



AGENDA
CITY OF THE DALLES
HISTORIC LANDMARKS COMMISSION
CITY HALL COUNCIL CHAMBERS
313 COURT SREET
THE DALLES, OREGON 97058
CONDUCTED IN A HANDICAP ACCESSIBLE MEETING ROOM

Wednesday May 25, 2005
4 P.M.

- I. Call to order**
- II. Roll call**
- III. Approval of Agenda**
- IV. Approval of Minutes – March 23, 2005**
- V. Public comment: The public is invited to comment on any topic that does not appear on the agenda.**
- VI. Public Hearing Continuation**
 - A. Historic Landmarks Commission Application #88-05 of City of The Dalles/Pioneer Cemetery** to add a 6X8' gardeners shed to the existing site. The Pioneer Cemetery is located to the east of 420 E. Scenic Drive and is further described as 1N 13E 10 BB tax lot 600.
- VII. Resolutions**
 - A. #85-05 Approving HLC Application 88-05**
- VIII. Commissioner/Staff Comments**
- IX Next meeting date: Wednesday, June 22, 2005**
- X. Adjournment**



HISTORIC LANDMARK COMMISSION MINUTES

Wednesday, March 23, 2005

City Hall Council Chambers
313 Court Streets
The Dalles, OR 97058
Conducted in a handicap accessible room.

CALL TO ORDER

Chair Eric Gleason called the meeting to order at 4:02 P.M.

ROLL CALL

The following Commissioners were present: Eric Gleason, Anita Clason, Dixie Parker, Daniel Dundon and Bob McNary

The following Commissioners were absent: None

Staff present: Dawn Hert, Associate Planner
Denise Ball, Administrative Secretary

APPROVAL OF AGENDA

McNary moved that the agenda be approved as submitted. Dundon seconded the motion. The motion was passed unanimously.

APPROVAL OF MINUTES

Gleason asked if there were any corrections needed for the minutes of February 23, 2005. There were none. Parker moved to approve the minutes as submitted and Clason seconded the motion. The motion carried unanimously.

PUBLIC COMMENT

None

ACTION ITEMS – PUBLIC HEARINGS

- A. **Historic Landmarks Commission Application #86-05 of Mike & Pat Fowler** to construct a historic looking home and garage with an office on the main floor. The home will compliment other homes in the Trevitt's Historic District. The site is located at 212 W. 4th Street and is zoned CBC – Central Business Commercial.

Gleason read the rules for conducting a public hearing. None of the Commissioners had bias, ex-parte contact, or conflict of interest to declare. Gleason declared the public hearing open and asked for the Staff Report.

Hert presented the Staff Report. Hert informed the Commission that Mr. Gleason had visited with Director Durow and herself regarding the condition of approval requiring excavation to stop if archaeological materials are uncovered and that those materials would need to be professionally evaluated before excavation could resume. Mr. Gleason said the root cellar location had been disturbed and there was quite a lot of glass and other artifacts that had been unearthed. The applicants did not stop excavation, however, even after being reminded of the previous condition of approval. Hert informed the Commission that condition of approval number two will be changed to read "An after the fact professional evaluation of the subject lot is required prior to any additional work or permits being issued" if the Commission approves. Hert explained both the site and any materials discovered need to be evaluated. An applicant can be fined \$250 per violation of the Commission's condition of approval.

There were no questions of Staff. Gleason opened the hearing to proponent testimony.

Pat Fowler, The Dalles, and one of the applicants, explained the new home design and colors they have selected to place on the historic lot. This is a smaller home than the one originally approved two years ago.

Mike Fowler, The Dalles, said he would like to address the excavation. Fowler said a local historian, John Lundell, has visited the site during the excavation and wrote a letter to the Commission regarding the root cellar removal. Fowler went on to say that the delays are getting really expensive. Fowler said they are putting in a new rock wall to be more historic rather than a cement wall that would be less expensive, and trying to do things right. This new condition of approval is going way beyond what is reasonable. Fowler said that means every piece of ground in The Dalles should be evaluated.

