

To: Historic Landmarks Board

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

Re: June 27 Agenda

Date: June 20, 2017

Memorandum

NOTE: Both Jennifer and MJ are excused. If anyone else can't make it, please advise as soon as possible (fewer than 4 members means no quorum).

ACTION ITEMS -

- A. Original Town Resurvey** – The contract with HPNW has been executed. Bernadette and Dave will be attending to discuss logistics, how the Board can participate, etc. Attached is their proposed work plan and schedule.
- B. Media Outreach** – Kelsey will update us on the calendar.
- C. National Night Out** – The event will be Tuesday August 1st from 4-8 p.m. at Pacific University. It's billed as an opportunity to "Meet your local officers and celebrate summer with live music, safety exhibits, games, prizes, bicycle and backpack raffles, face painting and crafts, and ice cream with a cop! Don't miss out on the fun!" If you're going to participate, someone needs to take the lead on this.
- D. DeMuro Award** – Last year the Board considered whether to nominate Roman Ozeruga for his work restoring the Anderson Building. The decision then was not to proceed since the project was still in progress, but it is now complete. Please review the attached information – it appears that it is really designed to be completed by the person or firm that actually did the project. Also note the short deadline (July 14th) and the \$25 application fee.

INFORMATION ITEMS -

Preservation Grants - For FY 2016-17, the City Council awarded the Board \$5,950. Five \$1,000 grants were awarded, along with one \$950 grant. Also below is one lingering project from FY15-16.

<u>Building</u>	<u>Address</u>	<u>Grant \$</u>	<u>Project</u>	<u>Status</u>	<u>Notes</u>
Jerome House	2033 18 th Av	\$ 360	Painting	Approved	CEP 15-16
Broderson House	2202 "A" St	\$1,000	Front Door	Approved	CEP 16-17
Wilcox-Williams House	2036 16 th Av	\$1,000	Gutters	Completed	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	Approved	CEP 16-17

For FY 2017-18, the City Council awarded the Board \$7,675. No new grants have been requested.

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

Historic Landmark Support Team – Neil Poulsen has been working to form a group in support of the districts and individual landmarks. He reports: "I'm pleased to communicate that the Friends approved the proposal for forming a District Team as a sub-team of the FHFG. Of course, much of the proposal was based on input from the HLB, Mary Jo, David and Bernadette, and others. The chartered mission of this team follows . . .

"Support, improve community appreciation, and help see to the future well-being, of Forest Grove's landmarks and National Historic Districts."

While several ideas have been identified, once the team forms, they will decide on projects that support this mission. With that said, I'm currently recruiting members for this team. If you or members of the HLB know of individuals who might have an interest of joining, please let me know."

2017 – 2018 CALENDAR - UPCOMING AGENDA ITEMS

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)

June 26, 2018

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

July 24, 2018

- ☐ Preservation Grant reviews
- ☐ National Night Out planning

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June 8, 2017

James Reitz, AICP, Senior Planner
City of Forest Grove
PO Box 326
Forest Grove, Oregon 97116-0326

RE: Plan and costs for updating 1993 survey and context

Here is the proposed work plan for the update to the 1993 survey and context:

1. We would do the resurvey work in mid-July.
2. We would take our field data and update the 1993 survey during the month of August.
3. We would turn over the resurvey data to the HLB around September 1, giving the board three weeks to edit. We would then incorporate their edits and return a final survey in October.
4. Meanwhile, we would be editing and expanding the context statement in September and October.
5. We would turn over the context statement to the HLB around November 1, giving the board three weeks to edit. We would then incorporate their edits and return a final context statement in December.
6. Meanwhile, we would be creating a preliminary historic district boundary. We would turn over the boundary to the HLB around December 1, giving the board two weeks to edit. We would then incorporate their edits and return a final preliminary historic district boundary in December.

