



City of Longview

1525 Broadway
Longview, WA 98632
www.ci.longview.wa.us

Agenda

Historic Preservation Commission

Monday, August 22, 2022

5:30 PM

Small Conference Room, City Hall

1. **HYBRID MEETING DETAILS**

22-000530 Join Virtual Zoom Meeting

<https://us02web.zoom.us/j/88246281771?pwd=Um53NmN3TUlvOERJTEUwTjIUQXI4Zz09>

Meeting ID: 882 4628 1771 Passcode: 1923

Dial In: 1.253.215.8782 US (Tacoma)

2. **ROLL CALL**

3. **INTRODUCTION OF NEW MEMBERS**

4. **ELECTION OF OFFICERS**

22-000531 ELECTION OF OFFICERS

5. **APPROVAL OF MINUTES**

22-000536 MINUTES OF THE JULY 25, 2022 MEETING

6. **CONSTITUENT COMMENTS**

7. **BOARD MEMBER COMMENTS**

22-000604 Cafe Guse Photos

8. **REPORTS**

22-000533

- CLG 2022 SCANNING GRANT AWARD
- CAM HANNA RECOGNITION
- RA LONG AWARD - NEXT STEP

9. **UNFINISHED BUSINESS**

22-000532 DESIGN REVIEW PROCESS DISCUSSION

22-000535 WINDOW OPTIONS AT LONGVIEW LIBRARY

RECOMMENDED ACTION:
INFORMATIONAL ONLY

10. **NEW BUSINESS**

11. **ADJOURNMENT**



City of Longview

Agenda Summary

ELECTION OF OFFICERS

Officers for the Commission shall be elected every two years. The nomination and election of officers shall occur during a regular meeting after which one month notice has been given to all members of the commission. Generally elections shall occur no later than two months prior to the end of the calendar year or during the next regular meeting held prior to the end of the calendar year. Nominations for each officer position shall be requested by the Chair and considered if a second is given. After nominations are heard and confirmed, an election for each officer position shall be taken by roll call vote, with each commission member only voting for one person. Generally, Commission members may not abstain from voting for officer positions. There shall be no term limits for Officers serving in a position on the Historic Preservation Commission.

Attachments: None



City of Longview

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Minutes

Agenda

Historic Preservation Commission

Monday, July 25, 2022

5:30 PM

Small Conference Room, City Hall

1. **HYBRID MEETING DETAILS**

22-000313 Join Virtual Zoom Meeting

<https://us02web.zoom.us/j/88246281771?pwd=Um53NmN3TUlvOERJTEUwTjIUQXI4Zz09>

Meeting ID: 882 4628 1771 Passcode: 1923

Dial In: 1.253.215.8782 US (Tacoma)

2. **ROLL CALL**

The meeting was called to order at 5:30 pm.

In attendance:

Arthur Chang, Co-Chair; Russ Strobel; Nat Light; Rick Johnson, Virginia Cowden

Staff: Mac Kosar, Planner; Adam Trimble, Planning Manager; Morgan Palmer, Engineer; Nancy Vandehey, Admin

Excused: Caitlin Tweedy

Resigned: Gary Nordin, Chair

3. **INTRODUCTION OF NEW MEMBERS**

22-000481

- Introduction of New Members - Virginia Cowden and Caitlyn Tweedy
- Acceptance of Gary Nordin's resignation from the Board
- Election of Officers

Introductions were made. Virginia Cowden goes by Nia. OPMA was discussed. Gary Nordin's resignation was accepted. Election of Officers will take place at the next meeting.

4. **APPROVAL OF MINUTES**

22-000480 Minutes of the May 23rd, 2022 Special Meeting.

Meeting on June 27, 2022 was cancelled.

On a motion duly made and passed, the reading of the minutes, copies of which had been submitted to the Commission, was waived and the minutes were approved as if read.

5. **CONSTITUENT COMMENTS**

6. BOARD MEMBER COMMENTS

Add RA Long Award wording to the August meeting.

7. REPORTS

22-000479

- Reports from Staff - NACP Conference
- Subcommittee on scanning grant
- Cam Hanna Recognition
- Log Arch installed
- On-going process for review discussion

Mac Kosar shared a presentation on the NACP Conference he attended.

Arthur Chang gave an updated on the scanning grant.

Nat Light asked for assistance on the Cam Hanna recognition. Adam Trimble to provide information.

Pictures of the Log Arch installation were shared.

Arthur Chang asked that the bylaws and ordinance be shared with new members to assist with the process for design review discussion.

