



## DESIGN REVIEW BOARD REGULAR MEETING

Wednesday, February 11,  
2026  
6:00 p.m.

Snohomish Carnegie, 105 Cedar Avenue  
Remote Option Available

Zoom Meeting Participation Information  
Use link: <https://us02web.zoom.us/j/83789583261>  
Dial in: (253) 215-8782  
Meeting ID: 837 8958 3261

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### **AGENDA**

1. **CALL TO ORDER**
2. **PUBLIC COMMENT** on items not on the agenda.
3. **APPROVE minutes of the previous meeting(s)**
  - a. September 10, 2025 Regular Meeting Minutes
4. **ACTION ITEMS**
  - a. Elect Chair for 2026
  - b. 26-01-DRB - 119 Union Avenue
  - c. 26-02-DRB - 330 Avenue D
5. **DISCUSSION ITEMS** Including Individual Design Review with staff summary of individual member reviews from the preceding month(s), if any.
  - a. Summary of Individual Design Reviews; September 6, 2025 - February 4, 2026
6. **ADJOURN**

**NEXT MEETING:** The next regular meeting is scheduled for Wednesday, March 11, 2026 at 6 p.m., at the Snohomish Carnegie, 105 Cedar Avenue, and online via Zoom.

Specialized accommodations will be provided with 5 days advanced notice. Contact the City Clerk's Office at 360-568-3115. This organization is an Equal Opportunity Provider.

**Snohomish Design Review Board Minutes  
September 10, 2025**

**1. CALL TO ORDER**

Boardmember Blair opened the regular meeting of the Snohomish Design Review Board Meeting at 6 p.m. on September 10, 2025. The meeting was held in hybrid format with in-person attendance at the Snohomish Carnegie, 105 Cedar Avenue, Snohomish, and remote online access via Zoom.

**ROLL CALL**

**BOARDMEMBERS PRESENT:**

Charlie Krabach  
Joelle Blair, Chair  
Sarah Uplinger  
Shin Goto (arr 6:03)

**BOARDMEMBERS ABSENT:**

Andy Papadatos

**STAFF:**

Thomas Kreinbring, Associate Planner  
Katie Hoole, Permit Coordinator

**2. GENERAL PUBLIC COMMENTS**

There were no public comments.

**3. APPROVAL** of the minutes for the April 9, 2025, regular meeting.

Boardmember Uplinger moved to approve the April 9, 2025, regular meeting minutes and Boardmember Krabach seconded. The motion passed 3-0.

**4. ACTION ITEMS**

a. DR25-0006 - 924 First Street

Associate Planner Kreinbring presented a proposal to modify the rear façade alterations at 924 First Street that were previously approved under File #24-04-DRB. The amendments include creating an off-street parking stall, installing a new rooftop HVAC system hidden behind parapet walls, a future ADA lift, and replacing the previously approved timbers with a brick veneer.

Boardmember Uplinger noted that the proposed lift is underneath the deck expansion, so it would be hidden.

Boardmember Blair moved to recommend approval of the proposal as submitted with a recommendation that the new mortar match the existing brick as closely as possible. Boardmember Uplinger seconded the motion, which passed 4-0.

b. 25-17-DRB - 1200 Second Street

Associate Planner Kreinbring presented a storefront restoration proposal to establish consistent individual tenant spaces on the primary façade at 1200 Second Street. The project also includes an overhead door for vehicles to enter the showroom from the off-street parking area to the west. Photos were provided showing the building historically had a completely glazed storefront. The applicant's proposal does not include painting the masonry columns but requested the Board to consider allowing anodized bronze paint be applied to match the east end of the primary façade for a consistent appearance.

Proponent Greg Wright stated that although painting the masonry would be inconsistent with the applicable standard, it would allow them to match the existing conditions to make the façade more aesthetically consistent. They would only propose painting the columns to match the ones that are already painted.

The Board asked clarifying questions about whether the proposed windows will match the existing east-side tenant space. Mr. Wright confirmed the windows were a closer match than what is there currently.

The proposed west side roll up vehicle door, proposed to be gray, was discussed; the contemporary, CMU façade wall associated with the roll up door would be painted anodized bronze to match the storefront.

The Board discussed painting the masonry columns and agreed that although it would generally not be allowed in a historic building, it was an improvement that would unify the building façade.

Boardmember Uplinger moved to recommend approval of the proposal including the painted columns, and with a recommendation that the garage door match the color of the building as closely as possible. Boardmember Blair seconded the motion, which passed 4-0.

## **5. DISCUSSION ITEMS**

a. Summary of Individual Design Reviews; April 10, 2025 – September 5, 2025

There were seven individual reviews conducted since the last meeting.

## **6. ADJOURN**

There being no objection, the meeting adjourned at 6:22 p.m.



## DESIGN REVIEW BOARD STAFF REPORT

**Date:** February 11, 2026

**Agenda Section:** ACTION ITEMS

**From:** PDS Staff

**Subject:** Elect Chair for 2026

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**STAFF ANALYSIS:** This agenda item provides for the election of Design Review Board Chair for 2026. Chapter 2.14 SMC requires that a chair be elected annually.

The election procedure is as follows:

1. The Chair (pro tem) opens the floor to members' nominations for Chair.
2. Board members may nominate other members or themselves. No second of a nomination is required.
3. A person nominated may decline the nomination.
4. The Chair (pro tem) closes the floor to nominations for Chair.
5. The Chair (pro tem) calls for any discussion on the nomination(s).
6. The Chair (pro tem) calls for a vote on the nomination(s).

### **SMC 2.14.040 Rules and Election of Officers.**

A. *Rules and Bylaws.* The Board shall adopt bylaws for the conduct of its business, subject to the approval of the City Council. A majority of the membership shall constitute a quorum for the purpose of transacting business. Action by the Board shall be by majority vote, provided no action may be taken without affirmative vote of at least three members. A tie vote on a motion to approve shall constitute a failure of the motion.

B. *Officers.* The Board shall elect a chair and such other officers as it may deem necessary. Such officers shall occupy their respective offices for a period of one year.

C. No member of the Board shall participate in discussion or vote on any matter involving any client he or she is serving or any business for which he or she is owner, corporate officer, or employee.

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## DESIGN REVIEW BOARD STAFF REPORT

**Date:** February 11, 2026

**Agenda Section:** ACTION ITEMS

**From:** Tom Kreinbring, Associate Planner

**Subject:** 26-01-DRB - 119 Union Avenue

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**DRB FILE:** 26-01-DRB

**APPLICANT:** Lara Tedrow

**PROPOSED:** Facade modifications

**LOCATION:** 119 Union Avenue

**STAFF ANALYSIS:** The applicant is proposing to convert two existing exterior doors to fixed windows on the first floor of the two-story, triangular structure located at the intersection of Union and Glen Avenue. The building was originally constructed in approximately 1900 with the primary storefront facing south. The proposal is to maintain the original access as the sole entry point to the first floor space due to interior configurations and security.

The double doors on the east facade were added to a previously blank wall in 2006 under DRB File #06-02-DRB. A historic photo of this facade prior to the approved modification is provided in the attachment. The current proposal will remove the doors and replace them with fixed windows, retaining the opening widths and the sill heights are proposed to match the adjacent windows. The header of the proposed window on the west facade will align with the adjacent windows while the existing header on the east facade will be retained as the sills will align. It is unknown whether the door on the west facade is original or was added later.

The applicant states the proposed windows will be wood, and trim will match the trim on the existing windows. Further, the area below the new sills will have cladding to match the existing lap siding material and reveal.

