

**HISTORICAL BUILDINGS AND SITES COMMISSION  
MEETING MINUTES  
February 16, 2017 – 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, Shirley Holzinger, and Virginia Ford were present. City Council Liaison Dennis Roler was present as well as Parks & Community Development Director Lora Glover.

Members of the public: Michael Holzinger, Toni Webb and Jon Bowen.

**B. APPROVAL OF MINUTES:**

- **November 17, 2016**

**MOTION/VOTE**

**Commissioner McConnell moved and Commissioner Holzinger seconded the motion to approve the minutes from October 20, 2016 with noted missing remarks. The vote resulted as follows: “AYES”: Chair Warren, Vice Chair McBerty, Commissioners McConnell, Holzinger, and Ford. “NAYS”: None. Abstain: None. Absent: Commissioner Marshbank. The motion passed.**

**C. Items from the public -**

- Toni Webb stated she was on this commission from 2012 to 2014. She mentioned that along G Street, the shop owners need help removing the moss, getting awnings redone, power washing the sidewalks, fixing rotting window frames or door stoops. Addressing Councilor Roler, she added that the City Council could advocate this before the tourist season starts up.
- Commissioner Warren stated they would address this at an upcoming meeting.
- Chair Warren noted that Michael Holzinger was appointed to a CoPA subcommittee regarding the H Street Arts District. Chair Warren asked him to report back to this commission about this district. Michael Holzinger stated that there is a variety of information coming from that group. Chair Warren feels it would be nice if CoPA and HBSC work together.

**D. Items from Staff -**

- PCD Director Lora Glover spoke about the Strategic Plan. She stated the number one goal is the Water Treatment Plant, number two is to work on the Public Safety Levy, number three is to maintain criminal justice and four is discussion of the

public restrooms downtown. A bit further down on the list is to provide additional lighting downtown for H and G streets to help develop the plaza area. Number 11 is increasing promotion of the Historic District through tourism and to pursue being a Certified Local Government (CLG). Another item from the Council was to power wash the sidewalks downtown. Funding has been provided for that to be done quarterly. She also explained the process of how they arrived at the top 12 list.

- One of the goals on the list eight or ten years ago was to update the Downtown Plan. The Urban Renewal District will be coming in the next few years. More funding will be available for façade renovations and other programs.
- Chair Warren mentioned that he was an opponent of the plan initially. However, he would like to be part of a larger committee providing the City Council supports the plan and we protect the downtown Historic District.
- Chair Warren noted that our jewels of the city are the Historic Downtown and the river and it is what draws people here.
- Director Glover stated she is only putting thoughts out for now but a task force could be developed in the future. Connecting the gap between the downtown core and Hellgate was the main idea at one time.
- Chair Warren mentioned that one thing he liked about the downtown plan is that newcomers to the Historic District had to be compatible with the rest of the Historic District. Parking needs to be addressed, existing character of the area and feels we need to stay cognizant of that.
- Director Glover will send information in the mail, regarding the old River District plan, to the Commissioners.
- Travis Boersma has purchased the plaza but no one really knows his plan at this point. Chair Warren feels this will be huge for the future of the downtown. The City needs to work on the impacts though, such as parking. Chair Warren will add this to the next agenda.
- Commissioner Warren will also invite Travis Boersma to the next meeting. Director Glover invited Josh Lute, attorney for Dutch Bros., to attend a meeting. Mr. Lute may have their public relations person attend.
- Director Lora mentioned the City Council passed the emergency ordinance regarding the 1,000 foot marijuana dispensary rule for downtown.

#### **E. Items from Public**

- Jon Bowen spoke about the Downtown Historic Map. It is a map of the region, winery locations, an overview of the city and the downtown. It also highlights our historic sites. There will also be an online version on their website.
- Chair Warren asked if they could all have a copy for a few days so they can make suggestions. Jon will email them a PDF. He also suggested adding a partial list of the districts most significant buildings.

- The map should be available by the start of the tourist season.

#### **F. Items from Commissioners**

- Commissioner Holzinger shared photos of the horse rings on the walls on 5<sup>th</sup> Street between G & H Streets. They would like to see them saved and the concrete is going to be replaced soon.
- Commissioner McConnell talked to Scott Lindberg. He will do research on grants if this commission provides a list of what they are looking for. It will be added to the next agenda.
- Commissioner McConnell asked to add an old business category permanently to the agenda.
- Commissioner McConnell brought up the bordello plaques for the buildings. She would like a go ahead from the commission to proceed with this. Members wanted to discuss this project further.
- Commissioner McConnell asked if a letter ever went out to the landmark building owners. Chair Warren thought the list was approved. A draft letter was given to Justin from planning when he was still here. Director Glover would like a copy of that draft. Some of the buildings that are mid-century are owned by Carl Johnson and he opted out of being on the list. Commissioner McBerty is working on a list of opt-outs.
- Commissioner McConnell mentioned she was told that the Herb Shop mural could take over a year to complete. She feels the people that do the work should let them know how long it will take. Councilor Roler added that the mural is supposed to be done within a year and if it's not they have to come back for a renewal.
- There was discussion about getting CLG status. Chair Warren contacted Kuri Gill at SHPO (State Historic Preservation Office) and expressed this commission is still interested in obtaining CLG status. She gave him a list of requirements which he feels the commission meets. Those requirements are: Things must be in the City Code, there must be an established commission, commission must review and comment on National register nominations from their city, commission must have at least 3 members, commission must meet at least 4 times per year, commission must uphold state and local preservation laws, City must attempt to recruit professionals; architects, historian, contractor, designer, archeologist, all commissioners must demonstrate an interest in the preservation of historic properties and/or archeology, City should promote and educate about preservation of the historic properties in the city.
- Director Glover stated that we don't actually meet all the criteria. As an example, Arden's house is on the National Register but it doesn't fall under the purview of local landmark. We are working on dealing with this issue but it is a weakness. Tom will work with the commission about this beginning next month.

- Commissioner McBerty mentioned that he talked to several other communities about their CLG status and received some letters. Director Glover will add the letters to the packet for the City Council and for their next HBSC meeting.
- Commissioner McConnell asked if there was a fee for the consultant. Lora stated she had the funding through the grant.
- Commissioner Ford asked about the Downtown Merchants meeting scheduled for February 23. Jon Bowen is the responsible party for getting the word out about this meeting.
- Commissioner McBerty mentioned that the Taqueria has finished construction but they didn't get their blade sign. They do have a backlit sign up on the building. Commission acknowledged that the sign is not permissible. Commission questions why it slipped through the cracks. The planner that was assigned this project is no longer with the City. Director Glover will review the file and inform the Commissioners. She stated that she wants to be sure when the Commission makes a decision that it is reflected in the Findings report.
- Councilor Roler talked about the ODOT open house for the Caveman Bridge which will begin right after Labor Day. The open house will be on March 15 at the Lodge at Riverside.
- Commissioner McConnell asked about the status of the Redwood Empire sign. The sign will be removed during bridge refurbishing. Director Glover said that Assistant City Manager David Reeves is working on this project.

#### **E. Adjournment**

- Meeting adjourned at 7:12 pm

Next meeting: March, 16, 2017.

Minutes prepared by Donna Anderson, City Administration.