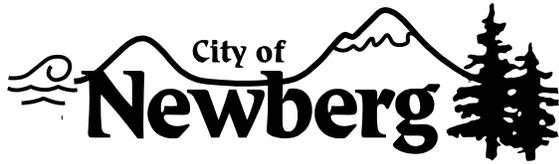


**NEWBERG HISTORIC
PRESERVATION COMMISSION
MEETING AGENDA**

**Tuesday, February 17, 2015
7:00 p.m., Newberg City Hall
Permit Center Conference Room
414 E. First Street, Newberg, OR**

- I. Open Meeting**
- II. Roll Call**
- III. Approval of January 20, 2015 Meeting Minutes**
- IV. Discussion: Final draft - Historic Preservation Grant Application
(application due date is February 27, 2015)**
- V. Next Meeting – Tuesday, April 21, 2015**
- VI. Other Business**
- VII. Adjourn**



**NEWBERG HISTORIC
PRESERVATION COMMISSION
MEETING MINUTES
Tuesday, January 20, 2015
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, Barbara Doyle, and Ryan Howard. Excused absence: Isamar Ramirez.
- Staff present: Interim Planning & Building Director Steve Olson.
- III. Election** – Doyle nominated Fieldhouse as chair, Fieldhouse nominated Zickefoose as vice-chair. Zickefoose moved to close nominations, Doyle seconded. The Commission voted and approved both nominations unanimously.
- IV. Approval of December 16, 2014 Meeting Minutes** – Zickefoose moved, seconded by Linhart to approve the draft minutes. The motion carried unanimously.
- V. Proposed grant application outline** – Staff reviewed the draft proposal and asked the Commission for direction. The general approach for the grant was to update the downtown historic inventory, and then follow with public promotion and a historic district discussion. There was general agreement with the draft approach, with the comment that the Commission is interested in getting the “optional” work done, as well, if funding is available.
- VI. Next Meeting** – February 17, 2015
- VII. Other Business** – There was discussion about how to modify the sidewalk permit process to preserve old date/name stamps, and other potential grant applications for historic building plaques.
- VIII. Adjourn** – 7:52 p.m.

Approved by the Newberg Historic Preservation Commission this 17th day of February, 2015.

AYES:

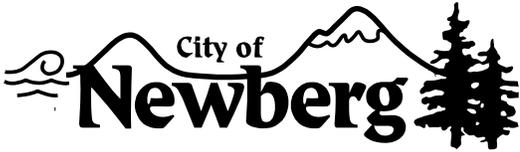
NO:

ABSENT:

ABSTAIN:

**Steve Olson
Minutes Recorder**

**Rick Fieldhouse,
Historic Preservation Commission Chair**



Planning and Building Department
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MEMORANDUM

TO: Newberg Historic Preservation Commission
FROM: Steve Olson, Interim Planning & Building Director
SUBJECT: Final draft – Historic Preservation Grant application outline
DATE: February 17, 2015

The commission discussed the draft Historic Preservation Grant application at their January 20, 2015 meeting, and the revised outline below is based on that discussion.

Proposed Project Description

Downtown Historic Resources: Inventory Update and Promotion

1. Focus on updating historic inventory information in the C-3 zone, which contains most of the historic downtown area and all of the commercial properties along First Street and Hancock Street.
2. Analyze properties in the existing downtown inventory and determine if any should be deleted.
3. Analyze other downtown properties for potential inclusion as local historic landmarks.
4. Recommend local historic landmark status for inventoried properties.
5. Take new photos of historic properties.
6. Digitize existing and new property information for website use.
7. Promotion:
 - a. Develop brochures and maps of downtown historic resources
 - b. Develop and implement a promotional campaign for the public (e.g. walking tours, presentations, etc.)
8. Potential historic district:
 - a. Outline the benefits and impacts of a potential historic district.
 - b. Recommend boundaries for a potential historic district.

There will be a Reconnaissance Level Survey for most properties.

Any potential new additions will need an Intensive Level Survey (ILS).

(NOTE: RLS: 10-20 minutes per property. ILS: 25-50 hours per property. Consultants cost \$40-\$80 per hour. Max allowed is \$88.32 per hour (2014 rate)).

Optional Work: If funding remains the following work should be included:

Determine steps needed to establish a historic district

Develop plan to implement a district (tasks, timeline, budget, etc.)

"Working Together For A Better Community-Serious About Service"

Budget - \$13,000

Program administration – up to 15% allowed (grant contract work only)

Timeline – 6/2015 to 3/2016

Local Match (1 to 1 required)

Use of GFU students

Other partners (e.g. Newberg Historic Society, NDC, etc.)

NOTE: Volunteer time recorded at \$9.10 an hour (2014 rate)

Staff time – use salary plus benefits rate

* * *

I sent this outline to Kuri Gill of the Oregon Heritage Program, and she commented:

I think this looks like a great plan. Building community interest and then support is very important.

For the application, you will need to include an estimate of number of properties to have RLS and number for ILS. Also how many brochures of each how many will be printed, will they be available online, how will they be distributed. Same info for the maps. What are the brochures and maps about?

