



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

MINUTES OF LANDMARKS & DESIGN COMMISSION REGULAR MEETING

Date and Time: Tuesday, November 15, 2016, 7:00 p.m.
Place of Meeting: Council Chambers, Ellensburg City Hall
Present: Members: Dorothy Stanley, Fiona Gibson, Steve Townsend, and Amy McCoy
Absent: Chairwoman Mollie Edson, Fennelle Miller
Others Present: Senior Planner – Historic Preservation Jonathan Kesler, Senior Planner Shannon Johnson, Ellensburg Downtown Association Director Carolyn Honeycutt, Applicant Steve Weidenbach

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

1. Call to order and roll call of members

Meeting called to order by Acting Chairman Townsend at 7:00 pm.

2. Approval of the agenda

Ms. Gibson made a motion to approve the agenda as amended. Ms. Stanley seconded.

All in favor, motion passed.

3. Approval of the minutes of the Regular Meeting of November 1, 2016.

Ms. Gibson made a motion to approve the minutes as presented. Ms. Stanley seconded.

All in favor, motion passed.

4. Old Business - None

5. New Business

- a. Public Hearing for consideration of a COA, for a proposed new sign on the south (rear) elevation of his building at 100 W. 3rd Ave, on the southwest corner of West 3rd Avenue and North Pearl Street.

Acting Chairman Townsend opened the public hearing and explained the procedures. He asked the appearance of fairness questions. It was determined that no issues were raised.

Senior Planner Kesler presented his staff report. He noted the applicant had previously come before the Commission for review in July of 2016 for a couple of signs. Mr. Kesler summarized the previous approval and referred to the information provided in the agenda packet and

presented the photos of this corner building to show the two street façades on the PowerPoint.

The applicant requests the COA in order to install a proposed new sign approximately 3.25' high by 12' long on the south elevation (rear) of his building at the southwest corner of West 3rd Avenue and North Pearl Street, in Central Commercial (C-C) Zoning and the Downtown Ellensburg National Register and Local Landmarks Districts. Type of Review: 1) ECC15.280.090. Review of Changes to Landmarks Register Properties. Sections A-C., 2) ECC 15.530.020 Building Design: Historic Buildings and Districts.

The applicant was granted a Certificate of Approval on July 6, 2016 to replace the existing "Coldwell Banker - Kittitas Valley Realty" flag-mounted sign on his 1998 brick one-story commercial building with the standard "American Family Insurance" sign. It measures three feet, one inch (3'1") in height at its tallest point and ten feet 10', 10" in length and is backlit; like the new one would be. That sign was approved by the LDC with the following conditions:

1. The flag-style "Coldwell Banker – Kittitas Valley Realty" sign on the 3rd Avenue façade shall be removed and replaced with the "American Family Insurance" sign, rather than adding a fourth sign to the building with the new one on the Pearl Street façade.
2. The sign installation process shall use best available procedures per the Secretary of Interior's Standards to insure that the façade is repaired and restored properly when the former sign is removed and replaced. The placement of the new sign shall follow the same guidelines.

The proposed new sign would also be an American Family Insurance Sign on the south elevation (rear) of the building, like the one approved for the 3rd Avenue façade. It would be visible as people come up Pearl Street from the south. As stated previously, it would be illuminated like the other one (see illustrations). The applicant is not proposing to place any signage on the east façade of the building which directly faces Pearl Street and which could be seen from 3rd Avenue.

Acting Chairman Townsend asked if the applicant had anything to add. Applicant Steve Weidenbach introduced himself and explained that Coldwell Banker has been in the building for 18 years, and holds 2/3 of the building, therefore he doesn't want to remove their existing signage from the front of the building. He noted that if you are traveling west on 3rd Ave or north on Pearl St there's no way of knowing that the insurance business is in this building. From a marketing perspective this is problematic, therefore they are proposing this sign in order to solve this issue. Mr. Weidenbach stated that he would like clarification on the conditions from his previous sign approval in July. He stated that what he remembered is that this was not a condition set forth from the commission, but rather an additional regulation by City Staff. However, he is ready to adhere to whatever the commission would like him to do, however, it is inconsistent with what he remembers. Acting Chairman Townsend explained that he had a recollection of this as well, and offered that during the discussion of this sign, they could discuss this issue too. Mr. Weidenbach reminded the Commission that he is agreeable to whatever conditions it assigns, he just wanted clarification.

