



Wedge Neighborhood Historic Special Review District Overlay

STAFF REPORT
(For Planning Commission Review, February 17, 2010)

Applicant:	City of Tacoma, Community & Economic Development Dept.
Contact:	Reuben McKnight, Historic Preservation Officer
Type of Amendment:	Area-wide Rezone and text amendment to the Land Use Reg. Code, Chapter 13.07
Current Land Use Intensity:	Low and Medium
Current Area Zoning:	R2-SRD, Hospital-Medical (HM) and C2
Size of Area:	23.5 acres (approximately)
Location:	Wedge Neighborhood (see Exhibit 1)
Neighborhood Council area:	North End
Proposed Amendment:	Establish historic district and conservation district overlay zones and related regulatory text amendments for the Wedge Neighborhood, for the purposes of design review and historic preservation.

Description of the Proposed Amendment:

This proposal would create historic and conservation overlay zoning districts in the Wedge Neighborhood, establish a historic buildings inventory, establish a requirement and process for design review of projects involving historic properties within the boundaries of said overlay zoning districts, and establish and adopt design guidelines for said overlay zoning districts. The approximate boundaries would extend from Division Avenue, to the alley between South L and M Streets, to 6th Avenue, to Sprague Avenue.

The Wedge Neighborhood is a small, cohesive area of detached single-family dwellings dating prior to 1930, bordered by historic-period multifamily buildings, newer commercial and warehouse structures and surface parking lots. The proposed area is predominantly zoned R-2SRD, which is reflected in the development scale of the district. However, the proposed district also intersects C-2 zoning along the Sixth Avenue Corridor, and the proposed Conservation District includes a small number of C-2 and HM zoned parcels.

Project History:

On June 27, 2008, the Wedge Neighborhood Association submitted a written request, along with preliminary research supporting this request, for a new Historic Overlay Special Review District to be established in the neighborhood. The original proposed area extended roughly from Division Avenue to the north, to 6th Avenue at the southern boundary, and L Street at the eastern boundary. Pursuant to TMC 13.07.060, the Landmarks Preservation Commission may review and make recommendations for the establishment of historic special review districts to the Planning Commission.

There are four local districts within the jurisdiction of the Landmarks Preservation Commission: the North Slope Historic Special Review District; the Old City Hall Historic Special Review District; the Union Depot-Warehouse Historic Special Review District; and the Union Station Conservation District. In addition, there are approximately 140 individually listed properties on the Tacoma Register of Historic Places. The most recent historic overlay zone created in Tacoma was the North Slope Historic District in 1994, which is adjacent to the Wedge Neighborhood. This district has been expanded twice, reaching its present size in 2000.

The Landmarks Preservation Commission began its review of the Wedge Neighborhood request on September 10, 2008, when it established a schedule for review of the proposal. On May 13, 2009, the Commission voted to release the nomination document, along with proposed boundaries and a draft ordinance, for public review and comment.

The Landmarks Preservation Commission conducted a public hearing on June 24, 2009 and voted to leave the public comment period open until July 8, 2009. A total of 15 written comments were received during the public comment period, in both letter and email form. Of these comments, 5 were generally in support, 4 were generally in opposition, and 6 related to specific policy areas in the proposal, such as boundaries. Twelve people provided testimony on record at the Commission's public hearing on June 24, 2009.

In general, the majority of comments received by the Landmarks Preservation Commission were supportive of the proposed district. The issue that received the most commentary is the boundary at the eastern edge of the district, adjacent to the Hospital Medical (HM) zoning district. The Commission's recommendation attempted to reconcile the development pattern, protection of historic resources, property owners' wishes, zoning compatibility, and clarity.

Public comment had been received from several property owners within the HM zone requesting to be excluded from the proposed district. In addition, comments received from MultiCare Health Systems stated their desire that properties within the HM zone be excluded, along with those properties owned by MultiCare, which includes several single-family detached dwellings on South 4th Street and South M Street. The Landmarks Preservation Commission concurred that the HM zoning boundary was a reasonable border for the historic overlay; the zoning boundary was consistent with established land use patterns, and the R-2SRD zone is consistent with preservation objectives. However, establishing the overlay boundary along the existing HM zoning boundary meant that some properties would be included in the proposed historic overlay district against the owners' stated wishes. Also some historically significant buildings, most notably the Berg Apartments at 1304 Division Avenue, would be left out of the proposed historic district due to the stated opposition of the owner and the location within the HM zone. This formed the basis for the recommendation sent to the Planning Commission by the Landmarks Commission on July 22, 2009.

The Wedge Historic District proposal was first introduced to the Planning Commission on August 19, 2009, and staff provided briefings on October 7 and 21. In addition, the Planning Commission discussed the boundaries and the rationale for their placement on December 2 and directed staff to generate an alternative proposal to the Landmarks Preservation Commission's recommendation to: 1) better protect historic properties and better buffer the core district; 2) to provide the opportunity for some level of design review at important vistas; and 3) create "sensible" and clearly understandable boundaries for the historic district overlay and the conservation district. More specifically, the request also involved: including the parcel at the apex of the Wedge, where Sixth Avenue and Division Avenue meet (1703 6th Avenue, which is currently occupied by the "It's Greek To Me" restaurant) in the proposed Conservation District; including the Berg Apartments (1304 Division Avenue) in the Conservation District; and, including the property at 404 S Sheridan, which was not included in the Landmarks

Preservation Commission's recommendation based on the owner's objection on religious grounds, in a Conservation District.

Staff presented a map to the Planning Commission on January 20, 2010 that included the requested specific amendments, and offered for consideration the inclusion of several additional parcels along M Street in the Conservation District, based upon the Commission's general direction (including 1301 S 5th Street, and 421, 502, 506, 508 and 510 S M Street).

Applicable Provisions of the Comprehensive Plan:

Neighborhood Element, North End

NE-1.3 Wedge Neighborhood Preservation

Discourage zoning and intensity changes to properties abutting the Mary Bridge and Tacoma General Hospital medical complex to protect the residential integrity of the Wedge neighborhood.

NE-1.5 Historic Preservation

Preserve and protect existing historic homes and structures. Discourage demolition of properties listed on, or eligible to be listed on, the National Register of Historic Places and the Tacoma Landmarks Register through the adoption of effective regulations and policies governing City review of projects affecting historic properties.

Housing Element

H-NQ-3 Historic/Cultural Amenities

Identify, protect and enhance cultural, architectural, historic and scenic resources within residential areas. Support the rehabilitation of architecturally or historically significant homes as well as other landmark residential and mixed-use buildings while maintaining public safety and historic character.

H-HP-1 Existing Housing Stock

Promote the maintenance and improvement of the existing housing stock as the primary tool to meet the housing needs of the city. Continue to support the maintenance, repair and rehabilitation of existing housing stock using public and private funding sources.

Culture and History Element

CH-HP-3 Potential historic districts and landmarks

Encourage and support the identification and designation of historic districts, sites, and landmarks where significant cultural, architectural, and historical characteristics prevail.

CH-HP-5 Encourage neighborhood-level preservation

Enhance the architectural, historical, cultural, and landscape features important to neighborhood identity and spirit by encouraging the adoption of development standards, zoning, and financial incentives targeted towards neighborhoods.

CH-HP-9 Use historic development patterns as guidance for future planning

Recognize historic patterns of land use, infrastructure development and circulation patterns and utilize those patterns where appropriate for future planning and development.

CH-HP-10 Encourage historically compatible contemporary urban infill

Encourage appropriate design for contemporary infill development in historic and established areas of the city by the use of development standards regarding scale, proportion, rhythm, compatible materials, and streetscape.

Staff Analysis: In general, the Comprehensive Plan supports and encourages the development of historic districts and designation of City Landmarks. Neighborhood-level preservation is viewed by the Comprehensive Plan as a strategy to increase neighborhood identity and investment. The development of conservation districts protecting the core Wedge District is also consistent with Comprehensive Plan policy statements that refer to “historically compatible contemporary urban infill.”

Establishing an historic overlay review district, along with conservation districts, to address development impacts resulting from nearby commercial and medical office development is consistent with the Neighborhood Element’s North End policies, which specifically address encroachment issues on the Wedge Neighborhood. Moreover, the North End policies support protection of historically significant buildings from demolition, which is a fundamental function of a historic overlay district. Likewise, the City’s relevant housing policies encourage preservation of existing housing stock, as well as historically significant residential architecture.

Public Outreach

Notice of the request was sent via first class mail to residents and property owners within the proposed study area on September 30, 2008. Included in the notice was information about the proposal, the tentative schedule for review, and the dates of two public information sessions.

Subsequently, a postcard mailer was sent on May 27, 2009 to approximately 600 recipients, with notification of the public hearing as well as a business-reply postcard questionnaire regarding the proposed district. Recipients included: 1) taxpayers of record within the proposed district as well as within 400’ of the district boundaries; 2) occupants within the same area as the taxpayers list; 3) neighborhood council chairpersons for the Central and North End Neighborhood Councils; 4) the North Slope Historic District Board of Directors; 5) the Landmarks Preservation Commission distribution list; and 6) interested City staff and individuals. Notice was also published in the Tacoma News Tribune on Saturday, May 30, 2009. In addition, an informational webpage was established at www.tacomaculture.org/wedge.asp.

Applicable Provisions of the Growth Management Act:

The Growth Management Act (GMA) requires that development regulations be consistent with and implement the Comprehensive Plan. Development regulations include, but are not limited to, zoning controls, critical area ordinances, shoreline master programs, official controls, planned unit development ordinances, subdivision ordinances, and binding site plan ordinances. The GMA also incorporates 14 primary goals, of which the following either directly or indirectly relate to the proposed code amendment:

4. Housing. Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.

Staff Analysis: The buildings in the Wedge Neighborhood are primarily modestly scaled, middle class residential structures with a mix of owner-occupied and rental properties. In addition, several buildings within the affected area are historic period multifamily rental properties. Establishing a historic district both protects existing housing from development impacts, and enables owners to access tax incentives for the purpose of rehabilitating existing buildings.

5. Economic development. Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.

Staff Analysis: In general, historic preservation is a significant economic development driver in the City of Tacoma. Studies have demonstrated that historic preservation projects contribute more dollars that are retained within the local economy than new construction, due to the increased reliance on skilled labor and trades. In addition, by providing incentives for rehabilitation of historic structures, improvement projects are encouraged. Studies have shown that the creation of a residential historic district does not have a negative effect on property values; conversely, property values tend to rise at the same or higher rates as comparable neighborhoods without historic district status.

6. Property rights. Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

Staff Analysis: Courts have consistently and repeatedly affirmed that historic designation, which essentially is a development regulation, does not constitute a taking, and does not deprive an owner of reasonable use of property. The regulatory code provisions for design review (TMC 13.07) specifically instruct the City and the Landmarks Preservation Commission to adhere to a defined set of standards and guidelines to review the suitability and appropriateness of project proposals within historic districts; these guidelines are designed to provide predictability for the public, property owners, and the Commission during the permitting process.

7. Permits. Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.

Staff Analysis: The permit approval procedures and timelines for historic review are defined in the regulatory code, and provide several provisions to ensure timely review. The average turnaround time for applications for historic design review s is consistently faster than required under code.

8. Citizen participation and coordination. Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.

Staff Analysis: Extensive public outreach has been conducted during review of this proposal, which originated from the neighborhood residents. In addition, the design review process at the Landmarks Preservation Commission is an open public review process.

9. Historic preservation. Identify and encourage the preservation of lands, sites, and structures that have historical or archaeological significance.

Staff Analysis: The Landmarks Preservation Commission has found that the proposed district meets the eligibility requirements for historic designation.

Amendment Criteria:

Applications for amendments to the Comprehensive Plan and Land Use Regulatory Code are subject to review based on the adoption and amendment procedures and the review criteria contained in TMC 13.02.045.G. Proposed amendments are required to be consistent with or achieve consistency with the Comprehensive Plan and meet at least one of the eleven review criteria to be considered by the Planning Commission. The following section provides a review of each of these criteria with respect to the proposal. Each of the criteria is provided, followed by staff analysis of the criterion as it relates to this proposal.

- 1. There exists an obvious technical error in the pertinent Comprehensive Plan or regulatory code provisions.**

Staff Analysis: The proposed amendment does not seek corrections to any error in the Comprehensive Plan or the Land Use Regulatory Code.

- 2. Circumstances related to the proposed amendment have significantly changed, or a lack of change in circumstances has occurred since the area or issue was last considered by the Planning Commission.**

Staff Analysis: The creation of a historic overlay special review district for the Wedge Neighborhood has not previously been considered by the Planning Commission, although the Commission has adopted Comprehensive Plan language encouraging the protection of the character of the Wedge Neighborhood, as noted in this Staff Report.

- 3. The needs of the City have changed, which support an amendment.**

Staff Analysis: Not applicable.

- 4. The amendment is compatible with existing or planned land uses and the surrounding development pattern.**

Staff Analysis: The proposed historic district overlay and conservation district for the Wedge Neighborhood is compatible with existing and planned land uses and the surrounding development pattern. The proposed districts are intended to protect the existing historic character of the neighborhood, which is primarily comprised of single-family dwellings. The zoning designation of R-2SRD is consistent with the existing and desired character of the area. Commercially zoned properties, including the HM and C-2 zoning designations, are proposed for Conservation District status, reflecting the intent to buffer the core district from development impacts, but not seeking to create a residential character in these areas.

- 5. Growth and development, as envisioned in the Plan, is occurring faster, slower, or is failing to materialize.**

Staff Analysis: Not applicable.

- 6. The capacity to provide adequate services is diminished or increased.**

Staff Analysis: Not applicable.

7. Plan objectives are not being met as specified, and/or the assumptions upon which the plan is based are found to be invalid.

Staff Analysis: There is significant concern from the neighborhood, reflected in public testimony and communicated in correspondence, about negative impacts to the neighborhood character resulting from commercial development surrounding the Wedge Neighborhood, including the expansion of the adjacent hospital campus. While the Comprehensive Plan's policies in the North End neighborhood section encourage the protection of the Wedge neighborhood from these impacts, residents do not currently feel as though the existing zoning and regulatory code fully address these issues.

8. Transportation and and/or other capital improvements are not being made as expected.

Staff Analysis: Not applicable.

9. Substantial similarities of conditions and characteristics can be demonstrated on abutting properties that warrant a change in land use intensity or zoning classification.

