

**AGENDA
DAYTON HISTORIC PRESERVATION COMMITTEE**

DATE: WEDNESDAY, AUGUST 15, 2018
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.	APPROVAL OF THE ORDER OF THE AGENDA	
C.	APPEARANCE OF INTERESTED CITIZENS	

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

D.	APPROVAL OF MINUTES OF MEETING OF JULY 18, 2018	1-2
E.	CLG UPDATE	
F.	CERTIFIED LOCAL GOVERNMENT REVIEW	3-5
H.	OTHER BUSINESS	
I.	ADJOURN	

Posted: 08/08/18
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 DATES
Wednesday, September 19, 2018
City Hall Annex, 408 Ferry St, Dayton

Dayton Historic Preservation Committee
Minutes of Meeting of July 18, 2018

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

Members absent:

Staff: Cyndi Park

The meeting was opened by Chair Judy Gerrard at 6:32 pm.

Appearance of Interested Citizens

Chair Judy Gerrard recognized citizen J.T. Smith. Mr. Smith is remodeling the building currently known as Romans, and will re-open it under the name The By-Pass Bar and Grill. Mr. Smith discussed his plans for the site, including refreshing the space with paint, branding and an overhauled menu. He explained that it is his intention to have this space become a vibrant part of the downtown community, and to be a place where Dayton residents and tourists chose to patronize. He continued speaking about his vision, and was briefly questioned by some of the committee members to clarify his intentions with signage, the windows, outdoor seating and awnings. The committee agreed that while this was an informal setting and not a hearing, it sounded like he was on the right track and that he understood the importance of maintaining the historic features of the building.

Approval of Minutes of Meeting of May 16, 2018

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

Upcoming Oregon Commission on Historic Cemeteries Meeting and Workshop

Kim Courtin spoke about the upcoming workshop. The logistics for the event have been scheduled. There will be four kinds of repairs demonstrated including leveling and epoxy. Cleanup of the brush pile and low-hanging branches continues, should be completed by the workshop. The event is free to the public, there are plenty of headstones that need to be cleaned and supplies will be available at the site.

Perhaps a ribbon-cutting event should be scheduled in September?

CLG Update

SeaReach has finished the sign, and it will be installed in the afternoon on July 24th. It will go in the same place as the existing sign. Kim Courtin will take possession of the current sign.

Dave Pinyerd, who is doing the preservation plan, will be attending the workshop. His report is due by August 31st and should be shared widely when we receive a final draft.

CLG Review

Committee members reviewed information supplied by Kuri about the upcoming review. Chair Judy Gerrard requested that city officials be present during the review. Kuri and her staff will be invited to perform the review during the regularly scheduled HPC meeting.

Other Business

Some committee members did not receive their mailed copies of the agenda and packets. Addresses were updated.

General discussion about the objects being uncovered as the new sewer lines are being dug commenced.

Adjournment

Kim Courtin made a motion to adjourn, seconded by Dave Hargett. The motion was passed unanimously at 7:25 pm.

Respectfully submitted,

Cyndi Park
Librarian

CLG Program Review

The primary purpose of this review is to ensure that the local government continues to meet the basic requirements to be a Certified Local Government.

CLG: _____

Contact Person: _____

1. Historic Preservation Commission

- Is the commission fully constituted (no vacancies), and have copies of current members' resumes been forwarded to the SHPO?
- Are reasonable efforts made to appoint at least a few historic preservation "professionals"?
- Approximately how many times per year does the commission meet?
- Are written minutes kept and available to the public?
- Are proper public notices given for commission meetings?

Comments:

2. Protection of Historic Properties

- Does the historic preservation ordinance still contain appropriate protections for designated historic properties?
- Are the historic design review decisions made by the staff and/or commission appropriate and in keeping with accepted historic preservation standards?
- Are commission members and staff provided training in how to apply historic preservation standards?
- Are local historic preservation decisions consistent with decisions made through either the state or federal historic preservation process?

Comments:

3. Maintain Appropriate Historic Property Records

- Is there an organized filing system for properties that have been surveyed or listed in historic site registers?
- Are these records available to the public?
- Are survey and inventory records consistent with SHPO standards and provided to the SHPO for integration into the master statewide system?

Comments:

4. Participation in the National Register Nomination Process

- Has the CLG provided SHPO written comments on National Register nominations?
- Have nominations submitted by the CLG been approved by the State Advisory Committee on Historic Preservation and the National Park Service?

Comments:

5. Public Education and Awareness

- Does the CLG sponsor or support events and activities that promote awareness, understanding, and appreciation for historic properties within the community?
 - Examples:

Comments:

6. Grant Management

- Has the CLG used its grant funds appropriately and completely?
- Has grant paperwork been submitted to the SHPO in a timely and organized fashion?
- Are grant records in good order and maintained for the appropriate 5-year (?) retention period?

Comments:

Overall evaluation

Meets Requirements

Does Not Meet Requirements

Comments:

SHPO Evaluator: _____
(print name)

(signature)

Date: _____