



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125
COMMUNITY DEVELOPMENT DEPARTMENT

SPECIAL MEETING AGENDA CITY OF THE DALLES HISTORIC LANDMARKS COMMISSION

Wednesday, November 18, 2020

4:00 PM

Via Zoom

Join Zoom Meeting

<https://zoom.us/j/94207853215?pwd=MUtpQlZXRXRkh3bW96OVdkRmdHcEU3QT09>

Meeting ID: **942 0785 3215** Passcode: **676354**

Dial by your location: 1-669-900-6833 or 1-253-215-8782

- I. Call to Order**
- II. Roll Call**
- III. Pledge of Allegiance**
- IV. Approval of Agenda**
- V. Approval of Minutes** – October 28, 2020
- VI. Public Comments** – During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Five minutes per person will be allowed.
- VII. Public Hearing**
HLC Application 183-20, StarTouch, Inc., 400 E. Scenic Drive
Request: Approval to provide wireless backhaul for cellular services in The Dalles area by installing up to three small microwave/wireless antennas on the roof of Building 1 of the Columbia Gorge Community College.
- VIII. Resolution**
Resolution HLC 172-20: Approval of HLC 183-20, StarTouch, Inc.
- IX. Staff/Commissioner Comments**
- X. Next Meeting Date** – To be determined.
- XI. Adjournment**

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MINUTES CITY OF THE DALLES HISTORIC LANDMARKS COMMISSION

CITY HALL COUNCIL CHAMBERS
313 COURT STREET
THE DALLES, OREGON 97058
MEETING HELD VIA ZOOM

Wednesday, October 28, 2020
4:00 PM

CALL TO ORDER

Chair McNary called the meeting to order at 4:00 p.m.

ROLL CALL

Commissioners Present: Bev Eagy, Eric Gleason and Bob McNary

Commissioners Absent: Forust Ercole and Doug Leash

Others Present: Museum Commission Representative Donna Lawrence (joined at 4:08 p.m.)

Others Absent: City Councilor Scott Randall

Staff Present: Senior Planner Dawn Hert and Secretary Paula Webb

PLEDGE OF ALLEGIANCE

Senior Planner Hert led the Pledge of Allegiance.

APPROVAL OF AGENDA

It was moved by Gleason and seconded by Eagy to approve the agenda as written. The motion passed 3/0; Eagy, Gleason and McNary in favor, none opposed, Ercole and Leash absent.

APPROVAL OF MINUTES

It was moved by Gleason and seconded by Eagy to approve the minutes of July 22, 2020, as written. The motion passed 3/0; Eagy, Gleason and McNary in favor, none opposed, Ercole and Leash absent.

Commissioner Eagy requested clarification on the Commission's decision for Charles and Connie-Marie Sanders [HLC 182-20]. Hert replied the vote specified removal of Condition of Approval #3 [fencing]; the resolution was revised to eliminate approval of the proposed fencing. To date, no application for modified fencing was received.

Museum Commission Representative Donna Lawrence joined the meeting at 4:08 p.m.

It was moved by Gleason and seconded by Eagy to approve the minutes of August 5, 2020, as written. The motion passed 3/0; Eagy, Gleason and McNary in favor, none opposed, Ercole and Leash absent.

PUBLIC COMMENT

Senior Planner Hert introduced Interim Director Alice Cannon.

Director Cannon stated she made a four to six month commitment to the City. Her family lives in Damascus; she will divide her time between two residences.

Chair McNary requested Director Cannon remain available to address later questions on the agenda.

Senior Planner Hert provided a brief explanation to Director Cannon: Donna Lawrence is the Museum Commission representative to HLC and Scott Randall is the City Council representative to HLC. Although not voting members, their contributions to the Commission are appreciated.

Chair McNary asked if the Commission would meet Councilor Randall at a later date. Hert replied Councilor Randall was working; she will follow up with Alice Cannon and City Manager Julie Krueger.

PIONEER CEMETERY

Hert stated the cemetery had recently been cleaned by the Maintenance Department. Hert is exploring the possibility of painting the fence.

Chair McNary visited the cemetery; he said it was in fine shape except for the tree damage. McNary said a formal agreement to paint the fence was necessary.

Chair McNary asked if the Pioneer Cemetery was part of the Northern Wasco County Parks and Recreation district. Hert replied the Pioneer Cemetery is owned and operated by City of The Dalles.

Hert stated cemetery maintenance is provided by the Maintenance Department in exchange for tools. She will follow up with Maintenance regarding the damaged trees.