Acting Chairman Townsend noted that there would be no public testimony and asked if Staff had anything to add. Senior Planner Kesler added that the Commission could make any conditions it wished to make for the COA and the rear of the building is certainly different than the 3rd Avenue façade.

Ms. McCoy agreed that the south (rear) elevation is a very suitable place for the sign and asked that the applicant show visually where it would be placed on the photo rendering of the building on the screen. Mr. Kesler and Ms. Gibson helped the applicant to show an approximate placement.

Acting Chairman Townsend closed the public hearing at 7:15 p.m.

Ms. McCoy felt the location was suitable place for the signage since he is reducing the amount of signage and it will be more advantageous for the business owner. Ms. McCoy and Mr. Townsend didn't believe that the illumination regulation was what they had made as a condition for the previous COA. Discussion continued regarding the possible incorrect condition which was placed on this applicant on the previous COA. Senior Planner Kesler noted that he recalled that the applicant had stated a voluntary time when the sign would be turned off. Ms. Gibson noted that she would really like to see hidden access to power, not exposed electrical conduit for this sign. She believes it gives a cluttered appearance and provides more chance of damage to the building.

Acting Chairman Townsend called for a motion.

Ms. McCoy read the findings of fact from the staff report:

1. Per ECC Sections 15.280.090 and 15.530.020, the LDC has jurisdiction to review this project.
2. The Applicant is the owner of this property, listed as 100 West Third Avenue, located in the Downtown Ellensburg National Register and the local Downtown Landmarks Districts and can pursue this action.
3. It is in the interest of the City of Ellensburg to protect the historic integrity and character of historic districts. The proposed new sign should not negatively impact the district, particularly given its location on the building's south (rear) elevation.
4. No public comment was received.

Ms. McCoy moved that upon the above Findings of Fact, the LDC hereby **approves** the **COA** to remove and replace the existing sign on the front façade of the building, with **two** conditions:

1. The sign installation process shall use the best available procedures per the Secretary of Interior's Standards.
2. There shall be no additional electrical conduit for the sign that is exposed.

Ms. Gibson seconded.

All in favor, motion passed.

6. Ellensburg Downtown Association Update.

Acting Chairman Townsend requested the EDA update. EDA Director, Carolyn Honeycutt, informed the group of the recent renovation at the Palomino Salon on 3rd Avenue and the next door furniture business. She asked that the commissioners go check out the great interior work that has been done on this building. Ms. Honeycutt added that there has been a bit of movement on some other buildings which need some TLC.

Acting Chairman Townsend asked about the Valley Café closing. Director Honeycutt confirmed

that it did close and she is hopeful it will reopen. Discussion ensued regarding the business ownership etc.

7. Citizen Comment

There were no citizens in the audience.

8. Staff Update/Discussion Items

Acting Chairman Townsend asked for updates from Senior Planner Kesler. Senior Planner Kesler reminded the group of the upcoming Subcommittee meeting scheduled for next Tuesday, and informed the commission that they would be having a meeting on December 6, 2016 that could possibly include a COA case. Mr. Townsend cannot attend 12/6/16, and Ms. Gibson cannot attend 1/3/16 and may or may not be able to make 1/20/17. Mr. Kesler informed the group that there have been no additional applicants for the one vacant position on the Commission yet.

9. Commissioner Update.

There were no commissioner updates at this time.

10. Adjournment

Mr. Stanley made a motion to adjourn at 7:45 p.m. Ms. McCoy seconded.

All in favor, motion passed, meeting adjourned.