Gleason replied that this condition applies to National Register Historic Districts and the Fowler's chose to purchase the lot and build a home knowing it was a historic district property. Gleason went on to say that the applicants chose not to follow the conditions of approval issued two years ago, when the first home design had been approved. Gleason said, as an archaeologist, he had voiced his concerns there could be artifacts along the back hillside and the applicant had said he would not be excavating into the hillside.

Fowler said he meant up above and Gleason said he had meant down below and perhaps there had been some misunderstanding. However, the root cellars were his concern and the condition of approval required the applicant to stop work and have materials evaluated should anything be found in the excavation of their lot. Gleason said the Commission is not delaying the project. The original approval was two years ago, March 26, 2003. There was plenty of time to have the archaeological evaluation take place.

Pat Fowler said they were issued a cut and fill permit and assumed they were approved to excavate their lot.

Gleason explained that the cut and fill permit does not relieve them of the responsibility for complying with the Historic Landmarks Commission conditions of approval. Also, at the

February HLC meeting the Commission had made it clear that they believed there were significant historic artifacts on the site being disturbed and that excavation needed to stop until evaluation could take place. Gleason continued by saying he went to the site again today and it is even more disturbed. He now believes most of the archaeological materials are pretty much gone. Gleason said he respects John Lundell and his qualifications as a long time resident and historian, but the condition of approval clearly called for an archaeological evaluation. Gleason recommended the applicants contact the State Historic Preservation Office and get a list from them of the certified contractors to perform the evaluation. Gleason said this new home design does fit in better the previous one and he does not want to discourage them from building because it is a good location for infill. However, it needs to be done right and with respect for the historic resources that are on the site.

Pat Fowler apologized and said it was a misunderstanding on her part. She felt it pertained to the root cellar that was no longer on the site and did not understand it entailed more than that.

McNary asked the applicants about their proposed garage and parking area.

Pat Fowler explained the maneuvering and parking requirements for compliance with the Land Use and Development Ordinance for her approval of her business that will be operating out of the house.

Gleason asked for opponent testimony and there was none so Gleason closed the public testimony of the hearing.

Deliberation: Gleason said it is a shame so much of the lot has to be paved. Clason said she likes this newer footprint much better and it is sad there was this miscommunication. Gleason pointed out that the historic resources here in The Dalles are fragile and endangered and the Commission needs to protect them.

Gleason said he did not know what the cost for the evaluation would be. He felt a contractor should be able to complete the evaluation within a month. If significant resources were found, the report would go straight to SHPO.

Parker moved to approve HLC application 86-05 with all five conditions of approval, condition number two as amended by Staff to read "An after the fact professional evaluation of the subject lot is required prior to any additional work or permits being issued." McNary seconded the motion and it carried unanimously.

B. Historic Landmarks Commission Application #87-05 of St. Peter's Landmark to add ADA accessibility to this historic landmark. There will also be a stair replacement in the rear of the building and HVAC installation. The site is located at 3rd and Lincoln Street and is zoned CBC – Central Business Commercial.

The rules for a public hearing were not read again as no one new entered the Council Chambers. Gleason polled the Commission for ex-parte contact, bias, or conflict of interest.

Gleason said he had spoken with Doug Leash but it did not bias his opinion. None was declared

and there was no challenge from the audience. Gleason asked for the Staff Report.

Hert presented the Staff Report and asked the Commission for questions. There were none.

Gleason called for proponent testimony.

Doug Leash, 1623 E. 9th, President of St. Peter's Landmark spoke in favor of the application. Mr. Leash went to great lengths in his explanation of the need for the elevator and how this location seems to be the only one that meets all the needs of the facility. Leash does not like changing the outside appearance of the building but he sees no other location that would work. Mr. Leash is considering applying for an Urban Renewal grant to help with the expense of an architect to take a look at the landmark and professionally assess the best location for the elevator.

Gleason told Leash this is very well thought out and it appears this location is the only solution to the Landmark's criteria. However, Gleason said he is reluctant to approve this application without getting additional opinions.

Hert suggested approving the other two portions of the application for the rear staircase and the HVAC installation and amending the conditions of approval as appropriate. The request for the elevator can be withdrawn until a professional architect can evaluate the project. Leash said there is no big rush on this project; they have owned the building 33 years and they want to do this right. The possibility of the elevator shaft being prepared out of glass was briefly discussed.

