

# CITY OF ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION Wednesday, October 16, 2024 Roseburg City Hall. Council Chambers – 4:00 p.m.

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

#### **AGENDA**

1. CALL TO ORDER

2. ROLL CALL

Chair Kylee Rummel Marilyn Aller James DeLap Lisa Gogal Bentley Gilbert Stephanie Giles Nick Lehrbach

- 3. APPROVAL OF MINUTES
  - A. Minutes August 21, 2024. Please see attached minutes document.
- 4. AUDIENCE PARTICIPATION: Comments can be provided by email or hand delivered. Please see information on the reverse.
- 5. BUSINESS FROM STAFF
  - A. **Historic Resource Review HR-24-029** (Mark Moffett, staff). Exterior alterations to the historic (1947) Boyles Building at 431-435 SE Main Street, including replacement siding, doors and windows, as well as two options for a new sign/theater marquee. Ground floor to be used as a café and single-screen art house cinema.
  - B. **Commission Priorities Memo** (Mark Moffett, staff). Continuing staff discussion from July and August of this year regarding seeking grant funding for an outreach document to assist with people planning renovations to historic properties. Discussion of recommendations from 2023 CLG Program Review, and seeking feedback and input from Commissioners.
- 6. BUSINESS FROM THE COMMISSION
- 7. **NEXT MEETING** November 20, 2024
- 8. ADJOURNMENT

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

#### **AMERICANS WITH DISABILITIES ACT NOTICE**

Please contact the office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, OR 97470 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

#### 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 October 16, 2024. 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 October 16, 2024 to the Commission and will be read into the record 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 kmartin@roseburgor.gov.

# CITY OF ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION MINUTES August 21, 2024

**CALL TO ORDER** – Chair Kylee Rummel called the meeting of the Historic Resource Review Commission to order at 4:00 p.m. in the Roseburg City Hall Council Chambers.

**ROLL CALL -** Present: Chair Kylee Rummel, Marilyn Aller, Stephanie Giles, Jim DeLap, Lisa Gogal, Nick Lehrbach, Bently Gilbert

Absent: None

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

Others in the audience: None

#### **AUDIENCE PARTICIPATION - None**

#### **APPROVAL OF MINUTES -**

Commissioner Gogal moved to approve the minutes of the July 17, 2024 meeting as submitted. The motion was seconded by Commissioner DeLap and approved with the following votes: Chair Rummel and Commissioners Aller, Giles, DeLap, Gogal, Lehrbach and Gilbert voted yes. No one voted no.

#### **PUBLIC HEARING -**

Chair Rummel read the procedures for the public hearing, opened the public hearing and asked for the staff reports and other related commission items.

**Commission Business Memo** (Mark Moffett, staff). Regarding the Dr. Stewart Houses and timing of future Commission education and special project work beginning in October, 2024.

Moffett presented a Commission Business Memo that provided additional information to questions raised at the July 17, 2024 meeting.

#### Dr. Stewart Houses Question -

Questions were raised about the Dr. Earl B. Stewart House at 839 SE Chadwick, specifically as to whether or not there was another Dr. Earl Stewart House in the Laurelwood Neighborhood, and whether or not it was the same Dr. Stewart.

Moffett reported that the house at 240 W Riverside Drive in the Laurelwood Historic District is known by the historic name "Dr. Earle B. and Pearl Stewart House", and was constructed in 1939 in the Colonial Revival Style. Unfortunately the historic district documents do not clarify when or how long the Stewarts lived in the Laurelwood house, stating only "this house is significant for its association with Dr. E. B. Stewart".

Moffett went on to say that without verification in the historic documents, presumably the Stewarts moved to the house in Laurelwood from the house on Chadwick sometime after the former was constructed in 1939. The documents for the house on Chadwick do indicate that Dr. Stewart was involved in the remodeling of the Chadwick house in 1925 which could mean there could have been two Dr. Earl B. Stewart Houses, and the one in Laurelwood uses his wife's name in the historic name as well.

#### **Education and Special Projects -**

At the July meeting, the Commission passed a motion to direct City staff to, as time permits, begin exploring funding opportunities to provide information which could assist property owners and applicants who wish to restore historic properties in Roseburg.