Staff Analysis: Not applicable.

10. A question of consistency exists between the Comprehensive Plan and its elements and RCW 36.70A, the County-wide Planning Policies for Pierce County, Multi-County Planning Policies, or development regulations.

Staff Analysis: Not applicable.

Reclassification Criteria:

Applications for area-wide zoning reclassifications are subject to review based on the amendment procedures and the review criteria contained in TMC 13.02.053.3. Proposed reclassifications are required to meet at least one of the six review criteria to be considered by the Planning Commission. The following section provides a review of each of these criteria with respect to the proposal. Each of the criteria is provided, followed by staff's analysis of the criterion as it relates to this proposal.

(a) Substantial evidence is presented demonstrating that growth and development is occurring in a different manner than presented in the Comprehensive Plan.

Staff Analysis: Not applicable.

(b) The proposed area-wide reclassification is consistent with the Comprehensive Plan and the Generalized Land Use Plan map.

Staff Analysis: Creation of a historic special review district overlay and associated conservation districts is consistent with the goals and policies of the Comprehensive Plan, as noted above, and the Generalized Land Use Plan.

(c) The reclassification is needed to further implement the Comprehensive Plan.

Staff Analysis: For the reasons stated previously, the creation of a historic special review district overlay and associated conservation district is consistent with the goals and policies of the Comprehensive Plan.

(d) The proposed reclassification is needed to maintain consistency with proposed amendments to the Comprehensive Plan.

Staff Analysis: Not applicable.

(e) There is substantial evidence presented showing inconsistency between the designated land use intensity in the subject area and the existing zoning.

Staff Analysis: Not applicable.

(f) The subject property is suitable for development in general conformance with the zoning standards under the recommended rezone classification.

Staff Analysis: The current characteristics of properties affected by this proposal are consistent with the standards and objectives of the proposed overlay district.

Economic Impact Assessment:

The proposed change should not have an adverse effect on the economic viability of the neighborhood; however, it could potentially increase development costs/reduce development scale for the commercially-zoned parcels within the proposed Conservation District, due to design review requirements for new construction and discouragement of demolition of existing historic-period buildings. Conversely, limiting the potential for inappropriately scaled development within the historic overlay zone may have a beneficial effect on the house values in the area. As mentioned recent studies conducted by the State of Washington to assess economic impacts resulting from historic designation found that, on average, property values of homes within historic districts increased at the same rate or higher than homes in comparable areas that were not historic districts. In addition, historic preservation projects rely heavily skilled trades, as opposed to manufactured products, which many studies have shown to be more beneficial to the local economy. Lastly, owners of historic properties within the district may qualify for the City of Tacoma Special Tax Valuation incentive, which allows homeowners to deduct the cost of renovations from their property tax assessment for 10 years following the project. This program has resulted in \$160 million in investment in historic properties over the life of the program.

Staff Recommendation:

Staff recommends that the draft Wedge Neighborhood Historic Special Review Overlay District, with accompanying regulatory code amendments, be forwarded for public review, and comment.

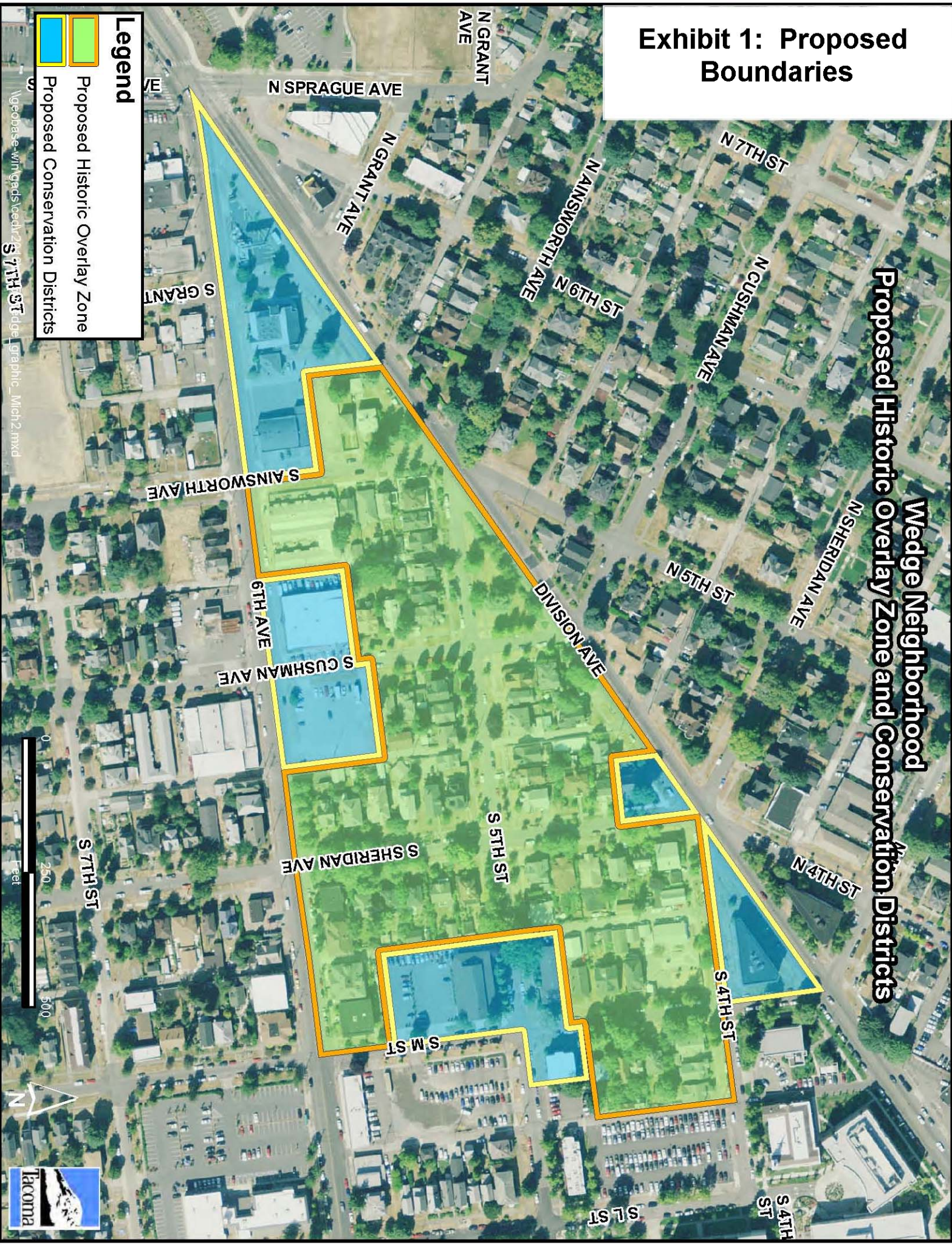
Exhibits:

1. Map of the Wedge Neighborhood Proposed Historic Overlay Zone and Conservation Districts.
2. Proposed Regulatory Code Amendments to TMC 13.07

Exhibit 1: Proposed Boundaries

Wedge Neighborhood Proposed Historic Overlay Zone and Conservation Districts

- Legend**
- Proposed Historic Overlay Zone
 - Proposed Conservation Districts



MapSource: with qgis (v2.12.0) / graphic: Mich2.mxd



WEDGE NEIGHBORHOOD HISTORIC SPECIAL REVIEW DISTRICT

Exhibit 2: Proposed regulatory text amendments

*Note – This document shows all of the proposed changes to the *existing* land use regulations. The sections included are only those portions of the code that are associated with these amendments. New text is underlined and text that is to be deleted is shown in ~~strike through~~. Additionally, areas where changes are proposed have been **highlighted**.

Chapter 13.07 LANDMARKS AND HISTORIC SPECIAL REVIEW DISTRICTS

Sections:

- 13.07.010 Short title.
- 13.07.020 Landmarks and Historic Districts — Declaration of purpose and declaration of policy.
- 13.07.030 Definitions.
- 13.07.040 Tacoma Register of Historic Places -- Establishment and criteria.
- 13.07.050 Tacoma Register of Historic Places — Nomination and designation process for individual properties.
- 13.07.060 Tacoma Register of Historic Places — Nomination and designation process for Historic Special Review and Conservation Districts.
- 13.07.070 District and landmarks regulation.
- 13.07.080 Special tax valuation — Local Review Board.
- 13.07.085 Property eligible for special tax valuation.
- 13.07.090 Certificates of approval.
- 13.07.095 Certificates of approval — Process and standards for review.
- 13.07.100 Demolition of City landmarks — Declaration of purpose.
- 13.07.110 Demolition of City landmarks — Application process.
- 13.07.120 Demolition of City landmarks — Application requirements.
- 13.07.130 Demolition of City landmarks — Automatic conditions.
- 13.07.140 Demolition of City landmarks — Standards and criteria for review.
- 13.07.150 Demolition of City landmarks — Specific exemptions.
- 13.07.160 Appeals to the Hearing Examiner.
- 13.07.165 Appeals to the Hearing Examiner –Factors to be considered.
- 13.07.170 Ordinary maintenance or repairs.
- 13.07.180 Minimum buildings standards.
- 13.07.190 Designation of Old City Hall Historic Special Review District – Declaration of purpose.
- 13.07.200 Designation of Old City Hall Historic Special Review District — Findings.
- 13.07.210 Old City Hall Historic Special Review District — Boundary description.
- 13.07.220 Old City Hall Special Review District – Specific Exemptions.
- 13.07.230 Designation of Union Depot/Warehouse Historic Special Review District – Declaration of purpose.
- 13.07.240 Designation of the Union Depot/Warehouse Historic Special Review District — Findings.
- 13.07.250 Union Depot/Warehouse Historic Special Review District — Boundary description.
- 13.07.260 Designation of Union Station Conservation District.
- 13.07.270 Guidelines for building design and streetscape improvement review.
- 13.07.280 Union Depot/Warehouse Historic Special Review and Union Station Conservation Districts – Specific exemptions.
- 13.07.290 Designation of North Slope Historic Special Review District – Purpose.
- 13.07.300 Designation of North Slope Historic Special Review District – Findings.
- 13.07.310 North Slope Historic Special Review District – Boundary description.
- ~~13.07.320 Guidelines for building design and streetscape improvement review of the North Slope Historic Special Review District.~~
- 13.07.~~330~~320 North Slope Historic Special Review District – Specific exemptions.
- ~~13.07.340 Severability.~~
- 13.07.330 Designation of the Wedge Neighborhood Historic Special Review and Conservation District – Purpose.
- 13.07.340 Designation of the Wedge Neighborhood Historic Special Review and Conservation District – Findings.
- 13.07.350 Wedge Neighborhood Historic Special Review District – Boundary description.
- 13.07.355 Wedge Neighborhood Conservation District – Boundary Description
- 13.07.360 Wedge Historic Special Review and Conservation District – Specific Exemptions.
- 13.07.370 Guidelines for building design and streetscape improvement review for residential Historic Special Review and Conservation Districts.
- 13.07.380 Severability

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Exhibit 2: Proposed regulatory text amendments

13.07.010 Short title.

This chapter may be cited as the “Tacoma Landmarks and Historic Special Review Districts Code.”

13.07.020 Landmarks and Historic Districts — Declaration of purpose and declaration of policy.

The City finds that the protection, enhancement, perpetuation, and continued use of landmarks, districts, and elements of historic, cultural, architectural, archeological, engineering, or geographic significance located within the City are required in the interests of the prosperity, civic pride, ecological, and general welfare of its citizens. The City further finds that the economic, cultural, and aesthetic standing of the City cannot be maintained or enhanced by disregarding the heritage of the City or by allowing the destruction or defacement of historic and cultural assets.

The purpose of this chapter is to:

- A. Preserve and protect historic resources, including both designated City landmarks and historic resources which are eligible for state, local, or national listing;
- B. Establish and maintain an open and public process for the designation and maintenance of City landmarks and other historic resources which represent the history of architecture and culture of the City and the nation, and to apply historic preservation standards and guidelines to individual projects fairly and equitably;
- C. Promote economic development in the City through the adaptive reuse of historic buildings, structures, and districts;
- D. Conserve and enhance the physical and natural beauty of Tacoma through the development of policies that protect historically compatible settings for such buildings, places, and districts;
- E. Comply with the state Environmental Policy Act by preserving important historic, cultural, and natural aspects of our national heritage; and
- F. Integrate the historic preservation goals of the state Growth Management Act and the goals and objectives set forth in the City’s Comprehensive Plan and regulatory language.

13.07.030 Definitions.

For purposes of this chapter, certain terms and words are hereby defined as follows:

“Accessory structure” means any structure which is incidental or subordinate to the main building(s) and is located on the same property as the main building.

“Administrative Approval” means an approval that may be granted by the City Historic Preservation Officer for an alteration to a City landmark, without Landmarks Preservation Commission (also referred to herein as “Commission”) review, based on authority that may be granted by the Commission pursuant to Chapter 1.42 of the Tacoma Municipal Code (“TMC”).

“Alteration” means any act or process which changes materially, visually, or physically one or more of the exterior architectural features or significant interior features of a property, including, but not limited to, the construction, reconstruction, or removal of any structure.

“Building” means any structure that is used or intended for supporting or sheltering any use or occupancy. For the purposes of this chapter, the term “building” includes accessory structures.

“Certificate of Approval” means the written record of formal action by the Commission indicating its approval of plans for alteration of a City landmark.

“City landmark” means a property that has been individually listed on the Tacoma Register of Historic Places, or is that is a contributing property within a Historic Special Review District or Conservation District as defined by this chapter.

“Conservation District” means an area warranting the preservation and protection of historic character and properties contained therein, without meeting the same higher standard for designation as a Historic Special Review District. Conservation Districts are normally established surrounding or adjacent to an established or proposed historic district or place.

“Construction” means the act of adding to an existing structure or erecting a new principal or accessory structure on a property.

“Contributing property” means any property within a Historic Special Review District which is documented in the district’s nomination to the Tacoma Register of Historic Places to contribute architecturally, historically, and/or culturally to the historic character of the district, and properties that date from the historic period of significance for the Historic Special Review District and retain integrity of materials, place, or setting which have not previously been identified during architectural surveys.

“Demolition” means any act or process which destroys, in part or in whole, a City landmark, including-neglect or lack of maintenance that results in the destruction of a historic property. For the purposes of this chapter, demolition does not include

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Exhibit 2: Proposed regulatory text amendments

nonhistoric or noncontributing additions to historic buildings if so determined by the Landmarks Preservation Commission or Historic Preservation Officer, or so indicated in the nomination documentation for a building.

