# CITY OF ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION Wednesday, February 19, 2025 at 4:00 pm



Public Access: - Facebook Live at www.Facebook.com/CityofRoseburg

### **AGENDA**

- 1. CALL TO ORDER
- 2. ROLL CALL
  Chair Katie Williams

Marilyn Aller

James DeLap

Lisa Gogal

Bentley Gilbert

Stephanie Giles Nick Lehrbach

- 3. APPROVAL OF MINUTES
  - A. Historic Resource Review Commission Minutes from December 18, 2024
- 4. AUDIENCE PARTICIPATION: Comments can be provided by email or hand delivered/See Information on the Reverse
- 5. PUBLIC HEARING
  - A. **HR-24-030**: New detached accessory covered stage structure for Umpqua Watersheds behind the historic (1950) News Review Office/Carter Building at 533-539 SE Main Street, in the Roseburg Downtown Historic District.
- 6. BUSINESS FROM STAFF
- 7. BUSINESS FROM THE COMMISSION
- 8. **NEXT MEETING** March 19, 2025.
- 9. ADJOURNMENT

The agenda packet is available on-line at: <a href="http://www.cityofroseburg.org/your-government/commissions/historical-resource-review/">http://www.cityofroseburg.org/your-government/commissions/historical-resource-review/</a>

AMERICANS WITH DISABILITIES ACT NOTICE
Please contact the City Administration Office at least 48 hours prior to the scheduled meeting date if you need accommodations in accordance with the Americans with Disabilities Act.

TDD users, please call Oregon Telecommunications Relay Service at 800-735-2900.

### CITIZEN PARTICIPATION

Comments can be provided via email to the Commission at <a href="cdd@roseburgor.gov">cdd@roseburgor.gov</a> or hand delivered to City Hall, 900 SE Douglas Avenue in Roseburg, prior to 12:00 p.m. on the day of the hearing. Comments must include the person's name and address, including whether or not they are a resident of the City of Roseburg, for the record. The Commission reserves the right to delay any action requested until they are fully informed on the matter.

The Community Development Director will provide any comments received prior to 12:00 p.m. on Wednesday, February 19<sup>th</sup>, 2025 to the Commission, but the comments will not be read out loud during the meeting.

For further details or information please contact the Community Development Department Monday through Friday, 8:00 a.m. to 5:00 p.m., at Roseburg City Hall, 900 SE Douglas Avenue, Third Floor, Roseburg OR 97470, phone number 541-492-6750, or e-mail <a href="mailto:kmartin@roseburgor.gov">kmartin@roseburgor.gov</a>.

## CITY OF ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION MINUTES December 18, 2024

**CALL TO ORDER** – Commissioner Lisa Gogal (due to the absence of Chair Kylee Rummel) called the meeting of the Historic Resource Review Commission to order at 4:02 p.m. in the Roseburg City Hall Council Chambers.

**ROLL CALL** – Present Marilyn Aller, Stephanie Giles, Lisa Gogal, Jim DeLap, Nick Lehrbach, and Bentley Gilbert

Absent: Chair Kylee Rummel

Others Present: Community Development Director Stuart Cowie, Senior Planner Mark Moffett, Department Technician Kristin Martin

Others in the audience: None

### **APPROVAL OF MINUTES -**

Commissioner Gilbert moved to approve the minutes of the October 16, 2024 meeting as submitted. The motion was seconded by Commissioner Lehrbach and approved with the following votes: Commissioners Aller, Giles, Gogal, DeLap, Lehrbach and Gilbert voted yes. No one voted no

#### **AUDIENCE PARTICIPATION** – None

#### **PUBLIC HEARING -**

Commissioner Gogal read the procedures for the public hearing, opened the public hearing and asked for the staff report and other related commission items.

Historic Resource Review HR-24-031 (Mark Moffett, staff). Exterior alterations to the historic (1903) James G. Stephenson House at 815 SE Flint Street, an individually-listed historic resource. Alterations include new windows and doors, a remodeled front porch, and an enclosed former side/rear porch.

No exparte contact or conflict of interest was declared by the Commissioners.

