

To: Historic Landmarks Board

From: James Reitz (AICP) Senior Planner
jreitz@forestgrove-or.gov (503) 992-3233



Re: May 23 Agenda

Date: May 16, 2017

Memorandum

ACTION ITEMS -

A. Preservation Grants - For FY 2016-17, the City Council awarded the Board \$5,950. Five \$1,000 grants have been awarded, leaving **\$950** uncommitted. One new application has been filed, to install a basement drainage system; the application materials are attached.

<u>Building</u>	<u>Address</u>	<u>Grant \$</u>	<u>Project</u>	<u>Status</u>	<u>Notes</u>
Broderson House	2202 "A" St	\$1,000	Front Door	Approved	CEP 16-17
Wilcox-Williams House	2036 16 th Av	\$1,000	Gutters	Approved	CEP 16-17
Rasmussen-Price House	1653 Birch St	\$1,000	Seismic	Completed	CEP 16-17
I. J. Hoar House	1623 Ash St	\$1,000	Painting	Approved	CEP 16-17
Oscar Brown House	2325 "A" St	\$1,000	Roofing	Approved	CEP 16-17
Wilson House	1305 Birch St	\$ 950	Waterproof	Requested	CEP 16-17

B. Media Outreach – Kelsey will update us on the calendar.

C. National Geographic Geo-Tourism Program – MJ will update us on what she has learned about this program as well as the Travel Oregon program.

INFORMATION ITEMS –

Resignation – Kaylene has officially resigned; the Council will soon declare the seat open.

CEP Grant Application – The allocations will be finalized at the May 22nd City Council meeting.

CLG Grant – The contract with SHPO has been signed. I'm in the process of getting HPNW under contract. The project itself won't begin until July 1 with the start of the new fiscal year.

Historic Landmark Designation Request @ 1205 Cedar Street – Holly has signed your official recommendation. The City Council public hearing has been scheduled for July 10, 2017.

Ethics and Public Meetings – I'll be bringing a supplement for your notebooks, about public records, meetings, and ethics. We'll put this on a future agenda for discussion.

2017 – 2018 CALENDAR - UPCOMING AGENDA ITEMS

June 27, 2017

- ☐ Preservation Grant reviews
- ☐ Restore Oregon nominations
- ☐ National Night Out planning (August 1)
- ☐ CLG Grant – Original Town Resurvey

July 25, 2017

- ☐ Preservation Grant reviews
- ☐ National Night Out planning (August 1)

August 22, 2017 (fourth Tuesday)

- ☐ Public Safety Open House planning (October 14)

September 26, 2017

- ☐ Public Safety Open House planning (October 14)

October 24, 2017 (fourth Tuesday)

- ☐ No items scheduled at this time

November 28, 2017

- ☐ No items scheduled at this time

December 19, 2017

- ☐ Prepare annual report and presentation for January boards and commissions reception (not to exceed 5 minutes)
- ☐ Annual website review
- ☐ Develop 2018 work plan
- ☐ Resurvey Open House (date TBD)

January 23, 2018 (fourth Tuesday)

- ☐ Review and adopt 2018 work plan
- ☐ Annual elections

February 27, 2018

- ☐ Appoint subcommittee to prepare CEP application
- ☐ Discuss potential Stewart Award recipient
- ☐ Mock Design Review Hearing

March 27, 2018

- ☐ Review and finalize CEP grant application (due March 30th)
- ☐ Select Stewart Award recipient
- ☐ Preservation Month planning

April 24, 2018

- ☐ Preservation Month planning (continued)

May 22, 2018 (fourth Tuesday)

- ☐ Historic Month Proclamation (May 14 CC meeting)
- ☐ Honor Stewart Award recipient (May 14 CC meeting)

FOREST
GROVE OREGON



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311-17-000021-PLNG

File No. 1304-1.118

HISTORIC PRESERVATION GRANT APPLICATION

Please Print or Type Clearly

DATE: 5/6/17

Applicant Name: Laura Nicholas Mailing Address: 1305 Birch Street FG
Phone Number: 503 357 3889 E-mail Address: Laura.nicholas@frontier.co
Site Address: 1305 Birch Street Historic Name (if known): ~~Kenneth~~ Painter's Woods
Historic Date (if known): 1939 Architectural Style: Cape Cod
Tax Assessor Map and Parcel Number: Unknown

Treatment (check one) (From the Secretary of the Interior's Standards for the Treatment of Historic Properties):

☒ PRESERVATION focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time. (Protection and Stabilization have now been consolidated under this treatment.)

