



# Design Review & Historic Preservation Board Meeting Agenda

The Design Review & Historic Preservation Board meeting will be held in person in Council Chambers on the 5th floor of City Hall, 333 S. Meridian. The meeting can be watched and listened to via this conferencing link: <https://zoom.us/>, click Join a Meeting, Meeting ID: 897 2885 2271, password is 012608. To join the meeting by phone, dial 253-215-8782 and use the same Meeting ID and password as listed above.

Written comments will be accepted at [MichelleO@puyallupwa.gov](mailto:MichelleO@puyallupwa.gov) until 3:00 p.m. and be distributed to the Board prior to the meeting. No public comments will be accepted via Zoom

\*\*\*\*\*

Thursday, May 16, 2024  
4:00 PM

## **ROLL CALL**

## **APPROVAL OF THE AGENDA**

## **CONSIDERATION OF MINUTES**

Consideration of Minutes - May 2, 2024  
[May 2, 2024 Draft DRHPB Minutes](#)

### **1. PUBLIC HEARINGS**

- 1.a Facility naming
  - [A\) STAFF REPORT](#)
  - [B\) Kandle Hall Naming Request](#)
  - [C\) City Naming Policy](#)
  - [D\) Support Letters](#)

### **2. WORKSESSION TOPICS**

- 2.a Design review application - Downtown Design Guidelines (DDGs) - 2nd Street Apartments - REVISION
  - [ARCHITECT COVER LETTER](#)
  - [ARCHITECT DESIGN REVIEW MEMO](#)
  - [RESUBMITTED PLANS](#)
- 2.b Pre-application Design Review - Downtown Design Guidelines - 103 W Pioneer Entry Door Replacement
  - [A\) 103 W Pioneer Facade](#)
  - [B\) Holiday Cafe Tenant Improvement Plan Set](#)

### **3. OTHER BOARD BUSINESS**

## **CITIZEN COMMENTS**

## **ADJOURNMENT**

**The City of Puyallup does not discriminate on the basis of disability in any of its programs, activities, or services. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City of Puyallup should contact the City Clerk's Office (253-841-4321, [info@puyallupwa.gov](mailto:info@puyallupwa.gov)) as soon as possible but no later than 48 hours before the event.**



## **Design Review & Historic Preservation Board Agenda Item Report**

Submitted by: Michelle Hannah  
Submitting Department: Development & Permitting Services  
Meeting Date: May 16, 2024

**Subject:**

Consideration of Minutes - May 2, 2024

**Presenter:**

Michelle Hannah | [MichelleO@puyallupwa.gov](mailto:MichelleO@puyallupwa.gov) | 253-841-5485

**Recommendation:**

Review and Action

**Background:**

The Board will review and act upon the minutes from the May 2, 2024 meeting.

**ATTACHMENT(S)**

[May 2, 2024 Draft DRHPB Minutes](#)

**City of Puyallup  
Design Review & Historic Preservation Board**

**Council Chambers**

**May 2, 2024**

**4:00 PM**

**DRHPB MEMBERS PRESENT:** Chair Les Gerstmann, Ajay Garg, Abdul Kahn, Wes Perkinson

**DRHPB MEMBERS NOT PRESENT:** Vice-Chair Kris Stamon, Joe Colombo, Paige Rooney (excused)

**STAFF PRESENT:** Senior Planner – Kendall Wals; Associate Planner – Nabila Comstock; Administrative Assistant – Michelle Hannah

The meeting was called to order at 4:32 p.m. A quorum was established.

**APPROVAL OF THE AGENDA**

Board Member (BM) Perkinson moved to approve the agenda, with a second by Chair Gerstmann. The Board Members voted, and the motion passed 4-0.

**CONSIDERATION OF MINUTES**

April 4, 2024

BM Perkinson made a motion to approve the minutes as written, with a second by Chair Gerstmann. The Board Members voted, and the motion passed 4-0.

**WORKSESSION TOPICS**

**Design Review Application - DDG - 105 W Main Window Replacement (PLDDG20240014)**

Associate Planner (AP) Nabila Comstock gave a presentation on a window replacement design review at 105 W Main, and mentioned that the applicants, Guy Hemley and Connie Pena, are at this meeting to answer any questions.

- Mr. Hemley commented that the windows they are installing are the same size and color of the original windows.
- Chair Gerstmann read Vice-Chair Stamon’s written comments into the record.
- Chair Gerstmann commented that the Board would need to see details on how the applicant intends to replace the windows so they can understand and make a decision on the design review.

Chair Gerstmann made a motion that the applicant will return with more information as recommended by staff to show why the existing windows can't be rehabilitated and provide a more detailed description on how the windows will be installed. BM Perkinson seconded the motion. The Board Members voted, and the motion passed 4-0.

**OTHER BOARD BUSINESS**

Senior Planner (SP) Kendall Wals advised the Board Members that they will be holding a public hearing on a Facility Naming at their next meeting on the 16<sup>th</sup>, and asked them to please let staff know if they will not be able to attend.

**ADJOURNMENT**

The meeting was adjourned at 4:19 p.m.

DRAFT



## Design Review & Historic Preservation Board Agenda Item Report

Submitted by: Anna Petersen

Submitting Department: Development & Permitting Services

Meeting Date: May 16, 2024

**Subject:**

Facility naming

**Presenter:**

Anna Petersen

**Recommendation:**

Public hearing and deliberation

**Background:**

The City received a publicly initiated proposal to name the Council Chamber lobby “Kandle Hall” after a decorated World War II soldier who was killed in action in December 1944. Medal of honor recipient Lieutenant Victor Kandle was a citizen of Puyallup and a 1939 graduate of Puyallup High School. In accordance with City policy this request must be presented to the DRHPB for review and a public hearing. Please see the attached staff memo and application for more information.

**ATTACHMENT(S)**

- A) STAFF REPORT
- B) Kandle Hall Naming Request
- C) City Naming Policy
- D) Support Letters



**CITY OF PUYALLUP**  
**Development & Permitting Services**  
 5 Meridian, Puyallup, WA 98371  
 (253) 864-4165 Fax (253) 840-6678

To: Design Review and Historic Preservation Board  
 From: Anna Petersen, Senior Planner  
 RE: City Facility Naming--Council Chamber Lobby, Proposed Name- Kandle Hall  
 Date: April 12, 2024  
 Date of meeting: May 16, 2024

PROJECT OVERVIEW	
<p><b>Case #:</b> Council Chambers Lobby Naming</p> <p><b>Applicant:</b> John (Jack) C Taylor</p> <p><b>Staff Coordinator:</b> Anna Petersen, Senior Planner</p> <p><b>Property Owner:</b> City of Puyallup</p> <p><b>Location:</b> City Hall, 5<sup>th</sup> Floor Council Chamber Lobby, 333 S Meridian, Puyallup</p> <p><b>Recommendation Options:</b></p> <ol style="list-style-type: none"> <li>1. <b>Approve</b> the request consistent with the staff recommendation;</li> <li>2. <b>Approve with conditions.</b> The Board should outline any specific conditions not already specified by the staff report;</li> <li>3. <b>Continue</b> to a future date to obtain additional information or to further consider information presented. The next available meeting date is [DATE] at 4:00 p.m.; or</li> <li>4. <b>Deny</b> the request. This action <u>would not be consistent</u> with the staff recommendation. The Board should provide new findings to support the denial.</li> </ol>	<p><b>Proposal:</b> To name the Council chamber lobby “Kandle Hall” after a decorated World War II soldier who was killed in action in December 1944. Medal of Honor recipient Lieutenant Victor Kandle was a citizen of Puyallup and a 1939 graduate of Puyallup Highschool.</p> <p><b>Relevant History:</b>  <i>A public initiated proposal</i> to name the lobby area of the Council Chambers “Kandle Hall” in honor of Lieutenant Victor Leonard Kandle was received. Lieutenant Kandle was a Puyallup resident, Puyallup High Graduate, decorated WW II soldier (e.g., Medal of Honor) who was killed in action in December 1944.</p> <p><b>Summary of Key Issues:</b>            A Public Initiated proposal to name the Council Chambers Lobby “Kandle Hall” is under consideration. The Medal of Honor is the highest honor bestowed by the United States on its military members. As a Medal of Honor recipient Lieutenant Kandle meets the City’s criteria for “Commemorative Naming.” The applicant has requested Lieutenant Kandle be locally recognized through this naming. There is no City monument or memorial recognizing Lieutenant Kandle’s distinguished service, heroism and national service.</p> <p><b>Staff Recommendation:</b>            Name the lobby “Kandle Hall.”</p>

## BACKGROUND

At a recent Council meeting Jack Taylor (LtCol, USAF Retired Puyallup Valley VFW Post 2224) proposed The City rename the council chamber lobby “Kandle Hall.” Mr. Taylor was informed of the formal process for requesting the naming of a facility. In a submittal dated February 27, 2024, Mr. Taylor formally requested the name change in accordance with procedures for a “public initiated proposal” outlined in the adopted policy to establish criteria for the naming or renaming of City parks, open spaces, facilities, and monuments (attached).

Mr. Taylor has proposed a commemorative naming of the lobby area adjacent to Council Chambers for Lieutenant Victor Kandle. Kandle was killed in action in France during WWII. The attached letter from Mr. Taylor details Lieutenant Kandle’s life story and military honors. Additionally, the letter states the following justification for naming the lobby after Kandle:

- He (Kandle) brought great honor on himself and the Puyallup community, his beloved boyhood home.
- He was awarded the highest military honor this nation can bestow.
- His life stands as a symbol and embodiment of this community’s values for all citizens of Puyallup, the State of Washington, and the United States.

Additional details on Lieutenant Kandle’s life, family history, his military service history and awards are included in the attached letter from Mr. Taylor. As noted in the letter, in addition to the Medal of Honor Lieutenant Kandle received the Silver Star, Bronze Star, Purple heart and French Croix de Guerre.

## APPLICABLE REGULATIONS AND GUIDELINES

The Puyallup City Council has adopted a policy to establish criteria for the naming or renaming of City parks, open spaces, facilities, and monuments. In order to approve this request, the Board must consider the following relevant criteria\* excerpted from City of Puyallup Policy for Naming or Renaming of City Parks, Open Spaces, Facilities and Monuments:

### Section IV Criteria for naming

*A proposal to name or rename a park, open space, facility, or monument must meet one of the four criteria provided for this section of the policy.*

*B) Criteria for Naming per City Policy for commemorative name designation associated in Honor of Individuals or Groups:*

1. This section applies to any request to name or rename a park, open space, or component feature in honor of individuals or groups. Groups shall include organizations, corporations, foundations or families.
2. Names for consideration shall be those of distinguished persons, organizations, corporations, foundations or families:
  - a. Where the person or group has made a significant land, building or monetary contribution for a park, open space, or component feature;
  - b. Where the person or group has contributed outstanding civic service to the City over an extended period of time;
  - c. **Where the person or group has received national recognition;**
  - d. Where there is a strong historical or cultural connection to the City and the person or group has made major contributions to the historical or cultural preservation of the City;



- e. Where there is a strong contribution toward environmental preservation, conservation, or enhancement of the City;
- f. To memorialize or otherwise recognize substantial gifts and significant donors, individuals designated by donors, or individuals who have made exemplary or meritorious contributions to the City;
- g. Where there is a major contribution made to the acquisition, development or conveyance of land or building and/or its subsequent development; or
- h. Where there is a direct relationship or association that exists between the place or former place of residence of the person or group and the park, open space, or facility to be named.

C) *Commemorative Names of Local, Regional, National or International Significance*

- 1) **A name in honor of individuals or groups who have made an outstanding contribution locally, regionally, nationally or internationally.**

*\*Policy in **bold** indicate qualifying criteria*

Per the naming criteria policy referenced above, such a proposal must be presented to the Design Review & Historic Preservation Board (DRHPB) for review and a public hearing. The DRHPB shall then make a recommendation to the City Council.

## STAFF CONCLUSIONS

Lieutenant Kandle was a Puyallup High School graduate and recipient of many military accommodations including the Medal of Honor and the French Croix de Guerre. Through his military service in WWII, and demonstrated by the medals he was awarded, Kandle made outstanding contributions of (military) service both nationally and internationally. These contributions qualify his legacy for a commemorative naming under the City policy for naming City facilities (See criteria B(2)c and C(1)) .

Lieutenant Kandle’s family, the veteran community and others have expressed support for honoring Kandle’s legacy through naming the Council Chamber lobby “Kandle Hall.”

As noted in the attached documentation, if the naming is approved, the applicant will donate a preexisting bronze plaque and framed photo to hang in the lobby.

## STAFF RECOMMENDATION

Based on the above findings, staff recommends that the Board **approve** naming the council chamber lobby “Kandel Hall” and forward that recommendation on to City Council for review and approval.

### **Attachment(s):**

- *Application Letter, Jack Taylor (includes Attachments)*
- *City of Puyallup Policy for Naming or Renaming of City Parks, Open Spaces, Facilities and Monuments*
- *Letters of support*

131 Eagle Ridge Dr. E.  
Puyallup, WA 98374

27 February 2024

To the City Council  
City of Puyallup  
333 S. Meridian St.  
Puyallup, WA 98371

Subject: Designate/Name the Lobby Adjacent to the Council Chamber, "Kandle Hall".

Reference: City of Puyallup Policy for Naming or Renaming City Parks, Open Spaces, Facilities, Monuments; Section IV, paragraphs B, c), and C,1), and Section V, paragraph A.

Dear Mr. Mayor and Members of the City Council,

I propose that the City, through the authority granted to the City Council and management of city facilities, name the lobby area, adjacent to the Council Chambers, as, "**Kandle Hall**", to honor **Victor Leonard Kandle**, awarded the **Medal of Honor** in World War II. Lieutenant Kandle was killed in action in France on December 31, 1944. He was a citizen of Puyallup and graduated from Puyallup High School in 1939.

Kandle's life and service to our nation serve as outstanding examples of the human spirit, yet there is no city monument or memorial recognizing his heroism. There is a monument to him at the entrance to Puyallup High School placed there by the Puyallup School District sponsored by Puyallup Valley Post 2224, Veterans of Foreign Wars.

Kandle's story clearly meets the criteria for commemorative naming of the Council Chamber lobby to serve as a memorial and recognition of this exemplary Puyallup citizen for all who visit our city hall and the Council Chamber for the following reasons: 1. He brought great honor on himself and the Puyallup community, his beloved boyhood home.; 2., He was awarded the highest military honor this nation can bestow.; 3., He life stands as a symbol and embodiment of this community's values for all citizens of Puyallup, the State of Washington, and the United States.

Also, I have a bronze plaque that was mounted on the façade of an Army Reserve facility in Tacoma that named their building, "Kandle Hall." That facility closed and the Army returned the plaque to Kandle's son who donated it to the Puyallup VFW Post 2224. I propose that the plaque be mounted on the lobby wall as the wording is appropriate for the purpose along with a framed portrait of Lieutenant Kandle to display with it.

I request you look favorably on this proposal and approve to name the lobby of this facility as, "Kandle Hall", and display the plaque and portrait with it, to honor the memory of this outstanding Puyallup citizen who gave his life far too soon in the cause of liberty.

Respectfully submitted,

John (Jack) C. Taylor, LtCol, USAF, Retired  
Puyallup Valley VFW Post 2224

Atchmts:

1. Photos - Kandle Hall Plaque and Framed Photo of Lt Kandle
2. Victor Leonard Kandle - a narrative

24"



18"





**Victor Leonard Kandle**, a graduate of Puyallup High School, was posthumously awarded the Medal of Honor, Silver Star, Bronze Star, French Croix de Guerre, and Purple Heart medals in World War II. He was killed in France on New Year's Eve, December 31, 1944.

Kandle's story clearly meets the criteria for commemorative naming of a Puyallup facility. His heroism in World War II brought great honor on himself, the United States and to the Puyallup community that was his beloved boyhood home.

Kandle was born in Roy, Washington, in 1921, and grew up on his grandmother's homestead on land that would become part of Fort Lewis, now known as Joint Base Lewis-McChord, historically and remaining today, key U.S. Army and Air Force installations.

After attending school in McKenna and Roy, Kandle moved with his family to Puyallup and graduated from Puyallup High School in 1939. "Leonard", as he preferred and was known to by his classmates in Puyallup, then attended Beutel Business College in Tacoma. Not having an automobile, he often walked eight miles to the college and return.

In September 1940, he joined the army and completed basic training at Fort Lewis. During field training, he recognized his grandmother's homestead now part of Fort Lewis. After completing basic training, he was recognized for his leadership potential and selected to attend Officer's Candidate School. He was commissioned as a second lieutenant and assigned to the 15th Infantry Regiment, 3rd Infantry Division.



Puyallup High School  
Yearbook Photo



The 3rd Infantry Division became one of the most decorated units in World War II fighting against Nazi Germany. The Division earned 16 Medals of Honor. One of its members was Audie Murphy, Medal of Honor awardee, the most decorated soldier in World War II. But the unit's heroism came at a high cost as the division lost 4,922 killed in action and 636 who died of wounds.

First Lieutenant Kandle earned the Medal of Honor for extraordinary heroism in early October 1944, near La Forge, France.

There, elements of the 15<sup>th</sup> Infantry Regiment were halted by powerful German defenses that prevented American assaults to continue without great risk to our forces. Kandle's citation for the Medal of Honor reads as follows:

**“For conspicuous gallantry and intrepidity at risk of his life above and beyond the call of duty. On 9 October 1944, at about noon, near La Forge, France, 1<sup>st</sup> Lt. Kandle, while leading a reconnaissance patrol into enemy territory, engaged in a duel at pointblank range with a German field officer and killed him. Having already taken five enemy prisoners that morning, he led a skeleton platoon of 16 men, reinforced with a light machinegun squad, through fog and over precipitous mountain terrain to fall on the rear of a German quarry stronghold which had checked the advance of an infantry battalion for two days. Rushing forward, several yards ahead of his assault elements, 1<sup>st</sup> Lt. Kandle fought his way into the heart of the enemy stronghold, and, by his boldness and audacity, forced the Germans to surrender. Harassed by machinegun fire from a position which he had bypassed in the dense fog, he moved to within 15 yards of the enemy, killed a German machine gunner with accurate rifle fire and led his men in the destruction of another machinegun crew and its rifle security elements. Finally, he led his small force against a fortified house held by two German officers and 30 enlisted men. After establishing a base of fire, he rushed forward alone through an open clearing in full view of the enemy, smashed through a barricaded door, and forced all 32 Germans to surrender. His intrepidity and bold leadership resulted in the capture or killing of three enemy officers and 54 enlisted men, the destruction of three enemy strong points, and the seizure of enemy positions which had halted a battalion attack.”**

Kandle was killed in action two months later for which he was awarded the Silver Star and the Purple Heart. The Medal of Honor was awarded posthumously to his wife and son on May 11, 1945, at the Presidio in San Francisco. He is buried in the American Cemetery and Memorial, Épinal, France.

There is a road on Joint Base Lewis-McChord named, Rice-Kandle to honor the pioneer families that homesteaded there before the military complex was created. There is a street named for Kandle and two other Medal of Honor awardees that trained there. In Puyallup, there is only the monument to him at the main entrance to Puyallup High School dedicated to their distinguished graduate for their students and the public to learn of his story. The City of Puyallup has not recognized their national hero.

The Medal of Honor is the highest honor bestowed by the United States on its military members. To earn this award requires the highest level of distinguished service and heroism beyond the call of duty. Victor Leonard Kandle embodied the qualities of duty, honor, and service to the nation. He deserves our city’s recognition and memorialization.



Lenord Kandle's grave, Epinal American Cemetery and Memorial, France.

Recognition of Kandle by Puyallup is long overdue. Renaming the foyer to the Council Chambers as “**Kandle Hall**”, is an appropriate, lasting memorial to him and a modest action in comparison to the service Kandle gave to us and the United States. His short life is an inspiration.

“He was a hero in Puyallup as well as being a national hero,” recalled his high school classmate, Frank Hanawalt, a well-known Puyallup educator and civic leader. His story should be recognized, and his life remembered.

### **Medals Awarded Lieutenant Victor Leonard Kandle**



**Medal of Honor**



**Silver Star**



**Bronze Star**



**Purple Heart**



**French Croix de Guerre**

**CITY OF PUYALLUP POLICY FOR  
NAMING OR RENAMING OF CITY PARKS, OPEN SPACES,  
FACILITIES AND MONUMENTS**

**I. Purpose**

The purpose of this policy is to establish a consistent approach for the commemorative naming or renaming of City of Puyallup (“City”) parks, open spaces, facilities, and monuments. Commemorative naming refers to the naming of a property in honor of outstanding achievement, distinctive service, or significant community contribution, generally without financial consideration.

**II. Objectives**

- A) To provide a consistent process for the City to recognize significant local events, people, and geographic features through the naming of parks, open spaces, facilities, and monuments;
- B) To provide the guidelines by which names will be chosen for new City parks, open spaces, facilities, and monuments, and by which these will be renamed, if necessary; and
- C) To include community involvement in the naming/renaming, and dedication of parks, open spaces, facilities, and monuments through a clearly defined process.

**III. Definition of Terms**

The following terms are provided for greater clarity:

- A) “Component Feature” means all substantial structures or recreational aspects of a park which includes, but is not limited to, such things as sports fields, ball diamonds, hard surface courts, tennis courts, gardens, playgrounds, restrooms, and skateboard park facilities, etc.
- B) “Commemorative Naming” means naming rights granted to honor outstanding achievement, distinctive service, or significant community contribution. Commemorative naming will not be tied to a financial contribution.
- C) “Individual and Community Organization Commemorative Naming” means naming rights granted to an individual, group of individuals, family foundation, or a non-profit community organization in recognition of significant philanthropy.
- D) “Monuments” mean markers, statues, and other similar permanent installations which are installed by the City on City property, or which are accepted by the City and installed on City property with City permission. Monuments may be in various forms including statues, fountains, or gardens among other forms of monuments as determined by the City.