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**ATTACHMENT(S):**

26-01-DRB Staff Analysis - Application Materials.pdf

## STAFF Analysis

### 26-01-DRB: 119 Union Avenue

#### Applicable Design Standards: Historic District Design Standards

| Standard                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Staff Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section III. Commercial Alterations</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>A. GENERAL GUIDANCE</b><br>1. Building design should exhibit and incorporate elements that reflect the identity and visual character of the early decades of the Snohomish community.<br>2. Historic, character-defining architectural features and details should be preserved through continued maintenance or restored.<br>3. Modifications made to existing buildings should be sympathetic to the structure's original design and should not significantly alter the historic appearance. Restoring original features is encouraged.<br>4. Before beginning any restoration work, research available documents and perform a physical investigation of the building in order to determine the historic appearance of the structure and establish the most appropriate restoration plan.<br>5. The traditional commercial building form in historic Snohomish typically included a large storefront, upper floors with vertically-oriented windows, and a substantial cornice. | <i>The applicant is proposing to convert the exterior doors on the west and east facades to fixed windows. The primary storefront is facing south and proposed to be the sole entry point into the first floor of the building. The proposed window sills will align with adjacent windows. Existing width and header on the east facade will be retained and the existing width on the west facade will be retained with the header being lowered to match the adjacent windows, not significantly altering the historic appearance of either facade. The applicant states the proposed windows will be made of wood matching the material of the existing adjacent windows and the trim will also match that of the adjacent windows in terms of material and character. The area below the new sills will match the existing lap siding in terms of character and material. The storefront, upper floor windows, and cornice will not be altered, nor will the existing awnings on both facades.</i> |
| <b>C.1 General</b><br>a. Building design shall not serve to communicate or reflect a corporate identity or product marketed.<br>b. Architectural styles and stylistic references shall be consistent throughout one building.<br>c. The use of neon for building ornamentation is prohibited.<br>d. Unpainted masonry shall not be painted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <i>No corporate identity is proposed. A consistent architectural style will be retained throughout the building. Neon is not proposed. Masonry columns do not exist on the structure.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>C.2 Building Materials</b><br>Exterior surface materials shall be consistent with traditional architectural materials and shall contribute to the appearance of a 100-year functional building life. Appropriate materials include brick, stone, wood, stucco, cast iron, and metal panels, when reflective of historic industrial buildings. The following exterior surface materials are prohibited:<br>a. Plain or smooth face concrete masonry unit<br>b. Tilt-up concrete slab without decorative texture or treatment<br>c. Corrugated metal<br>d. Imitation or synthetic cladding materials<br>e. T1-11 siding<br>f. Mirrored glass<br>g. Vinyl windows                                                                                                                                                                                                                                                                                                                     | <i>No prohibited materials appear to be proposed. The applicant is proposing to install wood windows and trim that match the existing windows on the building. The lap siding below the sills is proposed to match the existing siding. Wood is an appropriate and traditional material.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

### C.3 Storefronts

- a. When present and intact, historic character and character-defining elements of the storefront shall be preserved.
- b. Storefront windows shall be maintained in their original size. If original glass is intact, it shall be preserved. Non-retail uses located within buildings containing storefront windows may install interior blinds, curtains, or semi-transparent screening that may be opened and closed during the day to provide privacy while retaining historical integrity.
- c. Glazing shall be transparent. Highly reflective or darkly tinted glass shall not be used. Except for window signs, the use of applied films is prohibited.
- d. Transom windows shall not be obscured by exterior elements except awnings. Original dimensions shall not be altered.
- e. Alcoves and recessed entries shall be maintained in their original configuration. If the alcove includes a decorative ceiling and/or floor, those elements shall be preserved.
- f. Kickplates and bulkheads shall be retained and preserved as decorative panels. If an original bulkhead is missing, the replacement shall be sympathetic to the original design and consistent with the character of the building.

*The subject building does not appear to have a traditional storefront. No changes are proposed that would affect storefront features, apart from converting side-facing doors to windows.*



# CITY OF SNOHOMISH

116 UNION AVENUE · SNOHOMISH, WASHINGTON 98290 · (360) 568-3115 · WWW.SNOHOMISHWA.GOV

## APPLICATION FOR DESIGN REVIEW

|                                   |                            |                                                                                                      |
|-----------------------------------|----------------------------|------------------------------------------------------------------------------------------------------|
| <b>JOB ADDRESS:</b> 119 UNION AVE |                            | <b>HISTORIC DISTRICT</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br># |
| Land Use Designation:             | HISTORIC BUSINESS DISTRICT |                                                                                                      |
| Property Tax #:                   | 28061800301300             |                                                                                                      |

|                                                                                                                                                                                                                      |                                                                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>APPLICANT:</b> <input type="checkbox"/> Property Owner <input type="checkbox"/> Contractor <input type="checkbox"/> Tenant <input checked="" type="checkbox"/> Architect/Designer <input type="checkbox"/> Other: |                                                                                 |
| <b>Property Owner:</b> JOSHUAH LOY                                                                                                                                                                                   | <b>Applicant/Contact:</b> LARA TEDROW<br><input type="checkbox"/> same as owner |
| <b>Address:</b> 2110 NORTHLAKE AVE,                                                                                                                                                                                  | <b>Address:</b> 18907 128TH PL NE                                               |
| <b>City/St/Zip:</b> NOHOMISH, WA 98290                                                                                                                                                                               | <b>City/St/Zip:</b> BOTHELL, WA 98011                                           |
| <b>Phone:</b> (425) 276-1578                                                                                                                                                                                         | <b>Phone:</b> (425) 444-0936                                                    |
| <b>Email:</b> JOSH@NEWGROUND COUNSELING.COM                                                                                                                                                                          | <b>Email:</b> LARA.TEDROW@OUTLOOK.COM                                           |

### PROJECT DESCRIPTION:

Briefly describe the project and proposed materials below. "Refer to plans" is not appropriate. Use additional sheets if necessary.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Type of Work:</b><br><input type="checkbox"/> New Construction<br><input type="checkbox"/> New Addition<br><input checked="" type="checkbox"/> Exterior Renovation<br><input type="checkbox"/> Demolition<br><input type="checkbox"/> Awning<br><input type="checkbox"/> Signage<br><input type="checkbox"/> Fence<br><input type="checkbox"/> Landscaping<br><input type="checkbox"/> Historic District Register<br><input type="checkbox"/> Special Tax Valuation<br><input type="checkbox"/> Mobile Vendor<br><input type="checkbox"/> Other | EXTERIOR RENOVATION INCLUDES THE CONVERSION OF TWO EXISTING EXTERIOR DOORS TO WINDOWS.<br><br><b>NOTE:</b> Construction, Signs, and Fences require a separate building permit application |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

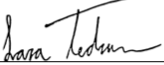
- ☐ **Conceptual Review** for direction and feedback on a preliminary design, with the understanding that the project will be reviewed in greater detail at a future meeting. Detailed drawings are not required, however no determination will be issued.
- ☒ **Detailed Review** to obtain a design review determination. Detailed drawings are required. See the Submittal Checklist.

