

Dayton Historic Preservation Committee  
Minutes of Meeting of May 16, 2018

---

Members present: Judy Gerrard, Wayne Herring, Kelly Haverkate, Kim Courtin,  
Dave Hargett  
Staff: Rochelle Roaden

The meeting was opened by Chair Judy Gerrard at 6:31 pm.

**Approval of Minutes of Meeting of March 21, 2018**

Kelly Haverkate made a motion to approve the minutes as presented, which was seconded by Wayne Herring. The motion passed unanimously, 5-0.

**CLG Update**

Judy presented a CLG grant update. She had received an update from SeaReach, which included some images. The committee numbered the images and agreed to make some suggestions for their captions.

High resolution images were needed to replace some thumbnails, Kim agreed to go back to the cemetery to take the pictures and submit them.

There was general discussion about the sign, and the ability of SeaReach to work within the August deadline. They have set August 26<sup>th</sup> for installation. The September Clean-Up was discussed briefly.

Judy mentioned that there were additional grant funds remaining, and the committee is looking into the possibility of funding an architectural assessment of the gas station using those funds. The committee and the city will have a memo of understanding – the city will not be managing this process. There was general discussion about possible future uses of the gas station. All CLG projects must be completed by August 31.

A message from Kuri was received, referencing a check-in that the SHPO conducts every four years. The visit will be about two hours. Preference would be to loop Zoe in on this check-in which must be completed by September 30. Rochelle suggested having the check-in after the completion of Brookside, the committee agreed that it would be beneficial to have Kuri view the completed project. Rochelle will check to see when Kuri is available.

There was a brief general discussion about issues to discuss with Kuri in reference to the limitations of the CLG grant.

### **Other Business**

Rochelle made a brief presentation about public meeting rules, what qualifies as a quorum over email and what a serial meeting is.

Judy asked for updates on the Accessory Dwelling Units (ADU) meeting. There will be a larger meeting about the issue on June 4<sup>th</sup>. The state has mandated that cities must allow ADUs due to the housing crisis, the city code must be reviewed/updated as a result. This will be a joint effort of the planning commission and the council.

Rochelle let the committee know that Lafayette will soon be using McMinnville water. General discussion about water and restrictions commenced.

Judy reminded everyone to please submit their caption ideas by Saturday at the latest. Information will be submitted to SeaReach on Monday.

### **Adjournment**

Kelly Haverkate made a motion to adjourn, seconded by Kim Courtin. The motion was passed unanimously, 5-0 at 6:55 pm.

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:	Received By:	<b>File Number:</b> <u>Hist18-02</u>
Public Hearing Date:	Fee Amount:	Deposit Amount:
Application Completed Date:	Application Approval Date:	

**TYPE OF ACTION REQUESTED:**

Demolition       Repairs       New Construction  
 Addition of Designation       Removal of Designation       Alteration       Relocation

Site Address: 801 Ferry Street, Dayton, OR 97114

Name of Applicant: City of Dayton - Zoe Monahan

Mailing Address: PO Box 339 City: Dayton ST: OR Zip: 97114

Telephone Number: 503 864 2221 Cell Number: 503 864 7545

Email Address: zmonahan@ci.dayton.or.us

Applicant Signature: Zoe Monahan Date: 6/12/18

Property Owner (If different from Applicant): Dayton School District

Address: 780 Ferry Street - PO Box 219 City: Dayton ST: OR Zip: 97114

**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:	Deposit:	Amount Paid:	Date Paid:	Receipt #
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:	<input type="checkbox"/> Planner		
<input type="checkbox"/> Engineer	<input type="checkbox"/> Staff Time	<input type="checkbox"/> Other		

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

Name: Steve Jasmiller Title: Public Works Dir. Relationship to Project: Project Staff

Name: Zol Monahan Title: City Manager Relationship to Project: applicant / Project Staff

Name: Title: Relationship to Project:

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

please see attached letter

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

please see attached attachment.

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:

please see attachment

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)

The change will not impact a historical building but which requires review because it is on the same site.

