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CITY OF ROSEBURG
HISTORIC RESOURCE REVIEW COMMISSION
Wednesday, August 21, 2019
Roseburg City Hall, 3rd Floor Conference Room – 3:30 p.m.

NOTE: It is up to each of you as Commissioners and Staff to let staff know before the day of the meeting if you will not be able to attend. Thank you.

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL: Chair Andrea Zielinski
Marilyn Aller Lisa Gogal Nick Lehrbach
Bentley Gilbert Stephanie Giles James DeLap
- III. APPROVAL OF MINUTES
 - A. Minutes June 19, 2019 – Historic Resource Review Commission Minutes
- IV. AUDIENCE PARTICIPATION: See Reverse for Information
- V. PUBLIC HEARING
 - A. 1445 SE Pine Street – Kitchen Addition to Rear
- VI. BUSINESS FROM STAFF
 - A. Minor Approval 1608 SE Mill Street
 - B. Downtown Façade Grants – PDF [Slideshow](#) & [Investments](#)
 - C. Housing Rehabilitation Grants
- IX. BUSINESS FROM THE COMMISSION
- X. NEXT MEETING – September 18, 2019
- XI. ADJOURNMENT

*** * * AMERICANS WITH DISABILITIES ACT NOTICE * * ***

Please contact the office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, OR 97470-3397 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900. **The agenda packet is available online at:** <http://www.cityofroseburg.org/your-government/commissions/historic-resource-review/>

AUDIENCE PARTICIPATION INFORMATION

The Historic Resources Review Commission welcomes and encourages participation by citizens at all meetings. To allow the Commission to deal with business already scheduled, it is asked that anyone wishing to address the Commission follow these simple guidelines.

Non-Agenda Items

If you wish to address the Historic Resources Review Commission on a matter not on the agenda, at the appropriate time please raise your hand and wait to be recognized by the Chair. Persons addressing the Commission must state their full name and address for the record. All remarks are to be directed to the Commission. For items not on the agenda the presentation should be brief and be on a topic of interest to the Historic Resources Review Commission, such as a general land use matter. These presentations are reserved for new material which has not been previously considered. The Commission will not be taking action on any item presented under "Audience Participation" and if needed will provide direction to staff for appropriate follow-up.

Agenda Items

For items on the agenda you will be given an opportunity to address the Commission once the item is called. Agenda items typically begin with establishing those who have party status, (to be explained by the Chair), a report from staff, followed by Commission questions to staff, then the applicant along with anyone he wishes to call as a witness on his behalf will be called to speak, followed by those with party status. After all initial testimony is completed there will be an opportunity for rebuttal. Everyone addressing the Commission is subject to questioning. After the hearing portion of the item is completed, the Commission will discuss the matter with a motion for consideration being presented and acted on.

Once final action is taken on Quasi-Judicial matters, the action of the Commission can be appealed to the City Council within 14 calendar days of the decision by filing a Notice of Review with the Community Development Department. Action on Legislative matters is typically a recommendation to the City Council and will be forwarded to them for final consideration.

For further details or information please contact the Community Development Department Monday through Friday, 8:00 a.m. to 5:00 p.m., at Roseburg City Hall, 900 SE Douglas Avenue, Third Floor, Roseburg OR 97470, phone number 541-492-6750, or e-mail cmatthews@cityofroseburg.org

**CITY OF ROSEBURG
HISTORIC RESOURCE REVIEW COMMISSION MINUTES
June 19, 2019**

CALL TO ORDER - Chair Andrea Zielinski called the regular meeting of the Historic Resource Review Commission to order at 3:42 p.m., in the third floor conference room of City Hall, 900 SE Douglas Avenue, Roseburg, Oregon.

ROLL CALL - Present: Chair Andrea Zielinski, Commissioners Jim DeLap, Bentley Gilbert, Stephanie Giles, and Nick Lehrbach.

Absent-Excused: Commissioner Aller
Absent-Unexcused: Commissioner Gogal

Others Present: Associate Planner Teresa Clemons, Department Technician Chrissy Matthews and City Councilor, Bev Cole attended in the audience.