“Design guideline” means a standard of appropriate activity which will preserve or enhance the historic and architectural character of a structure or area, and which is used by the Commission and the City Historic Preservation Officer to determine the appropriateness of proposals involving property within Historic Special Review and Conservation Districts.

“Exterior architectural appearance” means the architectural character and general composition of the exterior of a property including, but not limited to, the type, color, and texture of a building material and the type, design, and character of all windows, doors, light fixtures, signs, and appurtenant elements.

“Historic resource” means any property that has been determined to be eligible by the City Historic Preservation Officer or Washington State Department of Archaeology and Historic Preservation staff for listing in the Tacoma Register of Historic Places, the Washington State Heritage Register, or the National Register of Historic Places, or any property that appears to be eligible for such listing by virtue of its age, exterior condition, or known historical associations.

“Historic Special Review District” means an area with a concentration of historic resources that has been found to meet the criteria for designation as a Historic Special Review District under the provisions of this chapter, which the City finds should be protected from adverse effects to its cultural and historic character resulting from development activities, and has been so designated by City Council.

“Interested party of record” means any individual, corporation, partnership, or association which notifies the Commission, in writing, of its interest in a matter before the Commission prior to Commission action on the matter.

“Noncontributing property” means a property within a Historic Special Review District which is documented in the district’s nomination to the Tacoma Register of Historic Places as not contributing architecturally, historically, and/or culturally to the historic character of the district; or which has been so designated in a Historic Special Review District Inventory drafted and adopted by the Commission.

“Property” means any building, object, site, structure, improvement, public amenity, space, streetscapes and rights-of-way, or area.

“Reconstruction” means the act of structurally rebuilding a historic resource wherein the visible architectural elements are replaced in kind with materials and finishes that match the original elements.

“Removal” means any relocation of a structure on its site or to another site.

“Repair” means any change that is not construction, removal, or alteration.

“Rehabilitation” means the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient, contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

“Significant interior features” means architectural features, spaces, and ornamentations which are specifically identified in the landmark nomination and which are located in public areas of buildings such as lobbies, corridors, or other assembly spaces.

“Streetscape” means the total visual environment of a street as determined by various elements including, but not limited to, street furniture, landscaping, lighting, paving, buildings, activities, traffic, open space, and view.

“Structure” means anything constructed or erected with a fixed location on the ground, or attached to something having a fixed location on the ground.

13.07.040 Tacoma Register of Historic Places — Establishment and criteria.

A. Tacoma Register of Historic Places is Established. In order to meet the purposes of this chapter and Chapter 1.42 of the TMC, there is hereby established the Tacoma Register of Historic Places. Historic resources and districts designated to this Register pursuant to the procedures and criteria listed in this chapter are subject to the controls and protections of the Landmarks Preservation Commission established by TMC 1.42 and pursuant to the design review provisions of this chapter.

B. Criteria for the Designation to the Tacoma Register of Historic Places.

1. Threshold Criteria: A property may be included in the Tacoma Register of Historic Places if it:

a. Is at least 50 years old at the time of nomination; and

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Exhibit 2: Proposed regulatory text amendments

b. Retains integrity of location, design, setting, materials, workmanship, feeling, and association such that it is able to convey its historical, cultural, or architectural significance; and

c. Meets one or more of the designation criteria listed in the section below.

2. In addition to the above, a property may be designated to the Tacoma Register of Historic Places if it:

a. Is associated with events that have made a significant contribution to the broad patterns of our history; or

b. Is associated with the lives of persons significant in our past; or

c. Embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction; or

d. Has yielded or may be likely to yield, information important in prehistory or history; or

e. Is part of, adjacent to, or related to an existing or proposed historic district, square, park, or other distinctive area which should be redeveloped or preserved according to a plan based on a historic, cultural, or architectural motif; or

f. Owing to its unique location or singular physical characteristics, represents an established and familiar visual feature of the neighborhood or City.

C. Special Criteria for the Designation of Historic Special Review Districts. When determining the appropriateness of the designation of a Historic Special Review District, in addition to the criteria above, the Landmarks Preservation Commission shall consider the following:

1. The area shall contain a concentration of structures having a special character or special historic, cultural, architectural, engineering, or geographic interest or value as defined by the six criteria above; and

2. The area shall constitute a distinct section of the City.

D. Special Criteria for the Designation of Conservation Districts. In conjunction with or independent of the establishment of a historic district as set forth in Section 13.07.040, it may be warranted, from time to time, to consider the establishment of a Conservation District. When considering the appropriateness of a Conservation

District, the Landmarks Preservation Commission shall consider:

1. A potential Conservation District should normally be established surrounding an established or proposed historic district and shall possess special historic, architectural, or cultural significance that is a part of the heritage of the City.

2. Although it shall possess historic character which shares or is sympathetic to the development patterns and period of significance of the adjacent historic district, a Conservation District is not required to meet the criteria for landmark designation as outlined above.

13.07.050 Tacoma Register of Historic Places — Nomination and designation process for individual properties.

A. Process for the nomination of individual properties, generally:

1. Any resident of Tacoma or City official, including members of the City Council, City staff, or members of the Planning Commission, may request consideration by the Landmarks Preservation Commission of any particular property for placement on the Tacoma Register of Historical Places.

2. A written request, which shall be in the form of a completed nomination to the Tacoma Register of Historic Places, shall be made to the Historic Preservation Officer. At a minimum, the nomination form shall contain the following:

a. A narrative statement which addresses the historical or cultural significance of the property, in terms of the Designation Criteria listed in this chapter; and

b. A narrative statement which addresses the physical condition assessment and architectural description; and

c. Specific language indicating which improvements on the site are included in the nomination; and

d. A complete legal description; and

e. A description of the character-defining features and architectural elements that are worthy of preservation.

3. The Historic Preservation Officer or staff may amend, edit, or complete a nomination form submitted to the City for the purposes of clarity, but may not expand the boundaries of the legal description in the nomination.

B. Landmarks Preservation Commission Preliminary Meeting on Nomination.

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1. When a nomination form is found by the Historic Preservation Officer to be complete as indicated in this section, the Historic Preservation Officer shall:

a. Schedule the nomination for preliminary consideration at the next available regularly scheduled meeting of the Landmarks Preservation Commission and shall serve the taxpayer(s) of record written notice 14 days in advance of the time and place of the meeting.

b. Notify the Buildings and Land Use Services Division of receipt of the nomination.

2. No person shall carry out or cause to be carried out any alteration of any building, site, structure or object under consideration by the Landmarks Preservation Commission for designation as a City Landmark, without a Certificate of Approval pursuant to TMC 13.07.090.

3. At this meeting, the Landmarks Preservation Commission shall, by quorum vote, find that the application meets the threshold criteria for designation contained in this chapter, that it does not meet the threshold criteria, or the Commission may defer the decision if additional information is required.

4. If the Landmarks Preservation Commission finds that the nomination appears to meet the threshold criteria, the Commission shall:

a. Schedule the nomination for consideration and public comment at a subsequent public meeting at a specified time, date, and place not more than 90 days from the date of the preliminary meeting.

b. Give written notice, by first-class mail, of the time, date, place, and subject of the Commission's meeting to consider designation of the property as a City landmark.

c. This notice shall be given not less than 14 days prior to the meeting to all taxpayers of record of the subject property, as indicated by the records of the Pierce County Assessor, and taxpayers of record of properties within 400 feet of the subject property.

5. If the Commission finds that the property does not meet the threshold criteria, the application is rejected and the Commission may not consider the property for designation for a period of one calendar year. Once a calendar year passes, the process may be restarted.

6. If the Commission, following the preliminary meeting, fails to act on the nomination or schedule it for further consideration within 45 days or by its next meeting, whichever is longer, the application is rejected as above.

C. Landmarks Preservation Commission Meeting on Nomination.

1. At the meeting to consider approval of a nomination to the Register of Historic Places, the Commission shall receive information and hear public comments on whether the property meets the criteria for designation.

2. The Commission may, by a vote of a majority of the quorum, find that the property meets one or more of the criteria for designation and recommend the property for designation as a City landmark, find that the property does not meet any of the criteria and reject the nomination, or it may defer the decision if additional information is required. The Commission shall set forth findings of fact for its decision.

3. If the Commission finds that the property appears to meet the criteria for designation and recommends the property for designation as a City landmark, the Historic Preservation Officer shall transmit the Commission's recommendation to the City Council for its consideration within 30 days of the decision.

4. No proposed nomination may be extended beyond the boundaries of the land described in the original proposal unless the procedures set forth above are repeated for the enlarged boundaries.

5. If the Commission fails to act within a 45-day period or by its next meeting, whichever is longer, the designation shall be deemed to have been rejected and the designation procedure terminated.

6. If a nomination is rejected, the subject property shall not be considered again for historic designation for a period of at least one calendar year from the date of rejection. Once a calendar year passes, the process may be restarted.

D. City Council Review of Designation.

1. Upon receipt of a recommendation from the Commission, the City Council may approve the same by adoption of a resolution designating the structure as a historic landmark or building, may reject the same, or may refer it back to the Commission for further consideration, as the Council may deem appropriate.

2. If the City Council approves the designation, the designating resolution shall contain the following:

a. Location description, including legal description, parcel number, and street address of the City landmark;

b. Criteria under which the property is considered historic and therefore designated as a landmark;

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c. Elements of the property that shall be subject to Landmarks Preservation Commission regulation.

3. Upon adoption of a resolution approving the designation of a historic building as a City landmark, the City Clerk shall transmit a copy of said resolution to the Buildings and Land Use Services Division, which shall place the City landmark designation on the subject property's records under his or her jurisdiction.

13.07.060 Tacoma Register of Historic Places — Nomination and designation process for Historic Special Review and Conservation Districts.

A. Members of the City Council or Landmarks

Preservation Commission may propose consideration of a Historic Special Review or Conservation District.

B. District Designation—Landmarks Preservation Commission.

1. Public Hearing. Following a request by the City Council or by a quorum vote of the members of the Landmarks Preservation Commission regarding such a request, Community and Economic Development Department staff:

a. Notify the Buildings and Land Use Services Division of the proposed designation.

b. Schedule a public hearing.

c. Give written notice, by first-class mail, of the time, date, place, and subject of the Commission's meeting to consider designation of the district as a Historic Special Review District.

d. This notice shall be given not less than 14 days prior to the meeting to all taxpayers of record of the subject property, as indicated by the records of the Pierce County Assessor, taxpayers of record of properties within 400 feet of the subject property, and to the Neighborhood Council of the affected area. Notice shall also be submitted for publication to the newspaper of record.

e. Conduct the public hearing in accordance with the notice given, at which the owner or owners of the property involved, the owners of all abutting property, and other interested citizens or public officials shall be entitled to be heard.

2. The Landmarks Preservation Commission shall, by a majority vote of quorum, recommend to the Planning Commission approval, disapproval, or approval with modification of a proposed Historic Special Review or Conservation District based upon

the criteria for designation listed in this chapter and the goals and purposes of this chapter.

C. District Designation — Planning Commission.

1. Each proposal for a new Historic Special Review District or Conservation District and the respective Landmarks Preservation Commission recommendation shall then be considered by the Planning Commission of the City pursuant to the procedures for area-wide zoning in TMC 13.02.053.

2. Notice of the time, place, and purpose of such hearing shall be given by the Community and Economic Development Department as provided in the aforementioned section. In addition, each taxpayer of record in a proposed Historic Special Review or Conservation District and within 400 feet of the proposed district shall be notified by mail.

3. In making a recommendation to the City Council, the Planning Commission shall consider the conformance or lack of conformance of the proposed designation with the Comprehensive Plan of the City. The Planning Commission may recommend approval of, or approval with modifications, or deny outright the proposal, and shall promptly notify the Landmarks Preservation Commission of the action taken.

4. If the Planning Commission recommends approval or approval with modifications of the proposed designation, in whole or in part, it shall transmit the proposal, together with a copy of its recommendation, to the City Council.

5. If the Planning Commission denies the proposed designation, such action shall be final; provided, that the owners or authorized agents of at least 80 percent of the property proposed to be designated, measured by assessed valuation of said property, may appeal such disapproval to the City Council within 14 days.

6. If the proposal is initiated by the City Council, the matter shall be transmitted to the City Council for final determination regardless of the recommendation of the Planning Commission.

D. District Designation — City Council.

1. The City Council shall have final authority concerning the creation of Historic Special Review or Conservation Districts in the same manner as provided by the City Council in TMC 13.02.053.

2. Pursuant to the aforementioned procedures, the Council may, by ordinance, designate a certain area as a Historic Special Review District and/or Conservation District. Each such designating ordinance shall include a description of the characteristics of the Historic Special Review or

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Conservation District which justifies its designation, and shall include the legal description of the Historic Special Review District.

3. Within ten days of the effective date of an ordinance designating an area as a Historic Special Review or Conservation District, the Historic Preservation Officer shall send to the owner of record of each property within said district, and to the Buildings and Land Use Services Division, a copy of the ordinance and a letter outlining the basis for such designation, and the obligations and restrictions which result from such designation, in addition to the requirements of the building and zoning codes to which the property is otherwise subject.

E. The City Council may, by ordinance, amend or rescind the designation of a Historic Special Review District at any time pursuant to the same procedure as set forth in this chapter for original designation.

13.07.070 District and landmarks regulation.

A. All property designated as a City landmark or that is located within a Historic Special Review District or Conservation District, according to the procedures set forth in this chapter, shall be subject to the controls, standards, and procedures set forth herein, as well as the bulk, use, setback, zoning, and other controls of the area in which it is presently located, and the owners of the property shall comply with the mandates of this chapter in addition to the land use and zoning requirements of the area in which such property is presently or may later be located. In the event of a conflict between the application of this chapter and other codes and ordinances of the City, the more restrictive shall govern, except where otherwise indicated.

