

Historic Preservation Commission

Agenda

April 15, 2025

3:00 PM

MAYOR
MATTHEW LUNDH

CITY ADMINISTRATOR
ROBERT OMANS

CITY PLANNER
COLLEDA MONICK

CITY CLERK
DEBBIE LEE



119 W FIRST STREET
CLE ELUM, WA 98922

**HISTORIC PRESERVATION
COMMISSION**
MICHAEL RICHARD
PAMELA HAWK
RUSTY HENRICHSEN
ROB IVERSON
JORDAN PETERSON - CHAIR

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode:98922

TextMyGov

Receive city text alert notifications: text CLEELUM to 91896

DISCLAIMER: The City does not guarantee that virtual or telephonic access to the City Council meeting will be available and the City does not warrant audio quality. Attendees are encouraged to attend in-person.

1. **Call to Order & Roll Call**
2. **Introduction of New Commissioner, Rusty Henrichsen**
3. **Adoption of Minutes**
 - a. March 18, 2025, Historic Preservation Commission Meeting Minutes
4. **Citizen Comments on Non-Agenda Items**
5. **Unfinished Business**
6. **New Business**
 - a. Bylaws - Review "Rules and Procedures for Designation Review"
 - b. Site Visit - No. 7 Miner's Memorial Park
7. **Comments from Commissioners and/or Staff**
 - a. Commissioners Henrichsen and Richard: CAMP Program Update
 - b. Staff Updates: Two Training Learning Opportunities
 - Through The Pane
 - https://www.bigmarker.com/series/through-the-pane-a-two-part-/series_summit
 - Historic Preservation on Black History Summit
8. **Adjourn**

Upcoming Meeting:

Historical Preservation Commission Meeting: May 20, 2025 @ 3:00 p.m.

Historic Preservation Commission Agenda April 15, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Regular Council Meeting: April 22, 2025 @ 6:00 p.m.

Planning Commission Meeting: April 15, 2025 @ 6:00 p.m.

General Government Committee Meeting: April 23, 2025 @ 8:30 a.m.

Lodging Tax & Events Committee Meeting: April 16, 2025 @ 8:30 a.m.

Public Safety & Health Committee Meeting: April 16, 2025 @ 2:00 p.m.

Public Works & Community Development Committee Meeting: May 7, 2025 @ 12:00 p.m.

Coal Mines Trail Commission Meeting: May 5, 2025 @ 6:00 p.m.

City of Cle Elum
Historic Preservation Commission
City Council Chambers
March 18, 2025 | 3:00 PM

Call to Order

Chair Peterson called the meeting to order at 3:02 pm.

Roll Call

HPC Members Present: Chair Jordan Peterson, Vice-Chair Michael Richard, and Pamela Hawk

HPC Members Absent: None

Staff Present: Colleda Monick

Adoption of the Minutes:

Commissioner Richard made a motion to approve the minutes as presented from January 21, 2025. Hawk seconded the motion. Motion carries.

Citizen Comments on Non-Agenda Items

Gordon Jones, Co-Chair of the Historic Preservation Committee, and Cle Elum resident, provided an update on their progress since the last meeting on January 21, 2025. He noted that staff assisted in completing and submitting the application for No. 7 Miner's Memorial Park, which was signed by the Mayor as the property owner. The Committee is now looking forward to the next steps and advancing the project.

New Business

- a. Certificate of Appropriateness Application, Adam Crawford of the CEDA Design Committee, along with Travis from Trim Light, presented a Conceptual Review request to the Commission to discuss preliminary design ideas for a downtown lighting project, particularly for buildings on the historic registry. With existing lights reaching the end of their lifespan, they are considering replacing them with LED fixtures attached to buildings. They provided images and installation examples, explaining that an aluminum piece is typically secured to the building's flashing rather than brick, though some buildings without flashing may require direct attachment using a masonry bit or screw.