E) “Open Space” means trails, pathway systems, utility features such as storm-water retention ponds, and other similar structures under the jurisdiction of the City.

F) “Parks” means all park designations including, but not limited to, citywide parks, community parks, neighborhood parks, open space, etc., owned by and/or under the jurisdiction of the City.

G) “Significant Financial Gifts” means a monetary donation reflective of the total capital cost or appraised value of the amenity being considered for naming.

#### **IV. Criteria for Naming**

A proposal to name or rename a park, open space, facility, or monument must meet one of the four criteria provided for in this section of the Policy.

##### ***A) Commemorative Name Designation Associated with Functional Use, Geographic Location or Historical Significance.***

- 1) A name based on the adjacent street, functional use, geographic feature, significant natural feature, community name or historic significance.
- 2) A historic or cultural name of significance to the City.

##### ***B) Commemorative Name Designation Associated in Honor of Individuals or Groups.***

- 1) This section applies to any request to name or rename a park, open space, or component feature in honor of individuals or groups. Groups shall include organizations, corporations, foundations or families.
- 2) Names for consideration shall be those of distinguished persons, organizations, corporations, foundations or families:
  - a) Where the person or group has made a significant land, building or monetary contribution for a park, open space, or component feature;
  - b) Where the person or group has contributed outstanding civic service to the City over an extended period of time;
  - c) Where the person or group has received national recognition;
  - d) Where there is a strong historical or cultural connection to the City and the person or group has made major contributions to the historical or cultural preservation of the City;
  - e) Where there is a strong contribution toward environmental preservation, conservation, or enhancement of the City;

- f) To memorialize or otherwise recognize substantial gifts and significant donors, individuals designated by donors, or individuals who have made exemplary or meritorious contributions to the City;
- g) Where there is a major contribution made to the acquisition, development or conveyance of land or building and/or its subsequent development; or
- h) Where there is a direct relationship or association that exists between the place or former place of residence of the person or group and the park, open space, or facility to be named.

***C) Commemorative Names of Local, Regional, National or International Significance.***

- 1) A name in honor of individuals or groups who have made an outstanding contribution locally, regionally, nationally or internationally.
- 2) In such instances, and prior to approving the use of any name of individuals or group, City staff shall investigate any protocol and/or requirements of any local, regional, national or international agency or organization.

***D) Names Derived from Significant Financial Contributions.***

In selected instances where a naming request has been proposed as a result of receiving a unique and extraordinary financial, or other significant contribution, towards the acquisition, creation or redevelopment of a property or park, consideration will be given to the sponsorship contribution being provided. The merits and value of each such naming will be evaluated on a case-by-case basis. It should not be assumed that a financial contribution guarantees that a park is named after the service club, business, individual or organization.

**V. Renaming of Existing Parks, Open Spaces, Facilities, or Monuments**

- A) Renaming of parks, open spaces, facilities, and monuments carries with it a much greater burden of process compared to initial naming. Tradition and continuity of name and community identification are important community values. Each application must meet the criteria in this policy, but meeting all criteria does not automatically ensure renaming.
- B) Critical examination will be conducted to ensure that renaming the park will not diminish the original justification for the name or the prior contributors. Renaming will follow the same procedures as naming a park, open space, facility, or monument.
  - 1) Only parks and facilities named for geographic location, outstanding feature or subdivision should be considered for renaming. Parks that have been named by deed restriction shall not be considered for renaming.

2) Parks and facilities named after individuals shall not be changed unless it is found that because of the individual's character the continued use of their name would not be in the best interest of the community.

C) Existing names will not be changed without the consideration of:

- 1) The historical significance of the existing name;
- 2) The impact on the individual or organization associated with the existing name;
- 3) The cost and impact of changing existing signage, rebuilding community recognition, and updating records (databases, maps, promotional materials, etc.)

D) Only nominations having a direct relevance to the park, open space, or component feature within the space in question will be considered for renaming.

E) Renaming of a park, open space, or component feature may occur if:

- 1) The policy criteria are met; and
- 2) A valid justification for renaming the park, open space, or facility is provided; and
- 3) Changing the name will not cause undue confusion within the community; and
- 4) An appropriate level of community support exists.

## **VI. Limitations on Naming and Renaming**

A proposal for naming/renaming shall be denied for any of the following reasons:

- A) Names that cause confusion for the public or emergency services due to duplication with an existing name;
- B) Names that duplicate a school or facility name that is not directly adjacent to the area to be named;
- C) Name that is meaningful only to a few members of the community;
- D) The proposal suggests a name after a specific developer;
- E) The proposed name advertises a product or private company;
- F) The proposed name is that of a living public official who has held elected office within the previous ten (10) years.

G) Named for a living person; however, exceptions may be considered for significant and outstanding contributions of land, money, or civic service.

H) There shall typically be a lapse of at least one year between the date of death of the person(s) or of the event commemorated and the final naming or renaming of a City park, open space, facility, or monument.

I) The chosen name shall not conflict with similar names, in whole or in part. For example, if a park is named Oakes Park, no other similar name shall be used, such as Red Oak Park.

## **VII. Procedures**

### *A) Public initiated proposal*

Any individual or group wishing to submit a request for naming/renaming any parks, open spaces, facilities, or monuments shall file a written proposal with the City Clerk, and should include at least the minimum information:

- 1) Name of the applicant;
- 2) Identification of the park, open space, facility, or monument to be named or renamed;
- 3) Proposed name; and
- 4) Supporting background information and/or justification describing the accomplishments and/or legitimacy of the name designation and how it is consistent with the naming criteria;
- 5) Written documentation of approval of person (if living) or next of kin (if deceased) if available; and
- 6) Any letters of endorsement supporting the application.

### *B) City Council initiated proposal*

A member of the City Council may propose the naming or renaming of a City facility, park, open space, or monument during any regular Council meeting. Such proposal shall be processed as provided for in subsections (C), (D), and (E) of this Section of the policy.

### *C) City staff review*

- 1) When a naming or renaming request is submitted by the public or proposed by a City Council member, City staff will conduct a historical review of the current name.
- 2) When possible, if a request to name or rename is directly associated with, or is on land that has been donated to the City, the original donor or family will be advised.

- 3) When a naming or renaming request is submitted, staff will attempt to contact the nominee being honored to determine if the nominee is supportive of the naming proposal if they are living or by their legal representative if they are deceased.

D) *Design Review & Historic Preservation Board (DRHPB) review and public participation*

- 1) All naming and renaming proposals will be presented to the DRHPB for review.
- 2) The DRHPB shall hold a public hearing on all such proposals. Notice of the public hearing shall be published once in a newspaper of general circulation in the City not less than 14 days prior to the date of the public hearing. In addition, written comments regarding the proposal shall be accepted until 5:00 p.m. the day before the public hearing and presented to the DRHPB.
- 3) In reviewing the proposal, the DRHPB shall consider the rules and criteria for naming/renaming as established in this policy and the written and oral public comment. After deliberation, the DRHPB shall make a recommendation to the City Council to accept, modify, or deny the proposal.

E) *City Council review*

- 1) City staff shall present a staff report on the proposal that includes the information gathered in subsection (C) of this Section, a summary of the written and oral public comment submitted to the DRHPB, and the DRHPB's recommendation.
- 2) The City Council shall have the sole authority to accept, modify, or deny a naming or renaming proposal.



Legislative Building

## Washington State Legislature

Olympia, WA 98504-0600

For Electronic Delivery

April 9, 2024

Puyallup Design Review and Historic Preservation Board

333 S Meridian  
5th Floor, Council Chambers  
Puyallup, WA 98371

Re: Commemorative naming "Kandle Hall"

Chair Stamon, Vice Chair Gerstmann, and Members of the Design Review and Historic Preservation Board,

We write to offer our unwavering support for Mr. Jack Taylor's proposal to honor and commemorate Lieutenant Victor Leonard Kandle. Lieutenant Victor Kandle was posthumously awarded the Medal of Honor in World War II and was a 1939 graduate of Puyallup High School. As we know, the Medal of Honor is the Armed Forces' highest military decoration, awarded to those who have distinguished themselves by acts of valor. Naming the lobby area just outside the Stoner City Council Chambers "Kandle Hall" would relay to the community just how important it is to honor our military service members, for they make unbelievable sacrifices in defense of our freedoms.

This is a wonderful opportunity to show appreciation for Lieutenant Kandle's service to our nation.

Respectfully,

Senator Chris Gildon  
25<sup>th</sup> Legislative District

Representative Kelly Chambers  
25<sup>th</sup> Legislative District

Representative Cyndy Jacobsen  
25<sup>th</sup> Legislative District

**From:** Rex Faubion <rexfaubion@yahoo.com>  
**Sent:** Sunday, April 21, 2024 9:58 PM  
**To:** Anna Petersen  
**Cc:** John M. Anderson  
**Subject:** KANDLE HALL NAMING REQUEST

You don't often get email from [rexfaubion@yahoo.com](mailto:rexfaubion@yahoo.com). [Learn why this is important](#)

**CAUTION: This is an External Email. Do not click links or open attachments unless you are expecting them.**

Anna Petersen,

Please add the voice of the American Legion in supporting the effort to name the 5th floor antechamber, Puyallup City Hall, in honor of Lt Victor Leonard Kandle. Lt Kandle, World War Two Congressional Medal of Honor recipient and graduate of Puyallup High School is justly deserving of this honor. It is said that the holder of a Congressional Medal of Honor does not do so on his or her own merit, but rather as a symbol of all the others left behind. The magnitude of this community's loss in the Second World War, is represented by the Living War Memorial building erected by public subscription at the end of the war. At the time we thought that our loss was about 60 young people. By the 1990's the effort to compile a list of those killed in the war identified over 100, who are memorialized on the tablet in Pioneer Park, visible from the 5th floor windows.

Honoring Lt. Kandle's sacrifice in this way would bring a regular reminder to those about the city's business.

For God and Country,

Rex L. Faubion  
Post Commander  
R. Vernon Hill Memorial Post 67  
(253) 208-6991

TO: Puyallup City Council

FROM: Terry Kandle (son of Victor Leonard Kandle)

SUBJECT: Support for the creation of KANDLE HALL

DATE: 03/26/2024

Honorable Puyallup City Council

Please consider honoring my father by naming part of your facility  
"KANDLE HALL".

As you may already know, VICTOR LEONARD KANDLE was a WW2 war hero in France when the German army was being pushed out of France. In addition to being a war hero, Leonard (he preferred to use his middle name) possessed many other attributes that illustrate what a fine example of what a man should be.

I was only 2 when he was KIA on 12/31/1944 so I never knew much about my Dad until my mother passed away and I found over 500 letters that he wrote to my mom during his time in the army. Thru his letters, I learned what a truly fine man he was.

He joined the army before Pearl Harbor and after attending business college in Tacoma. His dedication to his army training was truly outstanding. In Georgia, he applied for OTS and over time, earned a commission as a 2<sup>nd</sup> LT.. Even after failing the course twice, and thru



amazing perseverance he finally managed to pass the required training. Math was difficult for him but he was an exceptional marksman and had outstanding leadership skills. His letters in Georgia include many examples of his adventurous spirit and a knack for making numerous friends among the civilian population.

In France, he was assigned the very hazardous duty of PATROL LEADER. After it was known that he would be awarded the Medal Of Honor, he was transferred to less hazardous duty as that was normal during the war. It was ironic that he was killed when he volunteered for an assignment to occupy a “deserted city” and was ambushed.

After the war, all he wanted was to settle down on a small farm in the Puyallup Valley.

Signed, Terry Kandle

**From:** Jack <eaglenest42@comcast.net>  
**Sent:** Sunday, April 28, 2024 12:11 AM  
**To:** Anna Petersen  
**Subject:** Fwd: Leonard Kandle

CAUTION: This is an External Email. Do not click links or open attachments unless you are expecting them.

For the "Kandle Hall" file  
Jack Taylor  
Sent from my iPad

Begin forwarded message:

**From:** David Kandle <[dakandle@yahoo.com](mailto:dakandle@yahoo.com)>  
**Date:** April 28, 2024 at 01:11:07 GMT+2  
**To:** [eaglenest42@comcast.net](mailto:eaglenest42@comcast.net)  
**Subject:** Leonard Kandle

Dear Sir,

I've visited the memorial placed at the Puyallup High School a few times since the dedication, even though I am very familiar of Leonard's heroics. I was amazed that there was so little information of Leonard at the Kandle Armory. I think it would be neat to have a main city function with his name that would draw attention to our hometown hero. People need to be reminded of other's sacrifice for this great country.

Sincerely

David Kandle



## Design Review & Historic Preservation Board Agenda Item Report

Submitted by: Chris Beale

Submitting Department: Development & Permitting Services

Meeting Date: May 16, 2024

### **Subject:**

Design review application - Downtown Design Guidelines (DDGs) - 2nd Street Apartments -  
REVISION

### **Presenter:**

Chris Beale, Senior Planner | (253) 841-5418 | cbeale@puyallupwa.gov

### **Recommendation:**

Review, Decision

### **Background:**

On May 16, 2024, the Design Review and Historic Preservation Board (“Board”) will continue review of a proposed revision to a previously approved project (2nd St Apartments); the project is a 3-story, 26,000 square foot (appx.), 29 unit apartment building. The project in the CBD zone must adhere to the Downtown Design Guidelines and undergo Board review and approval. The project architect has provided revised materials which are responsive to Board review notes from April 18, 2024.

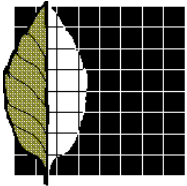
Staff has reviewed the proposed revisions and the architect's response letters, and the documents provided appear responsive to the Board's previous comments and appear to adequately address remaining issues around materials, glazing coverage and lighting. Staff recommends the Board review and consider approval, or approval with conditions, as appropriate.

### **ATTACHMENT(S)**

[ARCHITECT COVER LETTER](#)

[ARCHITECT DESIGN REVIEW MEMO](#)

[RESUBMITTED PLANS](#)



James Guerrero  
Architects, INC

April 2, 2024

Chris Beale, Senior Planner  
City of Puyallup  
333 South Meridian  
Puyallup, WA 98371

RE: PUYALLUP SECOND STREET APARTMENTS  
DESIGN REVIEW RESUBMITTAL

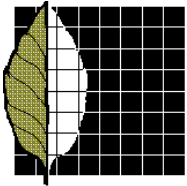
Dear Mr. Beale,

The following changes were made to the design drawings:

1. Page 2 has a section added at the entry corridor to show the traditional stucco extending into the open hallways, but the material calculation has not been changed on the elevation page as these hallways are not part of the front façade.
2. Page 2 floor plans now show recessed downlights in the corridors and wall sconce lights at the decks and at the edge of the corridors. Page 2 also has a graphic of the wall sconce light proposed.
3. Page 4 elevations have been revised to show the ground level transparency for all three street elevations (West, Southwest and South) as a combined total. We enlarged the window on the southwest elevation in the corner unit. Note that we are counting the recessed patios and corridors in the first floor transparency calculation.

Sincerely,

James Guerrero, AIA



James Guerrero  
Architects, INC

April 2, 2024

Chris Beale, Senior Planner  
City of Puyallup  
333 South Meridian  
Puyallup, WA 98371

RE: PUYALLUP SECOND STREET APARTMENTS  
DESIGN REVIEW MEMO

Dear Design Review Committee,

At the design review meeting held on April 18, 2024 there were three area of concern from the Design Review Committee.

1. The building did not have 30% of two "high quality materials" on the street elevations.
2. The ground level transparency for the first floor between 2' and 8' high needs to be 30%.
3. Exterior building lighting needs to be illustrated at the decks and entry corridors.

The revised drawings have been changed to address these items as follows:

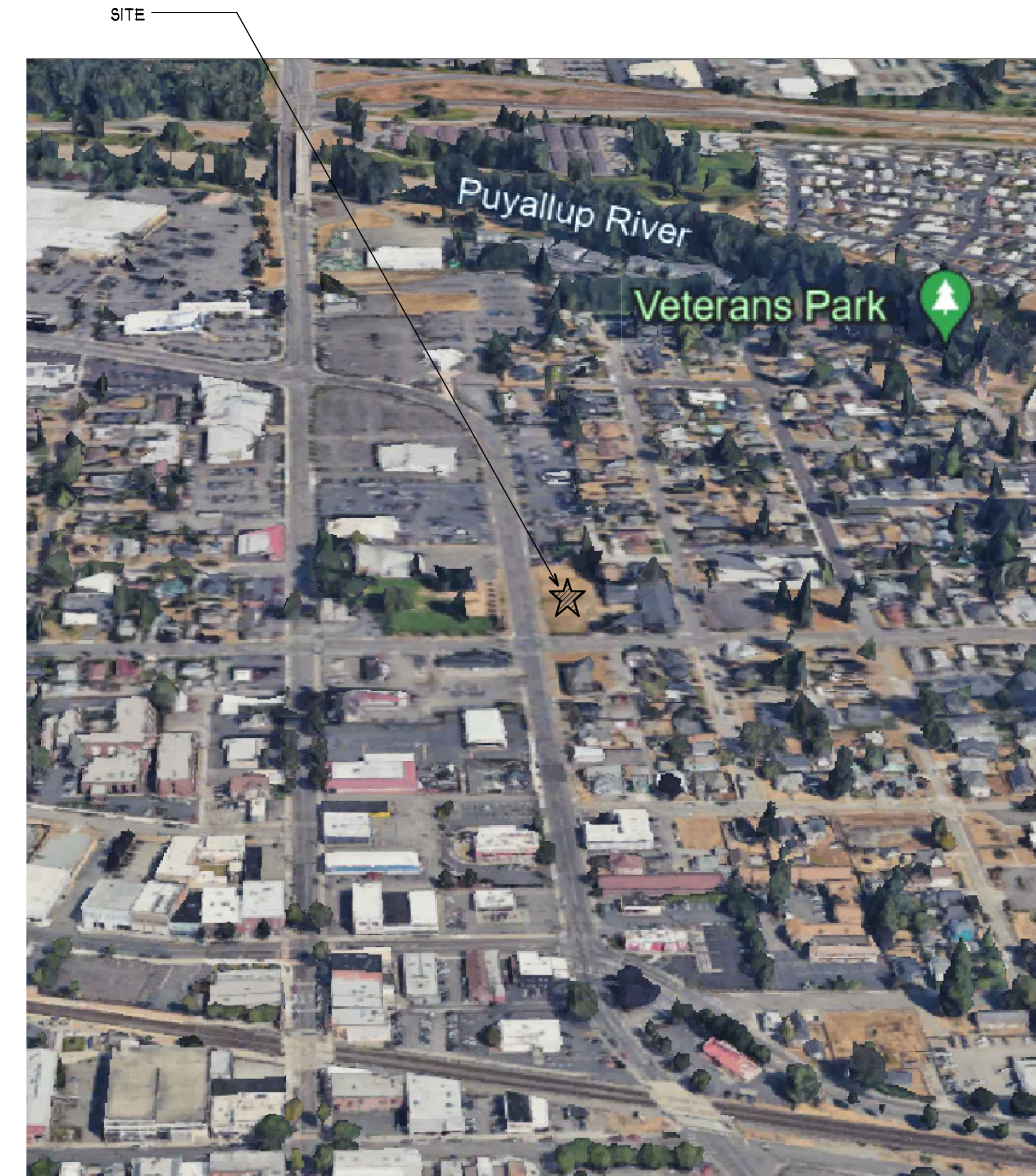
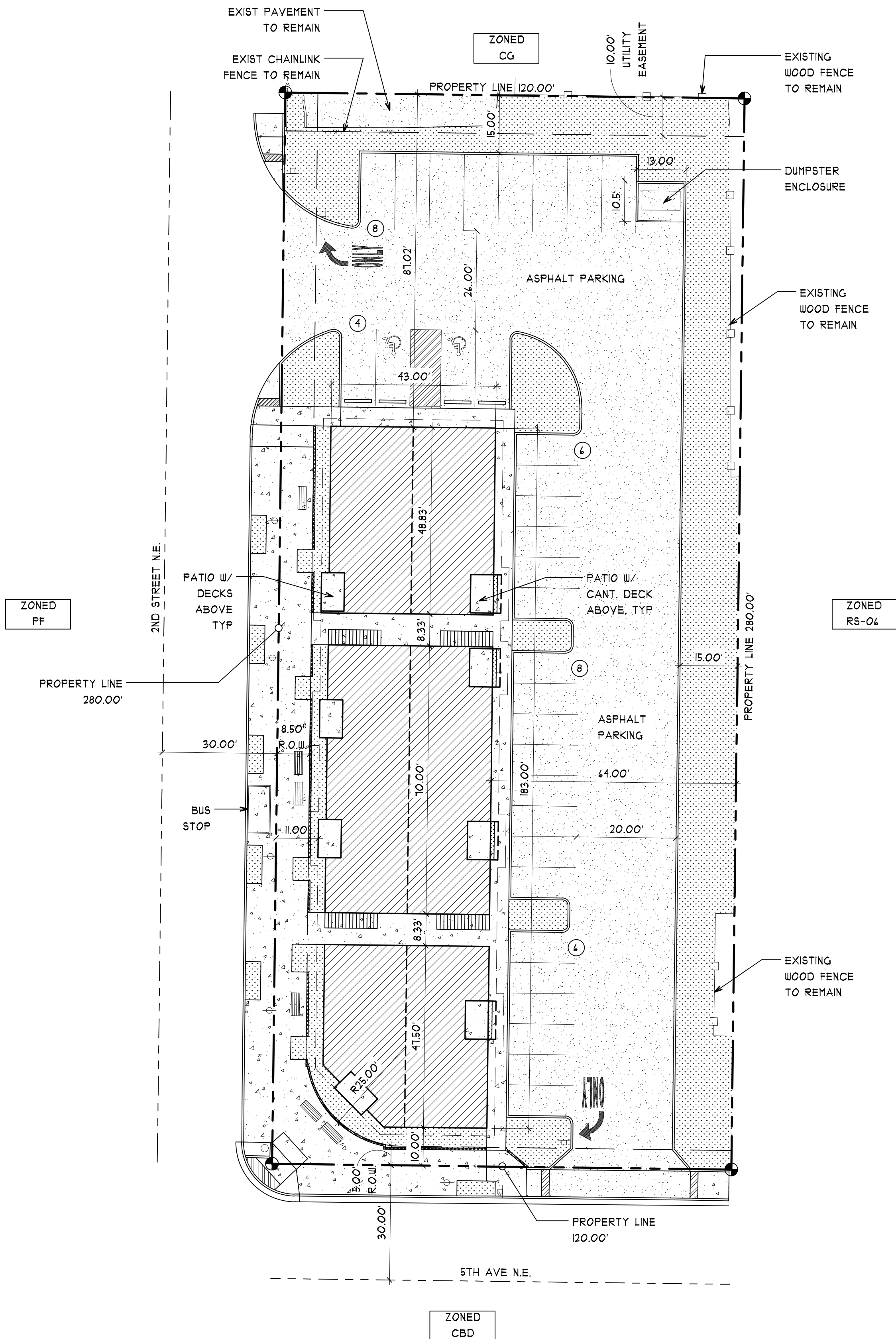
1. At the suggestion of the Design Review Board, we extended the "traditional stucco" siding into the entry corridors. Although this will not technically change the percentage of high quality stucco to over the 30% threshold, it does provide continuity of the material extending all the way through the entry corridors giving a perception of additional stucco on the west façade of the building. Note that the building is designed with only "quality materials" as described by the design manual for the exterior materials on the street elevations.
2. We combined the ground level transparency calculation for the three street side elevations, west, southwest and south elevations. We also extended the sill of the window in the corner living unit recess to increase the overall transparency number.
3. The design drawings have been revised to show down lights and sconce lights at the entry corridors and sconce lights only at the decks. The sconce light fixture proposed has been identified on page 4 of the revised drawings.