Moffett stated that staff would bring preliminary findings on this, and recommendations for other special projects for the Commission, to the October meeting. Specifically, staff will revisit the education idea alongside a discussion of the findings from our last Certified Local Government evaluation in 2023, and work with Commission on projects they would like to see move forward in addition to the educational effort for property owners and contractors, etc. working on historic properties throughout Roseburg.

Moffett reported that staff looks forward to the discussion in October, and thanked Commission members for their service.

Historic Resource Review HR-24-020 (Mark Moffett, staff). Exterior alterations to the (1890) A. A. Wilders Men's Clothing Shop (now Sewing Bee) building in the Roseburg Downtown Historic District at 518 SE Jackson, including removing corrugated metal panels that were applied after the 1959 Roseburg Blast and uncovering the original windows and stucco spandrel panel beneath.

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

Moffett provided the staff report. 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 Gilbert moved to approve Historic Resource Review application #HR-24-020 for exterior alterations to, and partial restoration of, the historic A.A. Wilders Men's Clothing Shop at 518 SE Jackson Street in the Roseburg Downtown Historic District. The motion was seconded by Commissioner DeLap. Chair Rummel and Commissioners Aller, Giles, DeLap, Gogal, Lehrbach, and Gilbert voted yes. No one voted no.

#### **BUSINESS FROM COMMISSION -**

Commissioner Gogal stated she was pleased to hear that movement to preserve properties within the Downtown Historic District is occurring more, and hoped other property owners within this District follow suit. She went on to encourage Commission members and staff to visit sites

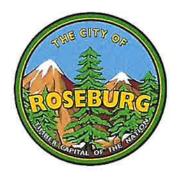
upon project completion in to order to express thanks to property owners for their efforts to preserve their properties. Discussion also ensued about ways the Commission and staff could inform community members and property owners about the recent projects completed in hopes to generate public interest in the preservation of historic properties within the Downtown Historic District.

**ADJOURNMENT** – The meeting adjourned at 4:25 p.m. The next Historic Resource Review Commission meeting is scheduled for September 18, 2024.

Respectfully submitted,

Krístín Martín

Department Technician



# CITY OF ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION AGENDA ITEM REPORT

HRRC Review No. HR-24-029

Meeting Date: October 16, 2024

Prepared for: Historic Resource Review Commission

**Staff Contact:** Mark Moffett, Senior Planner

**Request:** Historic Review Alteration Request at 431-435 SE Jackson Street.

#### PROPOSAL SUMMARY:

SharonLee Schwartz & Russ Johnsen, applicants and property owners, are requesting historic resource review approval for exterior alterations to the historic (1947) Boyles Building at 431-435 SE Main Street in downtown Roseburg. Alterations are confined to the primary SE Main Street façade, and include removing existing exterior siding, doors and windows. Replacement metal windows, doors and storefront systems would be installed, and new fiber cement panel siding would replace the existing damaged cement plaster siding. New signage is also proposed facing the street in the center of the façade, above the main floor storefront. The building is currently vacant, and the proposed uses include a single-screen cinema, café and storage on the ground floor. The upstairs will remain vacant at this time.

#### **CONCLUSION AND RECOMMENDATION:**

Guidelines for the exterior remodeling or alteration of a historic resource at RMC 12.04.110.G must be met for this project to be approved. Based on the information provided by the applicant and their provided 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-24-029 FOR EXTERIOR ALTERATIONS TO THE HISTORIC (1947) BOYLES BUILDING AT 431-435 SE MAIN STREET IN THE ROSEBURG DOWNTOWN HISTORIC DISTRICT.

October 16, 2024 Page 1 of 6

#### IN THE MATTER OF THE REQUEST FOR HISTORIC RESOURCE REVIEW APPROVAL AT 431-435 SE MAIN STREET

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

#### I. NATURE OF APPLICATION

SharonLee Schwartz & Russ Johnsen, applicants and property owners, are requesting historic resource review approval for exterior alterations to the historic (1947) Boyles Building at 431-435 SE Main Street in downtown Roseburg. Alterations are confined to the primary SE Main Street façade, and include removing existing exterior siding, doors and windows. Replacement metal windows, doors and storefront systems would be installed, and new fiber cement panel siding would replace the existing damaged cement plaster siding. New signage is also proposed facing the street in the center of the façade, above the main floor storefront. The building is currently vacant, and the proposed uses include a single-screen cinema, café and storage on the ground floor. The upstairs will remain vacant at this time.

