

**WENATCHEE HISTORIC PRESERVATION BOARD**  
**REGULAR MEETING**  
October 5, 2022

<b>AGENDA</b>
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- I.     **CALL TO ORDER:** 5:30 PM
  
- II.    **ADMINISTRATIVE AFFAIRS**
  - A.    Approval of the minutes from the regular meeting of September 7, 2022
  
- III.   **PUBLIC COMMENT PERIOD (10 MINUTES)**

Comment for any matters not identified on the agenda.
  
- IV.    **OLD BUSINESS**

None
  
- V.     **NEW BUSINESS**
  - A.    Public Hearing: HP-22-05 – Certificate of Appropriateness for 147 S Emerson Ave (Replace existing vinyl windows)
  
- VI.    **OTHER**

None
  
- VII.   **ADJOURNMENT**

***Wenatchee City Hall is open for the public to attend meetings in person. The public may also participate in the meeting via phone by calling: (509) 888-3298, passcode 98368#. If you have questions about participating in the meeting, please contact Ruth Traxler, Senior Planner, at [rtraxler@wenatcheewa.gov](mailto:rtraxler@wenatcheewa.gov) or (509) 888-3254.***

***In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Mayor's office at (509) 888-6204 (TTY 711). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1.)***

MINUTES

**I. CALL TO ORDER**

The meeting was called to order at 5:31 p.m. with the following members in attendance: Jon Campbell, Heather Ostenson, Holly Lin, Mark Seman, Bob Culp, Darlene Baker and Wendy Priest. City Planning staff was represented by Ruth Traxler, Senior Planner; Kirsten Larsen, Senior Planner; Eva Osburn, Administrative Assistant.

**II. ADMINISTRATIVE AFFAIRS**

A. Approval of the minutes from the regular meeting of July 6, 2022.

**Board member Darlene Baker moved to approve the minutes from the regular meeting of July 6, 2022. Board member Heather Ostenson seconded the motion. The motion carried.**

**III. PUBLIC COMMENT PERIOD (10 MINUTES)**

There was no public comment.

**IV. OLD BUSINESS**

None

**V. NEW BUSINESS**

A. Public Hearing: HP-21-03 and HP-22-04

Kirsten Larsen, Senior Planner, made a staff presentation on the applications.

The homeowners and their architect were present and confirmed that the stone was going to be actual stone not cultured. Board member Ostenson asked the homeowners if they reviewed the conditions of approval on page 14, including to email pictures within 30 days after the project is completed. The homeowners agreed. The board deliberated.

**Board member Darlene Baker moved to approve HP-21-03. Board member Bob Culp seconded the motion. The motion was unanimously carried.**

**Board member Heather Ostenson moved to approve HP-22-04. Board member Jon Campbell seconded the motion. The motion was unanimously carried.**

**VI. OTHER**

Board members Campbell, Ostenson, Seman, and Culp confirmed that they would be attending the Revitalize WA Conference October 19-21 with Senior Planners Ruth Traxler and Kirsten Larsen.

**VII. ADJOURNMENT**

With no further business to come before the Historic Preservation Board the meeting was adjourned at 5:52 p.m.

Respectfully submitted,  
CITY OF WENATCHEE  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
*Eva Osburn, Administrative Assistant*

DRAFT

**STAFF REPORT**  
**HP-22-05, 147 S. EMERSON AVENUE**

**TO:** Wenatchee Historic Preservation Board  
**FROM:** City of Wenatchee Community Development Staff  
**RE:** Certificate of Appropriateness for 147 S. Emerson Avenue  
**DATE:** September 28, 2022

**I. SUMMARY OF REQUEST**

**Description of Request:** This is an application for a Certificate of Appropriateness submitted by the property owner, Katherine R. (Reece) Vernon. The application is requesting alternative compliance pursuant to WCC Section 10.40.060(6) to replace the existing vinyl windows on the north and south facades with a vinyl double casement window visible from the street on the north facade and single pane casement window on the south facade. Application materials are included as Attachment A.

**II. GENERAL INFORMATION**

**Applicant/Owner:** Reece Vernon  
147 S. Emerson Avenue  
Wenatchee, WA 98801

**Department Review:** City of Wenatchee Community Development Staff

**Location and/or legal description:** 147 S. Emerson Avenue, identified as Assessor's Parcel No. 22-20-10-586-185. The subject property is described as Lot 19, Block 63, Grandview Addition to Wenatchee, Chelan County, Washington, according to the plat thereof recorded in Volume 1 of Plats, Page 59.

**Zoning District:** Residential Moderate (RM) and Grandview Historic District Overlay (GHD)

**Comprehensive Plan Designation:** Residential Moderate and Grandview Historic District Overlay

**Application Date:** The application was submitted and determined complete on September 8, 2022. Revised application materials were provided on September 16, 2022.

**History:** The house at 147 S. Emerson Avenue stands on Block 63 of the Grandview Addition to Wenatchee, platted in 1903. Development on the block took shape slowly over the first two decades of the 20<sup>th</sup> century. By the late 1920s, nearly every lot contained a single-family home with a garage on the alley.

