

# Guide to Completing the King County Landmark Nomination Form

Prepared for the  
King County Historic Preservation Program  
Seattle, WA



KING COUNTY LANDMARKS COMMISSION  
HISTORIC PRESERVATION PROGRAM  
201 S. Jackson, Suite 700  
Seattle, Washington 98104

June 8<sup>th</sup>, 2024

## EQUITY IN HISTORIC PRESERVATION

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The start of the American preservation movement can be observed in the mid-to-late nineteenth century in the practice of memorializing sites that were thought to promote patriotism and respect for the fallen heroes of the past. Memorialized sites included battlefields and the homes of historical figures. Through the evolution of historic preservation, preservationists began to increasingly focus on buildings for buildings' sake, rather than the association of the sites with figures, events, or cultures. However, the field of historic preservation and the law that governs it has undergone massive changes over the last hundred years. These changes involve a shifting in priorities related to patriotic, architectural, or cultural history.

The passage of the 1966 National Historic Preservation Act (NHPA) acted as an immediate response to the urban renewal wave that swept through the United States in the 80s which resulted in the demolition of many of the US's historic buildings and provided funding for the elimination of historic structures. The passing of the NHPA turned the field towards a focus on architectural integrity rather than focusing on the relationship with significant historical people, events, or cultures. However, there seemed to be a deficit in diversity amongst the historic buildings being prioritized, what would later be known as the "diversity deficit."<sup>1</sup>

This gap in representation, despite the lack of resources available to diverse cultural groups, can also be attributed to the type of structures that were connected to these groups. Many cultural histories are disqualified due to the physical sites' lack of architectural integrity, as a result of the types of structures associated with the status of these groups in early periods. Architectural integrity refers to the extent in which the structure, property, or building holds the original features, structures, or styles during time of significance. However, many of the significant sites for diverse cultural groups involved open fields, labor camps, barrios, union halls, street-front churches, tenements, bunkhouses, cabins, factories, all places that did not survive intact. As a result, a sizeable number of Historic Landmarks are older Victorian homes owned by wealthy businessmen.

As a result of this inequity, the field of historic preservation has shifted to focusing beyond architectural integrity and validating the cultural significance of a site in an effort to extend historic preservation to include communities that are not historically connected to wealth or privilege. This involves incorporating cultural significance into the criteria, where community members can speak more to the cultural significance of a site rather than the architectural style of a site.

Additionally, designation of a property or district on the local level can offer the most protection for the vulnerability of these sites. They can limit the demolition or redevelopment of the properties and add additional barriers in place to ensure the cultural heritage and historical narratives of a community remain in-tact.

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<sup>1</sup> Olson, Aneka (2017) "Integrity & Incentives: Seeking Equity in Historic Preservation Law," Access\*: Interdisciplinary Journal of Student Research and Scholarship: Vol. 1 : Iss. 1 , Article 2.

In 2023<sup>2</sup>, 506 properties were listed on the National Register of Historic Places in Washington State. Of those 506 properties, 73 properties were associated with “Ethnic Heritage” themes of significance (14%). Of those listed under “Ethnic Heritage,” 1 record was associated with Asian communities, 61 were associated with Black communities, 6 were associated with Native American communities, and 3 were associated with European communities (see chart below). The single recorded property associated with Asian communities was the “Yakima Valley Filipino Community Hall” located in Yakima, Washington.

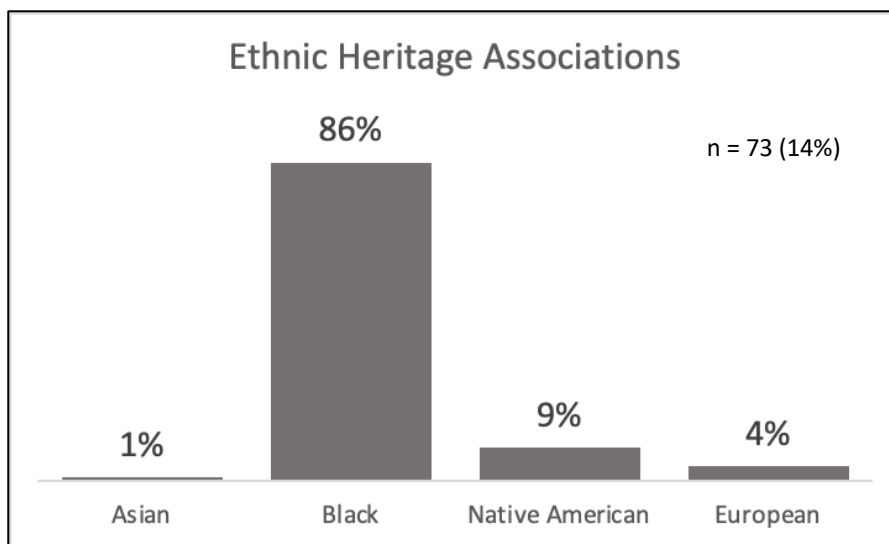


Figure 1: 2023 Washington NHRP Properties Listed with Community Associations

While architectural integrity is important, stressing this aspect of historic places limits the equitability of landmark nomination. One way to mitigate this barrier is by placing greater importance on cultural significance and looking beyond a place’s architectural integrity.<sup>3</sup>

King County’s Historic Preservation Program and Landmarks Commission acknowledges these challenges and actively works to remove these barriers to the field of Historic Preservation. This project, partnered with King County’s Historic Preservation Program, aims to promote Landmark Registration accessibility by providing the necessary tools to individuals or members of the community, so that they may be able to nominate their own culturally significant spaces. The process for nominating a culturally significant space in King County, typically involves hiring a qualified consultant to conduct historical/scientific research that involves filing the technical paperwork, tracking historical documentation, conducting interviews, etc. This resource guide, combined with King County’s outstanding Context Statements, exists to target this initial barrier by making these resources more accessible to King County communities.

<sup>2</sup> Data analyzed using the National Register of Historic Places

<sup>3</sup> To learn more about initiatives like this, King County’s Cultural Service Agency-4Culture, created a coalition titled “Beyond Integrity”:

<https://www.4culture.org/beyond-integrity/>

This project was modeled using the “National Register Bulletin on How to Complete the National Register Registration Form”<sup>4</sup> but fit to format the King County Registration guidelines. While the registration process is similar for registering a site on the national level, the King County registration process is slightly less strict. Therefore, there is a sizeable overlap between the content involved for a National nomination and a Local nomination, with the local nomination being slightly less involved. The sections you see in the following guide, contain content guidance pulled from outside resources. Most of these resources were developed either by King County or the National Park Service via the National Register of Historic Places.

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<sup>4</sup> National Park Service, and Linda McClelland, NRB 16A How to complete the National Register Registration Form § (1997). <https://www.nps.gov/subjects/nationalregister/upload/NRB16A-Complete.pdf>

# COMPLETING THE KING COUNTY NOMINATION FORM

## GENERAL INSTRUCTIONS

Complete each section of the form according to the instructions in this section. The instructions in this section follow the number and name of each section of the nomination form. You will see a reproduction of the section as it appears on the form and directions for completing each item with an example. Resources and extra examples may be provided in the footnotes as well as the appendices.



KING COUNTY LANDMARKS COMMISSION  
HISTORIC PRESERVATION PROGRAM  
201 S. Jackson, Suite 700  
Seattle, Washington 98104

## LANDMARK REGISTRATION FORM

### PART I: PROPERTY INFORMATION

|   |                                      |  |
|---|--------------------------------------|--|
| <b>1. Name of Property</b>              |                                      |  |
| historic name:                          | [REDACTED]                           |  |
| other names/site number:                | [REDACTED]                           |  |
| <b>2. Location</b>                      |                                      |  |
| street address:                         | [REDACTED]                           |  |
| parcel no(s):                           | [REDACTED]                           |  |
| legal description(s):                   | [REDACTED]                           |  |
| <b>3. Classification</b>                |                                      |  |
| Ownership of Property:                  | Category of Property:                | Name of related multiple property listing: |
| <input type="checkbox"/> private        | <input type="checkbox"/> building(s) | (Enter "N/A" if property is not part of a  |
| <input type="checkbox"/> public-local   | <input type="checkbox"/> district    | multiple property listing.)                |
| <input type="checkbox"/> public-State   | <input type="checkbox"/> site        | [REDACTED]                                 |
| <input type="checkbox"/> public-Federal | <input type="checkbox"/> structure   |  |
|   | <input type="checkbox"/> object      |  |
| <b>4. Property Owner(s)</b>             |                                      |  |
| name:                                   | [REDACTED]                           |  |
| street:                                 | [REDACTED]                           |  |
| city:                                   | state: [REDACTED]                    | zip: [REDACTED]                            |
| <b>5. Form Prepared By</b>              |                                      |  |
| name/title:                             | [REDACTED]                           |  |
| organization:                           | [REDACTED]                           | date: [REDACTED]                           |

# PART I: PROPERTY INFORMATION

## 1. NAME OF PROPERTY

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| 1. Name of Property      |                      |
|--------------------------|----------------------|
| historic name:           | <input type="text"/> |
| other names/site number: | <input type="text"/> |

### SOURCE PREFACE

The following content on historic names and properties was taken directly from the National Register Bulletin on *How to Complete the National Register Registration Form*. A link to the original source can be found below:

National Park Service, and Linda McClelland, NRB 16A How to complete the National Register Registration Form § (1997). <https://www.nps.gov/subjects/nationalregister/upload/NRB16A-Complete.pdf>

### HISTORIC NAME

Enter the name that best represents the property's historic significance or was commonly used for the property during the period of significance. Only one name is permitted. This name cannot exceed 120 characters, including spaces and punctuation. List any additional associated historic names under *Other Names/Site Number*.

