

**APPROVED**

Forest Grove Historic Landmarks Board  
Community Auditorium, 1915 Main Street  
November 27, 2018 -- 7:15 P.M. Page 1 of 2

**Members Present:** Jennifer Brent, George Cushing, Mark Fischer, Larissa Whalen Garfias, Kelsey Trostle, Bill Youngs  
**Member Excused:** Holly Tsur  
**Staff Present:** James Reitz  
**Council Liaison:** Tom Johnston  
**Citizens Present:** 01 (Melody Haveluck)

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

2. **Citizen Communication:** None.

3. **Action Items / Discussion:**

A. **Preservation Grant Request – Fredricks House at 2324 15<sup>th</sup> Avenue (Washington County Tax Lot 1S306CA00300). Applicant: Margie Waltz. File Number: 311-18-000037-PLNG.** The applicant was not in attendance.

The Board had a general discussion about the grant requirements, particularly, that grants need to be approved before a project is started, because this applicant's project has already been completed. It was noted that just last month, the Board had decided to remain flexible on this requirement for this grant cycle, and after the new one starts there would be no leniency extended at all. In this instance, the applicant submitted a letter explaining the reason for starting the project before the Board's review, because of the weather and concern about getting the house painted before the rain started.

The Board then discussed the requirement that an applicant attend the meeting. The applicant's letter noted that she lived out of the area and due to family health issues she would not be able to attend the meeting. The Board considered their options, and agreed that a telephone interview would be acceptable. The Board also felt that although the applicant had missed this meeting, a continuance to the next meeting would be acceptable. However, if the applicant missed that meeting (by phone or in person) the Board would decline the request due to not following procedure.

**Brent/Fischer to continue the grant request discussion to the December 18, 2018 meeting. Motion carried unanimously.** Staff was directed to contact the applicant and arrange for the phone interview.

B. **Downtown District –** Youngs distributed a synopsis of the open house. The Board members who attended all thought that it was very successful. Robert Olguin of SHPO was very informative and gave a great presentation; he answered a lot of questions as well. While there were only 8 attendees, they seemed pleased with the proposal. They did ask some great questions and felt the result would be good. All seemed positive about a downtown historic district. The Board felt that if people had concerns, they would have attended the open house. By not attending, it could be assumed the other building owners were in approval. Overall the Board felt the open house was very successful.

By consensus, the Board directed staff to move forward with the nomination process. Reitz said he would prepare a PowerPoint for presentation to the City Council in January 2019, and request that they adopt a resolution to apply for the SHPO grant.

C. **Review of Proposed Board and Commission Reforms -** Johnston went over the proposed B&C reforms under discussion by the Council. The Board agreed with the reforms and felt they were well thought out and entirely acceptable. A couple minor points of disagreement were made but nothing significant. Johnston asked for any concerns to be sent to him in writing so he could be certain to communicate them to the other Councilors.

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

- Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of October 23, 2018 were approved as submitted.**
- Council Liaison Report. Johnston reported that he has been working on installing "Visit Forest Grove" signs along nearby highways, but agreed with Reitz that they were very difficult to get approved by ODOT. Another project he is pursuing is a Nymph art project where carvings are made to trees for points of interest.

He then commented on a recent survey concerning people who live in Forest Grove and work elsewhere. In the past only about 30% of residents worked outside the city and now 80% do. He observed that affordable housing is a big issue because about 43% of Forest Grove residents are considered "house poor."

Lastly, he noted that Forest Grove will celebrate its sesquicentennial in 2022, and the planning efforts have begun. The Council will be forming an ad hoc planning committee, and the HLB will be invited to participate. Reitz noted that the Board had anticipated the sesquicentennial, as its celebration was already a component of the Board's Strategic Plan.

- FHFG Report. Haveluck passed out the *Friendly Gazette* newsletter.
- Staff Update. Reitz had nothing to report.
- December 18 Agenda. Everyone was reminded that the meeting date has been moved up one week.

**5. Adjournment:** The November 27, 2018 meeting adjourned at 8:37 p.m.

These minutes respectively submitted by George Cushing, Secretary