

**HISTORICAL BUILDINGS AND SITES COMMISSION
SPECIAL MEETING MINUTES
June 2, 2016 – 4:00 P.M.
Courtyard Conference Room**

A. ROLL CALL:

The Historical Buildings and Sites Commission met in regular session on the above date with Chair Ward Warren presiding. Vice Chair Dan McBerty and Commissioners Arden McConnell, Virginia Ford, and Shirley Holzinger were present. Also present was City Council Liaison Dennis Roler and representing the City staff was Parks & Community Development (hereafter: PCD) Director Lora Glover.

B. Findings of Fact:

- **303-00100-16 Oakley H Street Historic Review**
- **303-00101-16 Garden Valley Mural Historic Review**

MOTION/VOTE

Commissioner Warren moved and Commissioner Holzinger seconded the motion to approve and adopt the findings of fact for 303-00100-16 and 303-00101-16 as presented.

The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McBerty, and Commissioners McConnell, Holzinger, and Ford. “NAYS”: None. Abstain: None. Absent: None. The motion passed.

C. Historic District Map Discussion

- Commissioner Warren met with Jon a few times and discussed concepts and potential layouts. He then invited him to present his mockups to the commission.
- Jon is working on an overall map that will encompass the entire city, the historic district will be part of that map. This map will be posted online, Commissioner Warren emphasized that there be a distinct boarder showing the historic district.
- All of the buildings within the expanded district will be on the map, but the opt-outs will not be individually listed. They will however be in the boundary.

- Commissioner Warren and Jon discussed different colors to make the map stand out and the historic district stand out.
- They plan to feature some of the more contributing buildings.
- Jon Bowen would like to thank the commission for the expansion of the district. He believes the historic district is going to be vastly beneficial for the city and the downtown merchants.
- Tourism currently gets requests for a walking tour, but not at a high demand. By creating the map and offering it he hopes that it will become something that is regularly done.
- Jon is working on a digital map for the tourism website. This will tie in with the pedestrian wayfinding the city is working on.
- Jon is trying to put together a paper map that will meet the needs of the HBSC. He will try to make something that will be printed on a legal size page and will need to know what information the HBSC wants to see on the map.
- Jon showed his mockups to the HBSC.
- He will be attending a merchant meeting tonight with the intent of introducing the value and appeal of the new district. He believes it will be great for city pride and great for diversity while creating a unity within merchants in the historic district.
- The commission and Jon had a discussion of preferences between the mockup visuals presented.
- Jon showed the HBSC a previously made map that was sponsor driven; we are not currently looking at a sponsor driven map, but possibly could in the future.
- Jon would like to match the new wayfinding signs to the map to have a unified look to show the brand of the historic district and to make a cohesive look for tourists.
- The Commission mentioned that they weren't sure how the cartoon style can be unified throughout the city.
- Commissioner Warren mentioned that he didn't care for the white dotted line signifying the historic district. He would like to see something bold and colorful.

- The commission had a discussion on their preferences on the map choices Jon brought.
- The commission asked where the key will be on the map. Jon let them know it would be on the reverse side of the map, it will include a short list with the year it was built, current occupant, etc.
- The question of what happens if the business' change was brought up. Jon let them know that it can be changed on the website easily and edits could be map to the map for the next printing.
- Commissioner Warren believes it would be a boost for the businesses to have them listed on the map.
- Commissioner McConnell and Holzinger both disagree and suggest that the historical owner or builder be placed on the paper map.
- Commissioner Warren expressed a concern that not all of the original builder's information will be available.
- Jon requested a list of the buildings that the commission would like to see on the map. Commissioner Warren went through the inventory and came up with approximately 30 buildings. The commission considered which they would leave out if the list needed to be shortened.
- Jon said that if they did a brief description of each building with the date it was built, its address, and its original use he may be able to fit all 30. The commission agreed that they will not include the current occupant.
- Commissioner Warren asked for a volunteer to gather the information that Jon requested. It was brought up that the City may already have a list to that affect and staff will get the list to the commission.
- The commission agreed on a 11 by 17 inch map with a modified border and colors. One side will have the map and the other side will have approximately 30 contributing buildings with a small photograph and the address, the date the building was built, the name of the building, and one or two lines on the history of the building.
- The commission agreed to have the pictures be the current state of the building on the paper map but they would like to have the original photos on the website alongside the current state of the building to show the original charm.