APPROVAL OF MINUTES – *Commissioner Lehrbach moved to approve the minutes of the April 17, 2019 meeting as submitted. The motion was seconded by Commissioner Gilbert, and approved with the following votes: Chair Zielinski, Commissioners DeLap, Gilbert, Giles, and Lehrbach voted yes. No one voted no.*

AUDIENCE PARTICIPATION – Bev Cole, PO Box 1171, Roseburg OR 97470 inquired how a property is established on the historic registry. Ms. Clemons explained the property applies to be nominated through the Oregon State Historic Preservation Office, then reviewed by the local Historic Resource Review Commission and if it receives a recommendation from the commission, then the Heritage Commission reviews. The National Park Service has the final review before a nomination is accepted.

Discussion ensued regarding funding improvements for local historic properties. Ms. Clemons stated there isn't funding available on a local level; however, Jane Clark left an endowment to assist with financial aid for the Historic Mill Pine District properties for qualifying improvements. The State provides a tax break for qualifying historic properties as well.

BUSINESS FROM STAFF – Certified Local Government (CLG) Program Review.

Ms. Clemons reported the State Historic Preservation Office (SHPO) is required to check-in and evaluate Certified Local Governments (CLG) every four years. This summer is our time to review how things are going in our program and see what SHPO can do to help.

During our last review, SHPO staff attended the HRRC meeting to go over items required by the CLG program and reviewed the current code. This is the time to discuss successes and challenges and share information to let SHPO know what we need from them to support our program. Ms. Clemons advised the commission to complete the CLG Program Review form, if they have items to discuss, and return it to her before July 16th. Ms. Clemons will meet with Kuri Gill on July 16th to discuss our program. Ms. Gill is a great supporter and has a wealth of knowledge of Historic Preservation.

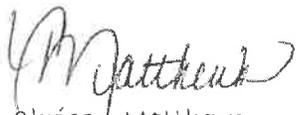
Following the visit, SHPO writes up results from our review. This can be a fun opportunity to get support and improve our preservation program.

Ms. Clemons shared there are opportunities for trainings, public outreach, and SHPO provides historic preservation training to our commission as well.

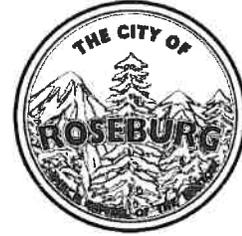
Commissioner Gilbert inquired of the process to remove a property from the historic register. Ms. Clemons stated the property owner would have to apply with the State Historic Preservation Office. A Lake Oswego court case was heard at the Supreme Court and determined a property owner cannot opt out of being on the historic register and must apply and seek approval to be removed.

BUSINESS FROM COMMISSION – None.

ADJOURNMENT – The meeting adjourned at 3:51 p.m. The next meeting is July 17, 2019.


Chrissy Matthews
Department Technician

**CITY OF ROSEBURG
HISTORIC RESOURCE REVIEW COMMISSION
AGENDA ITEM REPORT**



Application No. SR-18-257

Meeting Date: August 21, 2019

Prepared for: Historic Resource Review Commission

Staff Contact: Teresa Clemons, Associate Planner

Request: Historic Review Kitchen Addition to Rear 1445 SE Mill Street

ISSUE STATEMENT AND SUMMARY:

Property owner, Kurt Rethwill, requests approval to extend kitchen 6 feet toward rear yard of existing non-contributing home within Mill Pine Historic District.

OPTIONS:

- Adopt proposed or modified Findings of Fact approving the request.
- Adopt proposed Findings of Fact denying the request.
- Continue consideration of the request for 60 days.

CONCLUSION/RECOMMENDATION:

Based on the information provided, as well as Staff's analysis, the proposed request is in keeping with the criteria provided in Roseburg Municipal Code (RMC) for additions to and shall follow the requirements of the Secretary of Interior's Standards for Historic Preservation Projects and the Historic Preservation League of Oregon's Rehab Oregon Right manual. Therefore, it is recommended the Historic Resource Review Commission adopt the following motion:

SUGGESTED MOTION:

I MOVE TO ADOPT PROPOSED FINDINGS OF FACT AND ORDER TO **APPROVE** APPLICATION NUMBER SR-18-257, KITCHEN EXTENSION AS DETAILED IN FINDINGS AND ORDER.