The term "property" encompasses the entire geographic area being nominated or considered for eligibility. As mentioned before, it may be an individual building, site, structure, or object, or it could include a district comprised of a variety of buildings, sites, structures, or objects. Properties may also be named after people, events, characteristics, functions, or historic associations. Archaeological sites are often referred to by site numbers but may have other names as well. The historic name is preferred for general reference as it carries meaning regardless of any changes in ownership or function. The name also often relates to the reasons the property is eligible for nomination listing.

### USING NAMES OF PEOPLE

If using the name of a person when identifying a property, the following format is ideal: last name, first name, and building type.

*Ex: Doe, John, House*

If a property holds significance from more than one person, it is better to use the most prominent name. If the people are of equal significance, you can include as many names as appropriate as long as it does not exceed the 120-character limit. If there is not enough space for both names, either choose the more prominent person's name or eliminate all parties' first names.

*Ex: Doe, General John and Jane, House*

Or

*Ex: Doe House*

#### NAMING DISTRICTS

When indicating the type of district based on location or historic ownership, it is best to **use traditional terms** like "village," "ranch," "townsite," or the generic terms like "archaeological district" or "historic district." However, modifiers like "prehistoric," "civic," "rural," "commercial," "industrial," or "residential" may also be used to indicate the predominant historic quality of the district. Names of archaeological or historic districts should represent the area as whole rather than the specific resources contained with them.

*Ex: Mystic Townsite Historic District*

*Ex: Snake Valley Archaeological District*

*Ex: Burke's Garden Rural Historic District*

#### NAMING ARCHAEOLOGICAL PROPERTIES

It is also important to **name archaeological sites and districts using historic or traditional names.**

If an archaeological property does not have a traditional or historic name, enter "N/A" and list, under *Other Names/Site Number*, the site number or the name of current ownership, an aspect of the cultural significance, geographic features, or location. When indicating a preferred number or name to be used for the landmark records, add "(preferred)" after the entry.

*Ex: AK 43287 (preferred)*

#### PROPERTIES WITH COMMON NAMES

When differentiating properties that contain common names, number them or add the location to the name>

*Ex: United States Post Office-  
Walnut Street Branch*

*Ex: World War II Japanese Fortification-  
Site 2*

#### PROPERTIES WITHOUT HISTORIC NAMES

**If a property does not have a historic name, enter “N/A,”** and refer to the following instructions involving *Other Name Used As Historic Name*.

#### **OTHER NAMES/SITE NUMBER**

If the property was associated with another commonly known name, **enter the other names by which it had been commonly referred** on the line provided. Include the site number if the property has been assigned one. Separate the entries with semicolons (;). List any additional names on a continuation sheet. Maintain the 120-character limit, including punctuation and spaces.

#### DEFINITIONS OF OTHER NAME AND SITE NUMBER

“Other names” may represent the property’s history, current ownership, or common use and may or may not involve the categories given for historic names. Site numbers can be given to properties, especially archaeological sites, by a State or local government or Federal agency for identification.

#### OTHER NAME USED AS HISTORIC NAME

**If a property does not have a historic name, enter “(preferred)”** after the name or site number that should be used for the property in landmark records and publications. Make sure to refer to this name or number throughout the form and explain in section 8 why it is preferred.

## 2. LOCATION

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| 2. Location           |                      |
|-----------------------|----------------------|
| street address:       | <input type="text"/> |
| parcel no(s):         | <input type="text"/> |
| legal description(s): | <input type="text"/> |

### STREET ADDRESS

**Enter the name and number of the street or road in which the property is located.**

**Use abbreviations to save space** if needed, for example, use “SR” for State route, “jct” for junction or intersection, “N” for north, and “mi” for mile.

### CITY OR TOWN

**Enter the name of the city or town where the property is located.**

### STATE

**Enter the name and two-letter postal code of the State or Territory** where the property is located.

*Ex: Washington = WA*

### ZIP CODE

**Enter the postal zip code for the area being registered.**

### PARCEL NUMBER – PARCEL NO(S)

An assessor’s parcel number, or APN, refers to the number assigned to parcels of property by the tax assessor of a particular jurisdiction for purposes like identification or record-keeping. The assigned

parcel number is unique within each jurisdiction and may conform to specific formatting standards that include basic identifying information like property type or location.

King County parcel numbers can be found on the King County website, under the *Buildings and Property* tab.<sup>5</sup>

## LEGAL DESCRIPTION

The legal description of the property can be found on Parcel Viewer.


| <a href="#">New Search</a>  | <a href="#">Property Tax Bill</a>                 | <a href="#">Map This Property</a>     | <a href="#">Glossary of Terms</a> | <a href="#">Area Report</a> | <a href="#">Print Property Detail</a>  |
|---|---|---------------------------------------|-----------------------------------|-----------------------------|---|
| PARCEL DATA   |   |                                       |                                   |                             |   |
| <b>Parcel</b>   | 094200-0810                                       | <b>Jurisdiction</b>                   | SEATTLE                           |                             |   |
| <b>Name</b>   | SEATTLE CITY OF FAS                               | <b>Levy Code</b>                      | 0011                              |                             |   |
| <b>Site Address</b>   | 600 4TH AVE                                       | <b>Property Type</b>                  | C                                 |                             |   |
| <b>Geo Area</b>   | 30-40   | <b>Plat Block / Building Number</b>   | 31                                |                             |   |
| <b>Spec Area</b>  | 280-140   | <b>Plat Lot / Unit Number</b>         | ALL                               |                             |   |
| <b>Property Name</b>  | SEATTLE CITY HALL<br>(SEATTLE MUNICIPAL BUILDING) | <b>Quarter-Section-Township-Range</b> | <u>SW-32-25-4</u>                 |                             |   |
| <b>Legal Description</b>  |   |                                       |                                   |                             |   |
| BORENS C D ADD TGW VAC ALLEY LESS POR THOF FOR 4TH AVE<br>PLat Block: 31<br>Plat Lot: ALL |   |                                       |                                   |                             |   |

Figure 2: Parcel Viewer Main Property Report Page

<sup>5</sup> <https://kingcounty.gov/en/legacy/services/gis/maps/parcel-viewer>

### 3. CLASSIFICATION

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| 3. Classification                       |                                      |   |
|---|--------------------------------------|---|
| Ownership of Property:                  | Category of Property:                | Name of related multiple property listing:<br>(Enter "N/A" if property is not part of a multiple property listing.) |
| <input type="checkbox"/> private        | <input type="checkbox"/> building(s) |   |
| <input type="checkbox"/> public-local   | <input type="checkbox"/> district    |   |
| <input type="checkbox"/> public-State   | <input type="checkbox"/> site        |   |
| <input type="checkbox"/> public-Federal | <input type="checkbox"/> structure   |   |
|   | <input type="checkbox"/> object      |   |

### OWNERSHIP OF PROPERTY

Mark "x" in all boxes that apply to indicate ownership.

**Private:** Property owned by an individual, group, of people, or organized body like a church, corporation, or Indigenous tribe.

**Public-local:** Property owned by a local government like a municipality or county.

**Public-State:** Property owned by the State government.

**Public-Federal:** Property owned by the U.S. government.

### CATEGORY OF PROPERTY

Mark "x" in the box for the kind of property being documented: building (s), district, site, structure, or object. Make sure to only mark one box.

PROPERTIES CONTAINING MORE THAN ONE RESOURCE

If a property contains more than one resource, classify the type of property by the main resource.

*Ex: House, garage, and barn = building (for house)*

*Ex: City Park with small fountain = Site (for park)*

*Ex: Lighthouse, keeper's house, and oil shed = Structure (for lighthouse)*

*Ex: Outdoor sculpture with low wall = Object (for sculpture)*

Similarly, if **two or more resources are present, classify them by the most prominent resource.**

*Ex: Lighthouse with attached keeper's house = Structure*

*Ex: House with attached garage = Building*

**District** applies to properties containing:

- A number of resources that contain relatively equal importance, like a *neighborhood*, or
- Large acreage involving a variety of resources, like a *large farm, estate, or parkway*.

A district may also involve individual resources that may have been associated together, or functioned together, but were separated geographically during the period of significance. Examples of this include discontinuous archaeological sites or canal system with manmade segments connected by natural bodies of water. A district may only contain **discontiguous** resources if the historic interrelationship of the group does not depend on visual grouping or geographic proximity.

See chart on next page for more information regarding National Register property and resource types.

## **NAME OF RELATED MULTIPLE PROPERTY LISTING**

**If the property is being nominated as part of a multiple property submission, enter the name of the multiple property listing.** This is the name that appears on multiple property documentation forms. Check with the State Historic Preservation Office (SHPO) Or Federal Preservation Office (FPO) for further information.