According to Sanborn maps, this particular parcel was first developed sometime in the mid-1920s. A house with a slightly different footprint, without any garage along the alley, first appears on the 1928 map. These remained in place on the next 1949 Sanborn map. It is possible that this house was remodeled, or that it was torn down and another house moved onto this lot sometime after 1949.

R.L. Polk city directories list Max and Lucy Jeffords as owner-occupants at this address in 1929-1930. Max is described as a clerk at the Post Office. The Jeffords continued to live here in 1940 with their son Oliver, a student.

The Craftsman style house contributes to the general character of the neighborhood, and has ties to one of its stable blue-collar residents. (Source: Historic Property Inventory Form, State of WA, Department of Community Development Office of Archeology).

**Physical Appearance:** A one-story Craftsman house with side gable and offset front enclosed with casement sash. Combination shingle and lapped siding. Three-over-one light double-hung sash in groups of two and three. One bay window projects to the side. Skirting at base is slightly flared.

Early Sanborns suggest porch has been relocated from other side of façade, and front room possibly enclosed and altered.

Open front yard with mature spruce tree. Narrow concrete drive off Emerson leads to small garage at rear. Garage has shiplap siding and earlier alley side hinged doors. (Source: Historic Property Inventory Form, State of WA, Department of Community Development Office of Archeology).

**Inventory Photos:**

Photo 1 – Front with north side façade visible



Photo 2 – Front with portion of south façade visible and garage



Photo 3 – Inventory photo for 151 S. Emerson window showing south façade visible



**Review history:** On April 17, 2017, an administrative review (HP-AD-17-02) was completed and a Certificate of Appropriateness was issued to replace an existing window on the south wall and add a new window to the north wall of an existing addition. It additionally approved the removal of a portion of an earlier porch and covered stair addition at the rear of the house and removal of a vinyl window on the north wall to be patched to match the existing siding.

Upon completion of the work approved under HP-AD-17-02, the owner applied for and is receiving Special Property Tax Valuation (Special Valuation) for exterior and interior improvements for the house.

**Project description:** This application is to replace the existing vinyl windows with a vinyl double casement window visible from the street on the north side of the house and a vinyl single pane casement window on the south side of the house. The existing windows were installed without a Certificate of Appropriateness. The north window was installed to replace the aluminum window within the last five years. The south window was replaced by a previous property owner at an unknown date. A detailed narrative and architectural drawings of the proposed windows are provided as a part of Attachment A.

### **III. NOTICE AND PUBLIC COMMENT**

The Notice of Application and Public Hearing before the Wenatchee Historic Preservation Board on October 5, 2022 was posted on the subject property, mailed to surrounding property owners, and was published in the newspaper on September 22, 2022 in accordance with the requirements of Title 13, Wenatchee City Code (WCC). No comments have been received as of the publication of this report.

### **IV. APPLICABLE POLICIES AND STANDARDS**

#### **Purpose**

WCC 10.40.060 Grandview historic district (GHD). The purpose of the Grandview Historic District overlay is to implement special design and review standards that protect and promote the historic character of the Grandview Historic District designated to the City of Wenatchee Register of Historic Places pursuant to Chapter 2.36 WCC.

#### **Process**

WCC 13.09.050 Type III quasi-judicial review of applications.

(1) Type III quasi-judicial review shall be used when the development or use proposed under the application requires a public hearing before a hearing body which will generally be the historic preservation board or the hearing examiner. This type of review includes, but is not limited to, the following:

- (g) Certificates of appropriateness or waivers.

#### **Authority**

WCC 10.40.060(5) Actions Subject to Historic Preservation Board Approval. The following actions shall be subject to the review of the historic preservation board in accordance with WCC 2.36.170 for compliance with applicable provisions of the Grandview Historic District Preservation Handbook. All decisions of the historic preservation board are subject to appeal in accordance with Chapter 13.11 WCC, Appeals.

- (c) Exterior work visible from a public street not listed above, such as use of different materials, modification of original features, etc.

#### **Review Criteria**

WCC 10.40.060(2) The listed “Standards” found in the preservation handbook are required to be followed on portions of properties visible from the street to preserve the historic character of the district as a whole. For this purpose, alleys are not considered public streets. Visible from a public street shall be determined by whether the work is visible from any location while standing on the public sidewalk in front of the subject property and standing on the sidewalk in front of adjacent properties. “Options and Guidance” provisions included in the handbook are not required provisions. They provide additional information for meeting the intent of each section, and provide alternative options to meet the intent that may require historic preservation board approval and/or staff review.



## **Grandview Historic District Preservation Handbook**

General Intent: Specific standards are provided for foundations, siding, windows and doors, roofs, and porches in the following sections. In addition, there are common standards that apply to most if not all features of the primary structure recognizing that structure's architectural style. The intent of this section is to provide general standards that apply to the entire primary structure. The standards are designed to preserve the front appearance and historic character of individual structures that make up the district as a whole, while providing for reasonable use of private property.