Provide any other information necessary to address the approval criteria:

please see attached information



# City of Dayton

Post Office Box 339  
416 Ferry Street  
Dayton, Oregon 97114-0339  
Phone: (503) 864-2221  
Fax: (503) 864-2956  
cityofdayton@ci.dayton.or.us  
[www.ci.dayton.or.us](http://www.ci.dayton.or.us)

**Date:** June 13, 2018  
**To:** Lisa Brosnan, City Planner  
**From:** Zoe Monahan, City Manager  
**RE:** Approval to place a small control building and generator at 801 Ferry Street

## **Background and Request**

The City of Dayton needs to make improvements to the 9<sup>th</sup> Street Lift Station in order to make it more accessible for repair and ensure its longevity. The 9<sup>th</sup> Street Lift Station, located on Ferry Street near the intersection on Ferry Street and 9<sup>th</sup> Street is in need of new controls for the existing pump. The controls are currently in a wet well. The pump station serves most of the homes on the western side of the city.

The City had originally planned to place the new control building in ODOT right of way, near the lift station, but learned that this is very unlikely since ODOT doesn't like to have structures in the right of way. Staff has worked with the Dayton School Board to receive their permission for an access and utility easement to place the control building and generator at the high school and middle school property (801 Ferry Street).

The control building and generator (will be placed at 801 Ferry Street between the sidewalk and the middle school building). The City already owns the generator which was purchased in 2017. This structure does not require building permits due to the size but may require Historical Preservation and Planning Commission approval because the High School, which is also on this property, is a historic building.

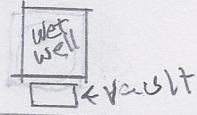
### Additional project details:

- The Flygt Fiberglass Buildings (pre-fabricated) are insulated, foam-core, molded fiberglass structures
- Standard exterior width of 6 feet and 8 feet (48 square feet) and standard wall height dimension of 8 feet.
- Buildings include a 3/12 pitched roof (14 degree) with total height of 9.5 feet.
- Generator will need 3 feet setback on each side of it.
- The area of approximately 26 ft. x 16 ft. will be enclosed with a chain-link fence around the structure for security.

City staff including Steve Sagmiller, Public Works Director and Zoe Monahan, City Manager are both project staff. They will verify that the project is completed per city requirements.

Please see the attached site plan, vicinity map, and pictures for additional information.