Moffett provided the staff report. The applicant proposed modifications to the exterior of the historic 1903 James G. Stephenson House, an Italianate cottage with charming original siding and classical bracketed frieze detail typical of the Edwardian Era of 1901-1914. Unfortunately it was noted that there were no good city records describing the original window and door design, and window removal and other work had been done without benefit of the required site review and building permit. The applicant, however, indicated their appreciation of the historic character of the building while attempting to revitalize and improve the livability and appearance of this charming historic home.

With conditions of approval requiring compatible new siding at the enclosed side/rear porch, and ensuring that the porch material replacement keeps the existing size and designs staff found that the guidelines for the exterior remodeling or alteration of a historic resource at RMC 12.04.110.G could be met for this project to be approved. Based on the information provided by the applicant and the findings in this report, staff recommended that the Historic Resource Review Commission approve the proposal.

Public hearing was closed and there were no further questions or discussion

Commissioner Lehrbach moved to approve Historic Resource Review application #HR-24-031 for exterior alterations to the historic (1903) James G. Stephenson House at 815 SE Flint Street, as depicted on the attached photographs and drawings.

This approval is granted based on the following conditions of approval:

- A. The T-1-11 siding at the enclosed former rear/side porch be removed and replaced with horizontal shiplap-style siding that matches the reveal or vertical dimension and rough-sawn wood appearance of the historic siding as much as possible; and
- B. The replacement wooden front porch posts, landing, stairs and railings must match the footprint and size of the existing porch, without being extended further towards the street or across the front façade, generally staying under cover of the existing porch roof to remain.

The motion was seconded by Commissioner DeLap and approved with the following votes: Commissioners Aller, Giles, Gogal, DeLap, Lehrbach and Gilbert voted yes. No one voted no.

Commissioner Gogal asked staff if there was any information as to what the property owner planned to do with the property once the project was completed. Moffett stated that he thought the property would be sold.

### **BUSINESS FROM COMMISSION -**

Discussion ensued regarding the differences between T-1-11 siding and shiplap style siding as requested by Commissioner DeLap.

Commissioner Gogal asked if there was any information available as to what the Cow Creek Tribe was planning to do with the recently purchased former Rite Aid and Safeway locations. Director Cowie stated that future projects would be approved according to applicable zoning criteria, but based on the history of development of properties owned by the Tribe, he was confident that those projects would be such as to enhance opportunities in downtown Roseburg. He went on to say that he hoped such development would also encourage individuals to utilize the existing parking garage.

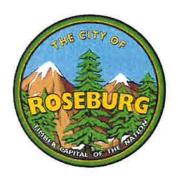
**ADJOURNMENT** – The meeting adjourned at 4:12 p.m. The next Historic Resource Review Commission meeting is scheduled for January 15, 2025

Respectfully submitted,

ristin Martin

Krístín Martín

Department Technician



# CITY OF ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION AGENDA ITEM REPORT

HRRC Review No. HR-24-030

Meeting Date: February 19, 2025

Prepared for: Historic Resource Review Commission

Staff Contact: Mark Moffett, Senior Planner

**Request:** Historic Review Request at 533-539 SE Main Street.

### **PROPOSAL SUMMARY:**

Kasey Hovick, representative for Umpqua Watersheds which is the applicant and property owner, is proposing the creation of a stage and roof cover for a new outdoor entertainment, festival and presentation venue in downtown Roseburg. Levi Huffman is the engineer of record for the project, and developed the attached plans. The facility would be a detached accessory structure located behind the historic (1950) News Review Office/Carter Building at 533-539 SE Main Street, a two-story commercial building that is identified as a historic contributing structure in the Roseburg Downtown Historic District. The stage and roof cover would have a footprint of approximately 9 by 24 feet, a gable roof, overhanging eaves on the front and sides, and a simple open plan with a solid back wall and front corner support posts. A color mural of a scene showing the Umpqua River would be located on the back wall facing the audience, and the structure would be given a smooth plaster finish to integrate with materials on the main building.