The Historic Landmarks Commission also added an additional Short Term goal to "Assist in the accessibility issue of St. Peter's Landmark.

There was no opponent testimony and Gleason closed the public testimony portion of the hearing.

Deliberation: The Commission agreed that St. Peter's Landmark is to be commended on their preservation work so far. Gleason said he would feel more comfortable with a professional evaluation before approving the elevator request.

McNary moved to approve HLC application 87-05, minus the elevator installation, with the following staff changes conditions of approval:

1. Work will be completed in substantial conformance to the pictures and proposals as submitted and reviewed for the HVAC system and rear stairwell.
2. The applicant will need to submit plans for a building permit to the local State Building Codes Department.

3. If any archeological resources or materials are discovered during excavation, the applicant will need to stop excavation and have the site professionally evaluated prior to continued excavation at the site.
4. The applicant should proceed with an Urban Renewal architectural grant application for ADA accessibility.
5. The ADA architectural evaluation/recommendation should be presented to the HLC as a new application

Clason seconded the motion and it carried unanimously.

- C. Historic Landmarks Commission Application #88-05 of City of The Dalles/Pioneer Cemetery** to add 10X12 foot gardeners shed to the existing site. In addition, all sprinkler heads will be removed and the water service reinstated with a water spigot for seasonal use. The Pioneer Cemetery is located to the East of 420 E. Scenic Drive and is further described as 1N 13E 10 BB tax lot 600.

The rules for a public hearing were not read again as no one new entered the Council Chambers. Gleason polled the Commission for ex-parte contact, bias, or conflict of interest. All Commissioners indicated they had visited the Cemetery but it did not bias their opinion on this application. Gleason called for the Staff Report, which Hert presented.

Hert said this application follows the goals and supports the Cemetery Preservation plan as prepared by Sally Donovan.

Gleason opened the hearing for proponent testimony and there was none. There was no opponent testimony. Gleason closed the public testimony section of the hearing.

Deliberations: The Commission and Staff discussed the actual placement and size for the storage shed. It was agreed that a 4'x6' shed would be adequate. Hert suggested that the Commission approve restoring the water service and removing the old sprinkler heads. The storage shed should be tabled and come back to the Commission at a later meeting.

Parker moved to approve HLC application 88-05, in part, for the restoration of water service and the removal of the old sprinkler heads and the following conditions of approval as amended by staff.

1. Work will be completed in substantial conformance to the proposals as submitted and reviewed for reactivation of water service and removal of old sprinkler heads.
2. The applicant is responsible to notify the appropriate authorities if any archaeological resources are found with the removal of the sprinkler heads or re-activation of the water.

Dundon seconded the motion and it carried unanimously.

RESOLUTIONS

McNary moved to adopt HLC Resolutions 82-05, 83-05, and 84-05 with conditions as amended. Parker seconded the motion and it carried unanimously.

STAFF AND COMMISSIONER COMMENTS

Staff and Commission talked about the fencing for the Cemetery as well as moving the monument to the outside. These items will be added to the Staff Report for the storage shed.

Clason moved to add to the Commissions short-term goals the support of St. Peter's Landmark in obtaining ADA accessibility. Parker seconded the motion and it carried unanimously.

Hert said she would write a letter with Chair Gleason's signature to the Urban Renewal Agency stating the support of the HLC for St. Peter's Landmark ADA accessibility.

Hert will soon be starting on the historic plaque requests. The Sixth Street Bridge plaque is in the installation process by Dick Johnson.

McNary asked Staff to have the deed to the Cemetery restricted so that the property can only be a cemetery and the bodies cannot be moved, in perpetuity. Hert said she would look into it, both with Mira Meier and the City Attorney.

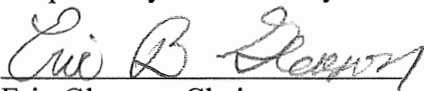
NEXT MEETING DATE

The next regular meeting is scheduled for April 27, 2005.

ADJOURNMENT

The meeting was adjourned at 5:40p.m.