Trim Light has worked on similar projects in Puyallup, Sumner Main Street, and Suncadia. The product, which has a lifetime warranty and is app-controlled, allows color changes for city-wide celebrations. In Puyallup, lighting is centrally controlled, but in Cle Elum, each building would handle its own power. Commissioners inquired about energy costs, with the response being that the impact is minimal.

Staff provided relevant By-Laws and Code sections for the Commission's consideration. The Commission acknowledged that the CEDA Design Committee had reviewed the project and anticipated concerns from Historic Preservation. Commissioner Hawk believed no special review was needed, while Commissioner Jordan requested additional time. When asked about historic review experience in other communities, the presenters responded that they had not been required to go through a historic review process in other communities with similar Commissions.

Commissioner Hawk then moved that the project does not require a Certificate of Appropriateness, with Commissioner Richard seconding the motion. Motion carries.

b. Planning Priorities 2025

Staff facilitated a discussion with the Commission on interests and future meeting topics, including:

- CLG Grant Funding: Applications are open and close on April 28, 2025. The Commission could identify a project and submit an application. Potential ideas include requesting an official survey of downtown or hiring a consultant to prepare a National Register nomination.
- National Register Eligibility: Identifying buildings that may qualify for listing on the National Register.
- Historic Property Exploration: Conducting a walking tour of historic properties and researching sites that may be eligible for local or national designation.
- Introduction to WISAARD: DAHP's online database provides access to the state's inventory of historic properties, including those listed on the Heritage Barn Register, Washington Heritage Register, and National Register of Historic Places.
- Historical Research.

Commissioner Hawk recommended inviting DAHP to present on how to determine a historic property. DAHP has expressed willingness to provide this presentation.

Chair Jordan expressed interest in all the ideas, particularly a tutorial on using WISAARD. In a previous conversation with Michelle Thompson from DAHP, it was recommended that the Commission pursue an official survey of downtown. Chair Jordan is also interested in applying for funding and is willing to take the lead on the effort.

Comments from Commissioners and/or Staff

Staff Announcements:

- Two openings on the Historic Preservation Commission. Staff met today with a potential applicant and has recommended the appointment to move to Council

Consideration. If filled, both out-of-town positions would be filled with one in-town position remaining.

- The City received a request from Gordon Jones for the consideration of No. 7 Miner’s Memorial Park to the Historic Registry. Staff will continue to coordinate moving this forward for consideration.

Adjournment

Hawk motioned, and Richard seconded to adjourn the meeting at 3:42 p.m. and the Commission will reconvene on April 15th, 2025 at 3:00 p.m.

Chair Peterson

Date

SECTION II: RULES AND PROCEDURES FOR DESIGNATION REVIEW – CLE ELUM REGISTER OF HISTORIC PLACES

Under the provisions of the Cle Elum Historic Preservation Ordinance (CEHPO) the Cle Elum Historic Preservation Commission (CEHPC or Commission) is directed to initiate and maintain a Cle Elum Register of Historic Places (CERHP or Register) and to review nominations to the Register.

Any building, structure, site, object or district may be placed on the Register if:

1. The CEHPC determines that it meets CERHP criteria.
2. The Cle Elum City Council approves it.

Any individual, group of property owners or other interested group or association, City or County Council member, Cle Elum Historic Preservation Commission member or CEHPC as a whole may nominate a building, structure, site, object or district for inclusion on the Register. Owner consent is required for placement on the CERHP.