### **CONCLUSION AND RECOMMENDATION:**

Guidelines for the construction of a new building in a historic district at RMC 12.04.110.H must be met for this project to be approved. Based on the information provided by the applicant and the findings included in this report, staff recommends that the Historic Resource Review Commission approve this proposal.

### **SUGGESTED MOTION:**

BASED ON THE APPLICANT'S PROPOSAL AND REVISED DRAWINGS, THE HISTORIC RESOURCE REVIEW COMMISSION APPROVES HISTORIC RESOURCE REVIEW APPLICATION #HR-24-030 FOR CONSTRUCTION OF A NEW DETACHED COVERED STAGE STRUCTURE BEHIND THE HISTORIC (1950) NEWS REVIEW OFFICE/CARTER BUILDING AT 533-539 SE MAIN STREET IN THE ROSEBURG DOWNTOWN HISTORIC DISTRICT.

### IN THE MATTER OF THE REQUEST FOR HISTORIC RESOURCE REVIEW APPROVAL AT 533-539 SE MAIN STREET

### BEFORE THE ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION ORDER OF APPROVAL

### I. NATURE OF APPLICATION

Kasey Hovick, representative for Umpqua Watersheds which is the applicant and property owner, is proposing the creation of a stage and roof cover for a new outdoor entertainment, festival and presentation venue in downtown Roseburg. Levi Huffman is the engineer of record for the project, and developed the attached plans. The facility would be a detached accessory structure located behind the historic (1950) News Review Office/Carter Building at 533-539 SE Main Street, a two-story commercial building that is identified as a historic contributing structure in the Roseburg Downtown Historic District. The stage and roof cover would have a footprint of approximately 9 by 24 feet, a gable roof, overhanging eaves on the front and sides, and a simple open plan with a solid back wall and front corner support posts. A color mural of a scene showing the Umpqua River would be located on the back wall facing the audience, and the structure would be given a smooth plaster finish to integrate with materials on the main building.

This application was submitted on October 17, 2024. Staff sent an incomplete letter on November 4, 2024, and the applicant made the case complete on January 23, 2025. Therefore, the 120-day deadline for a final decision in this application, including any continued hearings and local appeals, expires on May 23, 2025.

### II. HISTORIC RESOURCE REVIEW COMMISSION HEARING

A public hearing on the application before the Roseburg Historic Resource Review Commission occurred on February 19, 2025. During that hearing, the Commission reviewed historic application number HR-24-030 and it was made part of the record.

### III. FINDINGS OF FACT

### A. EXISTING CONDITIONS

- i. The Historic Resource Review Commission takes official notice of the Roseburg Urban Area Comprehensive Plan adopted by City Council Ordinance No. 2980 on December 9, 1996 and of the Roseburg Municipal Code Ordinance No. 3497, as originally adopted March 12, 2018, as both may have been amended from time-to-time.
- ii. The subject site may be described as Township 27 South, Range 05 West, Section 19BC, Tax Lot 06200, Willamette Meridian; R69548.
- iii. The property is zoned CBD (Central Business District) and abuts other CBD-zoned properties. The site is within the Roseburg Downtown Historic District. The existing historic News Review Office/Carter Building includes both retail and professional office uses in the two-story structure, both of which a permitted by-right in the CBD zone (RMC 12.04.050.B.1, Table 2-9, lines 12 and 23). The Director has determined that the proposed small entertainment, festival and presentation venue in the rear courtyard, a seasonal and limited facility that will temporarily remove parking in the area and allow for seating and tables for attendees, is accessory to the primary professional office use for Umpqua Watersheds, and therefore also permitted by-right (RMC 12.04.050.B.1, Table 2-9, line 6). Parking can be removed and replaced with event staging and seating for attendees because the site is located inside a historic district, where minimum parking can be waived (RMC 12.06.030L.5.d).