D. Signage Proposal Discussion

- The commission would like to see the downtown signs changed to historic district signs. Jon explained that this is already in the works with the City's wayfinding signs project. The signs will be fit in with the city's new branding.
- Commissioner Warren was curious about additional options for the wayfinding signs. Jon let him know they could discuss it in further detail at a later date.

E. Items from Staff

- Lora asked if the commission would like to cancel the June meeting, the commission agreed to cancel the meeting and hold a special meeting concerning the historic district map if needed.

F. Items from Public

- None.

G. Items from Commissioners

- Commissioner McConnell stressed that she would like to see verbatim minutes. Councilor Roler let the commission know that he was told that the City was unable to get a contract minute taker to make a proposal for the job. Councilor Roler let Arden know that she could write a letter to the Council and Mayor expressing her concerns.
- Commissioner Holzinger asked Lora if a new clock in the district had been approved. Lora said that it could have been and that if the building opted out it's within their rights to add it.
- Commissioner Warren suggested an overlay to avoid having opt-outs add items that do not fit into the historic district.

H. Adjournment

Next meeting: July 21, 2016

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

HISTORICAL BUILDINGS AND SITES COMMISSION

MEETING MINUTES

July 28, 2016 – 6:00 P.M.

Courtyard Conference Room

A. ROLL CALL:

The Historical Buildings and Sites Commission met in regular session on the above date with Chair Ward Warren presiding. Vice Chair Dan McBerty and Commissioners Arden McConnell, Virginia Ford, Shirley Holzinger were present. Commissioner Marshbank arrived late. Also present was City Council Liaison Dennis Roler and representing the City staff was Parks & Community Development (hereafter: PCD) Planner Justin Gindlesperger.

B. APPROVAL OF MINUTES:

- May 19, 2016

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MOTION/VOTE

Commissioner Warren moved and Commissioner McConnell seconded the motion to approve the minutes from May 19, 2016 as presented. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McBerty, and Commissioners McConnell, Holzinger, and Ford. “NAYS”: None. Abstain: None. Absent: Marshbank. The motion passed.

C. Discussion on Promotions and Murals

- Commissioner Warren shared a handout of the current guidelines with the commissioners.
- Dennis Dreher came to present to the commission. He stated that the last approval process for the Garden Valley mural went well but they would like to streamline the approval process as they didn't know quite what to expect moving into the process.
- Dennis shared a handout of what he had worked on with his COPA subcommittee.
- The guidelines they are looking for from COPA are; is the artist skilled, is the context fitting, is the art relevant, does the scale fit, technical issues (such as paint quality, sealant, etc), the design, and funding.

- COPA would like to combine the process to have one application for the historic district that will cover both COPA and HBSC.
- Dennis let the commission know that COPA is currently looking at adding art to the various city parking lots, this may eventually turn into an approval for any art in the historic district rather than just murals.
- The Napa building is getting a mural, however they were an opt-out. The theme they are moving forward with is an old cars scene.
- Justin clarified that if the mural has advertisement it will be reviewed through PDC as a sign, if it does not it will be reviewed through admin as a mural by Dave Reeves.
- The commission let Dennis know that they want to discuss having contracts as an option where applicable.
- Dennis was asked about any possible restorations of current murals. He believes that is an excellent idea. He let the commission know that COPA is currently looking for funding to repair and restore existing pieces.
- Commissioner Warren let Dennis know that some of the guidelines they would like to see would be looking at placement and size, real historical events, places, or scenes would be preferred especially in the historic district.
- Historic advisement would be allowed as it existed and if it existed locally. (e.g. – old Pepsi bottle that was available in this area)
- The commission would like to see that the art content is consistent with the age of the building.
- They would like to see the historic color palette used and colors would need to be specified in the application at the time of review.
- Dennis expressed concern that limiting the colors to only colors within the historic palette will not work as that isn't the typical process for artists. The commission will have to discuss the wording in further depth to find something that will limit the colors choices without making it impossible for the artists.
- The commission would like to see accurate representation of dimensions and detailed sketches on the application.

- Dennis asked if portable murals might be allowed in the historic district. Commissioner Warren stated that he wouldn't see a problem with portable murals as long as they met the criteria for murals within the historic district.
- The commission would like to see a timeframe and a contract for each mural.
- Dennis asked if they could request that the murals be completely funded before they start.
- The commission would like to see the inventory COPA is currently working on available to the public for a walking map of sorts. Dennis let the commission know that Tourism already has something of that sorts available. COPA will give them the updated information to provide to the public.