**IN THE MATTER OF THE REQUEST
FOR APPROVAL AT 1445 SE PINE STREET**

**BEFORE THE ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION
ORDER OF APPROVAL**

I. NATURE OF APPLICATION

Property owner, Kurt Rethwill, requests approval to extend kitchen 6 feet toward rear yard of existing non-contributing home within Mill Pine Historic District.

II. HISTORIC RESOURCE REVIEW COMMISSION HEARING

A public hearing was held on the application before the Roseburg Historic Resource Review Commission on August 21, 2019. At that hearing the Commission reviewed application number SR-18-257 and it was made part of the record.

III. FINDINGS OF FACT

A. EXISTING CONDITIONS

1. The Historic Resource Review Commission takes official notice of the Roseburg Urban Area Comprehensive Plan adopted by City Council Ordinance No. 2980 on December 9, 1996 and of the Roseburg Municipal Code Ordinance No.3497, as originally adopted March 12, 2018, , as both may have been amended from time-to-time.
2. The subject site may be described as Tax Lot 05100, Section 24DD, Township 27 South, Range 06 West, Willamette Meridian; R73265.
3. The property is zoned C2 (Community Commercial) and is surrounded by C2 properties to the south, C3 properties to the east, and MR14 properties to the north and west.
4. The building is listed as Non-Historic Non-Contributing within the Mill-Pine Historic District Nomination:

The mid-century addition to the district is a one and one-half story structure featuring a gable roof with a minor cross gable on a one-story ell. Windows are fixed pane. A porch with a shed roof occupies the NW corner. Cedar shake siding covers the building and there is one exterior chimney. This residence was moved into the Mill-Pine District from the area of Stephens Street. The Harry Burr family lived in this residence at one time. Burr was a deputy sheriff with the Douglas County Sheriff's Office.

B. PROPOSAL

Proposal extends kitchen at rear of structure 6 feet east toward the rear of the lot. The addition will not be visible from Pine Street.

C. AGENCY COMMENTS

Conditions of approval from department review and Historic review may be attached to any development permits; applicant responsible to conform with conditions from approval permit No. SR-18-257.

D. ANALYSIS

Application for additions to Historic Resources must comply with standards found in RMC 12.04.110(D).

E. REVIEW CRITERIA: RMC 12.04.110(H): NEW CONSTRUCTION/ADDITIONS TO NON-HISTORIC RESOURCES

The Commission may delay the issuance of the demolition permit or building permit for up to 60 days from the date of the hearings action. The Commission's decision shall be based upon consideration and completion of factors listed below:

Following review, the Commission may grant or deny the request for issuance of a building permit or demolition permit. Affirmative findings shall be documented addressing the guidelines based upon their relative importance.

RMC 12.04.110(H) New construction/additions to non-historic resources. This section applies to all non-historic, non-contributing, secondary, ineligible, or similarly classified property. New construction on a vacant lot within a historic district or on a property, lot, parcel or site designated as a non-historic, non-contributing, compatible, secondary and/or not-eligible historic resource can enhance the existing character if the proposed design reflects an understanding of, and is compatible with, the distinctive character of the setting and associated resources. Affirmative findings shall be documented addressing the following guidelines based upon their relative importance:

- 1) Siting New and Relocated Buildings. New, added or relocated buildings are sited according to features of the surrounding neighborhood and the overall character of the historic area in terms of orientation, distance to adjacent buildings, traditional setback, and retention of important site features per the requirements of the Secretary of Interior's Standards of Historic Preservation Project and the Historic Preservation League of Oregon's Rehab Oregon Right manual and as follows:
 - a) Orientation. The new or relocated building is oriented in a manner to maintain the traditional pattern of the block.
 - b) **Finding:** The proposed kitchen addition is located in the rear yard of the building and is not visible from SE Pine Street; the addition maintains the traditional pattern of the block.
 - c) Distance. The distance between the new or relocated building and the adjacent historic resource is compatible with the spacing between existing resources on the same street.