☐ REHABILITATION acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character.

☐ RESTORATION depicts a property at a particular period of time in its history, while removing evidence of other periods.

☐ RECONSTRUCTION re-creates vanished or non-surviving portions of a property for interpretive purposes.

Project Description: Briefly explain the proposed work and materials to be used.

NOTE: SOME ALTERATIONS MAY REQUIRE HISTORIC REVIEW AND/OR BUILDING PERMITS. CONTACT THE CITY PLANNER AT (503) 992-3233 FOR DETAILS.

We are in need of water proofing our basement.
We have anywhere from 2-3 inches of water that
enters the basement during the rainy season

Historicity or Preservation Significance: Describe how the project will enhance the historical nature of, or preserve, renovate, or rebuild the historical aspects of the structure.

Having this done will ensure that the home is
free of water and mold.

Historical Documentation: Indicate any physical evidence such as old paint lines, original moldings, historic photographs, etc. that support your request to alter the exterior.

811.1-4081.01.074

20119-150000-07-118

Photographs: Submit a "before" photo of the project site. An "after" photograph is required upon completion of the project. *Digital photos should be submitted on disk or via an e-mail attachment in high-resolution, JPG format.*

Project Costs: Attach the contractor's bids or a list of detailed estimates for materials. (Example: Paint: 10 gallons @ \$25/each = \$250; Siding (drop lap): 600 feet, 1" x 6" @ \$1/foot = \$600). Eligible labor costs are limited to those performed by a licensed contractor. Therefore, for DIY projects, grant funding only covers up to 50% of the cost of materials or \$1,000, whichever is less. Property owners planning DIY projects must also submit an invoice showing cost of materials in addition to at least two bids from licensed contractors.

Materials and Labor

Cost Estimate

see attached invoices

Total: 10,412.00

Total amount requested: 1000

- All projects are eligible to receive up to a \$1,000 grant or 50% of the project cost, whichever is less.
- Have you applied to other grant sources for this project? Circle one: ☐ Yes ☒ No

If yes, indicate the grant source(s) and amount: _____

Project Scheduling:

Beginning Date: July 5, 2017 Completion Date: July 6, 2017

Since funding is limited, you must contact the City Planner at (503) 992-3233 for a possible extension if you cannot start your project within 90 days or complete it within 180 days of when the grant is awarded. Funds are distributed to the owner (not the contractor) upon, completion, inspection, and approval of the project.

If you are approved for a Historic Preservation Grant, you must contact the City Planner when you actually begin the proposed work and when you finish the project. A member of the Board then inspects the work when the project is completed. Once the project passes inspection, the City Planner sends you the grant amount in the form of a check issued by City of Forest Grove.

I have read all pertinent sections of the Historic District Design Guidelines as per Section V of the City of Forest Grove Design Review Handbook and agree to complete the project as approved within 180 days of the application. I will notify the City Planner at (503) 992-3233 when I begin the project and when the project is completed.