Windows and Doors (visible from the street) Intent: Windows and doors are an important and highly visible feature of many historic structures which accentuate the character and architectural style of the house. Original windows and doors reflect a high degree of craftsmanship and quality of materials of the period. Commonly found features of historic windows include divided lights and/or a double sash. In addition, historic windows are predominately inset from the building face, which creates depth and character – also referred to as “three-dimensionality”.

## **Policies - Wenatchee Urban Area Comprehensive Plan**

### **CULTURAL AND HISTORIC RESOURCES ELEMENT**

**GOAL 3: HISTORIC PRESERVATION** - Preserve, maintain and honor the city's significant historic resources.

Policy 2: Protect and enhance the aesthetic and economic vitality of historic buildings, structures, sites, districts and objects through the development and implementation of appropriate design guidelines.

Policy 7: Promote historic preservation to provide for the identification, evaluation, and protection of historic resources within the City of Wenatchee and preserve and rehabilitate eligible historic properties within the City for future generations.

### **HOUSING ELEMENT**

**GOAL 4: MAINTENANCE & PRESERVATION** - Preserve and enhance the value and character of neighborhoods by improving and extending the life of the existing housing inventory. Give special priority to the maintenance of historic properties and the retention of existing affordable housing stock.

Policy 1: Preserve and protect older neighborhoods that demonstrate continuing residential viability.

Policy 2: Encourage private reinvestment in homes and neighborhoods by providing information, technical assistance, and referrals to appropriate agencies and organizations.

## **V. ANALYSIS**

**WCC 13.09.010 Application review criteria.** Review of an application and proposed development shall be governed by and be consistent with the fundamental land use planning policies and choices which have been made in the city's adopted comprehensive plans and development regulations.

**Staff Analysis:** With respect to the provisions of the Cultural and Historic Resource Element and the Housing Element of the Wenatchee Urban Area Comprehensive Plan, the applicant's proposal balances goals of each element. The proposed window replacements are part of an overall renovation and rehabilitation of the home by the property owner. The proposed work will protect the historic integrity of the home and shows private reinvestment into the neighborhood. The owner is currently receiving the Special Valuation for previous work done to the home.

**WCC 10.40.060(6) Alternative Compliance:** In certain circumstances an applicant might propose an alternative approach that meets the overall intent of the historic district and does not change a property from contributing to noncontributing status. The following process shall be followed to grant alternative compliance to any of the standards listed in the Grandview Historic District Preservation Handbook.

(a) An application for alternative compliance shall be made in writing prior to consideration by the historic preservation board. The application shall contain the following information:

(i) The standard(s) that are proposed for deviation.

(ii) Written documentation demonstrating why the proposed alternative compliance will not negatively impact the Grandview historic district or surrounding properties.

(iii) Drawings and/or illustrations of the proposed project.

(b) The historic preservation board shall review any alternative compliance request and approve alternative compliance only when the following findings are made:

(i) The proposed project will not negatively impact the district or surrounding properties.

(ii) The proposed construction meets the intent of the district and standards.

(iii) Granting of the alternative compliance does not change the historic district status of the property from "contributing" to "noncontributing." A "contributing" property meets the criteria for listing on a register of historic places and/or may add to the historic inventory of a district versus "noncontributing" which is a property that has been altered from original design and no longer retains its historic quality.

**Staff Analysis:** The applicant has provided a narrative, and photographs of the existing windows and details for the proposed windows. The application identifies that the existing windows and the proposed window will be vinyl.

The house has been identified as contributing to the Grandview Historic District during the initial surveys and establishment of the district. At that time the upper floor north and south façade windows proposed to be replaced were aluminum horizontal sliding windows. The vinyl windows currently installed were not review by staff or the board to determine the impact to the contributing status of the house or the district. This staff report will review the windows for consistency with the options and guidance provided by Grandview District Handbook to ensure that the proposed windows will not have a negative impact to the district or change the contributing status of the house.

## **Grandview Historic District Preservation Handbook**

### General

#### Standards:

- 1) Original features and materials of existing structures shall be preserved through regular maintenance and upkeep.
- 2) Missing or deteriorated features shall be repaired when possible or replaced with like historic materials. Any missing or severely deteriorated features/elements shall be replaced based on documentation to match the missing or severely deteriorated features/elements.
- 3) Remodels, repairs, and modifications to existing structures shall be consistent with the overall architectural style, materials, and theme of the individual structure.
- 4) Existing materials that are not historic may be maintained or replaced when making repairs to the existing structure.
- 5) Non-historic and non-reversible modifications to existing structures shall not be allowed.
- 6) New primary structures shall be designed to complement the historic nature and character within the district and surrounding historically significant structures; individual new primary structures shall be of a consistent architectural design /style within themselves.
- 7) Do not introduce features of a new architectural style that does not exist in the district.