Enter "N/A" for all other properties.

**NATIONAL REGISTER PROPERTY AND RESOURCE TYPES**

| <i>Type</i>      | <i>Definition</i>   | <i>Examples</i>   |
|------------------|---|---|
| <b>BUILDING</b>  | A building, such as a house, barn, church, hotel, or similar construction, is created principally to shelter any form of human activity. "Building" may also be used to refer to a historically and functionally related unit, such as a courthouse and jail or a house and barn.                           | houses, barns, stables, sheds, garages, courthouses, city halls, social halls, commercial buildings, libraries, factories, mills, train depots, stationary mobile homes, hotels, theaters, schools, stores, and churches.   |
| <b>SITE</b>      | A site is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic, cultural, or archeological value regardless of the value of any existing structure.       | habitation sites, funerary sites, rock shelters, village sites, hunting and fishing sites, ceremonial sites, petroglyphs, rock carvings, gardens, grounds, battlefields, ruins of historic buildings and structures, campsites, sites of treaty signings, trails, areas of land, shipwrecks, cemeteries, designed landscapes, and natural features, such as springs and rock formations, and land areas having cultural significance. |
| <b>STRUCTURE</b> | The term "structure" is used to distinguish from buildings those functional constructions made usually for purposes other than creating human shelter.  | bridges, tunnels, gold dredges, firetowers, canals, turbines, dams, power plants, corncribs, silos, roadways, shot towers, windmills, grain elevators, kilns, mounds, cairns, palisade fortifications, earthworks, railroad grades, systems of roadways and paths, boats and ships, railroad locomotives and cars, telescopes, carousels, bandstands, gazebos, and aircraft.  |
| <b>OBJECT</b>    | The term "object" is used to distinguish from buildings and structures those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment. | sculpture, monuments, boundary markers, statuary, and fountains.  |
| <b>DISTRICT</b>  | A district possesses a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development.  | college campuses; central business districts; residential areas; commercial areas; large forts; industrial complexes; civic centers; rural villages; canal systems; collections of habitation and limited activity sites; irrigation systems; large farms, ranches, estates, or plantations; transportation networks; and large landscaped parks.   |

Figure 3: NRHP Property Terminology Table

\*\*The above figure was taken from the National Register of Historic Places Bulletin and describes the different types of properties as well as provides examples for each category. \*\*

## 4. PROPERTY OWNER(S)

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| 4. Property Owner(s) |                      |                             |                           |
|----------------------|----------------------|-----------------------------|---------------------------|
| name:                | <input type="text"/> |                             |                           |
| street:              | <input type="text"/> |                             |                           |
| city:                | <input type="text"/> | state: <input type="text"/> | zip: <input type="text"/> |

If you are the property owner, you may insert your name in the “**NAME**” field. Complete this section of the nomination by filling in the address of the property you would like to nominate. If you are not the property owner, you can find this information using King County’s Parcel Viewer.<sup>6</sup> You can also research this information using King County’s Archives<sup>7</sup>

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<sup>6</sup> <https://kingcounty.gov/en/legacy/services/gis/maps/parcel-viewer>

<sup>7</sup> King County’s “Historical Building, Property, and Land Use Records” webpage:  
[https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives/landhistory\\_guide.aspx](https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives/landhistory_guide.aspx)

## 5. FORM PREPARED BY

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| 5. Form Prepared By |                      |                            |
|---------------------|----------------------|----------------------------|
| name/title:         | <input type="text"/> |                            |
| organization:       | <input type="text"/> | date: <input type="text"/> |

This section identifies the person who prepared the form as well as their affiliation and the date in which it was completed. The King County Historic Preservation Office may contact this person if a question arises about the form or needs to follow up on any additional information.

## 6. NOMINATION CHECKLIST

**6. Nomination Checklist**

Site Map (REQUIRED)

Photographs (REQUIRED): *please label or caption photographs and include an index*       Other (please indicate): \_\_\_\_\_

It is important to include as many site maps (survey plat maps, insurance maps, geographical maps, etc.), photographs, or other associated documents as are relative to the significance of the site. You can find associated documents using King County’s searchable online archives<sup>8</sup> or Washington State’s Digital Search Archives.<sup>9</sup>

Additional information regarding historical buildings, properties, or land use records can be found online using King County’s Archives.<sup>10</sup> This page offers links to “Maps, Plats, Aerials,” “building plans,” “streets and roads,” “water and sewer,” “land recordings,” “neighborhoods,” “permitting,” and “zoning.”

**Reference Links:**

- [King County Tax Links](#)
- [Property Tax Advisor](#)
- [Washington State Department of Revenue](#) (External link)
- [Washington State Board of Tax Appeals](#) (External link)
- [Board of Appeals/Equalization](#)
- [Districts Report](#)
- [iMap](#)
- [Recorder's Office](#)
- [Scanned images of surveys and other map documents](#)
- [Scanned images of plats](#)

| <a href="#">New Search</a>  | <a href="#">Property Tax Bill</a>                 | <a href="#">Map This Property</a> | <a href="#">Glossary of Terms</a> | <a href="#">Area Report</a> | <a href="#">Print Property Detail</a> |
|---|---|-----------------------------------|-----------------------------------|-----------------------------|---------------------------------------|
| PARCEL DATA   |   |                                   |                                   |                             |                                       |
| Parcel  | 094200-0810                                       | Jurisdiction                      | SEATTLE                           |                             |                                       |
| Name  | SEATTLE CITY OF FAS                               | Levy Code                         | 0011                              |                             |                                       |
| Site Address  | 600 4TH AVE                                       | Property Type                     | C                                 |                             |                                       |
| Geo Area  | 30-40   | Plat Block / Building Number      | 31                                |                             |                                       |
| Spec Area   | 280-140   | Plat Lot / Unit Number            | ALL                               |                             |                                       |
| Property Name   | SEATTLE CITY HALL<br>(SEATTLE MUNICIPAL BUILDING) | Quarter-Section-Township-Range    | SW-32-25-4                        |                             |                                       |
| <b>Legal Description</b>  |   |                                   |                                   |                             |                                       |
| BORENS C D ADD TGW VAC ALLEY LESS POR THOF FOR 4TH AVE<br>PLat Block: 31<br>Plat Lot: ALL |   |                                   |                                   |                             |                                       |

Some of this information may be linked in parcel viewer, under “Scanned images of surveys and other map documents.” See Figure 4 for location.

Figure 4: Associated Images on Parcel Viewer

<sup>8</sup> Search King County Archives:  
<https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives.aspx#frr>

<sup>9</sup>Washington State Archives – Digital Archives:  
[https://www.digitalarchives.wa.gov/?\\_gl=1\\*2d9umt\\*\\_ga\\*Nzk2MTlyMjQ3LjE3MTM4OTA5MjE.\\*\\_ga\\_7B08VE04WV\\*MTcxNjM4NzcxNy4zLjAuMTcxNjM4NzcxNy4wLjAuMA..](https://www.digitalarchives.wa.gov/?_gl=1*2d9umt*_ga*Nzk2MTlyMjQ3LjE3MTM4OTA5MjE.*_ga_7B08VE04WV*MTcxNjM4NzcxNy4zLjAuMTcxNjM4NzcxNy4wLjAuMA..)

<sup>10</sup> Historical Building, Property, and Land Use Records page:  
[https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives/landhistory\\_guide.aspx](https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives/landhistory_guide.aspx)

## PART II: PHYSICAL DESCRIPTION

### 7. ALTERATIONS

**7. Alterations**

Check the appropriate box if there have been changes to plan, cladding, windows, interior features or other significant elements. These changes should be described specifically in the narrative section below.

|                              |                             |  |                              |                             |  |
|------------------------------|-----------------------------|--|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Plan (i.e. no additions to footprint, relocation of walls, or roof plan) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Interior features (woodwork, finishes, flooring, fixtures) |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Cladding   | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Other elements   |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Windows  |                              |                             |  |

Mark “Yes” or “No” in the alterations fields if they’ve had structural alterations conducted for the fields listed. Alterations can sometimes be observed under the “Permit History” section of Parcel Viewer.

| PERMIT HISTORY                    |  |         |            |              |                      |               |
|-----------------------------------|--|---------|------------|--------------|----------------------|---------------|
| Permit Number                     | Permit Description   | Type    | Issue Date | Permit Value | Issuing Jurisdiction | Reviewed Date |
| <a href="#"><u>6972132-CN</u></a> | Construct alterations to remove, repair and replace waterproofing, topping slab and paving slab, NE accessible ramp and flagpole addition at City Hall Plaza, per plan., | Remodel | 1/11/2024  | \$6,000,000  | SEATTLE              |               |
| <a href="#"><u>6560245</u></a>    | Interior alterations to Seattle City Hall 5th Floor, subject to field inspection (STFI).,  | Remodel | 10/10/2016 | \$250,000    | SEATTLE              | 8/1/2017      |
| <a href="#"><u>6559896</u></a>    | Interior alterations to the Office of Intergovernmental Relations, subject to field inspection (STFI).,  | Remodel | 10/10/2016 | \$80,000     | SEATTLE              | 8/1/2017      |
| <a href="#"><u>6560741</u></a>    | Construct tenant improvements to Seattle City Hall on the 7th floor subject to field inspection (STFI),  | Remodel | 10/7/2016  | \$217,079    | SEATTLE              | 8/1/2017      |
| <a href="#"><u>6479359</u></a>    | Construct tenant improvements on the 4th story in an existing commercial building, per plans.,   | Remodel | 9/24/2015  | \$250,000    | SEATTLE              | 8/1/2017      |
| <a href="#"><u>6149939</u></a>    | Change of use from retail to restaurant plaza level NW corner of Seattle City Hall & occupy per plan.  | Remodel | 10/19/2007 | \$160,000    | SEATTLE              | 5/9/2008      |