This application was submitted on September 19, 2024. Staff sent an incomplete letter on October 4, 2024, and the applicant made the case complete on October 8, 2024. Therefore, the 120-day deadline for a final decision in this application, including any continued hearings and local appeals, expires on February 5, 2025.

#### II. HISTORIC RESOURCE REVIEW COMMISSION HEARING

A public hearing on the application before the Roseburg Historic Resource Review Commission occurred on October 16, 2024. During that hearing, the Commission reviewed historic application number HR-24-029 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 01600, Willamette Meridian; R69128.
- 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 theater use was previously approved through a Conditional Use Permit (CUP-24-001) on July 15, 2024, subject to conditions requiring this Historic Resource Review and satisfaction of Public Works, Fire and Sanitary Sewer issues.
- iv. The site has an existing two-story commercial building with a primary façade facing SE Main Street. The cement plaster on the building is in poor condition, and has fallen off the street façade in places.
- v. Historic district documents classify the building as "Historic Contributing", and note that this twostory cast concrete building features three office entrances with display windows at the street level. Prior to recent remodeling what was originally office space on the upper floor had been converted to apartments. Second floor windows are double-hung one-over-one in groups of three. Street level windows are metal frame display windows angled to create an inset, covered entry to each tenant

October 16, 2024 Page 2 of 6

space and the central upstairs door. Since being purchased by the current owner, the central upper floor stairway has been moved to the north wall.

vi. Tenants in the 1950s were dentists Bruce Hetrick and Lee Lacey; a tailor was also a tenant. Lentz Typewriter also occupied a street level retail space. Although they have since been removed, a photograph from the historic district documents of the building, taken circa 2001, shows now-removed awnings that were previously located at both the first and second floor windows (see photograph to right).



#### B. AGENCY COMMENTS

This application was reviewed by the three standard public agencies that comment on occupancy changes and building alterations. Roseburg Public Works has responded to the request with comments related to water services and backflow prevention devices, stormwater issues, and right-of-way permitting concerns. A separate right-of-way permit will be required to repair the sidewalk which is not ADA compliant, and the single street tree requested for replacement in front of the building can be replaced with a species listed on the street tree list through a free tree removal permit. Roseburg Fire Department responded with standard Fire Code and inspection comments, which have been provided to the applicant. Roseburg Urban Sanitary Authority (RUSA) has reviewed the proposal and responded without objection, provided their permitting-related concerns were addressed. Any oustanding agency 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. <u>ANALYSIS</u>

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.G.1-7: EXTERIOR ALTERATIONS/ADDITIONS TO HISTORIC RESOURCES</u>

This section applies to all contributing, significant, primary, historic, eligible or similarly classified historic resources. Affirmative findings shall be documented addressing the following guidelines based upon their relative importance.

1. Retention of original construction. All original exterior materials and details shall be preserved to the maximum extent possible.

Findings for 1: The applicant has included the following statement in their application:

"We are preserving the look of the stucco material on the façade. However, we need to replace it with a more durable material, like the stucco panels seen on True Restaurant and Bar after they converted the building to a restaurant. The stucco on our building is cracking and chipping off. Attempts to secure it have made more come loose and fall off. Water has seeped between the

October 16, 2024 Page 3 of 6

original concrete block and the stucco which is contributing to it pulling away from the building. We cannot repair the existing stucco so that it will be weather sealed and adhere properly to the building. A brochure of the stucco panels we plan to use is attached. Other renovations in town have permitted concrete materials to replace original materials such as the building across the street, North 40, which used concrete lap siding and True Restaurant as mentioned".