#### Options and Guidance:

- 1) Removing or correcting earlier, inappropriate repairs or additions is encouraged.
- 2) When original materials are not reasonably available considering time and expense, alternative materials may be used provided that they:
  - a. Demonstrate durability in this climate,
  - b. Have the ability to be repaired under reasonable conditions, and
  - c. Have the appearance of the historic materials being replaced.
- 3) The applicant should be aware that using alternative materials that are not of historic character and craftsmanship may:
  - a. Eliminate the property from the opportunity to receive Special Valuation,
  - b. Eliminate the opportunity for the property to be individually listed on the City of Wenatchee's Register of Historic Places, and/or
  - c. Require evaluation of the property by the Wenatchee Historic Preservation Board regarding the property's contributing status to the district.
- 4) The use of alternative materials may not be allowed on properties individually listed on the Wenatchee Register of Historic Places or for properties receiving Special Valuation.

**Staff Analysis:** The application seeks to remove nonhistoric windows and replace them with vinyl windows that are in keeping with the historic windows and style of the house. As stated above in the options and guidance, the use of alternative materials may not be allowed on properties that are receiving Special Valuation; however, the windows to be removed were aluminum, horizontal sliding windows at the time the Grandview Historic District was created. The south façade window had been replaced with a vinyl window by a previous owner and was existing in its current configuration at the time the property was

approved to receive Special Valuation. The north façade window was changed sometime after receiving Special Valuation. Both of the proposed windows are on the upper floor and not facing the street. While they are visible they are not a significant feature of the house and will not distract from the lower level windows that are a significant feature of the house and define the Craftsman/Bungalow style.

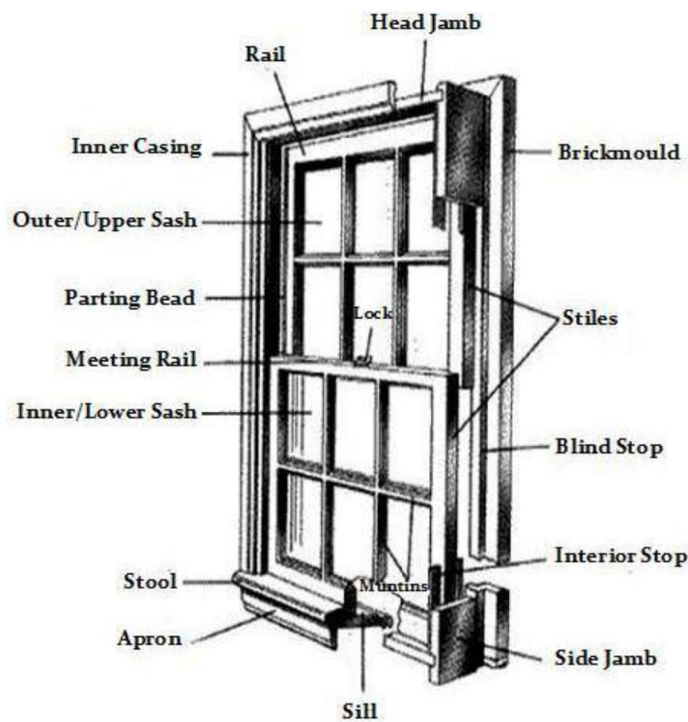
The proposal should not eliminate the home from receiving Special Valuation in the future. The proposed replacement of the windows does meet the criteria in 2) a, b, and c as vinyl is a reasonable, cost efficient product that can replicate the historic look of wood windows. The proposed windows are more consistent with the historic features of the home than the windows they will be replacing. Given the property's condition and historic features of the property, staff would not recommend that the Wenatchee Historic Preservation Board consider an evaluation of the property's contributing status to the District.

### Windows

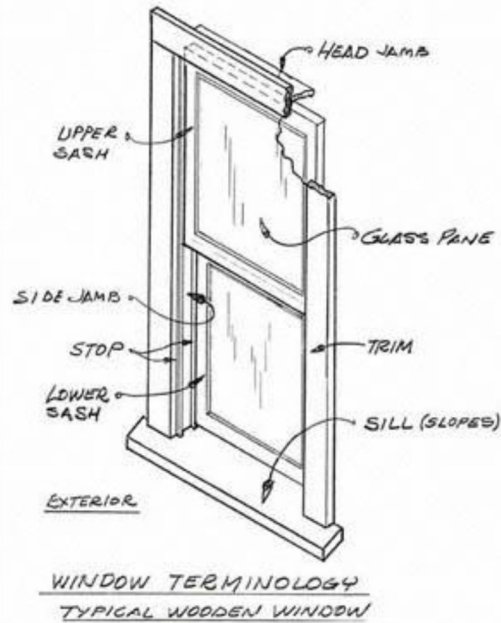
#### Standards:

- 1) Three-dimensionality shall apply to all windows; for purposes of historic windows, three-dimensionality refers to the setback of the sash from the face of the wall as depicted in the following figure.