Ferry St



Sidewalk

11 ft

School Building

12 ft

3 ft

26 ft

Sidewalk

9<sup>th</sup> St



10 ft

Sidewalk

NOT TO SCALE



Ferry St

155

Ferry St

9th St

155

9th St

Beleza Salon

Center Market Dayton

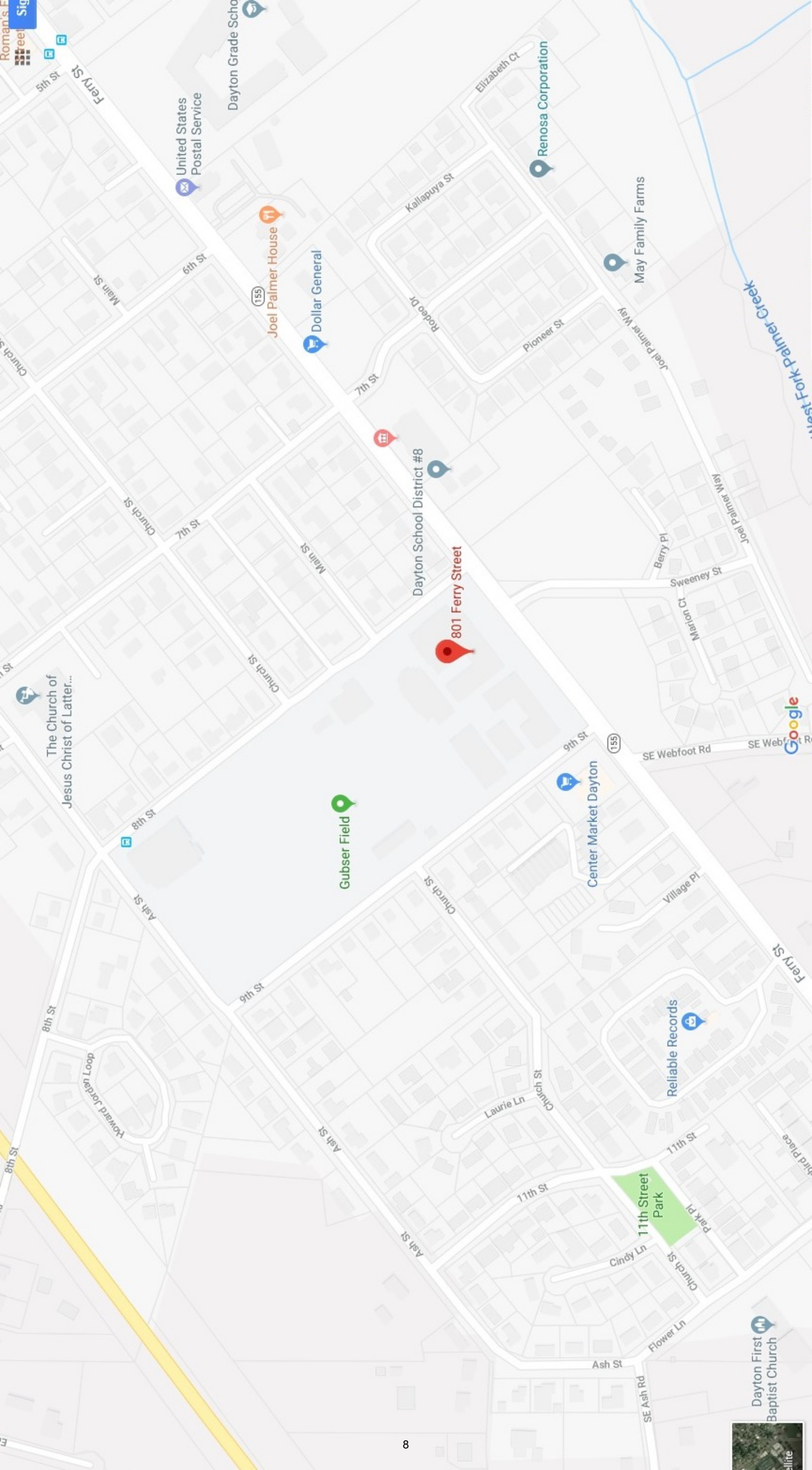
Village Pl

Village Pl

Ferry St

Village Pl





