



The City of Seattle

Landmarks Preservation Board

Mailing Address: PO Box 94649, Seattle WA 98124-4649

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LPB 49/26

CONTROLS AND INCENTIVES AGREEMENT

Sunset Hill Community Hall

3003 NW 66th Street

I. RECOMMENDED CONTROLS

To assure the preservation of the specified features and characteristics of the landmark, the owner (Owner) of the Sunset Hill Community Hall at 3003 NW 66th Street, a landmark designated by the City of Seattle Landmarks Preservation Board, and the City of Seattle Historic Preservation Officer on behalf of the City of Seattle Landmarks Preservation Board, agree that the following controls shall be imposed:

A. CERTIFICATE OF APPROVAL PROCESS

1. A Certificate of Approval, issued by the City of Seattle's Landmarks Preservation Board pursuant to Seattle Municipal Code ("SMC"), Ch. 25.12, must be obtained, or the time for denying a Certificate of Approval application must have expired, before the Owner may make alterations or significant changes to:
 - a. The site.
 - b. The exterior of the building.
 - c. The interior of the upstairs main hall (excluding the support spaces).
2. A Certificate of Approval is not required for the following:
 - a. Any in-kind maintenance or repairs of the features or characteristics of the Sunset Hill Community Hall that were designated by the Board for preservation.
 - b. Removal of trees that are not included in any of the following categories:

- 1) Significant to the property's history or design, as outlined in the nomination application.
 - 2) A Tier 1 or designated Heritage Tree on the City of Seattle/Plant Amnesty list.
 - 3) A Tier 2 or Exceptional Tree per City of Seattle regulations.
- c. Planting of new trees in locations that will never obscure the view of designated features of the landmark, or physically undermine a built feature of the landmark.
 - d. Planting or removal of shrubs, perennials, or annuals, in locations that will never obscure the view of designated features of the landmark, or physically undermine a built feature of the landmark.
 - e. Installation, removal, or alteration (including repair) of underground irrigation and underground utilities, provided that the site is restored in kind.
 - f. Installation, removal, or alteration of the following non-historic site furnishings: benches, movable planters, bicycle racks, trash/recycling receptacles, and rain barrels.
 - g. Installation or removal of interior, temporary window shading devices that are operable and do not obscure the glazing when in the open position.
 - h. Cleaning and treatment of historic materials that comply with the specifications outlined in the *National Park Services Preservation Briefs*.
 - i. The interior of the downstairs of the building, and the interior stairs connecting the two floors.
 - j. Alterations to the interior of the upstairs main hall or support spaces, provided the openness of the main hall's interior volume is unchanged.

B. ADMINISTRATIVE REVIEW

1. Administrative (Landmarks staff) review and approval of Certificate of Approval applications is available for the following items listed in SMC 25.12.720.B and any additional items listed in Section 1.B.3. The Owner shall submit a Certificate of Approval application to the City Historic Preservation Officer (CHPO) and it shall be reviewed in accordance with the Certificate of Approval process set forth in SMC 25.12. If the CHPO, upon examination of the submitted application, determines that such alterations are consistent with the purposes of SMC 25.12, the alterations shall be approved without

the need for any further action by the Board, and the CHPO shall notify the Owner of that determination.

2. If the CHPO determines that such alterations proposed in the Certificate of Approval application are not consistent with the purposes of SMC 25.12, the CHPO will notify the Owner. The Owner may submit revised materials to the CHPO, or request consideration by the Landmarks Preservation Board.
3. Administrative review of Certificate of Approval applications is available for the following:
 - a. Minor alterations to site grading, soil retention, drainage, or paving, unless the Landmarks coordinator determines it will have no impact on the character of the site.
 - b. Emergency repairs or measures (including immediate action to secure the area, install temporary equipment, and employ stabilization methods as necessary to protect the public's safety, health, and welfare) to address hazardous conditions with adverse impacts to the building or site as related to a seismic or other unforeseen event. Following such an emergency, the owner shall adhere to the following:
 - 1) The owner shall notify the City Historic Preservation Officer within 24 hours, and document the conditions and actions the owner took.
 - 2) If temporary structural supports are necessary, the owner shall make all reasonable efforts to prevent further damage to historic resources.
 - 3) The owner shall not remove historic building materials from the site as part of the emergency response.
 - 4) In consultation with the City Historic Preservation Officer and staff, the owner shall adopt and implement a long-term plan to address any damage through appropriate solutions.

II. RECOMMENDED INCENTIVES

The following economic incentives may be available to the owner.

1. Seattle Municipal Code Title 23 provides for authorization of uses in a designated Landmark that are not normally permitted in a particular zoning classification by means of an administrative conditional use approval.
2. Certain exceptions to or exemptions from regulations in Title 23 Seattle Municipal Code may be available, either by virtue of the zoning designation applicable to the Landmark or its status as a Landmark.

3. Building and Energy Code exceptions on an application basis.
4. Historic Preservation Special Tax Valuation (Chapter 84.26 RCW) on an application basis.

Myron Sizer

[Myron Sizer \(03/27/2026 13:42:24 PDT\)](#)

Myron Sizer
Board President
Sunset Hill Community Hall

03/27/2026

Date

Sarah Sodt

Sarah Sodt
City Historic Preservation Officer
City of Seattle

03/27/2026

Date