

**AGENDA
DAYTON HISTORIC PRESERVATION COMMITTEE**

DATE: WEDNESDAY, JULY 31, 2019
PLACE: CITY HALL ANNEX, 408 FERRY STREET
TIME: 6:30 PM

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>PAGE #</u>
A.	CALL TO ORDER	
B.	APPEARANCE OF INTERESTED CITIZENS	

This time is reserved for questions or comments from persons in the audience on any topic.

C.	APPROVAL OF MINUTES	
	Meeting on July 17, 2019	1-3
D.	Application for Exterior Alteration - 402 Main St – Mr. Ruben Cruz	4-5
	Pictures of property	6-11
	Criteria for approval	12
E.	OTHER BUSINESS	
	National Alliance of Preservation Commissions 2020 Forum in Tacoma, WA	
	407 Church St – Question from potential buyer	
F.	ADJOURN	

Posted: 07/31/2019
Cyndi Park, Librarian

***Persons with hearing, visual or manual impairments who wish to participate in the meeting should contact the City of Dayton AT LEAST 32 WORKING HOURS (4 DAYS) prior to the meeting date in order that appropriate communication assistance can be arranged. The City Hall Annex is accessible to the disabled.
Please let us know if you need any special accommodations to attend this meeting.***

NEXT MEETING DATE
Wednesday, August 21, 2019
City Hall Annex, 408 Ferry St, Dayton

Dayton Historic Preservation Committee
Minutes of Meeting of July 17, 2019

Members present: Judy Gerrard, Kim Courtin, Kelly Haverkate,
Wayne Herring

Members absent: Dave Hargett

Staff: Cyndi Park

The meeting was opened by Chair Judy Gerrard at 6:34 p.m.

Appearance of Interested Citizens

Mr. Ruben Cruz of 402 Main St, Dayton, signed in to address the Committee. He explained that he was having some difficulty locating some of the paperwork requested as part of the application for historic alteration. He explained that he needed additional space in the house for his family, so he had originally enclosed the area that had contained his pool table. His intention is to make the areas that he has enclosed look like part of the house.

The Committee reviewed his application materials and were satisfied that he is the owner of the property. There is only one lot of record where his house sits. Mr. Cruz knew that his house was on the Historic Register, but did not understand what that meant for altering the exterior of the home. He has been working on the home for several years, and is now ready to begin completing the details on the exterior and painting the entire home.

Chair Judy Gerrard began the conversation by pointing out that changing out the windows several years ago had already altered the exterior of the home, and had they been asked, the Committee would have asked him to go in a different direction. Kim Courtin and Kelly Haverkate asked Mr. Cruz about the siding on the house and the trim around the windows. Mr. Cruz explained that one window was framed, and mimicked the original style. The siding is wood on the front and street side of the house, and hardy plank on the alterations that he has done.

The Committee next examined the original application that placed the home on the Register. Mr. Cruz explained that as he has remodeled the interior of the house, he has come across different types of nails and logs that lead him to believe that part of the house was an addition, built at a different time from the principal structure.

Kelly Haverkate wondered what could be done about the siding, and Mr. Cruz explained that it was his intention to place trim every 16 inches to mimic the style of older homes

in the area. He is open to changing the siding out to wood because he has some more work to do to replace some rotting beams, and could change the siding as part of this project. He has already scouted out a supplier that has the appropriate wood siding that will work. Chair Judy Gerrard asked about the construction of the house – is it plank or balloon construction? There is insulation, so it appears to be balloon construction.

The application for the Register was located and examined by the Committee. Chair Judy Gerrard said that no one on the committee wanted to make him take anything that he had done down. He would need to obtain a building permit from the City to continue his project. The Committee discussed what items they believe he needs to submit with his application and questioned him about the mortgage, etc. The Committee is satisfied that Mr. Cruz is the owner of 402 Main St, Dayton. Chair Judy Gerrard asked if there was a possibility that the Committee could meet again in two weeks to decide on his application. The Committee wished to acknowledge that Mr. Cruz had done what he thought was correct for his property, and they wished to allow him time during this season to complete his work. The Committee wants to discuss the siding further, and also let him know what he should not do going forward. The members present agreed.