Finding: The proposed addition extends 6 feet toward the rear of the lot which abuts an alley and has no effect on spacing between buildings.

- d) Setback. The setback of the new or relocated building is consistent with the setback of adjacent historic resources on the street.

Finding: Setbacks in the neighborhood reflect the historic development of the mixed multiple family and commercial zoning. As such, setbacks on adjacent properties vary widely. The proposed kitchen addition is consistent with setbacks in the area.

- e) Design. The overall character of the new construction or relocated building is compatible with existing site features (landscaping, garages and driveways, if applicable) and the traditional character of the surrounding area.

Finding: Overall character of the new one-story proposal reflects the traditional method of simply adding a shed to a home. The siding will match existing but the roofing will extend from under the existing eave.

- 2) Height. The proportion of the new or relocated building is compatible with the average height of the traditional character of the surroundings.

Finding: The proportion of the shed-like kitchen addition complements the average height of surrounding structures.

- 3) Bulk and Scale. The bulk and/or proportions (size, mass, and/or volume) of any new or relocated building are compatible with the traditional character of the surrounding. Examine the massing of nearby buildings (whether symmetrical or asymmetrical, central block or L-shape), and design the new building with similar bulk.

Finding: The scale and bulk of the kitchen addition is clearly subordinate to the mass of the existing building which helps the new portion to blend into its surroundings.

- 4) Materials. The materials are consistent with the predominant materials and finishes found on other resources in the surrounding area. Examine the color, texture, pattern, composition, and scale of neighboring historic resources.

Finding: The applicant proposes to match horizontal pattern on the new portion to the existing siding on the structure. The structure will not be visible from either Pine Street or the alley behind the building.

- 5) Width. The proportion of the new or relocated buildings is compatible with the average width and massing of the neighboring buildings. If a building is wider than other buildings on the block, the façade should be broken up into narrower bays that reflect the common historic widths.

Finding: The proposed addition matches the width of the existing kitchen portion of the building and is compatible with neighboring structures.

6) Specific Design Elements. Design elements need to be compatible with the existing character of the surroundings with consideration for, but not limited to:

a) Roof Form. Visually, the roof form is the most important element in the overall building form. Keep roof forms consistent with the shapes traditionally used.

Finding: The roof form of the shed-like kitchen addition, although not matching existing roofing of the structure, reflects a common method of adding sheds to existing buildings to expand the footprint.

b) Windows and Doors. Keep the proportions and pattern of window and door opening similar to neighboring historic buildings. Keep the rhythm of solids (walls) and voids (windows and doors) consistent with the dominant pattern set in the area.

Finding: The proposed addition maintains the man-door into the yard at the rear of the structure as well as the existing easterly kitchen window. The small addition does not disrupt the proportions of the building.

c) Exterior Siding. Select siding material that is compatible with the historic materials used in the neighborhood. Only use substitute siding materials if similar in style to those used historically.

Finding: The proposed siding will match the traditional reveal of siding along this section of the building.

d) Architectural Details. Architectural features are to complement the details and style of the neighboring historic buildings. Architectural elements such as eave details, window trim, water tables, and cornices help new buildings blend in with surrounding resources.

Finding: The small addition will have window and door trim similar to that surrounding existing doors and windows of the structure.

IV. CONCLUSION

Based on the above findings, the Historic Resource Review Commission concludes that the application meets the criteria for approval of the request per RMC 12.04.110.

ORDER

Based on the Findings and Conclusions above, the Historic Resource Review Commission recommends **APPROVAL** of Application Number SR-18-257 to the Community Development Director for kitchen addition in rear yard at 1445 SE Pine Street as detailed in the staff report.