Figure 5: Alterations Listed Under Permit History for Seattle City Hall

## NARRATIVE DESCRIPTION

|   |
|---|
| <b>Narrative Description</b><br>Use the space below to describe the present and original (if known) physical appearance, condition, architectural characteristics, and the above-noted alterations (use continuation sheet if necessary). |
|---|

### SOURCE PREFACE

The following information regarding the narrative description was taken directly from the National Register Bulletin on *How to Complete the National Register Registration Form*. A link to the original source can be found below:

National Park Service, and Linda McClelland, NRB 16A How to complete the National Register Registration Form § (1997). <https://www.nps.gov/subjects/nationalregister/upload/NRB16A-Complete.pdf>

Describe the historic and current conditions of the property on continuation sheets. The narrative should include the development and evolution of the property, making sure to document major changes or events since it's construction or period of significance. Include the setting, building, outbuildings, or other major resources like surface or subsurface remains-for archaeological sites, as well as landscape features.

Start this section with a summary paragraph that briefly describes the general characteristics of the property. This includes aspects like method of construction/workmanship, associations, location, setting, type, style, size, or any significant features.

It is best to include specific facts and dates, if possible, and organize the information in an appropriate manner. For example, if describing a building, it would be best to start by describing the foundation before moving upwards through the floors. Likewise, starting with the exterior of a building before moving to the interior.

If describing a district, you can start with one street and continue street by street. When describing a group of buildings, begin by describing the general impression of the group and then describe individual buildings. If it a densely populated district, describe the major buildings and the common types of buildings, making note of conditions, appearances, and major changes. Ensure a logical order when moving from one building to the next.

The amount of detail to include in the description depends on the size and scale of the property as well as the number of alterations, additions, or deteriorations that have affected the integrity of the property. Thus, the more additions a property contains, the more detail is required to describe these additions, including replacement materials, or other alteration details. It is also important to clearly

differentiate between the original appearance and current appearance. However, photographs or sketch maps may also supplement the narrative.

Overall, the description should be relatively concise and well organized. The information should be consistent with the resources listed in section 5, as well as with the functions in section 6 and the materials in section 7. Identify in a sketch map or list all of the resources identified in section 5 and mark if they are a contributing or noncontributing aspect of the property. It is also important to identify any previously listed resources.

When describing buildings, structures, objects, sites, or districts make sure to use common professional terminology. Define any terms that are not commonly used.

The National Register of Historic Places lists the following resources for help on evaluating different historic sites:<sup>11</sup>



Figure 6: NRHP Guidelines for Evaluating Historic Sites Webpage

<sup>11</sup>National Register of Historic Places – Evaluating Historic Sites  
<https://www.nps.gov/subjects/nationalregister/publications.htm>

# PART III: HISTORICAL / ARCHITECTURAL SIGNIFICANCE

## 8. EVALUATION CRITERIA

| 8. Evaluation Criteria   |  |
|--|--|
| <b>Designation Criteria:</b>   | <b>Criteria Considerations:</b>  |
| <input type="checkbox"/> A1 Property is associated with events that have made a significant contribution to the broad patterns of national, state, or local history.   | <b>Property is</b>   |
| <input type="checkbox"/> A2 Property is associated with the lives of persons significant in national, state, or local history.   | <input type="checkbox"/> a cemetery, birthplace, or grave  |
| <input type="checkbox"/> A3 Property embodies the distinctive characteristics of a type, period, style, or method of design or construction or represents a significant and distinguishable entity whose components lack individual distinction. | <input type="checkbox"/> owned by a religious institution/used for religious purposes              |
| <input type="checkbox"/> A4 Property has yielded, or is likely to yield, information important in prehistory or history.   | <input type="checkbox"/> moved from its original location  |
| <input type="checkbox"/> A5 Property is an outstanding work of a designer or builder who has made a substantial contribution to the art.   | <input type="checkbox"/> a reconstructed historic building   |
|  | <input type="checkbox"/> a commemorative property  |
|  | <input type="checkbox"/> less than 40 years old or achieving significance within the last 40 years |

### DESIGNATION CRITERIA

Mark "x" in one or more of the boxes to identify the criteria for which the property qualifies for listing.

### SOURCE PREFACE

The following content on designation criteria, process, and criteria considerations were taken directly from King County's Historic Preservation Program Technical Papers No. 4 and No. 5. Direct links to the original sources can be found here:

*Landmark Designation and Certificate of Appropriateness Process No. 4:*

<https://cdn.kingcounty.gov/-/media/king-county/depts/dnrp/building-property/historic-preservation-program/papers-and-research/t04-landmarkdesignationandcertificateofappropriatenessprocess.pdf?rev=0af017eeef64027b9721d01c5370656&hash=7256146F40CCF88F6A119CFAD73CF213>

*What are Landmark Designation Criteria? No. 5:*

<https://cdn.kingcounty.gov/-/media/king-county/depts/dnrp/building-property/historic-preservation-program/papers-and-research/t05-whatarelandmarkdesignationcriteria.pdf?rev=f0b2c00fb0fd44a7a772ab1f75b4d167&hash=AEE6EAB826914CE239AAC7812F2755BE>

**DESIGNATION CRITERIA<sup>12</sup>**

| Criteria Character | Description  | Explanation   |
|--------------------|--|---|
| A1                 | <p><b><i>Property is associated with events that have made a significant contribution to the broad patterns of national, state, or local history</i></b></p> | <p>This means that a property can be designated if it is associated with a specific significant event – like the founding of a community or an invention – or significant to history more broadly on the local, state, or national level. This means a property can also be designated if it is associated with a series of events or processes that have been significant to the “broad patterns” of national, state, or local history. Examples may include the economic growth or decline of a community during a particular period, the development of a transportation or communication system, a broad pattern of agricultural land use, or eras of prehistoric, environmental, or cultural change. A King County example of this includes the Japanese American Legacies of the White River Valley as it predominantly involves dairy or agricultural farming. See appendix for context statement.</p> |
|                    |  |   |

<sup>12</sup> Historic Preservation Program and Department of Natural Resources and Parks. *King County Landmark Designation and Certificate of Appropriateness Process*. Technical Paper No.4. King County, Seattle, WA. Revised 12/22.

|           |   |  |
|-----------|---|--|
| <p>A2</p> | <p><b><i>Property is associated with the life of a person or persons significant in national, state, or local history</i></b></p>   | <p>This criterion means that a property can be designated if there is an association between the property and an individual that has made a significant contribution to the local, state, or national history. Examples of this include the founders of a community, a political figure, community leader, an important writer or inventor, etc.</p>   |
| <p>A3</p> | <p><b><i>Property embodies the distinctive characteristics of a type, period, style or method of design or construction, or represent a significant and distinguishable entity whose components may lack individual distinction</i></b></p> | <p>The aforementioned distinctive characteristics indicates a particular architectural style, a kind of engineering, a kind of landscape architecture, or the information (“vernacular”) forms of construction that was used in King County during a specific time period.</p> <p>The criterion involving a “distinguishable entity whose components may lack individual distinction” recognizes districts. A broad district can be determined significant as a whole despite being composed of multiple elements like sites, buildings, structures, and objects that may not qualify individually. The identity of the broader district results from the grouping of the elements as a whole and their interrelationships. For example, a group of warehouses that all share the same architectural style may qualify as a collective but not individually due to their architectural representation, their collective use of space, or their collective association with the surrounding community’s industrial development.</p> |

|                                       |  |  |
|---------------------------------------|--|--|
| <p style="text-align: center;">A4</p> | <p style="text-align: center;"><b><i>Property has yielded, or is likely to yield, information important pre-contact or historical information</i></b></p>    | <p>This point typically applies to archaeological sites and districts, representative of historic or prehistoric time periods. It could also be applied to a building, structure, district, or object that could yield pertinent information in engineering history, architectural history, or another field. This information may be important if it can yield answers subject to significant research questions about the past, or questions that may be developed by archaeologists or other researchers in the future.</p> |
| <p style="text-align: center;">A5</p> | <p style="text-align: center;"><b><i>Property is an outstanding work of a designer or builder who has made a substantial contribution to the art</i></b></p> | <p>This criterion allows the designation of properties designed or built by significant architects, engineers, landscape architects, or builders. The individual responsible for the architecture does not need to be a recognizable figure, but rather that their work contributes to the vernacular architecture of the area or the prehistoric archaeological record.</p>   |

**For districts that contain many properties that individually meet the criteria, mark “x” in the box that identifies the criterion for which that property is significant as well as include the criterion for which the whole district is significant.** While many properties are often significant for more than one criterion, mark only those criteria boxes that are supported in the narrative statement of significance.