D. Items from Staff

- The next meeting is the 18th of August – there will be a public hearing. The Taqueria would like to redo their façade.

E. Items from Public

- None.

F. Items from Commissioners

- Commissioner Warren let the commission know that there was a misunderstanding between the group and Jon Bowen. Jon needs the list of the buildings for the map. Commissioner Warren asked Commissioner Holzinger if she could draft a short description of the significant buildings that will be on the walking map.
- Commissioner Warren will go back to KAJO and discuss the now expanded district as a follow-up to the talk he gave prior to the expansion.
- The commission would like an update from staff on what has been approved on the improvements for the Wing building and the sign Lora was going to investigate from a previous meeting.
- Commissioners McConnell and Ford suggested the Elks Club (built in the 1950s and it is a mid-century modern), the Diversion dam, the Caveman Bridge, Fruitdale Grange, Riverside School, Riverside Park (City Autocamp in the early 1900s), the Grants Pass Pharmacy, Croxton Memorial Park, and the Granite Hill Cemetery to be added as landmarks.

- Commissioner Warren requested dates for all of the proposed locations.
- It was suggested to also draft a few sentences as to why they need to be landmarks to present to Council.
- Landmarks to be removed are as follows; 1508 A Street is now a vacant lot, 1612 NW A Street historic building replaced, 532 SW G Street historic building replaced, 99 Fruitdale historic building replaced, 129 SE G is now a parking lot, 140 SW H Street is now a parking lot, 203 SW Oak is a vacant lot, 717 NW 8th Street is now a vacant lot, 761 NE 12th Street historic building replaced.
- Commissioner Warren asked Arden to compare a list he found online of landmarks to the list Lora supplied to the commission.
- It was determined that Granite Hill is not within City limits.
- Commissioner Warren would like an update from staff on the Redwood Empire sign.
- Commissioner Warren would like to meet with Commissioner Holzinger to go over mural standards.
- Commissioners McConnell and Ford are going to meet up and complete the landmark list for the August 18th meeting.
- The commission asked for an update from staff on the certified local governments designation.
- Commissioner McConnell requested that the commission discuss the designation of midcentury modern as it is becoming more popular. This item will be placed on a future agenda.
- The audio recording of the July 28, 2016 HBSC meeting cut out approximately 10 minutes prior to adjournment.

G. Adjournment

Next meeting: August 18, 2016

These minutes were prepared by Carlie Paulsen, Administration Department, City of Grants Pass.

**CITY OF GRANTS PASS
PARKS & COMMUNITY DEVELOPMENT DEPARTMENT**

**TAQUERIA – ‘H’ STREET HISTORIC REVIEW
HISTORIC BUILDING AND SITES COMMISSION
STAFF REPORT**

Procedure Type:	Type III: Historic Building and Sites Commission Decision	
Project Number:	303-00102-16	
Project Type:	Historic District Review/Facade Renovation	
Owner/Applicant:	Manuel Flores	
Representative:	Natural Creations, LLC. (Joseph Johnson)	
Property Address:	137 SE ‘H’ Street	
Map and Tax Lot:	36-05-17-CB, TL 7200 See Exhibits 1 & 2	
Zoning:	Central Business District (CBD)	
Parcel Size:	0.11 acres	
Planner Assigned:	Justin Gindlesperger	
Application Received:	July 27, 2016	
Application Complete:	July 28, 2016	
Date of Report:	August 11, 2016	Due: 08/11/2016
120-Day Deadline:	November 25, 2016	

I. PROPOSAL:

The application is to remodel the façade and replace the sign of the existing building located at 137 SE ‘H’ Street in the Historic District. The façade faces SE ‘H’ Street near the intersection with SE 7th Street. The applicant’s narrative and rendering of the proposed facade and sign are attached (See **Exhibit 3 & 4**).

II. AUTHORITY AND CRITERIA:

Sections 2.050, 7.063, and 13.451 City of Grants Pass Development Code, authorize the Historical Buildings and Sites Commission to consider any exterior alterations to a site, building or structure within a Historic District and make a decision to approve, approve with conditions, or deny said requests. The decision must be based upon the criteria contained in Section 13.452 of the Development Code.

III. APPEAL PROCEDURE:

Section 10.050, City of Grants Pass Development Code, provides for an appeal of the Historic Building and Sites Commission decision to the Grants Pass City Council. An

appeal must be filed with the Director within twelve calendar days of the Commission's oral decision. A statement of grounds to the appeal must be filed with the Director within seven (7) calendar days of the Commission's written decision.