801 Ferry Street

Gubser Field

Center Market Dayton

Reliable Records

Dayton School District #8

Joel Palmer House

Dollar General

United States Postal Service

Renosa Corporation

May Family Farms

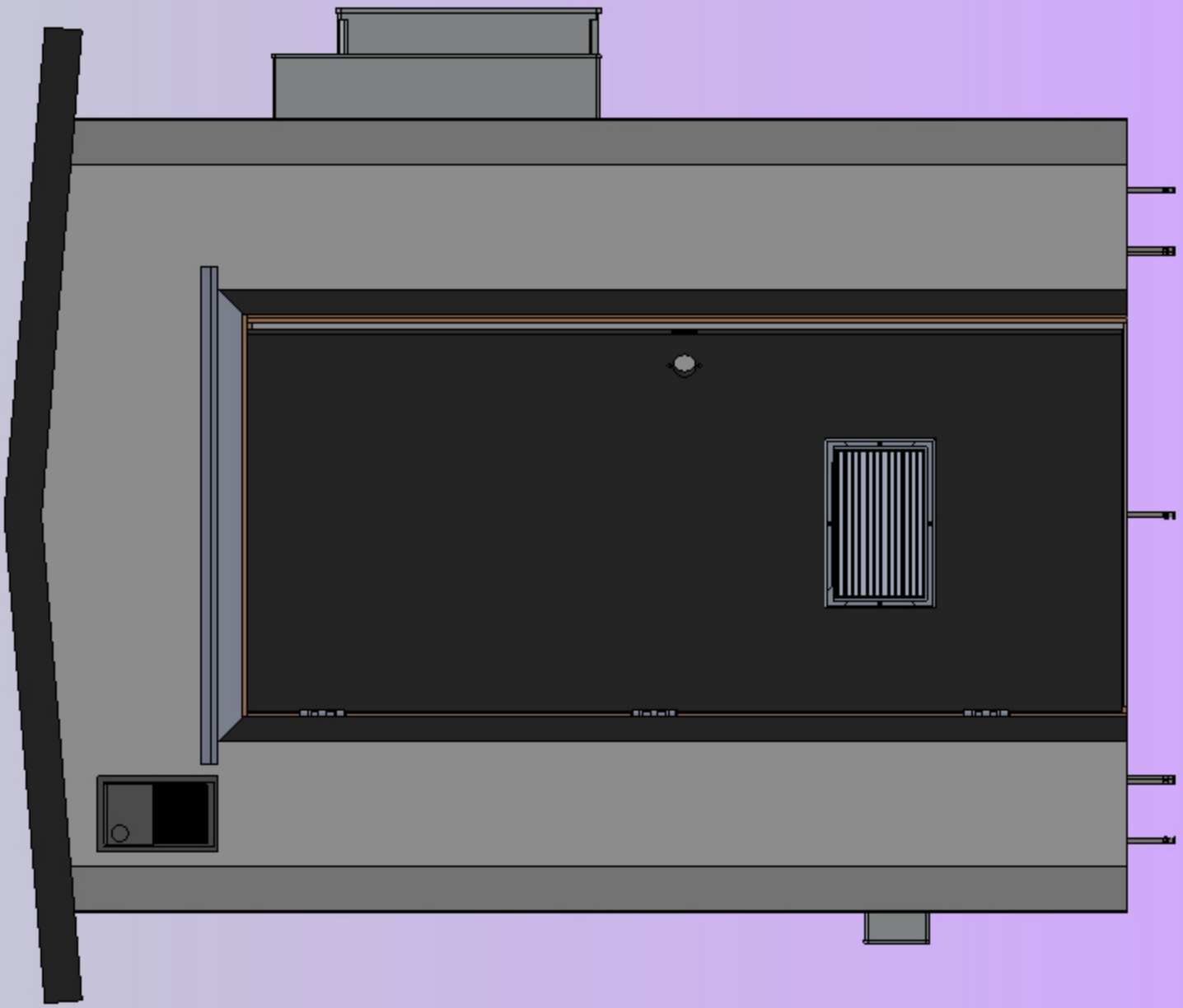
The Church of Jesus Christ of Latter-day Saints