A. PROCEDURES FOR DESIGNATION REVIEW MEETINGS

1. Pre-meeting

a. Applicant or Designated Agent:

1. Meets with CEHPC Staff (Staff) concerning the application form and the necessary documentation.
2. Submits the completed application to Staff at least one month before the regularly scheduled meeting at which the application is to be considered.

b. Staff:

1. Meets with the applicant concerning the application form and the necessary documentation.
2. Reviews the application for completeness and includes the case on the agenda based on determination that the application is complete. Staff review may include meetings with owners and adjacent property owners, interviews, historic research and examination of the property.
3. Prepares a report for the Commission based on the review.
4. Arranges with the property owners for an on-site inspection by the CEHPC or designated committee.
5. Notifies in writing the applicant, the owner (if different), and persons, organizations or legal entities resident, leasing or owning properties contiguous to the property in question at least one week prior to the meeting at which the application is to be considered. The date and time of the meeting will be specified in the announcement.

c. Cle Elum Historic Preservation Commission:

1. Reviews the nomination and staff report.
 2. Visits the property.
2. Meetings
- a. Designation review will occur at regularly scheduled meetings as detailed in the rules for conducting Cle Elum Historic Preservation Commission meetings.
 - b. The regular order of business for consideration of applications to the Cle Elum Register of Historic Places shall be as follows:
 1. The Chair or Chair designated person shall offer a preliminary statement concerning the application.
 2. The applicant or the designated agent of the applicant presents statements in favor of the application including relevant pictures, models, etc.
 3. Statements in opposition to the application.
 4. Comments by City of Cle Elum Planning Commission, interested persons, organization or legal entities.
 5. Rebuttal by all concerned parties.
 6. Staff comments.
 7. Summary of above by Chair or designated person.
 8. Deliberation by Commission.
 9. The motion for the recommendation should be based on the designation criteria.

During the course of the meeting, the above procedure may be temporarily modified by the concurrence of all parties and the CEHPC.

- c. Commission members apply the designation criteria, as outlined in City of Cle Elum Municipal Code Chapter 15.22.050 to the property or district to evaluate the nomination. The members should consider information related to the designation criteria as presented above during the designation meeting and from the site visit. The Commission:
 1. Determines the category of historic property.
 2. Establishes the context for evaluating the property.
 3. Identifies the level of significance (National, State, local).
 4. Evaluates the integrity of the property.
 5. Determines if there are special conditions that might make the property eligible.

6. Determines if the property meets the criteria.
 7. Votes on the recommendation.
3. Post Meeting
- a. Staff
 1. Prepare the Commission's report as a finding of fact, clearly stating the relevant designation criteria and how the property meets or fails to meet the criteria.
 2. Notify owner and applicant in writing of the CEHPC's recommendation within one week of the meeting.
 3. Notify applicant of the appeals process if the recommendation is against placement of the property on the Register.
 4. Get the owner's written acknowledgment when the property is placed on the Register.
 5. Forward the Commission's recommendation, the application, and supporting documentation, including letters of support and opposition, and the owner's written acknowledgement to the City Council for final determination.
 6. Transmit proposed historic district boundaries to the Planning Commission for review and recommendation to the City Council.
 7. Notifies the Building Official and Planning Commission if the property is listed on the Register.
 8. Notifies applicant of the City Councils final decision.

b. Cle Elum City Council

Once the case is with the City Council, they can concur with or reject the Commission's recommendation, or send the case back to the Commission for further study. If the Council:

1. Concurs with a positive recommendation the property is listed on the Cle Elum Register of Historic Places (CERHP).
2. Concurs with a negative recommendation, the property is not listed on the CERHP.
3. Rejects the recommendation; the case goes back to the CEHPC.

c. Cle Elum Historic Preservation Commission

If the recommendation is rejected by the City Council, at the next regularly scheduled meeting, the Commission:

1. If a positive recommendation was rejected, decides whether any other protection for the property is necessary or possible, including initiation of the National Register process.

2. If a negative recommendation is rejected, votes on whether to continue the case by providing more documentation, or to concur with the Council decision and list the property on the Register.

B. APPEALS OR RESUBMISSION

1. A negative recommendation or a non-acceptance of an application by the CEHPC is not irrevocable. If new information becomes available or if the applicant wishes, the application may be resubmitted with CEHPC approval to the CEHPC. In such a case, the entire procedure must be repeated.
2. If the applicant disagrees with the Commission's recommendation, the applicant may present the case directly to City Council. In such a case, documentation shall be limited to that nomination material presented during the CEHPC public meeting and the minutes of that meeting.