### REPRESENTATION AT DRB MEETING:

The representative should have the authority to commit the applicant to make changes that may be suggested or required by the Board.

|                |                                   |
|----------------|-----------------------------------|
| <b>Name:</b>   | <b>Relationship to applicant:</b> |
| <b>Phone #</b> | <b>Email:</b>                     |

I hereby certify as applicant that the project will be carried out as approved. If subsequent design changes are made, I understand that the application must be amended and resubmitted for consideration and approval prior to the start of construction.

|                                                                                     |              |          |
|-------------------------------------------------------------------------------------|--------------|----------|
|  | LARA TEDROW  | 01/09/26 |
| Signature of Owner or Authorized Agent                                              | Printed Name | Date     |

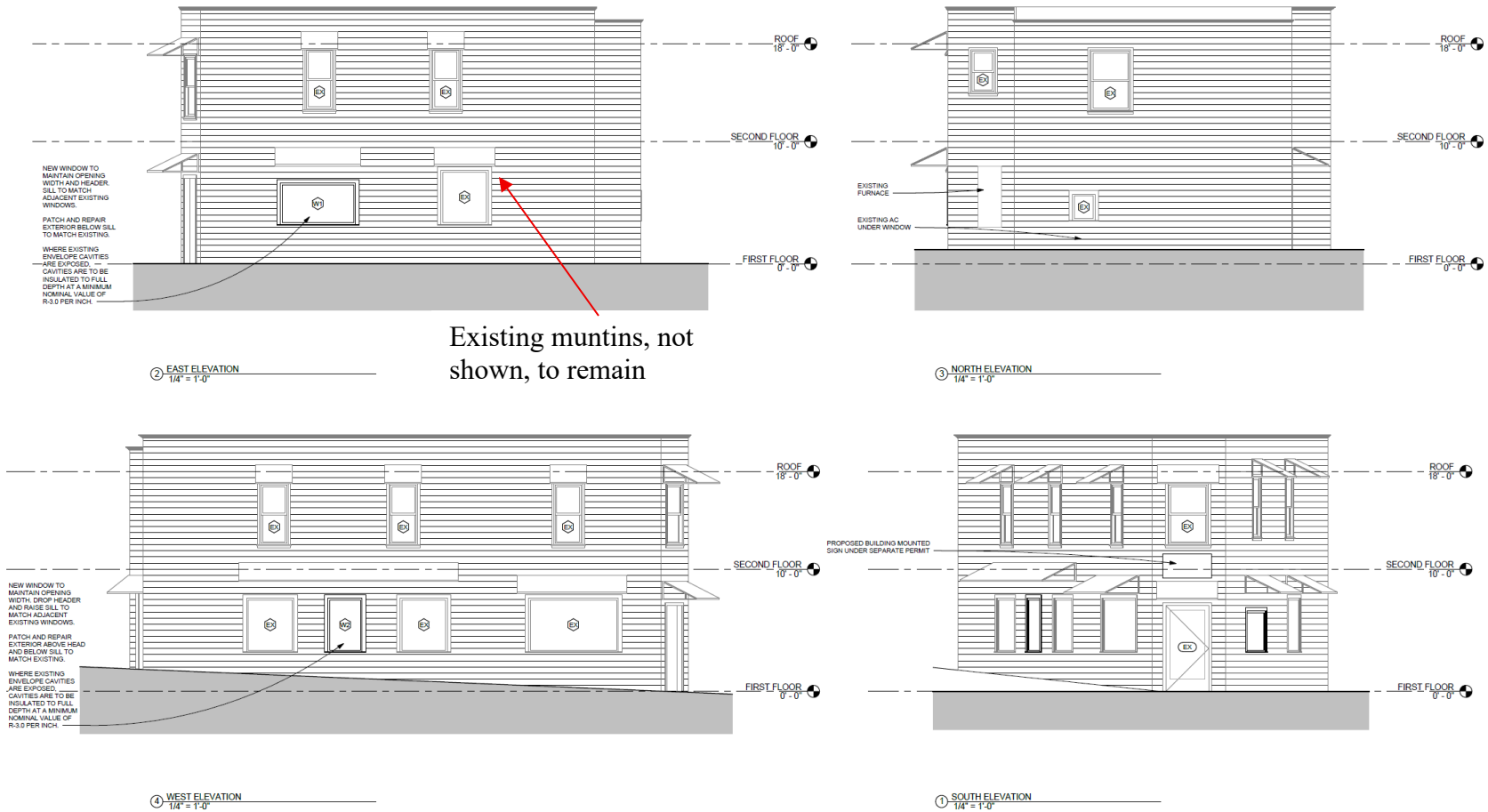
Application for Design Review

June 2017

Existing conditions of proposed work area:



Proposed changes:



Applicant proposes to patch and repair exterior below sills to match existing

| Window Schedule |               |             |                 |          |              |         |      |                      |             |
|-----------------|---------------|-------------|-----------------|----------|--------------|---------|------|----------------------|-------------|
| Type Mark       | Rough Opening |             | Type            | Material | Frame Finish | Glazing |      | NFRC Reference       | Head Height |
|                 | Width         | Height      |                 |          |              | U-Value | SHGC |                      |             |
| W1              | 6' - 3 1/4"   | 3' - 5 3/4" | Fixed with Trim | WOOD     | WHITE        | 0.26    | 0.29 | PEL-N-41-43000-00001 | 6' - 7 3/4" |
| W2              | 2' - 11 1/4"  | 4' - 6 1/4" | Fixed with Trim | WOOD     | WHITE        | 0.26    | 0.29 | PEL-N-41-43000-00001 | 7' - 8 1/4" |

| GLAZING NOTES |                                                                                                                                                                                                          |
|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.            | ALL GLASS SHALL MEET IRC AND FEDERAL GLAZING STANDARDS AND SHALL BE IN ACCORDANCE WITH CURRENT WASHINGTON STATE ENERGY CODE.                                                                             |
| 2.            | CONTRACTOR SHALL FIELD VERIFY ROUGH OPENINGS PRIOR TO ORDERING WINDOWS.                                                                                                                                  |
| 3.            | INSTALL HEAD FLASHING AND OPENING FLASHING PER WALL AND CEILING BUREAU AND ISOM STANDARDS.                                                                                                               |
| 4.            | THE NFRC LABEL CERTIFICATES FOR THE STOREFRONT AND OTHER SITE-FABRICATED PENETRATION ARE REQUIRED TO BE AVAILABLE TO THE INSPECTORS ON SITE BEFORE ANY PORTION OF THE PENETRATION ASSEMBLY IS INSTALLED. |

Window details:



## Pella® Reserve™ Traditional Casement Window

### Detailed Product Description - Wood Exterior

### Frame

- Select softwood, immersion treated with Pella's EnduraGuard® wood protection formula in accordance with WDMA 15-4. The EnduraGuard formula includes three active ingredients for protection against the effects of moisture, decay, stains from mold and mildew. Plus, an additional ingredient adds protection against termite damage.
- Interior surfaces are **clear pine** [mahogany]. Any curved member may have visible **finger-jointed stains**.
- Exterior surfaces are **pine, factory-primed** [mahogany, [factory-primed] [ready-to-stain]]
- **Overall frame depth is 4-3/8" (111mm) for a wall depth of 4-3/8" (106mm).**
- **Optional factory-applied jumbo extensions available for depths of 3-13/16" (97mm) and 9-3/16" (233mm).**

Sash

- Select softwood, immersion treated with Pella's EnduraGuard® wood protection formula in accordance with WDMA 15-4. The EnduraGuard formula includes three active ingredients for protection against the effects of moisture, decay, stains from mold and mildew. Plus, an additional ingredient adds protection against termite damage.
- Interior enamel surface is clear pine [mahogany]. Any curved member may have visible finger-jointed surfaces.
- Exterior surfaces are pine [factory-primed] [mahogany] [factory-primed] [ready-to-stain]. Any curved member may have visible finger-jointed surfaces.
- Corners mortised and tenoned, glued and secured with metal fasteners.
- Sash glass is clear [factory-primed] [factory-primed] for 1" glazing.
- Sash exterior profile is putty glaze, interior profile is ogee.

### Weatherstripping

- Dual weatherstripping.
  - Flexible santoprene material compressed between frame and sash for positive seal on all four sides.
  - Secondary thermoplastic vulcanizate (TPV) leaf-type weatherstrip between edge of sash and frame.