Sincerely,

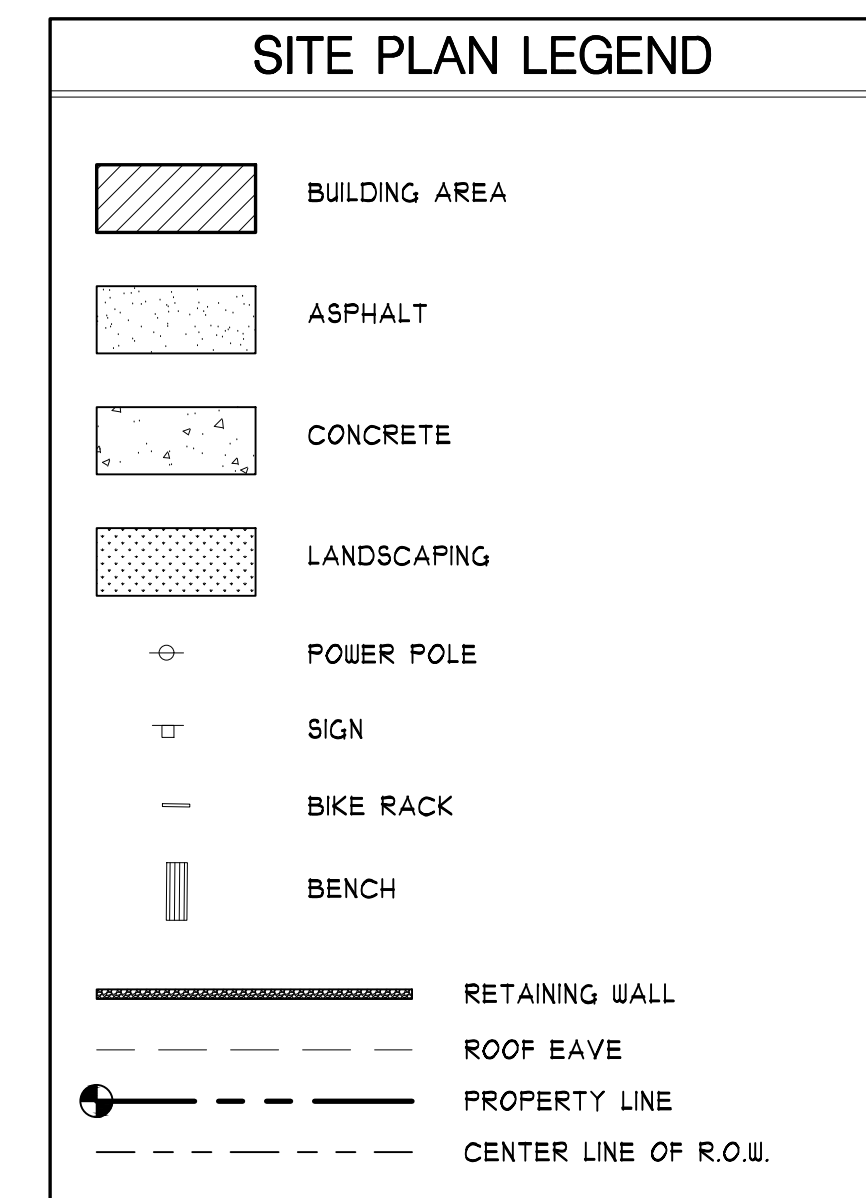
James Guerrero, AIA

# 2ND STREET APARTMENTS - DESIGN REVIEW

## CITY OF PUYALLUP, WA



NEIGHBORHOOD PERSPECTIVE



### PROJECT DESCRIPTION

PROPOSED PROJECT INCLUDES A 19,923 S.F. THREE-STORY, 24-UNIT WALK-UP APARTMENT BUILDING.

### PROPERTY INFORMATION

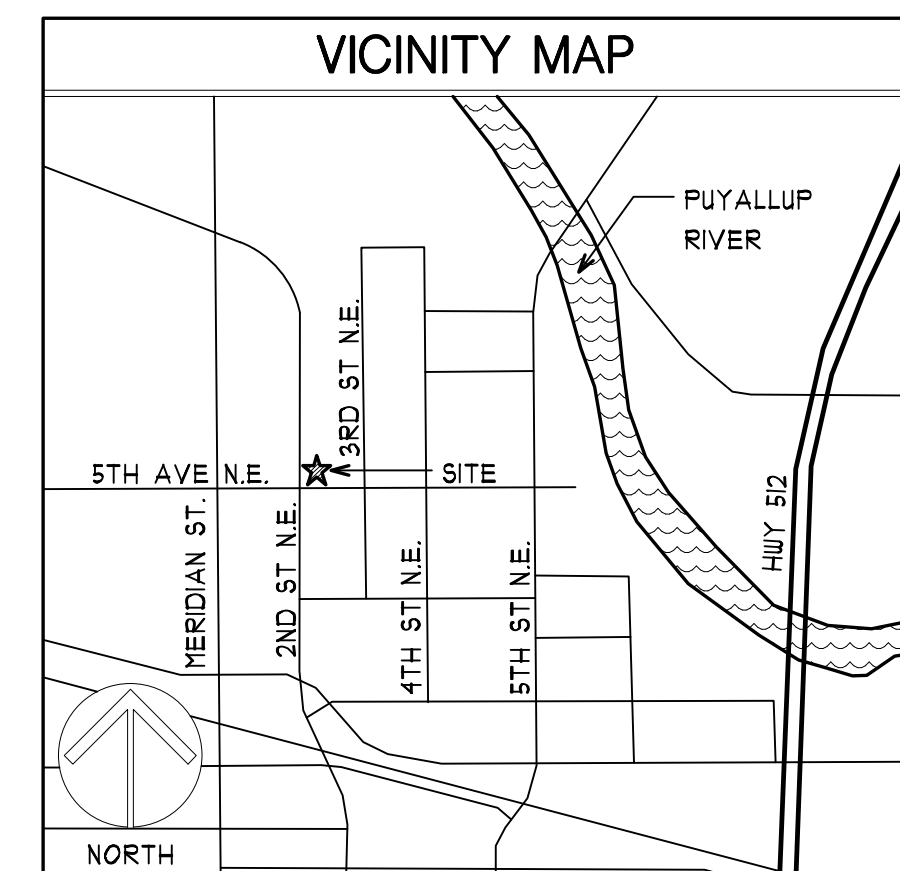
TAX PARCEL #	1600200051
LOT SIZE:	33,400 S.F.
PROPOSED R.O.W. DEDICATION:	3,072 S.F.
LOT SIZE AFTER R.O.W. DEDICATION:	30,528 S.F.
ZONING DISTRICT:	CBD
PARKING REQUIRED:	24 STALLS (1 PER UNIT)
PARKING PROVIDED:	32 STALLS
BUILDING COVERAGE:	1,821 S.F. (23%)

### BUILDING INFORMATION

BUILDING AREA:	
1ST FLOOR:	4,545 S.F.
2ND FLOOR:	4,479 S.F.
3RD FLOOR:	4,479 S.F.
TOTAL BUILDING AREA:	19,923 S.F.

### SHEET INDEX

PG 1	AO.1 SITE PLAN & PROJECT INFORMATION
PG 2	SCHEMATIC FLOOR PLANS
PG 3	SCHEMATIC EXTERIOR ELEVATIONS W/ FOLIAGE
PG 4	SCHEMATIC EXTERIOR ELEVATIONS
PG 5	SCHEMATIC EXTERIOR PERSPECTIVES
PG 6	LANDSCAPE PLAN