IV. BACKGROUND:

A. Characteristics of the Property:

1. Land Use Designation:

- | | |
|------------------------------|---------------------------|
| a. Comprehensive Plan: | Central Business District |
| b. Zone District: | Central Business District |
| c. Special Purpose District: | Historic District |

2. Size: 0.11 acres

3. Frontage: SE 'H' Street

4. Access: N/A

6. Existing Land Use:

- | | |
|--------------------|-----------------------|
| a. Subject Parcel: | Commercial |
| b. Surrounding: | Mixed commercial uses |

B. Discussion:

The subject property is in the Historic District and is located at 137 SE 'H' Street, near the intersection of SE 'H' & SE 7th Streets. The property is developed with an existing commercial structure. The applicant proposes to reface the existing building and replace the existing sign.

The proposed sign complies with the elements of the Historic District Design Guidelines and is not considered as part of this review (see **Exhibit 5**). The Historic Design Guidelines were updated to maintain consistent design standards while providing flexibility of design to property owners. Signage and exterior alterations that comply with the design guidelines may be approved administratively and do not require further review.

V. CONFORMANCE WITH APPLICABLE CRITERIA:

Section 13.452 ~ Criteria for Approval/Historic Review of the City of Grants Pass Development Code states that in reviewing the appropriateness of this application, the Historical Buildings and Sites Commission shall consider the following:

Criterion (1): The purpose of the Historic District.

1. Effect and accomplish the protection, enhancement and perpetuation of such improvements and of districts which represent or reflect elements of the City's and County's cultural, social, economic, political and architectural history;

2. Safeguard the City's and County's historic, aesthetic and cultural heritage as embodied and reflected in such improvements and districts;
3. Complement any National Register Historic Districts designated in the City;
4. Stabilize and improve property values in such districts;
5. Foster civic pride in the beauty of historic buildings, structures, sites and signage and noble accomplishments of the past;
6. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business and industry thereby provided;

Staff Response: Satisfied. The proposed façade changes will further enhance the property by updating and restoring the building face. The new design will enhance the visual aspect of the building and provide a stimulus to the existing business and other businesses on SE 'H' Street.

Criterion (2): The general compatibility of the signage, exterior design, arrangement, proportion, detail, scale, color, texture, and materials proposed to be used in the construction of the new building or structure.

Staff Response: Satisfied with conditions. The proposed exterior alterations will remove the existing corrugated metal siding (see *Exhibit 6*) and provide a variety of materials to add elements of visual interest with the use of canopies, window treatments and lighting. The building was previously used as the Rogue Food Shop/Rogue Café (see *Exhibit 7*). While the restoration of the façade does not try to recreate the historic face of the structure, it eliminates the use of materials that are not preferred in the Historic District.

Brick and stucco are recommended materials for building faces, depending on the age and design of the building. As conditioned below, the applicant shall submit a list of materials and colors that will be used on the updated façade.

The proposed sign complies with the elements of the Historic District Design Guidelines and is not considered as part of this review. The placement of the sign is in the appropriate location and is constructed of appropriate material and color. As conditioned below, the applicants are required to obtain a sign permit from Parks and Community Development.

The applicants will be required to provide signage to reroute pedestrians around the work zone if the sidewalk is closed, or partially blocked during working hours. Materials and equipment must be removed from the public right-of-way at the end of each work day and may not be stored overnight. As conditioned below, the applicants will be required to obtain a no fee encroachment permit from the Engineering Division for use of the right-of-way along SE H Street.

Criterion (3): The effect of the proposed new structure on the historic value of the district.

Staff Response: Not applicable. The property is developed with an existing building. No new structure is proposed.

Criterion (4): The economic effect of the new structure on the value of the historic district.

Staff Response: Not applicable. No new structure is proposed under this review. The proposed mural will complement and enhance the property and the historic district.

VI. RECOMMENDATION:

Staff recommends that the Historical Buildings and Sites Commissions **APPROVE** the request for the proposed facade renovation with the following conditions:

Conditions of Approval

The following shall be accomplished within eighteen months of the date this report is signed and prior to issuance of a Development Permit. Otherwise, the approval shall expire. Extension of the Site Plan Review approval is permitted pursuant to Section 3.077(2) of the Development Code. Extension of the Development Permit is permitted pursuant to Section 3.093(2) of the Development Code. (NOTE: A development permit is required prior to commencement of construction).

