



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

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

**MINUTES**  
**CITY OF THE DALLES**  
**HISTORIC LANDMARKS COMMISSION**  
CITY HALL COUNCIL CHAMBERS  
313 COURT STREET  
THE DALLES, OREGON 97058  
*MEETING HELD VIA ZOOM*

Wednesday, June 24, 2020  
4:00 PM

### **CALL TO ORDER**

Chair McNary called the meeting to order at 4:13 p.m.

### **ROLL CALL**

Commissioners Present: Eric Gleason, Bob McNary, Doug Leash and Forust Ercole

Commissioners Absent:

Others Present: City Councilor Tim McGlothlin

Others Absent: Museum Commission Representative Donna Lawrence

Staff Present: Senior Planner Dawn Hert and Secretary Paula Webb

### **PLEDGE OF ALLEGIANCE**

Chair McNary led the Pledge of Allegiance.

### **APPROVAL OF AGENDA**

It was moved by Gleason and seconded by Leash to approve the agenda as written. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

### **APPROVAL OF MINUTES**

Commissioner Gleason stated he did not say new awnings were installed at 201 Washington Street.

It was moved by Gleason and seconded by Leash to approve the minutes of May 27, 2020, as amended. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

## PUBLIC COMMENT

None.

## PUBLIC HEARING

### Historic Landmarks Commission Application – 178-20, Scott Austin

Chair McNary read the rules of a public hearing. He then asked if any Commission members had ex parte contact, conflict of interest, or bias which would prevent an impartial decision. Hearing none, he opened the public hearing at 4:18 p.m.

Planner Joshua Chandler presented the staff report.

### Scott Austin, PO Box 196, Jefferson, Oregon

Mr. Austin said his intent was to salvage as many parts of the steel windows as possible to restore the windows in the breezeway. His research on wood versus vinyl windows resulted in an estimate of \$26,500 for wood windows and \$7,600 for vinyl windows. He estimated \$45,000 to \$50,000 for foundation repairs.

Austin stated he wanted to give the building a good look; the metal awning was to add appeal to the architecture.

Commission topics included:

- Pleased Austin planned to save the windows; they are a distinct architectural feature.
- The outside of Building B, although broken up, is generally stucco. HardiePlank® would completely change the personality of the structure.
- Would the skylights be restored or removed. Chandler replied the skylights were not discussed in relation to this application; skylights were not present in Building A.
- Existing windows in the breezeway will be refurbished with parts saved from the damaged windows.
- Replica windows are available in both aluminum and steel; this option may be more appropriate.
- Design guidelines may need to be reevaluated regarding wood windows; some buildings in the historic district were not constructed with wood windows.

Chair McNary closed the public hearing at 4:50 p.m.

Commission discussion included:

- Skylights are not visible from the street.
- The skylights are part of the roof system, however, the redevelopment of this building does not include plans to make use of the skylights. The Commission's job is to preserve the exterior; the roof is not visible. The Commission can state the skylights should be preserved, or state they're not visible from the street, not functioning as they did, and can be covered or replaced.
- There was concern with replacing the exterior with something completely different. It's preferable to match Building A. HardiePlank® is unsuitable for this building.

- The walls to be removed are cracking at the joint of an old remodel. There is a steel frame window and old exterior door both enclosed within that addition.
- The Civic Auditorium submitted a comment stating, “We are in favor of the building improvements and updates.” Exhibit 1.
- Encourage the applicant to explore options other than wood for the windows.
- HardiePlank® siding is a substantial change to the appearance.
- Encourage replacement of the windows with metal windows.
- Addition of a Condition of Approval (COA) to encourage the retention of the skylights.

Commission consensus was to:

- Exclude HardiePlank® siding
- Encourage metal framed windows, and
- Encourage retention of skylights

Senior Planner Hert suggested revision of COA No. 6 to, “The use of like metal windows is recommended.” She also suggested addition of COA No. 7, “Encourage the retention of skylights.”

