

**NEWBERG HISTORIC  
PRESERVATION COMMISSION  
Tuesday, September 16, 2014  
7:00 p.m., Newberg City Hall  
Permit Center Conference Room  
414 E. First Street, Newberg, OR**

**I. Open Meeting – 7:00 p.m.**

**II. Roll Call –** Commissioner Attendees included Chairman Rick Fieldhouse, Vice-Chairman Chuck Zickefoose, Geary Linhart and Barbara Doyle. Commissioner Isamar Ramirez was absent.

Staff present included Associate Planner David Beam, Interim Building and Planning Director Steve Olson and Interim City Recorder Sue Ryan.

Associate Planner David Beam announced Commissioner George Edmunston had resigned due to personal reasons. There was a brief discussion on the committee vacancy.

**III. Approval of August 19, 2014 Meeting Minutes**

There were minor amendments to the minutes. Zickefoose moved, seconded by Linhart to approve the minutes as amended. The motion carried unanimously.

**IV. Define project for CLG grant application**

Chair Fieldhouse said he wanted to remind the committee of what their purpose is under the Municipal Code. He read from Ordinance 2013-2764 , the establishing ordinance for the committee.

He explained the requirements for the CLG grants, which can range between \$5,000 to \$20,000. He shared some information on what other communities had applied for as examples of what the committee could consider.

Associate Planner David Beam explained the procedure for applying for the CLG grants. There was discussion on the four items the commissioners had focused on at their last meeting including: research historic district (downtown area), preserve historical items on 1<sup>st</sup> Street, receive some training from SHPO, and research other communities who had a bypass developed around them. Vice-Chair Chuck Zickefoose suggested adding a fifth item: plaques for downtown buildings.

There was discussion on the plaques and what work would qualify for CLG grants. The plaques could be part of the researching the historic district option and how to achieve their goals.

Interim Building and Planning Director Steve Olson explained the early research on the bypass showed a projection of an initial 20 % drop in traffic through the downtown area.

There was a discussion on the benefits of historic districts and how to define its boundaries in the Newberg downtown area.

Commissioner Linhart suggested that the information about listing an historic district on page 8 in the meeting packet could be what the commission could do with the CLG grant funding.

Associate Planner Beam asked if he was hearing consensus about what the Commission would like to focus on for their CLG application. He wrote on the board – Research Downtown: create historic resources record (beginnings of possible historic district designation), make downtown stand out from historic lens (e.g. catchy name, signage and wayfinding, façade improvements/historical restorations, hire expert to identify projects), historic brochures on the history buildings and area, historic brochure of unique items, mapping items through a survey as a process to preserve/locate historical features. Work could include collaborating with NDC, use of GFU grad students and other partners. Also include a survey of historic property owners.

Commissioner Linhart said the state had to recognize that it was even feasible for Newberg to maybe get an historic district. The first step was setting up an Historic Research Record.

Commissioner Doyle said national historic district was not be her primary reason for doing all this historic research and work.

There was discussion on whether the City could even designate the downtown to be a historic district under the Municipal Code without the state approving it through the SHPO process. The commission discussed the strategy for carrying out their goals.

Commissioner Linhart said he would like to add to the list historical tours or brochures as part of the way to educate the public about the buildings and area.

**V. Next Meeting – October 21, 2014**

**VI. Other Business**

Commissioner Vacancy

**VII. Adjourn**

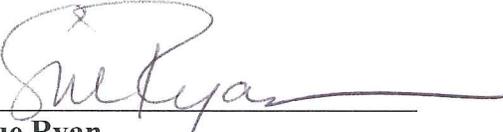
**Approved by the Newberg Historic Preservation Commission this 21 day of October, 2014.**

**AYES:**

**NO:**

**ABSENT:**

**ABSTAIN:**

  
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**Sue Ryan**  
**Minutes Recorder**

  
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**Rick Fieldhouse,**  
**Historic Preservation Commission Chair**