Staff agrees with the statements regarding the condition of the street façade, with the clarification that neither the existing nor proposed material is stucco. The current building has cement or concrete plaster that was applied after the blast, and the proposed replacement material is a fiber cement composite panel system with vertical and horizontal inset panel or joint lines. Because the existing concrete plaster is badly cracked and spalling on the façade, with significant portions of the siding having fallen off which can create a safety hazard for passersby, it is appropriate to replace the material. Two of the upper-floor windows appear to be original wood hung windows, but the other four are contemporary metal/vinyl windows that maintain the original hung window arrangement. Ground floor changes will utilize a modern metal storefront and door system that is found elsewhere in the downtown area. This guideline is met.

- 2. Height. Additional stories may be added to historic building and zoning codes.
  - The added height complies with requirements of the building and zoning codes.
  - b. The added height does not exceed that which was traditional for the style of the building.
  - c. The added height does not alter the traditional scale and proportions of the building style.
  - The added height is visually compatible with adjacent historic resources.
- 3. Bulk. Horizontal additions may be added to historic buildings provided that:
  - a. The bulk of the additions do not exceed that which was traditional for the building style.
  - b. The addition maintains the traditional scale and proportion of the building style.
  - c. The addition is visually compatible with adjacent historic resources.

<u>Findings for 2 and 3:</u> There are no changes proposed to the height or bulk of the building. Therefore, these guidelines are not relevant to the current proposal.

4. Visual Integrity of Structure. The lines of columns, piers, spandrels, and other primary structural elements shall be maintained so far as is practicable.

<u>Findings:</u> The upper floor access doorway is being relocated to the north side of the structure to match interior remodeling efforts since the current owners purchased the building. The primary window openings on the upper floor and ground floor column locations are staying the same. A generally symmetrical arrangement at the ground floor is being maintained. This guideline is met.

5. Scale and Proportion. The scale and proportion of altered or added building elements, the relationship of voids to solids (window to wall) shall be visually compatible with traditional architectural character of the historic building.

<u>Findings:</u> The ground floor layout and walls are being altered, generally bringing the storefront wall to the property line except at the two new inset entry doors to the café. This modest change occurs within the original window openings, window-to-wall relationships, and is generally compatible with the traditional storefront commercial character of other buildings in the downtown area. This criterion is met.

6. Materials and Texture. In-kind materials and textures shall be used in the alteration or addition of historic resources. Exterior alteration or addition shall follow the requirements of the Secretary of Interior's Standards for Historic Preservation Projects and the Historic Preservation League of Oregon's Rehab Oregon Right manual.

October 16, 2024 Page 4 of 6

<u>Findings:</u> The proposal includes replacing concrete plaster with a fiber cement composite board material that includes vertical and horizontal joint lines, but will generally maintain an overall stucco-like appearance. Window and door systems will be modified to a contemporary commercial metal system that is similar to other historic buildings downtown. Many of the existing windows and doors had already been replaced, including various changes that occurred after the 1959 blast when the building was remodeled. This criterion is met.

7. Signs, lighting, and other appurtenances. Signs, exterior lighting, and other appurtenances, such as walls, fences, awnings, and landscaping shall be visually compatible with the traditional architectural character of the historic resource.

<u>Findings for 2 and 3:</u> No new exterior lighting is proposed, except sign-related lighting. Fencing is being placed around the rear courtyard to secure the space from trespassers, but this is detached from the building, not visible from the street, and will not require a building permit or site review if under 7' tall.

One small new sign is being added above the storefront, identified as a "flat sign, 2 dimensional" on the drawings. This modest rectangular sign would likely be an internally-illuminated metal cabinet sign or other simple, utilitarian feature on the building. The original plan included a more elaborate theater sign and marquee, but in response to the incomplete letter the applicant removed this feature from the proposal as part of the requested simplification of the overall street-facing design. In their response narrative to the incomplete letter, the applicant suggested that staff was asking for the marquee to be removed, but this was not the case. Therefore, in order to allow some flexibility in theater signage, and in keeping with the traditional architectural character of theater signs, of which no significant example remains in the downtown, staff is approving both alternate sign/marquee designs. With approval of the proposed and prior/alternate theater marquee signage as an option for the applicant, this criterion is met.

#### IV. CONCLUSION

The applicant has proposed modifications to the exterior of the historic 1947 Boyles Building, a simple 1947 structure that was remodeled previously after the 1959 blast in downtown Roseburg. Failing cement plaster siding would be replaced with a cement panel board system, the ground floor is being remodeled with relocated walls and doors, and new door and window systems are being provided. The changes are simple in character and will provide for new life on the ground floor of this building.