B. Neighborhood compatibility. In certain cases, application of the development standards in the HMR-SRD zoning district, as defined under 13.06.118, including those for height, bulk, scale, and setbacks, may conflict with historic preservation standards or criteria and result in adverse effects to historic properties. For the purposes of TMC 13.06.118, properties subject to design review and approval by the Landmarks Preservation Commission shall be exempted from the standards that conflict with the Landmarks Commission's application of historic preservation standards adopted pursuant to this chapter, including the Secretary of the Interior's Standards for the Rehabilitation and Guidelines for Rehabilitation of Historic Buildings and applicable Historic Special Review District Design Guidelines. The issuance of a Certificate of Approval for final design by the Landmarks Preservation Commission shall include specific references to any conflicts between the standards in this chapter and those in

TMC 13.06.118F, and specifically request the appropriate exemptions.

C. Compatibility with downtown design standards. In certain cases, the application of design standards in downtown zones may conflict with historic preservation standards or criteria and result in adverse effects to historic properties. For the purposes of TMC 13.06A.070B, properties subject to design review and approval by the Landmarks Preservation Commission shall be exempted from the basic design standards that conflict with the Landmarks Commission's application of historic preservation standards adopted pursuant to this chapter, including the Secretary of the Interior's Standards for the Rehabilitation and Guidelines for Rehabilitation of Historic Buildings and applicable Historic Special Review District Design Guidelines. The issuance of a Certificate of Approval for final design by the Landmarks Preservation Commission shall serve as the Commission's findings as required in TMC 13.06A.070B.

D. Upon adoption of this ordinance, and for successive Historic and Conservation District designations, the Landmarks Preservation Commission shall adopt an official inventory of the historic properties that are within and found to contribute to the historic and architectural character of the respective district, as defined by the criteria and purposes contained within this chapter.

E. Architectural integrity, as it relates to materials, space, and composition in various periods of architecture, shall be respected and, to the extent possible, maintained in contributing properties. Historic District property inventories shall be maintained and reviewed annually by the Commission and shall be kept on file and available to the public at the Historic Preservation Office. The absence of a property on a historic inventory shall not preclude the Landmarks Preservation Commission's authority to review changes to such a property. If a property is not listed on the historic inventory for the district, the property shall be assumed to be contributing.

13.07.080 Special tax valuation — Local Review Board.

Pursuant to TMC 1.42 and authorized pursuant to WAC 254-20 (hereinafter referred to as the "State Act"), the Landmarks Preservation Commission is hereby designated as the Local Review Board to exercise the functions and duties of a local review board as defined and until such time as the City Council may either amend or repeal this provision or designate some other local body or committee as the

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Local Review Board to carry out such functions and duties.

13.07.085 Property eligible for special tax valuation.

The class of historic property which shall be eligible for special valuation in accordance with the State Act shall be property which is a historic property meeting the criteria or requirements as set forth and defined in the State Act, and which is designated as a City landmark by resolution of the City Council in accordance with the provisions of this chapter. The covenants or agreements referred to in Section 3(2) of the State Act and amendments thereto shall be subject to approval by resolution of the City Council and may be executed on behalf of the City and the Local Review Board by the appropriate officers of the City and the Local Review Board, as designated by the resolution approving such covenants or agreements.

13.07.090 Certificates of approval.

A. Certificate of Approval Required. Except where specifically exempted by this chapter, no person shall carry out or cause to be carried out any alteration of any City landmark, any building, site, structure or object proposed for designation as a City Landmark pursuant to TMC 13.07.050, or alteration or construction of any new or existing structures, buildings, public rights-of-way, or other public spaces in any Historic Special Review or Conservation District, and no one shall remove or alter any sign or erect or place any new sign, and no permit for such activity shall be issued unless a Certificate of Approval has been issued by the Landmarks Preservation Commission or, subject to the limitations imposed by the Landmarks Preservation Commission pursuant to TMC 1.42, administrative approval has been granted by the Historic Preservation Officer.

B. When a permit application is filed with the Buildings and Land Use Services Division of the Public Works Department that requires a Certificate of Approval, the applicant shall be referred to the Historic Preservation Officer.

C. Application Requirements.

1. Applications for a Certificate of Approval shall be filed with the Historic Preservation Officer.

2. The following information must be provided in order for the application to be complete, unless the Historic Preservation Officer indicates in writing that specific information is not necessary for a particular application:

a. Property name and building address;

b. Applicant's name and address;

c. Property owner's name and address;

d. Applicant's telephone and e-mail address, if available;

e. The building owner's signature on the application or, if the applicant is not the owner, a signed letter from the owners designating the applicant as the owner's representative;

f. Confirmation that the fee required by the General Services Fee Schedule has been paid;

g. Written confirmation that the proposed work has been reviewed by the Buildings and Land Use Services Division, appears to meet applicable codes and regulations, and will not require a variance;

h. A detailed description of the proposed work, including:

(1) Any changes that will be made to the building or the site;

(2) Any effect that the work would have on the public right-of-way or public spaces;

(3) Any new construction;

i. Twenty sets of scale plans, with all dimensions shown, of:

(1) A site plan of all existing conditions, showing adjacent streets and buildings, and, if the project includes any work in the public right-of-way, the existing street uses, such as street trees and sidewalk displays, and another site plan showing proposed changes to the existing conditions;

(2) A floor plan showing the existing features and a floor plan showing proposed new features;

(3) Elevations and sections of both the proposed new features and the existing features;

(4) Construction details, where appropriate;

(5) A landscape plan showing existing features and plantings and a landscape plan showing proposed site features and plantings;

j. Photographs of any existing features that would be altered and photographs showing the context of those features, such as the building facade where they are located;

k. If the proposal includes new finishes or paint, one sample of proposed colors and an elevation drawing or photograph showing the proposed location of proposed new finishes or paint;

l. If the proposal includes new signs, canopies, awnings, or exterior lighting;

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- (1) Twenty sets of scale drawings of the proposed signs, awnings, canopies, or lighting showing the overall dimensions, materials, design graphics, typeface, letter size, and colors;
 - (2) Twenty copies of details showing the proposed methods of attachment for the new signs, canopies, awnings, or exterior lighting;
 - (3) For lighting, detail of the fixture(s) with specifications, including wattage and illumination color(s);
 - (4) One sample of the proposed colors and materials;
- m. If the proposal includes the removal or replacement of existing architectural elements, a survey of the existing conditions of the features that would be removed or replaced.

D. Applications for Preliminary Approval.

1. An applicant may make a written request to submit an application for a Certificate of Approval for a preliminary design of a project if the applicant waives, in writing, the deadline for a Commission decision on the subsequent design phase or phases of the project and agrees, in writing, that the decision of the Commission is immediately appealable by the applicant or any interested person(s).
2. The Historic Preservation Officer may reject the request if it appears that the review of a preliminary design would not be an efficient use of staff or Commission time and resources, or would not further the goals and objectives of this chapter.
3. To be complete, an application for a Certificate of Approval for a preliminary design must include the following:
 - a. Building name and building address;
 - b. Applicant's name and address;
 - c. Building owner's name and address;
 - d. Applicant's telephone and e-mail address;
 - e. The building owner's signature on the application or a signed letter from the owners designating the applicant as the owner's representative, if the applicant is not the owner;
 - f. Confirmation that the fee required by the General Services Fee Schedule has been paid;
 - g. Written confirmation that the proposed work has been reviewed by the Buildings and Land Use Services Division, appears to meet applicable codes and regulations, and will not require a Land Use variance;
 - h. A description of the proposed work, including:

- (1) General overview of any changes that will be made to the building or the site;
- (2) General effects that the work would have on the public right-of-way or public spaces;
 - i. Twenty sets of scale plans, as applicable, with all dimensions shown of:
 - (1) A conceptual site plan of all existing conditions showing adjacent streets and buildings and, if the project includes any work in the public right-of-way, the existing street uses, such as street trees and sidewalk displays, and another site plan showing proposed changes to the existing conditions;
 - (2) Elevations of both the proposed new features and the existing features;
 - j. Photographs of any existing features that would be altered and photographs showing the context of those features, such as the building facade where they are located;
 - k. If the proposal includes the removal or replacement of existing architectural elements, a survey of the existing conditions of the features that would be removed or replaced.
4. A Certificate of Approval of a preliminary design shall be conditioned automatically upon the subsequent submittal of the final design and all of the information listed in Subsection C.2. above, and upon Commission approval prior to the issuance of any permits for work affecting the property.

13.07.095 Certificates of Approval — Process and standards for review.

- A. The Landmarks Preservation Commission is the designated body that reviews and approves or denies applications for Certificates of Approval.
- B. Review Process.
1. When an application for Certificate of Approval is received, the Historic Preservation Officer shall review the application and shall notify the applicant in writing within 28 days whether the application is complete or that the application is incomplete and what additional information is required before the application will be complete.
 2. Within 14 days of receiving the additional information, the Historic Preservation Officer shall notify the applicant in writing whether the application is now complete or what additional information is necessary.
 3. An application shall be deemed to be complete if the Historic Preservation Officer does not notify the applicant in writing, by the deadlines provided in this section, that the application is incomplete. A

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determination that the application is complete is not a determination that an application is vested.

4. The determination that an application is complete does not preclude the Historic Preservation Officer or the Landmarks Preservation Commission from requiring additional information during the review process if more information is needed to evaluate the application according to the criteria in this chapter and any rules adopted by the Commission.

5. Within 30 days after an application for a Certificate of Approval has been determined complete or at its next regularly scheduled meeting, whichever is longer, the Commission shall review the application to consider the application and to receive comments.

6. Notice of the Commission's meeting shall be served to the applicant and distributed to an established mailing list no less than three days prior to the time of the meeting.

7. The absence of the owner or applicant shall not impair the Commission's authority to make a decision regarding the application.

8. Within 45 days after the application for a Certificate of Approval has been determined complete, the Landmarks Preservation Commission shall issue a written decision granting, or granting with conditions, or denying a Certificate of Approval, or if the Commission elects to defer its decision, a written description of any additional information the Commission will need to arrive at a decision, and shall provide a copy of its decision to the applicant and the Buildings and Land Use Services Division.

9. A Certificate of Approval shall be valid for 18 months from the date of issuance of the Commission's decision granting it unless the Commission grants an extension; provided, however, that a Certificate of Approval for actions subject to a permit issued by the Buildings and Land Use Services Division shall be valid for the life of the permit, including any extensions granted in writing by the Buildings and Land Use Services Division.

C. Standards for Review.

1. In addition to any district rules, policies, or design guidelines for Historic Districts described elsewhere in this chapter, the Landmarks Preservation Commission shall use the following as guidelines when evaluating the appropriateness of alterations to a City landmark, excepting applications for demolition:

a. The most current version of the Secretary of the Interior's Guidelines for the Treatment of Historic Properties published and maintained by the United

States National Park Service, including, but not limited to, Standards for Rehabilitation, Restoration, Preservation, and Reconstruction, as appropriate to the proposed project.

b. Preservation briefs, and professional technical reports published by the National Park Service on various conservation and preservation practices.

2. These standards shall be filed and made available to any property owner and the public at the Historic Preservation Office of the City.

13.07.100 Demolition of City landmarks — Declaration of purpose.

A. Historic resources in the City contribute to the general public welfare by fostering civic identity and pride, promoting a sense of local history and place, by encouraging public and private capital investment in underutilized buildings and infrastructure, and by educating the public about past ways of life, individuals, events, and architectural styles.

B. Properties that are placed on the Tacoma Register of Historic Places, either as individual properties or as part of districts, have been determined, through a public process, to represent exceptional examples of a type of architecture, design, engineering, as exceptional examples of the environment at a particular point in history, as representative of historical patterns or events, or because of their exceptional educational or scholarly importance.

C. It is the policy of the City to prevent unnecessary demolition of its City landmarks and to encourage investment in and adaptive reuse of underutilized historic resources. Approval of demolitions of City landmarks shall be granted only in special circumstances where it has been determined by the Landmarks Preservation Commission that the property owner has satisfactorily met the conditions and criteria imposed by this section.

13.07.110 Demolition of City landmarks — Application process.

A. Permitting Timelines. Any City landmark for which a demolition permit application has been received is excluded from City permit timelines imposed by TMC 13.05.010.J.

B. Certificate of Approval for Demolition of City Landmark Required. No person shall carry out or cause to be carried out demolition of a City landmark, and no demolition permit shall be issued for the same unless a Certificate of Approval for Demolition of a City Landmark has been issued by the Landmarks Preservation Commission, and all special and automatic conditions imposed on such

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approval have been determined satisfied by the Historic Preservation Officer.

1. An application for a Certificate of Approval for Demolition of a City Landmark shall be filed with the Historic Preservation Officer. When a demolition permit application is filed with the Buildings and Land Use Services Division of Public Works, the applicant shall be referred to the Historic Preservation Officer.

2. Determination of Complete Application.

a. The Historic Preservation Officer shall determine whether an application for historic building demolition is complete and shall notify the applicant in writing within 30 days of the application being filed, whether the application is complete or that the application is incomplete and what additional information is required before the application will be complete.

b. Within 14 days of receiving the additional information, the Historic Preservation Officer shall notify the applicant in writing, whether the application is now complete or what additional information is necessary.

c. An application shall be deemed to be complete if the Historic Preservation Officer does not notify the applicant in writing, by the deadlines in this section, that the application is incomplete. A determination that the application is complete is not a determination that an application is vested.

d. The determination that an application is complete does not preclude the Historic Preservation Officer or the Landmarks Preservation Commission from requiring additional information during the review process if more information is needed to evaluate the application according to the criteria in this chapter and in any rules adopted by the Commission.

3. Application Review.

a. Preliminary Meeting.

(1) Once the application for historic building demolition has been determined to be complete, excepting the demolition fee, the Historic Preservation Officer shall schedule a preliminary briefing at the next available regularly scheduled meeting of the Landmark Preservation Commission.

(2) The purpose of this meeting is for the applicant and the Commission to discuss the project background and possible alternative outcomes, and to schedule a hearing date.

(3) To proceed with the application, the applicant shall request a public hearing, in writing, to consider the demolition application at the preliminary meeting.

(4) At this meeting, the Landmarks Preservation Commission may grant the request for public hearing, or may request an additional 30 days from this meeting to distribute the application for peer review, especially as the material pertains to the rationale contained in the application that involves professional expertise in, but not limited to, engineering, finance, architecture or architectural history, and law, or, finding that the property in question is not contributing to the Historic District, may conditionally waive the procedural requirements of this section, provided that subparagraphs A and B of Section 13.07.130, "Demolition of City Landmarks – Automatic conditions," are met.

(5) If a 30-day peer review is requested, the request for public hearing shall again be considered at the next regular meeting following the conclusion of the peer review period.

b. Public Hearing.