Approval of Minutes of Meeting of March 20, 2019

Kelly Haverkate made a motion to approve the minutes with the stipulation that the date be corrected from February 20 to March 20, the date of the meeting. Kim Courtin seconded. The motion passed unanimously, 4-0.

CLG Grant Cycle

Cyndi presented a brief overview of the CLG grant cycle budget, including the Brookside workshop, the repair and restoration of monuments, and some travel opportunities for upcoming conferences.

Cyndi presented updates from Dave Pinyerd and his work in Brookside. The restoration work is about one-fifth complete. The Committee is very pleased with the work that is happening.

On June 11th, three members of the HPC, Cyndi, and Rochelle met with Mike Imlah to discuss his work in Brookside. Although this was technically a quorum, no decisions were made. The meeting was of an informational nature for Mr. Imlah.

Other Business

National Alliance of Preservation Commissions 2020 Forum in Tacoma, WA. Members of the Committee have the opportunity to attend, Rochelle will be attending.

OR Cemetery grant – we were not awarded the grant. There were other higher priority projects that were funded.

Adjournment

Kelly Haverkate made a motion to adjourn, seconded by Kim Courtin. The motion passed unanimously at 7:24 p.m.

Respectfully submitted,

Cyndi Park
Librarian



Historic Property Request for Change Application

416 Ferry St - PO Box 339
 Dayton OR 97114
 Ph # (503) 864-2221
 Fax # (503) 864-2956
www.ci.dayton.or.us
cityofdayton@ci.dayton.or.us

For City of Dayton Use:

Date Application Received: <u>7/26/19</u>	Received By: <u>CP</u>	File Number: <u>HIST 19-01</u>
Public Hearing Date: <u>7/31/19</u>	Fee Amount: <u>\$100.00</u>	Deposit Amount:
Application Completed Date: <u>7/26/19</u>	Application Approval Date:	

TYPE OF ACTION REQUESTED:

Demolition
 Repairs/Restorations
 Other _____
 Addition of Designation
 Removal of Designation
 New Construction
 Alteration
 Relocation

Site Address: 402 MAIN ST DAYTON OR. 97114

Name of Applicant: RUBEN CRUZ

Mailing Address: P.O. BOX 242 City: DAYTON ST: OR. Zip: 97114

Telephone Number: _____ Cell Number: (503) 474-8566

Email Address: RUBEN56256 @ AOL.COM

Applicant Signanture: [Signature] Date: 7-25-2019

Property Owner (If different from Applicant): _____

Address: _____ City: _____ ST: _____ Zip: _____

Consultants (please list all that apply)

Planning
 Engineering
 Surveyor
 Other

Name: _____ Physical Address: _____

Firm: _____ City: _____ ST _____ Zip _____

Mailing Address: _____ Telephone #: _____

City: _____ ST: _____ Zip: _____ Cell Phone #: _____

Email Address: _____

Planning
 Engineering
 Surveyor
 Other

Name: _____ Physical Address: _____

Firm: _____ City: _____ ST _____ Zip _____

Mailing Address: _____ Telephone #: _____

City: _____ ST: _____ Zip: _____ Cell Phone #: _____

Email Address: _____

For Office Use

Fee: <u>\$ 100.00</u>	Deposit:	Amount Paid: <u>\$ 100.00</u>	Date Paid: <u>7/26/19</u>	Receipt # <u>13236</u>
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Approved by:	<input type="checkbox"/> City Manager	<input type="checkbox"/> City Planner	<input type="checkbox"/> Public Works Director	<input type="checkbox"/> City Engineer
	<input type="checkbox"/> City Council	<input type="checkbox"/> Historic Preservation Committee	<input type="checkbox"/> Fire Marshall	

Applicant Notification Date: _____ Comments: _____

Additional Services Amount Billed: _____ Paid: _____ Planner

Engineer
 Staff Time
 Other

Who will verify that the alteration or new construction (if approved) has been completed according to the City's requirements?

