

**APPROVED**

Forest Grove Historic Landmarks Board  
Community Auditorium, 1915 Main Street  
October 22, 2019 -- 6:30 P.M. Page 1 of 3

**Members Present:** Jennifer Brent, George Cushing, Larissa Whalen Garfias, Kelsey Trostle, Holly Tsur, Bill Youngs  
**Member Excused:** Mark Fischer  
**Staff Present:** James Reitz  
**Citizens Present:** 04 (Kaylene Selk, Diana Painter, Gary Eddings and Melody Haveluck)

1. **Call to Order:** Tsur opened the meeting at 6:36 p.m. She requested a moment of silence in honor of City Councilor Tom Johnston, recently deceased. She noted that the Board will greatly miss his contribution to the Board and to the community at large.
2. **Citizen Communication:** Ms. Haveluck said the Old Train Station haunted house would be open on Saturday, October 27<sup>th</sup> with extended hours. The FHFG staff planned to pass out candy on Halloween and they were accepting donations to help pay for it; several Board members contributed.

3. **Action Items / Discussion:**

- A. **Preservation Grant Request: W. R. Taylor House @ 2212 "A" Street (Washington County Tax Lot 1N331CC05201). Applicant: Kaylene Selk. File Number: 311-19-000027-PLNG.** Kaylene Selk was present to discuss her proposed project. It was first noted that she is a former Board member and many current Board members know her very well, but all advised that they could make an unbiased decision on this application. There were no challenges to anyone's participation.

Ms. Selk said that the sun porch was probably not original to the house but was definitely in keeping with its architecture. She had no knowledge of when the balusters and railing were added; it may have been later than the construction of the sun porch itself.

Ms. Selk said that the project would replace the roof, balusters and railing on the sun porch. She said when the roof was replaced a few years ago, it was thought to be in good shape. However, in the past year, she has observed water stains on the inside of the room. Upon closer inspection, it was determined that the roof was severely deteriorated, and the railing balusters around the perimeter of the roof were also badly rotted away thus requiring their replacement as well. Ms. Selk noted that the roof was essentially flat with only a slight angle to drain away water. The area is not a deck, as there is no access to it except via a window.

She noted that the room is not currently insulated so she intends to have 2 inches of solid foam insulation added, along with a flexible membrane, new balusters, and new railings and corner caps. It will be primed at the time of construction but the top coat would not be done until next summer when the weather improves.

She further noted that the balusters and other decorative elements of the railing would be slightly different than what is extant, which is constructed with full dimensional lumber. The replacement material would be of dimensions currently available. And, because the railing is purely decorative, height would not be an issue.

Ms. Selk stated that she received two bids and selected a contractor she has used before that will work closely with her on any issues that come up.

The Board discussed the railing and balusters and concluded that so long as the railing height and baluster spacing remained proportionate, the use of standard dimensional lumber versus custom-milled would be acceptable.

Youngs strongly encouraged her to use cedar rather than some other type of wood for the balusters, as cedar is more durable. He noted that the new corner posts might have a

slightly different ornamentation but they would closely mimic the originals. Ms. Selk replied that she was hoping to install metal caps on the corner posts but they may not be available, so she might just paint them. Youngs recommended using an epoxy paint on the corner caps as it would provide more protection over a longer period.

**Trostle/Cushing to approve a 1,000 grant with these conditions:**

- **Balusters may be of standard dimensions (1 ½ x 1 ½ - inch) but shall be spaced closer together than the originals in order to maintain the correct scale; and**
- **Railing height may be reduced by no more than a 1/3.**

**Motion carried unanimously.**

- B. Downtown District Nomination:** Diana Painter of Painter Preservation was introduced to the Board; she has been chosen to prepare the nomination. She has just begun familiarizing herself with the area and the town generally to better understand the scope of the project. She noted that she has been to Forest Grove before, but has not spent a lot of time here. She wants to get a "feel of the district" as well as the feel of Forest Grove and the surrounding area. The Board gave many suggestions of areas and buildings that could help her with that.

She said she will be reviewing both the State and National Park Service rules for nominations, and will also study the Original Town survey and context statement to better understand the proposed boundaries, the potential area recommended for inclusion by the City Council, and determining what remains to be researched. She will also review the existing architectural descriptions and expand on those if necessary, noting in particular those storefronts that have been remodeled in the past 50 years.

Scheduling was discussed: the nomination needs to be substantially complete by May 2020 with the initial draft completed by March. Ms. Painter will follow-up with staff to prepare a more detailed schedule. The name of the district was also discussed: "commercial historic district" or "downtown historic district" or something else – no decision was reached.

- C. Alternative Funding Sources:** Youngs reported that although he and Fischer have talked more, they have not done much due to Youngs' recent family loss. He said that most of the grants they've investigated so far are for arts and technology projects; he and Fischer are discussing how our needs might merge with those. He noted that most rehabilitation grants were for repurposing buildings such as converting a warehouse to other uses such as housing or commercial.

Tsur suggested investigating grants targeting low income and the elderly; Trostle said she had a possible lead for aging in place grants through Portland Community College and would pursue that. It was noted that although we may not have any alternative funding grants in early 2020, we could advise the City Council at the CEP grant application presentation that we are diligently working to find other financial sources.

Mr. Eddings commented that the FHFG had discussed the Board's idea of a gala fundraising event and although there was some concern, they admitted that since the Friends only do the house tour every other year, a similar event in the alternate year might be acceptable. They also acknowledged that a gala-type event would be totally different from their historic home tours. The possibility also was raised of both groups working together on the gala. He did raise a valid concern that as the Friends are a nonprofit organization and the Board is City-sponsored, so there might be some legal issues to be worked out.

- D. Editorial Calendar:** No new articles or outreach efforts were proposed.

- E. **Photo Contest:** Whalen Garfias said that her work schedule was so busy now that she could not commit as much time on this as she has before. The Board discussed whether to skip a year or try to find another organization to take over. Instead, the Board decided to proceed but on a more limited scale, by limiting the avenues of promotion to those that were successful last time and not expending any effort on those that were not. A submittal deadline of April 6, 2020 was selected. Youngs offered to prepare the posters to be put up in early March. Whalen Garfias offered to prepare the copy for the January utility bill stuffer. The Public Arts Commission would again be asked to judge the contest.

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

- A. Approval of Historic Landmarks Board Meeting Minutes. **The meeting minutes of September 24 were approved with minor corrections.**
- B. FHFG Report. Mr. Eddings reported that their Holiday Social would be held at Central Cultural in Cornelius on December 8 from 4-7 pm.
- C. Staff Update. Reitz reminded the Board of the Certified Local Government (CLG) training on November 14 in Albany and asked if anyone planned on attending; both Trostle and Tsur expressed interest. He reported that he had attended a meeting about the Main Street program, as the City is considering whether to join. The meeting, although lightly attended, was very informative.
- D. Public Safety Open House. Youngs said that he and Whalen Garfias attended and engaged with many people, advising them about the historic districts, grant opportunities for seismic retro-fitting, and Whalen Garfias' earthquake preparedness game.
- E. November 26 Agenda: Downtown district, alternative funding, editorial calendar, photo contest.

- 5. Adjournment:** The October 22, 2019 meeting adjourned at 9:09 p.m.

These minutes respectively submitted by George Cushing, Secretary