C. MISCELLANEOUS

1. Once a property has been approved by the CEHPC for placement on the Cle Elum Register of Historic Places, the Certificate of Appropriateness review process becomes effective. If the City Council does not concur with the CEHPC's recommendation and the property is not listed, the review process no longer applies.
2. If the case involves an historic district, the boundaries of that district are set with City Council approval.
3. In the event that any property is no longer deemed appropriate for designation to the Cle Elum Register of Historic Places, the CEHPC may initiate removal by following the same procedure as provided for listing.
4. In its designation recommendation, the Commission shall consider the Cle Elum Historic Inventory and the City Comprehensive Plan.

D. CLE ELUM REGISTER OF HISTORIC PLACES CRITERIA

The following are criteria for the inclusion of properties on the Cle Elum Register of Historic Places (CERHP) as stated in CEMC 15.22.050.

Any building, structure, site, object or district may be placed on the CERHP if it is significantly associated with the history, architecture, archaeology, engineering, or cultural heritage of Cle Elum; has historical integrity; is at least 50 years old, or, if younger, possesses exceptional importance; and if it meets at least one of the following criteria:

1. It is associated with events that have made a significant contribution to the broad patterns of national, state or local history.
2. It embodies the distinctive architectural characteristics of a type, period, style, or method of construction, or represents a significant and distinguishable entity whose components may lack individual distinction.
3. It is an outstanding work of a designer, builder or architect who has made a substantial contribution to the art.

4. It exemplifies or reflects special elements of the City's cultural, special, economic, political, aesthetic, engineering or architectural history.
5. It is associated with the lives of persons significant in national, state or local history.
6. It has yielded or is likely to yield important archaeological information.
7. It is a building or structure removed from its original location but which is significant primarily for architectural value, or which is the only surviving structure significantly associated with an historic person or event.
8. It is a birthplace or grave of an historical fixture of outstanding importance and is the only surviving structure or site associated with that person.
9. It is a cemetery that derives its primary significance from age, from distinctive design features, or from association with historic events or cultural patterns.
10. It is a reconstructed building that has been executed in a historically accurate manner on the original site.
11. It is a creative and unique example of folk architecture and design created by persons not formally trained in the architectural or design professions, and which does not fit into formal architectural or historical categories.

E. APPLICATION STANDARDS FOR CLE ELUM REGISTER OF HISTORIC PLACES

An acceptable Cle Elum Register of Historic Places application is a nomination form completed according to uniform guidelines as presented in "National Register of Historic Places, Washington State Register of Historic Places: A Nomination Guide," from the Washington State Office of Archaeology and Historic Preservation.

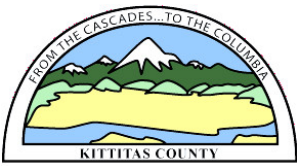
The Cle Elum Register of Historic Places/Survey--Inventory Form, available from the Cle Elum Historic Commission, must be typed and completely filled in. Blanks that are not applicable to the property should be filled with "N/A."

All interior and exterior features and outbuildings that contribute to the designation should be mentioned and described. District designations should include a description of proposed district boundaries, the characteristics of the district which justifies its designation, and a list of all properties including features, structures, sites, objects and open spaces which contribute to the designation of the district.

The original form should be presented along with the following documentation:

1. A U.S.G.S. map with the UTM reference points identified. A Kittitas County GIS Map with the same information identified.
2. A sketch of scaled map showing significant property elements and property boundaries for nominations involving more than a single structure or site.
3. Photographs detailing the historic nature of the property. Photo documentation should be 3" x 3" or 3" x 5" minimum format in black and white with negatives and must be clearly labeled to identify case, location, subjects and the direction the photograph was taken. The Cle Elum Historic Commission staff should be consulted regarding exact photo requirements for specific nominations.

