

# Historic Preservation Commission Agenda

May 20, 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  
VACANT  
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. **Adoption of Minutes**
  - a. March 18, 2025, and April 15, 2025, minutes
3. **Citizen Comments on Non-Agenda Items (limited to 5 minutes)**
4. **New Business**
  - a. No. 7 Miner's Memorial Park
5. **Comments from Commissioners and/or Staff**
  - a. Commissioner
  - b. Staff Updates
6. **Adjourn**

### *Upcoming Meeting:*

*Planning Commission Meeting: May 20, 2025 @ 6:00 p.m.*

*Public Safety & Health Committee Meeting: May 21, 2025 @ 2:00 p.m.*

*Regular Council Meeting: May 27, 2025 @ 6:00 p.m.*

*General Government Committee Meeting: May 28, 2025 @ 8:30 a.m.*

*Coal Mines Trail Commission Meeting: June 2, 2025 @ 6:00 p.m.*

*Public Works & Community Development Committee Meeting: June 4, 2025 @ 12:00 p.m.*

*Lodging Tax & Events Committee Meeting: June 11, 2025 @ 8:30 a.m.*

*Historical Preservation Commission Meeting: June 17, 2025 @ 3:00 p.m.*

**Historic Preservation Commission Agenda  
May 20, 2025**

119 W FIRST STREET  
CLE ELUM, WA 98922

**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

**City of Cle Elum**  
**Historic Preservation Commission**  
**City Council Chambers**  
**April 15, 2025 | 3:00 PM**

**Call to Order**

Vice -Chair Richard called the meeting to order at 3:00 pm.

**Roll Call**

**HPC Members Present:** Chair Jordan Peterson (remote), Vice-Chair Michael Richard, Rusty Henrichsen, and Pamela Hawk

**HPC Members Absent:** None

**Staff Present:** Colleda Monick

**Introduction of newly appointed Commissioner:** Rusty Henrichsen, a Cle Elum resident since 1989, joins the Historic Preservation Commission with decades of experience in custom home design and construction. As a local home builder with a strong passion for architecture and a deep appreciation for the area's heritage, Rusty brings valuable insight and dedication to preserving the region's historic character.

**Citizen Comments on Non-Agenda Items**

**New Business**

- a. Bylaws – Review “Rules and Procedures for Designation Review”  
Staff distributed the bylaw section outlining the rules and procedures for designation review to assist Commissioners in preparing for the upcoming consideration of the No. 7 Miner’s Memorial Park. Staff noted that public notice will be posted on the property, published in the newspaper, and shared via the City’s social media channels and website on May 1, 2025.
  
- b. Site Visit – No. 7 Miner’s Memorial Park.  
Staff explained that as part of the designation review process, Commissioners are required to independently visit and familiarize themselves with the No. 7 Miner’s Memorial Park site. Site visits should be conducted individually to avoid the appearance of a quorum and to prevent receiving input from outside sources during the review process.

**Comments from Commissioners and/or Staff**

Commissioners Henrichsen and Richard provided an update on their recent participation in the Commission Assistance and Mentoring Program (CAMP) training held in Wenatchee. The training covered a range of topics designed to support Historic Preservation Commissioners,

including meeting procedures, preservation guidelines, architectural elements, and appropriate materials for historic projects.

Staff Announcements:

- Openings: one on the Historic Preservation Commission as well as one opening on the Planning Commission.
- DAHP has announced two additional training opportunities: Through the Pane and a Black History Summit.
- Public Hearing to consider the No. 7 Miner’s Memorial Park for the City of Cle Elum’s local registry on May 20, 2025. Staff will send out Nomination Application as well as links to various YouTube videos for the Commissioners to review.