8. UNFINISHED BUSINESS**9. NEW BUSINESS**

22-000482 WINDOW OPTIONS AT LONGVIEW LIBRARY

RECOMMENDED ACTION:**INFORMATIONAL ONLY OR DIRECTION TO EXPLORE AS AN OPTION**

Morgan Palmer discussed some window options. Russ Strobel plans to take a field trip to Portland to view some buildings with these window treatments. He welcomed another to join him. Nia Cowden suggested looking into the WA State Library Association to see if there are funds available for window replacement. Morgan Palmer will return to the Commission when he's ready for a final design review.

10. ADJOURNMENT

The meeting was adjourned at 6:44 pm.





Cafe Guse
Mon-Fri 7-4 Sat 9-2

Sparkling MAUI
Lemonade MORNING
Shaken Espresso
Affogato
Matcha

Lets Connect
@CafeGuse

Facebook Instagram TikTok







City of Longview

Agenda Summary

- **CLG 2022 SCANNING GRANT AWARD**
- **CAM HANNA RECOGNITION**
- **RA LONG AWARD - NEXT STEP**

Attachments:

1. RAL award final

The City of Longview Historic Preservation Commission is pleased to announce Mark McCrady as the winner of the 2022 R.A. Long Historic Preservation Award.

Mr McCrady is honored for his work in the restoration process of the Commerce Avenue street clock. The clock is an irreplaceable part of the fabric of community life in Longview, which generations of residents and visitors alike have enjoyed. Mr McCrady's management of this project included arranging financing from City and community sources, finding and using skilled restorers, and working with City staff and downtown building owners to re-home the master control clock after its refurbishment.

We find that Mr McCrady's work meets the criteria for the R.A. Long Historic Preservation Award, specifically

b) encouraged or performed restoration maintenance to preserve the aesthetics of cultural assets; ex, helped restore a totem pole, park, building, store or street curb appeal

Mr McCrady's work continues the rich history of support from members of the community to preserve Longview's cultural assets. On behalf of the residents of Longview and the City of Longview, we express our gratitude with the presentation of this award.

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City of Longview

Agenda Summary

DESIGN REVIEW PROCESS DISCUSSION

To continue the ongoing Design Review Process discussion, two board members have submitted draft proposals.

Attachments:

1. HPC process notes - Nat Light
2. DRAFT 2022-08-16 application proposal Rev3- Arthur Chang

The current process of Longview's Historic Preservation Commission to review applications for a Certificate of Appropriateness has frequently led to frustration on the part of commissioners and members of the public, and some ill will generated toward the City. Applicants may feel that the commission is playing an unfair game of 'Twenty Questions' - that only a perfect application gets a 'yes,' while an application that receives a 'no' may do so based on reasons unclear to the applicant. To provide that clarity during a formal meeting - at which the application is up for a vote - puts the commission in an uncomfortable position. The result is mutual dissatisfaction and a balky process.

As a Certified Local Government, Longview's Historic Preservation Commission has the power to approve or reject any Certificate of Appropriateness brought by an applicant. The commission cannot first tell the applicant what to do and then have final say over the outcome. However, the commission can and should involve itself in ways that provide the applicant with the tools and information required for a successful application.

To that end, I propose that the first step in applying for a Certificate of Appropriateness be a preliminary review by the commission with the applicant. This could take place at a regular meeting of the HPC, but not one in which the same application will be voted on. This preliminary review would be an opportunity for the commission to learn about the project and engage in dialog with the applicant, and for the applicant to receive information and resources to help them through the process. This may include relevant portions of the Secretary of the Interior's Standards and Guidelines, direction to such resources as the Longview Public Library may have, and review of previous successful applications. Confining this preliminary discussion to standards and what meets them draws a line between assisting the applicant and overstepping the commission's mandate.

In addition, I propose that we review our current documents that define this process for clarity and completeness. Does our Certificate of Appropriateness do what we and the applicant need it to do? Does each applicant receive a chronological checklist to help them know what's coming next in the process? Do they have ready access to contact information of city staff in relevant departments? Are there particular sticking points we could address?

We owe property owners and other parties a process that leads to more clarity and increased satisfaction. Making changes toward that end should encourage them to participate in the work of historic preservation in Longview and help us carry out our responsibilities to the applicant, the city, and all who call it home.

Thank you for your consideration.