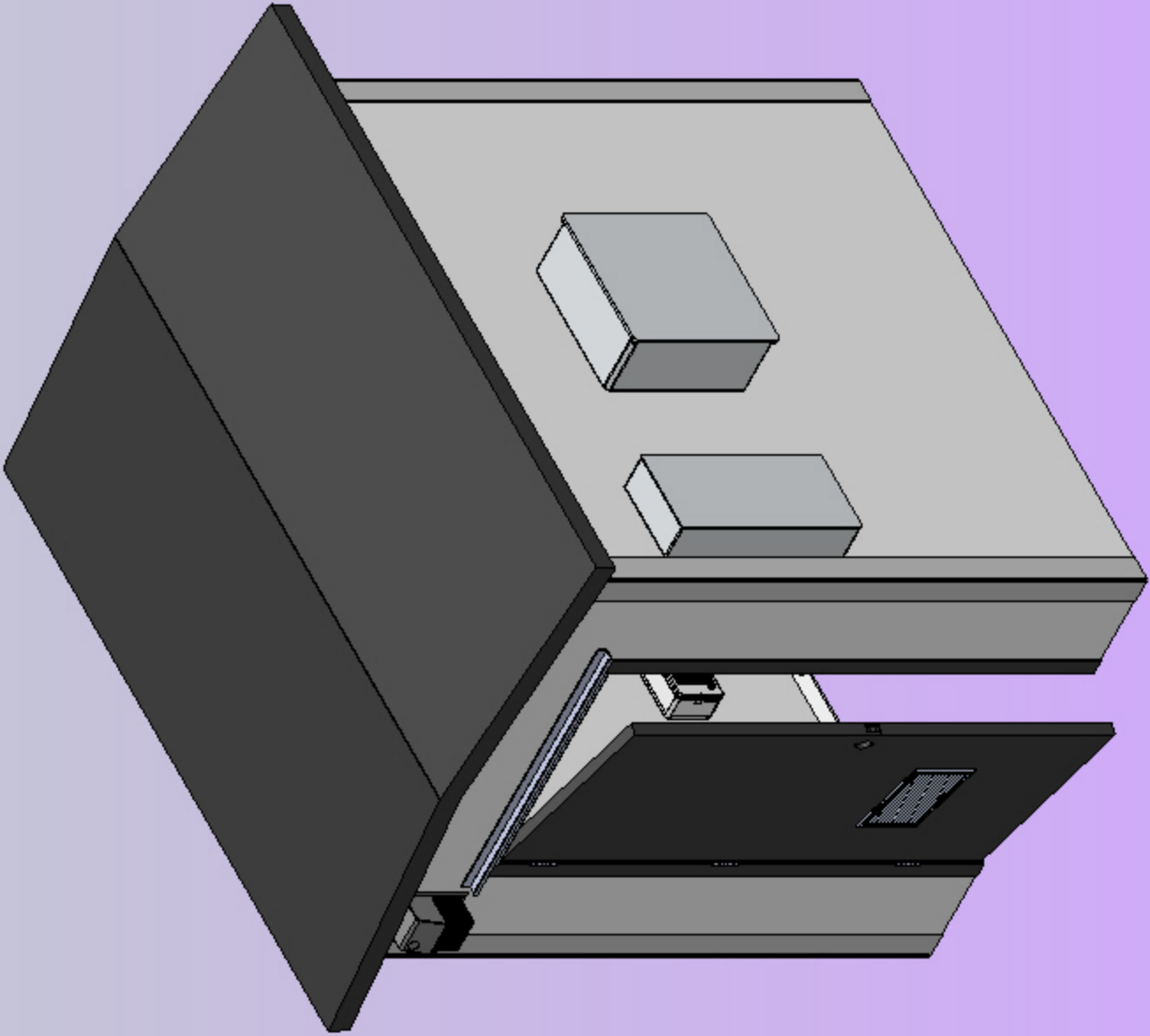
Dayton First Baptist Church

11th Street Park











# DAYTON HISTORIC RESOURCE INVENTORY

ASSESSOR MAP NUMBER: 4-3-17 CD TAX LOT NUMBER: 2900  
PLAT NAME: Lippincott's Second Addition LOT: 1,5,6,7,8,9,10,11 BLOCK: 8  
12, and part of 2  
PROPERTY ADDRESS: 801 Ferry Street  
CURRENT OWNER: Dayton High School  
801 Ferry Street, Dayton, OR  
ORIGINAL OWNER: Dayton High School Contributing: 1 School  
ARCHITECT/BUILDER: C.N. Freeman and Co./H.G. Setergreen Noncontributing: 2 Outbuild-  
ings  
STYLE OF ARCHITECTURE: Art Deco YEAR BUILT: 1935-37  
HISTORIC NAME: Dayton High School HISTORIC USE: School  
CURRENT NAME: Dayton High School CURRENT USE: School  
CONDITION: Good ALTERATIONS: Moderate  
PHOTOGRAPH ROLL-FRAME: 2-27A INTERVIEWEE: \_\_\_\_\_  
RESOURCE NUMBER: 48 RECORDER: Demuth DATE: 10-29-84

## SITE DESCRIPTION:

THEME: Architecture

Dayton High School faces southeast onto Ferry Street in a residential neighborhood, seven blocks from the city center. A playing field is to the south, across the street.

## ARCHITECTURAL DESCRIPTION:

Dayton High School is a long, one story building which is rectangular in plan. A separate wing houses the stage and gymnasium. It has a concrete foundation and is faced with red brick in a header bond. A gable roof covering the building is partially hidden by the stepped brick parapet on the south facade. The parapet has rowlock and soldier coursing along the cornice. Windows throughout the building are one over one double hung sash; some of the original wooden window sash has been replaced with metal sash. The double entry door on the south facade has three lights and a multi-paned transom. Additions to the building are to the north and west.