**Adjournment**

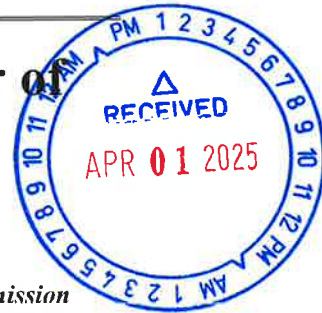
*Vice-Chair Richard adjourned the meeting at 3:38p.m. and the Commission will reconvene on May 20th, 2025 at 3:00 p.m.*

\_\_\_\_\_  
Chair Peterson

\_\_\_\_\_  
Date



# Cle Elum Register of Historic Places Nomination



Cle Elum Historic Preservation Commission  
119 W. First St. Cle Elum, WA 98922

### 1. Name of Property

Historic Name and/or Common Name No 7 Miners Memorial Park

### 2. Location

Street & Number W. 6th St.  
City Cle Elum State Wa. Zip Code 98922  
Parcel Number 963287

### 3. Classification

| Category of Property                     | Ownership of Property                      | Status of Property                                    | Present Use of Property                    |
|--|--|---|--|
| <input type="checkbox"/> building        | <input checked="" type="checkbox"/> public | <input type="checkbox"/> occupied                     | <input type="checkbox"/> agricultural      |
| <input checked="" type="checkbox"/> site | <input type="checkbox"/> private           | <input checked="" type="checkbox"/> work in progress  | <input checked="" type="checkbox"/> museum |
| <input type="checkbox"/> structure       | <input type="checkbox"/> both              |   | <input type="checkbox"/> commercial        |
| <input type="checkbox"/> object          | <b>Public Acquisition</b>                  | <b>Accessible</b>                                     | <input type="checkbox"/> educational       |
|  | <input type="checkbox"/> in process        | <input type="checkbox"/> yes, restricted              | <input type="checkbox"/> entertainment     |
|  | <input type="checkbox"/> being considered  | <input checked="" type="checkbox"/> yes, unrestricted | <input type="checkbox"/> government        |
|  |  | <input type="checkbox"/> no                           | <input type="checkbox"/> industrial        |
|  |  |   | <input type="checkbox"/> military          |
|  |  |   | <input type="checkbox"/> residential       |
|  |  |   | <input type="checkbox"/> religious         |
|  |  |   | <input type="checkbox"/> scientific        |
|  |  |   | <input type="checkbox"/> transportation    |
|  |  |   | <input type="checkbox"/> other             |

### 4. Owner of Property

Name City of Cle Elum  
Street & Number 119 W. 1st St.  
City Cle Elum State Wa. Zip Code 98922  
Telephone # 509 674-2262 E-mail \_\_\_\_\_

### 5. Location & Legal Description

Parcel # 963287  
In the vicinity of West Sixth Street and Steiner Av.

City Heights Phase I Tract CC;  
SEC 27, TWP 20, RGE 15

**7. Description**

**Architectural Classification**  
(enter categories from instructions)

**Condition**  
 excellent  
 good  
 fair  
 deteriorated  
 ruins  
 unexposed

**Check One**  
 unaltered  
 altered  
  
**Check One**  
 original site  
 moved & date \_\_\_\_\_



*Narrative description of present and original physical appearance is found on one or more continuation sheets.*

**8. Cle Elum Register Criteria and Statement of Significance**

Applicable Cle Elum Register Criteria--mark "x" in one or more boxes for the criteria qualifying the property for Cle Elum Register listing:

- A Property is associated with events that have made a significant contribution to the broad patterns of Cle Elum history.
- B Property is associated with the lives of persons significant in our past.
- C Property 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 lack individual distinction.
- D Property has yielded, or is likely to yield, information important in prehistory history.

*Narrative statement of significance is found on one or more continuation sheets.*

**9. Major Bibliographical References**

*Bibliography is found on one or more continuation sheets.*

**10. Geographical Data**

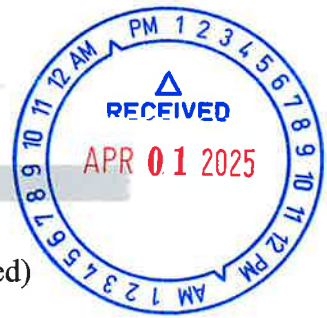
Acreage of Property: 0.4 acres in size. Wash House Tract

Verbal Boundary Description: \_\_\_\_\_

Verbal Boundary Justification: \_\_\_\_\_

**11. Form Prepared By**

Name and Title Gordon D. Jones  
Organization No 7 Hill Historic Preservation Committee  
Telephone # 509 674-9260 E-mail gdckjones@gmail.com  
Street and Number 511 W. 6th  
City Cle Elum State Wa Zip Code 98922  
Date 1/28/2025



