

To: Historic Landmarks Board

From: James Reitz (AICP) Senior Planner 
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Re: March 27 Agenda

Date: March 16, 2018

Memorandum

NOTE: Both Jennifer and Tom are excused from this meeting. If anyone else can't attend, please advise as soon as possible.

ACTION ITEMS -

- A. HPNW Report: The team will be present to lead a discussion on both the context statement and potential downtown district boundary.
- B. CEP applications must be submitted by April 6th. This will be your last opportunity to review the application as a group before it is submitted.
- C. Preservation Month (Stewart Award and Photo Contest): Discussion of a potential recipient and an update on the inaugural photo contest. See below for more background on potential recipients.
- D. Media Outreach and Editorial Calendar: Kelsey will provide an update.
- E. Mock Hearing Debrief: We'll go over what we learned, and what we need to work on to improve the process.

INFORMATION ITEMS -

Original Town Resurvey – The schedule is as follows:

Context Statement

The draft context statement was submitted February 23rd and our edits were submitted by March 9th. HPNW is incorporating the edits and will return a draft by March 16th. *Final edits will be due by March 23.*

District Boundary

A potential downtown district boundary was prepared by March 2nd and our edits were submitted by March 16th. HPNW will attend the March 27 meeting to review both the context statement and draft downtown boundary.

Survey

The resurvey data will be submitted by June 15. *We'll have two weeks to edit (by June 29).* HPNW will incorporate the edits and return a final survey by July 13.

Legal Training: If you missed the March 19 event, please sign up for the April 9 session 5:15-7:00 pm.

May 12 SOLV Cemetery Clean-Up - Kelsey and Larissa will report.

Preservation Grants: For FY 2017-18, the City Council awarded the Board **\$7,675**. Of that, **\$7,425** has been awarded, leaving **\$250** available. No new applications have been filed.

<u>Building</u>	<u>Address</u>	<u>Grant \$</u>	<u>Project</u>	<u>Status</u>	<u>Notes</u>
"Morrison" House	1827 Douglas Street	\$ 675	Painting	Completed	CEP 17-18
"Renzema" House	1903 22 nd Avenue	\$ 450	Chimney	Approved	CEP 17-18
Rasmussen House	1653 Birch Street	\$1,000	Soffit Repair	Completed	CEP 17-18
Burlingham House	1306 Birch Street	\$1,000	Structural	Completed	CEP 17-18
Shultz House	2204 15 th Avenue	\$1,000	Painting	Completed	CEP 17-18
"Monroy" House	2213 15 th Avenue	\$1,000	Painting	Completed	CEP 17-18
Chandler House	1839 Ash Street	\$1,000	Re-Roof	Completed	CEP 17-18
Moore House	2103 15 th Avenue	\$ 300	Porch Repair	Completed	CEP 17-18
Todd House	1638 Main Street	\$1,000	Seismic	Completed	CEP 17-18

Stewart Award – The 2017 nominees were Richard Kidd (received special recognition award); owners of Oscar Brown house (the Kistlers); HPNW; and the Anderson Building owner (Ozeruga received the award). Those that didn't receive recognition last year remain eligible.

At the last meeting, the Board requested background information on other preservation grant awardees, based on 1) who spent the most money on any given project and 2) which owner has had the most projects. Over the life of the program, these were the most expensive projects:

<u>Year</u>	<u>Building</u>	<u>Project \$</u>	<u>Grant \$</u>
1998	Holbrook Lodge Masonry Sealant	\$22,000	\$1,000
1999	Macrum House Porch Restoration	\$16,600	\$1,000
2000	Charles Roe House Foundation	\$11,000	\$1,000
2000	Templeton House Foundation	\$12,846	\$1,000
2002	Oscar Brown House Repainting	\$26,520	\$3,000
2003	Thomas House Porch Restoration	\$23,580	\$3,000
2004	Thomas House Painting	\$10,400	\$2,500
2005	Templeton House Foundation (addition)	\$24,158	\$3,000
2005	Maple House Foundation	\$10,840	\$2,900
2007	L. B. Smith House Re-Roof	\$14,800	\$3,000
2007	Theater-in-the-Grove Painting	\$13,500	\$2,175
2013	Robb-Roberts House Porch Repair	\$10,000	\$1,000
2014	John Abbott House Painting	\$10,500	\$500
2015	W. R. Taylor House Re-Roof	\$17,690	\$500
2016	Oscar Brown House Re-Roof	\$13,295	\$1,000
2016	Wilson House Waterproofing	\$10,412	\$1,000
2017	Rasmussen House Soffit Repair	\$12,540	\$1,000
2017	Chandler House Re-Roof	\$13,600	\$1,000

The buildings with the most number of projects include the Fortner and Blank houses, each with 6 projects. They are followed by the Rasmussen House with 5; then the Macrum, Brown, Austin and Ireland houses, and the Congregational Church Parsonage, all with 4 each. Not all buildings have had the same owner over the duration.

2018-19 CALENDAR - UPCOMING AGENDA ITEMS

April 24, 2018

- Preservation Month planning (continued)

May 22, 2018 (fourth Tuesday)

- Historic Month Proclamation (May 14 CC meeting)
- Honor Stewart Award recipient (May 14 CC meeting)
- Review July-December 2018 Editorial Calendar

June 26, 2018

- Preservation Grant reviews
- Restore Oregon nominations
- National Night Out planning
- Adopt July-December 2018 Editorial Calendar

July 24, 2018 (fourth Tuesday)

- Preservation Grant reviews
- National Night Out planning

August 21, 2018

- Public Safety Open House planning (October 13)

September 25, 2018

- Public Safety Open House planning (October 13)

October 23, 2018 (fourth Tuesday)

- No items scheduled at this time

November 27, 2018

- No items scheduled at this time

December 18, 2018 (third Tuesday)

- Prepare annual report and presentation for January boards and commissions reception (not to exceed 5 minutes)
- Annual website review
- 2019 work plan
- Prepare January-June 2019 Editorial Calendar

January 22, 2019 (fourth Tuesday)

- Review and adopt 2019 work plan
- SHPO Grant Application
- Review and adopt January-June 2019 Editorial Calendar
- Annual elections

February 26, 2019

- Appoint subcommittee to prepare CEP application
- Discuss potential Stewart Award recipient
- Mock Design Review Hearing

March 26, 2019

- Review and finalize CEP grant application
- Select Stewart Award recipient
- Preservation Month planning