(1) Upon receiving such direction from the Landmarks Preservation Commission, and once the application fee has been paid by the applicant, the Historic Preservation Officer shall schedule the application for a public hearing within 90 days.

(2) The Historic Preservation Officer shall give written notice, by first-class mail, of the time, date, place, and subject of the meeting to consider the application for historic building demolition not less than 30 days prior to the meeting to all owners of record of the subject property, as indicated by the records of the Pierce County Assessor, and taxpayers of record of properties within 400 feet of the subject property.

(3) The Commission shall consider the merits of the application, comments received during peer review, and any public comment received in writing or during public testimony.

(4) Following the public hearing, there shall be an automatic 60-day comment period during which the Commission may request additional information from the applicant in response to any commentary received.

(5) At its next meeting following the public comment period, the Landmarks Preservation Commission shall make Findings of Fact regarding the application based on the criteria for consideration contained in this subsection. The Landmarks Preservation Commission may approve, subject to automatic conditions imposed by this subsection, the application or may deny the application based upon its findings of fact. This decision will instruct the Historic Preservation Officer whether or not he or she

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may issue written approval for a historic building demolition.

13.07.120 Demolition of City landmarks — Application requirements.

A. The following information must be provided in order for the application to be complete, unless the Historic Preservation Officer indicates in writing that specific information is not necessary for a particular application:

1. Building name and building address;
2. Applicant's name and address;
3. Building owner's name and address;
4. Applicant's telephone and e-mail address, if available;
5. The building owner's signature on the application, or a signed letter from the owners designating the applicant as the owner's representative if the applicant is not the owner;
6. Confirmation that the fee required by the General Services Fee Schedule has been paid;
7. Written confirmation that the demolition has been reviewed by the Buildings and Land Use Services Division, appears to meet applicable codes and regulations, and will not require a land use variance or code waiver;
8. A detailed, professional architectural and physical description of the property in the form of a narrative report, to cover the following:
 - a. Physical description of all significant architectural elements of the building;
 - b. A historical overview;
 - c. Elevation drawings of all sides;
 - d. Site plan of all existing conditions showing adjacent streets and buildings and, if the project includes any work in the public right-of-way, the existing street uses, such as street trees and sidewalk displays;
 - e. Photographs of all significant architectural elements of the building; and
 - f. Context photographs, including surrounding streetscape and major sightlines.
9. A narrative statement addressing the criteria in this subsection for Applications for Historic Building Demolitions, to include the following areas, as applicable:
 - a. Architectural/historical/cultural significance of the building;

- b. Physical condition of the building;
- c. Future development plans for the site, including conceptual drawings, sketches, renderings, and plans.

10. Written proof, acceptable to the Landmarks Preservation Commission, of valid and binding financial commitments for the replacement structure is required before the permit can be issued, and should be submitted with the demolition request. This may include project budgets, funding sources, and written letters of credit.

11. A complete construction timeline for the replacement structure to be completed within two years, or a written explanation of why this is not possible.

12. Reports by professionally qualified experts in the fields of engineering, architecture, and architectural history or real estate finance, as applicable, addressing the arguments made by the applicant.

13.07.130 Demolition of City landmarks — Automatic conditions.

Following a demolition approval pursuant to this section, the following conditions are automatically imposed, except where exempted per TMC 13.07.110B.3.a(4) and 13.07.150C, and must be satisfied before the Historic Preservation Officer shall issue a written decision:

A. For properties within a Historic Special Review or Conservation District, the design for a replacement structure is presented to and approved by the Landmarks Preservation Commission pursuant to the regular design review process as defined in this chapter; or, if no replacement structure is proposed for a noncontributing structure, the Commission may, at its discretion, waive this condition and 13.07.130.B and D;

B. Acceptable proof of financing commitments and construction timeline is submitted to the Historic Preservation Officer;

C. Documentation of the building proposed for demolition that meets Historic American Building Survey ("HABS") standards or mitigation requirements of the Washington State Department of Archaeology and Historic Preservation ("DAHP"), as appropriate, is submitted to the Historic Preservation Office and the Northwest Room of the Tacoma Public Library;

D. Building and Land Use Services Division permits for the replacement are ready for issue by the Building and Land Use Services Division, and there are no variance or conditional use permit applications outstanding;

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E. Any mitigation agreement proposed by the applicant is signed and binding by City representatives and the applicant, and approved, if necessary, by the City Council; and

F. Any conditions imposed on the demolition have been accepted in writing (such as salvage requirements or archaeological requirements).

13.07.140 Demolition of City landmarks — Standards and criteria for review.

In addition to the stated purposes and findings located in this chapter, the Landmarks Preservation Commission shall address the following issues when considering an application for historic building demolition:

A. The reasonableness of any alternatives to demolition that have been considered and rejected, that may meet the stated objectives of the applicant;

B. The physical, architectural, or historic integrity of the structure in terms of its ability to convey its significance, but not including any damage or loss of integrity that may be attributable to willful neglect;

C. The importance of the building to the character and integrity of the surrounding district; and

D. Any public or expert commentary received during the course of the public comment and peer review periods.

13.07.150 Demolition of City Landmarks — Specific exemptions.

The following are excluded from the requirements imposed by this chapter but are still subject to Landmarks Preservation Commission approval for exterior changes as outlined elsewhere in this chapter.

A. Demolition of accessory structures, including garages and other outbuildings, and noncontributing later additions to historic buildings, where the primary structure will not be affected materially or physically by the demolition and where the accessory or addition is not specifically designated as a historic structure of its own merit;

B. Demolition work on the interior of a City landmark or object, site, or improvement within a Historic Special Review or Conservation District, where the proposed demolition will not affect the exterior of the building and where no characterdefining architectural elements specifically defined by the nomination will be removed or altered; and

C. Objects, sites, and improvements that have been identified by the Landmarks Preservation

Commission specifically as noncontributing within their respective Historic Special Review or Conservation District buildings inventory at the preliminary meeting, provided that a timeline, financing, and design for a suitable replacement structure have been approved by the Landmarks Preservation Commission pursuant to Section 13.07.095 of this chapter, or such requirements have been waived pursuant to TMC 13.07.130.A.

13.07.160 Appeals to the Hearing Examiner.

A. Referral to the Hearing Examiner. The Landmarks Preservation Commission shall refer to the Hearing Examiner for public hearing all final decisions regarding applications for certificates of approval where the property owners, any interested parties of record, or applicants file with the Landmarks Preservation Commission, within 10 days of the date on the decision, written notice of appeal of the decision or attached conditions.

B. Form of Appeal. An appeal of the Landmarks Preservation Commission shall take the form of a written statement of the alleged reason(s) the decision was in error, or specifying the grounds for appeal. The following information shall be submitted:

1. An indication of facts that establish the appellant's standing;

2. An identification of explicit exceptions and objections to the decision being appealed, or an identification of specific errors in fact or conclusion;

3. The requested relief from the decision being appealed;

4. Any other information reasonably necessary to make a decision on appeal. Failure to set forth specific errors or grounds for appeal shall result in a summary dismissal of the appeal.

C. The Hearing Examiner shall conduct a hearing in the same manner and subject to the same rules as set forth in TMC 1.23.

D. The Hearing Examiner's decision shall be final. Any petition for judicial review must be commenced within 21 days of issuance of the Hearing Examiner's Decision, as provided for by TMC 1.23.060 and RCW 36.70C.040.

13.07.165 Appeals to the Hearing Examiner – Factors to be considered.

A. The Hearing Examiner, in considering the appropriateness of any exterior alteration of any City landmark, shall give weight to the determination and testimony of the consensus of the Landmarks Preservation Commission and shall consider:

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1. The purposes, guidelines, and standards for the treatment of historic properties contained in this chapter, and the goals and policies contained in the Culture and History Element of the Comprehensive Plan;
 2. The purpose of the ordinance under which each Historic Special Review or Conservation District is created;
 3. For individual City landmarks, the extent to which the proposal contained in the application for Certificate of Approval would adversely affect the specific features or characteristics specified in the nomination to the Tacoma Register of Historic Places;
 4. The reasonableness, or lack thereof, of the proposal contained in the application in light of the alternatives available to achieve the objectives of the owner and the applicant; and
 5. The extent to which the proposal contained in the application may be necessary to meet the requirements of any other law, statute, regulation, code, or ordinance.
- B. When considering appeals of applications for demolition decisions, in addition to the above, the Hearing Examiner shall refer to the Findings of Fact made by the Landmarks Preservation Commission in addition to the demolition criteria for review and other pertinent statements of purpose and findings in this chapter.
- C. The Examiner may attach any reasonable conditions necessary to make the application compatible and consistent with the purposes and standards contained in this chapter.

13.07.170 Ordinary maintenance or repairs.

Nothing in this chapter shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature of any City landmark, which maintenance or repair does not involve a change in design, material, or the outward appearance thereof.

13.07.180 Minimum buildings standards.

- A. Prevention of Demolition by Neglect. The Landmarks Preservation Commission shall make a reasonable effort to notify the Building Official of historic properties that appear to meet the criteria for substandard buildings or property under TMC 2.01.060.
- B. For buildings listed on the Tacoma Register of Historic Places which are found to be Substandard, Derelict, or Dangerous according to the Building Official, under the Minimum Building provisions of TMC 2.01, the following shall apply:

1. Because City landmarks are culturally, architecturally, and historically significant to the City and community, the historic status of a Substandard, Derelict, or Dangerous Building may constitute a “sufficient reason” for acceptance of alternate timelines and extensions upon agreed timelines; and,
 2. Any timelines and plans for the remediation of a dangerous City landmark, including for repair or demolition, shall not be accepted by the Building Official until the applicable procedures as set forth in this chapter for review of design or demolition by the Landmarks Preservation Commission have been satisfied, pursuant to TMC 2.01.040.F.
 3. The Building Official may consider the Landmarks Preservation Commission to be an interested party as defined in TMC 2.01, and shall make a reasonable effort to keep the Commission notified of enforcement complaints and proceedings involving City Landmarks.
- C. Nothing in this chapter shall be construed to prevent the alteration of any feature which the Building Official shall certify represents an immediate and urgent threat to life safety. The Building Official shall make a reasonable effort to keep the Historic Preservation Officer informed of alterations required to remove an unsafe condition involving a City Landmark.
- D. The Historic Preservation Officer shall have the authority to administratively approve changes without prior Landmarks Preservation Commission review per 13.07.095, if, upon consultation with the Building Official and appropriate City Engineering staff, it is determined such changes are necessary to mitigate an immediate and urgent threat of structural failure or significant damage to a City landmark. The circumstances and rationale for such an alteration shall be provided in a report to the Commission at its next regular meeting.

13.07.190 Designation of Old City Hall Historic Special Review District – Declaration of purpose.

A. In order that the Old City Hall area and buildings within the area may not be injuriously affected; to promote the public welfare; and to provide for the enhancement of this area and its structures, thereby contributing to the social, cultural, and economic welfare of the citizens of Tacoma by developing an awareness of its historic heritage, returning unproductive structures to useful purposes, and attracting visitors to the City; and in order that a reasonable degree of control may be exercised over the site, development, and architecture of the private and public buildings erected therein, there is hereby

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created the Old City Hall Historic Special Review District, the boundaries of which are more particularly described in Section 13.07.120 hereof.

B. Said district and the buildings and structures therein possess significant aspects of early Tacoma history, architecture, and culture. Historic, cultural, and architectural significance is reflected in the architectural cohesiveness of the area. For the foregoing reasons, many of the features contained in the buildings and structures in said district should be maintained and preserved.

13.07.200 Designation of Old City Hall Historic Special Review District — Findings.

A. The area encompassed by the Old City Hall Historic Special Review District has played a significant role in the development of the City of Tacoma, the Puget Sound region, and the state of Washington. The district was the location of the early governmental and commercial center of the City. The focus of commerce and transportation was located in this district.

B. The Old City Hall Historic Special Review District is associated with the lives of many Tacoma pioneers through property, business, and commercial activities which were concentrated in the area.

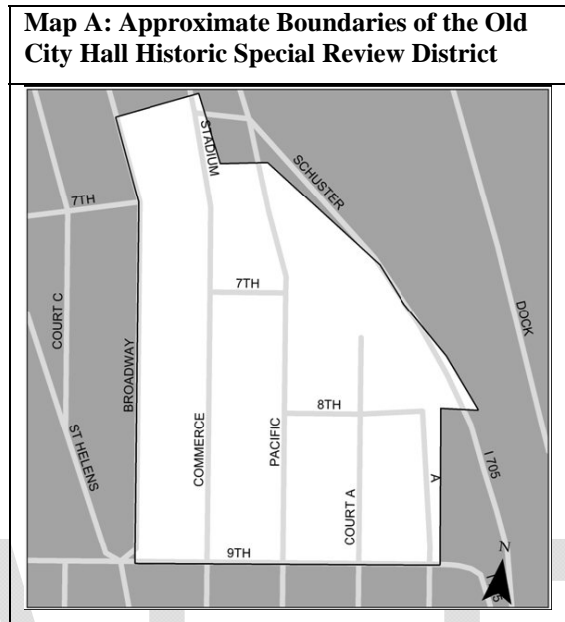
C. Many buildings within the Old City Hall Historic Special Review District embody distinctive characteristics of late 19th Century Eclectic architecture, which reflects Greco-Roman and Renaissance architectural influences. For these and other reasons, the buildings and structures combine to create an outstanding example of an area of Tacoma which is significant and distinguishable in style, form, character, and construction representative of its era.

D. The restoration and preservation of objects, sites, buildings, and structures within the Old City Hall Historic Special Review District will yield information of educational significance regarding the way of life and the architecture of the late 19th century, as well as add interest and color to the City. Restoration of the Old City Hall Historic Special Review District will preserve the environment which was characteristic of an important era of Tacoma's history, and will be considerably more meaningful and significant educationally than if done on the basis of individual isolated buildings and structures.

13.07.210 Old City Hall Historic Special Review District — Boundary description.

The legal description for the Old City Hall Historic Special Review District is described in Ordinance No. 24877, and shall be kept on file in the City

Clerk's Office. The approximate boundaries are described in Map A below.



13.07.220 Old City Hall Special Review District – Specific Exemptions.

The following actions are exempt from the requirements imposed pursuant to this chapter:

A. Any alterations to non-contributing properties as defined by the District Inventory adopted by the Commission and kept on file at the Historic Preservation Office; provided, that the demolition of such structures is not exempt from the provisions of this chapter; and

B. Interior alterations to existing properties, unless those modifications affect the exterior appearance of the property.

