



**NEWBERG HISTORIC PRESERVATION COMMISSION
MEETING AGENDA
Tuesday, September 15, 2015
NEWBERG CITY HALL
414 E. FIRST STREET**

- I. CALL MEETING TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF JULY 21, 2015 MEETING MINUTES**
- IV. REVIEW OF QUASI-JUDICIAL PUBLIC HEARING PROCESS:** A chance to discuss the hearing process after the last meeting, and address any questions regarding the quasi-judicial process.
- V. UPDATE ON THE NEWBERG DOWNTOWN IMPROVEMENT PLAN**
- VI. OTHER BUSINESS**
- VII. NEXT MEETING:** October 20 or November 17, 2015
- VIII. ADJOURNMENT**

FOR QUESTIONS, PLEASE STOP BY, OR CALL 503-537-1240, COMMUNITY DEVELOPMENT DEPT. – P.O. BOX 970 – 414 E. FIRST ST.

ACCOMMODATION OF PHYSICAL IMPAIRMENTS: *In order to accommodate persons with physical impairments, please notify the City Recorder's Office of any special physical or language accommodations you may need as far in advance of the meeting as possible as and no later than 48 business hours prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please dial 711.*

which included the Hutchins house. The site still had a historic designation, but there were no buildings. Providence bought the site and built a medical center in 2003. Part of the design review conditions was to address the historical significance of the site. Providence created a plaque to show the history of the site, which was in the hospital hallway, and the grassy knoll would be left as a park-like setting with a historic monument installed. He reviewed the approval criteria and staff findings. There were no structures on the site to be compatible with or to preserve and no structures were proposed. The historic character was meant to be preserved by completing this plan. The trees on the knoll would be preserved as much as possible and a placard would be put on the knoll. The applicant submitted the text for the placard, which referred to the Hutchins House, Mr. Brutscher's daughter, but the placard needed to refer to Brutscher. Staff would work with them on the language change. The State Historic Preservation Office submitted a comment about taking extreme care during excavation due to possible archeological resources and consulting with the local tribes before excavating. Any future development of the site would go through the standard design review process. Staff recommended approval with conditions.

There was discussion regarding possible archeological resources on the site.

CD Doug Rux said archeological resources could be both Native American and pioneer artifacts. If elements were found, the excavation needed to stop and an archeologist contacted. The archeologist would do an assessment and document all of the information.

Public Comments:

Applicants:

Lori Van Zanten, Chief Executive of Providence Medical Center, said the parking lot would meet their needs as the community expanded and more programs and services were being provided. It would also make it more convenient for patients and visitors to park in front of the building. They were dedicated to continuing the legacy and maintaining heritage, and this fell right in line with those goals.

Scott Harris, Project Architect from JRJ Architects, stated this was a commitment from Providence as it was a prime piece of real estate on the property. This would secure the land for the historic site forever. They had contacted the Confederated Tribes of the Grand Ronde and they were not aware of anything significant at the site. The applicant was committed to complying with the conditions. The knoll would not impact the stormwater system. There were two retention areas on the site that the new parking lot would drain into. They would preserve as many trees as possible. There would be minimal excavation.

Dean Christensen, Landscape Architect, gave a PowerPoint presentation on the landscaping. The house that was removed was referred to as the Hutchins House, which was how they got the name for the placard. The design was an outline of the house as it stood on the site. There would be an ADA accessible path up to the knoll. The knoll would be improved with proper lawn and irrigation. The existing trees and shrubs would remain, but cleaned up. The site would be for public use and outdoor educational space for Providence. They could revise the text to place the emphasis on the Brutscher history.

Commissioner Geary Linhart suggested the applicant look at the historic resource form for the site as a reference.

Proponents, Opponents, and Neutral Testimony: None.

Close of public testimony: by Chair Rick Fieldhouse at 7:40 p.m.

Final Comments from Staff:

AP Steve Olson appreciated how Providence enthusiastically embraced this requirement. Staff recommended approval with conditions.

Commission deliberation and discussion of criteria with findings of fact: None

Action by commission:

ORDER NO.: 2015-001: Ryan Howard moved to adopt, 2nd by Chuck Zickefoose.
Vote 5/0

AP Steve Olson left the meeting at 7:46 p.m.