The commission should discuss these comments, to give staff direction when filling out the grant application.

- The attached page from the 1990 historic resource survey is a good place to start.
- There are currently 31 designated historic landmarks in the downtown commercial core (C-3 zone). I expect we will want a Reconnaissance Level Survey (RLS) for those properties.
- We will want Intensive Level Surveys (ILS) for any properties that might become designated landmarks. I suspect there are only a handful of properties that we will want an ILS for. Does the commission have suggestions for 1940s/50s/60s buildings that should be considered? The 1990 survey inventoried 14 other properties in the C-3 zone that did not become designated landmarks; we could revisit those properties if funding allows.
- Maps and brochures: Did the commission wish to create a new walking tour for historic downtown structures, similar to the existing one for historic homes? Any thoughts about quantity? Any new brochures or maps will of course be available on the city website, and will be distributed to the Chamber of Commerce, Newberg Downtown Coalition, Newberg Historic Society, George Fox University and other local/regional tourism centers.

**CONCENTRATION AREA B - DOWNTOWN COMMERCIAL CORE
DESIGNATED LANDMARKS**

<u>Field #</u>	<u>Address</u>	<u>Style</u>	<u>Date</u>	<u>Theme</u>	<u>Rank</u>	<u>Zone</u>
135	214 E. First	Am Renaiss	1910	20th Arch	P	C3
140	401 E. First	Stripp Class	1936	Govern	P	C3
145	505-07 E. First	Med Rev	c.1925	20th Arch	P	C3
147	510-12 1/2 E. First	Commercial	c.1928	20th Arch	P	C3
149	516 E. First	Commercial	c.1927	20th Arch	P	C3
161	717 E. First	Commercial	c.1896	19th Arch	P	C3
137	304 E. First	Art Deco	1936	20th Arch	P	C3
143	414 E. First	Am Renaiss	1913	Gov/20th	P	C3
155	612-16 E. First	Am Renaiss	c.1907	20th Arch	P	C3
158	701 E. First	Commercial	c.1890	19th Arch	P	C3
29	111 S. College	Med Rev	c.1923	20th Arch	S	C3
31	117 S. College	Qn An Vern	c.1902	9th Arch	S	C3
134	209 E. First	Commercial	c.1921	20th Arch	S	C3
138	308 E. First	Moderne	c.1936	20th Arch	S	C3
141	406 E. First	Commercial	c.1909	Social	S	C3
146	508 E. First	Wes F F	c.1910	20th Arch	S	C3
150	518 E. First	Commercial	c.1927	20th Arch	S	C3
151	602 E. First	Commercial	c.1920	20th Arch	S	C3
157	700 E. First	Commercial	c.1910	20th Arch	S	C3
162	720 E. First	Commercial	c.1920	20th Arch	S	C3
167	809 E. First	Italianate	c.1888	19th Arch	S	C3
168	814 E. First	Commercial	1891	19th Arch	S	C3
117	115 N. Washington	Vern/Eastlake	c.1900	19th Arch	S	C3
144	502 E. First	Commercial	1911	20th Arch	S	C3
30	116 S. College	Commercial	c.1925	20th Arch	C	C3
127	111 E. First	Modernistic	c.1938	Trans/20th Ar	C	C3
130	203 E. First	Moderne	c.1930	20th Arch	C	C3
148	514 E. First	Commercial	c.1928	20th Arch	C	C3
153	608 E. First	Commercial	c.1914	20th Arch	C	C3
156	613-15 E. First	Commercial	c.1920	20th Arch	C	C3
160	714-716 E. First	Commercial	c.1920	20th Arch	C	C3

**CONCENTRATION AREA B - DOWNTOWN COMMERCIAL CORE
INVENTORIED - NOT DESIGNATED AS LANDMARKS**

<u>Field #</u>	<u>Address</u>	<u>Style</u>	<u>Date</u>	<u>Theme</u>	<u>Rank</u>	<u>Zone</u>
139	315 E. First	Wes F F	c.1904	20th Arch	P	C3
142	408 E. First	Commercial	c.1911	20th Arch	P	C3
59	109 S. Howard	Vernacular	1914	Religion	S	C3
133	208 E. First	Commercial	c.1911	20th Arch	S	C3
95	109 N. School	Span Col Rev	c.1928	Communicat	S	C3
136	300 E. First	Italianate	c.1895	Comm/Soc	S	C3
163	801 E. First	Modernistic	1925	20th A/Trans	S	C3
131	204 E. First	Commercial	c.1910	20th Arch	C	C3
132	206 E. First	Commercial	c.1920	20th Arch	C	C3
152	606 E. First	Commercial	c.1910	20th Arch	S	C3
159	710 E. First	Wes FF	c.1900	20th Arch	C	C3
164	804 E. First	Italianate	c.1900	19th Arch	C	C3
165	807 E. First	Commercial	c.1920	20th Arch	C	C3
166	808 E. First	Wes F F	c.1905	20th Arch	C	C3