Stuart Cowie, Community Development Director

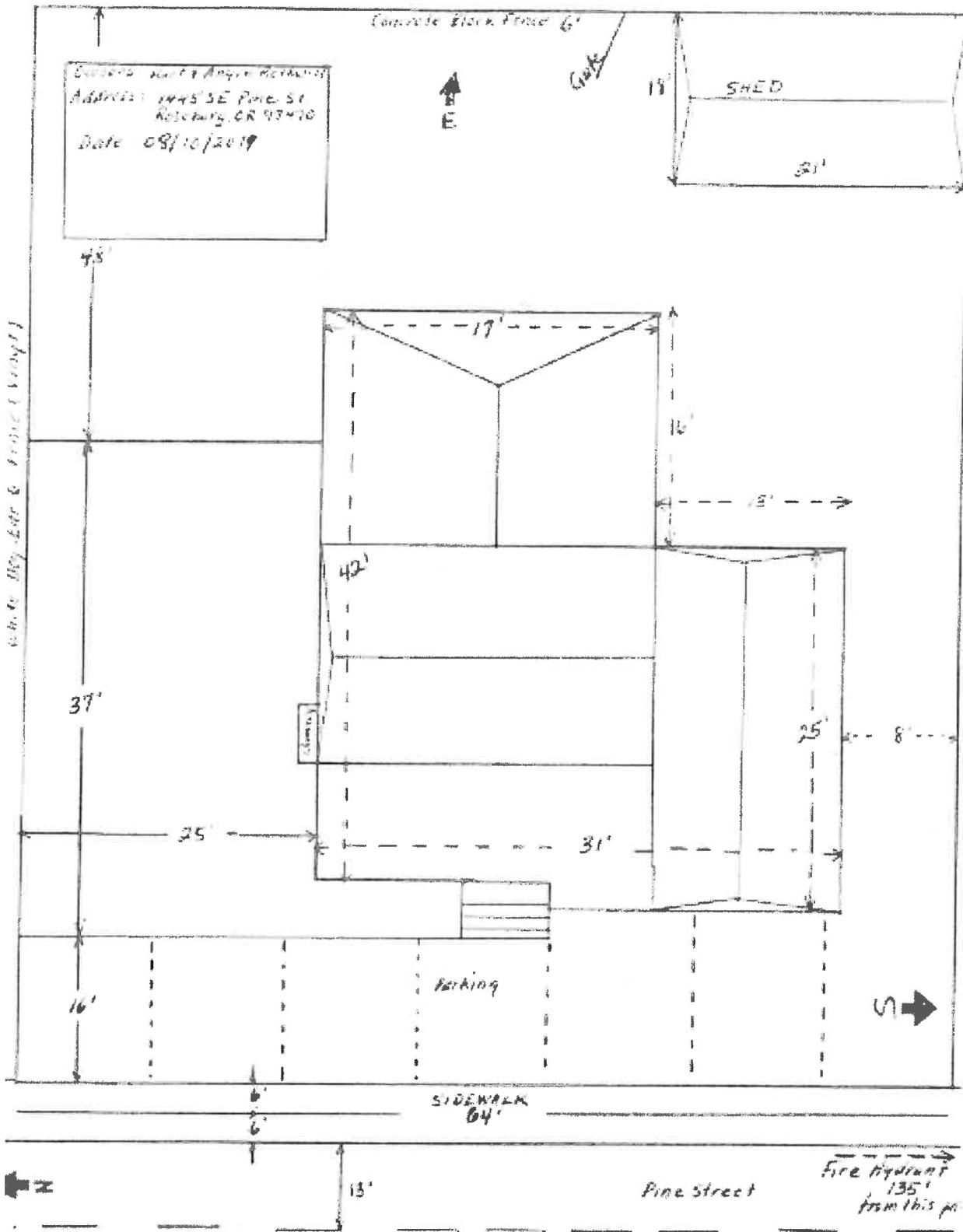
Date

Andrea Zielinski, Historic Resource Review Commission Chair

Date

Historic Resource Review Commission Members:

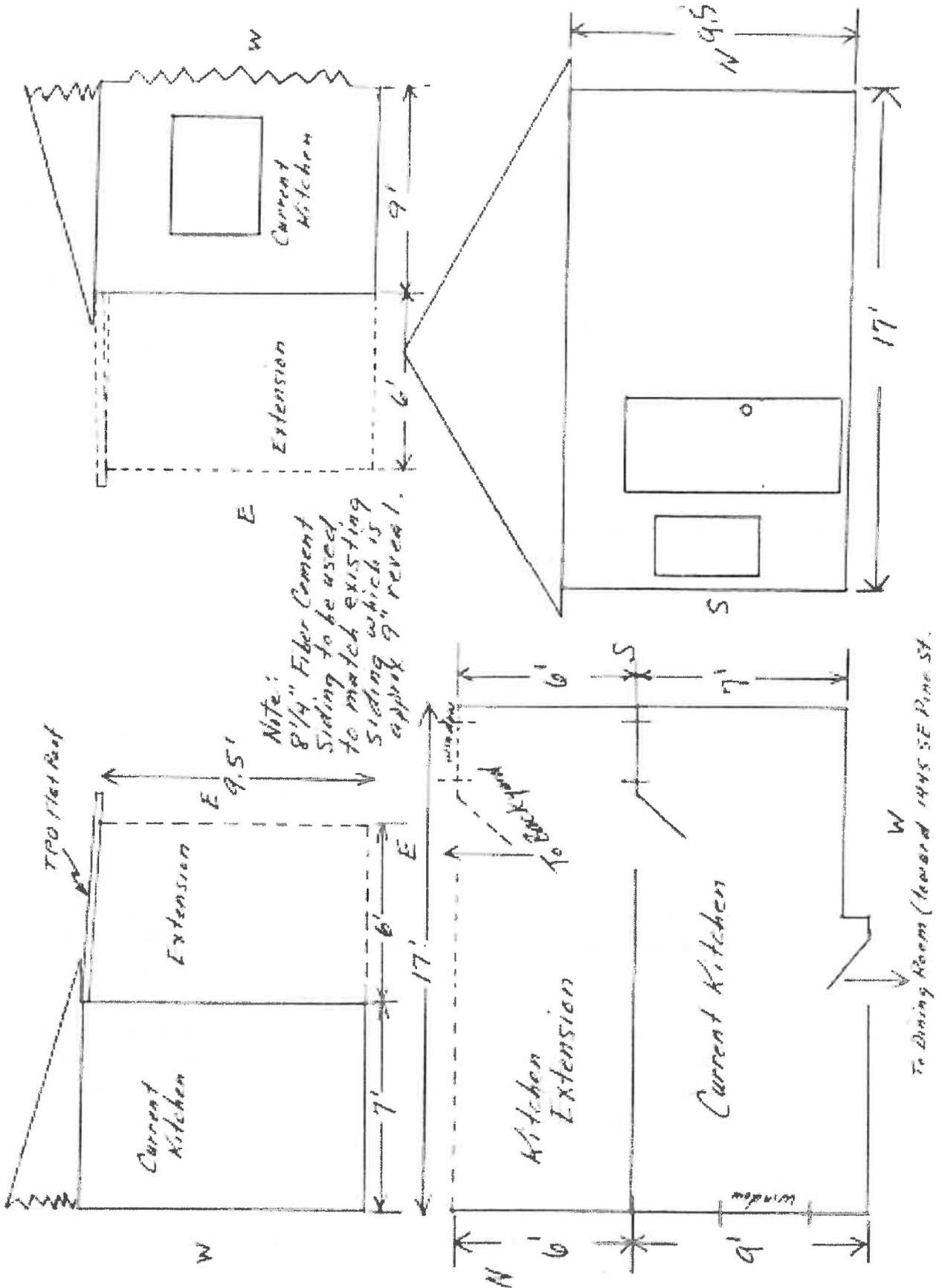
Andrea Zielinski, Chair
Marilyn Aller
Bentley Gilbert
Lisa Gogal
Nick Lehrbach
Stephanie Giles
James DeLap



Existing Configuration

1 square/box = ~1 ft²

1445 SE Pine St.





CITY OF ROSEBURG COMMUNITY DEVELOPMENT

On May 26, 2010, the HRRC adopted guidelines authorizing staff to approve minor projects that are subject to LUDO Section 2.11.090 based on the following:

1. Minor Project review and approval by staff shall be limited to EC, NP, and NC resources that comply with adopted Design Guidelines.
2. Minor Projects review by staff shall be limited to:
 - Fences, new or replacement
 - Roof repair and replacement, including gutters and downspouts
 - Foundation repair and replacement
 - Window and/or door repair and replacement
 - Restoration projects to reintroduce original features and/or materials
 - Porch rail repair and replacement
 - Awnings
 - Signs
3. Minor Project consideration by staff shall require the submittal of plans and materials listed on the application submittal form.
4. A Minor Project Evaluation Checklist shall be completed by staff for each project and a copy of the checklist along with a copy of the plans shall be provided to the HRRC as an informational item.

Minor Project Historic Resource Review Evaluation Checklist

(To be completed by Community Development Department)

	SHPO	Laurelwood	Mill-Pine	Downtown
1	EC = Eligible/ Contributing	Contributing Primary/Secondary	Significant Primary/Secondary	Historic Contributing
2	NC = Not Eligible/Non- Contributing	Non-Contributing Compatible	Compatible	Non-Historic/ Non-Contributing
3	NP = Not Eligible/Non- Contributing	Non-Contributing/ Compatible Non-Historic	Non-Compatible	Non Historic/ Non-Contributing

Applicant Oleg Gidenko & Evgeniya Volkova

Is applicant the owner of subject property-Yes - If no, is owner permission on file? Y/N

Property Address 1608 SE Mill Street

Historic District Mill-Pine Downtown Laurelwood

Historic Classification Contributing Non-Contributing

Detail Project Description: Replace roofing with same type, remove and replace fire-damaged rafters and sheeting as needed. Rehab windows, repair and paint siding, Interior remodel. No change to exterior appearance of home.
(Attached copy of submitted proposed plans)

Zone MR14 Compliance: Setbacks: front Yes rear Yes sides Yes / Yes;
Height Yes; Lot coverage Yes; Fence Height Yes; Sign area NA

The proposal agrees with recommendations and elements of adopted guidelines including:

Material	<u>X</u>
Color	<u>X</u>
Style	<u>X</u>
Features/Details	<u>X</u>
Size	<u>X</u>
Mass/bulk	<u>X</u>
Ornamentation	<u>X</u>

The proposal complies with LUDO approval criteria including:

Retains Original Construction	<u>X</u>
Retains Height	<u>X</u>
Retains Visual Integrity	<u>X</u>
Retains Scale and Proportions	<u>X</u>
Retains Materials and Textures	<u>X</u>

Approved? Yes - Referred to HRRRC? No

Reason for referral _____

Reviewed by: Teresa Clemons, Associate Planner Date: August 7, 2019

Forwarded to HRRRC on: August 21, 2019

Address: 1608 SE Mill Street

Year Built: 1910

Significance: Secondary

The one-story vernacular cottage features a gable roof with frieze board. Three posts support a hipped roof over a porch on the northeast elevation. The house has boxed eaves and corner boards. Windows are one-over-one with cornices projection bay on south elevation. Siding is shiplap. There is a one-story addition on the north side. House is set diagonally on a triangular lot.



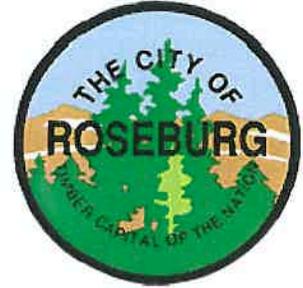
**CITY OF ROSEBURG
 COMMUNITY DEVELOPMENT DEPARTMENT
 900 SE DOUGLAS AVENUE (3rd Floor)
 ROSEBURG, OR 97470
 541-492-6750**

MEMORANDUM

**Date: August 12, 2019
 To: Historic Resource Review Commission
 From: Teresa Clemons, Associate Planner
 Subject: Downtown Façade Grant Update**

The façade grant program for historic structures in the Downtown Roseburg National Register District ends when the new Urban Renewal District is established along the Diamond Lake Boulevard corridor. The slideshow presented by staff shows before and after photos on some of the projects. The table attached to this memo provides information about how the façade grants leveraged private funding to revive these structures.