Respectfully submitted by Denise Ball, Administrative Secretary.



Eric Gleason, Chair

Historic Landmark Commission



STAFF REPORT
HISTORIC LANDMARKS REVIEW #88-05
Supplemental Staff Report for placement of Gardner's shed.
The Dalles Pioneer Cemetery

TO: The Dalles Historic Landmarks Commission

FROM: Dawn Marie Hert, Associate Planner
Community Development Department

HEARING DATE: Original - March 23, 2005, continued to May 25, 2005

ISSUE: Placement of a "gardener's shed" in the cemetery per the suggestion in the Pioneer Cemetery plan.

SYNOPSIS:

APPLICANT	City of The Dalles
PROPERTY OWNER	City of The Dalles
LOCATION	Scenic Drive
ZONING	RH/CFO
EXISTING USE	Pioneer Cemetery
SURROUNDING USE	Residential & Community College
HISTORIC STATUS	Locally land marked in 1989, registered with Oregon Pioneer Cemetery Board (now the Oregon Commission on Historic Cemeteries.)

NOTIFICATION: Published advertisement in local newspaper; notification to property owners within 100 feet, SHPO.

RECOMMENDATION: Approval, with conditions, based on the following findings of fact.

- **BACKGROUND:** The historic name of this site is The Pioneer Cemetery. The City received a grant from the State Historic Preservation Office to have a cemetery maintenance and preservation plan prepared. The plan was completed in 2004. This application request is following one of the recommendations set forth in the plan. The City of The Dalles is asking for approval of placement of a "gardener's shed" in the cemetery.

ANALYSIS: The Historic Landmarks Commission is responsible for conducting hearings dealing with proposed alterations to designated historic landmarks. City of The Dalles General Ordinance 94-1194 will serve as a tool to help the Commission make these decisions. The purpose of the Historic Landmarks Commission, the Historic Ordinance and the review criteria are to:

- *Protect historic and cultural resources from destruction, inappropriate alteration, and incompatible adjacent development;*
- *Stabilize and improve property values in historic districts and citywide;*
- *Enhance the city's attractiveness to visitors and residents, and stimulate business, industry and tourism;*
- *Educate The Dalles' citizens and visitors concerning the city's heritage;*
- *Preserve the historic housing stock of The Dalles;*
- *Comply with The Dalles comprehensive Plan regarding historic resources under Statewide Planning Goal 5.*

CITY OF THE DALLES GENERAL ORDINANCE 94-1194—AN ORDINANCE RELATING TO HISTORIC RESOURCES WITHIN THE CITY OF THE DALLES

Section 7, Subsection A. Review Criteria:

“Secretary’s Standards. Commission decisions shall be based on the Secretary of the Interior’s Guidelines for the Treatment of Historic Properties.” The following are pertinent standards from the “Guide”.

1. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

FINDING A-1: The use for this site will remain the same and be used as a Pioneer Cemetery. The City is proposing to place a gardener’s shed to house basic maintenance tools. Criterion met.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alterations to features and spaces that characterize a property shall be avoided.

FINDING-A2: There will be nothing removed with this application request... Criterion met.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

FINDING-A3: This property is recognized as a physical record of its time. The only changes proposed will be the placement of a gardeners shed. The shed that is proposed to be used is approximately 6 feet by 8 feet and is planned to be constructed on site. The shed will be sided with old wood siding that will be

provided. The siding will blend with the area. The structure will not create a false sense of historical development. Criterion met.

4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

FINDING-A4: No such changes are proposed with this application. The only change involves removal of the sprinkler heads that are not historic. Criterion met.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

FINDING-A5: This proposal does not seek to alter any of the above. No historic materials will be changed; no existing structure alterations are involved in this review. With no structures currently at the site, there are no examples of craftsmanship that need to be preserved. Criterion does not apply.

6. Deteriorating historical features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

FINDING-A6: The applicant is not repairing or replacing any missing historical features. These items are not historical features at the cemetery. Therefore, this criterion does not apply.

7. Chemical or physical treatments, such as sandblasting that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

FINDING-A7: The applicant proposes no chemical or physical treatments and no structures will be affected by this application. Therefore, this criterion does not apply.