Nathanael Light

The intent of this proposal is to create a documented process through which the Historic Preservation Commission (HPC) can execute its dual mandate of application design review and unbiased judgment on the same application's compliance with standards for historic preservation. Currently, design review happens simultaneously with judgment, leading to inconsistent process and outcome for all parties involved. Procedurally separating the two responsibilities in the application process will result in a more consistent experience for the applicants as well as a more consistent application of the standards by the commission.

I propose the following:

For any application to be considered complete, and thus eligible for consideration by the HPC, the applicant will be required to present the application to the HPC at a design review workshop. This constitutes the "Design Review" stage of the application process.

At the workshop, the HPC will assess the application on the merits and provide feedback regarding applicable Secretary of the Interior standards and guidelines for rehabilitation as well as any applicable federal, state, and local laws. The commission may also provide feedback regarding matters within the purview of the HPC's charter and the City of Longview's Historic Preservation Ordinance (LMC 16.12).

The applicant is *not required* to act upon any of the comments or concerns raised by the HPC during a Design Review Workshop, but they, or a designated representative, are *required* to come before the HPC at a designated Design Review Workshop to present the application and receive commission feedback on at least one (1) occasion before the HPC *may* take any formal action on the application. The commission will be *required* to decline to hear an application without a completed design review unless a motion is passed to allow an exception.

Additionally, any proposed amendments to an approved Certificate of Appropriateness will need to return to the Design Review Workshop for review.

After the conclusion of the workshop, staff will mark on the application the date that the design review was conducted. This completes the mandatory "Design Review" stage of the application process. The applicant may then subsequently revise their application and/or request a hearing with the HPC without further design review.

The applicant may also elect to attend further Design Review Workshops to solicit feedback on any changes made to the application. This does not effect the status of the Design Review stage.

Should the applicant elect to bring the completed application before the HPC, the application enters the "Formal Review" stage. In the "Formal Review" stage, the HPC will consider the application as is. The HPC will not discuss the application without a formal motion to approve or deny the application.

Changes required from the HPC:

- HPC members must be willing and able to attend Design Review Workshops.
- HPC members must be willing to follow the application procedure.
- HPC chairperson must be willing to enforce the application procedure in a consistent and fair manner.
- HPC members must be willing to familiarize themselves with the NPS standards and guidelines for historic preservation in order to give timely and relevant feedback during the design review stage.

Changes required from staff:

- Application forms and information will need to be updated to reflect the new procedure.
- The design review workshop process will need to be explained to the applicant.

In order to avoid confusion and incorrect expectations, the applicant must be made aware of the two stage application process. Communicating the requirement to attend a Design review Workshop is essential to managing applicant expectations.

- Design Review Workshops will need to be scheduled and compliance with OPMA will need to be verified.

Changes required from the public (applicants):

- Applicants must understand the process and the requirement to attend a Design Review Workshop.
- Applicants must understand that the completion of Design Review is in no way indicative of application approval. Approval is conditioned on the HPC's official judgment that the application is consistent with all applicable standards and laws.

DRAFT



City of Longview

Agenda Summary

WINDOW OPTIONS AT LONGVIEW LIBRARY

RECOMMENDED ACTION: **INFORMATIONAL ONLY**

Follow up from trip to Portland by Russ Strobel.

Attachments:

1. SLIP™ Brochure
2. Russ Photos



SINGLE PANE TO DOUBLE PANE TRANSFORMATION

www.windowslip.com

Update and insulate your windows to modern standards with this reliable long term solution.

CHOSEN
WOOD WINDOW
MAINTENANCE, INC.

Introducing the Slim Line Insulating Pane | SLIP™

Over 20-years of experience restoring wood windows has made this product come to life. Modernize your single pane windows and make your building more comfortable with the SLIP™ (Slim Line Insulating Pane). This update is an innovative and cost-effective way to retain the original, and valuable, wood windows; while making them more efficient, saving money, and enhancing comfort.



How it Works

We have made it possible to add a *tempered** pane directly to each sash overlaying your current glass setup. Essentially, turning your single pane window into a simulated double-paned window. The frame of the SLIP™ is an attractive, low-profile, pressed metal extrusion. This simple solution can rejuvenate single-hung, double-hung, casements, picture windows, and more. This modernization is a long-term solution that does not need seasonal reinstallation.



Value of Original Windows

Original vintage windows fit the vintage building they are in. Care was taken to match the style of window to the building, the trim, etc. The building can seem at odds with itself and its surroundings if the original windows do not match styling features.