Below is a time line summary of the proposed steps:

STEP / DATE	JUL	AUG	SEP	OCT	NOV	DEC	JAN
1. Survey field work							
2. Update 1993 survey							
3. Edit survey work							
4. Update 1993 context stmt							
5. Edit context statement							
6. Create boundary for district							



SAVING HISTORIC PLACES

DEMURO AWARD

Excellence in Preservation, Reuse, and Community Revitalization

Restore Oregon is pleased to invite nominations for the 2017 DeMuro Award. Our goal is to recognize historic rehabilitation projects across Oregon that exemplify exceptional creativity, quality, and community impact, and to share the lessons learned.

Eligibility

- Rehabilitation/redevelopment of a structure, public space or cultural landscape at least 50 years old
- Compatible addition to a historic building or infill development within a historic district
- Completed in Oregon within the last five years

Criteria

- Creative or unique approach to design, adaptive reuse, and problem solving
- Exceptional quality of engineering, craftsmanship, materials, and standards
- Significant positive economic, cultural, or environmental impact to the community

Process

Submissions will be accepted through **July 14th** and are made by completing and submitting the attached form with photos. Self-nominations are welcome. The panel of judges includes representatives from the architecture and preservation communities.

Award recipients will be notified by August 25th and awards presented at our gala **Restoration Celebration** on November 10th in Portland. Case studies of the award projects will be profiled on our website and in other materials.

Nomination Fee:

\$25 – payable by check or as a donation at RestoreOregon.org

Submit to:

DeMuro Award
Restore Oregon
1130 SW Morrison St., Suite 318
Portland, OR 97205

Please forward **one printed copy** of the nomination and photos (sized at least 4"x6" and labeled), plus a **digital copy** of all documents on DVD or thumb drive, or contact Alex Escobedo (admin@RestoreOregon.org) for a link to our Dropbox site.

Questions?

Call Peggy Moretti at 503 946-6446 or peggym@RestoreOregon.org

DEMURO AWARD – NOMINATION FORM

Submission Deadline: July 14, 2017

All nomination materials and descriptions become the property of Restore Oregon and, by this submission, permission is granted to Restore Oregon to publish and distribute the information, descriptions, and images submitted.

Check the category for which you are submitting:

- | | |
|--|---|
| ☐ Commercial / Government Rehab | ☐ Park, Plaza, Fountain, or Cultural Landscape |
| ☐ Residential Rehab | ☐ Rural/Agricultural Property Rehab |
| ☐ Compatible Infill Development in Historic District or Addition to Historic Building | |

Project name: _____

Project address: _____

Submitted by name/company: _____

Address: _____

Phone and email: _____

Property owned by (if different): _____ Year built: _____

Timeframe and date project was completed: _____

Project budget: _____ Date completed: _____

On a separate page, please provide the following information:

- **Provide an overview of the project and its historic significance or context.** (up to 250 words)
- **Were there any unusual constraints, parameters, or challenges, and how did you address them?** (250 words)
- **Describe how this project fulfills the award criteria.** Please include economic impact data such as # of jobs created, increase in property value, and other positive community impacts such as heritage or sustainability. (500 words)
- **What is the one most exceptional aspect of this project and why?** (1 paragraph)
- **What lessons were learned that could benefit others embarking on similar projects?** (250 words)
- **Provide NAME and CONTACT INFORMATION** of the property owner (if different), and of **key team members** such as architect, designer, general contractor, or sub-contractors who should receive a certificate of recognition.
- Is the property recognized for its significance by any of the following?

☐ National Historic Landmark	☐ National Register of Historic Places
☐ Local Historic Designation	☐ Other _____
- **List any federal, state or local tax credits or other incentives received.** Would the project have happened without these incentives?
- **Has this project received other recognition or awards?** (Include copies or news articles if available) _____
- **Is the property available for a site visit?** _____

IMPORTANT! Good images make your nomination more competitive. Attach up to 12 high-resolution images in jpg format at 300 dpi resolution or higher, labeled (i.e. PNCA_front entrance_after.jpg). Include a historic photo(s) if available, and "before," "after," and "in process" images that illustrate what makes your project exceptional. Please forward one printed copy of the nomination and photos (sized at least 4"x6" and labeled), plus a DVD or thumb drive with a digital copy of all documents, or email alex@restoreoregon.org for a link to a Dropbox folder.