**CRITERIA CONSIDERATIONS**

**Mark “x” in the box for any criteria considerations** applying to the property. You can mark more than one. Leave the section blank if there are no applicable considerations.

## CRITERIA CONSIDERATIONS<sup>13</sup>

Criteria considerations involved partial exceptions to, or limitations, regarding the eligibility of properties for landmark designation. In general, birthplaces, cemeteries, or graves of historical figures, properties owned by religious institutions or used primarily for religious purposes, relocations, properties primarily commemorative in nature, reconstructed or remodeled historic buildings, or properties that obtained significance within the past 40 years are not eligible for designation. However, properties that were relocated but maintain architectural integrity may still be eligible if their new location is similar to the original in terms of neighboring building types, setbacks, etc.

***Criteria Consideration 1*** provides that properties maintaining characteristics mentioned above are not eligible for designation, unless they are a component of a district as mentioned in Criterion A3 above.

***Criteria Consideration 2*** provides that a religious property is not eligible for landmark designation unless it derives most of its significance from architectural integrity or artistic/historical importance. Thus, a church may not be eligible based on its religious functions but may be designated based on its architectural or artistic significance, or if it is associated with historically significant events or processes. Additionally, the site of a religious rite cannot be designated unless the rite, the site, or both are associated with broader cultural patterns of historical significance, as mentioned in Criterion A1.

***Criteria Consideration 3*** provides that a building or structure that has been relocated from its original location is not eligible for landmark designation unless it derives most of its significance from its architectural or engineering integrity, or if the building or structure was directly associated with a historic person or event. It is recognized that typically significance associated with a building is tied to original location. Thus, in relocating a building, significance is severed from their associations. However, a relocated building may be eligible for landmark designation if its significance is derived from architectural importance or association with a particular important event or person.

***Criteria Consideration 4*** provides that a birthplace or grave is not eligible for landmark designation, unless it is associated with a historical figure of outstanding importance, and there is no other site or building associated with the same aspects of the figure. For example, the birthplace or grave of a founder is in itself not eligible. However, if there is no other place where this founder could be remembered, then the grave or birthplace may be given designation.

***Criteria Consideration 5*** provides that a cemetery is not eligible for landmark designation unless primary significance is derived from graves of persons of transcendent importance, like age, design features, or from association with historic events. Thus, a cemetery containing the remains of many historically significant figures may be designated, or containing distinctive tombstone or mortuary architecture, or where significant historical events have occurred. Prehistoric and early historic cemeteries are often designated due to their age and association with broad patterns of community development.

***Criteria Consideration 6*** provides that a reconstructed or remodeled building is not eligible for landmark designation, except under specific exceptional circumstances. If the reconstruction of the

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<sup>13</sup> Historic Preservation Program and Department of Natural Resources and Parks. *King County Landmark Designation and Certificate of Appropriateness Process*. Technical Paper No.4. King County, Seattle, WA. Revised 12/22.

building is in accordance with the original time period or maintains historical accuracy, and if no other building or structure with the same association has survived, designation may be considered. For example, stage set reconstruction of historic places, like “ghost towns,” built in inaccurate places cannot be designated. Reconstructed buildings or structures can be designated if they are the only properties representing a particular event, period, type of construction, or person.

**Criteria Consideration 7** provides that properties that are primarily commemorative cannot be designated, unless design, age, tradition, or symbolic value give properties its historical significance. For example, a town’s founder statue cannot be designated unless it is unique in artistic or architectural tradition or is associated with events or traditions that invest significance separate from that of the founder.

**Criteria Consideration 8** forbids the designation of properties obtaining significance within the past 40 years unless such properties are of extreme importance. 40 years is generally the estimate of the time period that develops the historical perspective on the evaluation of significance. Therefore, properties associated with the Vietnam War and the early post-war period are now eligible for landmark designation.

For districts, only mark the criteria considerations that apply to the district as a whole or to a predominant resource/group of resources within the district.

## HISTORICAL DATA (IF KNOWN)

| Historical Data (if known)                    |   |                                |
|---|---|--------------------------------|
| Date(s) of Construction: <input type="text"/> | Other Date(s) of Significance: <input type="text"/> |                                |
| Architect: <input type="text"/>               | Builder: <input type="text"/>                       | Engineer: <input type="text"/> |

Information regarding dates of construction, architect, builder, engineer, or other date(s) of significance can be found using King County’s Parcel Viewer, under the *Buildings and Property* tab.<sup>14</sup> You can also contact your local public library archives and request this information<sup>15</sup>.

<sup>14</sup> <https://kingcounty.gov/en/legacy/services/gis/maps/parcel-viewer>

<sup>15</sup> King County Public Library Archives “Contact Us” page: <https://kcls.org/ask/>

| BUILDING                       |                           |
|--------------------------------|---------------------------|
| Building Number                | 1                         |
| Building Description           | Office Bldg.              |
| Number Of Buildings Aggregated | 1                         |
| Predominant Use                | GOVERNMENT BUILDING (327) |
| Shape                          | Rect or Slight Irreg      |
| Construction Class             | STRUCTURAL STEEL          |
| Building Quality               | EXCELLENT                 |
| Stories                        | 8                         |
| Building Gross Sq Ft           | 199,530                   |
| Building Net Sq Ft             | 153,502                   |
| Year Built                     | 2003                      |
| Eff. Year                      | 2010                      |
| Percentage Complete            | 100                       |
| Heating System                 | COMPLETE HVAC             |
| Sprinklers                     | Yes                       |
| Elevators                      | Yes                       |
| 1 2                            |                           |

Click the camera to see more pictures.

Picture of Building 1

Figure 7: Building Information for Seattle City Hall

Additional information regarding historical buildings, properties, or land use records can be found online using King County’s Archives.<sup>16</sup> This page offers links to “Maps, Plats, Aerials,” “building plans,” “streets and roads,” “water and sewer,” “land recordings,” “neighborhoods,” “permitting,” and “zoning.”

## STATEMENT OF SIGNIFICANCE

| Statement of Significance  |
|--|
| Describe in detail the chronological history of the property and how it meets the landmark designation criteria. Please provide a summary in the first paragraph (use continuation sheets if necessary). If using a Multiple Property Nomination that is already on record, or another historical context narrative, please reference it by name and source. |

In order to be a King County landmark, a property must be proven to possess historic or cultural significance and integrity. Expanding on the chosen Criterion in Section 8, start by providing a summary of the designation criterion and how it applies to the property broadly.

<sup>16</sup> [https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives/landhistory\\_guide.aspx](https://kingcounty.gov/en/legacy/depts/records-licensing/archives/findarchives/landhistory_guide.aspx)

## SOURCE PREFACE

Much of the content in the following sections, was developed using a publication prepared by British Columbia's Heritage Branch:

Heritage Branch, Guidelines for Writing Effective Statements of Significance § (n.d.).

Link to PDF:

<https://www.rdmw.bc.ca/media/Guidelines%20for%20Writing%20Statements%20of%20Significance.pdf>

STATEMENTS OF SIGNIFICANCE COMPONENTS: <sup>17</sup>

### Section 1:

This section describes the “*WHAT*”

- This is a general description of the site, in two or three sentences, as it exists today.
- All three sections of the Statement of Significance work together to create a holistic picture of this site. Therefore, it is not necessary to include the description of heritage value or character-defining elements in this section.
- Explicitly state the boundaries of the historic place and only describe elements of the place which will be protected should nomination be awarded.

### Section 2:

This section depicts the Heritage Value or the “*WHY*”

- Remember: heritage value may be defined as: the aesthetic, historic, scientific, cultural, social, or spiritual importance or significance for past, present, or future generations.
- Refer back to designation criteria for heritage value.
- Analyze the aesthetic, historic, scientific, cultural, social, or spiritual importance of the various components of the site: architecture, character, historical context, location, materials, planning, quality, technology, use, etc.
- Is the historic place a representation of:

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<sup>17</sup> Guidelines for Writing Statements of Significance:

<https://www.rdmw.bc.ca/media/Guidelines%20for%20Writing%20Statements%20of%20Significance.pdf>

- A way of life
  - A significant stage in community development
  - Achievement
  - Cultural tradition
  - Ideas or themes important to the development of a community, province territory, or nation
- Does the historic place have any associations with:
    - A unique architect
    - Events linked to patterns of history
    - The lives of persons of historical importance

### Section 3:

This section includes a deeper dive into the character-defining elements or the *“HOW”*

- Character-defining elements (CDEs) identify the principal features of the historic place that embody its heritage values.
- Elements include:
  - Architecture
  - Character
  - Historic context
  - Location
  - Materials
  - Planning
  - Quality
  - Technology
  - Use
  - Patina/historic evidence of use
- The CDEs should be a point form list. However, it is not meant to be indefinite list of elements or an exhaustive list of every detail. Phrase the CDEs in broader statements that cover all existing elements of the historic place.
  - For example:
    - Broader, more inclusive elements:
      - “All historic materials date to the time of construction, like the x or y elements.”
    - Instead of:
      - “original floorboards”
      - “Original tiling”
      - “original finials”
- The CDEs must support the heritage value of the historic place as previously identified.