Commissioner Gleason stated he drove by the Cemetery and it looked good. He shared his concerns about possible pine beetle damage; Sorosis Park has had beetle damage.

Museum Representative Lawrence stated two trees were removed from the Fort Dalles Museum due to pine beetle damage.

Hert asked if a separate arborist was hired to inspect the trees. Lawrence was not aware of who inspected the trees. Commissioner Gleason said he thought Columbia Tree Service removed the trees.

Chair McNary stated he heard something about cemeteries on the radio; he was not sure what it was regarding. Commissioner Gleason replied the use of confederate flags would no longer be allowed in historic cemeteries.

Chair McNary said it may be time for new wood chips in the Cemetery. Hert will get an estimate and include it in the next budget cycle.

Commissioner Gleason asked if there were future plans for headstone restoration. Hert replied we had not received a grant for that. There is a grant cycle approaching for OCHC, a workshop may be possible.

Hert asked if Bruce Donovan was still providing workshops. Gleason replied he thought Donovan had turned the business over to David Pinyard, who may be providing workshops.

STAFF/COMMISSIONER COMMENTS

Senior Planner Hert stated the November and December meetings were very close to the holidays. Hert asked if the Commissioners would be available for a meeting on November 18, one week earlier than the regularly scheduled November 25 meeting. Secretary Webb will follow up with the Commissioners to ensure a quorum.

The Dalles Art Center is hosting an unveiling of their “All Together The Dalles” mural on Saturday. Hert hopes in the new grant cycle, properties in the mural can be connected to the Historic Walking Tour.

Hert will attend the 2020 Certified Local Government workshop on November 16. She encouraged the Commissioners to attend.

Commissioner Gleason provided an update on the Gardener’s Cottage at Fort Dalles Museum. The Gardener’s Cottage, with the Surgeon’s Quarters, are the two original buildings remaining at the Fort. New siding will be installed once the wall on the Gardener’s Cottage is straightened.

Chair McNary asked how long a HLC permit can remain in force. Hert replied there was no specific language in the Code for an HLC permit expiration. A general rule of thumb is one year. The Code could be revised. A review of the Code may be scheduled for January.

Chair McNary stated it was difficult to know when or if applications to the HLC were completed. Hert replied the majority of applications for exterior modifications approved by HLC also require a Building Permit. Building Permits expire one year from the approval date.

Chair McNary said there was a standing demolition permit for the Chamber of Commerce. Hert replied the Chamber had since come back to the HLC for exterior modifications. The demolition went away with approval of the exterior modifications.

Senior Planner Hert offered to provide a spreadsheet of current and completed applications.

Chair McNary said he received inquiries about the old railroad quarters on the hill near the Highway House. Lawrence replied she was told they were originally owned by Union Pacific and then sold to individuals, primarily railroad people. Except for the stone building [recently mentioned on Facebook] they have pretty much gone away. Senior Planner Hert explained an article by Tom Peterson had recently been shared on Facebook. Hert will forward a copy of the article to Chair McNary.

Museum Representative Lawrence said she hoped the stone building would remain. She suggested the article be retained by the HLC. Hert suggested looking into land marking the structure.

Chair McNary expressed interest in preserving the Fourth Street Grade, and asked if there were grants available. Hert replied infrastructure grants were usually difficult to obtain. SHPO has provided some opportunities lately. Unfortunately, any modifications to the Fourth Street Grade will require engineering. The Fourth Street Grade is locally landmarked. McNary suggested a plaque providing information. Hert will contact Public Works to see if repairs are planned or needed for the Fourth Street Grade.

ADJOURNMENT

It was moved by Eagy and seconded by Gleason to adjourn the meeting. The meeting adjourned at 4:51 p.m.

Respectfully Submitted
Paula Webb, Secretary
Community Development Department

Robert McNary, Chair

**CITY of THE DALLES**
 313 COURT STREET
 THE DALLES, OREGON 97058

(541) 296-5481

HLC# 183-20**HISTORICAL LANDMARKS APPLICATION**

Application is required for modifications and/or alterations to the exterior of certified historic structures and all structures within certified historic districts. Additionally, new construction within established historic districts are also required to appear before the City of The Dalles Historical Landmarks Commission.

Name:	StarTouch, Inc.
Address	454 W. Stuart Road, Bellingham, WA 98226
Site Address	400 East Scenic Drive Building #1, The Dalles, OR 978058-3434
Telephone	(360) 543-5679

Please describe your project goals.