1. Submit a materials and colors list for all materials and colors that will be used on the façade update.
2. Obtain a no fee encroachment permit from the Engineering Division prior to use of the right-of-way for any work associated with the mural, including the use of the sidewalk for material storage during working hours and the use of scaffolding or ladders. All materials and equipment must be removed at the end of each work day.
3. Submit a signage plan for routing pedestrians around the work zone if the sidewalk will be closed during working hours.
4. Obtain a sign permit for the installation of the proposed sign.

VII. HISTORICAL BUILDINGS AND SITES COMMISSION ACTION:

A. Positive Action: Approve the request

1. as submitted.
2. as modified by the Commission (list):

B. Negative Action: Deny the request for the following reasons (list):

C. Postponement: Continue item

1. indefinitely
2. to a time certain.

NOTE: Law requires that a decision be made on the application within 120 days of when the application was deemed complete.

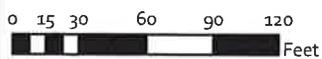
VIII. INDEX TO EXHIBITS:

1. Location map
2. Aerial photo
3. Applicant's narrative
4. Façade rendering
5. Proposed sign
6. Existing façade
7. Historic use of property



CITY OF GRANTS PASS

137 SE 'H' Street
36-05-17-CB, TL 7200



Legend

 Subject Parcel

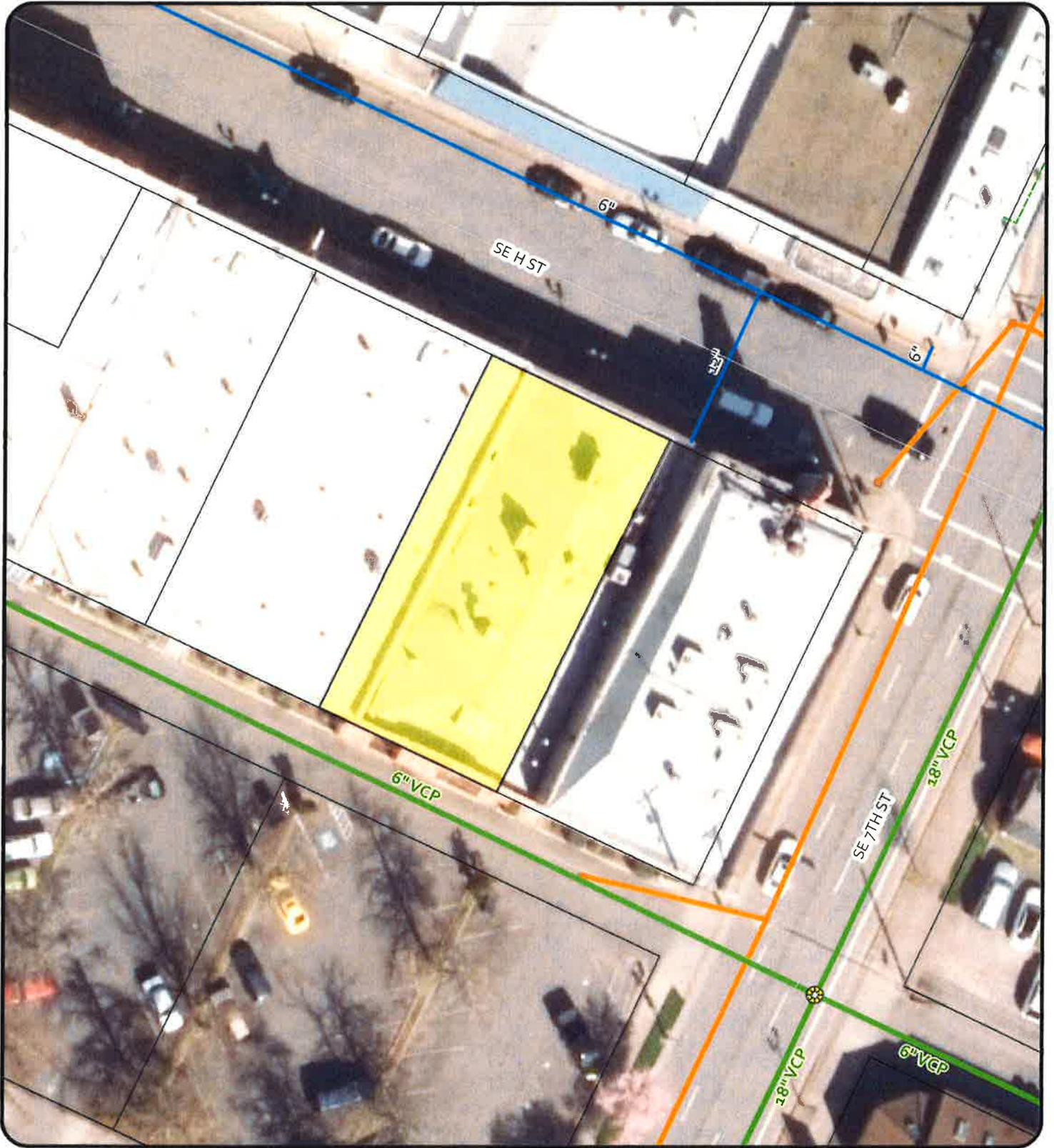
EXHIBIT 1



CITY OF GRANTS PASS
Parks & Community Development Dept.
101 Northwest "A" Street
Grants Pass, OR 97526
Phone: (541) 450-6060
Fax: (541) 476-9218
Web: www.grantspassoregon.gov



DISCLAIMER: The Geographic Information Systems (GIS) data made available on this map are developed and maintained by the City of Grants Pass and Josephine County. Every reasonable effort has been made to assure the accuracy of the maps and associated data.



CITY OF GRANTS PASS

137 SE 'H' Street
36-05-17-CB, TL 7200



Legend

 Subject Parcel

EXHIBIT 2



CITY OF GRANTS PASS
Parks & Community Development Dept.
101 Northwest 'A' Street
Grants Pass, OR 97526
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Natural Creations



July 27, 2016

Historical Committee
City of Grants Pass
101 NW A St.
Grants Pass, OR 97526

RE: restoring/remodeling Taqueria building @ 137 H St., Grants Pass, OR