**If you are a community member of King County, please review the existing context statements on the King County website. Often times, when nominating a property or place of significance, a historic context statement is created prior to nomination.**

## **THE ROLE OF CONTEXT STATEMENTS IN LANDMARK NOMINATIONS**

Historic context statements can provide the foundation for evaluating significance. The historic context (statement) is an organizing structure for grouping information about historic properties that shares characteristics like themes, places, times, events, etc. These historic contexts focus on describing these historical developments as a whole pattern, where significance can be acquired. They are not merely a chronological retelling of a community's significant historical events, nor are they a list of noteworthy citizens. They also work to highlight the thematic connections between sites and strengthen the justification for a site's significance, making it easier to meet the criteria for designation. Well-researched context statements can provide the necessary evidence and narratives that support the historical, architectural, or cultural significance of a site.

King County contains a variety of developed Context Statements available for public use, that can be used to build users' statements of significance. Following the format below, read the available context statement associated with your site, marking significant details along the way. Using those marked details, draft a Statement of Significance that portrays the presence your site carries as well as the effect your site has on the community.

An example of a historical context statement includes King County's Midcentury Postwar Residential Context Statement that details the national economic, social, and cultural trends from the post-war era of 1946 to 1975 with specific determinants in the county's history. It primarily focuses on mid-century suburban neighborhoods and properties in the metropolitan and suburban areas, which were developed by large-scale development companies and individual designers and builders.

This template was designed in conjunction with existing King County context statements for ease of King County community member use. Please review the context statements in the appendix of this template or on the King County Historic Preservation webpage under *Papers and Research-Historic Preservation*<sup>18</sup>. Using one of these context statements, review the following criteria, and apply the recommendations as listed.

Successful landmark registration forms in the past have separated the Statement of Significance into the following categories:

1. INTRODUCTION
  - a. Purpose and scope of the context statement
  - b. Overview of the nominated property

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<sup>18</sup> <https://kingcounty.gov/en/dept/dnrp/buildings-property/historic-preservation-program/papers-and-research>

2. SETTING & SITE
  - a. Early settlement and development of the area
  - b. Key historical events and periods
3. RESIDENCE
  - a. EXTERIOR
  - b. INTERIOR
4. GARAGE/EXTERNAL STRUCTURES
5. CHANGE OVER TIME & INTEGRITY
  - a. Architectural development: key styles, movements, and notable architects
  - b. Economic history: industrialization, commerce, and significant enterprises
  - c. Social and cultural history: migration patterns, community development, and cultural landmarks
6. CONCLUSION
  - a. Summary of key points
  - b. Reiteration of the property's significance within the broader context

Including historical documents like maps, newspaper clippings, photos, architecture drawings, insurance documents, plats, and the like should be included on continuation sheets following the statement of significance.

#### ADDITIONAL TIPS FOR SUCCESS

##### Be Specific

Provide detailed and specific information relevant to the property's significance.

##### Use Visuals

Include photographs, maps, newspaper clippings, and other visual aids to illustrate points, significance, or to portray a clearer understanding of the context.

##### Document Sources

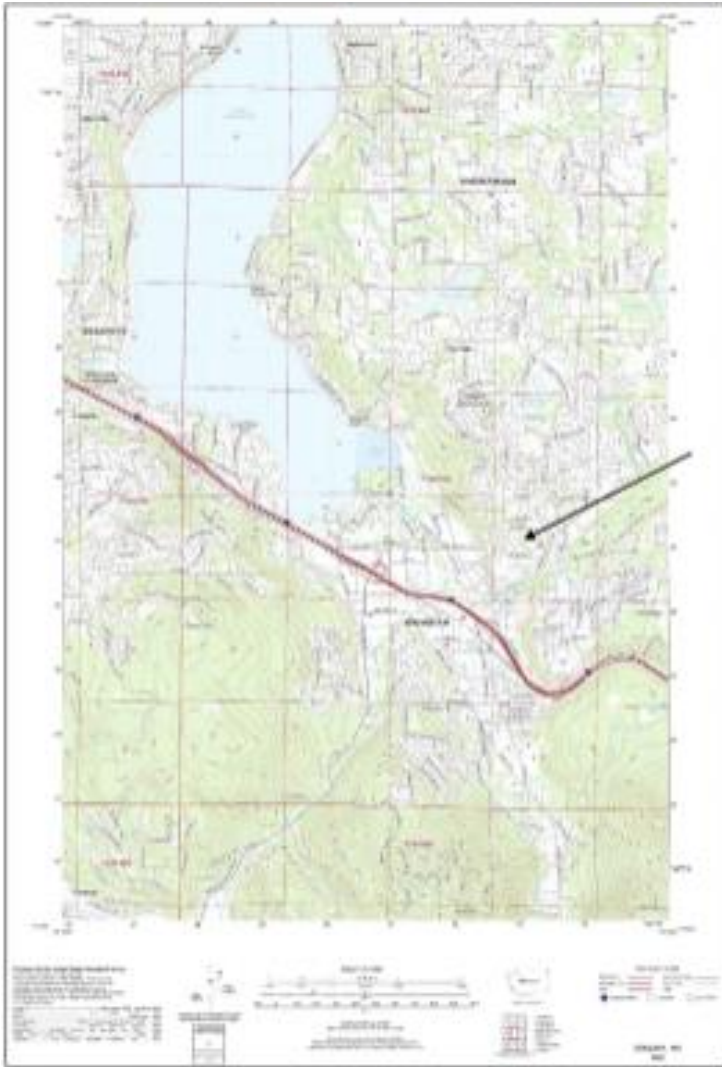
Cite all sources of information as accurately as possible to enhance the credibility and reliability.

An additional resource that may help guide you in preparing a Statement of Significance is the *Best Practices Review on Preparing a Concise Significance Statement* prepared by the U.S. Department of the Interior – National Park Service for the National Register Bulletin.<sup>19</sup>

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<sup>19</sup> <https://www.nps.gov/subjects/nationalregister/upload/BPR-Section-8-Significance-2023-09-28-REV.pdf>

The following examples were taken from the Wenberg House Landmark Registration Form that was completed by Sarah J. Martin, a contracted historian via SJM Cultural Resource Services LLC.



Including Maps and Aerial images is strongly advised. See Figures 8 and 9, for examples.

Figure 8: USGS Topographic Map, Issaquah Quadrangle, 2020, Wenberg House, Lat: 47.553068 / Long: -122.030131



Figure 9: USGS Topographic Map, Issaquah Quadrangle (partial), 2020, Wenberg House, Lat: 47.553068 / Long: -122.030131



Figure 10: Aerial Image, with parcel highlighted at center. King County iMap, 2021.

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Figure 11: Close-in aerial image, with parcel highlighted. King County iMap, 2021.



<sup>20</sup> King County iMap: <https://kingcounty.gov/en/legacy/services/gis/maps/imap>

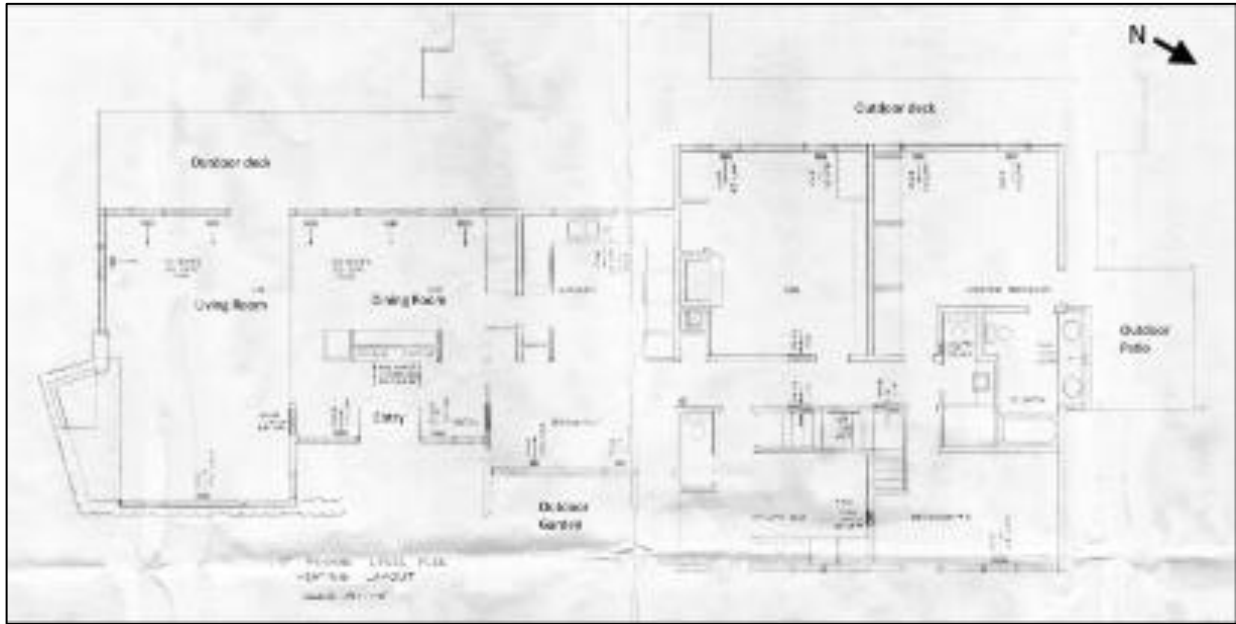


Figure 12: Sketch floor plan of Wenberg House. Base plan is taken from Mithun & Associates Architects' first floor heating plan, drafted by C. Myrick, June 15<sup>th</sup>, 1962. Source: Louise Bruse Wenberg Luce private collection.