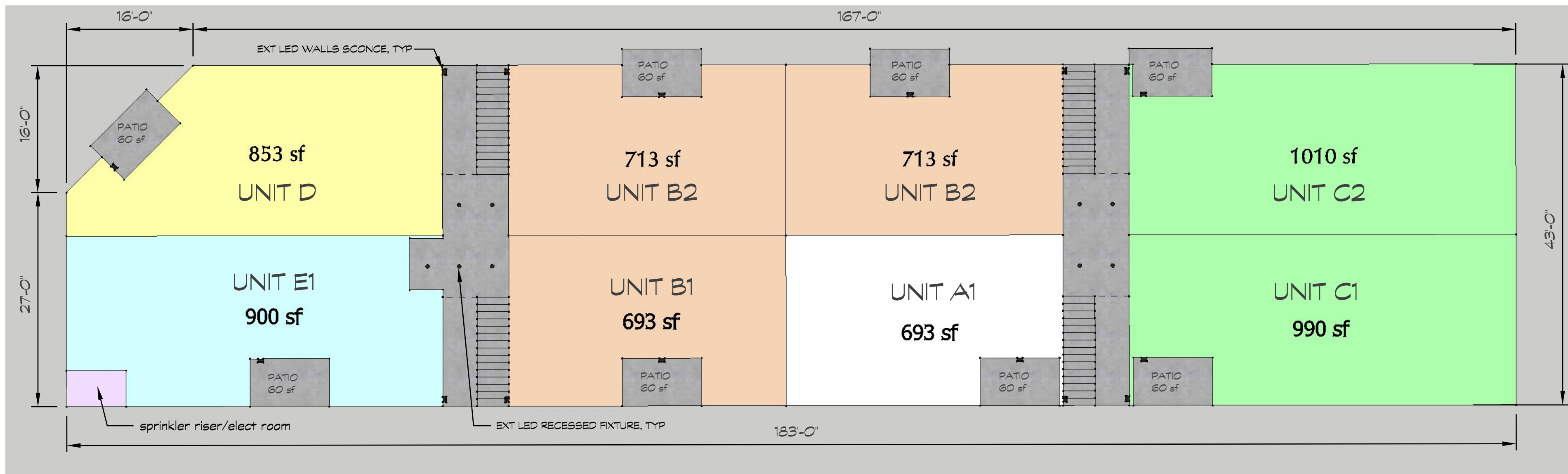


7520 Bridgeport Way West  
Lakewood, WA 98499  
Phone: (253) 581-6000  
Website: www.jgarch.net

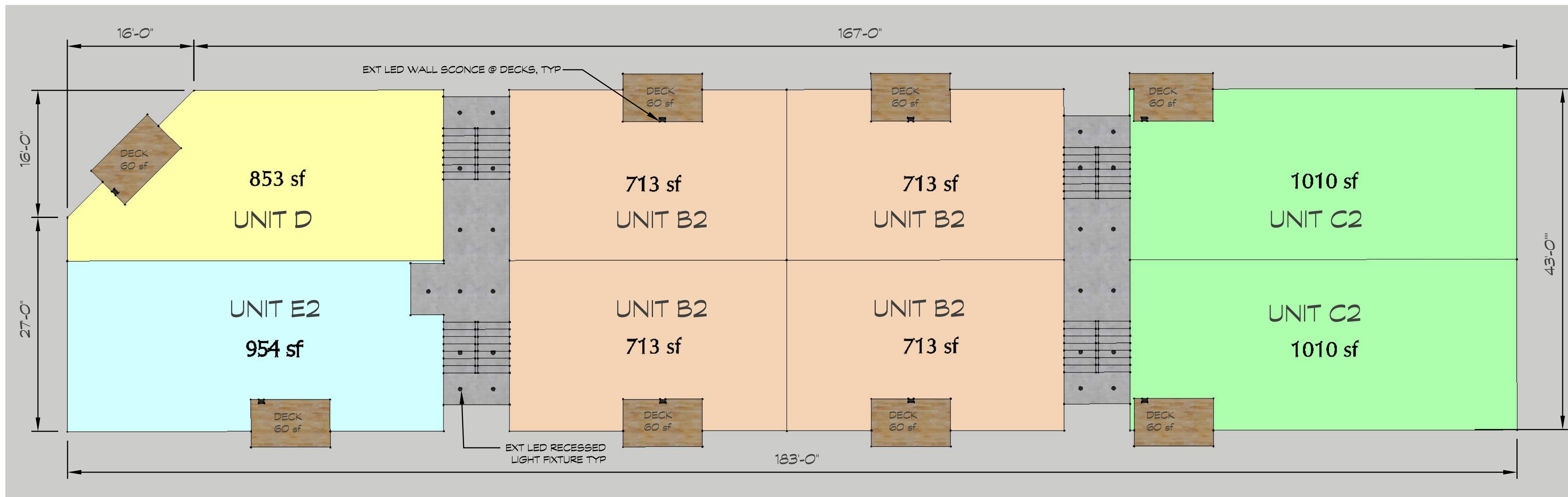
**James Guerrero Architects, INC.**

PROJECT  
**2ND STREET APARTMENTS - DESIGN REVIEW**  
DRAWING TITLE  
**SITE PLAN & PROJECT INFORMATION**

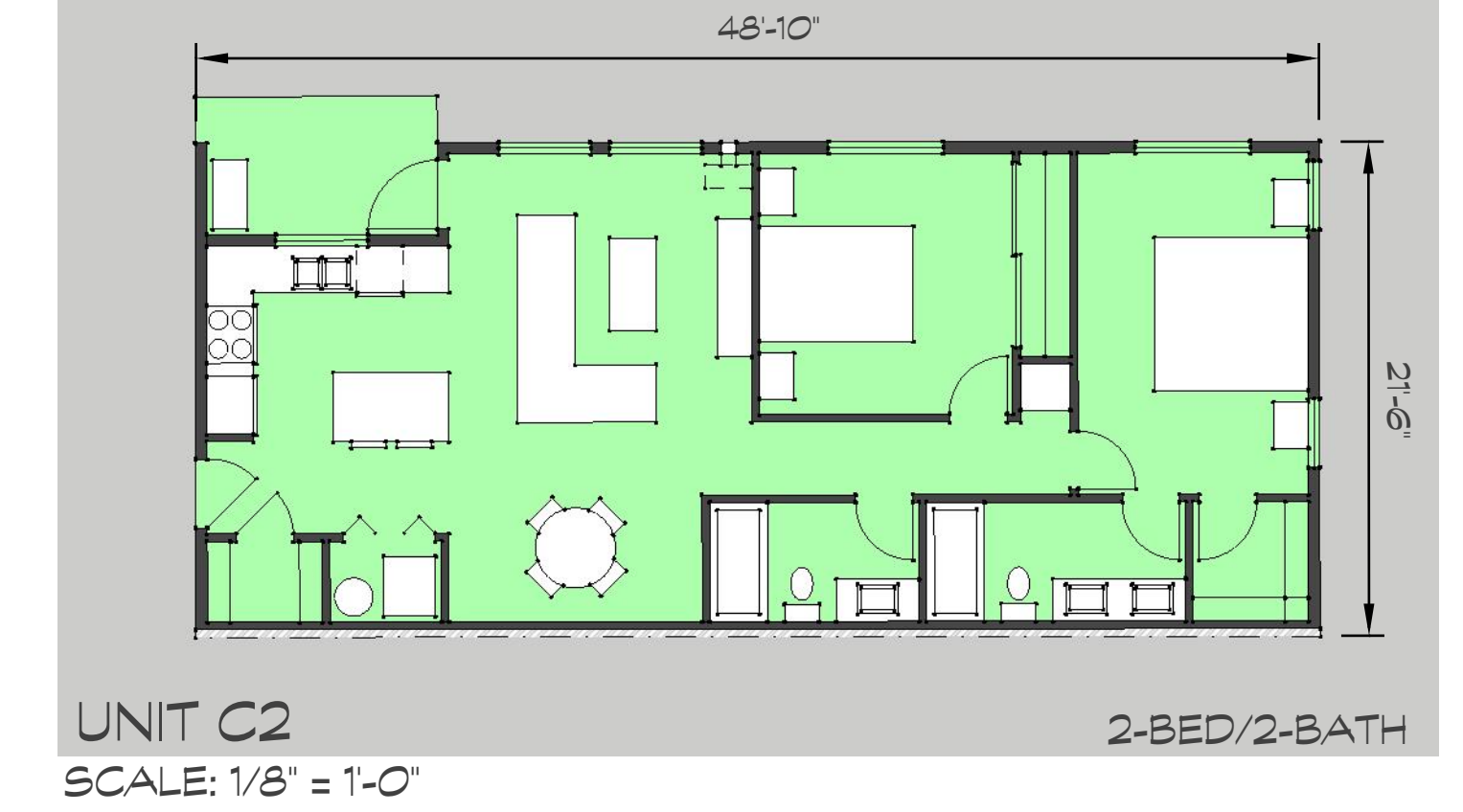
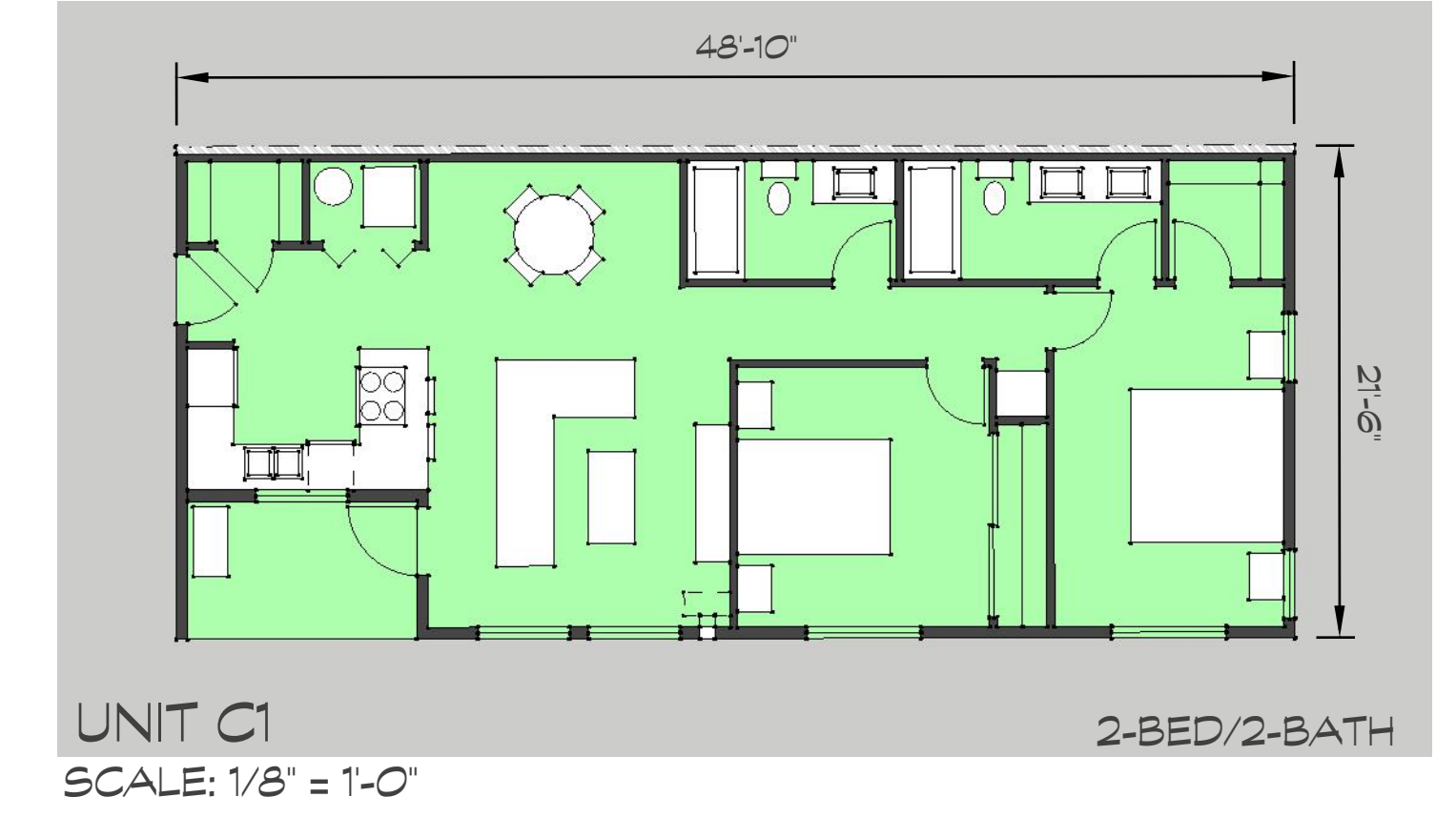
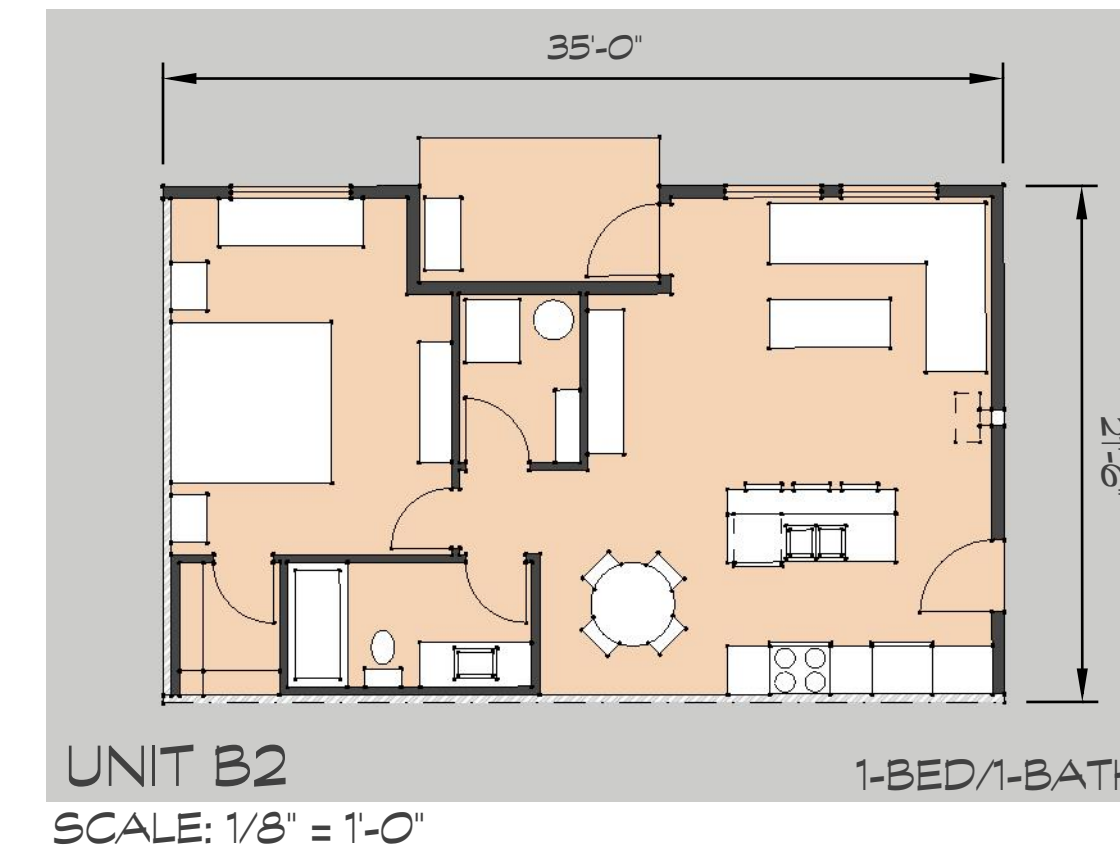
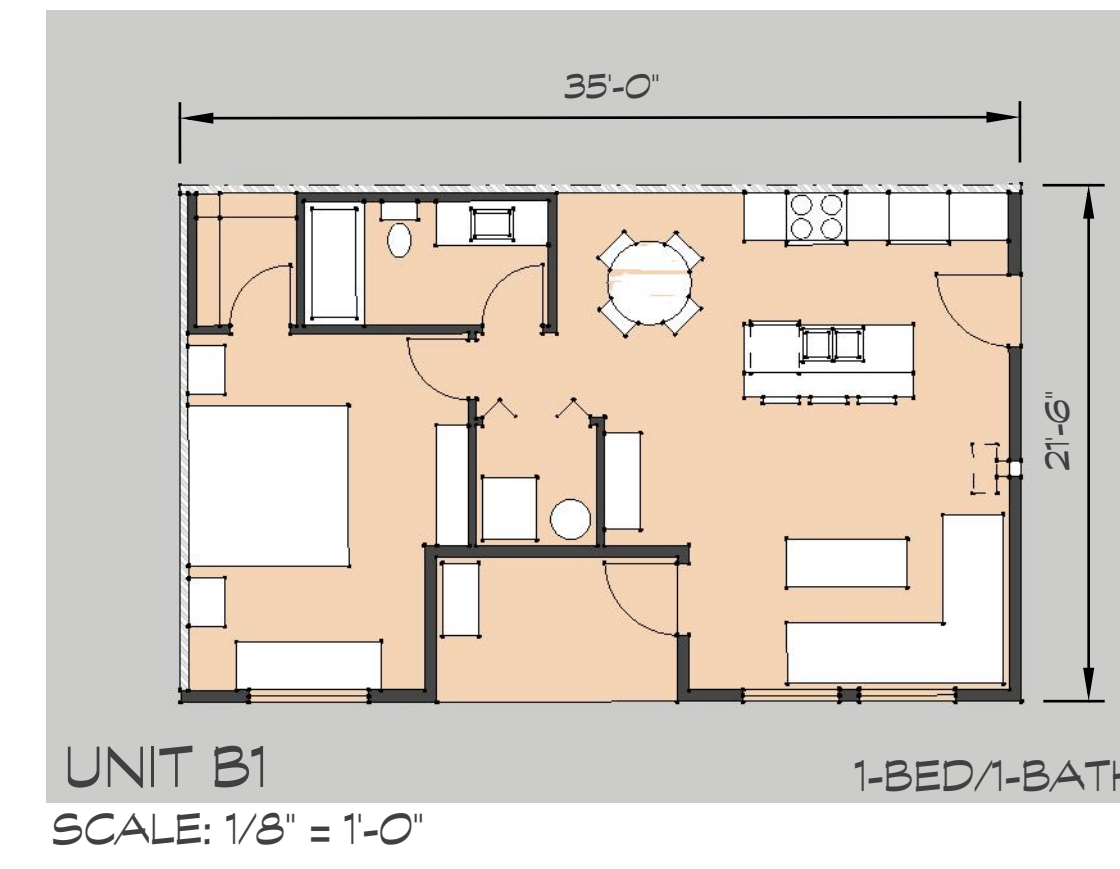
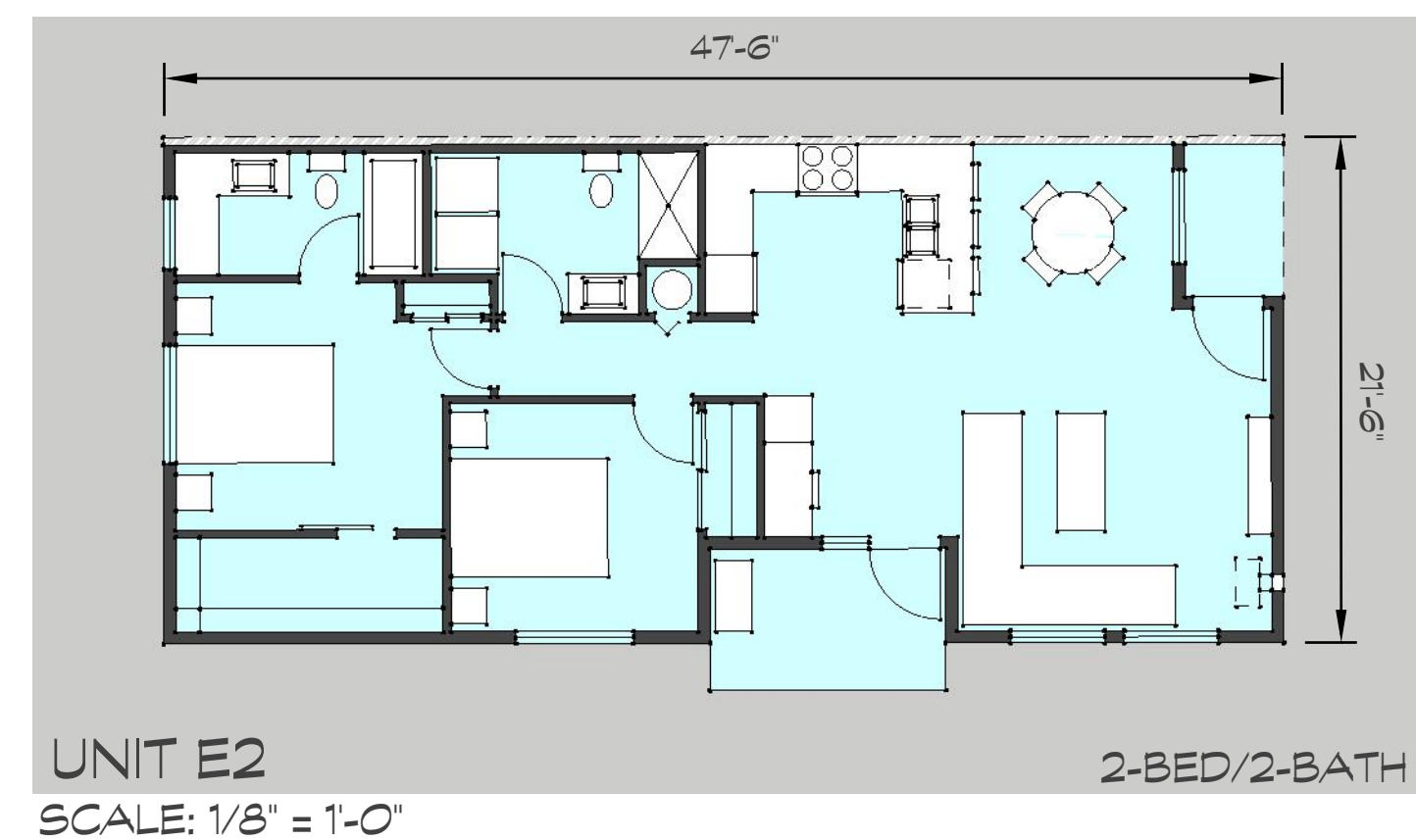
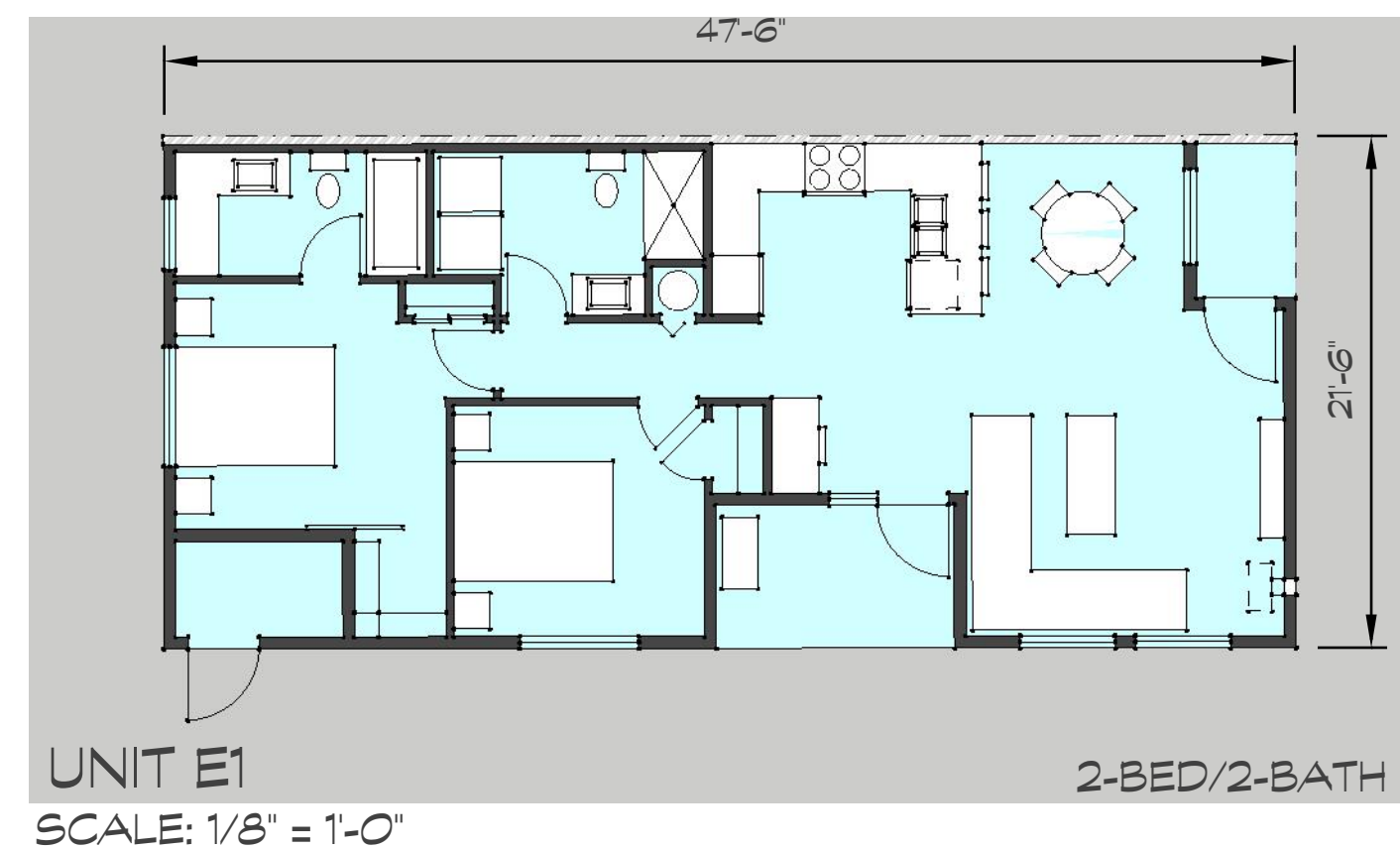
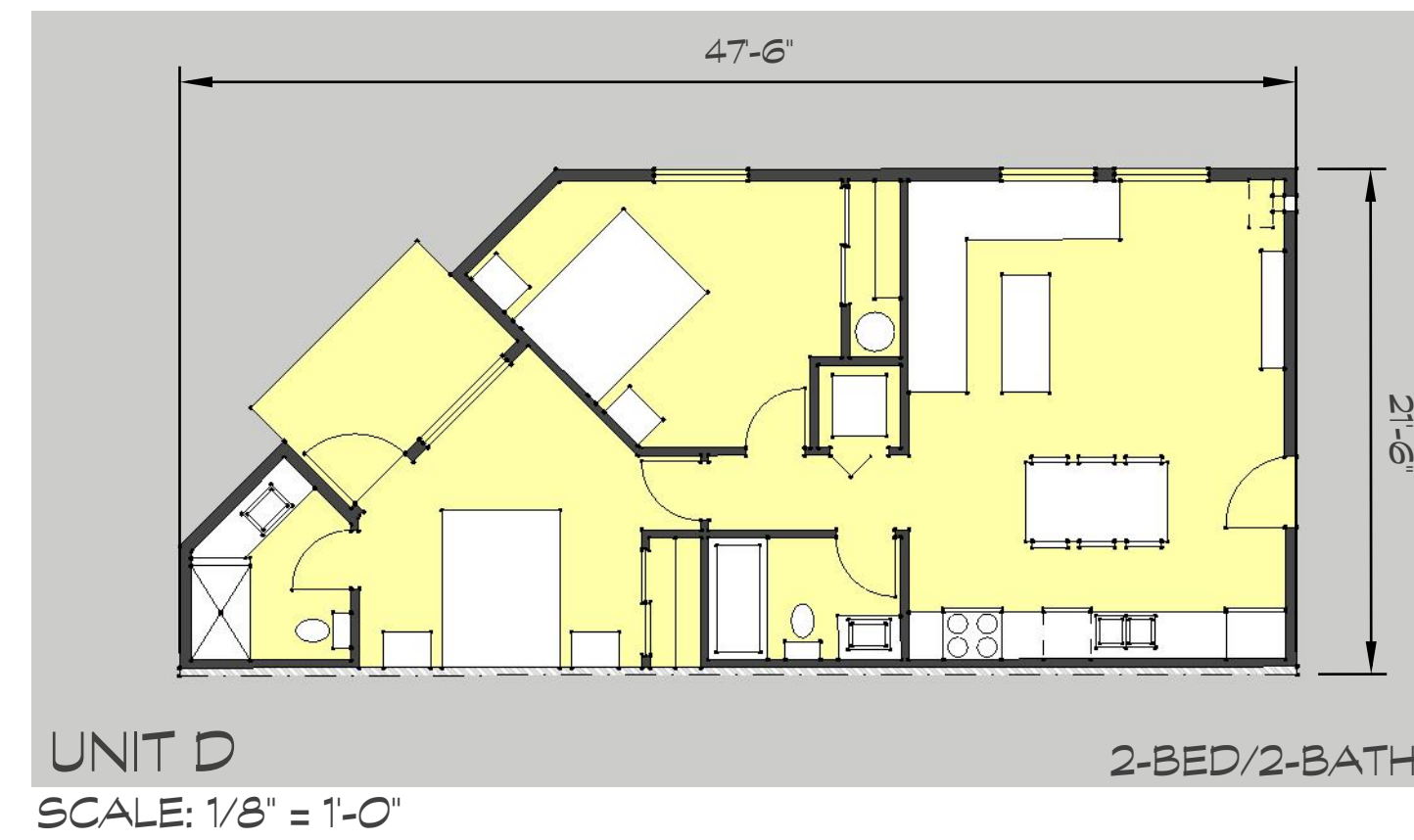
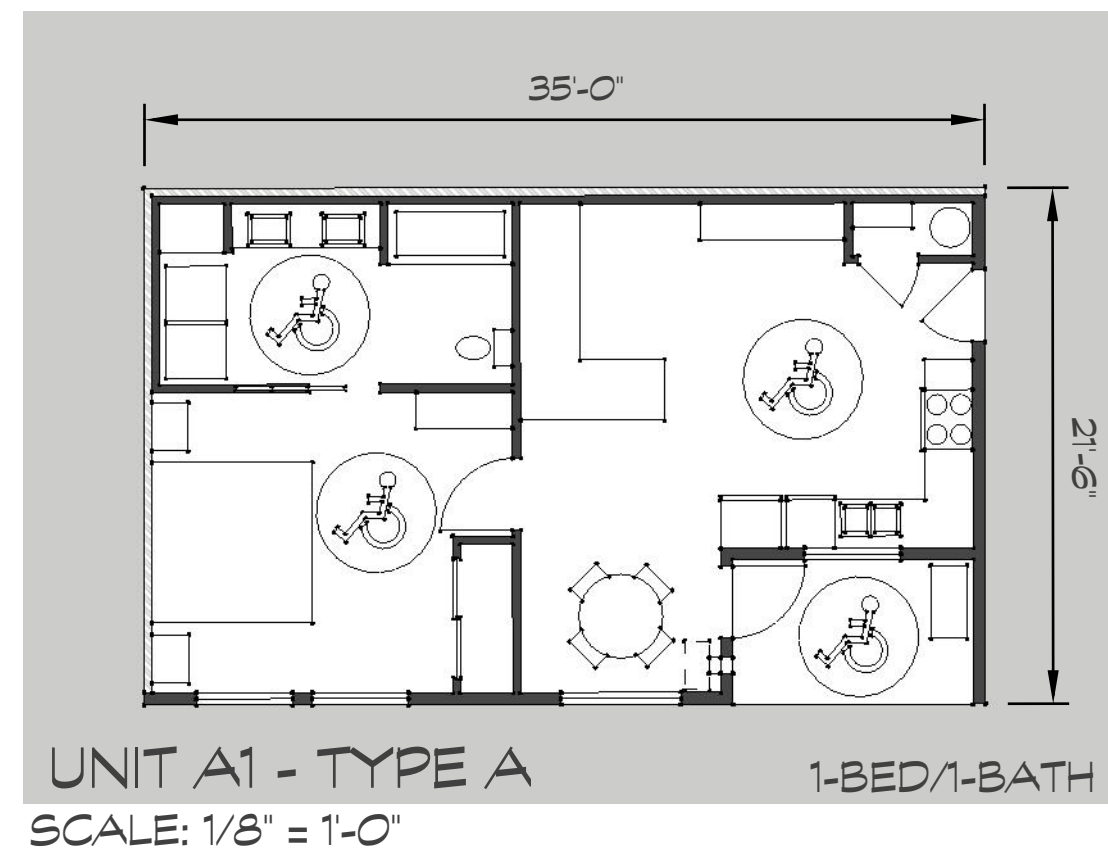
DESIGN REVIEW  
DATE: 04-30-24  
REVISED  
SHEET NO.  
**A0.1**