Chances are your windows have done their job for 50-100 or more years already. Sure, they may be a little creaky and may not be as attractive as they once were, but it's a far better investment to repair a proven performer than to sink money into a new window that only has a 20-year warranty at best. With proper maintenance, the original windows should last another 100 years.

*Tempered or toughened glass is a type of safety glass processed by controlled thermal or chemical treatments to increase its strength compared with normal glass.



Replacement windows have a rigid structure that fits within your window openings. Old houses move and shift over time, and frequently the gaps that open up around replacement windows and the window openings result in more drafts than the original windows.



When installing SLIPs on double-hung windows, the weight of the balances needed for window operation may need to be adjusted. This can be done simply by adding weights into the weight pockets when operating with ropes and pulleys. Hidden balances can be fitted to the window if a modern window operation method is requested.

- **Increased energy efficiency**
- **Sound reduction**
- **Maintains original window glass**
- **Windows can stay historically accurate and functional**
- **Interior or exterior install**
- **Options of Clear, Obscure, or Low-E**
- **Extremely low future maintenance cost**
- **No loss in outside viewing space**



Vintage wood windows are composed of old-growth timber. The wood is much denser and more weather resistant than today's tree farmed softwoods. Even with years of neglect, the reason these windows are still around is due to the very high-quality wood, requiring no cladding or additional materials to give them weather resistance.

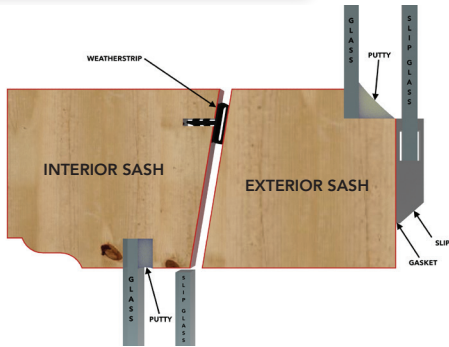
Benefits

SLIPs have been tested and are comparable with insulated glass units. However, unlike true insulated glass, SLIPs will not fog up and succumb to seal failure and require periodic glass replacement, meaning *lower* future maintenance costs.

SLIPs have a sleek look and feel with a low profile that blends into the sash; you will hardly know they are there. Another key aspect is that SLIPs will ensure your window sash remains fully operable, without the need to open two sets of windows or remove any components as you sometimes get with storm windows or inserts.

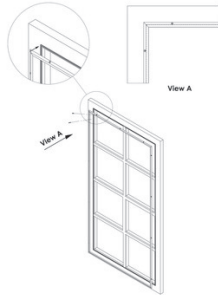
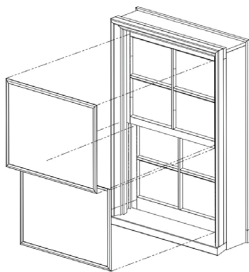


SLIPs can come in versions of 1/8" and 1/4" glass and can also provide options of clear, Low-E and obscure glass finishes



Doublehung Window Attachment

Casement Window Attachment



Noise Reduction

SLIPs have been highly effective on downtown buildings when used to fade outside noise from vehicle traffic and loud neighbors.

Value Engineered

When looking at options to update vintage windows, insulated glass conversions are a popular choice. When doing this you will need to remove the original glazing, ensure a large enough channel, and re-glaze the window; this can be very costly on multi-lite configurations. It is much more cost-effective to insulate all the original glazed windows with a single overlying layer rather than alter the original window.



Functionality

When using SLIPs, your original window will continue to function in the same manner regardless if it is a casement or a double/single hung.

Protection

A SLIP™ protects the vintage window glass and the hours of window glazing work against the elements with a tempered layer of glass.



Before

After

The Slim Line Insulating Pane is a sleek, low-profile addition to Single Pane Windows.

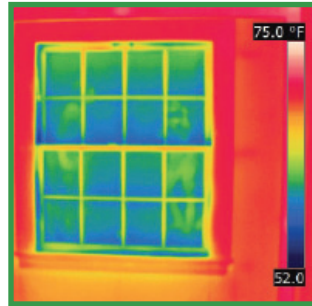
Historic Product

While coming up with the idea of the SLIP, we wanted to keep the original window characteristics. With the SLIP,™ the original sash AND glass can be preserved, maintaining the uniqueness and charm of the window. The SLIP is very sleek and low to the sash, blending right in. This product can be installed on the interior or exterior of the sash.

Although SLIPs are a long-term product with little to no maintenance, they can easily be removed.