Figure 13 (left): Advertisement for Overdale Park, *The Issaquah Press*, Oct. 2, 1958, p. 6.

Figure 14 (right): Advertisement for Overdale Park, *The Issaquah Press*, Aug. 21, 1958, p. 3.

**Overdale Park**

The perfect place to build your dream home. Large, view, residential tracts with protective restrictions. Fully platted and recorded, county roads, and excellent deep well water. One mile north of Issaquah, very easy to drive to Seattle. Reasonable prices and terms. Builder inquiries invited.

**PETERS AGENCY**  
Issaquah      EXbrook 2-3141

**OVERDALE PARK**  
IS NOW AN  
**OFFICIAL COUNTY ACCEPTED  
RECORDED PLAT**

IT HAS REPEATEDLY BEEN PRONOUNCED AS ONE OF THE EAST-SIDE'S PREFERRED RESIDENTIAL SUBDIVISIONS. ITS OUTSTANDING FEATURES ARE:

1. VIEWS WITH CONTOUR PLANNING
2. CLOSE BY AND ACCESSIBLE
3. AMPLE GOOD WATER
4. SECLUSION
5. LARGE LOTS
6. GOOD SOIL
7. BONDS OF HIGH STANDARDS
8. PROTECTIVE COVENANTS, PRESERVING HIGH STANDARDS OF SUBURBAN LIVING

All are cordially invited to visit this outstanding development

**PETERS AGENCY**  
EXCLUSIVE SALES AGENTS

**Providing additional imagery, layout, or documentation of the property only makes your landmark registration stronger.**



Figure 15: Wenberg House under construction, 1962. Source: Louise Bruse Wenberg Luce private collection.

Figure 16: Builder Gustav Bruse (left) consults with architect Omer Mithun (right) at the Wenberg House construction site, 1962 or 1963. Source: Louise Bruse Wenberg Luce private collection.



## PART IV: MAJOR BIBLIOGRAPHICAL REFERENCES

### 9. PREVIOUS DOCUMENTATION

---

| 9. Previous Documentation   |  |
|---|--|
| Use the space below to cite the books, articles, and other sources used in preparing this form (use continuation sheet if necessary). |  |
| Previous documentation on file:   | Primary location of additional data:                               |
| <input type="checkbox"/> included in King County Historic Resource Inventory  | <input type="checkbox"/> State Historic Preservation Office        |
| <input type="checkbox"/> previously designated a Landmark   | <input type="checkbox"/> Other State agency                        |
| <input type="checkbox"/> previously designated a Community Landmark   | <input type="checkbox"/> Federal agency                            |
| <input type="checkbox"/> listed in Washington State Register of Historic Places   | <input type="checkbox"/> King County Historic Preservation Program |
| <input type="checkbox"/> preliminary determination of individual listing  | <input type="checkbox"/> Local government                          |
| <input type="checkbox"/> (36 CFR 67) has been requested   | <input type="checkbox"/> University                                |
| <input type="checkbox"/> previously listed in the National Register   | <input type="checkbox"/> Other (specify repository)                |
| <input type="checkbox"/> previously determined eligible by the National Register  | <input type="checkbox"/>   |
| <input type="checkbox"/> designated a National Historic Landmark  |  |
| <input type="checkbox"/> recorded by Historic American Buildings, Survey #:   |  |
| <input type="checkbox"/> recorded by Historic American Engineering, Rec. #:   |  |

Select the option that most represents your case with your current historic place. If you had used a King County Historic Context Statement, select "State Historic Preservation Office."

### BIBLIOGRAPHY

| Bibliography             |
|--------------------------|
| <input type="checkbox"/> |

This is the section where you will point list all the resources you used to complete this registration form. Chicago style of citation is mostly commonly used and most commonly accepted.<sup>21</sup>

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<sup>21</sup> Purdue University Chicago Style of Format:  
[https://owl.purdue.edu/owl/research\\_and\\_citation/chicago\\_manual\\_17th\\_edition/cmos\\_formatting\\_and\\_style\\_guide/general\\_format.html](https://owl.purdue.edu/owl/research_and_citation/chicago_manual_17th_edition/cmos_formatting_and_style_guide/general_format.html)

## PART V: ADDITIONAL RESOURCES

### 1. RESEARCHING THE HISTORY OF SEATTLE AND KING COUNTY BUILDINGS GUIDE

The Seattle Public Library's Special Collections Department partnered with the King County Archives to create a guide titled, *Researching the History of Seattle and King County Buildings*, which is a great resource for navigating historical documents.<sup>22</sup> It describes the process of searching through legal records, land records, people, structure and styles of buildings, historical context, directories of agencies, websites, and print resources, as well as includes workbooks and checklists.

The screenshot shows a web interface for a property report. It is divided into two main sections: 'PARCEL' and 'BUILDING 1'. The 'PARCEL' section contains a table with the following data:

|               |  |
|---------------|--|
| Parcel Number | 094200.0276                              |
| Name          | SEATTLE CITY OF SPL                      |
| Site Address  | 1000 4TH AVE 98104                       |
| Legal         | BORENS C D ADD LESS POR THOF FOR 4TH AVE |

The 'BUILDING 1' section contains a table with the following data:

|                             |                      |
|-----------------------------|----------------------|
| Year Built                  | 2004                 |
| Building Net Square Footage | 412000               |
| Construction Class          | STRUCTURAL STEEL     |
| Building Quality            | EXCELLENT            |
| Lot Size                    | 55440                |
| Present Use                 | Governmental Service |
| Views                       | N                    |
| Waterfront                  |                      |

To the right of the tables is a photograph of a large building under construction, heavily scaffolded. To the right of the photograph is a 'Reference Links' section with the following links:

- King County Tax Links
- Property Tax Advisor
- Washington State Department of Revenue (External link)
- Washington State Board of Tax Appeals (External link)
- Board of Appeals/Equalization
- Districts Report
- lMap
- Recorder's Office
- Scanned images of surveys and other map documents
- Scanned images of plats

Numbered annotations (1-5) are present in the image:

- 1. Points to the Parcel Number field.
- 2. Points to the Site Address field.
- 3. Points to the Legal field.
- 4. Points to the Year Built field.
- 5. Points to the 'Scanned images of plats' link.

Below the screenshot is the caption: **Example Parcel Viewer Property Report**

Figure 17: Example Parcel Viewer Property Report in Research Guide

### 2. NATIONAL REGISTER OF HISTORIC PLACES WEBSITE

The National Register of Historic Places is the official list of the Nation's historic places that were awarded preservation protection. As a result of the National Historic Preservation Act of 1966, the National Park Service's National Register of Historic Places is part of a national program to encourage and coordinate public and private efforts to identify, evaluate, and protect this country's historic and archaeological resources. While property nomination operates on a different level for local versus

<sup>22</sup> <https://kingcounty.gov/en/legacy/depts/records-licensing/-/media/depts/records-licensing/archives/homepage/BuildingsResearchGuide.ashx?la=en&hash=D9A529F069D2251D8F86B83E3FD0368C>

national nomination, it is worth looking through the website to gain a better understanding, as well as utilize the resources listed, of the process.<sup>23</sup>