### Glazing System:

- Quality float glass complying with ASTM C 1036.
- Custom and high altitude [with argon] glazing available for 11/16" glazing only.
- Silicone-glazed 11/16" dual-seal insulating glass [[annealed] [tempered]]  
[[clear] [Advanced] [SunDefense\*] [SunDefense\*] [NaturalSun] [NaturalSun\*]  
[AdvancedComfort] Low-E [with argon]] [[bronze] [gray] [green] Advanced  
Low-E with argon]].
- or –
- Silicone-glazed 1" triple-pane, dual-seal insulating glass [[annealed] [tempered]]  
[[Advanced] [SunDefense] [NaturalSun] [NaturalSun] Low-E [with argon]]

Interior

- [Unfinished, ready for site finishing] **factory primed with one coat acrylic latex**  
[Pine: Factory prefinished [paint] [stain]<sub>2</sub>].

## Hardware

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• <b>Rotator operator assembly</b> <ul style="list-style-type: none"> <li>• Steel worm gear shaft</li> <li>• Operator base is zinc coated with painted finish.</li> <li>• Operator linkage, hinge, and exposed fasteners are stainless steel.</li> <li>• Hardware shall exceed 1000 hours salt spray exposure per ASTM B 177, 10 left- or right-handing.</li> </ul> </li> <li>• All vent units are available in SureLock™ System-A single unit that can be quickly installed on units with fan installed on units with fan.</li> <li>• Style of hardware is [Stainless steel with [Baked Enamel Brass] [Satin Nickel] [Oil-Rubbed Bronze] [discrete</li> </ul> | <ul style="list-style-type: none"> <li>• operator with hardened gears, cast with painted finish.</li> <li>• slide, and hinge arms are stainless steel.</li> <li>• 1000 hours salt spray exposure per ASTM B 177, 10 left- or right-handing.</li> <li>• hand locking system operates positive-acting (the high [Baked Enamel Brass] one operating height 29" and less, two union operating heights over 29".</li> <li>• integrated fold-away crank and standard lock (the high [Baked Enamel Brass] [Mattte Black] [Satin Nickel] [Bardwaise finish] - or -</li> <li>• antiek lock handle with [baked enamel] [Baked Enamel Brass] [Satin Brass] [Satin Nickel] [Oil Rubbed Bronze] [discrete nickel hardware finish].</li> </ul> |
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### Optional Products

## Grilles

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Integral Light Technology's grilles           <ul style="list-style-type: none"> <li>Interior grilles are solid [5/8"] [7/8"] [pine] [mahogany]. Interior surface [factory primed] [factory pre-primed]. Exterior grilles are solid [5/8"] [7/8"] [mahogany]. Exterior surfaces are in accordance with WDMA I.S.-4, -an, -factory primed.</li> <li>Patterns are [Traditional] [Prairie] [Victorian] [Simulated French] (fixe).</li> <li>Insulating glass contains non-glare.</li> <li>Grilles are adhered to both sides of adhesive tape and aligned with the</li> </ul> </li> <li>Grilles-Between-the-Glass           <ul style="list-style-type: none"> <li>Insulating glass contains 3/4" contoured aluminum grilles permanently installed between two panes of insulating glass.</li> <li>Patterns are [Traditional] [Prairie] [Victorian] [Simulated French] (fixed).</li> <li>Interior color is [White] [Tan] [Brickstone] [Brickstone].</li> <li>Exterior colors is [standard].</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>[1-1/4"] ogee profile that are solid are [unfinished, ready for site finishing] [finished [paint]] [stain].</li> <li>[1-1/4"] putty profile that are [pine] [oak] are [unfinished, ready for site finishing] [finished [paint]] [stain].</li> <li>Top Row] [Cross] [New England] units only).</li> <li>space between the panes of glass.</li> <li>the insulating glass with VHB acrylic non-glare spacer.</li> </ul> |
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## Screens

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• InView® Screens</li> <li>• Vinyl-coated 18/18 mesh fiberglass performance requirements of SMA inside of window, supplied complete</li> <li>• Screen frame finish is [blackened area] [Black].</li> <br/> <li>• Roliscree® Retractable Screen (for rec-</li> <li>• InView® Screen cloth, self-storing, features screen cloth complying requirements of SMA T201 models.</li> <li>• Cover finish is [factory prefinished veneer wrapped over extruded aluminum] [point].</li> <li>• Gaskets are aluminum extrusion with veneer wrapped over extruded aluminum] [point].</li> </ul> | <p>screen cloth complying with the T201, set in aluminum frame fitted to suit all necessary hardware.</p> <p>[Champagne] [White] [Brown]</p><br><br><p>- regular units only)</p> <p>ing, black vinyl-coated 18/18 mesh ASTM D 3656 and the performance behind overhead cover.</p> <p>saint] [Epine] [mahogany] [douglas fir] num with factory prefinished [stain]</p><br><br><p>[pine] [mahogany] [douglas fir] num with factory prefinished [stain]</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Hardware

- Optional factory applied limited opening hardware available for vent units in stainless steel; nominal 3" opening.
- Optional factory applied window opening control device available. Device allows window to open less than 4" with normal operation, with a release mechanism that allows the sash to open completely. Complies with ASTM F2090-17.



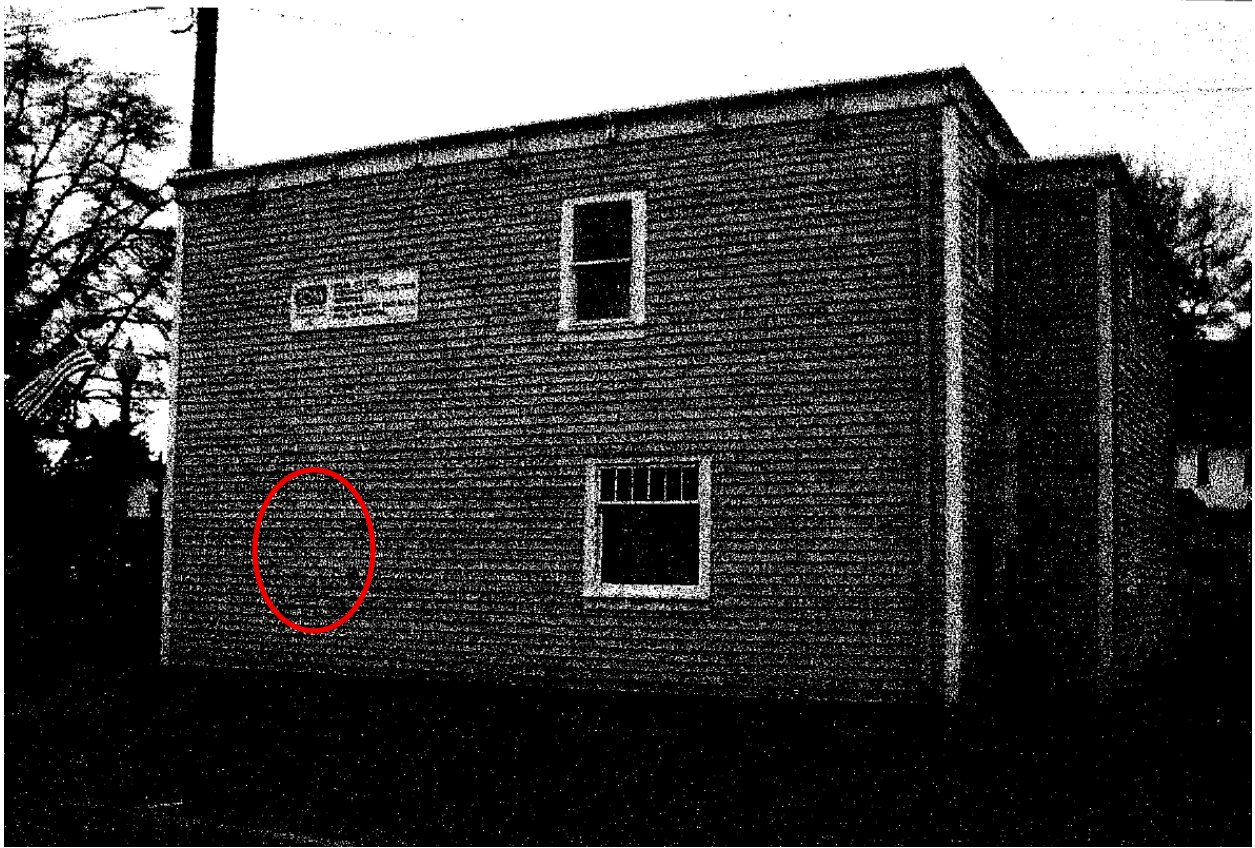
## Pella® Reserve™ Traditional Casement Window