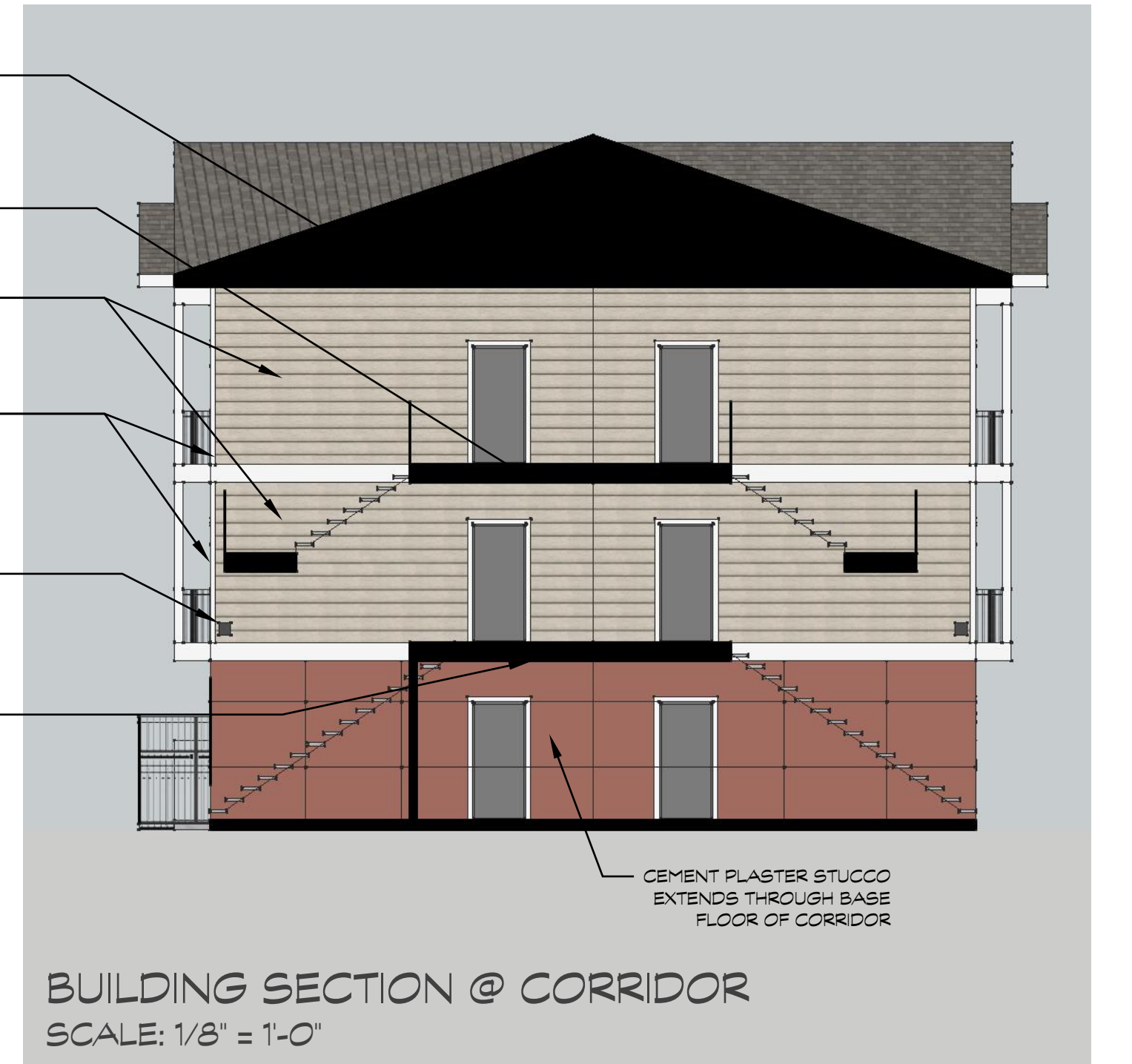
1ST FLOOR PLAN  
SCALE: 1" = 10'-0"



2ND & 3RD FLOOR PLAN  
SCALE: 1" = 10'-0"

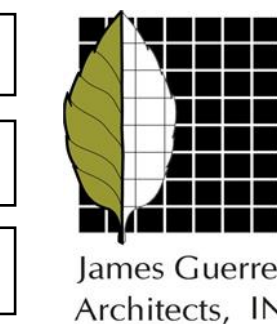


- EXTERIOR LED RECESSED LIGHT FIXTURES @ ROOF SOFFIT (SEE OVERALL FLOOR PLAN FOR LOCATIONS)
- EXTERIOR LED RECESSED LIGHT FIXTURES @ LANDING CLG (SEE OVERALL FLOOR PLAN FOR LOCATIONS)
- HARDI LAP SIDING
- TRIM BOARD @ 2, 3 FLOOR
- EXTERIOR LED WALL SCONCE @ CORRIDOR ENTRY - TYP
- EXTERIOR LED RECESSED LIGHT FIXTURES @ LANDING CLG (SEE OVERALL FLOOR PLAN FOR LOCATIONS)



LITHONIA LIGHTING WALL MOUNTED LIGHT  
WDGE2 LED P2 27K 70CRI T4M  
TYPE IV OPTICS, 2,042 LUMENS  
12'-0" MOUNTING HEIGHT

2nd Street Apartments - Puyallup	
Schematic Floor Plans	
04-30-24	Page 2 of 6



James Guerrero Architects, Inc.  
7520 Bridgeport Way West  
Lakewood, WA 98499  
Telephone (253) 581-6000  
Web Site: jgarch.net



SOUTHWEST/SOUTH ELEVATION  
SCALE: 1/8" = 1'-0"



WEST ELEVATION  
SCALE: 1/8" = 1'-0"



NORTH ELEVATION  
SCALE: 1/8" = 1'-0"



EAST ELEVATION  
SCALE: 1/8" = 1'-0"

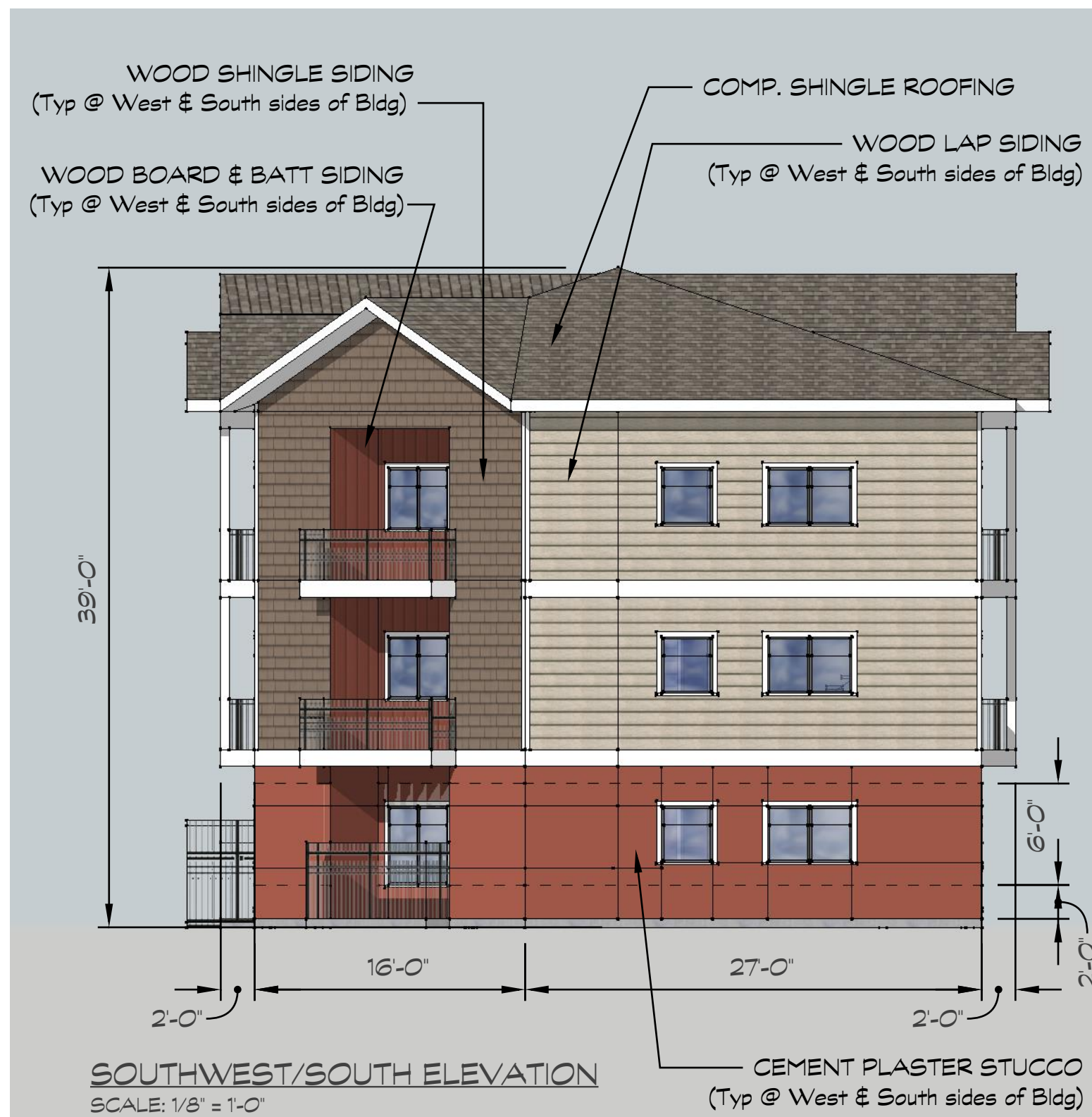


2nd Street Apartments - Puyallup	
Exterior Elevations - w/ foliage	
04-30-24	Page 3 of 6



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Lakewood, WA 98499  
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**SOUTHWEST ELEVATION - MATERIAL CALCULATIONS:**

TOTAL FACADE AREA:	742 SF
HIGH QUALITY MATERIALS USED:	
WOOD SHINGLE SIDING:	322 SF (43%)
WOOD BOARD & BATT SIDING:	86 SF (12%)
CEMENT PLASTER STUCCO W/ APPROPRIATE CONTROL JOINTS:	146 SF (20%)

**SOUTHWEST GLAZING CALCULATIONS: (GROUND LEVEL TRANSPARENCY)**

SOUTHWEST FACADE:	27 %
Total GLT* Facade:	135 sf
Total GLT*:	37 sf

\*GLT = Ground level transparency facade area between 2'-0" and 8'-0" above finished grade.

**SOUTH ELEVATION - MATERIAL CALCULATIONS:**

TOTAL FACADE AREA:	810 SF
HIGH QUALITY MATERIALS USED:	
WOOD LAP SIDING:	434 SF (54%)
CEMENT PLASTER STUCCO W/ APPROPRIATE CONTROL JOINTS:	204 SF (27%)

**SOUTH GLAZING CALCULATIONS: (GROUND LEVEL TRANSPARENCY)**

SOUTH FACADE:	17 %
Total GLT* Facade:	162 sf
Total GLT*:	27 sf

\*GLT = Ground level transparency facade area between 2'-0" and 8'-0" above finished grade.

**WEST ELEVATION - MATERIAL CALCULATIONS:**

TOTAL FACADE AREA:	4,860 SF
HIGH QUALITY MATERIALS USED:	
WOOD LAP SIDING:	1,696 SF (35%)
WOOD SHINGLE SIDING:	345 SF (7%)
WOOD BOARD & BATT SIDING:	506 SF (10%)
CEMENT PLASTER STUCCO W/ APPROPRIATE CONTROL JOINTS:	1,042 SF (21%)

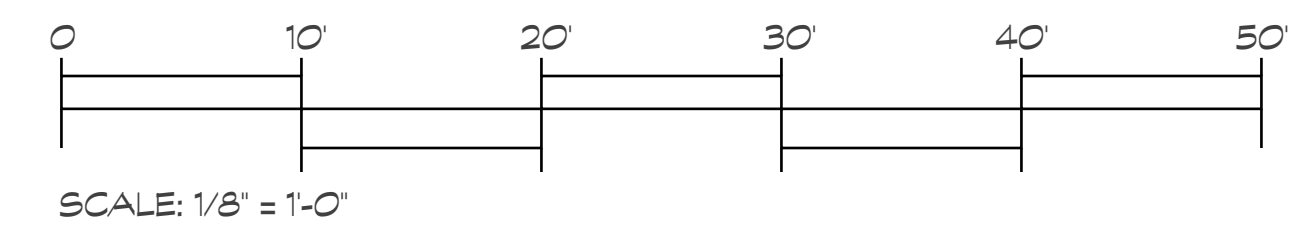
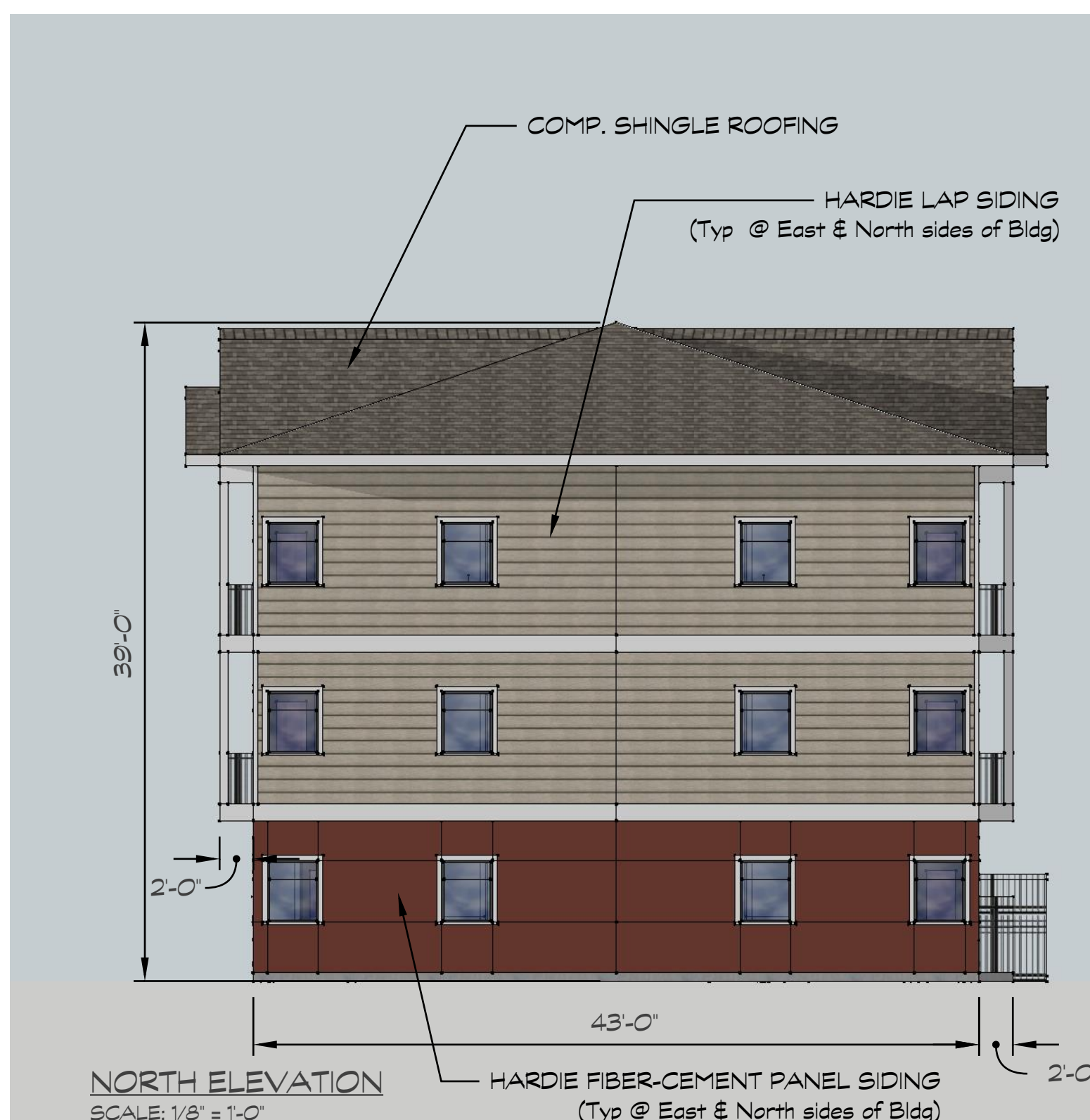
**WEST GLAZING CALCULATIONS: (GROUND LEVEL TRANSPARENCY)**

WEST FACADE:	32 %
Total GLT* Facade:	1002 sf
Total GLT*:	324 sf

\*GLT = Ground level transparency facade area between 2'-0" and 8'-0" above finished grade.

**WEST, SOUTHWEST, SOUTH GLT TOTALS:**

TRANSPARENCY:	30%
TOTAL GLT FACADE:	1299 SF
TOTAL GLT:	386 SF





SOUTHWEST PERSPECTIVE



NORTHEAST PERSPECTIVE



WEST FACADE



SOUTHEAST PERSPECTIVE



NORTHWEST PERSPECTIVE


















2nd Street Apartments - Puyallup	
Building Perspectives	
04-30-24	Page 5 of 6



James Guerrero Architects, Inc.  
 7520 Bridgeport Way West  
 Lakewood, WA 98499  
 Telephone (253) 581-6000  
 Web Site: jgarch.net

UNDERGROUND UTILITIES TO BE MARKED PRIOR TO PLANTING.  
TREES TO BE LOCATED 10' FROM BURIED PIPES.

**PLANT LIST**

- EVERGREEN TREES**
-  PSEUDOTSUGA MENZIESII, DOUGLAS FIR
  -  TSUGA MERTENSIANA, MOUNTAIN HEMLOCK  
CLASS I OVERHEAD STREET TREE
  -  PINUS CONTORTA, SHORE PINE  
CLASS I OVERHEAD STREET TREE
  -  PICEA PUNGENS 'FASTIGIATA', COLUMNAR BLUE SPRUCE  
CLASS II NARROW STREET TREE
- DECIDUOUS TREES**
-  PARROTTIA PERSICA, PERSIAN PARROTTIA  
CLASS III STREET TREE PER CITY VEGETATION  
MANAGEMENT STANDARDS
  -  ACER DOUGLASII, DOUGLAS MAPLE
  -  FAGUS SYLVATICA, 'FASTIGIATA'
  -  QUERCUS GARRYANA, GARRY OAK
- EVERGREEN SHRUBS**
-  MAHONIA REPENS, LOW OREGON GRAPE  
OR ERICA CARNEA, WINTER HEATH
  -  MYRICA CALIFORNICA, CALIFORNIA WAX MYRTLE
  -  ARBUTUS UNEDO 'COMPACTA', DWARF STRAWBERRY TREE
  -  PINUS MUGO, MUGO PINE
  -  CHOISYA TERNATA, MEXICAN ORANGE
  -  TRACHELOSPERMUM JASMINOIDES, STAR JASMINE
- DECIDUOUS SHRUBS**
-  OEMERIA CERASIFORMIS, OSO BERRY
  -  VIBURNUM ELLIPTICUM, OREGON VIBURNUM  
MAY SUBSTITUTE VIBURNUM EDULE
  -  RIBES SANGUINEUM, RED FLOWERING CURRANT
  -  SYMPHORICARPOS MOLLIS, CREEPING SNOWBERRY
  -  SPIREA DENSIFLORA, SUBALPINE SPIREA  
OR CISTUS, ROCKROSE OR POTENTILLA FRUTICOSA
- GROUNDCOVERS**
- ARCTOSTAPHYLOS UVA-URSI, KINNICKINICK, TYPICAL  
THROUGHOUT UNLESS NOTED OTHERWISE
  - FULL SUN GROUNDCOVER MIX:**  
GROUP IN DRIFTS  
FRAGARIA CHILOENSIS, COAST STRAWBERRY  
POTENTILLA ANSERINA, SILVERWEED  
FESTUCA IDAHOENSIS, BLUE FESCUE

**LANDSCAPING NOTES**

SEE ALSO CITY OF PUYALLUP VEGETATION MANAGEMENT STANDARDS

- ALL PLANTS INSTALLED SHALL BE OF THE TYPE AND SIZE SHOWN ON THE APPROVED LANDSCAPE PLAN.
- PLANTS SHALL BE FREE OF SCARS, BRUISES, BREAKS TO MAJOR BRANCHES AND WEEDS.
- TREES SHALL HAVE A DOMINANT CENTRAL LEADER AND BALANCED GROWTH AT THE TIME OF PLANTING.
- PLANTS SHALL BE IN GOOD HEALTH.

**REQUIRED SIZES AT TIME OF PLANTING**

- DECIDUOUS TREES SHALL BE AT LEAST 1" CALIPER.
- EVERGREEN TREES SHALL BE AT LEAST 4' TALL.
- SHRUBS SHALL BE AT LEAST 2 GALLON SIZE.
- GROUNDCOVERS SHALL BE 1 GALLON SIZE.

PROVIDE GROUNDCOVER, SHRUBS AND TREES IN THE AMOUNTS AND SPACING REQUIRED BY THE CITY OF PUYALLUP IN THE LANDSCAPING NOTES. ILLUSTRATED PLANT SPACING IS SCHEMATIC, TYPICAL ALL PLANTING AREAS.