QUASI-JUDICIAL HEARING:

2. APPLICANT: Molly Olson (represented by Therese DuBravac, Neil Kelly Co.)

REQUEST: Historic review for addition to a historic house

LOCATION: 516 S. College Street

TAX LOT: 3219AD-9301

FILE NO.: HISD3-15-001 ORDER NO.: 2015-002

CRITERIA: Newberg Development Code Section 15.344.030

Called to order: by Chair Rick Fieldhouse at 7:47 p.m.

Call for Abstentions, Bias, Ex Parte Contact, and Objections to Jurisdiction: Chair Rick Fieldhouse asked if the Commission had any abstentions, statements of bias, or ex parte contacts to declare. There was none. There was no objection to the Commission's jurisdiction on this matter.

Legal Announcement: by Chair Rick Fieldhouse

Staff Report: A Power Point presentation was given by CD Doug Rux. This was an application for an addition to a historic house at 516 S. College Street. The proposal was for a 603 square foot addition to the rear of the house and removal of a damaged garage/shop. Other proposed improvements were repair of the front chimney, removal of the rear chimney, repair of the siding and roof, concrete work for sidewalks and paving the driveway, and earthquake bracing. The zoning of the property was R-2 with a historic overlay. The home was constructed around 1910, and was the Layman House, who was a prominent civic leader. The lot was 6,450 square feet, an existing single family residence, and was surrounded by existing single family homes. The home was connected to utilities. He explained the site plan and approval criteria. The addition was at the rear of the house, and was not an in-fill lot. This was a bungalow home and the proposal would not replicate what was already there as the siding would be different. The windows were replaced at some time to vinyl and the proposal was to match the existing windows. The roofing would be a black architectural composition roof. The main entrance would not be modified. This parcel had been partitioned and the property line was one foot away from the existing garage and did not meet the five foot setback. The garage was in a deteriorating state and would be removed. The applicant also proposed to do wooden fencing along the north and east property lines.

****Recording ended here****

Chair Rick Fieldhouse had questions for CD Doug Rux if there were any address markings in the sidewalk. CD Doug Rux answered about the sidewalk indicating there were no markings and the sidewalk had been severally damaged from roots from street trees that had been approved for removal.

Barbara Doyle had questions referring to page 51 related to compatibility requirements for the new addition to the existing house. Discussion followed with CD Doug Rux explaining the criteria for compatibility but having the addition differentiated from the original structure as noted on pages 50-51 in the staff report.

Barbara Doyle had a question on lot coverage and the different numbers, CD Doug Rux indicated that the Development Code has requirements for lot coverage for both the building(s) and paving. The applicant provided information that the building and paving coverage met the Development Code requirements. This would be confirmed again at the time of building permit application.

Public Comments:

Applicant:

Molly Olson made comments on the proposed addition, the size of the addition, the design of the addition being compatible with the existing house, removal of the garage, and the addition and existing house lasting another 100 years.

Therese DuBravac, Neil Kelly Co., Power Point presentation with comments on the design of the addition, roof design and roofing material, massing of the addition compared to the existing house. Ms. DuBravac also indicated that the siding on the addition could be done to replicate the siding on the existing house if that was the desire of the Commission.

Chuck Zickefoose had questions as to the previous owner. Discussion followed with CD Doug Rux that Mr. Layman was raised in the house and later returned to live in the house. The information is noted in the historic inventory form as part of the staff report.

Close of public testimony

Chair closed public testimony at 8:15pm

Final Comments from Staff:

CD Doug Rux gave final comments and recommendation to approve HISD3-15-001 as noted in the Order with conditions.

Chuck Zickefoose had a question on siding if it should replicate what is on the existing house. CD Doug Rux responded the siding should be compatible but not replicate.

Commission deliberation and discussion of criteria with findings of fact:

None

Action by commission:

Chair Rick Fieldhouse asked for action or motion.

CD Doug Rux made a recommendation to the Chair that the motion could be the language stated at the heading of the proposed Order on page 47.

Ryan Howard had a question for CD Doug Rux on siding. CD Doug Rux referred to the page 51 discussion on compatibility but differentiating the siding material and noted replicating the siding material would not be in compliance with the criterion.