Name: _____ Title: _____ Relationship to Project: _____

Name: _____ Title: _____ Relationship to Project: _____

Name: _____ Title: _____ Relationship to Project: _____

Provide a written description/explanation of the proposed exterior alteration or new construction: _____

SHADE IT IS BEEN COVERED FOR HAVE A POOL TABLE ON AND FOOTSTABLE, THAT WAY ON WINTER WE DON'T FREEZE OUT THERE

Provide a Site Plan indicating the location or proposed location of structures on the subject property: _____

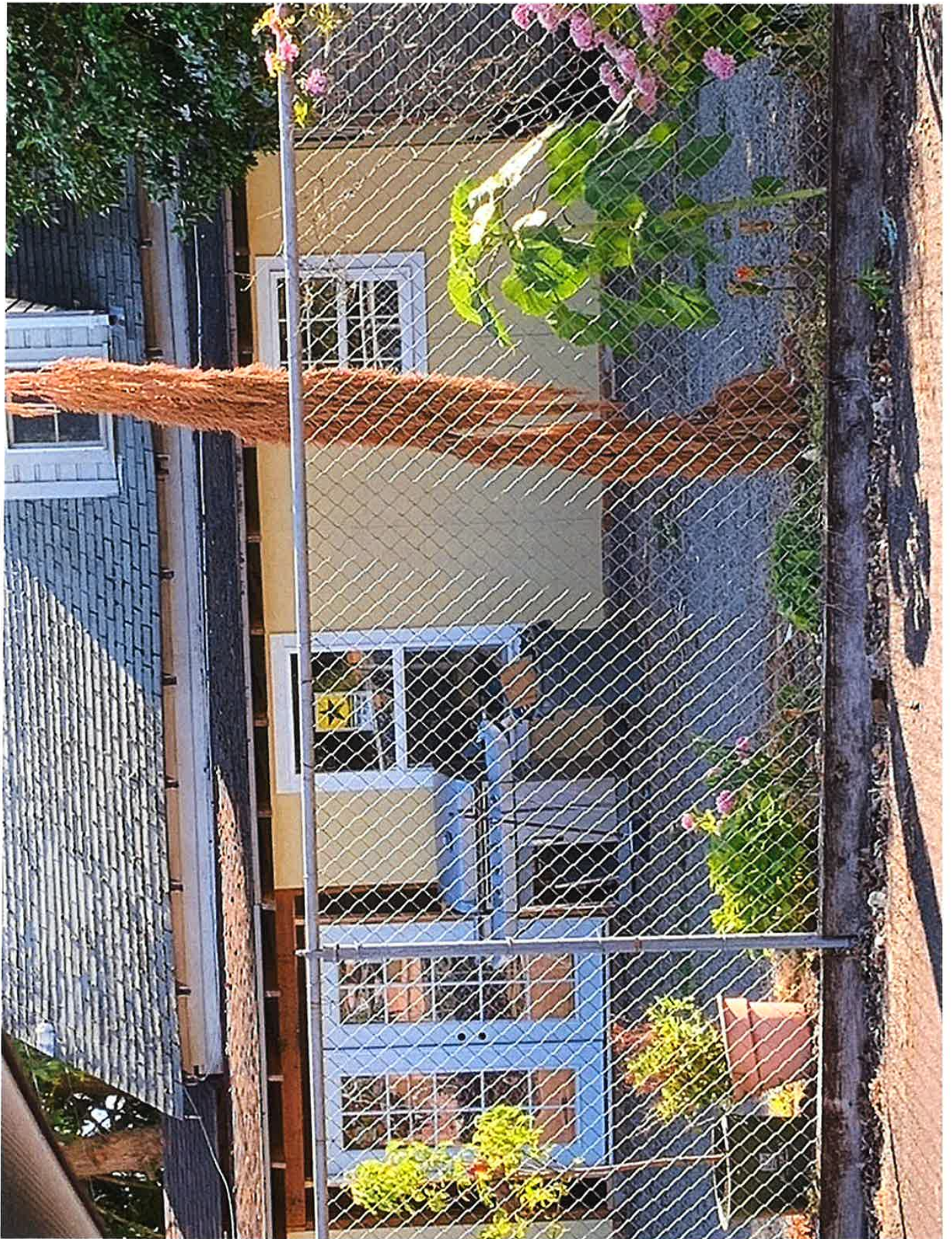
Provide photographs, other pictorial/schematics, sample materials/colors (if available) to represent the proposed changes or additions for a new or to a remodeled structure: _____

Provide a written explanation of the intended alteration in comparison with the City's 1993 Advisory Guidelines and the US Secretary of Interior Guidelines. (Review US guidelines on-line at: www.nps.gov/history/hps/tps/standguide/index.htm)