**Type IV PARKING LOT LANDSCAPING**

- Underground utilities shall not be designed to cross below any perimeter or internal island in a manner which would prohibit or off-set the required tree planting(s); crossings of underground utility lines through connector landscaping strips shall be minimized to angled or perpendicular crossings and shall not follow the path of the landscaping strip. Such utility crossings shall also be offset as to avoid displacing required trees.
- Internal parking lot lighting poles and fixtures shall be located to minimize future conflicts with parking lot trees - parking lot lights shall be placed 20' from any parking lot tree required under the type IV standard. Other aboveground civil utilities (e.g. fire department connections, hydrants, etc.) shall only be placed into parking lot islands when required for life-safety purposes.
- No parking space shall be placed further than 50 feet from a tree.
- All landscaping strips and islands internal to the site's paved areas/parking lots shall be designed and installed using a minimum of 15" (18") of top soil depth; Subsoils below the topsoil layer shall be scarified at least 4 inches with some incorporation of the upper material to avoid stratified layers.
- All landscaping islands and connector strips shall be designed using either evergreen and deciduous shrub masses spacing at light on-center intervals (designed to provide 90 percent coverage in 3 years) that will prevent foot traffic and associated soil compaction into these landscaping areas. A 18" striped buffer area between the edge of the parking stall and any internal or perimeter landscaping island curbing shall be provided to allow for adequate door swing area. All parking stalls abutting landscaping islands shall be the standard stall width dimensions (see PMC 20.55.035).
- Irrigation shall be provided in all landscape islands.

**LANDSCAPE WORK TO COMPLY WITH CITY OF PUYALLUP ADOPTED VEGETATION MANAGEMENT STANDARDS**

**8.0 LANDSCAPE INSTALLATION STANDARDS:**

**8.1. GENERAL INSTALLATION STANDARDS**

- All work shall be performed and completed in a professional manner. All public rights-of-ways shall be cleared of all mud and debris at the completion of every work day. All on-site storage and work areas shall be maintained in a safe and hazard free condition.
- All final landscape plans shall indicate the method of planting and tree staking when applicable. Staking shall only be used where demonstrated to be necessary. Newly planted trees installed in very loose soil or extremely windy locations shall be staked for one full growing season to minimize tree movement. The tree shall be secured to the stakes with a loose attachment that will allow the tree to grow without injury. The stake will be placed in such a manner that there will be no limb or bark damage. The stake shall not penetrate the root ball and be placed on the lee side of the prevailing winds. All stakes and attachment material will be removed by the contractor or property owner at the completion of the first full growing season.
- In parking areas, trees and shrubs shall be planted at least two and one-half feet from the inside edge of the curb or wheel stop, where vehicles may overhang planted areas. Ground cover vegetation should be installed on a regular spaced grid pattern including the overhang area.

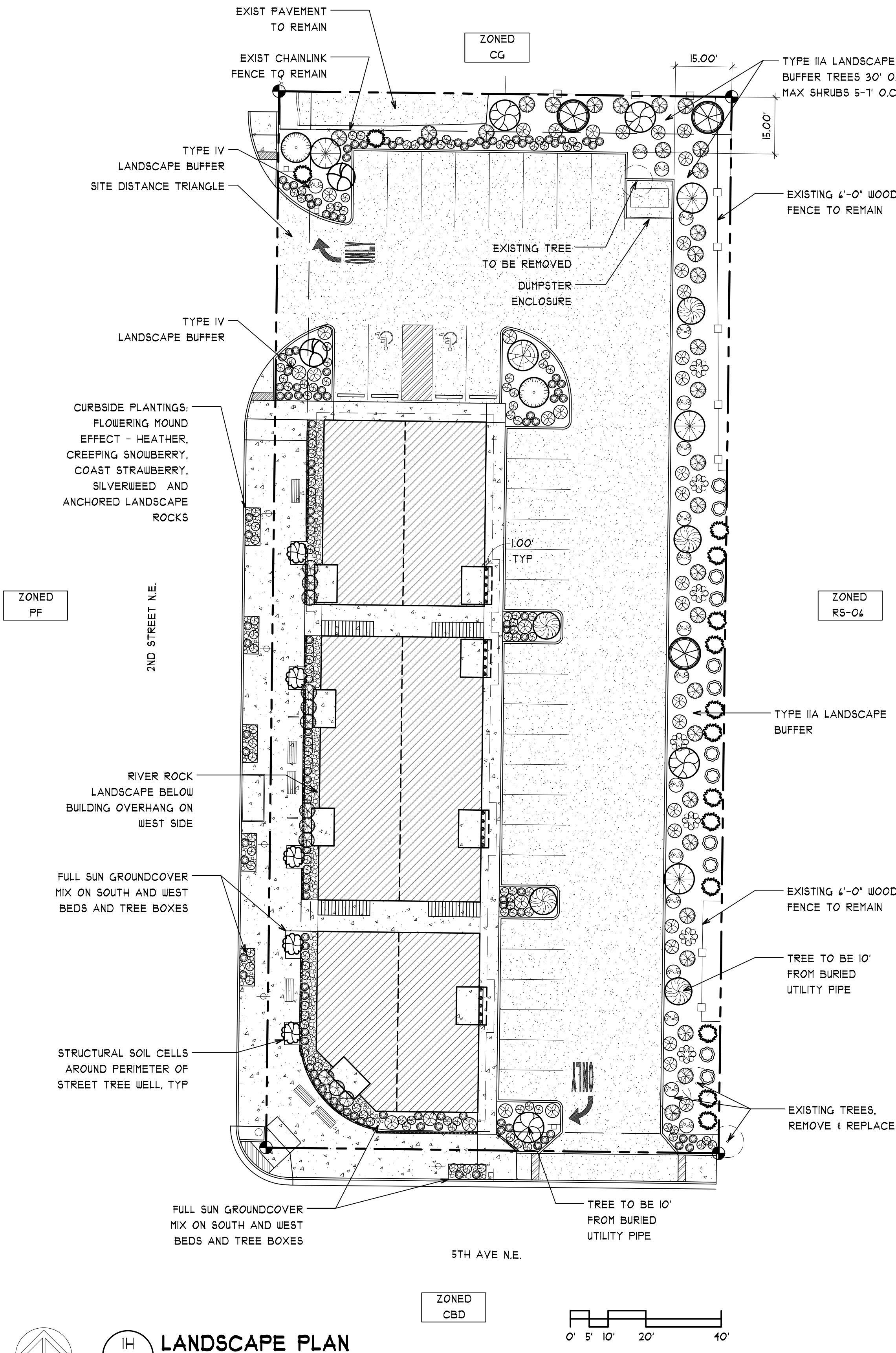
**8.2 SOIL QUALITY AND QUALITY STANDARDS**

**Purpose and Definition**  
Naturally occurring (undisturbed) soil and vegetation provide important stormwater functions including: water infiltration; nutrient, sediment, and pollutant adsorption; sediment and pollutant biofiltration; water interflow storage and transmission; and pollutant decomposition. These functions are largely lost when development strips away native soil and vegetation and replaces it with minimal topsoil and sod. Not only are these important stormwater functions lost, but such landscapes themselves become pollution-generating pervious surfaces due to increased use of pesticides, fertilizers and other landscaping and household/industrial chemicals, the concentration of pet wastes, and pollutants that accompany roadside litter. Establishing soil quality and depth regains greater stormwater functions in the post development landscape, provides increased treatment of pollutants and sediments that result from development and habitation, and minimizes the need for some landscaping chemicals, thus reducing pollution through prevention.

All soils in all landscape installations shall conform to the following soil depth and quality requirements. Please refer to appendix 20.9 (DOE BMP T513) for further installation guidance:  
A. A minimum of eight (8) inches of top soil, containing ten percent dry weight in planting beds, and 5% organic matter content in turf areas, and a pH from 4.0 to 8.0 or matching the pH of the original undisturbed soil. The topsoil layer shall have a minimum depth of eight inches (8") except where tree roots limit the depth of incorporation of amendments needed to meet the criteria. Subsoils below the topsoil layer should be scarified at least 4 inches with some incorporation of the upper material to avoid stratified layers, where feasible. Installation of the eight inches (8") of top soil, as described above, shall generally be achieved by placing five inches (5") of imported sandy-loam top soil into planned landscape areas (sub-base scarified four inches (4")) with a three inch (3") layer of compost tilled into the entire depth.

**B.** The project landscape architect shall utilize one of the design methods outlined in appendix 20.9 in incorporating this standard. The landscape architect shall estimate total top soil and compost import volumes and specify the top soil and compost source during the final landscape plan review. A top soil delivery ticket(s), invoice(s) or other physical proof that the correct quantity and quality of top soil was delivered shall be provided at the time of final inspection.

**8.3 MULCHING**  
In an effort to minimize water use, reduce costs and use of chemicals for maintenance, all planting areas shall be mulched with a uniform four (4") inch layer of organic compost mulch material or wood chips over a properly cleaned, amended and graded sub-surface. Four inches of mulch in planting areas shall be maintained through the life of the project. Herbicides shall not be used in the mulch ring area for street trees; see city standard 801.02.01 for street tree mulch application and dimensions.



**LANDSCAPE BUFFERS**

- TYPE IIA BUFFER, VISUAL SCREEN**
- SINGLE ROW OF TREES, 50/50 EVERGREEN AND DECIDUOUS NO MORE THAN 30' O.C.
  - SHRUBS 50% DECIDUOUS/50% EVERGREEN PLANTED 5-1' O.C.
  - GROUNDCOVER PLANTED 18"-34" O.C. TURF GRASS NOT ALLOWED
  - FOLIAGE TO PROVIDE 75% VISUAL SEPARATION UP TO A HEIGHT OF 4.5' ABOVE GRADE WITHIN THREE YEARS
- TYPE IV BUFFER, PARKING LOT LANDSCAPING**
- ONE CLASS III OR CLASS IV STREET TREE PER PERIMETER ISLAND
  - SEE LANDSCAPING NOTES FOR ADDITIONAL INFORMATION

**PROJECT INFORMATION**

**ZONE:** CBD  
**PARCEL:** 7600200051  
**SITE AREA:** 33,400 S.F.  
**ADDRESS:** XXX 2ND ST NE  
**PROPERTY OWNER:** DON HUBER  
 PO BOX 44160, TACOMA, WA 98445  
 253-544-4049 DON@SPP-MFG.COM

**ARCHITECT/LANDSCAPE DESIGN:**  
 JAMES GUERRERO ARCHITECTS INC.  
 7520 BRIDGPORT WAY W, LAKEWOOD, WA  
 253-581-4000

**CONTACT:** RHENE@JGARCH.NET

**LANDSCAPE DESIGNER:** RHENE JOHNS, CPH

**LANDSCAPE PLAN**  
 SCALE: 1" = 20'-0"  
 NORTH

7520 Bridgeport Way West  
 Lakewood, WA 98499  
 Phone: (253) 581-6000  
 Website: www.jgarch.net

**JAMES GUERRERO ARCHITECTS, INC.**

**2ND STREET APARTMENTS - DESIGN REVIEW**  
 LANDSCAPE PLAN

**DESIGN REVIEW**

PROJECT: 2ND STREET APARTMENTS - DESIGN REVIEW  
 DRAWING TITLE: LANDSCAPE PLAN

DATE: 04-30-24  
 REVISED:  
 SHEET NO.: L11



## Design Review & Historic Preservation Board Agenda Item Report

Submitted by: Nabila Comstock  
Submitting Department: Development & Permitting Services  
Meeting Date: May 16, 2024

### **Subject:**

Pre-application Design Review - Downtown Design Guidelines - 103 W Pioneer Entry Door Replacement

### **Presenter:**

Nabila Comstock, Associate Planner | (253) 770-3361 | [ncomstock@puyallupwa.gov](mailto:ncomstock@puyallupwa.gov)

### **Recommendation:**

Discussion

### **Background:**

As part of the scope of work of a commercial tenant improvement/remodel application (PRCTI20240689) for 103 W Pioneer, an applicant is proposing the remove and replace the existing front door. It is staff's understanding that no other exterior changes are proposed.

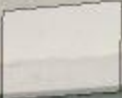
103 W Pioneer was constructed in 1924, making it a character structure under the Downtown Design Guidelines because it was built prior to 1949. The Downtown Design Guidelines state that any exterior work requiring a building permit in the CBD & CBD-Core zones is subject to the DDGs if the exterior alterations affect:

- 25% of an exterior elevation that is a street or alley-facing façade;
- or 50% of an exterior elevation that is facing a side lot line;
- or buildings constructed prior to 1949.

The door replacement appears to show the removal and replacement of the existing door within the existing frame. However, no elevations or door details were provided as part of the tenant improvement application. Based on the limited scope of work affecting the exterior façade, staff requests that the Board provide guidance on whether the door replacement be reviewed against the Downtown Design Guidelines and come before the Board for review. An image of the subject building façade and the plan set included in the current building permit are attached.

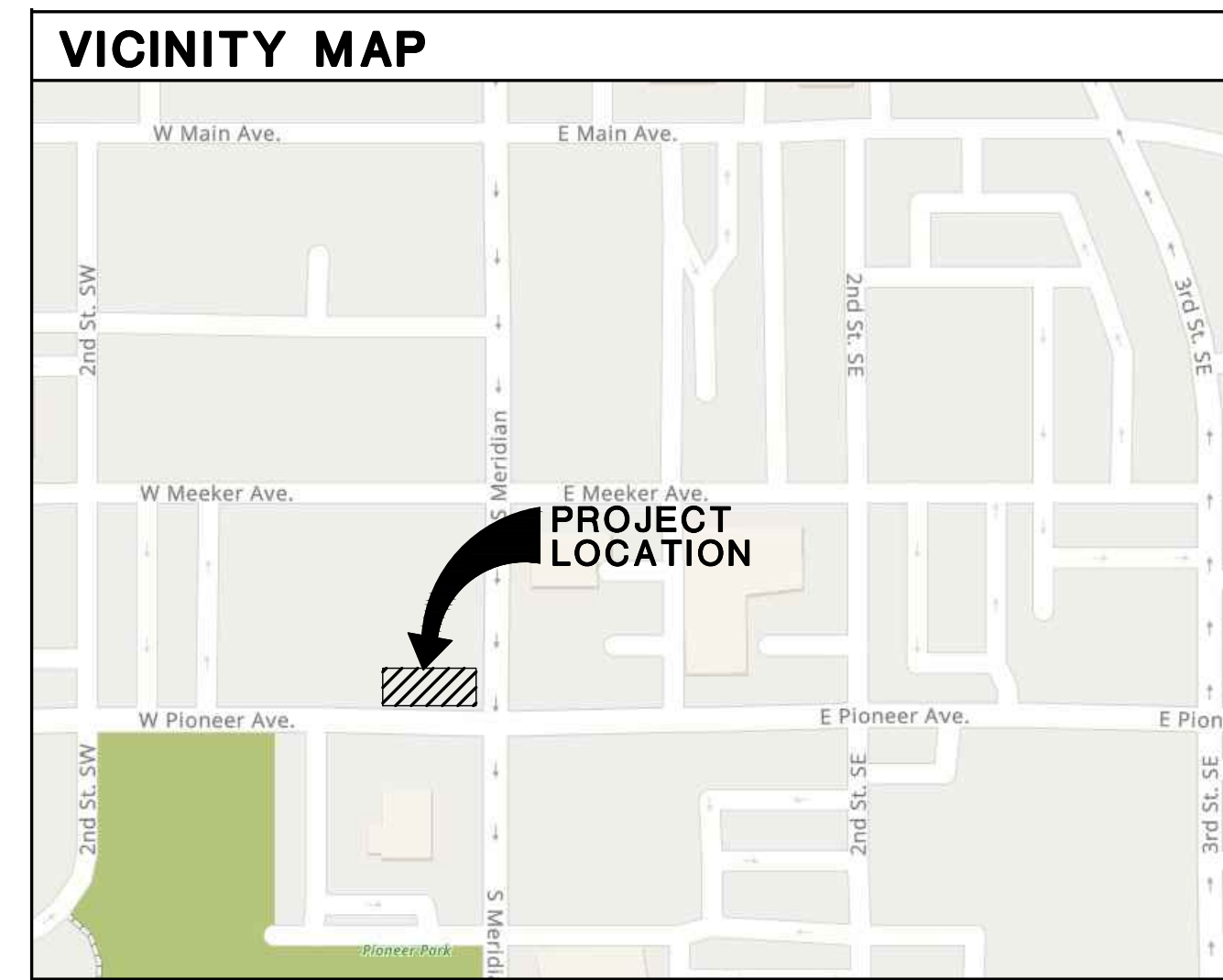
### **ATTACHMENT(S)**

- A) [103 W Pioneer Facade](#)
- B) [Holiday Cafe Tenant Improvement Plan Set](#)



103

**LIMIT OF LIABILITY NOTICE...**  
 Adoption of these plans to meet specific State, local codes, regulations and specific site conditions is the responsibility of the Owner and/or Contractor. Zetterberg Gregory Design LLC, its owners shall not be responsible for any damages relating to the accuracy and overall integrity of these plans. The Owner and/or Contractor must inspect all dimensions and details in these plans for errors or omissions prior to construction.



**OCCUPANT CALCULATION**

200 GROSS SQUARE FEET PER OCCUPANT  
 - KITCHEN  
 = 2 OCCUPANTS

15 NET SQUARE FEET PER OCCUPANT  
 - ASSEMBLY UNCONCENTRATED  
 = 32 OCCUPANTS

**TOTAL OCCUPANT COUNT = 34 PERSONS**

**EXISTING BUILDING CONSTRUCTION**  
 TYPE 5B - NON SPRINKLERED

**EXISTING & PROPOSED OCCUPANCY TYPE**  
 B - BUSINESS / CAFE

**AREA CALCULATIONS**  
 TENANT IMPROVEMENT AREA : 1258 SQ.FT.

**EXISTING CONDITIONS / LANDLORD PROVIDED**

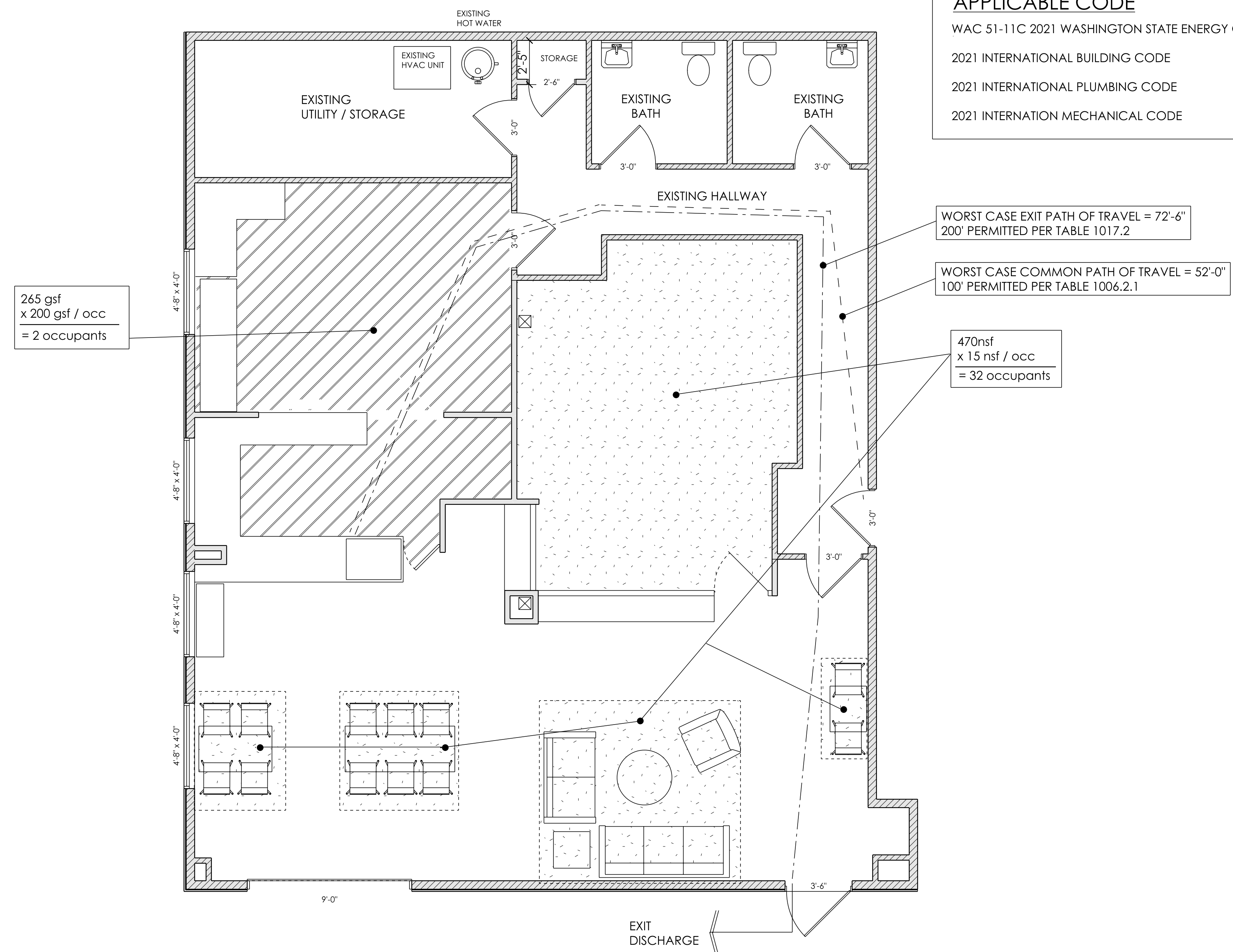
- NEW 200 AMP ELECTRICAL PANEL
- HVAC UNIT, SUPPLY RUNS AND RETURN AIR EXISTING
- PROVIDED FINISHED WALLS AND CEILINGS
- ALL WINDOWS EXISTING AND REMAIN UNCHANGED
- WATER & WASTE SUPPLY LINES CAPPED FOR FUTURE EXTENSION
- BATHROOMS AND HALLWAYS FINISHED
- GARAGE DOOR WITH VERTICAL TRACT SYSTEM