13.07.230 Designation of Union Depot/Warehouse Historic Special Review District – Declaration of purpose.

In order that the area and buildings within the area may not be injuriously affected, to promote the public welfare, and to provide for the enhancement of the area and its structures, thereby contributing to the social, cultural, and economic welfare of the citizens of Tacoma by developing an awareness of its historic and architectural heritage, returning unproductive structures to useful purposes, and attracting visitors to the City, and in order that a reasonable degree of control may be exercised over the site, development, and architecture of the private and public buildings

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erected therein, including certain infrastructure, there is hereby created the Union Depot/Warehouse Historic Special Review District.

13.07.240 Designation of the Union Depot/Warehouse Historic Special Review District — Findings.

A. The area encompassed by the Union Depot/Warehouse Historic Special Review District has played a significant role in the development of the City of Tacoma, the Puget Sound region, and the state of Washington. The district was the location of the early railroad, industrial, and commercial center of the City. The focus of early manufacture and commerce was identified with this district.

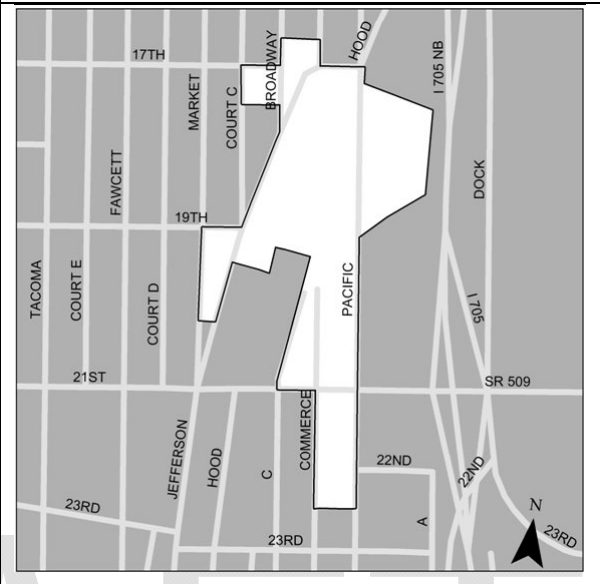
B. The Union Depot/Warehouse Historic Special Review District is associated with the lives of many Tacoma pioneers through property, railroad, and commercial activities which were concentrated in the area. Many of the buildings within the Union Depot/Warehouse Historic Special Review District embody the distinctive characteristics of the late 19th and early 20th century Eclectic architecture, which reflects Greco-Roman, Renaissance, and Baroque architectural influences. For these and other reasons, the buildings and structures combine to create an outstanding example of a historic district in Tacoma dating from circa 1887–1930, which is significant and distinguishable in style, form, character, and construction representative of its era.

C. Restoration and preservation of objects, sites, buildings, and structures within the Union Depot/Warehouse Historic Special Review District will yield information of educational significance regarding the way of life and the architecture of the late 19th and early 20th centuries, as well as add interest and color to the City. Restoration of the Union Depot/Warehouse Historic Special Review District will preserve the sense of place and time and the environment which was characteristic of an important era of Tacoma's history, and such district planning will be considerably more meaningful and significant educationally than if done on the basis of individual isolated buildings and structures.

13.07.250 Union Depot/Warehouse Historic Special Review District — Boundary description.

The legal description for the Union Depot/Warehouse Historic Special Review District is described in Ordinance No. 24505, and shall be kept on file in the City Clerk's Office. The approximate boundaries are described in Map B below.

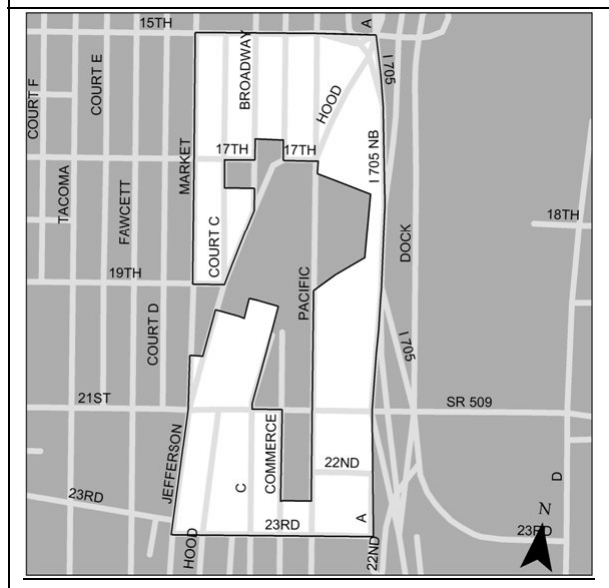
Map B: Approximate Boundaries of the Union Depot/Warehouse Historic Special Review District



13.07.260 Designation of Union Station Conservation District.

There is hereby created the Union Station Conservation District, the physical boundaries of which are described in Ordinance No. 24877, and kept on file in the City Clerk's Office. The approximate boundaries are described in Map C below.

Map C: Approximate Boundaries of the Union Station Conservation District



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13.07.270 Guidelines for building design and streetscape improvement review.

A. Intent. The following are hereby established as the design review guidelines for rehabilitation, new construction, and public amenities. These guidelines are intended to ensure a certainty of design quality within the Historic Special Review District and Union Station Conservation District, protect the historic fabric of the districts, enhance the economic viability of the districts through the promotion of their architectural character, and provide a clear set of physical design parameters for property owners, developers, designers, and public agencies.

B. The following guidelines are intended to provide a set of basic standards for architectural and physical design within the Union Station districts. The guidelines will be used by the Landmarks Preservation Commission as a baseline for the design review process, but will not supersede the authority of the Commission to exercise its judgment and discretion on a case-by-case basis. The guidelines are also set forth to provide assistance to owners, developers, and designers involved in project planning by providing general design and technical recommendations.

C. From time to time, the Landmarks Preservation Commission may adopt policies and administrative rules for the purpose of clarifying and assisting property owners in interpreting these guidelines. Any such rules or policies shall be adopted by quorum vote and, once adopted, shall be made available to the public in electronic and printed formats.

D. Design Guidelines. The following predominant historic building elements shall be recognized as essential to the districts' historic image and used as the basis for design review of proposals for rehabilitation of existing buildings and review of new construction within the districts:

1. Height. The centerpiece and height benchmark for the districts is the Union Station, with its dome cap height of approximately 96 feet above Pacific Avenue. Wing parapet walls are 30 feet in height above Pacific Avenue. No new buildings constructed in the districts shall exceed 85 feet in height. In the rehabilitation of existing buildings, their existing height should be maintained and the parapets and cornices should be kept intact. Any rooftop additions, penthouses, building systems equipment, or roof-mounted structures should be set back from existing parapet walls sufficiently to conceal them from view from street level.

2. Scale. Scale refers to a building's comparative relationship to neighboring buildings and its fit

within the districts. The typical four-story building in the districts is 50 feet wide and 100 feet deep. Two such "basic blocks" side by side are proportionally similar to the main section of Union Station and illustrate the scale and size of structural components in the districts.

Scale is also determined by the proportions of the architectural elements within the composition of the individual building facades. Exterior building facades shall be of a scale compatible with surrounding buildings and shall maintain a zero setback from the sidewalk. Window and door proportions, including the size and design of the wood sash and frame floor height, floor shapes, street elevations, and other elements of the building facades, shall relate to the scale of the surrounding buildings.

3. Materials. The predominant building material within the districts is masonry, including brick, granite, and terra cotta. Rehabilitation of existing buildings and construction of infill buildings shall utilize masonry as the predominant building material.

4. Minimum Maintenance. All contributing historic buildings in the districts shall be maintained against decay and deterioration caused by neglect or defective or inadequate weather protection.

5. Storefront Design. A major character-defining feature of the buildings within the districts is the storefront. The composition of the storefronts is consistent from one building to the next, and serves as a unifying feature of the districts by forming a continuity along the street. Preservation of the storefront is essential to the maintenance of the districts' image and character. Rehabilitation of an existing building shall include preservation of the existing storefront or reconstruction of a new storefront which is compatible with the original in scale, size, and material. New construction shall also include storefronts. Street level retail sales and service uses, as described and defined in TMC 13.06, should be strongly considered for ground floor use along Pacific Avenue in order to more effectively implement storefront design.

6. Awnings. Awnings have been a traditional addition to the facades of buildings within the districts and shall be encouraged within the districts as a functional exterior feature. All awnings shall be compatible with the historic character of the buildings and shall be based in design upon historic counterparts. They shall also:

a. Reflect the shape and character of the window openings;

b. Be, or appear to be, retractable in the form of historic awnings;

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c. Constructed with canvas-like fabric rather than high gloss in texture;

d. Not be back-lit or translucent;

e. Be in colors and/or patterns which complement the building and have basis in the historic record;

f. Be attached to the buildings in a manner which does not permanently damage the structure or obscure significant architectural features.

7. Signs.

a. General.

(1) All new exterior signs and all changes in the appearance of existing exterior signs require Landmarks Preservation Commission approval. This includes changes in message or colors on pre-existing signs.

(2) If there is a conflict between these standards and the requirements in the City's Sign Code, the more strict requirement shall apply.

b. Location and Size of Signs.

(1) Signs shall not dominate the building facades or obscure their architectural features (arches, transom panels, sills, moldings, cornices, windows, etc.).

(2) The size of signs and individual letters shall be of appropriate scale for pedestrians and slow-moving traffic. Projecting signs shall generally not exceed nine square feet on first floor level.

(3) Signs on adjacent storefronts shall be coordinated in height and proportion. Use of a continuous sign band extending over adjacent shops within the same building is encouraged as a unifying element.

(4) Portable reader board signs located on sidewalks, driveways, or in parking lots are prohibited.

(5) Existing historic wall signs are a contributing element within the district and should be restored or preserved in place. New wall signs shall generally be discouraged.

c. Messages and Lettering Signs.

(1) Messages shall be simple and brief. The use of pictorial symbols or logos is encouraged.

(2) Lettering should be of a traditional block or curvilinear style which is easy to read and compatible with the style of the building. No more than two different styles should be used on the same sign.

(3) Letters shall be carefully formed and properly spaced so as to be neat and uncluttered. Generally, no more than 60 percent of the total sign area shall be occupied by lettering.

(4) Lettering shall be generally flat or raised.

d. Color.

(1) Light-colored letters on a dark-colored background are generally required as being more traditional and visually less intrusive in the context of the Union Station District's predominantly red-brick streetscapes.

(2) Colors shall be chosen to complement, not clash with, the facade color of the building. Signs should normally contain not more than three different colors.

e. Materials and Illumination

(1) Use of durable and traditional materials (metal and wood) is strongly encouraged. All new signs shall be prepared in a professional manner

(2) In general, illumination shall be external, non-flashing, and non-glare.

(3) Internal illumination is generally discouraged, but may be appropriate in certain circumstances, such as:

(i) Individual back-lit letters silhouetted against a softly illuminated wall.

(ii) Individual letters with translucent faces, containing soft lighting elements inside each letter.

(iii) Metal-faced box signs with cut-out letters and soft-glow fluorescent tubes. However, such signs are generally suitable only on contemporary buildings.

(4) Neon signs may be permitted in exceptional cases where they are custom-designed to be compatible with the building's historic and architectural character.

f. Other Stylistic Points

(1) The shape of a projecting sign shall be compatible with the period of the building to which it is affixed, and shall harmonize with the lettering and symbols chosen for it.

(2) Supporting brackets for projecting signs should complement the sign design, and not overwhelm or clash with it. They must be adequately engineered to support the intended load, and generally should conform to a 2:3 vertical-horizontal proportion. Screw holes must be drilled at points where the fasteners will enter masonry joints to avoid damaging bricks, etc.

8. Color. Building colors should contribute to the distinct character of the historic building. Original building colors should be researched and considered in any new color scheme. Whether contrasting or complementary, the colors should reflect the design of the building. Building colors should utilize a

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limited palette. Colors should be selected to emphasize building form and highlight major features of the building. Color schemes using several colors should be avoided and surfaces which are not historically painted should not be painted.

9. Views. All new construction in the Union Station District should be designed to preserve existing views and vistas. Of particular importance are views of Commencement Bay, Mount Rainier, and Union Station.

E. Streetscape Guidelines. Streetscaping is essential in the development of the districts in order to create value and enhance private development efforts. Proper design of streetscapes and public open spaces provides a unifying theme and unique identity for the districts, complements and extends the presence of Union Station, encourages pedestrian circulation, and creates a gateway to downtown and the waterway. The pattern of traffic routes and open space is based upon the historic function of the district and has a direct relation to such physical features as views from the upper floors of the building, sunlight, façade visibility, and streetscape appearance. Any significant loss or reconfiguration of existing open space and street corridors is discouraged.

The following improvements are to be encouraged:

1. Sidewalk paving. Paving should be of brick or brick and brushed concrete. Existing granite curbs should be maintained or reconstructed, where possible.

2. Street paving. Where feasible, historic street paving and gutters, either brick or cobblestone, should be preserved and restored. Where feasible, existing railroad or streetcar rails

should be preserved in place.

3. Streetlights. Historic streetlights should be used throughout the district as unifying elements.

G. The Landmarks Preservation Commission may, at its discretion, waive mandatory requirements imposed by Section 13.07.290 of this chapter. In determining whether a waiver is appropriate, the Landmarks Preservation Commission shall require an applicant to demonstrate by clear and convincing evidence that, because of special circumstances not generally applicable to other property or facilities, including size, shape, design, topography, location, or surroundings, the strict application of those mandatory requirements of Section 13.07.290 would be unnecessary to further the purposes of this chapter. Such waiver shall not exceed the requirements set forth in the underlying zoning district, except where specifically provided for in TMC 13.06A.070B.

13.07.280 Union Depot/Warehouse Historic Special Review and Union Station Conservation Districts – Specific exemptions.

The following actions are exempt from the requirements imposed pursuant to this chapter:

A. Any alterations to non-contributing properties, as defined by the District Inventory adopted by the Commission and kept on file at the Historic Preservation Office; provided, that the demolition of such structures is not exempt from the provisions of this chapter; and

B. Interior alterations to existing properties, unless those modifications affect the exterior appearance of the structure.