To Whom It May Concern:

I established a company, Natural Creations, in the Rogue Valley over 20 years ago. My company has been involved with a variety of custom projects over the years including water features made with simulated rocks, fireplaces, decorative concrete, and a variety of public art projects. More recently, we have been focusing on restoring old buildings and houses to meet current safety standards yet maintain the "old" characteristics.

I have been involved with public art projects including projects for the City of Grants Pass, Ford Foundation, Evergreen Bank, Winterfest, and Gilbert Creek Professional Center. Some of the different projects I've completed are: life size bigfoots, tile mosaic for a public sidewalk, and two different bears for Bearfest. I created a 25 foot tall water tower and a replica of the Caveman bridge using all recycled materials. I have enclosed a photo book that shows some of the different types of projects that I have constructed.

I appreciate the opportunity share the renderings for the project. Please contact me if you have any questions or if any changes need to be made. We are hoping to have the renderings approved at the August 18, 2016 meeting.

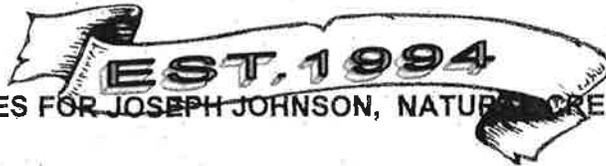
Thank you for your consideration,

A handwritten signature in black ink that reads "Joseph Johnson". The signature is fluid and cursive.

Joseph Johnson

EXHIBIT 3

Natural Creations



REFERENCES FOR JOSEPH JOHNSON, NATURAL CREATIONS, LLC

Evergreen Federal Bank

Melissa Vierra

(541) 479-3351

mvierra@evergreenbank.com

life size Bigfoot, bears for Bearfest, involved with Christmas on Mars project

Taprock Northwest Grill

Dave Thomason

(541) 955-5998

water features, fireplace, man-made tree, sign in bar area, man-made boulders

Si Casa Flores project

Manuel Flores

(541) 761-1817

richphil@yahoo.com

stamped concrete, Mayan carvings, water features

City of Grants Pass

Tom Schauer

(541) 450-6072

tschauer@grantspassoregon.gov

custom concrete and benches

Grants Pass High School

Clay Rounsaville

(541) 474-5700

c.rounsaville@grantspass.k12.or.us

Caveman project

Hellsgate Jetboat Excursions

Micheal Sellers

(541) 479-7204

micheal@hellgate.com

water feature



VF

Taqueria
Mexico