Façade Grants 2013-2019	Address	Work	Total Cost of Façade	Reimbursement
Arneson Law	318 SE Jackson	Stone Façade & Window Modification	\$34,350.00	\$10,000.00
United Way	702 SE Jackson	Rickett's Restoration	\$28,735.00	\$9,502.35
Harvey Engineering	543 SE Main	Paint	\$9,771.00	\$3,257.00
Rose Hotel	805 SE Stephens	Paint and Awnings	\$30,000.00	\$10,000.00
Paul O'Brien Winery	606 SE Stephens	Signage, ADA Ramp, Doors	\$40,000.00	\$10,000.00
Hair Garage	642, 644, 646 SE Jackson	Create 3 Storefronts	\$48,840.00	\$10,000.00
True Restaurant	629 SE Main	Main Street Façade	\$48,443.50	\$10,000.00
Brix	527 SE Jackson	Stucco	\$6,000.00	\$2,000.00
Downtown Fitness	722 SE Jackson	Rose Street Awning	\$31,842.00	\$10,000.00
Oak & Main Coffee	949 SE Oak	Update Storefront &	\$15,840.00	\$5,280.00
Brix	527 SE Jackson	Lighting Updates	\$4,850.98	\$1,600.82
Bliss Salon	569 SE Jackson	Awnings	\$4,200.00	\$1,400.00
Copper Awnings	572 SE Jackson	Jackson & Oak Awnings	\$13,275.00	\$6,466.67
Bell Sisters Flats	620 SE Main/615 SE Jackson	Add Street Entry Main, 2nd Floor Flats	\$41,500.00	\$10,000.00
Le Petit Café	410 SE Jackson	New Awning & Paint	\$7,800.00	\$1,740.75
Stevens	950 SE Oak	Paint Removal, Fix Sign	\$4,936.74	\$1,645.58
Redeemers Fellowship	729 SE Jackson	Remodel Entry	\$6,908.76	\$2,302.92
Paul O'Brien Winery	505 SE Stephens	Brick Façade Restoration	\$23,024.00	\$7,674.67
Paul O'Brien Winery	609 SE Pine	Repaint North Facades	\$22,365.00	\$7,674.67
North Forty Brewing	435 SE Jackson/440 SE Main	Facades Front & Rear	\$40,000.00	\$9,446.21
Mission Dorm Façade	765 SE Sheridan/516 SE Lane	Restore Façade both streets	\$48,940.00	\$10,000.00
Applied Housing Concepts	621 SE Cass	Restore 2nd Story	\$30,000.00	\$10,000.00
Willis House	744 SE Rose	Repair Porch, Paint	\$30,000.00	\$10,000.00
			\$571,621.98	\$159,991.64



**CITY OF ROSEBURG
COMMUNITY DEVELOPMENT DEPARTMENT
900 SE DOUGLAS AVENUE (3rd Floor)
ROSEBURG, OR 97470
541-492-6750**

MEMORANDUM

Date: August 12, 2019

To: Historic Resource Review Commission

From: Teresa Clemons, Associate Planner

Subject: Regional Housing Rehabilitation Grants Available

Citizens of Roseburg, Myrtle Creek, and Winston who qualify as low- or moderate-income can apply for up to \$10,000 in grant funds to repair or rehabilitate their homes.

The City of Roseburg was awarded \$400,000 to be used inside city limits of the three partner cities. NeighborWorks Umpqua (NWU) will administer the grants.

Home repair projects must be within city limits of Roseburg, Winston, or Myrtle Creek. Typical scope of work includes roof replacements, rot repair, window replacement, and plumbing/HVAC/electrical fixes. Home must be owner-occupied; in some cases manufactured housing in parks may qualify. For more information or to apply, make sure to contact NeighborWorks Umpqua through emailing info@nwumpqua.org or calling 541-673-4909.