#### Internal Window View



#### External Window View



- 2) When replacing or renovating windows, windows shall match the size, style, placement, and features of the original windows, including the number and placement of divided lights.
- 3) New windows shall reflect the window patterns seen in the neighborhood and on the existing structure, if applicable. Openings shall indicate floor levels and not be placed between floors. Retain vertically proportioned windows.
- 4) New or replacement doors shall be consistent with the original door features, size, placement, style, and maintain the appearance from the street.
- 5) If an exact match is not possible or feasible when replacing windows and to avoid irreversible damage, consider and incorporate all of a window's characteristics including the window's importance in the facade when selecting a replacement; particularly when using energy efficient windows. The characteristics to retain are the window's frame and finish, mullion and muntin configuration and profile, glass-to-frame ratio, and its frame depth, thickness, details, and three-dimensionality.
- 6) Horizontal sliding windows shall not be visible from the street.

Options and Guidance:

- 1) Storm windows are an encouraged alternative to replacement of windows.
- 2) Horizontal sliding windows may be placed on the side and rear of the structure when replacement is necessary.
- 3) Awnings over doors and windows are historically seen in the district. A structure featuring awnings may retain and/or replace awnings with similar historically appropriate materials, such as canvas. Plastic or vinyl awnings are discouraged.
- 4) When repair is not feasible, reuse of salvaged doors and windows from other (similarly styled) historic structures is encouraged.
- 5) When replacement is necessary and the original door features, style, and location cannot be maintained or salvaged doors cannot be found, the door location, shape, size and architectural features should still be consistent with those found in the district.

- 6) Please refer to the general section when proposing to use alternative materials to repair, rehabilitate, and replace windows, doors, or awnings.

**Staff Analysis:** The applicant is proposing to replace the existing vinyl windows with a vinyl double casement window visible from the street on the north side of the house and a vinyl single pane casement window visible from the street on the south side of the house. The existing windows were installed without a Certificate of Appropriateness. The north window was installed to replace the aluminum window within the last five years. The south window was replaced by a previous property owner at an unknown date.

The size of the proposed window on the north façade is taller than the existing window, but has been selected as it is more in keeping with the size, shape, and pattern of the windows below of the north façade. The proposed south façade window would match the existing opening of the window currently installed.

There is no information on the types of windows that may have been originally in these locations so an exact match to the historic features is not possible; however, the applicant has selected proposed windows that are consistent with the style of windows found on Craftsman/Bungalow houses.

Staff is recommending as a condition of approval that the windows are installed to retain the three-dimensionality typical of historic windows. This includes the windows being installed with the window sash to be set back from the face of the wall. Additionally, staff is recommending as a condition of approval that the frames and finishes on the exterior are installed to be consistent with those of the existing windows of the house.

## **VI. RECOMMENDATION**

Staff is recommending approval/issuance of the Certificate of Appropriateness based on the application materials of record, staff analysis of applicable code and policies, and suggested conditions of approval. Proposed findings of fact and conclusions of law in support of this recommendation are identified below.

**Draft Motion:** I move to approve HP-22-05, a Certificate of Appropriateness for 147 S. Emerson Avenue based upon the findings of fact and conclusions of law, and conditions of approval contained within the September 28, 2022 staff report.

### **Suggested Findings of Fact:**

1. The subject property is located at 147 S. Emerson Avenue, Wenatchee, WA; identified as Assessor's Parcel No. 22-20-10-586-185.
2. The applicant/owner is Katherine R. (Reece) Vernon.
3. The subject property is identified as a contributing property within the Grandview Historic District.
4. The building is a Craftsman Bungalow within the Grandview Historic District.
5. A complete application was submitted in accordance with Wenatchee City Code on September 8, 2022 and additional materials were submitted on September 16, 2022.

6. The application materials identify all the work to be accomplished and request a Certificate of Appropriateness for the proposal.
7. Appropriate notice was accomplished in accordance with Wenatchee City Code.
8. Other development requirements of the Wenatchee City Code are not waived by the issuance of a Certificate of Appropriateness.
9. Wenatchee Historic Preservation Board is empowered by Wenatchee City Code (WCC), Title 2 and Title 10 with the ability to hear and make decisions on matters relating to Historic Preservation within the City of Wenatchee, which includes but is not limited to issuing Certificates of Appropriateness for properties within the Grandview Historic District.
10. On October 5<sup>th</sup>, 2022, the Wenatchee Historic Preservation Board held a duly advertised public hearing on a request for a Certificate of Appropriateness regarding 147 S. Emerson Avenue, Wenatchee, WA.
11. Any Conclusion of Law that is more correctly a Finding of Fact is hereby incorporated as such by this reference.
12. The Historic Preservation Goal of the Cultural and Historic Resources Element of the City of Wenatchee Urban Area Comprehensive Plan states: "Preserve, maintain and honor the city's significant historic resources".
  - a. Policy 2: Protect and enhance the aesthetic and economic vitality of historic buildings, structures, sites, districts and objects through the development and implementation of appropriate design guidelines.
13. The proposed replacement of the windows does meet the criteria in 2) a, b, and c within the general section of the Grandview Historic District Preservation Handbook for alternative materials as vinyl is a reasonable, cost efficient product that can replicate the historic look of wood windows. The proposed windows are more consistent with the historic features of the home than the windows they will be replacing.
14. The applicant is requesting alternative compliance pursuant to WCC Section 10.40.060(6) to replace the existing vinyl windows on the north and south facades with a vinyl double casement window visible from the street on the north facade and single pane casement window on the south facade.
15. The applicant provided the necessary materials for review of alternative compliance and staff completed an analysis of the requirements for use of alternative materials and impacts to the contributing status of the house and district to determine compliance and recommend conditions as appropriate.