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- iv. The site has an existing two-story commercial building with a primary façade facing SE Main Street. There are three distinct ground floor retail storefronts and entry doors, with a separate upstairs office entry door along the south edge of the building.
- v. Historic district documents classify the building as "Historic Contributing". The construction is of concrete block with a plaster or stucco finish, including metal-framed windows, storefront windows, and entry doors with transoms windows above the doors. The second level has vertical corrugated metal panels, with the original projecting metal awnings in place above the upstairs windows. The metal panels are alternated with smooth stucco/plaster materials.
- vi. At some time since the historic district was created, four ornamental projecting black metal blade sign supports were mounted on the building façade. There are no permitting or historic resource review records for these alterations to the structure. It also appears that an earlier wired utility connection to the top of the building at the south edge of the street-facing parapet has been removed, which was perhaps replaced with a new connection from the north side near an existing connection point.



2002 Image from Historic District Document



2021 Image from Google Street View

- vii. Historic district documents note that the Roseburg News Review originally occupied at least a part of the building, although the documents do not specify whether this was the upstairs or downstairs. In 2002 when the historic district was developed the property was occupied by a dog trainer, KLD Financial Services, and WMNI Computer Office. Today Umpqua Watersheds occupies the upper floor, with retail establishments at the ground floor.
- viii. The proposal requires access over three adjacent taxlots, all owned by different entities, to get access to the proposed facility where events would be located. These include taxlots identied with the parcel IDs R69541 (behind 1021 SE Washington, owned by Chris and Angela Hubbard), R69527 (515 SE Main Street, owned by Lawrence Williams Disclaimer Trust) and R69534 (523-525 SE Main Street, owned by the Daniel Luoma Trust). As part of the completeness review, the applicant was required to provide owner authorization forms from all three of these adjacent owners, indicating their approval for access to the facility behind the building. These owner authorization forms are part of the record and included in the case exhibits.

### B. AGENCY COMMENTS

This application was reviewed by the three standard public agencies that comment on building alterations and new detached structures. Roseburg Public Works has responded to the request with comments standard comments, but no objections or requested conditions of approval. Public Works

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is requiring that transportation-related system development charges in the amount of \$1,008.19 be paid prior to approval of this application. Roseburg Fire Department responded with standard Fire Code and inspection comments that regulate operations of the facility, require emergency access to be maintained with associated minor signage, and which provide for inspections to ensure safety. In addition, fire review and inspection fees have been applied. Roseburg Urban Sanitary Authority (RUSA) has reviewed the proposal and responded without objection, noting that the proposed construction does not appear to affect the building sewer, sanitary sewer flow or strength. No conditions or fees were requested by RUSA. Agency review comments and an invoice for the associated fees were provided to the applicant on February 11, 2025. The outstanding system development charges from Roseburg Public Works and Fire-related inspection and review fees must be paid prior to final staff issuance of this historic site review, as needed to submit for the Douglas County Building Permit.

### C. ANALYSIS

For both "historic" and "contributing" structures, as in this application, exterior alterations to the building require consideration before the Historic Resource Review Commission (HRRC) prior to approval, with publication of a staff report before the hearing. The appropriate guidelines are those found at RMC 12.04.110.G.1-7.

The applicant has the burden of proof to show that all the relevant historic review guidelines have been met, and that the proposal complies with all applicable criteria of the Roseburg Municipal Code (RMC 12.10.010.0.1.a).

### D. <u>REVIEW CRITERIA: RMC 12.04.110.H.1-6: NEW CONSTRUCTION/ADDITIONS TO NON-HISTORIC RESOURCES</u>

This section applies to all new construction that is detached from any contributing historic resource inside of a historic district. The goal is to ensure the project can enhance the existing historic character of the site and surrounding area, and to be compatible with the distinctive character of the historic resource and associated resources. Affirmative findings shall be documented addressing the following guidelines based upon their relative importance.

- 1. Siting New and Relocated Buildings. New, added or relocated buildings are sited according to features of the surrounding neighborhood and the overall character of the historic area in terms of orientation, distance to adjacent buildings, traditional setback, and retention of important site features per the requirements of the Secretary of Interior's Standards of Historic Preservation Project and the Historic Preservation League of Oregon's Rehab Oregon Right manual and as follows:
  - a. Orientation. The new or relocated building is oriented in a manner to maintain the traditional pattern of the block.
  - **b.** Distance. The distance between the new or relocated building and the adjacent historic resource is compatible with the spacing between existing resources on the same street.
  - c. Setback. The setback of the new or relocated building is consistent with the setback of adjacent historic resources on the street.
  - d. Design. The overall character of the new construction or relocated building is compatible with existing site features (landscaping, garages and driveways, if applicable) and the traditional character of the surrounding area.