**12. Additional Documentation**

MAP **check one**  
 yes (attached)  
 no

PHOTOGRAPHS AND SLIDES **check one**  
 yes (attached)  
 no

OTHER Description of Historical Significance and Current Description

**13. Signature of Owner(s)**

Matthew F. Lundh Matthew Lundh, Mayor

**14. For Official Use Only:**

Date Received: \_\_\_\_\_

Date Heard: \_\_\_\_\_

Commission Decision: \_\_\_\_\_ DEEMED COMPLETE: \_\_\_\_\_  
City Planner

Council/Board Action: \_\_\_\_\_

Date: \_\_\_\_\_

**We hereby certify that this property has been listed in the Cle Elum Register of Historic Places.**

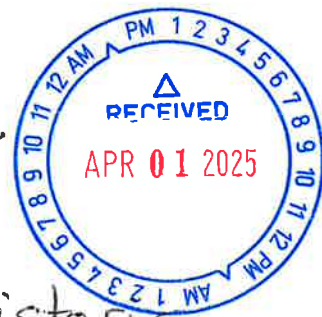
\_\_\_\_\_  
**CITY Planning/Building Official**

\_\_\_\_\_  
**MAYOR, Cle Elum City Council**

\_\_\_\_\_  
**CHAIR, Cle Elum Historic Preservation Commission**

\_\_\_\_\_  
**OFFICER, Historic Preservation Commission**

# Historical Significance of the No<sup>o</sup> 7 Mine Wash House



1/20/2025  
Attachment:  
for

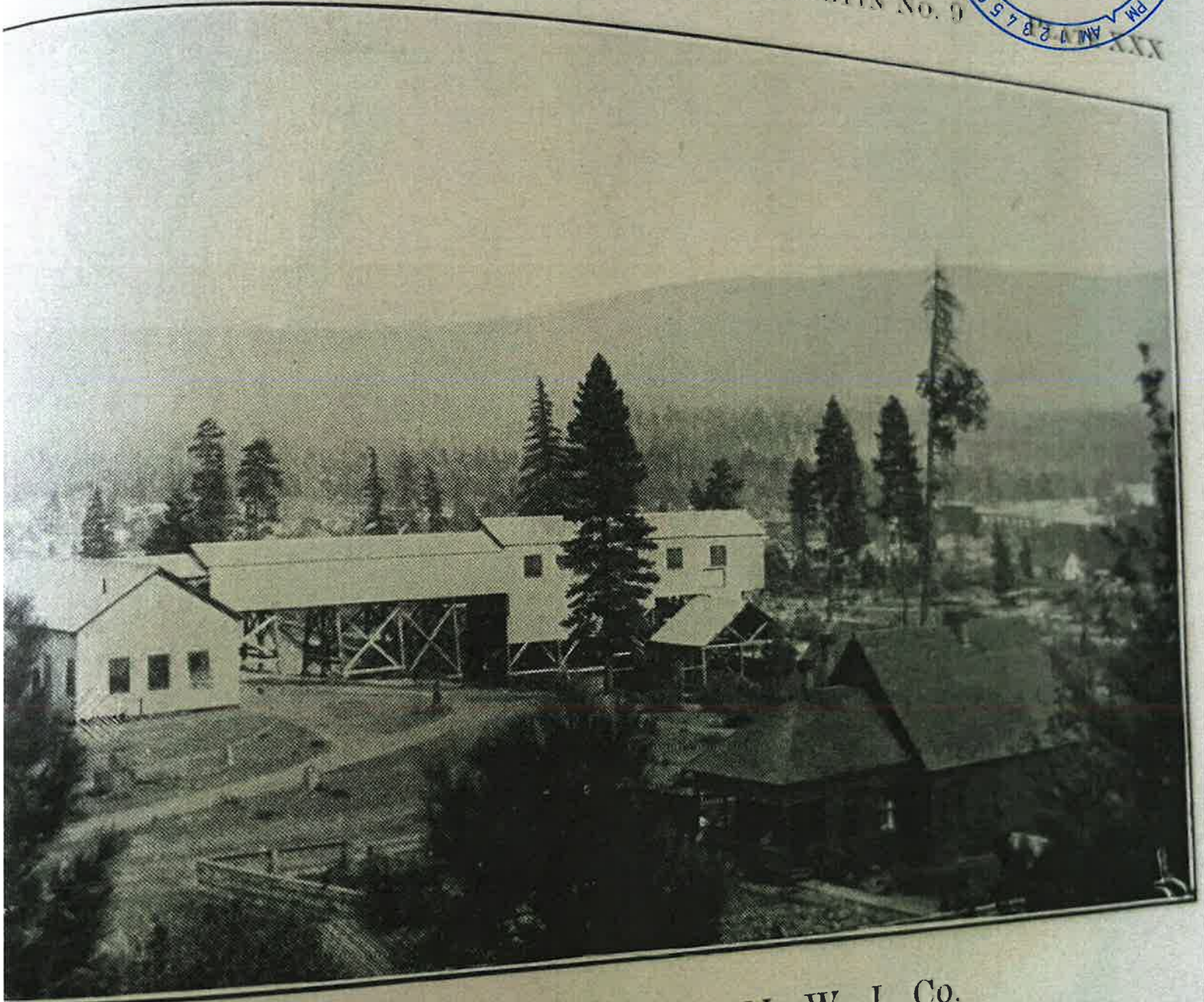
Cle Elum Register of Historic  
Places Nomination (reference No<sup>o</sup> 7  
Miners Memorial Park)