13.07.290 Designation of the North Slope Historic Special Review District – Purpose.

A. In order that the North Slope Neighborhood and buildings within the Neighborhood may not be injuriously affected; to promote the public welfare; to provide for the enhancement of the North Slope Neighborhood and its structures, thereby contributing to the social, cultural, and economic welfare of the citizens of Tacoma by developing an awareness of Tacoma's historic heritage, maintaining productive and useful structures, and attracting visitors to the City; and in order that a reasonable degree of control may be exercised over the siting, development and architecture of public and private buildings erected in the North Slope Neighborhood so that the goals set forth in this section and in this chapter may be realized, there is hereby created the North Slope Historic Special Review District, the boundaries of which are more particularly described in Section 13.07.330~~340~~ hereof.

B. The North Slope Neighborhood and the buildings therein reflect significant aspects of Tacoma's early history, architecture, and culture. Such historic, architectural, and cultural significance is also reflected in the architectural cohesiveness of the neighborhood. For the foregoing reasons, many of the features contained in the buildings and structures in the Neighborhood should be maintained and preserved.

C. Except where specifically exempted by TMC 13.07.095 and TMC 13.07.~~320~~~~330~~, all visible alterations and construction within the historic district boundaries, including alterations to elements and spaces within the public right of way, are subject to the review and approval of the Landmarks Preservation Commission prior to the initiation of work.

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13.07.300 **Designation of the North Slope Historic Special Review District – Findings.**

The architectural, cultural, historical, and educational value of the North Slope Neighborhood is such that the protection and enhancement of its built environment and streetscape is important to the public welfare. In particular, the District is important for its association with the follow themes:

A. Role in the Development of Tacoma. The area north of Division Avenue from the bluff to Sprague Street was one of several residential neighborhoods that developed after Tacoma was selected to be the terminus of the Northern Pacific Railroad. New Tacoma and the North End were considered to be a desirable place to live, near downtown Tacoma. The community was settled irregularly over its history in a fairly dense residential pattern, and it is common to find structures from the late 1800s next to houses built in the 1930s.

B. Association with Tacoma Pioneers, Property, Business and Commercial Activities. The New Tacoma and North End community is predominantly residential, although there are scattered pockets of small commercial buildings that served the community. These commercial buildings are concentrated mostly along Division Avenue and K Street. The residents of the community represented a complete cross-section of different classes and occupations, from a United States ambassador to France to a Slovakian boat builder.

C. Architectural Characteristics. The architectural characteristics of the New Tacoma and North End community are variable, although there is a remarkable number of architect-designed houses in the neighborhood. Most homes built in the earliest period of growth from 1880 to the crash in 1893 were Queen Anne and Stick style houses, of both modest and grand proportions. After the turn of the century, more Craftsman and bungalow-style houses were built, as well as a few Colonial Revival structures. Those homes built after the turn of the century tended to be larger and more impressive, until the late 1920s when many one-story bungalows were built. After the Great Depression, another building boom took place in the neighborhood, with considerably smaller single-family brick residences constructed in simple forms, and two- or three-story multi-family apartment complexes.

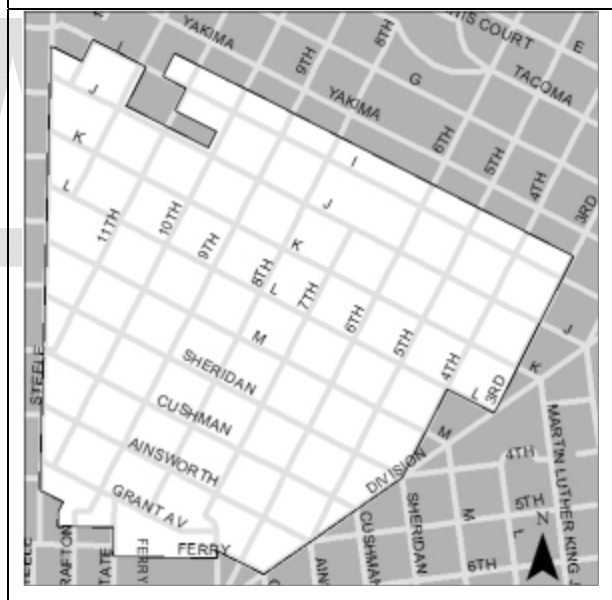
D. Educational Uses and Preservation of the Area's Heritage. Restoration and preservation of objects, sites, buildings, and structures within the North Slope Neighborhood will yield information of educational

significance about the way of life of Tacoma's citizens, and the architecture of the late 19th and early 20th centuries, and will add interest and color to the City. Maintaining this neighborhood as a whole will preserve the sense of time, place, and the environment which formed an important characteristic of Tacoma's history. District-wide planning will be considerably more meaningful and educationally significant than if done on the basis of individual, isolated buildings.

13.07.310 **North Slope Historic Special Review District – Boundary description.**

The legal description for the North Slope Historic Special Review District is described in Ordinance No. 26611, and shall be kept on file in the City Clerk's Office. The approximate boundaries are described in Map D below.

Map D: Approximate Boundaries of the North Slope Historic Special Review District



13.07.320 **Guidelines for building design and streetscape improvement review of the North Slope Historic Special Review District.**

A. Intent. These guidelines are intended to ensure a certainty of design quality within the North Slope Historic Special Review District, protect the historic fabric of the district, enhance the economic vitality of the district through promotion of its architectural character, and provide a clear set of physical design parameters for property owners, developers, designers, and public agencies. These guidelines are hereby established as the design review guidelines for rehabilitation, new construction, and public

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amenities, including street furniture, streetlighting, paving and sidewalks, and street trees and planting strips.

B. Architectural integrity, as it relates to scale, proportion, texture, color, compatible materials, space, and composition in various periods of architecture, should be respected and, to the extent possible, maintained in contributing properties.

C. The following guidelines are also intended to provide a basic set of standards for architectural and physical design within the North Slope Historic Special Review District. These guidelines will be used by the Tacoma Landmarks Preservation Commission as a base line for the design review process. These guidelines will also assist owners, developers, and designers involved in project planning by providing general design and technical recommendations. When applying the guidelines, the Commission will be considerate of clearly documented cases of economic hardship or deprivation of the owner's reasonable use of the property.

D. From time to time, the Landmarks Preservation Commission may adopt policies and administrative rules for the purpose of clarifying and assisting property owners in interpreting these guidelines. Any such rules or policies shall be adopted by quorum vote and, once adopted, shall be made available to the public in electronic and printed formats.

E. For certain common types of City-managed projects, and for certain projects within the City right of way, including streetlighting, sidewalk repair and similar alterations within the right of way, the City Public Works Department may propose "standard specifications" for programmatic review and adoption by the Commission, in lieu of case by case reviews. Any such standards, rules or policies shall be adopted by quorum vote and, once adopted, shall be made available to the public in electronic and printed formats.

F. Design Guidelines. The following predominant building elements in the district shall be recognized as essential to the historic image of the neighborhood, and shall, along with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings, be utilized as the basis for design review of proposals for rehabilitation and new construction within the district.

1. Height. Goal: Balance the overall height of new construction with that of nearby structures. In the rehabilitation of existing buildings, the present height of the structure should remain intact. New buildings

should step down to be comparable in height to adjacent structures.

2. Scale. Goal: Relate the size and proportion of new buildings to those of the neighborhood. Scale refers to a building's comparative relationship to neighboring structures, and its fit within the district. Building facades should be of a scale compatible with surrounding buildings, and maintain a comparable setback from the property line to adjacent buildings as permitted by applicable zoning regulations.

Scale is also determined by the proportions of the architectural elements within the composition of the individual building facades. Window and door proportions (including the design of sash and frames), floor heights, floor shapes, roof shapes and pitches, and other elements of the building exterior should relate to the scale of the neighborhood.

3. Massing. Goal: Break up the facades of buildings into smaller varied masses, comparable to those contributing buildings in the neighborhood. Variety of forms is a distinguishing characteristic of the North Slope residential community. Smaller massing—the arrangement of facade details, such as projections and recesses—and porches all help to articulate the exterior of the structure and help the structure fit into the neighborhood.

4. Sense of Entry. Goal: Emphasize entrances to structures. Entrances should be located on the front facade of the building and highlighted with architectural details such as raised platforms, porches, or porticos to draw attention to the entry. Entrances not located on the front facade should be easily recognizable from the street.

5. Roof Shapes and Materials. Goal: Utilize traditional roof shapes, pitches, and compatible finish materials on all new structures, porches, additions, and detached outbuildings wherever such elements are visible from the street. Maintain the present roof pitches of existing pivotal, primary, and secondary buildings where such elements are visible from the street.

Typically, the existing historic buildings in the neighborhood either have gable roofs with the slopes of the roofs between 5:12 to 12:12 or more, and with the pitch oriented either parallel to or perpendicular to the public right of way, or have hipped roofs with roof slopes somewhat lower. Most roofs also have architectural details such as cross-gables, dormers, and/or widow's walks to break up the large sloped planes of the roof. Wide roof overhangs, decorative eaves or brackets, and cornices can be creatively used to enhance the appearance of the roof.

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6. Exterior Materials. Goals: Use compatible materials that respect the visual appearance of the surrounding buildings. Buildings in the North Slope Neighborhood were sided with shingles or with lapped, horizontal wood siding of various widths. Subsequently, a few compatible brick or stucco covered structures were constructed, although many later uses of these two materials do not fit the character of the neighborhood. Additions to existing buildings should be sided with a material to match, or be compatible with, the original or existing materials. New structures should utilize exterior materials similar to those typically found in the neighborhood.

7. Rhythm of Openings. Goals: Respect the patterns and orientations of door and window openings as represented in the neighboring buildings. Typically, older buildings have doors and transoms that matched the head height of the adjacent windows. Doors also tend to be paneled or contain glazed openings. Windows are vertically oriented. Large horizontal expanses of glass are created by ganging two or more windows into a series. Most windows are either single or double hung, with a few casement windows being incorporated into the designs. Many of the buildings had the upper sash articulated into smaller panels, either with muntin bars, leaded glazing, or arches. Most older windows were also surrounded with substantial trim pieces or window head trim.

8. Additional Construction. Goal: Sensitively locate additions, penthouses, buildings systems equipment, or roof-mounted structures to allow the architectural and historical qualities of the contributing building to be dominant. While additions to contributing buildings in historic districts are not discouraged, they should be located to conceal them from view from the public right of way. Some new additions, such as the reconstruction of missing porches or the addition of dormers in the roof, may need to be located on the front facade of the building. When an addition is proposed for the front of the building, appropriate and sensitive designs for such modifications should follow the guidelines for scale, massing, rhythm, and materials.

9. Parking. Goal: Minimize views of parking and garages from the public right of way. Most early houses provided space for storing various means of transportation, from horses and carriages to automobiles; however, these structures were nearly always entered from the alley rather than from the street. Parking lots and banks of garage doors along the front facade of a building do not conform to the character of the neighborhood. Off-street parking lots have no historic precedent in this neighborhood, and should be located behind the building and away from the street. Proposed residential driveway approaches

requiring curbs off a street or arterial are generally prohibited, unless the applicant can demonstrate by clear and convincing evidence that, because of special circumstances not generally applicable to other property or facilities, including size, shape, design, topography, location, or surroundings, the strict application of this standard prevents alley-accessed parking. If approved, such curbs and approaches shall be consistent with the standards approved for the historic district and on file in the Public Works Department. Setting garages and carport structures back from the front of the building reduces their visual importance.

10. Signage. Goal: New signs for existing and new buildings shall complement the architecture and style of the residential neighborhood. Signs should not dominate the building facades or obscure the structure's architectural features. Colors, materials, and lettering should be appropriate to the character of the surroundings and be compatible with the building's period and style. Care should be taken not to damage historic building materials in the installation process.

G. Street Improvements. The architectural character of the district is significantly enhanced by the complementary residential nature of existing street amenities, including brick and cobblestone street paving, historic streetlights, planting strips, sidewalks, historic scoring patterns in walks and driveways, healthy trees, and a restrained use of signage. These elements should be retained or enhanced. Installation, repair, or replacement of streetlights, curbs, alley approaches, sidewalks, and street surfaces shall be consistent with the standards approved for the historic district and kept on file with the Public Works Department.

13.07.330320 North Slope Historic Special Review District – Specific Exemptions.

The following actions are exempt from the requirements imposed pursuant to this chapter:

A. Any alterations to non-contributing properties as defined by the District Inventory adopted by the Commission and kept on file at the Historic Preservation Office; provided, that modifications to accessory structures and the demolition of noncontributing or accessory structures are not exempt from the provisions of this chapter;

B. Interior modifications to existing structures, unless those modifications affect the exterior appearance of the structure;

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C. Any alterations to private residential structures that are specifically exempted from permit requirements in the Residential Building Code as adopted by the City (such as painting and minor repairs such as caulking or weather-stripping);

D. The installation, alteration, or repair of public and private plumbing, sewer, water, and gas piping systems, where no Right of Way restoration is required;

E. The installation, alteration, or repair of public and private electrical, telephone, and cable television wiring systems, provided that the installation of solar panels, wind generators, and cellular antenna towers is not exempt;

F. The landscaping of private residences;

G. The maintenance of existing parking conditions and configurations, including curb cuts, driveways, alleys, and parking lots (new installations are subject to review by the Commission per TMC 13.07.370.F(9));

H. Signs not exceeding the limitations for a home occupation permit and those installed by the City for directional and locational purposes.

I. The following types of projects within the public rights of way: ADA accessibility ramps and installations, in-road work, traffic signaling equipment, utility markers, and equipment required by the United States Postal Service.

13.07.330 Designation of the Wedge Neighborhood Historic Special Review and Conservation Districts – Purpose.

A. In order that the Wedge Neighborhood and residential buildings within the Neighborhood may not be injuriously affected; to promote the public welfare; to provide for the enhancement of the Wedge Neighborhood and its residential structures, thereby contributing to the social, cultural, and economic welfare of the citizens of Tacoma by developing an awareness of Tacoma's historic neighborhoods, maintaining productive and useful residential structures, and attracting visitors to the City; and in order that a reasonable degree of control may be exercised over the siting, development and architecture of public and private buildings erected in the Wedge Neighborhood so that the goals set forth in this section and in this chapter may be realized, there is hereby created the Wedge Historic Special Review and Conservation Districts, the boundaries of which are more particularly described in Section 13.07.350 hereof.