### Size and Performance Data

|                                                                                              | Clad                                        | Wood                                |
|----------------------------------------------------------------------------------------------|---------------------------------------------|-------------------------------------|
| <b>Sizes</b>                                                                                 |                                             |                                     |
| Standard vent <b>fixed sizes</b>                                                             | ●                                           | ●                                   |
| Standard fixed companion sizes                                                               | ●                                           | ●                                   |
| Egress sizes                                                                                 | ●                                           | ●                                   |
| Special sizes available                                                                      | ●                                           | ●                                   |
| <b>Performance</b>                                                                           |                                             |                                     |
| Meets or Exceeds AAMA / WDMA Ratings                                                         | CW30 - CW50<br>H hallmark Certified         | LC30 - LC50<br>H hallmark Certified |
| Air Infiltration (cfm/ft <sup>2</sup> of frame @ 157 psf wind pressure)                      | 0.05                                        | 0.05                                |
| Water Resistance                                                                             | 7.5 psf                                     | 7.5 psf                             |
| Design Pressure                                                                              | 30 - 50 psf                                 | 30 - 50 psf                         |
| Products with Impact-Resistant Glass                                                         | C-R/CW75 - C-R/CW85<br>H hallmark Certified | —                                   |
| <b>Other Performance Criteria</b>                                                            |                                             |                                     |
| Forced Entry Resistance Level (Minimum Security Grade)                                       | 10                                          | 10                                  |
| Operating Force (lb) Initiate Motion / Maintain Motion (of Hallmark tested size and glazing) | 15/6                                        | 15/6                                |

| Standard                                   | Options / Upgrades                                                                             |
|--------------------------------------------|------------------------------------------------------------------------------------------------|
| <b>Glazing</b>                             |                                                                                                |
| <b>Glazing Type</b>                        |                                                                                                |
| Dual-Pane Insulating Glass                 | Triple-Pane Insulating Glass                                                                   |
| <b>Insulated Glass Options/Low-E Types</b> |                                                                                                |
| Advanced Low-E                             | SunDefense™ Low-E                                                                              |
|                                            | SunDefense+ Low-E                                                                              |
|                                            | AdvancedComfort Low-E                                                                          |
|                                            | NaturalSun Low-E                                                                               |
|                                            | NaturalSun+ Low-E                                                                              |
|                                            | Clear (no Low-E coating)                                                                       |
| <b>Additional Glass Options</b>            |                                                                                                |
| Annealed Glass                             | Tempered Glass                                                                                 |
|                                            | Obscure Glass <sub>1</sub>                                                                     |
|                                            | Tinted Glass (Bronze, Gray and Green)                                                          |
|                                            | Noise reduction glass (3mm/5mm or 4mm/6mm combination)                                         |
|                                            | Noise reduction laminated glass (non-impact)                                                   |
|                                            | Products with Impact-Resistant Laminated Insulating Glass                                      |
| <b>Gas Fill/High Altitude</b>              |                                                                                                |
| Argon                                      | High altitude                                                                                  |
|                                            | High Altitude with Argon <sub>2</sub>                                                          |
| <b>Wood Types</b>                          |                                                                                                |
| Pine                                       | Mahogany, Douglas Fir                                                                          |
| <b>Exterior</b>                            |                                                                                                |
| <b>Exterior Sash Profile</b>               |                                                                                                |
| Ogee - clad                                | Putty Glaze - clad or wood                                                                     |
| <b>Exterior Finish</b>                     |                                                                                                |
| EnduraClad® protective finish              | EnduraClad Plus protective finish, Factory Primed Pine, Unfinished Mahogany                    |
| <b>Cladding Colors<sub>1</sub></b>         |                                                                                                |
| Standard colors                            | Feature Colors, Custom Colors                                                                  |
| <b>Interior</b>                            |                                                                                                |
| <b>Interior Sash Profile</b>               |                                                                                                |
| Ogee                                       | —                                                                                              |
| <b>Interior Finish</b>                     |                                                                                                |
| Unfinished wood                            | Factory primed <sub>3</sub> Factory prefinished paint <sub>3</sub> , Factory prefinished stain |

Under previous approval #06-02-DRB,  
the double doors were installed:





## DESIGN REVIEW BOARD STAFF REPORT

**Date:** February 11, 2026

**Agenda Section:** ACTION ITEMS

**From:** Tom Kreinbring, Associate Planner

**Subject:** 26-02-DRB - 330 Avenue D

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**DRB FILE:** 26-02-DRB

**APPLICANT:** Clifford Kilwien

**PROPOSED:** Rear entry enclosure

**LOCATION:** 330 Avenue D

**STAFF ANALYSIS:** The applicant is proposing to enclose the existing covered secondary entry facing Fourth Street located on the north façade. The proposal will convert the space into a foyer. The applicant is also proposing to enlarge the picture window on the south façade facing the yard, retaining its original location, design, and proportions.

The structure is a two-story Queen Anne style home constructed in 1917. The proposal includes reusing one of the three existing exterior doors, including all components of the existing trim system. Lap siding will also be reused to the degree possible or replaced in kind.

Both project areas are located toward the rear of the home with limited views from the street. The covered entry enclosure is shielded from street view by a large conifer tree.