In 1907 the No<sup>o</sup> 7 Mine opened on West Sixth Street in Cle Elum Wa. by the Northwest Improvement Company. It operated until 1937 and produced more coal than any other mine in the area. On the No<sup>o</sup> 7 Miners Memorial Park Site is the No<sup>o</sup> 7 Wash House Foundation.

Using a coal fed boiler the water that came from Roslyn was heated and between 50 to 75 workers would use the Wash House per day for their showers. The workers depended on it as showering at home was limited, in those days. The Wash House was divided into two sections, "Clean Side" and "Dirty Side". Miners would change from their street clothes and after their shift, shower and then return home.



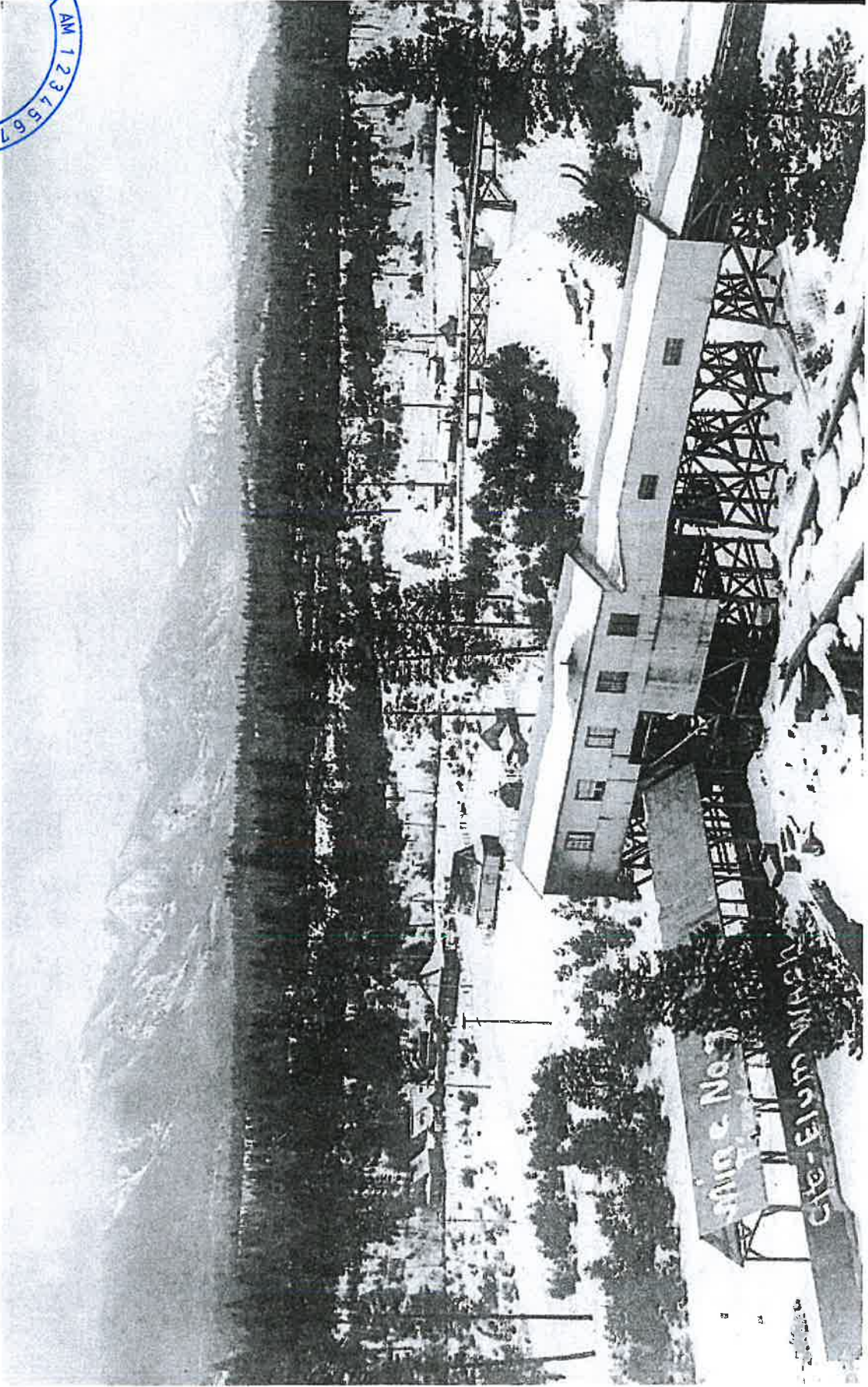
Facing East  
With Tippe on Left and Wash House on the right  
No. 7 Miners Memorial Park  
Attachment: Cle Elum Register of Historic Places  
Nomination 1/2025