Signature: _____ Date: _____

**Prepared by:**

Joe Smith
C 503-726-9806
jsmith@terrafirmas.com

TerraFirma Foundation Systems
www.TerraFirmas.com
TF 1-866-486-7196
F 541-229-4051
License# OR: 173547 WA: TERRAFR931LH

Prepared on:

3-30-17

Prepared for:

Laura Nicholas
laura.nicholas3@frontier.com
H (503) 357-3889
C (503) 329-6336

Job location:

1305 Birch St
Forest Grove, OR 97116

Project Summary

Keep Whole Basement Dry	\$12,250.00
discounts	\$-1,838.00
Total Investment	\$10,412.00
Total Contract Price	\$10,412.00
Deposit Required - 25%	\$2,603.00
Deposit Paid	\$2,603.00
Amount Due Upon Installation	\$7,809.00

Customer Consent

Any alteration from the above specifications and corresponding price adjustment (if necessary) will be made only at the Customer's request or approval. Completing the work in this Proposal at the time scheduled is contingent upon accidents or delays beyond our control. This Proposal is based primarily on the Customer's description of the problem. This Proposal may be withdrawn if not accepted by the Customer within 45 days. OR: 173547 WA: TERRAFR931LH

Authorized Signature _____**Date** 3-30-17

Acceptance of Contract—I am/we are aware of and agree to the contents of this Proposal, the attached Job Detail sheet(s), and the attached Limited Warranty, (together, the "Contract"). You are authorized to do the work as specified in the Contract. I/we will make the payment set forth in this Contract at the time it is due. I/we will pay your service charge of 1.33% per month (16% per annum) if my/our account is 30 days or more past due, plus your attorney's fees and costs to collect and enforce this Contract. In event account must be referred to a third party for collection, I/we agree to pay all reasonable collection and/or attorney fees, as well as court costs incurred to effect collection.

Customer Signature _____**Date** 3/30/17

Canceling the project after 3 days may result in loss of deposit.

Initial _____

Job Details (Continued)

Specifications

Install WaterGuard sub-floor drainage system as indicated in job drawing. Discharge line / Buried PVC Pipe, exit to lawnscapes, pop-up drain, or drywell; 25' from home. Foreman to discuss with design specialist exact location. Install TripleSafe pump system with twin liner, 1/3 hp cast iron primary AC pump, 1/2 hp cast iron AC back-up pump, and UltraSump battery back-up pumping system with charging/control box with alarm, and 120 amp sealed maintenance free battery. Includes 3 CleanPump stands, airtight lid with airtight floor drain, and WaterWatch alarm system. Install Discharge line, solid PVC pipe buried to Lawnscapes Outlet (or equivalent). Install pop-up outlet (or equivalent) at end of discharge line that is designed to prevent leaves, animals, & debris from clogging the discharge line.

Contractor Will

- 1.) Maintain a safe and clean job site.
- 2.) Remove and replace concrete as necessary in the workplace.
- 3.) Protect surfaces with drop cloth and plastic protection.

Customer Will

- 1.) Provide proper dedicated electrical outlets for all pumps and other electrical devices to be installed. Outlet should be installed during or after project, not before.

Product List

Keep Whole Basement Dry

Waterguard	142 ft
Discharge Line	20 ft
TripleSafe Bundled	1
Flood Proofing	50

discounts

Discounts	1
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John's Waterproofing Company

Since 1974

www.johnswaterproofing.com

(800) 810 - 5883 (503) 233 - 0825

201 Airport Rd,
Silverton, OR 97381
FAX: (503) 873 - 3234
15830

John's Waterproofing Company



For Office Use Only

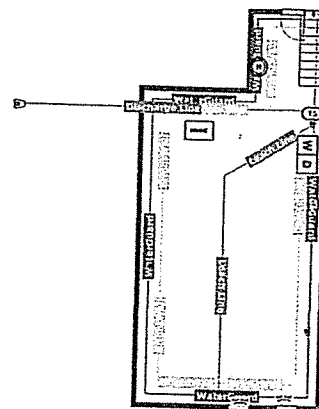
PROPOSAL DATE: 05/01/2017
SUBMITTED TO: Laura Nicholas
ADDRESS: 1305 Birch St Forest Grove Or 97116
JOB LOCATION: 1305 Birch St Forest Grove Or 97116