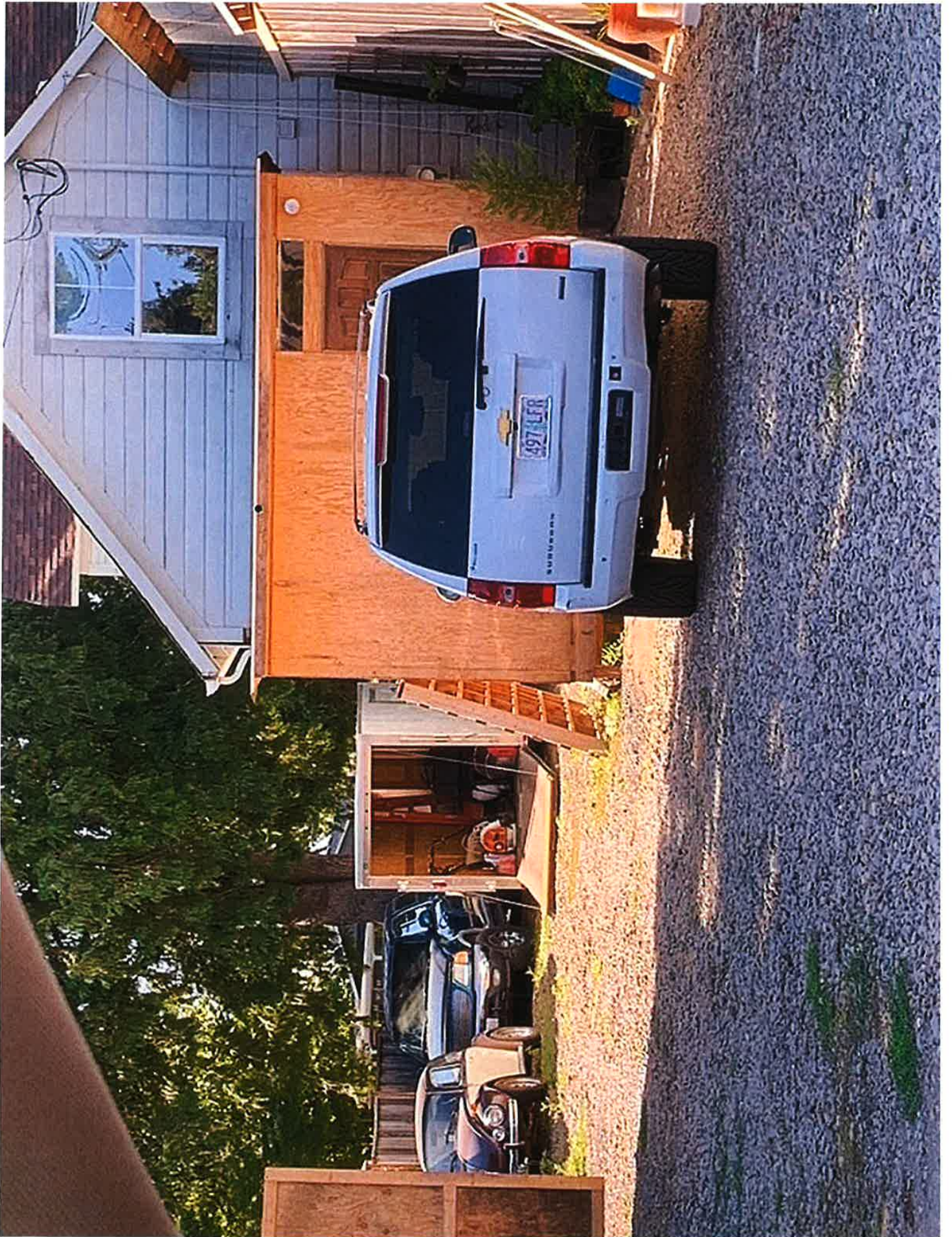
Provide any other information necessary to address the approval criteria: _____