**Suggested Conclusions of Law:**

1. The Historic Preservation Board has been granted authority to render this Decision.
2. The proposal does not adversely alter the historic stylistic and architectural features of the subject property as may be visible to the surrounding properties or the District and provides for the reasonable use of the property.
3. The application is consistent with intent and purpose of the Grandview Historic District Preservation Handbook.
4. Any Finding of Fact that is more correctly a Conclusion of Law is hereby incorporated as such by this reference.

5. The application is consistent with the goals and policies of the Wenatchee Urban Area Comprehensive Plan.

**Recommended Conditions of Approval:**

1. The project application shall proceed consistent with the application materials submitted on September 16, 2022, except as modified below. The removal or alteration of any other historic material or distinctive architectural features must be avoided.
2. The windows must be installed to retain the three-dimensionality typical of historic windows consistent with the standards for windows and doors in the Grandview Historic District Preservation Handbook.
3. The frames and finishes of the windows on the exterior must be installed consistent with those of the existing windows of the house and as provided in the standards for windows and doors in the Grandview Historic District Preservation Handbook.
4. A building permit is required to complete the work.
5. Any work beyond the scope of this Certificate of Appropriateness shall be reviewed by staff to determine its effect on the historic features of the structure. If staff determines that the new work affects historic features in a manner not approved (such as replacement of features not currently proposed), then an amendment to this certificate shall be obtained prior to resuming work.
6. Within 30 days of completion of work, the applicant shall provide pictures that document the work in compliance with this approved Certificate of Appropriateness.

**Attachments:**

- A. Application Materials





### Application for Certificate of Appropriateness or Waiver of Certificate

Please include all of the following information with your application. Insufficient application materials will result in a delay in processing your application. If you have any questions regarding application requirements or standards for properties listed on the Wenatchee Register of Historic Places or located within the Grandview Historic District, please call the Historic Preservation Office at (509) 888-3200.

**Property Information**

Building/Property Name (if applicable):

Building/Property Address:

Property Owner's Name(s):

Mailing Address:

Contact No.:

E-mail Address:

Applicant Name (if different from owner):

Mailing Address:

Contact No.:

E-mail Address:

**Type of Work for Requested Certificate of Appropriateness or Waiver (select all that apply):**

Exterior remodeling

Interior remodeling

Change of use

New construction

Demolition

Relocation

Signs/awning/lighting

Estimated cost of proposed work:

**Application Requirement Checklist**

A project narrative and description. Attach a detailed and typewritten description of the activity or activities you are proposing. List all exterior and/or interior features to be removed, replaced or added, and explain changes. Include the quantities, dimensions, and location of elements such as signs and lighting. Describe how all work is to be completed.

Construction drawings for building additions, new buildings, or new elements to the building (i.e. deck, porch).

Site plan/location map and scaled elevation drawings (for any additions or new construction).

Photographs of existing conditions.

Paint samples, finish samples, or product information as applicable.

I hereby certify that I am the owner of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent.

Dependent on the work being proposed, the certificate may be approved by staff within 14 days; however, some will require review and approval from the Historic Preservation Board. If the application is required to be reviewed by the board I understand that a public hearing notice will be published and sent to surrounding property owners and that the property will be posted as well. The Historic Preservation Board meets on the first Wednesday of every month at Wenatchee City Hall, located at 129 S. Chelan Avenue at 5:30 pm. The completed application must be submitted no longer than the 15th day of the month to be placed on the agenda for the next meeting. Once a Certificate of Appropriateness is obtained, it may be necessary to apply for a building permit.

Signature of Owner or Authorized Agent:

Date:

Greetings Historic Preservation Board members,

September 16, 2022

I am submitting this request for alternative compliance to replace two windows in the upper level of my home. Neither window is original to the structure at 147 S Emerson Ave, and they appear to have existed prior to the establishment of the historic district. The proposed replacement windows are vinyl and though this is an alternative to wood which would be cost prohibitive, they will be more cohesive with the character of the home, the original windows on the ground floor, and the neighborhood in general than the existing vinyl windows. This outcome is in keeping with the purpose and intent stated in the Grandview Historic District Preservation Handbook.

### **History**

When I purchased my home, there was an aluminum slider window on the second story north facing wall. The aluminum window was unsightly, inefficient, and detracted from the character of the home and the neighborhood. I recently replaced the aluminum slider with a vinyl single hung window (36"x36") that had been purchased by previous owners and left in the garage of the property when I purchased it.

On the south side of the house is another vinyl single hung window identical to the existing one on the north side. This window is in a bedroom.