In response to Chair McNary’s inquiry, Hert replied the public hearing could be continued or the application could be approved with modified COAs. If Mr. Austin was not in favor of the modified conditions, he could appeal to the City Council.

Chair McNary shared his concern that a historic building would be destroyed. Commissioner Ercole clarified only the addition to the building would be removed.

Planner Chandler stated there was evidence the two exterior walls that enclosed a portion of Building B were added at a later date: the use of different materials and the enclosed exterior door and window. The applicant’s concern was the cost for a substantial project to retain a portion of the building presumed to be an addition.

Hert reviewed potential modifications to the COAs:

- COA No. 6 – The use of metal-like windows is recommended.
- COA No. 7 – Encourage the retention of skylights on Building B.

Hert was unsure if the Commission wished to modify COA No. 1 to exclude the use of HardiePlank® siding.

It was moved by Gleason and seconded by Leash to approve HLC 178-20 with the recommended Conditions of Approval with the change to Condition of Approval No. 6, the added Condition of Approval No. 7, and the modified Condition of Approval No. 1 to exclude the use of HardiePlank® siding. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

#### Historic Landmarks Commission Application 179-20, Discover Development/ Sunshine Mill

Chair McNary asked if any Commission members had ex parte contact, conflict of interest, or bias which would prevent an impartial decision. Hearing none, he opened the public hearing at 5:13 p.m.

Senior Planner Hert presented the staff report.

Commissioner Gleason asked for the height of the railings. Hert replied she did not know; Ercole stated they were “about waist high.”

Commissioner Ercole asked if railings would be placed on the curved silo roof. Hert replied they would. Ercole noted a drop off between the roof and the top of the silos.

James Martin, Sunshine Mill, 901 E. Second Street, The Dalles

Mr. Martin said taller railings are necessary for safety; wind is an issue. The scaffolding will also allow for maintenance on the structure and a wind screen to reduce flying materials.

The entry on the east side will include installation of substantial doors similar to the windows. A portion of the windows will be removed to allow installation of the doors and provide access to the lower level for production during harvest.

Commissioner Gleason asked if parts of all four windows would be removed for doorways, or just one main doorway. Martin replied he did not plan to pursue the small window at this time; he is now focused on the second window. A portion of the window will be replaced with a header. The mill had only one small metal door, there were no original exterior doors to match. The addition of a door would add warmth to the entry.

Martin said the silo building is actually two sets of silos built 20 years apart. The exterior walls were added after the silo was poured. The portion of the silo to be removed is an infill wall, not structural. This doorway will provide access underneath the silos for additional production and barrel storage.

Commissioner Leash said the Martins have done a fantastic job on the building in retaining the inside and restoring the outside, but he hoped the wine bottles in the artist’s rendering would not happen.

Commissioner Ercole said he supported the Sunshine Mill. He asked if the west side of the silo roof would have a fence alongside the drop-off. Martin replied upper building above the silo is called the Head House. It is currently used for the crush.

In response to Commissioner Gleason’s question, Martin replied the frame railing will be four feet, with posts reaching eight feet to accommodate a wind screen.

Chair McNary closed the public hearing at 5:50 p.m.

Senior Planner Hert reviewed the Conditions of Approval.

It was moved by Ercole and seconded by Leash to approve HLC 179-20 with the Conditions of Approval as set forth. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

Carolyn Wood, 1709 Liberty Road, The Dalles

Ms. Wood stated she totally supported this application.

At one time the community college went through the building to envision how to turn it into a community college.

City Councilor McGlothlin said with the addition of Scott Randall to City Council, McGlothlin will be moving to the Airport Commission. The new representative for HLC will be Councilor Randall.