Thank You!

DRAFT

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
May 23, 2017 -- 7:15 P.M. Page 1 of 2

Members Present: Jennifer Brent, George Cushing, Larissa Whalen Garfias, MJ Guidetti-Clapshaw, Holly Tsur (1 vacancy)
Member Excused: Kelsey Trostle
Staff Present: James Reitz
Council Liaison: Tom Johnston
Citizens Present: 01 (Laura Nicholas)

1. **Call to Order:** Tsur opened the meeting at 7:17 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Preservation Grant Request: Wilson House at 1305 Birch Street (Washington County Tax Lot 1S3 6CA-5400). Applicant: Laura Nicholas. File Number: 311-17-000021-PLNG.** Ms. Nicholas shared a PowerPoint presentation showing the need to waterproof the basement of her home. She said she is the home's second owner and was related to the original owners. Her photos showed evidence of water infiltration and she noted that although the wood support pillars showed signs of immersion, they had not (so far) been damaged. She said that water comes in through floor cracks and not through the wall. The project would involve installation of a perimeter sub-floor drainage system, including sump pumps to remove the water out to the lawn where it can drain into the street gutter. The contractor would guarantee this work and if it proved unsuccessful they would return to do other treatments at no additional cost. She said she felt good about this proposal and that the contractor has a good reputation. Following some clarification questions and discussion, **Brent/Cushing to award a \$950 grant. Motion carried unanimously.**

B. **Media Outreach - Editorial Calendar:** In Trostle's absence, Tsur went over the calendar. She talked about the articles needed for the FHFG's newsletter; after discussion, Guidetti-Clapshaw offered to do them. The article about the Eric Stewart awardee will be full-length while the article about the special award to Richard Kidd will be shorter.

C. **National Geographic Geo-Tourism Program:** Guidetti-Clapshaw has been continuing with her research, but she was still trying to make meaningful connections with people experienced with the program. She reported that she had spoken with Neil Poulsen and that he expressed interest in helping.

4. **Old Business/New Business:**

- Approval of HLB Meeting Minutes. **The meeting minutes of April 25, 2017 were approved as submitted.**
- Council Liaison Report: Johnston reported that the Board had been awarded \$7,675 in CEP funds to continue the Preservation Grant program. He noted there were 26 requests overall for about \$248,000, while only \$131,000 was available. Six requests received no funding whatsoever, while the Board's award was even greater than last year's (\$5,950).

Johnston further noted that plans were proceeding to increase the size of Hagg Lake; and that the City's local option levy would be expiring in 2018. Surveys seem to indicate that voters would support continuing the current levy amount, but support decreased for any greater amount.

- FHFG Report: No report, as no FHFG representative was present.

- Whalen Garfias reported that the Kit House project had been held May 20th at the library. While only 8 children attended she felt it a very successful experience. She thought attendance might have been affected by the good weather that weekend and that this type of indoor activity might work better during poorer weather conditions. It was suggested that this might work at National Night Out or a similar event where a lot of children would already be present.
- Cushing suggested that the Kit House project and library display should be listed as additional Board activities in the CEP grant application. Tsur concurred, but noted that due to presentation time limits, she wouldn't be able to say much about them.
- Staff Update: Reitz reported that he was working to close-out the FY16-17 preservation grants, and a lingering FY15-16 grant. He noted that the Community Development Director would be contacting Tsur and other commission chairs to discuss the downtown, urban renewal and storefront rehabilitation funding options.
- June 27 Agenda: On the agenda will be discussion of the Board's possible participation in National Night Out and the farmer's market first Wednesday.

5. Adjournment: The May 23, 2017 meeting adjourned at 9:02 p.m.

These minutes respectively submitted by George Cushing, Secretary