### **NORTH**



SOUTH



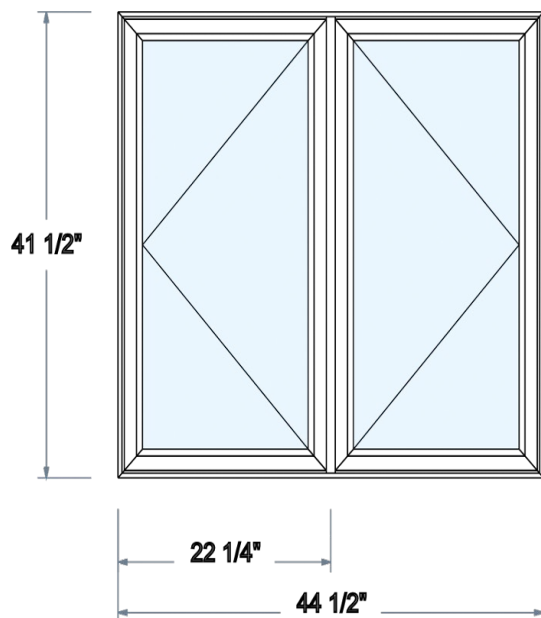
**Proposal**

North While the existing vinyl window on the north side is more aesthetically pleasing and efficient than the aluminum slider that was there before, it remains low on the inside wall and requires a person to duck their head to look out the window. I would like to eliminate this visual barrier by replacing it with a taller window, 42" instead of 36".

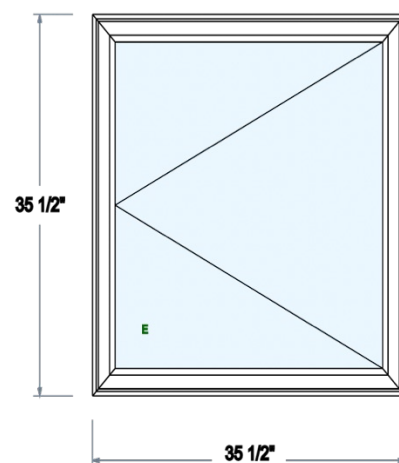
The square shape and horizontal top rail of the existing window conflicts with the vertical orientation of the original windows on the ground floor. The proposed double casement window with its center mullion and taller, narrower window panes is more in keeping with the size, shape, and vertical orientation of the original windows below, most of them also casement, and will help maintain the character of the home.

South The existing vinyl window on the south side is in a bedroom. I would like to replace this window with one that meets egress standards. The proposed vinyl window being a casement style will provide the required 5.7 square feet of opening while fitting into the existing rough opening.

Proposed north window:



Proposed south window:



I would like to order these windows right away to have them installed before winter. Thank you for your consideration.

Respectfully,

Reece Vernon  
147 S Emerson Ave

**From:** [Reece Vernon](#)  
**To:** [Kirsten Larsen](#)  
**Subject:** Re: C of A 147 S Emerson  
**Date:** Friday, September 16, 2022 10:04:12 PM  
**Attachments:** [Window request.docx](#)

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**CAUTION:** This email originated from outside of the City of Wenatchee. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Here is my revised request for the October 5th historic preservation committee meeting.  
Thanks for your help.

Reece Vernon  
147 S Emerson Ave  
509 668-9399

On Sep 8, 2022, at 7:37 AM, Kirsten Larsen <[KLarsen@WenatcheeWA.Gov](mailto:KLarsen@WenatcheeWA.Gov)> wrote:

Good morning,  
Yes, thank you. I will get the file set up and prepare the application for the Oct.  
5<sup>th</sup> meeting.  
Kirsten

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**From:** Reece Vernon <[reecevernon@gmail.com](mailto:reecevernon@gmail.com)>  
**Sent:** Thursday, September 8, 2022 7:35 AM  
**To:** Kirsten Larsen <[KLarsen@WenatcheeWA.Gov](mailto:KLarsen@WenatcheeWA.Gov)>  
**Subject:** Re: C of A 147 S Emerson

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Does this work?

Reece

On Sep 7, 2022, at 9:05 AM, Kirsten Larsen <[KLarsen@WenatcheeWA.Gov](mailto:KLarsen@WenatcheeWA.Gov)> wrote:

Hi Reece,  
That is helpful. Since the window is vinyl, can you revise your narrative to address the alternative compliance criteria (**I have provided an**

explanation in red for each):

(a) An application for alternative compliance shall be made in writing prior to consideration by the historic preservation board. (Please state your request is for alternative compliance) The application shall contain the following information:

(i) The standard(s) that are proposed for deviation. (This request would be following the options and guidance for alternatives on page 24 of the handbook)

(ii) Written documentation demonstrating why the proposed alternative compliance will not negatively impact the Grandview historic district or surrounding properties. (Based on photos the window was not historic at the time the district was established)

(iii) Drawings and/or illustrations of the proposed project. (The materials provided already are good)

Please let me know if you have any questions.