A. Tipple at No. 7 Mine, N. W. I. Co.

Facing East

No. 7 Miners Memorial Park  
Attachment: Cle Elum Registrar of Historic Places  
Nomination 1/25



1/28/2025

# Current Description of Site

Attachment for: Cle Elum Register of Historic Places  
Nomination (reference No. 7 Miners  
Memorial Park)



Please Note \* This description is reproduced from Cultural Resources Assessment for the Cle Elum City Heights Phase I Preliminary Plat Project 9/2022. Authors: Emily Scott, RA, Kate Hannah, M.A., and Chris Lockwood, Ph.D. DAHP Project Number: 2021-04-02308

45KT4522 is a historic-era site associated with the Northwest Improvement Company No. 7 Mine located within the southern portion of the Project Area. The site consists of seven individual features relating to the operation of the No. 7 Mine, located at the intersection of the bottom of the railway leading to the No. 7 Mine shaft and the Northern Pacific Railroad Roslyn spur line (Allen 2021 a 2021 b). The features include two poured concrete foundations of former structures, an earthen ditch, a poured concrete structure, an earthen cut, an earthen flat, and an associated scatter of structural and artifact debris. Artifacts include a ceramic insulator, milled lumber, metal cans and containers, glass fragments, and metal fragments. Diagnostic artifacts date the deposit to the 1920s (Allen 2021 b). The site was recommended eligible for listing in the NRHP in 2021 and received concurrence from DAHP on January 24, 2022 (Allen 2021 a, 2021 b; Hanson 2022).



Attachment: Cle Elum Register  
1/28/2025 of Historic Places  
Nomination

No°7 Miners Memorial Park  
2024

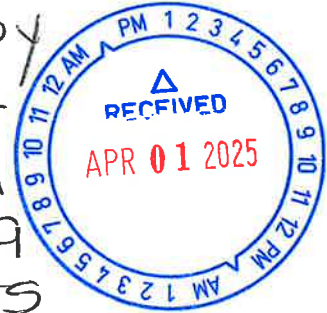
# Timeline

Gordon

\* Presented to Historic Commission at the 1/21/2025 meeting.

\* Phase I Application sent out by the City 2020 For city heights

Comments / Public Input submitted based on concerns of the 2009 SEPA, EIS as the City Heights Geological Review indicated inaccurate information.



