



Design Review for Historic Properties

See PMC 27.080.020 (5)

Administered by the City of Pasco Planning Department and the Historic Preservation Commission

The City of Pasco adopted PMC Title 27, which provides that the City of Pasco Historic Preservation Commission is responsible for the stewardship of the historic and architecturally significant properties in the City of Pasco. The ordinances require review by the City of Pasco Historic Preservation Commission of any proposed changes to properties designed as historic landmarks or districts on the Pasco Register of Historic Places. These review requirements may also be specified in granting of a face easement.

What is Design Review?

Owners of properties listed on the Pasco Register of Historic Places have signed a document stating that they will abide by Management Standards outlined within the Management Agreement. They must also agree to obtain a Certificate of Appropriateness for any action affecting use, exterior appearance, demolition, or new construction attached to the designated historic structure.

The Certificate

The Certificate of Appropriateness is an official notice of approval issued by the Administrative commission (Historic Preservation Commission), or its designee (Historic Preservation Officer), charged with the jurisdiction for permitting or denying the appropriateness of proposed changes or additions to historic structures.

Basis for Review

In order to determine compatibility as objectively as possible, the following Standards for Rehabilitation have become the established criteria for Design Review. These broad guidelines developed by the Technical Preservation Services Division of the United States Department of the Interior, serve as the basis for all rehabilitation design review.

1. Change-of-Use Review

Every reasonable effort shall be made to provide a compatible use for a property, which requires minimal alteration of the building, structure, or site and its environment. The Historic Preservation Commission will consider the impact of the proposed use on the historical or architectural importance of the structure or historic district.

2. New Structures or Alterations in Historic Districts

Alterations to a historic landmark or building, or the construction of new structures in an historic district, shall be architecturally compatible with the character of the landmark, building, or neighboring structures within the district. The Historic Preservation Commission shall determine the compatibility of proposals for alterations and new construction. The contemporary design of new structures within a district is not necessarily precluded. The design elements of contemporary proposals will be judged according to their sensitivity to the surrounding structures in terms of height, bulk, shape and configuration, as well as placement on the property in relation to patterns or spacing. Approval will be based upon review of plans and elevations of the new structure.

For new multi-family or non-residential structures, the Historic Preservation Commission will require site plans drawn to scale, showing the location of structures, drives, surface material of walks and parking area, and proposed landscaping.

3. Signs, exterior lighting and Other Appurtenances

Signs, exterior lighting and other appurtenances such as walls, fences, awnings and landscaping, shall be visually compatible with the traditional architectural character of the historic structure.

The Process

TYPE OF WORK TO BE REVIEWED AND BY WHOM

Type of Work	No Review	Staff Review	Commission Review
Awning- change of color		X	
Awning- change of style		X	
Paint with Same Color	X		
Paint unpainted brick, stucco or stone			X
Paint with Non-historic color			X
Paint with New Historic Color		X	
Landscaping/Gardening	X		
Install Garden Structures	X		
Replace Windows			X
Replace Doors			X
Repair Porch	X		
Replace Porch			X
Repair old siding	X		
Install New Siding			X
Demolish historic Garage			X
Demolish non-historic Garage	X		
Install New Fence	X		
Install Sidewalk	X		
Treatment New Roofing with like material		X	
New Roofing with new material			X
Change Roofline			X
Install mechanical & Utility Equipment		X	
Minor Construction not easily seen from street		X	
Install shutters not original to the building Contact Information		X	
Install exterior fire exits			X
Minor work not approved by Staff			X
Build New Addition			X
Build New Porch			X
Build New Deck			X
Move a Building			X

Non-Compliance: If tax incentives have been utilized for the property, the incentives are in jeopardy, and fines and penalties can be assessed. If tax incentives have not been used, the Historic Preservation Commission can recommend that the property be removed from the Pasco Register of Historic Places.

Benefits: Design review ensures that the historic character and appearance of properties is preserved, and that the uniqueness of Pasco's past continues to be represented in the future.

Restrictions: Work must occur exactly according to approved plans. ANY revisions, omissions, or additions to plans must be reviewed by the Historic Preservation Commission prior to execution, or a permit will not be issued for the proposed work.

Note: Normal maintenance or repair does NOT require design review if no changes are made to the appearance of the building.

Contact Information

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