Based on the above findings, the Historic Resource Review Commission **APPROVES** Historic Resource Review application #HR-24-029 for alterations to the (1947) Boyles Building at 431-435 SE Main Street, as depicted on Exhibit D.

#### V. ORDER

BASED ON THE APPLICANT'S PROPOSAL AND REVISED DRAWINGS, THE HISTORIC RESOURCE REVIEW COMMISSION APPROVES HISTORIC RESOURCE REVIEW APPLICATION #HR-24-029 FOR EXTERIOR ALTERATIONS TO THE HISTORIC (1947) BOYLES BUILDING AT 431-435 SE MAIN STREET IN THE ROSEBURG DOWNTOWN HISTORIC DISTRICT.

Stuart Cowie, Community Development Director	Date
Kylee Rummel, Historic Resource Review Commission Chair	Date

#### Historic Resource Review Commission Members:

Kylee Rummel, Chair

Lisa Gogal, Vice Chair Marilyn Aller

Bentley Gilbert

Nick Lehrbach

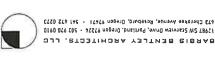
Stephanie Giles

James De Lap

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

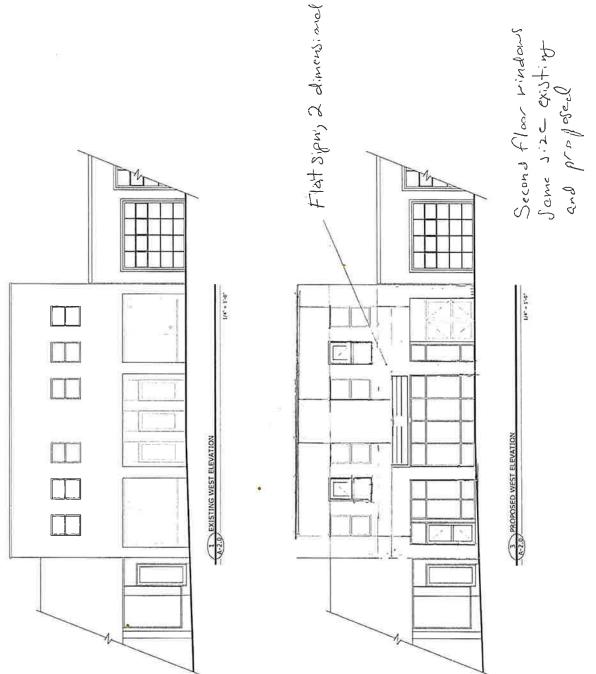
- A. Original Application Form and Narrative
- B. Incomplete Letter, sent 10/4/24
- C. Original, outdated drawings not approved
   D. Approved drawings and material detail sheets, rec'd. 10/8/24 (ATTACHED)
- E. Supplemental Narrative, rec'd. 10/8/24