Uncompleted forms or those with insufficient documentation will not be considered and will be returned to the applicant.

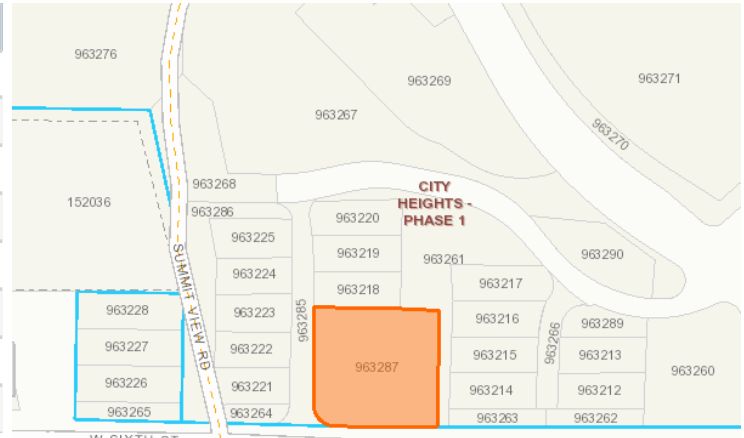


Property Report for Parcel#: 963287

Wednesday, April 9, 2025

Parcel Information

Address:	
Tax Parcel ID:	963287
Map Number:	20-15-27069-0128
Recorded Area:	17,402.00 sq ft
Owner Name:	CITY OF CLE ELUM
Name Cont:	
Mailing Address:	119 W 1ST
City/State/Zip:	CLE ELUM WA 98922-1105



Critical Areas Information

Contains > 30% Slope:	No
PHS Site Name:	N/A
Roof Hazard:	HIGH_EXTREEME HAZARD RATING
Roof Class:	CLASS A
Seismic Category:	D1
Shore Line:	N/A
Wetland Code:	N/A
DNR Water Type:	N/A
FIRM Zone:	
FEMA Flood Map:	53037C0679D
Coalmine Shaft:	Yes
Airport Zone:	N/A
BPA Right of Way:	-1
Max Elevation:	2019
ISO:	0.06
PG:	121, Engineering is required



Administrative Information

Zone and Allowed Uses:	Planned Mixed Use
Land Use Category:	Urban, Allowed Use
Commisioner District:	0
Voter Precinct:	
Hospital District:	HOSPITAL DISTRICT 2
School District:	Cle Elum-Roslyn School District
Irrigation District:	N/A
Weed District:	
Fire District:	CITY OF CLE ELUM 51-1
Cemetery District:	N/A
Court District:	Upper District Court
PUD Comm District:	District 2
Parks and Rec District:	District 1
Wildland Urban Interface:	IR 1
Stock Restricted Area:	Open Range
COE Gas Service Area:	No

Domestic Water Information

Groundwater Permit Required?	Yes, Suitability Map
Qualifying Water Banks:	Big Creek WR, Bourne, KittitasCnty (Clennon), KittitasCnty(Roth), New Suncadia(Big Creek), New Suncadia (SwaukFirstCreeks), New Suncadia (TeanawayRiver), New Suncadia (Tillman Creek), NGR, Reecer Creek, Roan New Suncadia, Swiftwater Ranch, Trailside, Western Water Partners, Yakima Mitigation Services



SAVE THE DATE AND REGISTER!!!

We welcome you to participate in the 2nd Annual Summit on Black Historic Preservation to be held on May 10th from 9am to 4pm.

Featuring keynote speaker Senator Drew Hanson of Kitsap county.

We have invited speakers from all over the state of Washington to participate in workshops on how smaller cities have been unearthing Black history.

Registration includes lunch.

Please register today using the QR code!

Attendee registration:	\$25
Students:	FREE
Table presenter fee:	\$35



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**EVERGREEN STATE COLLEGE
TACOMA CAMPUS**

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