7.2.112.07 - Exterior Alteration and New Construction

- A. **Scope.** No person shall alter a landmark or any significant resource in an historic district nor shall any new building or structure be constructed in an historic district or on a landmark site unless approval is first obtained under this section. In addition, no major improvements shall be made on a landmark site or in an historic district unless approved by the Planning Commission.
- B. **Application Process.** Application for alteration of a landmark or new construction in an historic district or on a landmark site shall be filed on a form provided by the City. The following shall be required in an application:
1. The applicant's name and address;
 2. The owner's name and address, if different from the applicant;
 3. Name of the person(s), title, or relationship to the project who will verify that the alteration or new construction (if approved) has been completed according to the City's requirements;
 4. A written description/explanation of the proposed exterior alteration or new construction;
 5. A site plan indicating the location or proposed location of structures on the subject property;
 6. Photographs, other pictorial/schematics, sample materials/colors (if available) to represent the proposed changes or additions for a new or to a remodeled structure;
 7. Written explanation of the intended alteration in comparison with the City's 1993 Advisory Guidelines and the US Secretary of Interior Guidelines. (An on-line copy of the latter document is available for review at the following site: www.nps.gov/history/hps/tps/standguide/index.htm);
 8. Any other information deemed necessary by the City Manager to address approval criteria.
- C. **Historic Preservation Committee (HPC).** After the application is deemed complete the City Manager request a review by the Historic Preservation Committee. The review is conducted at their regularly scheduled meetings or by arranging a special meeting. The HPC may provide to the City a written response in regards to their review of the application using the approval criteria as a guideline for their recommendation(s). The Committee serves in an advisory capacity.
- D. **Approval Requirements.** The City Manager may approve the alteration request if determined a minor alteration based upon:
1. No change in the appearance or material of the resource as it exists and/or includes building maintenance; or
 2. The proposed alteration duplicates or restores the affected exterior features and materials as determined from historic photographs, original building plans, or other evidence of original features or materials with the provision that the City Manager may refer the interpretation to the Planning Commission; or
 3. The alteration work is on a side or sides of a building not visible from public rights-of-ways.
- E. **Planning Commission Action.** If a request for alteration does not meet the provisions of subsection (D) of this section, the City Manager shall forward the application and the comments from the Historic Preservation Committee to the Planning Commission. The Commission, after notice and public hearing held in accordance with provision in Section 7.3.2 (Procedures) of this Code, shall approve or disapprove issuance of the requested permit. The Commission may attach conditions to the approval which must be adhered to for the approval to remain valid.
- F. **Decision Criteria.** The Commission shall consider the following standards, comments, and criteria in determining whether to approve an alteration request:
1. Use of the property is historically similar or new use requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
 2. Historic character of a property is retained and preserved. The relocation of distinctive materials or alterations of features, spaces, and spatial relationships that characterize a property shall be avoided.
 3. Use of property recognizes physical record of its time, place, and use. Changes that create a false sense of historic development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.
 4. Changes acquiring historic significance in their own right are retained and preserved.
 5. Alterations preserve distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the property.
 6. Historic features are repaired versus replaced. Where the severity of determined requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
 7. Use of chemical and physical treatments, if appropriate, are undertaken by the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
 8. Alterations, including new additions, exterior alterations, or related new construction, do not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale, and proportions, and massing to protect the integrity of the property and environment.
 9. New additions and adjacent or related new construction is undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment are unimpaired.
 10. The Planning Commission considers design guidelines recommended by the Planning Commission or Historic Preservation Committee, such as applicable sections of the City's 1993 Advisory Guidelines or the U.S. Secretary of Interior's Standards: (www.nps.gov/history/hps/tps/standguide/index.htm).
 11. The Planning Commission considers comments submitted by the Historic Preservation Committee.
- G. **Repair and Maintenance Provisions.** No provision of this Code shall be construed to prevent the ordinary maintenance or repair of a Designated Landmark such as any exterior architectural feature which does not involve a change in design, material or appearance of such feature. The City Manager determines if the proposed activity is required for the public safety due to an unsafe or dangerous condition.
- H. **Building Code Leniency.** Property owners may request that the City Building Official or his/her designee grant leniency for non-conforming alterations, repairs, additions, and changes of occupancy for existing designated landmark structures in accordance with Section 3403.5 (or its most current replacement/update) of the Uniform Building Code/Oregon Structural Specialty Code. The City Manager and/or his/her designee shall have the final authority to grant such variances. In accordance with the statute, the Building Official or his/her designee may seek guidance from the Oregon State Historic Preservation Office in the application of this provision.