**TENANT IMPROVEMENT SCOPE OF WORK**

- WRAP (2) METAL COLUMNS WITH WOOD
- FRAME PROPOSED WALLS 8'-3" +/- TO MATCH EXISTING HALLWAY HEIGHT
- REPLACE EXISTING ENTRANCE DOOR WITH NEW DOOR
- INSTALL ALL PLUMBING PER SCHEDULE FOR REQUIRED KITCHEN / CAFE
- INSTALL ALL ELECTRICAL PER SCHEDULE FOR REQUIRED KITCHEN / CAFE
- INSTALL NEW LIGHT LOCATIONS PER REFLECTED CEILING PLAN
- INSTALL POINT OF SALE COUNTERS / CABINETS
- INSTALL HALF WALL & SEATING BAR FOR PLAY AREA PER DRAWINGS

**APPLICABLE CODE**

WAC 51-11C 2021 WASHINGTON STATE ENERGY CODE  
 2021 INTERNATIONAL BUILDING CODE  
 2021 INTERNATIONAL PLUMBING CODE  
 2021 INTERNATIONAL MECHANICAL CODE



**OCCUPANCY PLAN**  
 SCALE : 1/4" = 1'-0"



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 2905 220TH AVE E  
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TENANT IMPROVEMENT  
 103 WEST PIONEER AVE  
 PUYALLUP, WA 98371

SITE :

CLIENT :  
 HOLIDAY CAFE LLC  
 NICHOLE THACKER

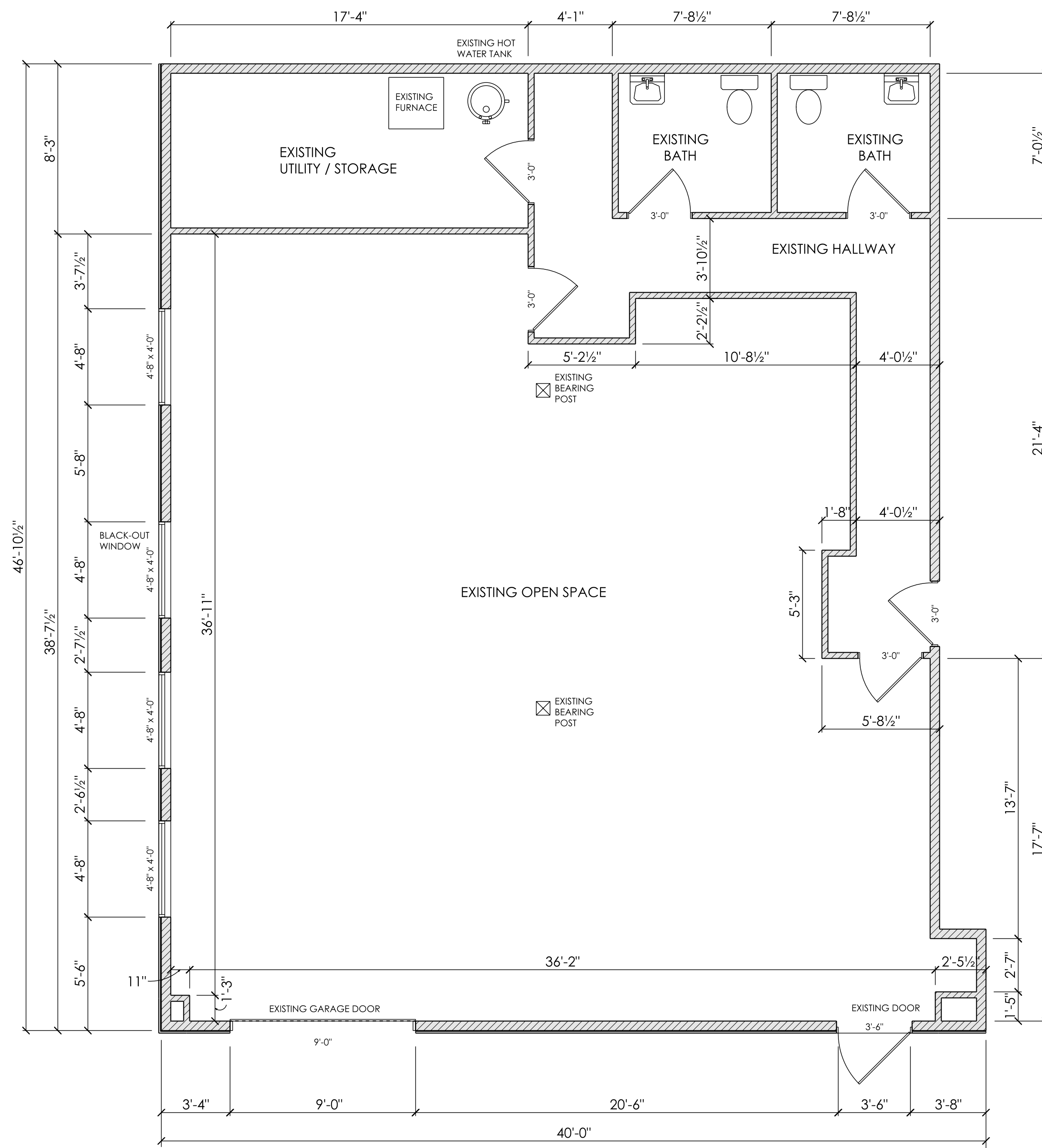
CLIENT :

FINAL : 4.19.24

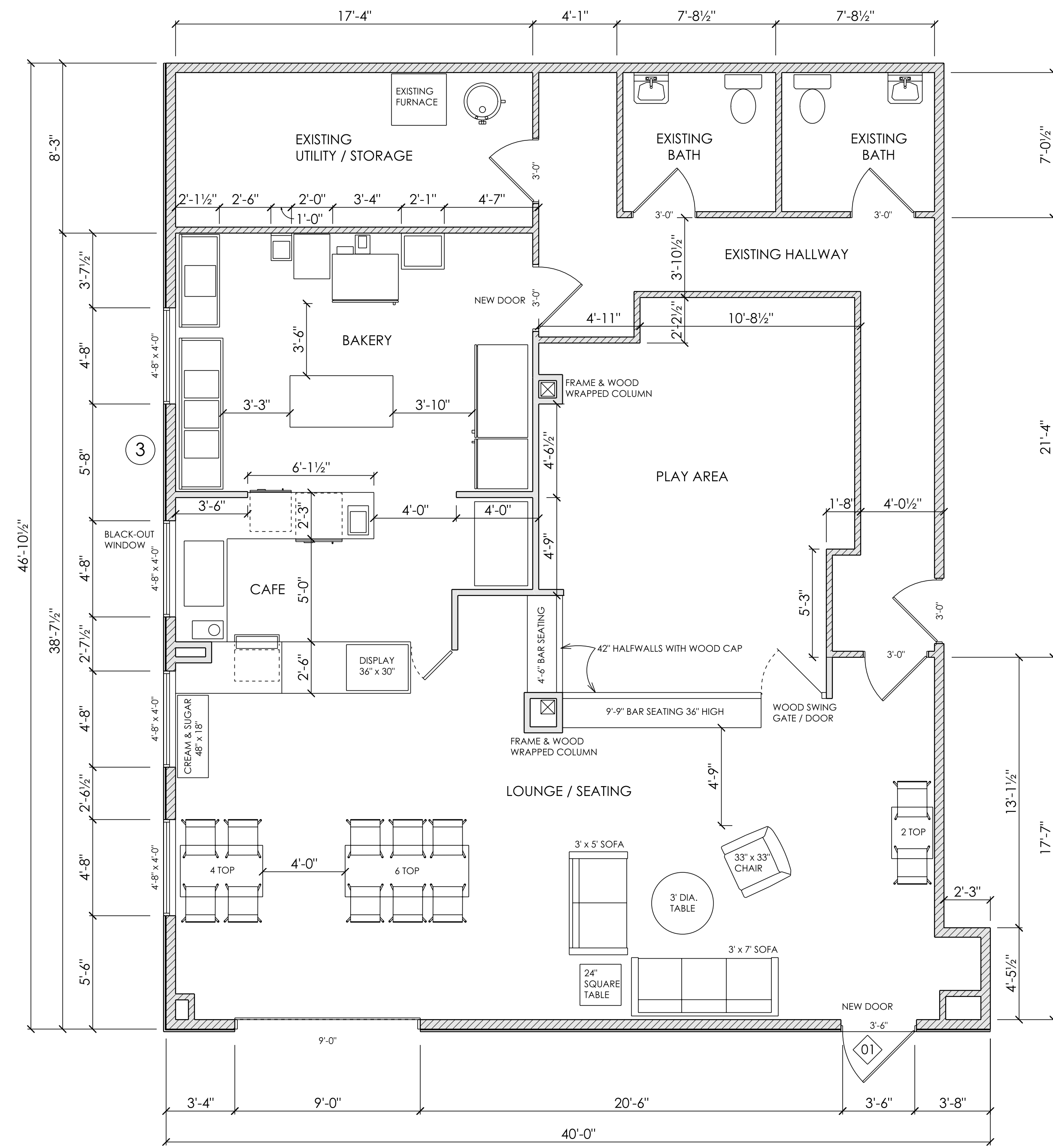
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**A1**

CODE & EXITING



**EXISTING LAYOUT**  
SCALE : 1/4" = 1'-0"

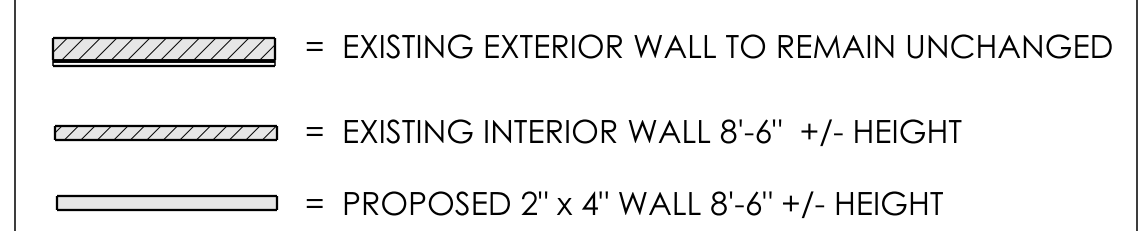


**PROPOSED TENANT IMPROVEMENT**  
SCALE : 1/4" = 1'-0"

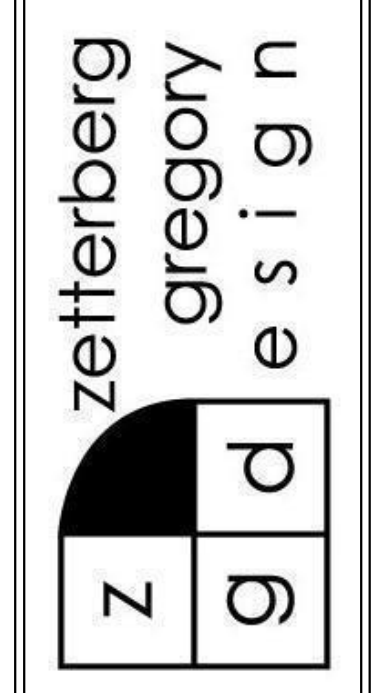
01 DOOR SCHEDULE							
NUMB.	DOOR TYPE	SIZE	DOOR MATL	FRAME MATL	U- VALUE	H.W. TYPE	SPECIAL NOTES
01	N/A	3'-6" x 7'-0"	W	W	.60	HW-1	

HARDWARE GROUPS	
HW-1	: PUSH / PULL WITH LOCKING DEADBOLT



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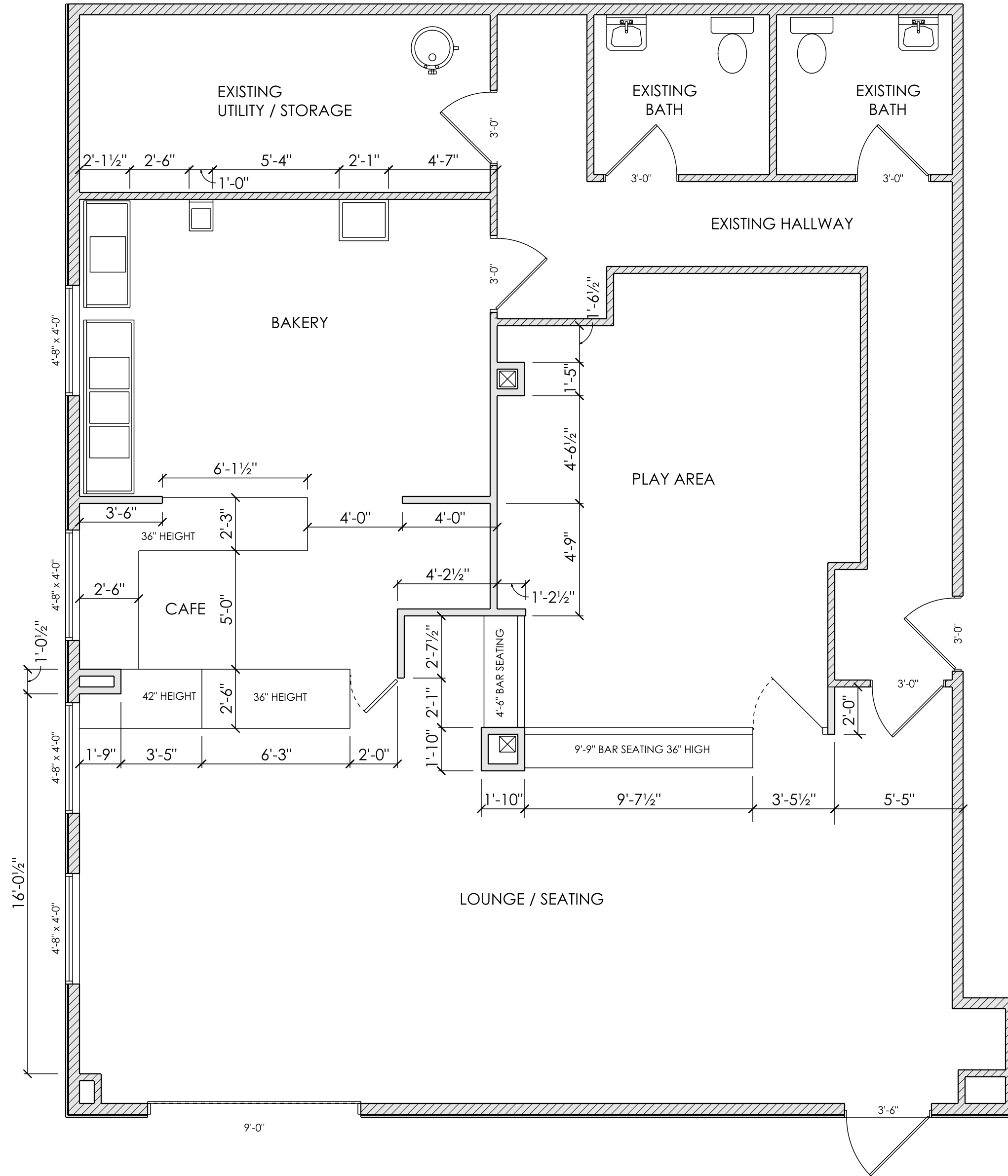
TENANT IMPROVEMENT  
103 WEST PIONEER AVE  
PUYALLUP, WA 98371

SITE:  
CLIENT:  
HOLIDAY CAFE LLC  
NICHOLE THACKER

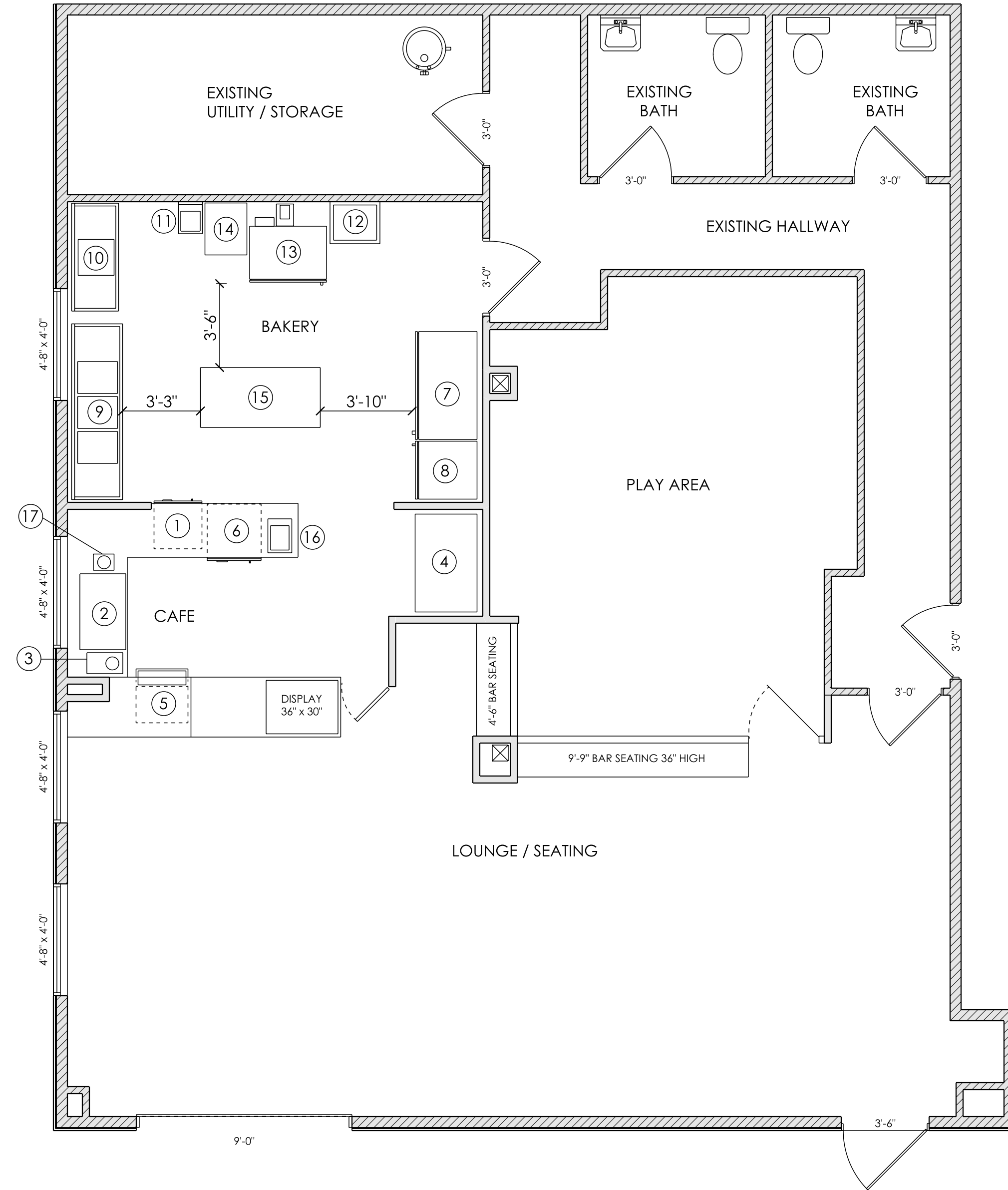
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**A2**  
LAYOUTS

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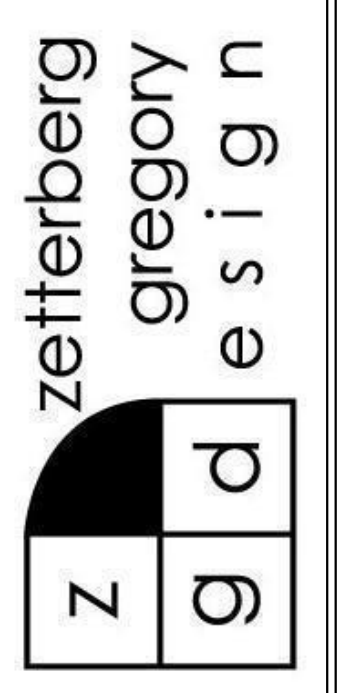


**KITCHEN & CAFE DIMENSIONS**  
SCALE : 1/4" = 1'-0"



**KITCHEN & CAFE EQUIPEMENT**  
SCALE : 1/4" = 1'-0"

HOLIDAY CAFÉ EQUIPMENT / APPLIANCE SCHEDULE													
ITEM #	QTY	EQUIPMENT CATEGORY	MANUFACTURER	MODEL NUM.	HERTZ	AMPS	HP	VOLTS	PLUG TYPE	PHASE	COLD WATER SIZE (IN)	HOT WATER SIZE (IN)	DIRECT DRAIN (IN)
1	1	DISHWASHER	MAIN ST. EQUIP	541HTUC30	60		3/4HP	208/240	NEMA 6-20P	1		3/4"	TYP
2	1	ESPRESSO MACHINE	LA MARZOCCO	LINEA PB AV GROUP 2	60	30		208/240	NEMA 6-30P	1		3/8"	TYP
3	1	GLASS RINSER	FOKH	B092DNCCFK				1		1		20MM/0.8"	
4	1	SANDWICH PREP	KUTANO	KUT2D-48PT	60	2.5	1/3HP	115	NEMA 5-15P	1			
5	1	ICE MACHINE	AVANTCO	UC-F-160-A 26"	60	5.1		115	NEMA 5-15P	1	3/4"		
6	1	UNDER COUNT. REFER	AVANTCO	SS-UC-27R-HC 27"	60	1.1	1/4HP	115	NEMA 5-15P	1			
7	1	REFRIGERATOR	AVANTCO	A-49R-HC 54"	60	3.14	1/2HP	115	NEMA 5-15P	1			
8	1	FREEZER	AVANTCO	A-23F-HC 29"	60	2.62	2/3HP	115	NEMA 5-15P	1			
9	1	3 COMP. SINK	REGENCY	600S3162018G							TYP	TYP	TYP
10	1	PREP. SINK	REGENCY	600S118182X							TYP	TYP	TYP
11	1	HAND SINK WALL	REGENCY	600HS12SP							TYP	TYP	TYP
12	1	MOP SINK	REGENCY	600SM16206							TYP	TYP	TYP
13	1	OVEN	COOKING PERFORMANCE GROUP	351FEC200DK	60	100		240	HARDWIRE	1			
14	1	BAKING RACK	ULINE	H-4000									
15	1	WORKING TABLE	TBD	TBD									
16	1	HAND SINK DROP IN	EAGLE	WSSDI12-15							TYP	TYP	TYP
17	1	COFFEE GRINDER	MAZZER	PRO V	60	350 WATTS		115		1			