To provide wireless backhaul for cellular services in the Dalles Region by installing up to 3 small microwave/wireless antennas on the roof of Building #1 in Columbia Gorge Building

How will your project affect the appearance of the building and or site?

It will not affect the appearance or be visible from public access.

What efforts are being made to maintain the historic character of this structure?

We will keep all equipment back on roof where other equipment is currently located so it cannot be seen from the street.

What is the current use of this property?

Community College

Will the use change as a result of approval of this application? Yes/No

NO

List any known archeological resources on site.

None

The review criteria for each application are the Secretary of the Interior's Standards. These standards have been adopted by City Ordinance 94-1194 as local review criteria.

I certify that the above information is correct and submit this application with nine (9) copies of a site plan drawn to scale, nine (9) copies of detailed, elevation drawings with proposed changes, and nine (9) current color photographs (4X6 inch minimum) of the building/structure front.

DocuSigned by:
Keith Scheffer
54D35B19B23243E

Keith Scheffer

10/8/2020

Applicant

Date

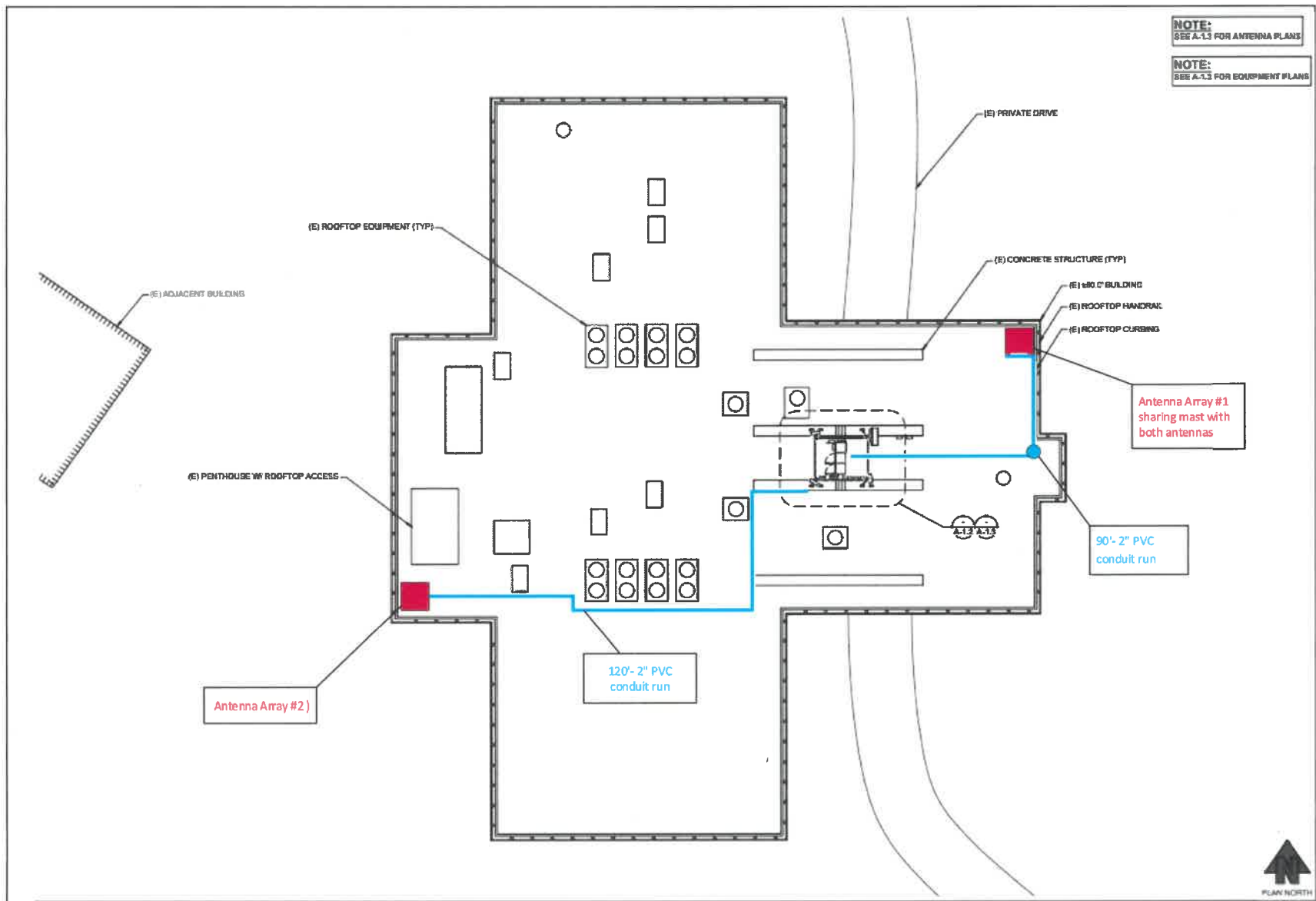

Owner (if not the applicant)
Daniel Dehaze

I have reviewed the above application and certify that it is complete and accepted for processing.