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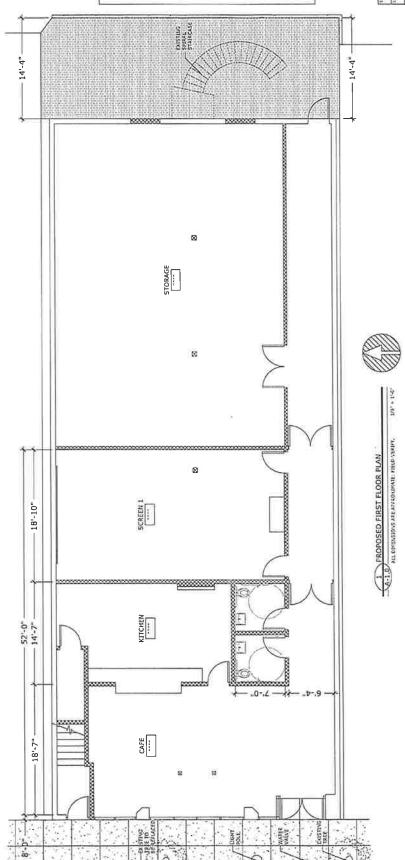
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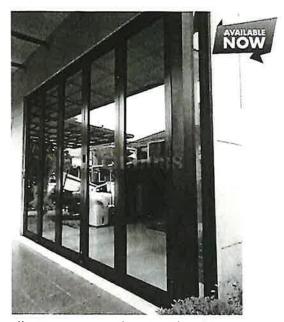
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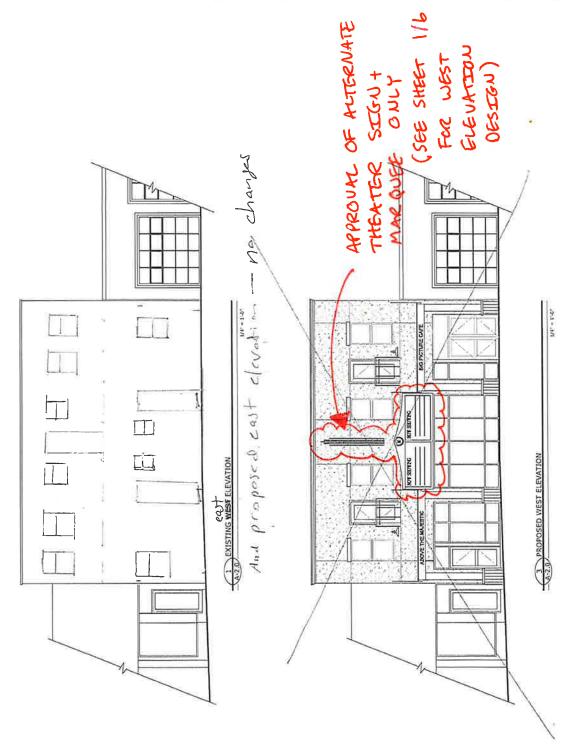


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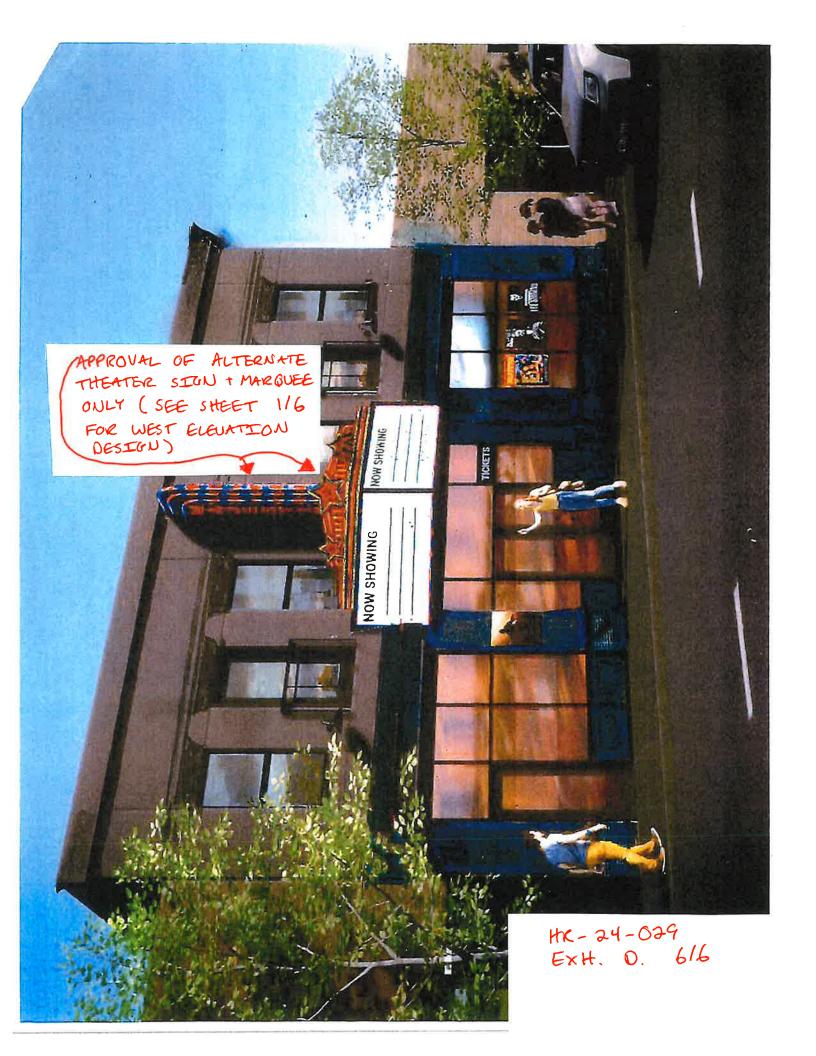
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CITY OF ROSEBURG COMMUNITY DEVELOPMENT DEPARTMENT 900 SE DOUGLAS AVENUE (3<sup>rd</sup> Floor) ROSEBURG, OR 97470 541-492-6750