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**ATTACHMENT(S):**

26-02-DRB Staff Analysis & Application Materials

## STAFF Analysis

### 26-02-DRB: 330 Avenue D

#### Applicable Design Standards: Historic District Design Standards

| Standard                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Staff Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Section III. Commercial Alterations</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>A. GENERAL GUIDANCE</b><br>1. Building design should exhibit and incorporate elements that reflect the identity and visual character of the Snohomish community.<br>2. Historic, character-defining architectural features and details should be preserved through continued maintenance or restored.<br>3. Modifications made to existing buildings should be sympathetic to the structure's original design, and should not significantly alter the historic appearance. Restoring original features is encouraged.<br>4. Before beginning any restoration work, research available documents and perform a physical investigation of the building in order to determine the historic appearance of the structure and establish the most appropriate restoration plan. | <i>The applicant is proposing to enclose the existing covered secondary entry facing Fourth Street on the north façade converting it to a foyer, and to enlarge the picture window on the south façade facing the yard. The proposal includes reusing one of three existing exterior doors, existing trim, and lap siding. As proposed the project will not significantly alter the historic appearance of the façade. The proposed modifications are sympathetic to the structure's original design.</i> |
| <b>C.1 General</b><br>a. Architectural styles and stylistic references shall be consistent throughout one building.<br>b. Architectural features should not be removed or changed if original to the building.<br>c. Unpainted masonry shall not be painted.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | <i>A consistent architectural style will be retained throughout the building with the reuse of the door, trim, and siding.</i>                                                                                                                                                                                                                                                                                                                                                                            |
| <b>C.2 Building Materials</b><br>Exterior surface materials shall be consistent with traditional architectural materials and shall contribute to the appearance of a 100-year functional building life. Appropriate materials include brick, stone, wood, stucco, cast iron, and metal panels, when reflective of historic industrial buildings. The following exterior surface materials are prohibited:<br>a. Plain or smooth face concrete masonry unit<br>b. Corrugated metal<br>c. Imitation or synthetic cladding materials such as vinyl, plastic, or aluminum<br>d. T1-11 siding<br>e. Perforated pressure treated wood, when readily visible<br>f. Plexiglass                                                                                                      | <i>No prohibited materials appear to be proposed. All proposed materials will be either reused or will match existing.</i>                                                                                                                                                                                                                                                                                                                                                                                |
| <b>C.4 Windows</b><br>a. When present and intact, existing windows shall be maintained and preserved in their original size, location, design, and proportions.<br>b. New and replacement windows shall appear to be set back from the exterior building plane and finished with trim elements that are appropriate for the building. The use of vinyl windows is discouraged.<br>c. New window openings shall not be added on the primary façade.<br>d. Filling in or altering the size of historic window openings on the primary façade is not appropriate.                                                                                                                                                                                                              | <i>The proposed window enlargement is not visible from the street and faces inward toward the private yard. The Board should consider whether the proposal meets the intent of the standard.</i>                                                                                                                                                                                                                                                                                                          |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>e. Mullions and muntins shall be vertically proportioned. False muntins shall not be used.</p> <p>f. The original position, size, number, and arrangement of windows shall be retained in a building wall.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                      |
| <p><b>C.6 Building Elements</b></p> <p>a. Architectural detailing may include trimwork, moldings, gingerbread, vergeboard, bargeboard, eaves, brackets, corbels, knee braces, dentils, cornices, decorative shingles, columns, pilasters, balusters, or any other decorative or character-defining feature.</p> <p>1. Architectural detailing shall not be removed or changed if original to the building.</p> <p>2. If possible, architectural features shall be repaired rather than replaced. If replacement is necessary due to significant deterioration, the appearance, profile, and texture of the original materials shall be approximated in the replacement.</p> <p>3. New architectural detailing may be added to a building if historic evidence indicates it is consistent with the original building or buildings of similar design and age in the surrounding area.</p> | <p><i>The proposal will enclose the covered entry and reuse existing trim, door, and siding. The door trim features a wide cornice with crown piece, which can be considered a character-defining feature that will be preserved and reused.</i></p> |
| <p><b>C.9 Doors and Hardware</b></p> <p>a. Original or historic doors and hardware shall be maintained and preserved. If replaced, replacement shall be of a similar design to the original, to the extent possible.</p> <p>b. Wood is the preferred material for doors. Dark and painted metal is acceptable. Bright or shiny finish metal, fiberglass, and plastic shall not be used.</p> <p>c. Metal used for exterior hardware shall be dark without a bright or shiny finish, with the exception of copper and copper alloys (including brass and bronze).</p> <p>d. Hardware shall be traditional and historic in character.</p>                                                                                                                                                                                                                                                  | <p><i>One of three existing exterior doors and its hardware is proposed to be reused. The applicant states a door of similar design would be used if a replacement is required.</i></p>                                                              |



# CITY OF SNOHOMISH

116 UNION AVENUE • SNOHOMISH, WASHINGTON 98290 • (360) 568-3115 • WWW.SNOHOMISHWA.GOV

## APPLICATION FOR DESIGN REVIEW

|                                                       |                                   |                                                                                                      |
|-------------------------------------------------------|-----------------------------------|------------------------------------------------------------------------------------------------------|
| <b>JOB ADDRESS:</b> 330 Avenue D, Snohomish, WA 98290 |                                   | <b>HISTORIC DISTRICT</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br># |
| Land Use<br>Designation: Single Family Residence      | Property<br>Tax #: 00444101300700 |                                                                                                      |

|                                                                                                                                                                                                                                 |                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|
| <b>APPLICANT:</b> <input checked="" type="checkbox"/> Property Owner <input checked="" type="checkbox"/> Contractor <input type="checkbox"/> Tenant <input type="checkbox"/> Architect/Designer <input type="checkbox"/> Other: |                                                                                                          |
| <b>Property Owner:</b> Victor & Ann Wicklund                                                                                                                                                                                    | <b>Applicant/Contact:</b><br><input type="checkbox"/> same as owner First Avenue Homes, Clifford Kilwien |
| Address: 330 Avenue D                                                                                                                                                                                                           | Address: PO Box 858                                                                                      |
| City/St/Zip: Snohomish, WA 98290                                                                                                                                                                                                | City/St/Zip: Snohomish, WA 98291                                                                         |
| Phone: 425-327-4076                                                                                                                                                                                                             | Phone: 206-651-4637                                                                                      |
| Email: annwicklund34@gmail.com                                                                                                                                                                                                  | Email: admin@firstavenuehomesllc.com                                                                     |

### PROJECT DESCRIPTION:

Briefly describe the project and proposed materials below. **"Refer to plans" is not appropriate.** Use additional sheets if necessary.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Type of Work:</b><br><input type="checkbox"/> New Construction<br><input checked="" type="checkbox"/> New Addition<br><input type="checkbox"/> Exterior Renovation<br><input type="checkbox"/> Demolition<br><input type="checkbox"/> Awning<br><input type="checkbox"/> Signage<br><input type="checkbox"/> Fence<br><input type="checkbox"/> Landscaping<br><input type="checkbox"/> Historic District Register<br><input type="checkbox"/> Special Tax Valuation<br><input type="checkbox"/> Mobile Vendor<br><input type="checkbox"/> Other | 43 sq.ft addition of a new foyer by enclosing the rear covered entry at the North elevation side of the residence. Project includes enlarging of the laundryroom window from 18" wide to 30" wide. New exterior walls, door, siding, trim and finishes will match the home's existing materials and architectural style per the Snohomish Historic District guidelines.<br><br>36" per applicant provided cut sheet |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

NOTE: Construction, Signs, and Fences require a separate building permit application

☐ **Conceptual Review** for direction and feedback on a preliminary design, with the understanding that the project will be reviewed in greater detail at a future meeting. Detailed drawings are not required, however no determination will be issued.

☒ **Detailed Review** to obtain a design review determination. Detailed drawings are required. See the Submittal Checklist.

### REPRESENTATION AT DRB MEETING:

The representative should have the authority to commit the applicant to make changes that may be suggested or required by the Board.

|                        |                                       |
|------------------------|---------------------------------------|
| Name: Clifford Kilwien | Relationship to applicant: Contractor |
| Phone # 206-651-4637   | Email: admin@firstavenuehomesllc.com  |

I hereby certify as applicant that the project will be carried out as approved. If subsequent design changes are made, I understand that the application must be amended and resubmitted for consideration and approval prior to the start of construction.