### HISTORICAL DESCRIPTION:

Dayton High School is significant as one of two examples of Art Deco style architecture in the City of Dayton. The building was designed by C.N. Freeman and Company of Portland; construction started in 1935 under the direction of H.G. Setergreen, a building contractor. Built during the Depression, it was constructed as a Public Works Administration Project; the federal government paid \$20,000 toward the \$52,000 cost of the building.

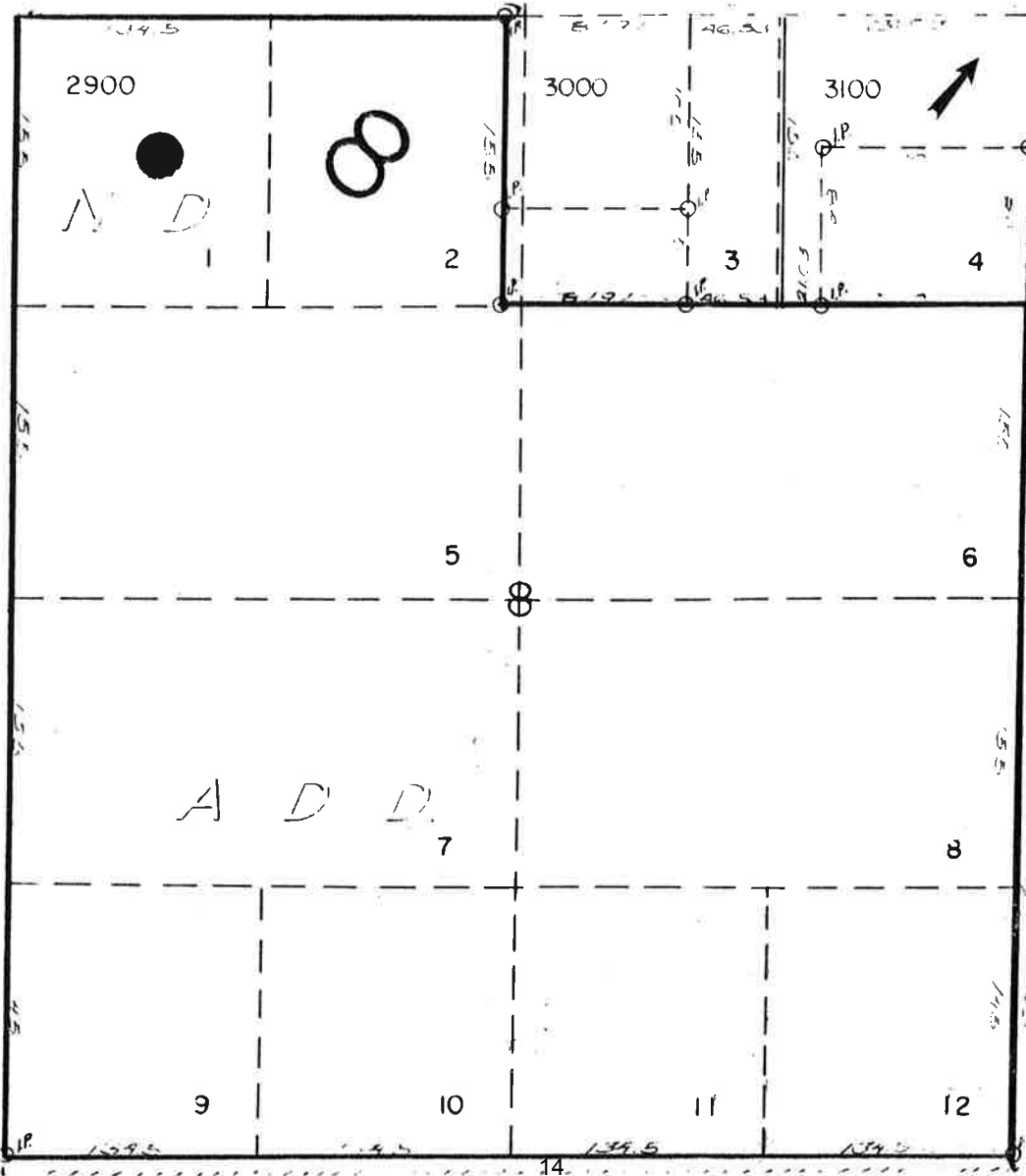
Up until 1937, all Dayton students attended classes in the old school, located between Third and Fourth, Church and Oak streets. It was felt that the crowded classrooms there discouraged students from attending high school. In 1931, the voters passed a measure to organize the Union High School District #4. In the fall of 1937 when the high school opened, 103 students enrolled.