Secretary, Historical Landmarks Commission

For Office Use Only

Historical Classification _____
(Primary, Secondary, Historical, Etc.)
Historic Building/Site ☐ Historic District: Trevitt ☐ Commercial ☐
Historic Name _____
(If any)
Year(s) Built _____



Plans Prepared By:

StarTouch
Microwave Communications

INITIAL IMPRESSIONS FROM SITE WALK OUT

- (2) Antenna Arrays required to feed both sites.
- Conduit will be place on plastic carrier grade blocks.
- Startouch equipment will not be visible from the ground



PROJECT

SCENIC DRIVE
CF65279
400 East Scenic Drive, Bldg 1
The Dalles, OR 97058

DRAWING TITLE

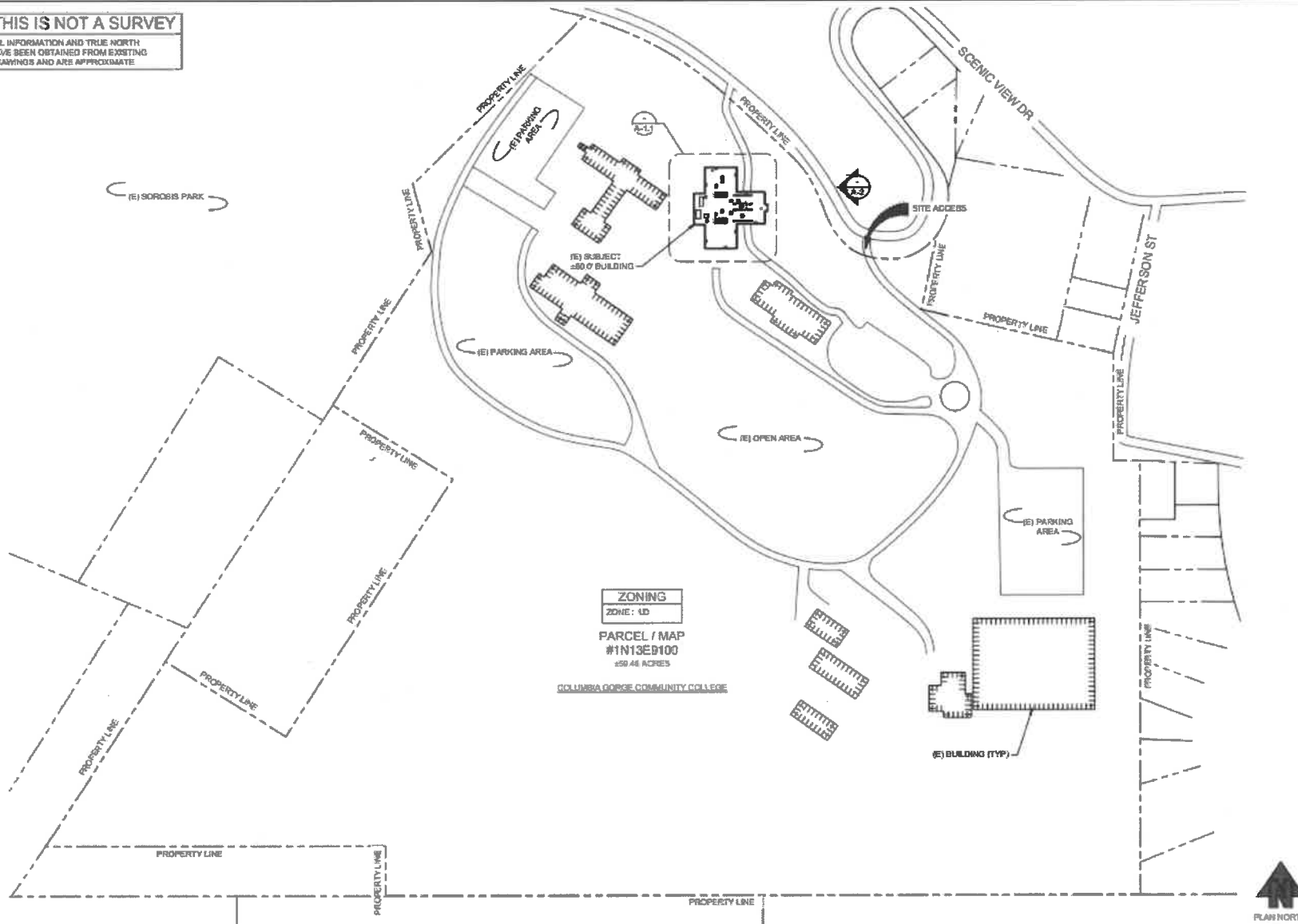
FIELD DRAFT

DRAWING NUMBER

A-1

THIS IS NOT A SURVEY

ALL INFORMATION AND TRUE NORTH
HAVE BEEN OBTAINED FROM EXISTING
DRAWINGS AND ARE APPROXIMATE



Plans Prepared By:

StarTouch
Microwave Communications

SITE PLAN NOTES & POTENTIAL ISSUES

1. Call LCON to schedule roof access



PROJECT

SCENIC DRIVE
CF65279
400 East Scenic Drive, Bldg 1
The Dalles, OR 97058

DRAWING TITLE

HIGH LEVEL SITE PLAN

DRAWING NUMBER

A-2



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HISTORIC LANDMARKS RESOLUTION NO. 172-20

Adopting The Dalles Historic Landmarks Commission Application #183-20 of StarTouch, Inc. This application is for a Historic Landmarks Commission hearing to gain approval to provide wireless backhaul for cellular services in The Dalles area by installing up to three small microwave/wireless antennas on the roof of Building 1 of the Columbia Gorge Community College. The property is located at 400 E. Scenic Drive, The Dalles, Oregon and is further described as 1N 13E 9 tax lot 100. Building 1 of the Columbia Gorge Community College, historically known as Heath Hall, Columbia Park State Home, is locally landmarked and listed on the Oregon Inventory of Historic Properties. Property is zoned Low Density Residential (RL) with a Community Facilities Overlay (CFO).

I. RECITALS:

- A. The Historic Landmarks Commission of the City of The Dalles has, on November 18, 2020, conducted a public hearing to consider the above request.
- B. A Staff Report was presented, stating findings of fact and conclusions of law.
- C. Staff Report 183-20 and the minutes of the November 18, 2020 hearing, upon approval, provide the basis for this resolution and are herein attached by reference.

II. RESOLUTION: Now, therefore, be it FOUND, DETERMINED, and ORDERED by the Historic Landmarks Commission of the City of The Dalles as follows:

- A. In all respects as set forth in Recitals, Part "I" of this resolution.
- B. Historic Landmarks Review 183-20, StarTouch, Inc., is ***approved*** with the following conditions:
 - 1. Work will be completed in substantial conformance to the pictures and proposals as submitted and reviewed. The applicants are required to notify the City of any alteration of the approved plans.
 - 2. Prior to construction, the applicant shall apply to the City for approval. Once approved, the applicant shall apply for a structural permit from Wasco County Building Codes Services.
 - 3. The addition of the antenna to the roof shall not alter the essential form and integrity of the historic property. Utmost care will be taken with installation.

4. The installation of the new antenna shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of this historic property and its environment will be unimpaired.
5. Cleaning of the historic structures requires the applicants to use the gentlest means possible. No harsh chemical or sandblasting will be allowed.
6. In the event that excavation is necessary, any archeological resources or materials discovered during excavation require the applicant to stop excavation and have the site professionally evaluated prior to any continued excavation.

III. APPEALS, COMPLIANCE AND PENALTIES:

- A. Any party of record may appeal a decision of the Historic Landmarks Commission to the City Council for review. Appeals must be made in accordance to Article 11.12.090 of The Dalles Municipal Code, Chapter 11.12 Historic Resources, and must be filed with the City Clerk within ten (10) days of the date of mailing of this Order.
- B. Failure to exercise this approval within the time line set either by Order or by The Dalles Municipal Code will invalidate this permit.

ADOPTED THIS 18TH DAY, NOVEMBER, 2020.

Robert McNary, Chair
Historic Landmarks Commission

I, Dawn Marie Hert, Senior Planner & Historic Landmarks Secretary for the Community Development Department of the City of the Dalles, hereby certify that the foregoing Order was adopted at the meeting of the City Historic Landmarks Commission, held on November 18, 2020.

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAIN: _____

ATTEST: _____
Dawn Marie Hert, Senior Planner & Historic Landmarks Commission Secretary
City of The Dalles Community Development Department