Signature of Owner or Authorized Agent

Clifford Kilwien  
Printed Name

12/06/25  
Date

Application for Design Review

June 2017

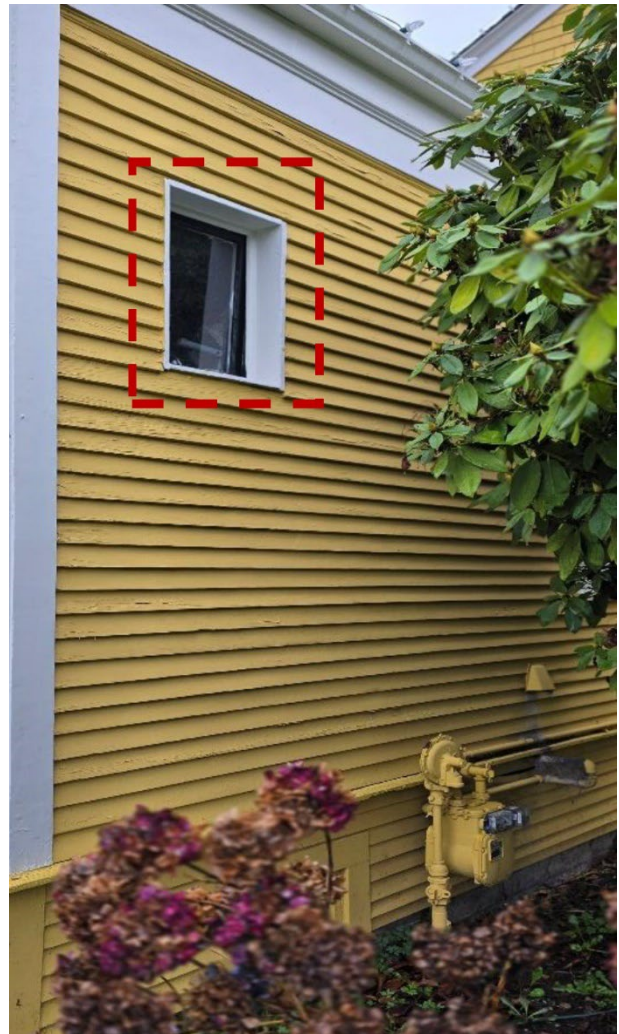
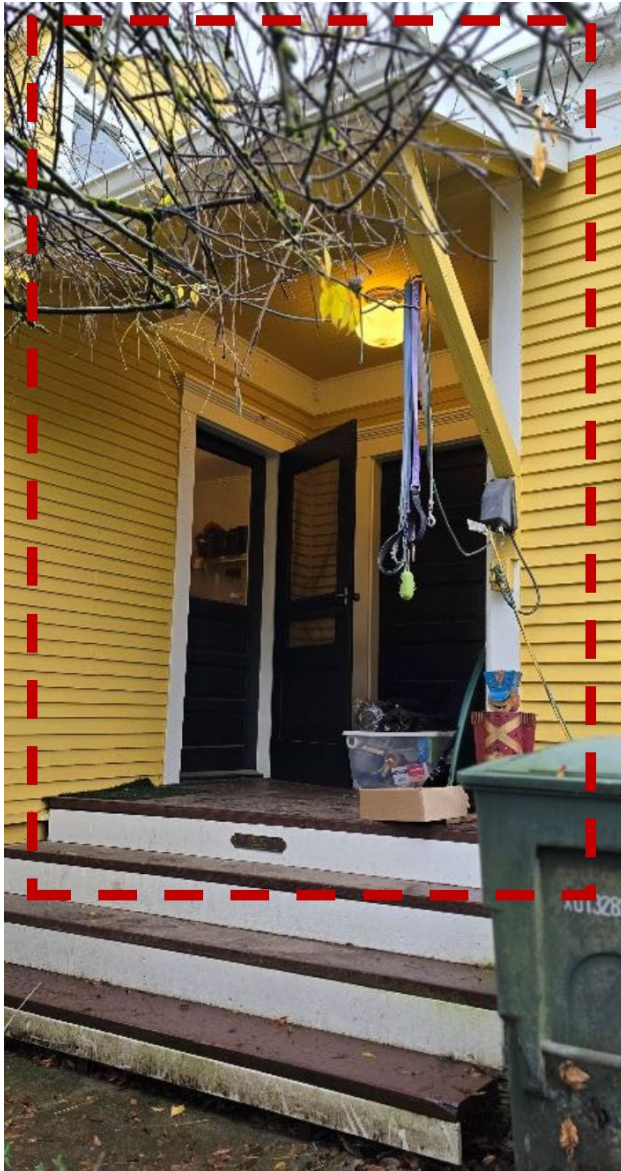
Proposed work area:



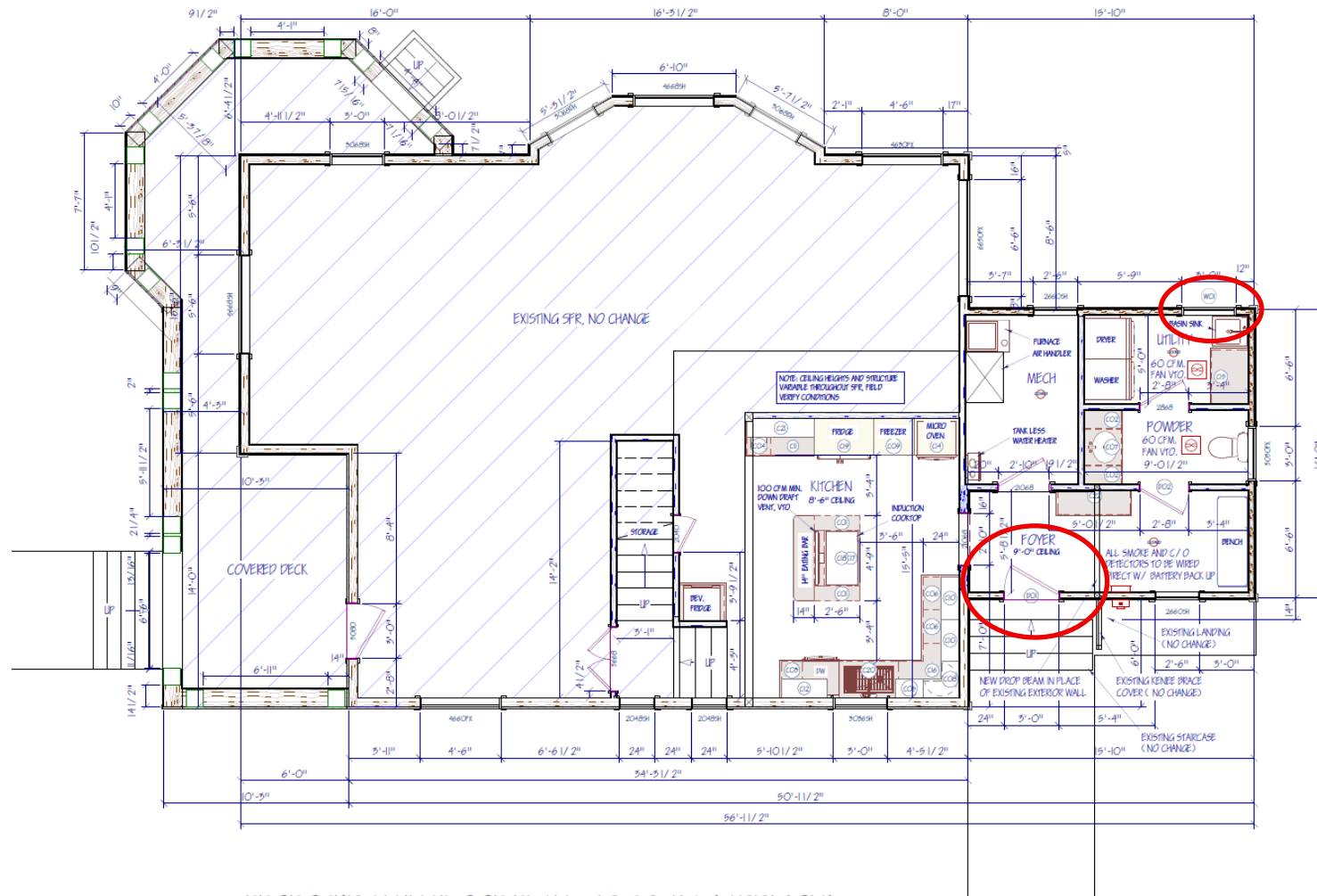
Window enlargement

Covered entry proposed for enclosure

Existing conditions of proposed work areas:

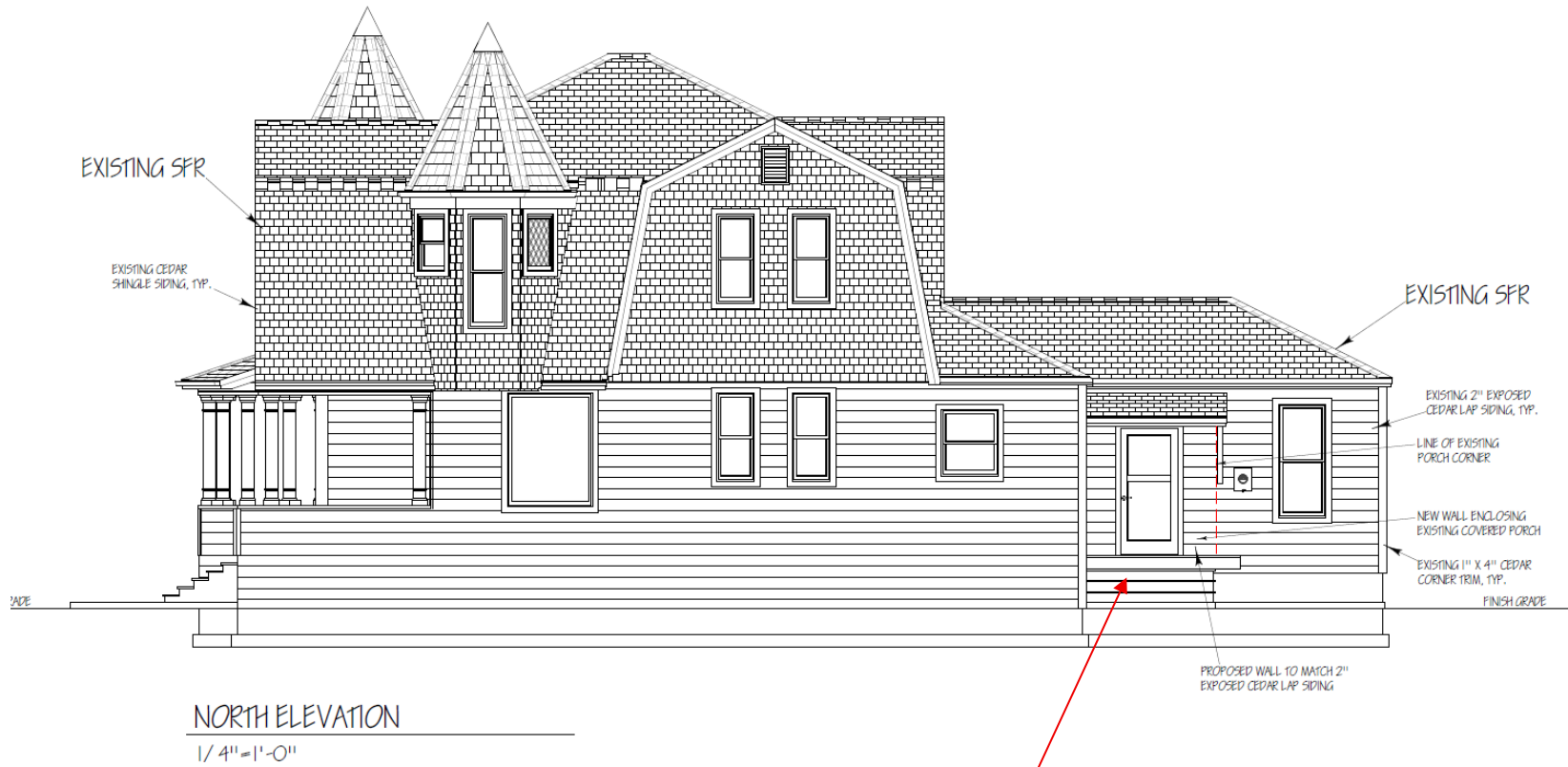


Areas of proposed changes:



PROPOSED MAIN FLOOR PLAN- 42 SQ. FT. (ADDITION)

1/4" = 1'-0"



Applicant proposes to reuse one of the three existing exterior doors, as well as the existing trim and siding.



SOUTH ELEVATION

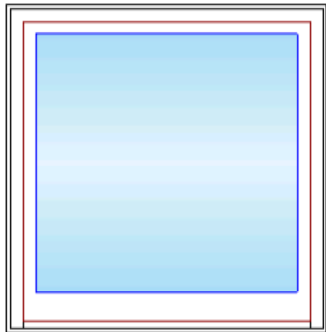
1/4" = 1'-0"

Window details:

LINE ITEM QUOTES

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

|         |                                       |  |  |  |
|---------|---------------------------------------|--|--|--|
| Line #1 | Mark Unit: Clad   Double-Hung Picture |  |  |  |
| Qty: 1  |                                       |  |  |  |



As Viewed From The Exterior

FS 36" X 36"  
IO 36 3/8" X 36 1/4"  
Egress Information  
No Egress Information available.  
Performance Information  
U-Factor: 0.3  
Solar Heat Gain Coefficient: 0.31  
Visible Light Transmittance: 0.54  
Condensation Resistance: 61  
CPD Number: MAR-N-442-01483-00001  
Performance Grade  
Licensee #1149  
AAMA/WDMA/CSA/101/I.S.2/A440-11  
LC-PG50 1812X2163 mm (71.38X85.19 in)  
Water Resistance: 7.52 psf  
LC-PG50 DP +50/-50  
FL28134

Ebony Clad Exterior  
Primed Pine Interior  
Back Prime  
Ultimate Double Hung Insert Picture G2  
Frame Size 36" X 36"  
Inside Opening 36 3/8" X 36 1/4"  
0° Degree Frame Bevel  
Ebony Clad Sash Exterior  
Primed Pine Sash Interior  
IG - 1 Lite  
Low E2 w/Argon  
Black Stainless Steel Perimeter Bar  
Ogee Interior Glazing Profile  
Black Interior Weather Strip Package  
Black Exterior Weather Strip Package  
3 1/4" Jamb  
\*\*\*Note: Unit Availability and Price is Subject to Change



## DESIGN REVIEW BOARD STAFF REPORT

**Date:** February 11, 2026

**Agenda Section:** DISCUSSION ITEMS

**From:** Tom Kreinbring, Associate Planner

**Subject:** Summary of Individual Design Reviews; September 6, 2025 - February 4, 2026

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### STAFF ANALYSIS:

| File Number | Location          | Proposal                 | Reviewer  |
|-------------|-------------------|--------------------------|-----------|
| 25-18-DRB   | 120 Glen Avenue   | Awning replacement       | Uplinger  |
| 25-19-DRB   | 3xx Avenue A      | Fence                    | Papadatos |
| 25-20-DRB   | 1114 First Street | Window replacement       | Goto      |
| 25-21-DRB   | 1116 First Street | Blade sign               | Blair     |
| 25-22-DRB   | 117 Glen Avenue   | Wall sign                | Krabach   |
| 25-23-DRB   | 127 Avenue A      | Wall signs               | Uplinger  |
| 25-24-DRB   | 119 Union Avenue  | Wall and projecting sign | Goto      |

Design materials may be provided upon Boardmember request.

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