\* May 4, 2021 No. 7 Historic Preservation Committee formed and a letter submitted to the City.

\* DAHP was contacted due to concerns of unrecorded No. 7 mine site.

\* In <sup>late Spring?</sup> 2021 Another survey was conducted by RLR Cultural Resources

This survey identified seven individual features associated with the operation of the No. 7 mine. The features consisted of poured concrete foundations and structural debris earthen cut, (wash house park) an abandoned road and light surficial historic debris at the ground surface. Site 45KT4522 was recommended eligible for listing in the National Register of Historic Places under Criterion A\*

\* Criterion A - That are associated with events that have made a significant contribution to the broad patterns of our history.

DAHP concurred with the recommendation on Jan. 24, 2022

\* As a result of these findings DAHP in 4/22 required a permit for further disturbance in this area and that an archaeological monitor is present during ground disturbing activities.



\* In the summer of 2022 ESA Cultural Resources was required to be on site Report completed in Sept. 2022

Site 45KT4522 Foundation (Park) verified as eligible

Site 45KT4557 Building Mound which is outside of the park area also determined eligible under Criterion A.

\* 4/10<sup>th</sup> of acre turned over to the City and dedicated by the City as a Memorial Park (specific date unknown by committee)

\* 8/1/24 Park named by committee, approved and adopted at Public Works and Community Development Committee meeting.

Name of Park: No.7 Miners Memorial Park

Future Goals - Local Historic Registrar  
National Historic Registrar

Coordinate with the Coal Mines Trail  
Commission and developing the  
new signage. - Trail system -

Current members of our local  
Roslyn, Ronald, Cle Elum Heritage  
Club



Virgil Amick

**From:** Shannon O'Malley <shannonromalley@gmail.com>  
**Sent:** Friday, May 2, 2025 8:48 AM  
**To:** Planning  
**Subject:** Public comment- No. 7 Miner's Memorial Park



**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hello Historic Commissioners and City of Cle Elum staff,

I would like to submit this as a public comment in regard to No. 7 Miner's Memorial Park. I would encourage the City of Cle Elum to confirm the nomination of the Memorial Park to the city register. This park is of obvious historical significance to the founding and development of the city of Cle Elum. This preservation of this park was a very difficult undertaking for the devoted citizens in the No. 7 Hill Preservation Committee. These volunteers worked on behalf of all who care about our local history to ensure the best outcome for these historic footprints, which is that they remain accessible to the public in the form of a park.

Furthermore, these foundations are now unique in their preservation as a public park. Most physical remnants of the mining industry are now on privately owned property. Although they are protected under the state register, they are not accessible to the public. The main exceptions are located in the Roslyn Urban Forest, but none as complete as the washhouse foundation. By creating a public park, No. 7 Hill Preservation Committee is leading the way on creating access to this history. The City of Cle Elum is fortunate to be a partner in this effort.

Finally, I would like to encourage the Historic Preservation Committee to continue to support the effort to enhance this small parcel. In the future, I would like to see a continuation of the Coal Mines Trail interpretive signage project (or similar) into the Miner's Memorial Park. The inclusion of signage would provide a learning opportunity within the new Ederra development. Education is the key to developing awareness and respect for local history, which is imperative to maintaining a cohesive community identity and pride. The Historic Preservation Committee can serve, not only to preserve historic places, but also to communicate the value of these places to the community.

Thank you,  
Shannon O'Malley  
Roslyn

May 7, 2025

City of Cle Elum  
Historic Preservation Commission



RE: No. 7 Miners' Memorial Park

Let it be known that I whole-heartedly support the No. 7 Miners' Memorial Park ~~to~~ inclusion on the Cle Elum Local Register of Historic Places.

This parcel of land represents a very important part of Cle Elum's history. No. 7 Mine was the areas highest producer of coal. This information and the importance of the coal mines in developing our diverse community must be honored and preserved. We are blessed to have this small piece of the past, and must not let it go. This park is part of a bigger story that must be shared.