#### **MEMORANDUM**

**Date:** October 11, 2024

To: Historic Resource Review Commission

From: Mark Moffett, Senior Planner

Subject: Special Projects, Outreach, Etc.

In July and August of this year we discussed various opportunities to strengthen our preservation program. We talked about seeking grant funding to develop informational brochure(s) to assist property owners, contractors and others who wish to make changes to historic properties in Roseburg. State of Oregon CLG funding could be applied for to develop resources to use in direct mailings and have available on the city's website, in City Hall lobbies, etc.

The City will pursue this project in early 2025 after the Certified Local Government (CLG) grant funding window opens again in December (applications due February 28, 2025. We will bring our grant application to an HRRC meeting in early 2025 before submitting it to the state, to get Commission feedback.

Attached to this memo are the recommendations from our September, 2023 CLG Program Review with Kuri Gill. The emphasis in the recommendations suggests we:

- 1. Organize HRRC tours of different historic sites/buildings/projects:
- 2. Have discussions and trainings on renovation issues and guidelines, e.g. "mock" reviews and discussions for changing out windows and doors on a historic home. This provides us all an opportunity to think about our criteria and evaluation process, considering we see few such applications. For example, we could assign a Commissioner to bring in a photograph or image and run through the process;
- 3. Attend workshops and conferences, or invite SHPO staff to visit and have workshops, etc.;
- 4. Sending direct mailers to property owners, reminding them of the review process for items that may not require a building permit (e.g. switching out doors and windows on a house);
- 5. Public Engagement was identified as a top priority, with specific suggestions asking SHPO for examples and encouragement;
- 6. The City was encouraged to apply for CLG Grants we have not applied for any in a few years (since 2019) and would be near the top of the list for funding.

Aside from seeking funding for educational brochures, do any of these ideas pop out as particularly exciting for Commissioners? Any ideas or connections for a historic property tour? Looking for feedback on priorities and general direction today from Commissioners!

#### 1. Historic Preservation Commission

Sometimes takes tours of different historic (sites/buildings/projects). There is some energy to do some public engagement.

**Recommendations**: Bring training to the commission. This can be a good way to encourage their action. Consider attending the CLG workshop, Oregon Heritage Conference and have SHPO come in

2. Protection of Historic Properties – Includes code review and evaluation Code: The code works well, the challenge is how infrequent they are now. Inventories untouched from the 80s. Code allows windows and doors to be switched out without review. If it requires a site review or building permit, it is captured for the design review.

**Recommendations**: Because reviews can be infrequent, it is important to provide opportunity to think about criteria and evaluation. To stimulate conversation, each meeting have a commissioner bring in an image to run through the process. Consider sending a mailing to historic property owners to remind them of the process. Consider funding design assistance and design guidelines.

3. Maintain Appropriate Historic Property Records

**Recommendations**: I don't think this is a priority, public engagement would be first, but if you want to work in this area, re-survey the inventory. Inventory other areas.

4. Participation in the National Register Nomination Process

**Recommendations**: This could be explored following any survey work.

5. Public Education and Awareness

**Recommendations**: This is the most important piece of work. More tours, etc. Perhaps have SHPO provide some examples and encouragement for this.

Grant Management

**Recommendations**: Consider applying for future grants.

#### Overall evaluation

Meets Requirements X Does Not Meet Requirements

Comments: The city is meeting requirements. It would be great to develop the commission in to more activity.

**Recommendations**: It would be meaningful to provide training and engage the commission and staff in conferences and trainings. Develop a plan for work related to public engagement and apply for the grant.