EMAIL: laura.nicholas3@frontier.com
HOME: 503-329-6336
WORK: -
CELL: -
FAX: -

System Features

WaterGuard	137	Millcreek - Mahogany	
WaterGuard Port	4	Floor Matting	
TrenchDrain		RainChute	
TripleSafe	1	LawnScape Ext.	
SuperSump		RainChute EZ	
UltraSump		Basement Windows	
IceGuard		EverLast Window Insert	
LawnScape Outlet	1	Sunhouse Enclosures	
FloodCheck		WellDuct Window Drain	2
FloodRing	1	RockWell	
ZenWall		SaniDry Upright	
BrightWall	137	SaniDry CX Air System	
ThermalDry Wall System		SaniDry Ducts	
CleanSpace Wall System		DryTrak	
Wall Restoration		FlexiSpan Full Wall	
Basement to Beautiful Panels		Waterguard Finished Walls	
EverLast Wall Panels		Discharge Line	23
Ceiling Prestige		Leach Line	35
Ceiling Linen		Labor	1
Carpet Charcoal		Custom 5	
Tile Beige		Custom 6	
Tile Sandstone		Custom 7	
Carpet Mocha		Custom 8	
Tile Parquet		Custom 9	
Millcreek - Natural Oak			

APPROX. INSTALLATION DATE:
APPROX. COMPLETION DATE:
(weather & materials permitting)



DETAILED DRAWING ATTACHED

We Propose

To finish material & labor - complete in accordance with above specifications, for the sum of

MyBasement Price	\$	14759.00
MyCrawlspace Price	\$	0.00
Total Contract Price	\$	14759.00
Deposit Required 50 %	\$	7379.50
Deposit Paid	\$	0.00
Due Upon Installation	\$	14759.00

Balance due upon completion ☒ _____
A full perimeter and Triple Safe sump system was recommended ☒ _____
If Washington, sales tax applicable in final billing ☒ _____
Customer is aware of warranty ☒ _____

Type of wall: Poured Concrete
Existing wall finish: Plain
Existing floor finish: Concrete
Discharge line length away from house:
Approximate wall sqft.: NaN
Wall height ft.: NaN

I fully understand and accept the transferable warranty provided, which covers only the areas of the basement addressed and does not cover water damage. Partial perimeter systems carry a limited warranty. Sump pumps are covered by a separate manufacturer warranty. Installation of the system does not include painting, finished carpentry, extending discharge lines, electrical work, or replacement of floor tile or carpeting. Contractor cannot be responsible for frozen discharge lines without an IceGuard, condensation, damp spot discoloration, water once pumped from house, window well flooding, or fuel tanks or lines. Customer shall grant contractor a 60 day right to remedy any problem after reported. Homeowner responsible for moving objects away from walls and back again. Some dust should be expected from work. Payments to be made in full upon completion. All material is guaranteed to be as specified. All work to be completed according to the standard practices. Any alteration from above specifications will be executed only upon written orders, and will become an extra charge. All agreements contingent upon accidents or delays beyond our control. Our workers are fully covered by workmen's Compensation Insurance. Homeowner assumes all responsibility for damages due to breakage of any hidden fuel/utility service lines, though we will do our best to avoid such damage. All proposals based primarily on homeowners description of problem. Warranty does not cover water damage. This proposal may be withdrawn by us if not accepted within 60 days.

Seller's Signature: _____ Date: _____

Acceptance of Proposal—The above prices, specifications, conditions and separate warranty are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Buyer's Signature: _____ Date: _____

Buyer's Signature: _____ Date: _____

Oregon Historic Site Record

LOCATION AND PROPERTY NAME

address:	1305 Birch St Forest Grove, Washington County	historic name:	
assoc addresses:		current/other names:	
location descr:		block/lot/tax lot:	3 / 5400
		township/range/section/quarter section:	1S 3W 6 CA

PROPERTY CHARACTERISTICS

resource type:	Building	height (stories):	1.5	total elig resources:	total inelig resources:
elig evaluation:	eligible/contributing			NR Status:	Listed in Historic District
prim constr date:	c.1939	second date:		date indiv listed:	
primary orig use:	Single Dwelling			orig use comments:	
second orig use:				prim style comments:	
primary style:	Colonial Revival			sec style comments:	
secondary style:				siding comments:	
primary siding:	Shingle			architect:	
secondary siding:				builder:	
plan type:					
comments/notes:					