Please include this park on the Cle Elum Local Register of Historic Places. This is the beginning of bigger things. Thank you, Debbie Cernick

Virgil Amick

**From:** MARIA ADAMS <monroe\_adams@comcast.net>  
**Sent:** Wednesday, May 14, 2025 6:17 PM  
**To:** Planning  
**Subject:** Public Comment - No. 7 Miner's Memorial Park



**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Members of the Historic Preservation Commission and City of Cle Elum Staff,

I'm writing to express my strong support for the inclusion of the No. 7 Miner's Memorial Park on the City's Historic Register.

The No. 7 Miner's Memorial Park is not only a tribute to our area's rich coal mining legacy but can also become a vibrant community asset that enhances the quality of life for residents and visitors alike. It stands as a meaningful and tangible reminder of the generations of workers who shaped the foundation of our community through their labor and sacrifice in the coal mines.

One particularly compelling and unique feature of the No. 7 Miner's Memorial Park is the remnants of the foundation of the original washhouse. It's highly unusual to have such remnants of industrial mining infrastructure not only saved but made safely accessible to the public. This rare physical artifact provides a direct, tactile connection to the daily lives of the miners who worked in the No. 7 Mine, making the history more vivid and impactful for park visitors.

This park can significantly enhance the surrounding neighborhood by serving as a welcoming green space that fosters reflection, learning, and recreation. Its proximity to the nearby Coal Mines Trail and network of mountain biking and hiking trails along the ridge provides an opportunity to encourage healthy activity while offering a deeper connection to the area's past.

Moreover, as tourism and relocation to the region continue to grow, the park presents a unique opportunity to share our community's history with new residents and guests. Its preserved features and interpretive elements allow for a rich educational experience, underscoring the resilience, culture, and character of our coal mining past.

For these reasons, I respectfully urge you to support the nomination of the No.7 Miner's Memorial Park for inclusion on the City Historic Register. Preserving this landmark honors the legacy of our miners while fostering continued community engagement, recreation, and education for generations to come.

Thank you for your consideration,

*Maria Adams*

President  
Roslyn Ronald Cle Elum Heritage Club  
<https://rrchc.com>  
(206) 755-3525



**CITY OF CLE ELUM HISTORIC PRESERVATION COMMISSION  
STAFF REPORT FOR LOCAL HISTORIC REGISTER SITE NOMINATION  
FOR "NO. 7 MINER'S MEMORIAL PARK"**

**ACTION:** Nomination of a site currently known as No. 7 Miner's Memorial Park, to the Cle Elum Local Register of Historic Places.

**APPLICANT:** Gordon Jones  
511 W 6<sup>th</sup> Street  
Cle Elum, WA 98922

**PROPERTY OWNER(S):** City of Cle Elum  
119 West First Street  
Cle Elum, WA 98922

**DESCRIPTION:** Gordon Jones is requesting that the site, located in the vicinity of W 6<sup>th</sup> Street and N Steiner Street, is nominated to the Cle Elum Local Register of Historic Places.

**LOCATION:** Parcel Number: 963287

**PREPARED BY:** Colleda Monick, Planning Consultant, City of Cle Elum

**DATE:** May 20, 2025

I. BACKGROUND INFORMATION

The subject site is known presently as "No. 7 Miner's Memorial Park" and is located in the vicinity of W 6<sup>th</sup> Street and N Steiner Street, Tax Parcel No. 963287. The site is bordered to the north, east and west, by undeveloped land, part of the City Heights Subdivision, and to the south by a single-family residential structure.

The subject site is zoned Planned Mixed Use, as are the properties to the north, east and west. The property to the south is zoned Residential.

## II. ANALYSIS OF NOMINATION

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

1. The Cle Elum Historic Preservation Commission (CEHPC) determines that it meets the Cle Elum Registry of Historic Places (CERHP) criteria.
2. The Cle Elum City Council [ultimately] 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 of the CERHP.

*Staff Analysis: The nomination was submitted by Gordon Jones, a member of both the No. 7 Historic Preservation Committee and the Cle Elum Heritage Club. As the City of Cle Elum owns the property, Mayor Matthew Lundh reviewed and signed the application in his capacity as the authorized representative of the property owner. Therefore, the nomination is valid and complies with the CEHPC bylaws.*

## III. PROCEDURES FOR DESIGNATION REVIEW MEETINGS

1. Pre-meeting
  - i. Applicant or Designated Agent:
    - a. Meets with CEHPC Staff concerning the application form and the necessary documentation.
    - b. Submits the completed application to Staff at least one month before the regularly scheduled meeting at which the application is to be considered.

