

APPROVED

Forest Grove Historic Landmarks Board
Community Auditorium, 1915 Main Street
September 25, 2018 -- 7:15 P.M. Page 1 of 3

Members Present: Jennifer Brent, George Cushing, Larissa Whalen Garfias, Kelsey Trostle, Holly Tsur, Bill Youngs (1 vacancy)
Staff Present: James Reitz
Council Liaison: Tom Johnston
Citizens Present: 06 (Jim Craig, Robert Dean, MJ Guidetti, Andrew Skidmore Dorit Skidmore, and Kaylene Toews; all preservation grant applicants).

1. **Call to Order:** Tsur opened the meeting at 7:16 p.m.

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Preservation Grant Requests** – It was noted that most of the requests for grants were neighbors or friends of various Board members, but all went on record as being able to fairly and without prejudice hear, evaluate and vote on the requests.

- **American Legion Hall at 2003 21st Avenue (Washington County tax lot 1N331CC08500). Applicant: Jim Craig. File Number: 311-18-000024-PLNG.** Mr. Craig said this roof repair project was necessary because of its poor condition. He said that the south side sheathing was so rotted that the roof has holes in it allowing the sky to be seen in some places, and generally in that area all the wood had rotted out and only the roofing material was left. This project would replace the underlayment in the deteriorated areas and new roofing material would be installed over the whole roof. The roof membrane would be replaced and a new coating would be installed. He noted the difference in the bids was because the lower bid only included repair of the damaged area, but the whole roof does need to be repaired. **Youngs/Cushing to award a \$1,000 grant. Motion carried unanimously.**
- **Thornburg House at 2038 17th Avenue (Washington County tax lot 1S306BC06900). Applicants: Sean Clapshaw and MJ Guidetti. File Number: 311-18-000025-PLNG.** Ms. Guidetti said her request is for a painting project that is to be done concurrently with many exterior repairs. She said there is lead-based paint that would need to be removed. She noted that the front porch post pillars would be replaced and there would be additional porch repair as well as other repairs. She stated that some windows would be replaced with new wooden windows.

The Board expressed concern about the window replacement as that had not been approved by City staff. Board members noted that replacement was not allowed under the design standards and that if the windows were not deemed correct, a stop work order could be issued. The Board would have to determine the appropriateness of the replacements and possibly require that the original windows be returned. The Board also expressed concern that the project had been started, which is also contrary to the Board's normal policy for grant requests, although it was noted that the request had been submitted before the work started. **Brent/Trostle to award a \$1,000 grant. Motion carried unanimously.** The applicant was advised that the Board was not likely to be so lenient with any future grant requests.

- **"Skidmore" House at 1824 23rd Avenue (Washington County tax lot 1N331CC04100). Applicant: Andrew Skidmore. File Number: 311-18-000027-PLNG.** Mr. Skidmore said this project would replace the sill plate and install a new foundation on the north side of the house, due to the sill plate's deteriorated condition. He noted that drainage off an attached carport was causing extreme water damage to the foundation and sill plate. He said the house will be jacked up and supported while the existing damaged material is removed and replaced, and then

reattached using approved seismic tie-downs. **Cushing/Whalen Garfias to award a \$1,000 grant. Motion carried unanimously.**

- **W. R. Taylor House at 2212 "A" Street (Washington County tax lot 1N331CC05201). Applicant: Kaylene Toews. File Number 311-18-000028-PLNG.** Ms. Toews advised this is a garage door replacement, needed because the doors are inoperable and the hardware deteriorated. Reitz said that he and Cushing had inspected the doors and Cushing gave the following information: 1) The door hardware was severely damaged, including the springs, wheels, and tracks; only the door latches were salvageable. 2) He expressed his opinion that the bottom door stiles appeared to be rotted and needed to be replaced, along with the bottom panels. 3) He said the work would require an experienced carpenter that would need to remove the doors and replace them with all new mechanicals after the replacements are made.

Youngs commented that the work would be expensive and might be as much or more than replacement doors. Reitz noted that the design of the proposed replacement doors would be within the scope of the design standards, but expressed concern with the material, (steel versus the existing wood). After reviewing the design standards, the Board concluded that steel might be acceptable. The Board expressed concern that the window design would definitely be considered contemporary and would not be a match to the historic doors.

Toews said that the garage was constructed in the 1940s and originally had a flat roof; the gable roof was added later. So, although the doors were original, the garage had already been modified. She also noted that the garage was behind the house, so a material change would not be really noticeable from the street. It was noted the window placement in the new doors could be adjusted to better match the originals, but would still not be an exact match.

The Board continued to discuss and concluded that although the cost of repair could be as much as replacement, based on the design standards, the Board could only support a grant to repair the existing doors. **Tsur/Cushing to deny the grant request. Motion carried unanimously.**

- B. **Public Safety Open House (October 13):** Cushing reported that both NW Natural Gas and Clean Water Services staff were planning to attend, but that Department of Geology and Mineral Industries staff probably wouldn't this year. Whalen Garfias said she would bring her emergency preparedness kit and had located affordable glow sticks as give-aways.
 - C. **Media Outreach and Editorial Calendar:** Trostle said she hadn't had time to update the calendar. Board members also noted that they wouldn't have much time to do any articles either. All agreed to concentrate instead on the outreach program and town hall for the proposed downtown district.
 - D. **Downtown District:** Tsur presented a draft informational piece on the district that will be mailed to the property owners ahead of the town hall meeting. The Board discussed the timetable for the nomination process as well who will do what and when. She said she would get a revised copy out shortly for the Board to review for final approval at the next meeting.
4. **Old Business/New Business:**
- Funding Opportunities Update – Tsur and Trostle had nothing further to report at this time.
 - Approval of Historic Landmarks Board Meeting Minutes of August 28, 2018. **The meeting minutes of August 28, 2018 were approved with a minor correction.**

- Council Liaison Report – Johnston reported on a recent economic meeting discussing past and future development in the county; that the City was starting to install LED street light replacements; that the City was proceeding with a plan to purchase more private land in the City's watershed; and that the Council was working to try and standardize procedures on the various boards and commissions.
- FHFG Report – No report as Haveluck was not present. Youngs reported that the house tour was highly successful.
- Staff Update – Reitz had nothing to report.

5. **Adjournment:** The September 25, 2018 meeting adjourned at 9:46 p.m.

These minutes respectively submitted by George Cushing, Secretary