GROUPINGS / ASSOCIATIONS

Survey/Grouping Included In:	Type of Grouping	Date Listed	Date Compiled
Forest Grove Southside ILS 2007	Survey & Inventory Project		2007
Forest Grove Southside Survey	Survey & Inventory Project		2005
Painter's Woods Historic District	Listed Historic District	05/28/2009	2008

SHPO INFORMATION FOR THIS PROPERTY

NR date listed:	N/A
ILS survey date:	06/25/2007
RLS survey date:	03/08/2005
106 Project(s):	None
Special Assess Project(s):	None
Federal Tax Project(s):	None

ARCHITECTURAL / PROPERTY DESCRIPTION

(Includes expanded description of the building/property, setting, significant landscape features, outbuildings and alterations)

The Colonial Revival house at 1305 Birch Street was built circa 1939. In its massing and symmetry it shows the influence of the Colonial Williamsburg revival made popular by the restoration of the Virginia site in the 1930s. The footprint is roughly rectangular, with an attached one-story, two-door garage off the north side. The 1-1/2 story structure has a side-facing gable with decorative eave returns and a frieze board on the front and back elevations. The façade consists of a centered, slightly raised portico with a gabled roof supported by simple square posts. 8/12 wood double-hung windows with faux shutters flank the entry to either side. The gabled dormers directly above these openings have 6/6 wood double-hung windows. The rear (west) of the house is slightly less symmetrical with a sun room projection on the ground floor and a shed dormer above. Exterior cladding materials include raked wood shingles on the exterior walls and asphalt composition shingles on the roof surfaces. A brick chimney is attached to the south elevation. The only alteration appears to be new garage doors. Two 3' diameter Grand Firs can be found in the backyard (west). Alterations: Garage door replaced, 2000s.

HISTORY

(Chronological, descriptive history of the property from its construction through at least the historic period - preferably to the present)

Claude Wagner purchased the property in 1937. He worked in the hardware business, was associated with Forest Grove National Bank and became assistant postmaster in 1926. Mr. Wagner was also a member of the board of directors of the Forest View cemetery from its initial organization until his death in 1953. Dr. Rex Wilson and his wife purchased the property in 1939. Dr. Wilson was a chiropractor who received his training at the Western States College of Chiropractic Physicians in Portland, where he later served on the faculty as an associate professor. In June 1929 Dr. Wilson was married to Mary Eldred Wilson. She passed away, and Dr. Wilson remarried, to Mildred Harrison Howe. Mildred worked in her husband's office as his nurse. Dr. Wilson passed away in 1963 after practicing in Forest Grove for thirty three years, and Mildred retained the property with her daughter, Sandra Croft, until 1996 when she passed away. Sandra Croft was the director of the Forest Grove Senior Center. Mildred was 102 years old when she passed away and the property passed into the hands of her stepdaughter and her husband, Laura and Douglas Nicholas. Chain of Title: Knob Hill Block 3, lots 7&8; 1305 Birch From: To: Date: Notes Felix Verhoeven - MM Williams, 10/17/1913; 98-377; \$500 Martha M. Williams - Claude L. Wagner, 4/5/1937; 162-209 Claude L. & Clara B. Wagner - Rex W. Wilson & Mary Eldred Wilson, 6/2/1938; Deed Book 173-179 Mary Eldred Wilson - Rex W. Wilson, 1/21/1946; Deed Book 253 Mildred Wilson & Sandra W Croft - Mildred H Wilson Tr & Sandra W Croft, 1/27/1992; Mildred H Wilson Tr & Sandra W Croft - Lucy Ellen Suc Tr Paterson & Sandra W Croft, 8/9/1996 Lucy Ellen S Paterson & Sandra Croft - Sandra Wilson Croft, 8/9/1996 Sandra Wilson Croft - Laura L & Douglas A Nicholas, 12/28/1999 unconfirmed sale Laura L & Douglas A Nicholas - Laura L Nicholas, 3/14/2001; Laura L Nicholas - Laura L Nicholas & Patricia L Croft, 8/3/2006