*Staff Analysis: This requirement has been met. Mr. Jones appeared before the CEHPC on January 21, 2025, to express his intent to submit an application and submitted the application to the City for consideration of signing at the end of January.*

- ii. Staff:
        - a. Meets with the applicant concerning the application form and necessary documentation.
        - b. 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.
        - c. Prepares a report for the Commission based on the review.
        - d. Arranges with the property owner(s) for an on-site inspection by the CEHPC or designated committee.

- e. Notifies in writing the applicant, the owner (if different), and persons, organizations, legal entities resident, leasing or owing 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.

*Staff Analysis: The applicant met with the designated City Planner, Colleda Monick, to review the application form and required documentation. As the property is owned by the City, staff shared the application with the Mayor for consideration. Once signed by the City, staff coordinated with the applicant and scheduled a public hearing for May 20, 2025. Notice of the hearing regarding this nomination was published in the North Kittitas County Tribune and mailed to surrounding property owners more than two weeks in advance of the scheduled meeting.*

#### IV. CEHPC ACTION REQUIRED AT PUBLIC HEARING

CEHPC 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 the historic property
  - a. Commercial/OR/Residential
2. Established the context for evaluating the property
  - a. This Property is within the Cle Elum “Historical Period” (defined as fire era & structures of more than 50-years of age).
3. Identifies the level of significance (national, state, local)
4. Evaluates the integrity of the property (for each determine if building is)
  - a. Changes to plan --- Intact Slight Moderate Extensive
  - b. Changes to windows --- Intact Slight Moderate Extensive
  - c. Changes to cladding --- Intact Slight Moderate Extensive
  - d. Changes to interior --- Intact Slight Moderate Extensive
  - e. Other --- Intact Slight Moderate Extensive

5. Determines if there are special conditions that might make the property eligible
6. Determines if the property meets the criteria:

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:

- a. It is associated with events that have made significant contribution to the broad patterns of national, state or local history;
- b. 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;

- c. It is an outstanding work of a designer, builder or architect who has made a substantial contribution to the art;
  - d. Exemplifies or reflects special elements of the city's cultural, special, economic, political, aesthetic, engineering, or architectural history;
  - e. Is associated with the lives of persons significant in national, state, or local history;
  - f. Has yielded or may be likely to yield important archaeological information related to history or prehistory;
  - g. 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;
  - h. Is a birthplace or grave of an historical figure of outstanding importance and is the only surviving structure or site associated with that person;
  - i. Is a cemetery that derives its primary significance from age, from distinctive design features, or from association with historic events, or cultural patterns;
  - j. Is a reconstructed building that has been executed in a historically accurate manner on the original site;
  - k. 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.
7. Votes on the recommendation

VOTE RECORDED OR ACTION TAKEN:

Potential Motions:

MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL

"I move that the Historic Preservation Commission recommend to City Council that No. & Miner's Memorial Park be added to the City of Cle Elum Local Historic Register, based on the finding that the property meets the criteria for designation and retains sufficient historic integrity to convey its cultural and historical significance."

MOTION TO RECOMMEND APPROVAL TO CITY COUNCIL WITH CONDITIONS

"I move that the Historic Preservation Commission recommend to City Council that No. & Miner's Memorial Park be added to the Local Historic Register, contingent upon the applicant submitting [insert specific documentation or clarification], with final review and verification by City staff prior to Council action."

MOTION TO CONTINUE ITEM TO A FUTURE MEETING

"I move to continue the Commission's review of the nomination of No. & Miner's Memorial Park to a future meeting in order to allow time for additional research, documentation, or public input prior to making a recommendation to City Council."

MOTION TO NOT RECOMMEND APPROVAL TO CITY COUNCIL

"I move that the Historic Preservation Commission not recommend the addition of No. & Miner's Memorial Park to the Local Historic Register, based on the finding that the nomination does not meet the necessary criteria for designation as outlined in Cle Elum Municipal Code Section 15.22.070."