Barbara Doyle added to the discussion on replacing the sidewalk in S. College Street. CD Doug Rux explained the requirement.

Ryan Howard made motion to adopt ORDER NO. 2015-002, 2nd by Chuck Zickefoose.

Vote 5/0

ITEMS FROM STAFF:

CD Doug Rux commented to Chair Rick Fieldhouse on quasi-judicial process training to be conducted with the Commission and the intent to have that training in conjunction with a Planning Commission training on the same topic.

Barbara Doyle had questions for Doug Rux on previous meetings and when staff reports were available to the Commission. CD Doug Rux indicated that staff reports are available seven days prior to a public hearing.

Other Business:

Next meeting discussion with chair Rick Fieldhouse on either August 18 or September 15. The Commission identified the next meeting date as September 15.

Chair Rick Fieldhouse adjourned the meeting at 8:33 p.m.

Approved by the Newberg Planning Commission this ____ day of _____, 2015.

Bobbie Morgan, Planning Secretary

Rick Fieldhouse,
Historic Preservation Commission Chair

To Planning Commission Rules**OUTLINE FOR QUASI-JUDICIAL PUBLIC HEARING****Newberg Planning Commission**

1. **CALL TO ORDER**
OPEN THE PUBLIC HEARING, ANNOUNCE THE PURPOSE, DISCUSS TESTIMONY PROCEDURE, AND TIME ALLOTMENTS
2. **CALL FOR ABSTENTIONS, BIAS, EX PARTE CONTACT, AND OBJECTIONS TO JURISDICTION**
3. **LEGAL ANNOUNCEMENT**
READ “QUASI-JUDICIAL ANNOUNCEMENTS” SHEET
4. **STAFF REPORT**
COMMISSION MAY ASK BRIEF QUESTIONS FOR CLARIFICATION
5. **PUBLIC TESTIMONY**
5 MINUTE TIME LIMIT PER SPEAKER (15 MINUTE LIMIT FOR APPLICANT AND PRINCIPAL OPPONENT). SPEAKER GOES TO WITNESS TABLE, STATES NAME & PRESENTS TESTIMONY. COMMISSION MAY ASK QUESTIONS OF SPEAKERS.
 - A. APPLICANT(S)
 - B. OTHER PROPONENTS
 - C. OPPONENTS AND UNDECIDED
 - D. STAFF READS WRITTEN CORRESPONDENCE (TIME LIMIT APPLIES)
 - E. APPLICANT REBUTTAL
- 6 **CLOSE OF PUBLIC TESTIMONY PORTION OF HEARING**
7. **FINAL COMMENTS FROM STAFF AND RECOMMENDATION**
8. **PLANNING COMMISSION DELIBERATION INCLUDING DISCUSSION OF CRITERIA WITH FINDINGS OF FACT**
9. **ACTION BY THE PLANNING COMMISSION**
 - A. ORDER OR RESOLUTION – Usually requires passage of order if the commission is the final decision maker, or a resolution if the commission is only advisory to the council.
 - B. VOTE – Vote is done by roll call.
 - C. COMBINATION – Can be combined with other commission action; separate vote on each action is required.

**QUASI-JUDICIAL
PUBLIC HEARING PROCESS
TESTIMONY AND EVIDENCE REQUIREMENTS**

ORS 197.763 requires certain statements to be made at the commencement of a public hearing.

- The applicable City and State zoning criteria must be listed. This means that we must advise you of the standards that must be satisfied by the applicant prior to our approval of an application. The Planning Staff will list the applicable criteria during his or her presentation of the staff report.
- Persons wishing to participate in this hearing must direct their testimony or the evidence toward the criteria stated by the Planner or other specific City or State criteria which you believe apply. You must tell us why the testimony or evidence relates to the criteria.
- Any issue which might be raised in an appeal of this case to the Land Use Board of Appeals (LUBA) must be raised in person or by letter at the local level prior to the City approving or denying the application. The law states that the issue must be raised in enough detail to afford the decision-maker and the parties an opportunity to respond. This part of the law is also known as the "raise it or waive it" requirement. If you do not bring it up now, you can't bring it up at LUBA.
- Failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval in enough detail to allow the local government or its designee to respond to the issue precludes an action for damages in Circuit Court.
- Prior to the conclusion of the initial evidentiary hearing on an application, any participant may request an opportunity to present additional evidence or testimony regarding the application. The Planning Commission will grant such a request through a continuance or extension of the record.