Findings for 1: The proposal includes a new detached accessory building behind the existing historic structure on the property, located in a paved area which currently provides for surface parking and trash collection spaces. Being located at the rear of the property, and therefore fully concealed from the street by the existing building, there is no impact with regards to the traditional streetscape orientation or block pattern, distance between historic resources on the street, or setbacks from the street. The overall character and design of the building is of a simple, utilitarian, gable-roofed outbuilding with a traditional design. Although the structure is more in keeping with an accessory

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residential structure given the pitched roof and gazebo-like appearance, without the flat roof typical of most commercial buildings downtown, the overall character is compatible with the existing site features and traditional character of the area. Therefore, the above guideline and four detail areas for consideration (1.a through 1.d) have been satisfied.

2. **Height**. The proportion of the new or relocated building is compatible with the average height of the traditional character of the surroundings.

Findings: The primary historic building on the site is two stories, and no buildings are being relocated. The relatively low-scale height of the proposed detached accessory stage building, reaching approximately 9 to 12 feet above grade, is compatible with the desired nature and function of the building, and done in a simple, traditional style. A taller building is not necessary for the proposed function, and the limited height will retain deference to the taller primary building along the street. To the extent this guideline applies, the guideline is met.

3. Bulk and Scale. The bulk and/or proportions (size, mass, and/or volume) of any new or relocated building are compatible with the traditional character of the surrounding. Examine the massing of nearby buildings (whether symmetrical or asymmetrical, central block or L-shape), and design the new building with similar bulk.

Findings: As with guideline 2 for height directly above, this item is really more relevant to new primary or relocated buildings and their impact on the historic streetscape. Given the limited size and placement of the proposed stage structure at the back of the lot, in a location that will not be directly visible from the street, it would be unhelpful to increase the bulk and scale of the structure to that of the primary on-site or adjacent larger structures. The bulk and scale of the proposed stage structure is appropriate to the proposed use, while still allowing for flexible uses in the back courtyard and no impacts to the historic streetscape along SE Main Street. To the extent this guideline applies, this guideline is met.

4. **Materials.** The materials are consistent with the predominant materials and finishes found on other resources in the surrounding area. Examine the color, texture, pattern, composition, and scale of neighboring historic resources.

Findings: The applicant has intentionally designed this building with a simple, traditional gable-roofed form with a smooth plaster finish on the exterior of the structure, integrating well with the plaster material on the primary historic and other nearby buildings. The reduced scale is appropriate to a smaller detached outbuilding that will provide for occasional and seasonal events outdoors. Therefore, this guideline is met.

5. Width. The proportion of the new or relocated buildings is compatible with the average width and massing of the neighboring buildings. If a building is wider than other buildings on the block, the facade should be broken up into narrower bays that reflect the common historic widths.

Findings: As with other guidelines noted above, the project does not involve a new or relocated building along the historic streetscape of SE Main Street, but instead involves a small detached accessory stage building in the rear courtyard. There are no impacts to the design, width, and character of the historic streetscape with this project. In any event, the small stage structure is considerably narrower than any of the buildings in historic downtown Roseburg. The width of the structure is appropriate for the intended use, and will not alter the overall character of the district. To the extent this guidelines applies to a detached accessory building, the guideline is met.

6. Specific Design Elements. Design elements need to be compatible with the existing character of the surroundings with consideration for, but not limited to:

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- **a.** Roof Form. Visually, the roof form is the most important element in the overall building form. Keep roof forms consistent with the shapes traditionally used.
- **b. Windows and Doors.** Keep the proportions and pattern of window and door opening similar to neighboring historic buildings. Keep the rhythm of solids (walls) and voids (windows and doors) consistent with the dominant pattern set in the area.
- c. Exterior Siding. Select siding material that is compatible with the historic materials used in the neighborhood. Only use substitute siding materials if similar in style to those used historically.
- d. Architectural Details. Architectural features are to complement the details and style of the neighboring historic buildings. Architectural elements such as eave details, window trim, water tables, and cornices help new buildings blend in with surrounding resources.