B. The Wedge Neighborhood and the residential buildings therein reflect significant aspects of Tacoma's early neighborhood history, architecture, and culture. Such historic, architectural, and cultural significance is also reflected in the architectural cohesiveness of the neighborhood. For the foregoing reasons, many of the features contained in the buildings and structures in the Neighborhood should be maintained and preserved.

C. The Wedge Conservation District is established in order to encourage new development on the boundaries of the Historic District that is aesthetically and architecturally compatible with the character of the Wedge Neighborhood. It is acknowledged that these are primarily commercial areas, and anticipated that commercial growth will occur in these areas. However, where there are historically significant structures within the Conservation District, this chapter encourages that these buildings be retained.

D. Except where specifically exempted by TMC 13.07.095 and TMC 13.07.360, all exterior alterations and construction within the historic and conservation district boundaries, including alterations to elements and spaces within the public rights-of-way, are subject to the review and approval of the Landmarks Preservation Commission prior to the initiation of work.

13.07.340 Designation of the Wedge Neighborhood Historic Special Review and Conservation District – Findings.

A. The Wedge District is evocative of the broad patterns of Tacoma's history. A middle class district that was constructed by some of Tacoma's most prolific builders, and occupied by famous and anonymous residents alike, the Wedge's development as a neighborhood mirrors that of Tacoma as a historic city.

B. Historically significant persons who lived in the district included Silas Nelsen, Aaron Titlow, and Frank and Ethel Mars. Other notable persons who lived in the Wedge include doctors, attorneys, architects and contractors, engineers, politicians, jewelers, barbers, school, bank, real estate and insurance personnel, as well as seamen, railroad and shipping and electric company employees.

C. The Wedge District is an intact middle class residential district reflecting a period of neighborhood development from Tacoma's early history until after World War I. Although there are a

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number of notable homes within the district, most appear to be modest builder interpretations of established architectural styles and forms. Several of these provide good examples of typical residential architects.

D. The Wedge Neighborhood is adjacent to the North Slope Historic District, and is part of a larger section of the city where historic development patterns prevail (including Wright Park, S J Street Historic District).

13.07.350 Wedge Neighborhood Historic Special Review District – Boundary description.

The legal description for the Wedge Neighborhood Historic Special Review District is described in Ordinance No. XXX, and shall be kept on file in the City Clerk’s Office. The approximate boundaries are depicted in Map E, below.

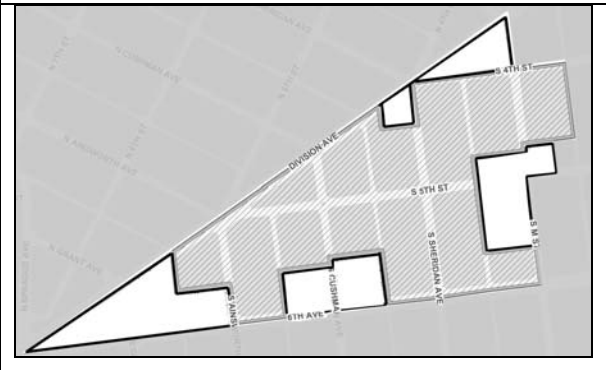
Map E: Approximate Boundaries of the Wedge Neighborhood Historic Special Review District



13.07.355 Wedge Neighborhood Conservation District – Boundary description.

The legal description for the Wedge Neighborhood Conservation District is described in Ordinance No. XXX, and shall be kept on file in the City Clerk’s Office. The approximate boundaries are depicted in Map F, below.

Map F: Approximate Boundaries of the Wedge Neighborhood Conservation District



13.07.360 Wedge Historic Special Review and Conservation Districts – Specific Exemptions.

A. Any alterations to non-contributing properties within the Wedge Historic Special Review District as defined by the District Inventory adopted by the Commission and kept on file at the Historic Preservation Office, and any properties within the designated Conservation District; provided, that modifications to accessory structures within the Historic District, and the demolition of any structures in the Historic District and Conservation District, including noncontributing and accessory structures, or the construction of new buildings, are not exempt from the provisions of this chapter;

B. Historically nonresidential and commercial use structures; provided, that the demolition of noncontributing or accessory structures are not exempt from the provisions of this chapter;

C. Interior modifications to existing structures, unless those modifications affect the exterior appearance of the structure;

D. Changes to the exteriors of contributing structures that are not visible from adjacent public rights of way may be granted an administrative Certificate of Approval by the Historic Preservation Officer, provided that Staff is able to determine that the proposed project is consistent with the district design guidelines and applicable Secretary of the Interior’s Standards, all without prejudice to the right of the owner at any time to apply directly to the Commission for its consideration and action on such matters.

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E. Any alterations to private residential structures that are specifically exempted from permit requirements in the Residential Building Code as adopted by the City (such as painting and minor repairs such as caulking or weather-stripping);

F. The installation, alteration, or repair of public and private plumbing, sewer, water, and gas piping systems, where no Right-of-Way restoration is required;

G. The installation, alteration, or repair of public and private electrical, telephone, and cable television wiring systems, provided that the installation of solar panels, wind generators, and cellular antenna towers is not exempt;

H. The landscaping of private residences;

I. The maintenance of existing parking conditions and configurations, including curb cuts, driveways, alleys, and parking lots (new installations are subject to review by the Commission per TMC 13.07.370.F(9));

J. Signs not exceeding the limitations for a home occupation permit and those installed by the City for directional and locational purposes.

K. The following types of projects within the public rights-of-way: ADA accessibility ramps and installations, in-road work, traffic signaling equipment, utility markers, and equipment required by the United States Postal Service.

13.07.370 Guidelines for building design and streetscape improvement review for residential Historic Special Review and Conservation Districts.

A. Intent. These guidelines are intended to ensure a certainty of design quality within the North Slope and Wedge Historic Special Review and Conservation Districts, protect the historic fabric of the districts, enhance the economic vitality of the districts through promotion of their architectural character, and provide a clear set of physical design parameters for property owners, developers, designers, and public agencies. These guidelines are hereby established as the design review guidelines for rehabilitation, new construction, and public amenities, including street furniture, streetlighting, paving and sidewalks, and street trees and planting strips.

B. Architectural integrity, as it relates to scale, proportion, texture, color, compatible materials,

space, and composition in various periods of architecture, should be respected and, to the extent possible, maintained in contributing properties.

C. The following guidelines are also intended to provide a basic set of standards for architectural and physical design within the North Slope and Wedge Historic Special Review and Conservation Districts. These guidelines will be used by the Tacoma Landmarks Preservation Commission as a base-line for the design review process. These guidelines will also assist owners, developers, and designers involved in project planning by providing general design and technical recommendations. When applying the guidelines, the Commission will be considerate of clearly documented cases of economic hardship or deprivation of the owner's reasonable use of the property.

D. From time to time, the Landmarks Preservation Commission may adopt policies and administrative rules for the purpose of clarifying and assisting property owners in interpreting these guidelines. Any such rules or policies shall be adopted by quorum vote and, once adopted, shall be made available to the public in electronic and printed formats.

E. For certain common types of City-managed projects, and for certain projects within the City right-of-way, including streetlighting, sidewalk repair and similar alterations within the right-of-way, the City Public Works Department may propose "standard specifications" for programmatic review and adoption by the Commission, in lieu of case-by-case reviews. Any such standards, rules or policies shall be adopted by quorum vote and, once adopted, shall be made available to the public in electronic and printed formats.

F. Design Guidelines. The following predominant building elements in the district shall be recognized as essential to the historic image of these neighborhoods, and shall, along with the Secretary of the Interior's Standards for the Rehabilitation of Historic Buildings, be utilized as the basis for design review of proposals for rehabilitation and new construction within the districts.

I. Height. Goal: Balance the overall height of new construction with that of nearby structures. In the rehabilitation of existing buildings, the present height of the structure should remain intact. New buildings should step down to be comparable in height to adjacent structures.

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2. Scale. Goal: Relate the size and proportion of new buildings to those of the neighborhood. Scale refers to a building's comparative relationship to neighboring structures, and its fit within the district. Building facades should be of a scale compatible with surrounding buildings, and maintain a comparable setback from the property line to adjacent buildings as permitted by applicable zoning regulations.

Scale is also determined by the proportions of the architectural elements within the composition of the individual building facades. Window and door proportions (including the design of sash and frames), floor heights, floor shapes, roof shapes and pitches, and other elements of the building exterior should relate to the scale of the neighborhood.

3. Massing. Goal: Break up the facades of buildings into smaller varied masses, comparable to those contributing buildings in the residential historic districts. Variety of forms is a distinguishing characteristic of the North Slope and Wedge residential communities. Smaller massing – the arrangement of facade details, such as projections and recesses – and porches all help to articulate the exterior of the structure and help the structure fit into the neighborhood.

4. Sense of Entry. Goal: Emphasize entrances to structures. Entrances should be located on the front facade of the building and highlighted with architectural details such as raised platforms, porches, or porticos to draw attention to the entry. Entrances not located on the front facade should be easily recognizable from the street.

5. Roof Shapes and Materials. Goal: Utilize traditional roof shapes, pitches, and compatible finish materials on all new structures, porches, additions, and detached outbuildings wherever such elements are visible from the street. Maintain the present roof pitches of existing contributing buildings where such elements are visible from the street.

Typically, the existing historic buildings in the districts either have gable roofs with the slopes of the roofs between 5:12 to 12:12 or more, and with the pitch oriented either parallel to or perpendicular to the public right-of-way, or have hipped roofs with roof slopes somewhat lower. Most roofs also have architectural details such as cross gables, dormers, and/or widow's walks to break up the large sloped planes of the roof. Wide roof overhangs, decorative eaves or brackets, and cornices can be creatively used to enhance the appearance of the roof.

6. Exterior Materials. Goals: Use compatible materials that respect the visual appearance of the surrounding buildings. Buildings in the North Slope and Wedge Neighborhoods were sided with shingles or with lapped, horizontal wood siding of various widths. Subsequently, a few compatible brick or stucco-covered structures were constructed, although many later uses of these two materials do not fit the character of the neighborhood. Additions to existing buildings should be sided with a material to match, or be compatible with, the original or existing materials. New structures should utilize exterior materials similar to those typically found in the neighborhood.

7. Rhythm of Openings. Goals: Respect the patterns and orientations of door and window openings as represented in the neighboring buildings. Typically, older buildings have doors and transoms that matched the head height of the adjacent windows. Doors also tend to be paneled or contain glazed openings. Windows are vertically oriented. Large horizontal expanses of glass are created by ganging two or more windows into a series. Most windows are either single or double hung, with a few casement windows being incorporated into the designs. Many of the buildings had the upper sash articulated into smaller panels, either with muntin bars, leaded glazing, or arches. Most older windows were also surrounded with substantial trim pieces or window head trim.

8. Additional Construction. Goal: Sensitively locate additions, penthouses, buildings systems equipment, or roof-mounted structures to allow the architectural and historical qualities of the contributing building to be dominant. While additions to contributing buildings in historic districts are not discouraged, they should be located to conceal them from view from the public right-of-way. Some new additions, such as the reconstruction of missing porches or the addition of dormers in the roof, may need to be located on the front facade of the building. When an addition is proposed for the front of the building, appropriate and sensitive designs for such modifications should follow the guidelines for scale, massing, rhythm, and materials.

9. Parking. Goal: Minimize views of parking and garages from the public right-of-way. Most early houses provided space for storing various means of transportation, from horses and carriages to automobiles; however, these structures were nearly always entered from the alley rather than from the street. Parking lots and banks of garage doors along the front facade of a building do not conform to the character of the neighborhood. Off-street parking lots

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have no historic precedent in these neighborhoods, and should be located behind the building and away from the street. Proposed residential driveway approaches requiring curbcuts from a street or arterial are generally prohibited, unless the applicant can demonstrate by clear and convincing evidence that, because of special circumstances not generally applicable to other property or facilities, including size, shape, design, topography, location, or surroundings, the strict application of this standard prevents alley accessed parking. If approved, such curbcuts and approaches shall be consistent with the standards approved for the historic districts and on file in the Public Works Department. Setting garages and carport structures back from the front of the building reduces their visual importance.

10. Signage. Goal: New signs for existing and new buildings shall complement the architecture and style of the residential neighborhoods. Signs should not dominate the building facades or obscure the structure's architectural features. Colors, materials, and lettering should be appropriate to the character of the surroundings and be compatible with the building's period and style. Care should be taken not to damage historic building materials in the installation process.

G. Commercial Buildings and Construction within Wedge Conservation District. Goal: Minimize visual impacts to the core district from commercial development that occurs on the periphery of the neighborhood. There are several areas within the Wedge Conservation District boundaries where commercial buildings will be constructed. Such construction projects should seek to minimize encroachment and visual impact by:

a. Site planning. Design new construction in such a manner that the primary massing of new buildings is directed away from the edges of the district, particularly where the height of the new construction will be substantially higher than the historic apartment buildings also on the edges of the residential area. Locate entrances and exits in such a manner to minimize impacts from vehicular activities on the Wedge Historic district. Maintain and improve historically compatible streetscape and pedestrian amenities. Design buffers and setbacks for new buildings to maintain integrity of siting and availability of light and air. Locate parking to the rear or alley sides of new construction and avoid new curb cuts where alley access is available.

b. Materials. Utilize an exterior materials palette that reflects the typical and traditional building

materials of the region, including wood and stone, and utilize other durable materials on new buildings. Avoid faux treatments or overtly synthetic materials.

c. Scale and Massing. Individual elements on elevations and building units should be designed to break up large planar surfaces and avoid large, monolithic massing. Vertically oriented new construction, as opposed to low single story commercial construction, is preferred.

H. Street Improvements. The architectural character of the North Slope and Wedge Historic Districts significantly enhanced by the complementary residential nature of existing street amenities, including brick and cobblestone street paving, historic streetlights, planting strips, sidewalks, historic scoring patterns in walks and driveways, healthy trees, and a restrained use of signage. These elements should be retained or enhanced. Installation, repair, or replacement of streetlights, curbs, alley approaches, sidewalks, and street surfaces shall be consistent with the standards approved for the historic districts and kept on file with the Public Works Department.

13.07.380340 Severability.

In the event that any section, paragraph, or part of this chapter is for any reason declared invalid or held unconstitutional by any court of last resort, every other section, paragraph, or part shall continue in full force and effect.