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TENANT IMPROVEMENT  
103 WEST PIONEER AVE  
PUYALLUP, WA 98371

SITE :

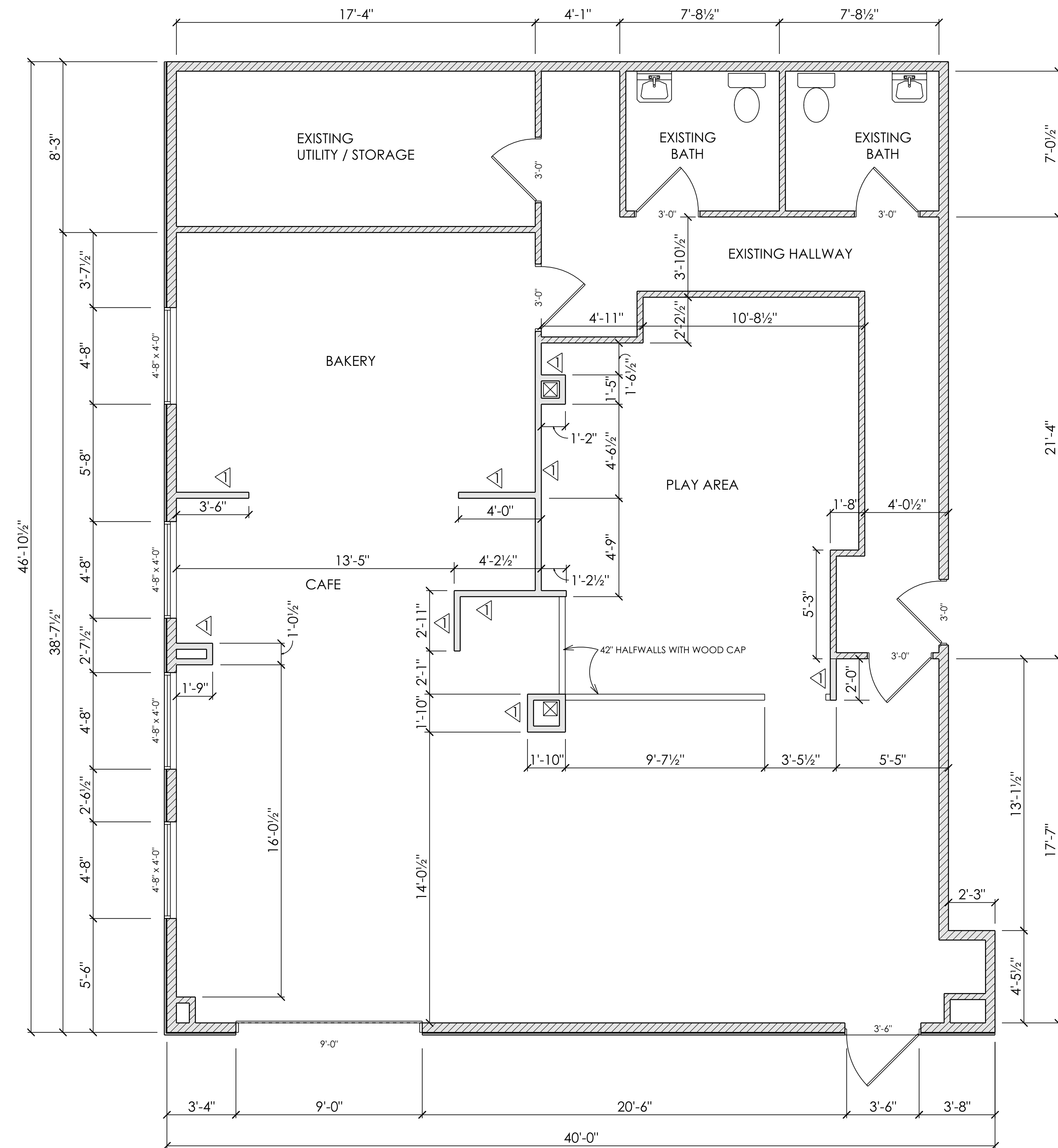
HOLIDAY CAFÉ LLC  
NICHOLE THACKER

CLIENT :

FINAL : 4.19.24

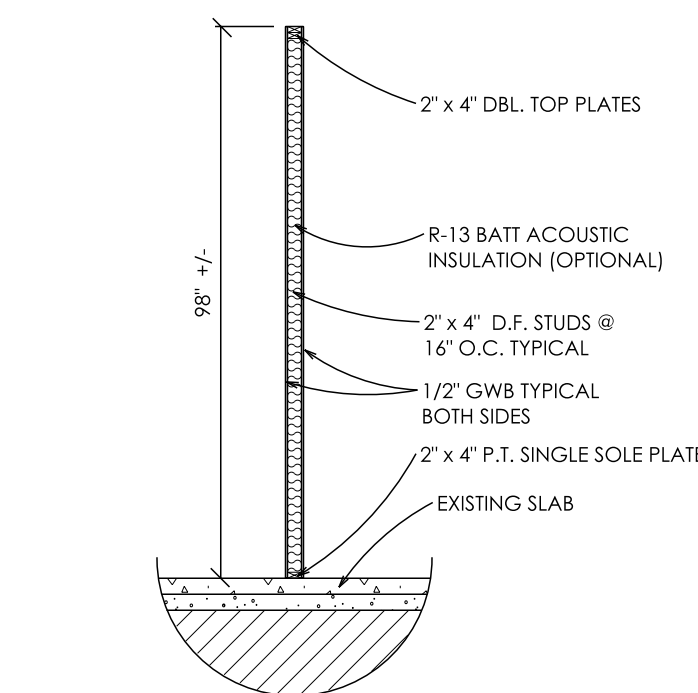
sheet #  
**A3**  
KITCHEN & CAFE



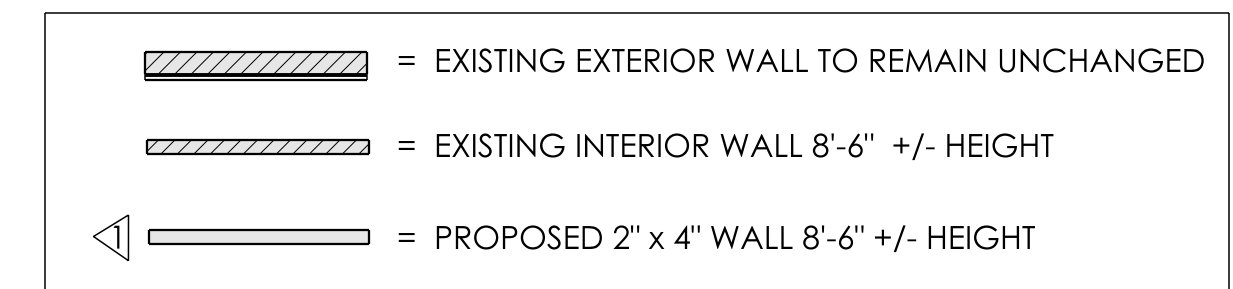


## PROPOSED TENANT IMPROVEMENT

SCALE : 1/4" = 1'-0"



1 NEW 2' x 4" INTERIOR WALL (SLAB)  
SCALE : 1/4" = 1'-0"



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**DAYLIGHT SWITCHING**  
 ALL PERMANENT LUMINARIES LOCATED WITHIN DAYLIGHT ZONES SHALL BE CONTROLLED BY AUTOMATIC DAYLIGHT SENSING CONTROLS.  
 CONTROLS MUST COMPLY WITH THE FOLLOWING REQUIREMENTS:  
 1) BE CAPABLE OF REGULATING THE POWER INPUT TO THE ELECTRIC LIGHTING FIXTURES TO REDUCE THEIR LIGHT OUTPUT WHILE MAINTAINING A UNIFORM LEVEL OF ILLUMINANCE WITHIN THE SPACE.  
 2) MUST HAVE TIME DELAY CIRCUITS THAT PREVENT LIGHT LEVEL ADJUSTMENTS FROM OCCURRING IN LESS THAN THREE-MINUTE INTERVALS.  
 3) ONLY CONTROL LUMINARIES WITHIN THE DAYLIGHT AREA. THIS INCLUDES PRIMARY AND SECONDARY DAYLIGHT ZONES ADJACENT TO VERTICAL GLAZING AND DAYLIGHT ZONES UNDER OVERHEAD GLAZING. ALL DAYLIGHT ZONE AREAS (PRIMARY, SECONDARY) SHALL BE CONTROLLED SEPARATELY FROM EACH OTHER.  
**PROVIDE ENHANCED DIGITAL LIGHTING CONTROLS PER ENERGY CODE C406.4**  
 1) CONTINUOUS DIMMING  
 2) INDIVIDUAL FIXTURE CONTROL (WITH EXCEPTIONS)  
 3) 8 FIXTURES MAX. PER DAYLIGHT ZONE PER CONTROL  
 4) PROGRAMMABLE DIGITAL CONTROLS

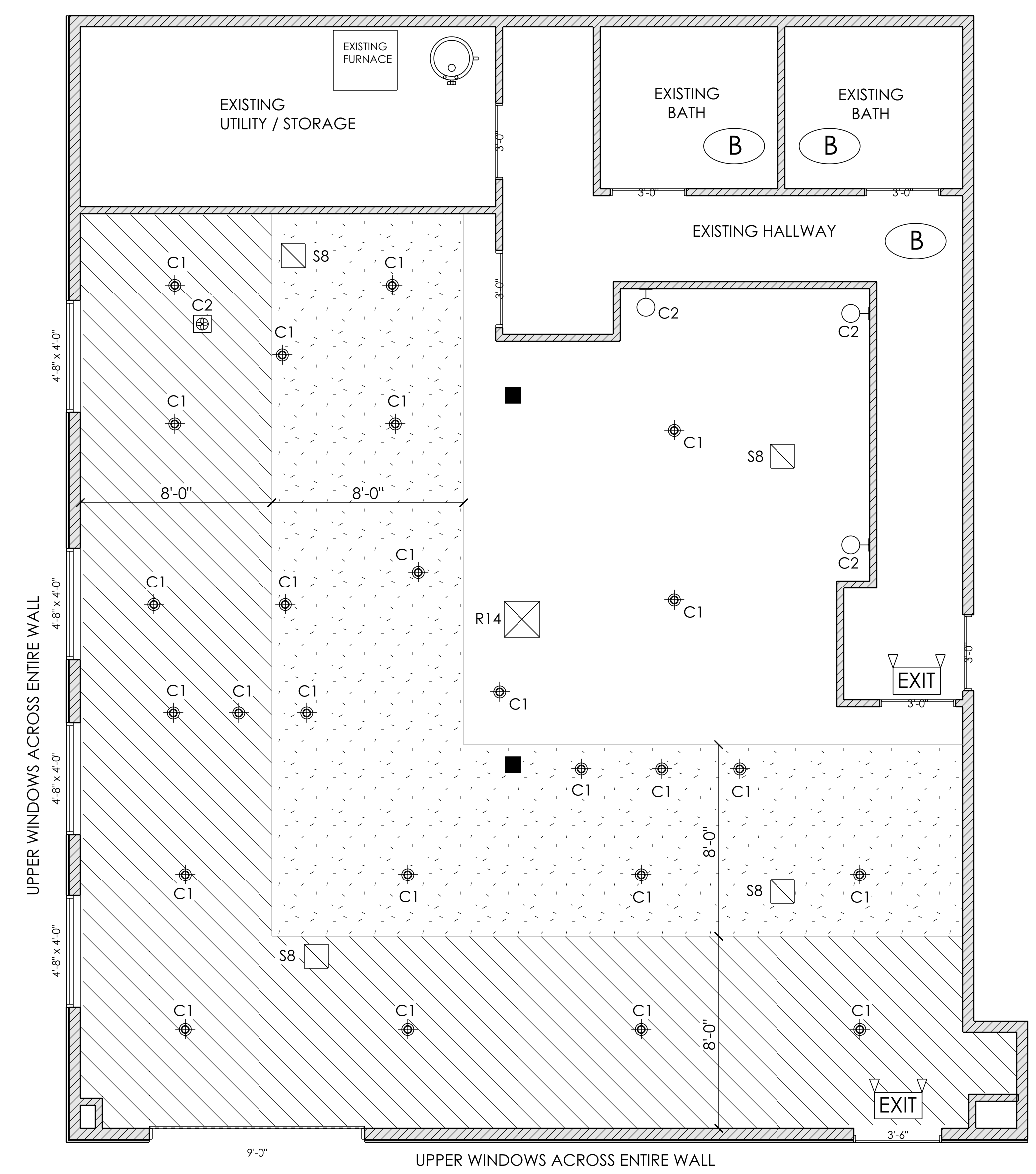
**CEILING VENTS, REGISTERS, ACCESS SCHEDULE**  
 S8 = EXISTING 8" SUPPLY AIR TO REMAIN UNCHANGED  
 R14 = EXISTING 14" RETURN AIR TO REMAIN UNCHANGED  
 SD/CO = COMBO SMOKE & CARBON-MONOXIDE DETECTOR

**CEILING TYPE / HEIGHT SCHEDULE**  
 A = EXISTING 14'-9" HIGH GWB CEILING  
 B = EXISTING 7'-9" HIGH GWB CEILING

**NOTE : ALL LIGHT FIXTURES IN BLOWN ATTICS TO BE CAULKED & SEALED PER 2021 WSEC SECTION C402.5.8.**

**ELECTRICAL LEGEND**  
 C1 = C1 (HANGING LIGHT)  
 C2 = C2 EXHAUST FATH 100 CFM  
 C3 = C3 ( WALL MOUNT)  
 EXIT = C4 EXIT SIGN WITH ILLUMINATION

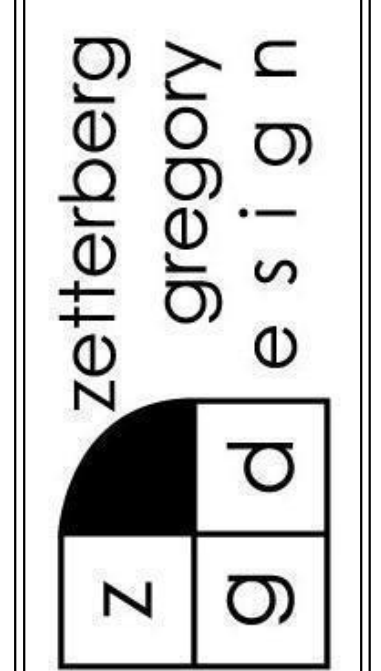
PRIMARY DAYLIGHT ZONE  
 SECONDARY DAYLIGHT ZONE



**REFLECTED CEILING PLAN**  
 SCALE : 1/4" = 1'-0"

**INTERIOR LUMINARE SCHEDULE** TOTAL ALLOWABLE WATTS = 808 / PROPOSED TOTAL = 464

SYM.	QTY	LABEL	MAN.	DESCRIPTION	WATTS	TOTAL WATTS
C1	25	C1	TBD	SUSPENDED PENANT LED LIGHT	16	400
C2	3	C2	TBD	DECORATIVE WALL SCONCE	18	54
EXIT	2	C3	TBD	EXIT SIGN & PATHWAY LIGHTING WITH BATTERY BACK UP	5	10



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TENANT IMPROVEMENT  
 103 WEST PIONEER AVE  
 PUYALLUP, WA 98371

SITE :

HOLIDAY CAFE LLC  
 NICHOLE THACKER

CLIENT :

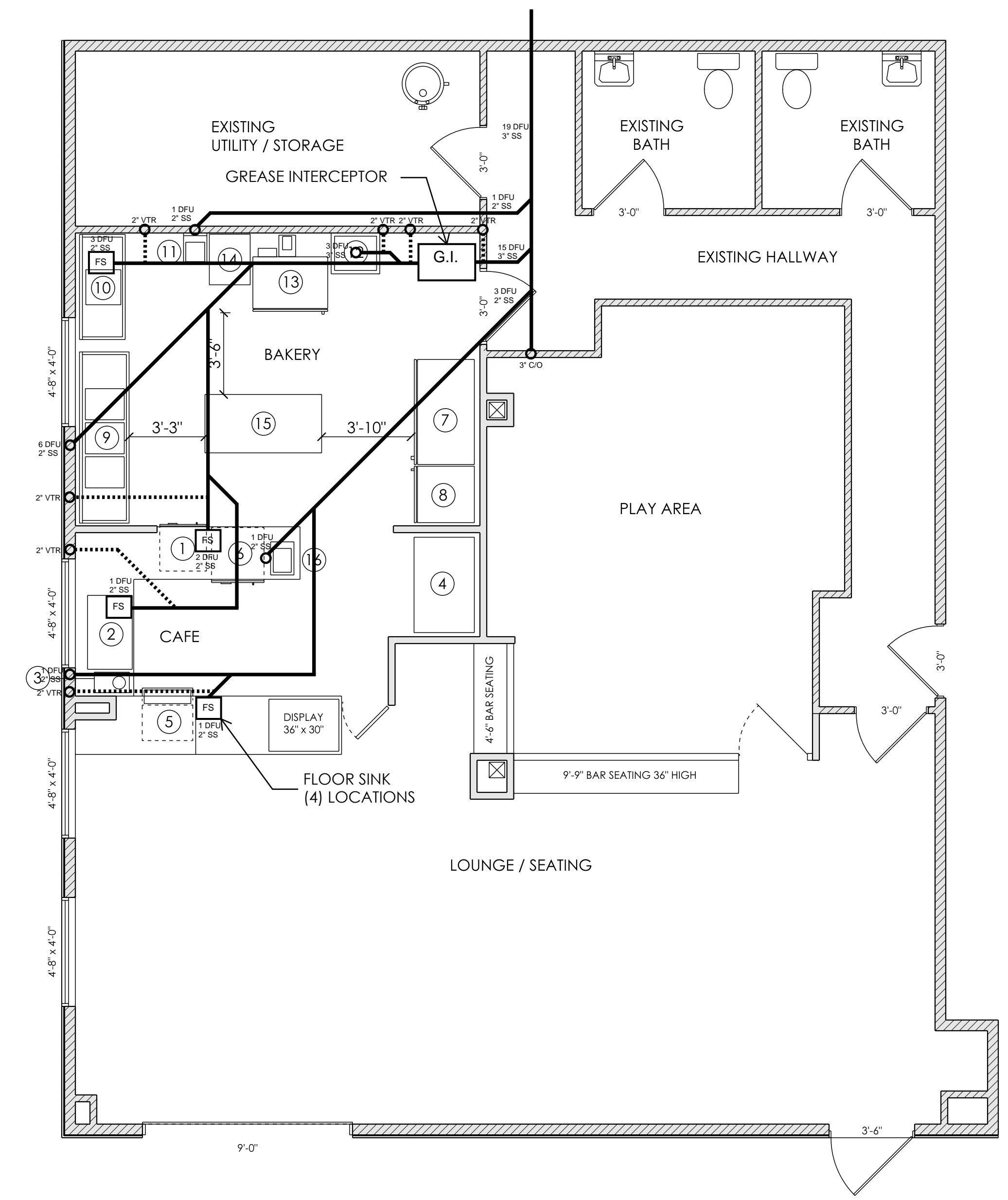
FINAL : 4.19.24

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**A5**

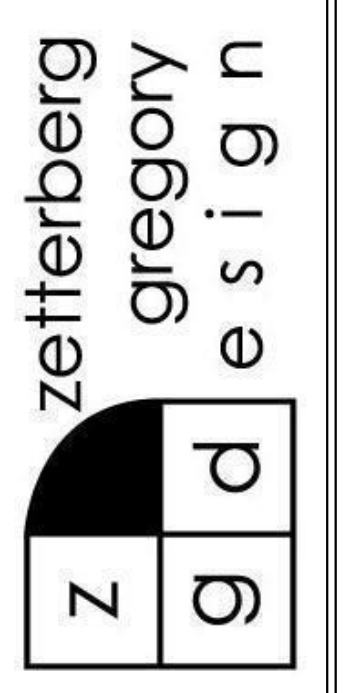
REFLECTED CEILING PLAN

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**PLUMBING LAYOUT / LINES**

SCALE : 1/4" = 1'-0"



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TENANT IMPROVEMENT  
 212 SOUTH MERIDIAN  
 PUYALLUP, WA 98371

SITE :

CLIENT :  
 HOLIDAY CAFE LLC  
 NICHOLE THACKER

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sheet #

**P1**

KITCHEN & CAFE