<u>Findings:</u> The proposal involves a new detached accessory building located behind the primary structure in a rear courtyard used for parking and trash collection. The structure is a simple gable-roofed building with a solid rear wall, two narrow vertical support posts at the front two corners, and an overlapping eave. Exterior finish will be standard asphalt shingle roofing and a smooth plaster finish, with a mural placed on the outward-facing rear wall. There are no windows or doors, nor any significant architectural details as one might expect on a new street-facing building.

The roof form is consistent with the gabled form of many historic outbuildings, the smooth plaster siding material integrates well with the historic building on the site and others nearby downtown, and the simple projecting eaves are traditional in design and compatible with the size and scale of building proposed. Therefore, this guideline and the four detail areas for consideration (6.a through 6.d) have been satisfied.

### IV. CONCLUSION

The applicant has proposed a new detached accessory stage building behind the historic (1950) News Review Office/Carter Building in downtown Roseburg. Intended to provide a limited and seasonal event stage venue accessory to the offices for Umpqua Watersheds which owns the property and operates out of the upper floor, the structure is of a modest scale and height and will not be visible from the street. With a simple, traditional, utilitarian design that can accomplish the desired function while respecting the materials and historic character of its surroundings, the project is able to meet the relevant guidelines and should be approved.

Based on the above findings, the Historic Resource Review Commission APPROVES Historic Resource Review application #HR-24-030 for a new detached accessory covered stage structure behind the historic (1950) News Review Office/Carter Building at 533-539 SE Main Street in the Roseburg Downtown Historic District.

### V. ORDER

BASED ON THE APPLICANT'S PROPOSAL AND REVISED DRAWINGS, THE HISTORIC RESOURCE REVIEW COMMISSION APPROVES HISTORIC RESOURCE REVIEW APPLICATION #HR-24-030 FOR CONSTRUCTION OF A NEW DETACHED COVERED STAGE STRUCTURE BEHIND THE HISTORIC (1950) NEWS REVIEW OFFICE/CARTER BUILDING AT 533-539 SE MAIN STREET IN THE ROSEBURG DOWNTOWN HISTORIC DISTRICT.

Stuart Cowie, Community Development Director	Date
Katie Williams, Historic Resource Review Commission Chair	Date

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### Historic Resource Review Commission Members:

Katie Williams, Chair

Lisa Gogal, Vice Chair Marilyn Aller

Bentley Gilbert

Nick Lehrbach

Stephanie Giles

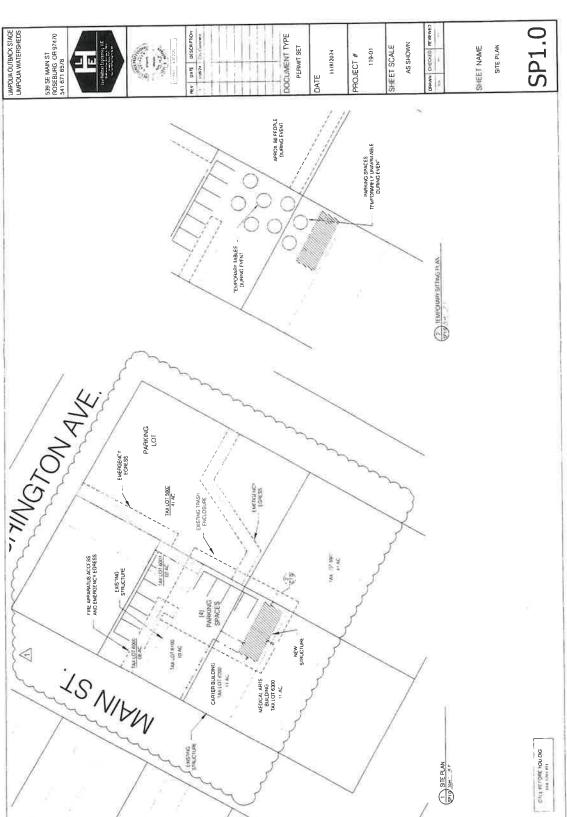
James De Lap

### Exhibits (ATTACHED exhibits in bold font):

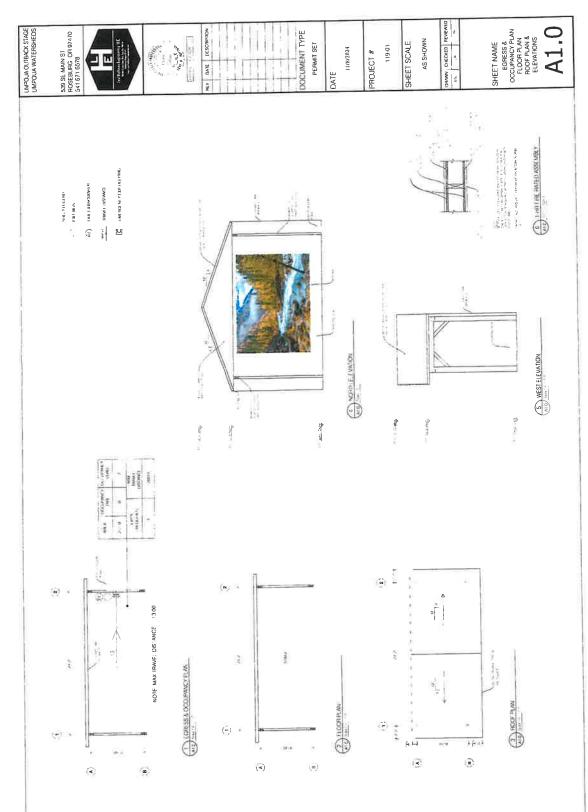
- A. Original Application Form and Narrative
- B. Incomplete Letter, sent 11/4/24
- C. Original, outdated drawings not approved
- D. Cover letter provided with completeness submittal, rec'd. 1/23/25
- E. Owner Authorization Forms, rec'd. 1/23/25
- F. Revised approved plan set (4 pages), rec'd. 1/23/25 (ATTACHED)

PROJECT TEAM	BUILDING CODE SUMMARY	GENERAL STRUCTURAL NOTES   F	REINFORCING STEEL	ABBREVIATIONS		UMPOUA OUTBACK STAGE UMPOUA WATERSHEDS
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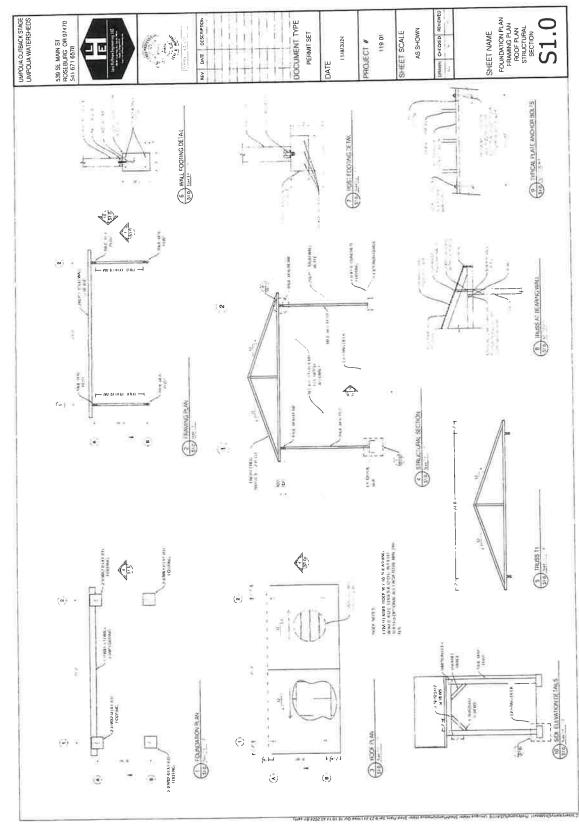


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