RESEARCH INFORMATION

☒ Title Records ☒ Sanborn Maps ☒ Obituaries ☒ City Directories	Census Records ☒ Biographical Sources Newspapers Building Permits	Property Tax Records SHPO Files State Archives State Library	Local Histories Interviews Historic Photographs
Local Library:	FG Library; Hillsboro Shute Park Library	University Library:	
Historical Society:		Other Repository:	
Bibliography:			

Google Maps 1304 Birch St



Image capture: Jul 2015 © 2017 Google

Forest Grove, Oregon

Street View - Jul 2015



Members Present: Jennifer Brent, George Cushing, Larissa Whalen Garfias, MJ Guidetti-Clapshaw, Kaylene Toews, Kelsey Trostle, Holly Tsur
Staff Present: Jon Holan
Council Liaison: Tom Johnston was excused
Citizens Present: 01 (Melody Haveluck)

1. **Call to Order:** Tsur opened the meeting at 7:15 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

- A. Preservation Month** – Tsur reported that the banner would be put up on Pacific Avenue. Cushing reported that he had contacted the Library staff and that they were expecting the display board. Whalen Garfias discussed her Kit House presentation at the library on May 20th from 2-4 pm in the Rogers Room. She is hoping other Board members can help out and she has reached out to the FHFG as well. Melody Haveluck said she would send out an email blast to the FHFG to help publish the event.

Cushing distributed copies of the special recognition proclamation for Richard Kidd and an article for the News Times. He also passed out copies of the Eric Steward Award for Roman Ozeruga and the related News Times article. Guidetti-Clapshaw offered to edit the drafts and forward them to Tsur for final edits. Tsur would then get them to the City Recorder for inclusion in the Council packet, and to Trostle for forwarding to the News Times. Cushing said he will get to work on articles to give to the FHFG for their newsletter.

- B. National Geographic Geo-Tourism Program** – Guidetti-Clapshaw said that she is still doing research but she reported that this would be a grass-roots effort as the information available was primarily advisory, formatting and training – only then could the finished product be added to their website. She said that it was a great opportunity to promote the Forest Grove area including the Tillamook Forest, wineries, Hagg Lake and other tourist activities.

While discussing the various options to spearhead the effort and bring it to fruition, it was suggested that Neil Poulsen might be willing to assist. Holan mentioned that Jeff King (the City's economic development manager) might be a good option to help coordinate efforts. Also suggested was the use of Pacific University students and professors.

Tsur said that the boards and commissions might be able to provide one volunteer each to a joint committee. It was noted that some boards would be naturals for this, including the Sustainability Commission, Forestry Commission, and CCI.

- C. Media Releases Tutorial** – Tsur covered Toews' "Writing Strong Press Releases" memo and asked all Board members to keep it in their HLB binders because we will all need to eventually write press releases. She also covered how to communicate corrections using Microsoft Word's Track Changes function; and passed out a detailed handout explaining how to create, accept, and reject Track Changes as well as how to enter and delete comments. She recommended that Board members also keep the Track Changes handout in their binders.

4. Old Business/New Business:

- Approval of HLB Meeting Minutes. **The meeting minutes of March 28, 2017 were approved as submitted.**
- Council Liaison Report: No report, as Johnston was excused.
- Staff Update: Holan reported that the City will have a booth at the first Wednesday farmers market. While the first two months were committed to other groups, the Board could have the space after that. Haveluck offered assistance from the FHFG. Holan also suggested that the Board consider making a presentation to the Chamber of Commerce, and added that a downtown district was on the City's agenda to consider in the next few years.
- Cushing reported that Stacy Metzger had again invited the Board to work on her neighborhood outreach program.
- Tsur reported that she thought the CEP grant presentation had gone well. She also noted that she had signed the recommendation for the Deines house historic designation.

5. Adjournment: The April 25, 2017 meeting adjourned at 9:05 p.m.

These minutes respectively submitted by George Cushing, Secretary