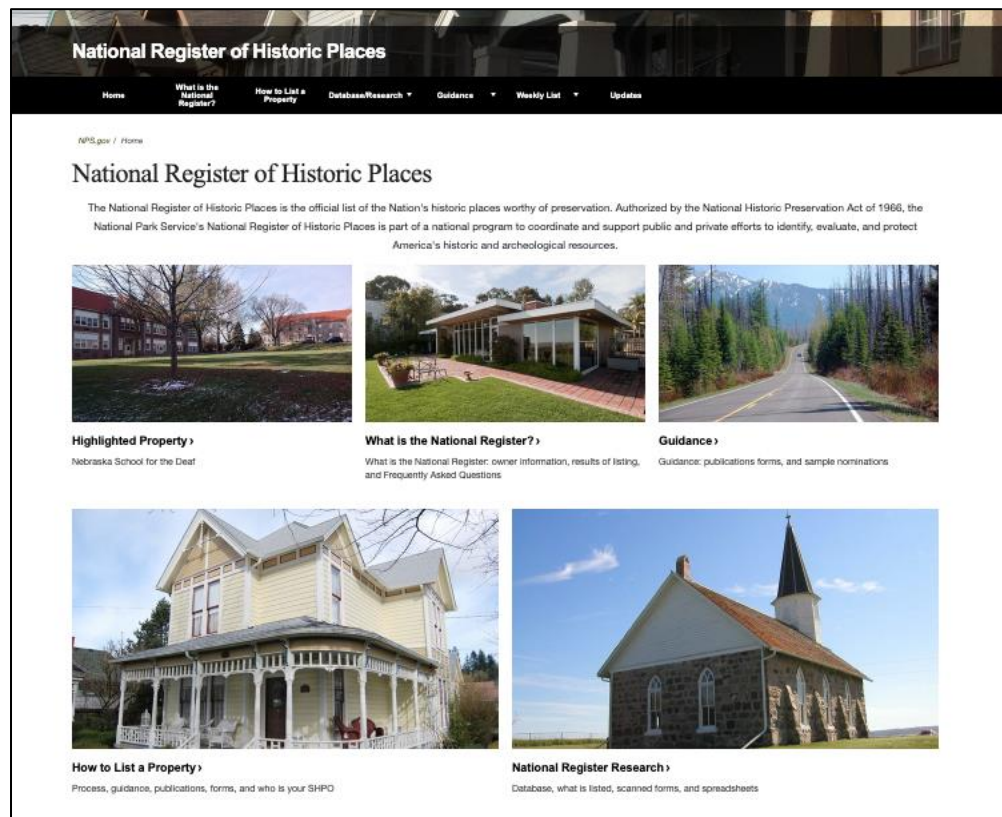


Figure 18: Homepage of National Register of Historic Places

The National Register of Historic Places website also contains a “Publications of the National Register of Historic Places” page that lists many useful technical papers that guide users through the National Register process (see Figure 18). While the process for the National Register is different, and a bit more involved, it does contain helpful resources for some of the sections that King County’s Landmark Nomination form requires.

<sup>23</sup> <https://www.nps.gov/subjects/nationalregister/index.htm>

# Publications of the National Register of Historic Places

The National Register of Historic Places is the official list of the Nation's historic places worthy of preservation. Authorized by the National Historic Preservation Act of 1966, the National Park Service's National Register of Historic Places is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect America's historic and archeological resources.

## National Register Info Sheets

- [Info Sheet: What is the National Register of Historic Places?](#)
- [Info Sheet: Places Associated with Cultural, Ethnic, or Identity Communities](#)
- [Info Sheet: What is a National Historic Landmark?](#)
- [Info Sheet: What is Integrity?](#)

## \*\*\* NEW \*\*\* Best Practices Review

The "Best Practices Review" compliments the guidance provided in National Register Bulletins by providing examples on specific topics. New Best Practices Reviews will be issued quarterly, with the first issued September 2022.

Your feedback and suggestions are welcome; [please contact us](#).

- [Best Practices Review Issue 7, March 2024: Developing a Complete and Concise Property Description](#)
- [Best Practices Review Issue 6, January 2024: Nominating Properties for Cultural Significance under Criterion A](#)
- [Best Practices Review Issue 5, September 2023: Preparing a Concise Significance Statement](#)
- [Best Practices Review Issue 4, July 2023: Evaluating Common Resources](#)
- [Best Practices Review Issue 3, April 2023: Amending National Register Documentation](#)
- [Best Practices Review Issue 2, January 2023: Evaluating Garages and Outbuildings in Historic Districts](#)
- [Best Practices Review Issue 1, September 2022: Evaluating Non-Historic Exteriors](#)

## National Register of Historic Places Bulletins

- **\*\*NEW\*\* Consolidated and Updated Photograph Policy 2024**  
This 2024 guidance replaces the 2013 *Guidance on How to Submit a Nomination*, the 2013 *Photo Policy Factsheet*, and the 2020 *Electronic-Only Submission Instructions*; and reiterates the information issued in 2022 for nominating authorities submitting photographs through the Cultural Resources Submission Portal (CRSP). **This guidance does not introduce any new requirements.**
- [How to Apply the National Register Criteria for Evaluation](#) (NRB 15)
- [How to Complete the National Register Registration Form](#) (NRB 16A) -- also see addendum below
- [How to Complete the National Register Multiple Property Documentation Form](#) (NRB 16B)
- [How to Prepare National Historic Landmark Nominations](#)
- [Researching a Historic Property](#) (NRB 39)
- **Historic Residential Suburbs: Guidelines for Evaluation and Documentation for the National Register of Historic Places**
  - [Suburbs bulletin Part 1 \(pages 1-72\)](#)
  - [Suburbs bulletin Part 2 \(pages 73-138\)](#)
- [Guidelines for Evaluating and Registering Archeological Properties](#) (NRB 36)
- [Guidelines for Evaluating and Documenting Historic Aviation Properties](#) (NRB 43)
- [Guidelines for Evaluating and Nominating Aids to Navigation](#) (NRB 34)
- [Guidelines for Identifying, Evaluating, and Registering America's Historic Battlefields](#) (NRB 40)
- [Guidelines for Evaluating and Registering Cemeteries and Burial Places](#) (NRB 41) -- also see clarification of policy below
- [How to Evaluate and Nominate Designed Historic Landscapes](#) (NRB 18)
- [Guidelines for Identifying, Evaluating and Registering Historic Mining Properties](#) (NRB 42)
- [Guidelines for Evaluating and Nominating Properties That Have Achieved Significance Within the Past Fifty Years](#) (NRB 22)
- [How to Apply National Register Criteria to Post Offices](#) (NRB 13)
- [Guidelines for Evaluating and Documenting Rural Historic Landscapes](#) (NRB 30)

Figure 19: Publications of the National Register of Historic Places Webpage

# APPENDIX

# LANDMARK REGISTRATION FORM

## PART I: PROPERTY INFORMATION

### 1. Name of Property

historic name:

other names/site number:

### 2. Location

street address:

parcel no(s):

legal description(s):

### 3. Classification

Ownership of Property:

- private
- public-local
- public-State
- public-Federal

Category of Property:

- building(s)
- district
- site
- structure
- object

Name of related multiple property listing:

(Enter "N/A" if property is not part of a multiple property listing.)

### 4. Property Owner(s)

name:

street:

city:

state:

zip:

### 5. Form Prepared By

name/title:

organization:

date:

## 6. Nomination Checklist

- Site Map (REQUIRED)
- Photographs (REQUIRED): *please label or caption photographs and include an index*
- Other (please indicate):

**PART II: PHYSICAL DESCRIPTION**

**7. Alterations**

Check the appropriate box if there have been changes to plan, cladding, windows, interior features or other significant elements. These changes should be described specifically in the narrative section below.

- |                              |                             |  |                              |                             |  |
|------------------------------|-----------------------------|--|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Plan (i.e. no additions to footprint, relocation of walls, or roof plan) | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Interior features (woodwork, finishes, flooring, fixtures) |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Cladding   | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Other elements   |
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | Windows  |                              |                             |  |

**Narrative Description**

Use the space below to describe the present and original (if known) physical appearance, condition, architectural characteristics, and the above-noted alterations (use continuation sheet if necessary).

## PART III: HISTORICAL / ARCHITECTURAL SIGNIFICANCE

### 8. Evaluation Criteria

#### Designation Criteria:

- A1 Property is associated with events that have made a significant contribution to the broad patterns of national, state, or local history.
- A2 Property is associated with the lives of persons significant in national, state, or local history.
- A3 Property embodies the distinctive characteristics of a type, period, style, or method of design or construction or represents a significant and distinguishable entity whose components lack individual distinction.
- A4 Property has yielded, or is likely to yield, information important in prehistory or history.
- A5 Property is an outstanding work of a designer or builder who has made a substantial contribution to the art.

#### Criteria Considerations:

##### Property is

- a cemetery, birthplace, or grave
- owned by a religious institution/used for religious purposes
- moved from its original location
- a reconstructed historic building
- a commemorative property
- less than 40 years old or achieving significance within the last 40 years

### Historical Data (if known)

|                          |                                |           |
|--------------------------|--------------------------------|-----------|
| Date(s) of Construction: | Other Date(s) of Significance: |           |
| Architect:               | Builder:                       | Engineer: |

### Statement of Significance

Describe in detail the chronological history of the property and how it meets the landmark designation criteria. Please provide a summary in the first paragraph (use continuation sheets if necessary). If

using a Multiple Property Nomination that is already on record, or another historical context narrative, please reference it by name and source.

---

## PART IV: MAJOR BIBLIOGRAPHICAL REFERENCES

### 9. Previous Documentation

Use the space below to cite the books, articles, and other sources used in preparing this form (use continuation sheet if necessary).

Previous documentation on file:

- included in King County Historic Resource Inventory
- previously designated a Landmark
- previously designated a Community Landmark
- listed in Washington State Register of Historic Places
  
- preliminary determination of individual listing (36 CFR 67) has been requested
- previously listed in the National Register
- previously determined eligible by the National Register
- designated a National Historic Landmark
- recorded by Historic American Buildings, Survey #:
- recorded by Historic American Engineering, Rec. #:

Primary location of additional data:

- State Historic Preservation Office
- Other State agency
- Federal agency
- King County Historic Preservation Program
- Local government
- University
- Other (specify repository)

### Bibliography