Downtown Newberg

What's happening?

The Phase 1 Bypass will reduce traffic through downtown, and will particularly help with truck traffic, creating opportunities for a revitalized downtown. Several options for streetscapes, multi-modal transportation, and other public space ideas will be considered during the Newberg Downtown Improvement Plan process. City Council passed a motion supporting the general concept of a "road diet" in downtown, which could create additional space for the future improvements identified by the Newberg Downtown Improvement Plan.

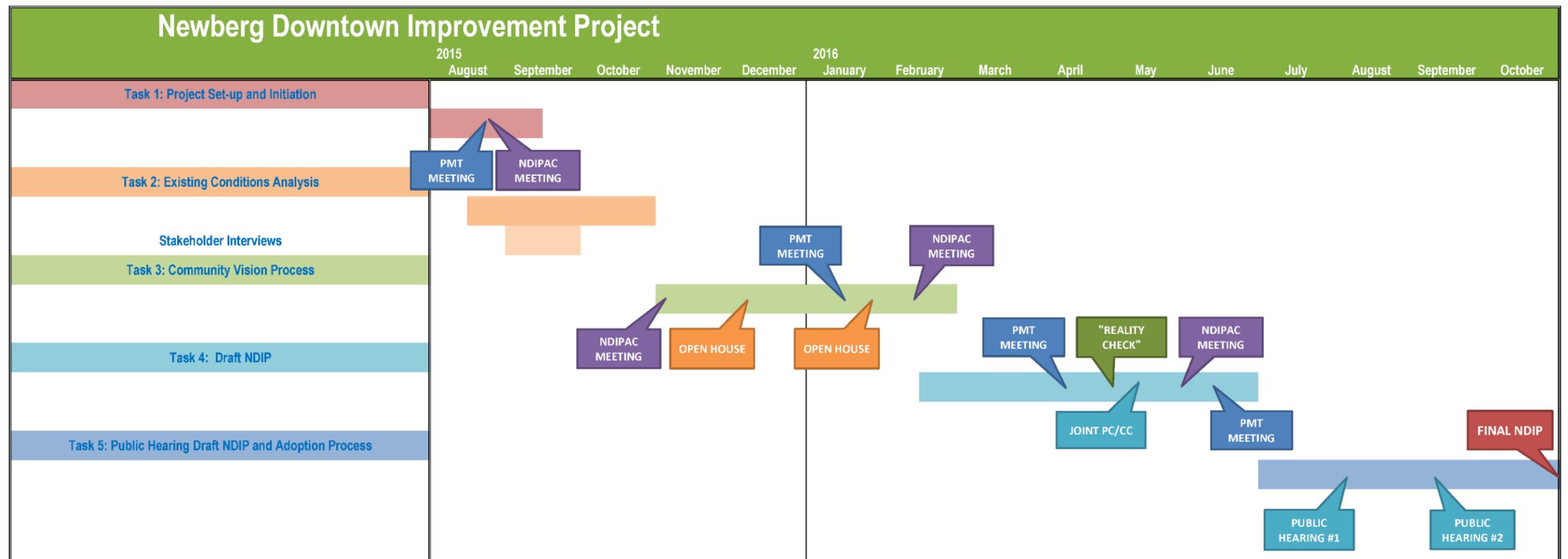
What's the study area?



What's next?

The City received a \$259,000 grant from the state Transportation and Growth Management program to complete a Newberg Downtown Improvement Plan, building on the momentum of the expected Phase 1 Bypass impacts, community visioning efforts, and the TSP update. The purpose of the Newberg Downtown Improvement Plan is to develop a detailed land use and streetscape plan that will guide the revitalization of historic downtown Newberg. The Plan process is underway, and over the next 15 months the City will be working to engage citizens, property owners, and businesses to guide the Plan.

What's the NDIP process?



Info?

The City will be creating a project website to allow the community to follow the project and stay engaged. Contact: Steve Olson, AICP, 503-537-1215, steve.olson@newbergoregon.gov