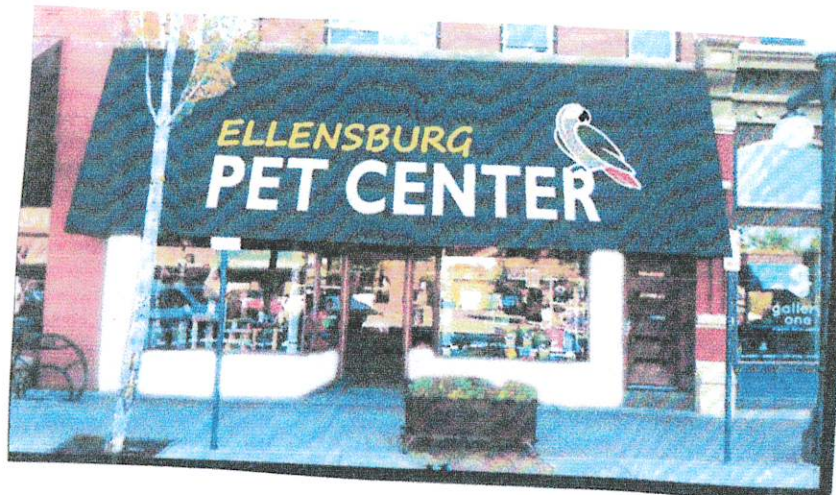
C2-578

current
Paint



← current awning
will not change

proposed
paint



This was a
← ~~red~~ rendering by
an awning company.