### SIGNIFICANCE:

Dayton High School, constructed with PWA funding, is a well-maintained example of the Art Deco style of architecture, often used during this decade for government buildings.

### SOURCES:

- .Dayton Centennial, 1880-1980, Edit. June Bienz, 1980, pp.25,26.
- .Fowler, Marcena, History of Dayton High School, material compiled for Senior Thesis, May, 1953.



- N. Dangerous Building. This Code shall not be construed to make it unlawful for any person, without prior approval of the Commission, to comply with an order by the City Council to remove or demolish any landmark determined by the Council to be dangerous to life, health, or property.

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 public 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 is an historic district or on a landmark site shall be filed on a form provided by the City.

The following information 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](http://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 requests 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-way.
- 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 provisions 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 deterioration 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. Alteration, 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](http://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.

#### 7.2.112.08 Notice and Public Hearing

A. **Application Process.** The hearing shall be conducted by the Planning Commission as a Type II hearing and subject to the notice, procedural and appeal provisions in Section 7.3.2 (Procedures).

#### 7.2.112.09 Affirmative Maintenance.

Structures and sites designated by the City to be of historic significance shall be maintained. See 7.2.112.03, Definitions—Affirmative Maintenance and Deterioration, Prohibited.

Properties deemed deficient in maintenance are subject to the violation provisions and other applicable ordinances of the City. (See Section 7.1.102.06 of the Development Regulations and the Municipal Code, Section 4.5.)

#### 7.2.112.10 Enforcement of State Preservation Laws

The City of Dayton City Council and Planning Commission shall support the enforcement of all State laws relating to historic preservation. These include but are not limited to ORS 197.772 (Consent for designation for historic property), ORS 358.653 (Conservation Programs, Leases), and ORS 358.475 through 358.541 (Special Assessment).



**RESOLUTION No. 17/18-23  
CITY OF DAYTON, OREGON**

*Title: A Resolution Authorizing the Mayor to Enter into a Memorandum of Understanding with the Dayton Community Development Association for the use of Certified Local Government funds.*

**WHEREAS**, the City and DCDA desire to continue to work toward the economic vitality of the community; and

**WHEREAS**, The City of Dayton became a Certified Local Government (CLG) in 2011 and became eligible for historical preservation funding; and

**WHEREAS**, the CLG funds will assist the City and DCDA to evaluate the best economic use of a historic property in the downtown area; and

**WHEREAS**, the City and DCDA desire to establish a relationship in order for the DCDA to contract with a historic architect for the property assessment in the downtown area; and

**WHEREAS**, the City desires to enter into an MOU with DCDA to establish the above objectives. .

**The City of Dayton resolves as follows:**

**Section 1.** The City Council authorizes the City Manager to enter into a Memorandum of Understanding with DCDA in substantially the same form as the attached Exhibit A.

**Section 2.** This resolution is effective upon approval by the City Council.

**ADOPTED** this 18<sup>th</sup> day of June **2018**.

**In Favor:**

**Opposed:**

**Absent:**

**Abstained:**

\_\_\_\_\_  
Elizabeth Wytoski, Mayor

\_\_\_\_\_  
Date of Signing

**ATTESTED BY:**

\_\_\_\_\_  
Rochelle Roaden  
City Recorder

\_\_\_\_\_  
Date of Enactment