Tested and Proven Product

SLIPs are a proven product and have been used on large projects such as Fort Vancouver, University of Oregon - Gerlinger Hall, Oregon State University - Bexel Hall, and many more. SLIPs have been used on many different types of projects, residential and commercial alike.



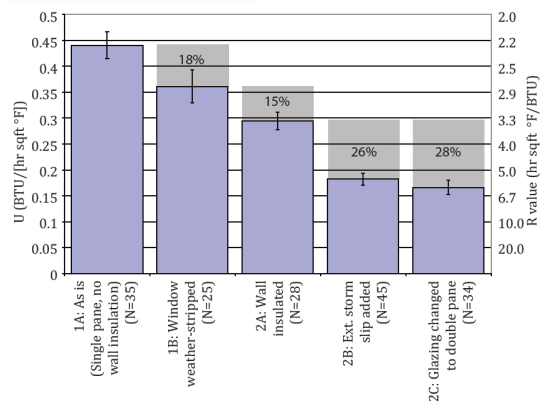
Performance

Energy testing was performed by: Energy Studies in Buildings Laboratory, Department of Architecture at the University of Oregon. The results of this study can be seen on our website. Results from this study were taken to conclude that SLIPs can yield a cost reduction of 72.9% concerning windows in an average household.

- **Single pane windows...454 therms** and 474kWh**
- **Single pane window with added SLIP™... 123 therms and 129kWh**
- **Single pane window with SLIP™ and weatherstripping...93 therms and 97kWh**

**A therm is a unit of measurement of energy (more specifically thermal energy). The therm is used to measure gas consumption as well as consumer cost.

U-value results



*Increase the Function
and Comfort of Your Building*

"Based on the energy modeling that we did for the building, including live mock ups, the study showed that the SLIPS were very close to the energy performance of the IGU option, and given the lower cost the decision was made to go with the SLIP system. We are now three years into occupancy and have had no issues with the windows. The SLIPS are very unobtrusive, and we were able to save hundreds of historic windows and still met our stringent standards of energy performance that exceeds Oregon State Code."

George Bleekman, Owner's Representative, Capital Design & Facilities Management

University of Oregon Straub Hall

Secondary Window Attachment Case Study



The project team debated over multiple approaches to the building's windows during the first year (2011-2012) of renovation planning:

Option 1: Complete Window Replacements

The proposed window replacements would be double-pane, divided light windows that would have created a similar appearance to the original windows when installed. However, university officials disregarded this option. While the new windows were similar to the original windows, they felt that the replacements were not similar *enough* to the original design.

Option 2: Adding Film to Existing Windows

As both the frames and panes were in an excellent condition, the second option was to replace the glazing on the current windows with an insulated film. However, while this would maintain the original appearance of the windows, this method was projected to be both more expensive than other options and more time-consuming.

Option 3: SLIP Window Attachments

The SLIP attachments were cheaper than replacements, maintained the look of the original windows, and allowed the windows to remain operable. However, the attachments would add weight to the windows, which could potentially interfere with the weight system that operated the windows.

The University of Oregon hired the on-campus Energy Studies in Buildings laboratory to test the effectiveness of the following scenarios: the original windows, windows with one layer of insulated film, insulated glass conversions, and Chosen Windows's SLIP attachments. Analyses from the UO energy lab confirmed the following:

1. Even one layer of insulated film provided significantly better insulation than the original windows.
2. The insulated glass conversion option and the SLIP attachments provided nearly identical levels of insulation.



UO Energy Lab testing windows in Straub Hall

The full energy report can be found at <https://windowslip.com/commercial/> by clicking on the energy testing tab. This report allowed the team to move forward with the cheaper SLIP attachment option.

How to get SLIPs on your windows

The creator and manufacturer of the product, Chosen Wood Window, has been, and still does, install SLIPs on commercial and residential buildings in the Northwest for over a decade.

For people further out who are looking to modernize their windows, we highly recommend our SLIP™ Kit. We assemble, sell, and ship custom-made DIY SLIP™ Kits. These kits contain all the custom-sized materials that are necessary for a successful install. Contractors are encouraged to install SLIPs on their projects! We have a full-length installation instruction video as well as a tutorial video on how to measure for your custom-sized SLIPs.



DIY SLIP Kit



SLIPs, Balances, Weatherstripping, Etc





Door SLIP



Interior SLIP



With and Without Comparison



Great for Leaded or Stained Glass



No loss in outside viewing space



SLIP Profile



Obscure Glass SLIP