## **RESOLUTIONS**

Resolution HLC 167-20: Approval of HLC 178-20, Scott Austin

It was moved by Gleason and seconded by Ercole to approve HLC Resolution 167-20 with the modified Conditions of Approval. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

Resolution HLC 168-20: Approval of HLC 179-20, Discover Development/Sunshine Mill

It was moved by McNary and seconded by Gleason to approve HLC Resolution 168-20 with the Conditions of Approval as stated. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

## **STAFF/COMMISSIONER COMMENTS**

Senior Planner Hert stated there is one Commission position open. She asked the Commission to send inquiries her way. Hert emphasized meeting the educational or professional requirement, but SHPO can make an exception to the requirement.

At this time we have received no direction regarding live meetings in July. Hert will keep the Commission updated.

Commissioner Ercole asked when the historical guidelines (i.e., wood versus metal windows) would be updated. Current staffing changes are affecting schedules. A code revision will be required; the revision will come before the HLC before final approval by City Council.

Ercole then asked if rooftop guidelines would be revised, referencing skylights and water tanks on Sunshine Mill. Hert suggested review of the all the guidelines, along with attention to industrial buildings in the historic district. The State Historic Preservation Office (SHPO) has encouraged Certified Local Governments to take the initiative, follow the guidelines, and make decisions on local buildings. Hert said early fall may be the first opportunity to review the guidelines.

Commissioner Leash noted the front wall of the Blue Building (205 Washington Street) had been painted but not the alley was not. He asked if the Commission could recommend painting the sides. Hert replied the structure was painted without gaining approval. An application has been submitted and will come before the Commission in July.

Commissioner Ercole inquired about the building along the railroad tracks on First Street. Hert provided a brief history on the Gitchell Building, noting it was listed by SHPO as one of the most endangered buildings.

The next regularly scheduled meeting will be held July 22, 2020.

## **ADJOURNMENT**

It was moved by Leash and seconded by McNary to adjourn the meeting. The motion passed 4/0; Gleason, McNary, Leash and Ercole in favor, none opposed, one position vacant.

Chair McNary adjourned the meeting at 6:13 p.m.

Respectfully Submitted  
Paula Webb, Secretary  
Community Development Department

  
Robert McNary, Chair

**From:** [Joshua Chandler](#)  
**To:** [Dawn Hert](#); [Paula Webb](#)  
**Subject:** FW: NOTICE OF PUBLIC HEARING  
**Date:** Wednesday, June 24, 2020 1:51:11 PM

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FYI

**From:** Joshua Chandler  
**Sent:** Monday, June 22, 2020 1:26 PM  
**To:** 'samunro@charter.net' <samunro@charter.net>  
**Subject:** RE: NOTICE OF PUBLIC HEARING

Thank you.

**Joshua Chandler**  
Planner  
City of The Dalles  
541-296-5481 x1120

*In an effort to prevent, slow, and stop the spread of COVID-19 to our citizens, our office will be limiting business to phone, email and online service. If you are not sure how to access services online, or need assistance, please call our office at 541-296-5481 Ext 1125. Please keep in mind that response time may vary depending on staffing. Thank you for your patience during this time.*

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**From:** [samunro@charter.net](mailto:samunro@charter.net) [<mailto:samunro@charter.net>]  
**Sent:** Monday, June 22, 2020 12:18 PM  
**To:** Joshua Chandler <[jchandler@ci.the-dalles.or.us](mailto:jchandler@ci.the-dalles.or.us)>  
**Subject:** NOTICE OF PUBLIC HEARING

Hello Joshua:

The Dalles Civic Auditorium, located at 323 E. 4<sup>th</sup> St. received this notice dated June 12, 2020 regarding Applicant Scott Austin, App.#: HLC 178-20.

We do not have any concerns or questions regarding this request. We are in favor of the building improvements and updates.

If you have any questions, please feel free to contact me at: [samunro@charter.net](mailto:samunro@charter.net)

Thank you,  
Sherry A. Munro  
Board Secretary  
Civic Auditorium Historic Preservation Committee