Thank you,

Kirsten

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**From:** Reece Vernon <[reecevernon@gmail.com](mailto:reecevernon@gmail.com)>

**Sent:** Wednesday, September 7, 2022 7:50 AM

**To:** Kirsten Larsen <[KLarsen@WenatcheeWA.Gov](mailto:KLarsen@WenatcheeWA.Gov)>

**Subject:** Re: C of A 147 S Emerson

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The existing window was swapped out for the metal slider last year or the year before, I can't recall exactly. I did not notify the board because I didn't think to. The window had been sitting in the garage since I bought the house.

On Sep 7, 2022, at 7:22 AM, Kirsten Larsen  
<[KLarsen@WenatcheeWA.Gov](mailto:KLarsen@WenatcheeWA.Gov)> wrote:

Good morning,

Looking at the photo compared to the photos taken from when the district and from when you applied from special valuation and it appears that window was a taller aluminum slider previously, but I can't find any documentation of when the window was changed to the current window. If you could provide some background to when the current window was installed that would be helpful.

Looking at the information in your email it does appear the window while on the side is visible from the public street and would be considered alternative compliance needing approval from the historic preservation board. The application can be noticed and prepared for the October 5<sup>th</sup> meeting.

Thank you,  
Kirsten

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**From:** Reece Vernon <[reecevernon@gmail.com](mailto:reecevernon@gmail.com)>  
**Sent:** Tuesday, September 6, 2022 7:17 AM  
**To:** Kirsten Larsen <[KLarsen@WenatcheeWA.Gov](mailto:KLarsen@WenatcheeWA.Gov)>  
**Subject:** C of A 147 S Emerson

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Attached is a certificate of appropriateness application for a window replacement at 147 S Emerson Ave in the Grandview Historic District. I hope to get approval so I can move forward with ordering the window as it will take a few months to get it built and delivered.

Reece Vernon

Greetings Historic Preservation Board members,

September 6, 2022

I am submitting this request for alternative compliance to replace a window that is not original to the structure at 147 S Emerson Ave, and existed prior to the establishment of the historic district. The proposed replacement window is vinyl and though it is an alternative to wood which would be cost prohibitive, it is more cohesive with the character of the home, the original windows below, and the neighborhood in general, in keeping with the purpose and intent stated in the Grandview Historic District Preservation Handbook.

### **History**

When I purchased my home, there was an aluminum slider window on the second story North facing wall. The aluminum window was unsightly, inefficient, and detracted from the character of the home and the neighborhood. I recently replaced the aluminum slider with a vinyl single hung window that had been purchased by previous owners and was stored in my garage.

While the existing vinyl window is better looking and more efficient than the aluminum slider, it is low on the inside wall and requires a person to duck their head for an unobstructed view. The square shape and horizontal top rail of the current single hung window conflicts with the vertical orientation of the original windows on the ground floor.

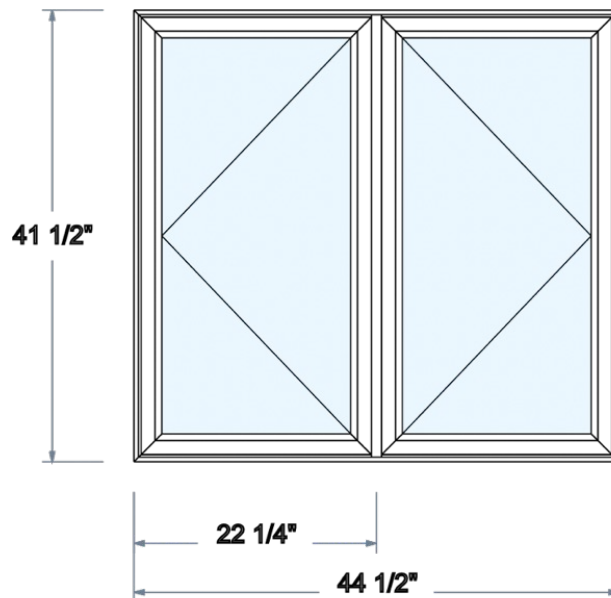
I would like to eliminate this barrier while at the same time increasing the aesthetic from both the inside and outside of the home.





### **Proposal**

I would like to replace the existing window with the vinyl double casement window pictured below. I am choosing to go with a vinyl window due to the prohibitive cost of a wood version of this window.



The proposed window with its center mullion and taller, narrower window panes is more in keeping with the size, shape, and vertical orientation of the original windows below and will help maintain the character of the home.

I would like to order this window right away so that it can be built, delivered, and installed before winter.

Thank you for your consideration,

Reece Vernon  
147 S Emerson Ave

**From:** [Kirsten Larsen](#)  
**To:** [Josh Osborne](#)  
**Subject:** FW: C of A 147 S Emerson  
**Date:** Monday, September 12, 2022 8:20:55 AM  
**Attachments:** [Window request.docx](#)  
[C of A App window.pdf](#)

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Good morning Josh,

I was working with a homeowner in the historic district to determine which type of review was necessary for a window replacement. She submitted completed materials on Thursday (9/8). Can this be entered into SmartGov as a HP? Please let me know if you need anything additional.

Thank you

Kirsten

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**Subject:** Re: C of A 147 S Emerson

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