8. Significant archaeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

FINDING A8: No archaeological resources are expected to be affected by this proposal. The applicant is responsible to notify the appropriate authorities if any archaeological resources are found with the placement of the gardeners shed or re-activation of the water. This will be addressed as a condition of approval.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

FINDING-A9: The applicant is proposing an addition of the gardeners shed. The size and scale is in accordance with the recommendations from The Pioneer Cemetery Preservation and Maintenance Plan. The proposed size of the shed is compatible with the cemetery plan and is proposed to be located in a non-obvious location. The placement of the shed will be on rail road ties, which will allow the ground to go undisturbed. The minimal amount of ground disturbance is planned. The attached map from the preservation and maintenance plan suggests that the shed be located in the southeast corner. While this location is an option, staff visited the site with Sally Donovan of Donovan and Associates and found an alternative site that may be more convenient. (On the attached map between #7 and #8 on the northern property line directly under the security light is the alternate location discussed.) Criterion met.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

FINDING-A10: The shed will be placed in a manner that will make it easily removable. If removed in the future, the essential form and integrity of the site will be unimpaired. Criterion met.

CONCLUSIONS: Placement of the gardeners shed in the Pioneer Cemetery is consistent with both General Ordinance # 94-1194 and The Dalles Pioneer Cemetery Preservation and Maintenance Plan. In all respects this application meets the standards of the Secretary of the Interior and the City of The Dalles General Ordinance No.94-1194, as well as The Dalles Pioneer Cemetery Preservation and Maintenance Plan, with the following conditions:

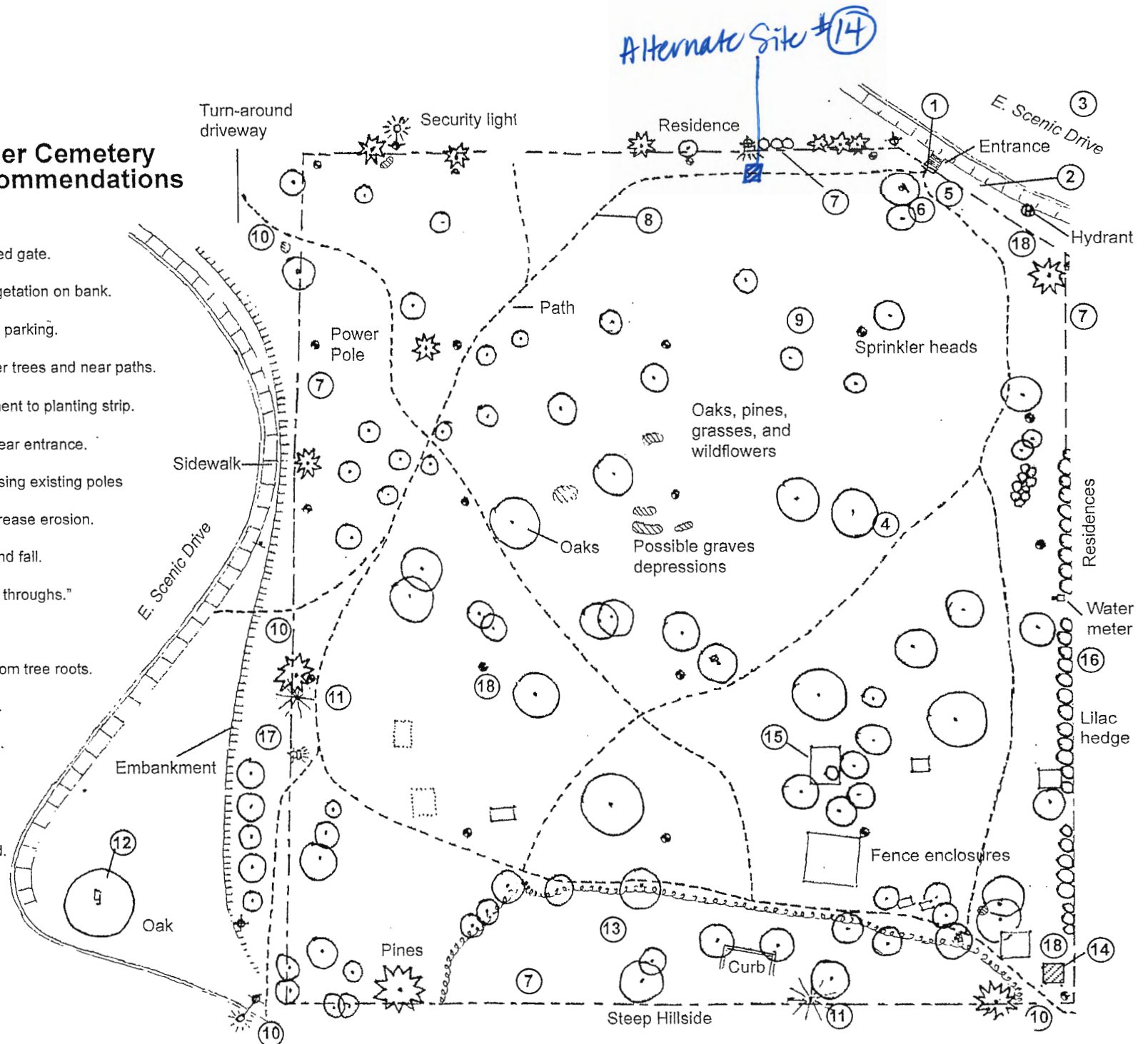
Proposed Conditions of Approval:

1. Work will be completed in substantial conformance to the proposals as submitted and reviewed.
2. The applicant is responsible to notify the appropriate authorities if any archaeological resources are found with the placement of the gardeners shed.

The Dalles Pioneer Cemetery Master Plan Recommendations

August 2004

- ① Create new entrance arched gate.
- ② Plant low maintenance vegetation on bank.
- ③ Possible "pull-out" area for parking.
- ④ Place 2 or 3 benches under trees and near paths.
- ⑤ Move "1860-1964" monument to planting strip.
- ⑥ Place interpretative sign near entrance.
- ⑦ Install woven-wire fence using existing poles
- ⑧ Re-bark dust paths to decrease erosion.
- ⑨ Mow cemetery in spring and fall.
- ⑩ Possible pedestrian "pass throughs."
- ⑪ Remove dead pines.
- ⑫ Move Brown headstone from tree roots.
- ⑬ Continue to remove vinca.
- ⑭ Preferred location of shed.
- ⑮ Stabilize iron fences.
- ⑯ Trim lilac hedge annually.
- ⑰ Evidence of previous road.
- ⑱ Install 3 water spigots. General locations.



C. Regulatory

1) Install a simple regulatory sign near the front entrance. Include the cemetery name, "open dawn to dusk," no littering, the State ORS166.076 pertaining abuse of a memorial to the dead, and ownership information including the City's contact number. Cautionary and/or disclaimer language could be added on the sign stating the potential hazards of visiting the cemetery including the hazards of the uneven terrain.

D. Directional Signage

1) Add signage directing the public to the cemetery. Place signs at key intersections downtown and along different routes to the cemetery. These small signs could be fabricated by the City to match their other brown "sites of interest" signs and attached to existing posts that have signage for the college, Sorosis Park, or the Fort Dalles Museum. The simple signs could state "Pioneer Cemetery" with a directional arrow. Possible locations of signs include:

From Downtown

- Second and Washington streets
- Third and Washington streets (Columbia Gorge Community College Sign) to
- 7th and Kelly streets to
- 14th and Kelly streets to
- 14th and Jefferson streets

From West 6th Heading East

- 6th and Trevitt streets to
- 9th and Trevitt (Fort Dalles Sign) to
- 14th and Trevitt (Fort Dalles Sign) to
- 14th and Union streets to
- 14th and Jefferson streets

Mt. Hood Street

- 10th and Mt. Hood streets to
- 14th and Mt. Hood streets to
- 14th and Union (then follow signs from West 6th route above)

Dry Hollow Road

- Dry Hollow Road intersection with Brewery Grade and 9th streets to
- Intersection of Scenic Drive

Sorosis Park

- Directional sign to Pioneer Cemetery from the park.

6.9 Maintenance Building

A. Recommendations

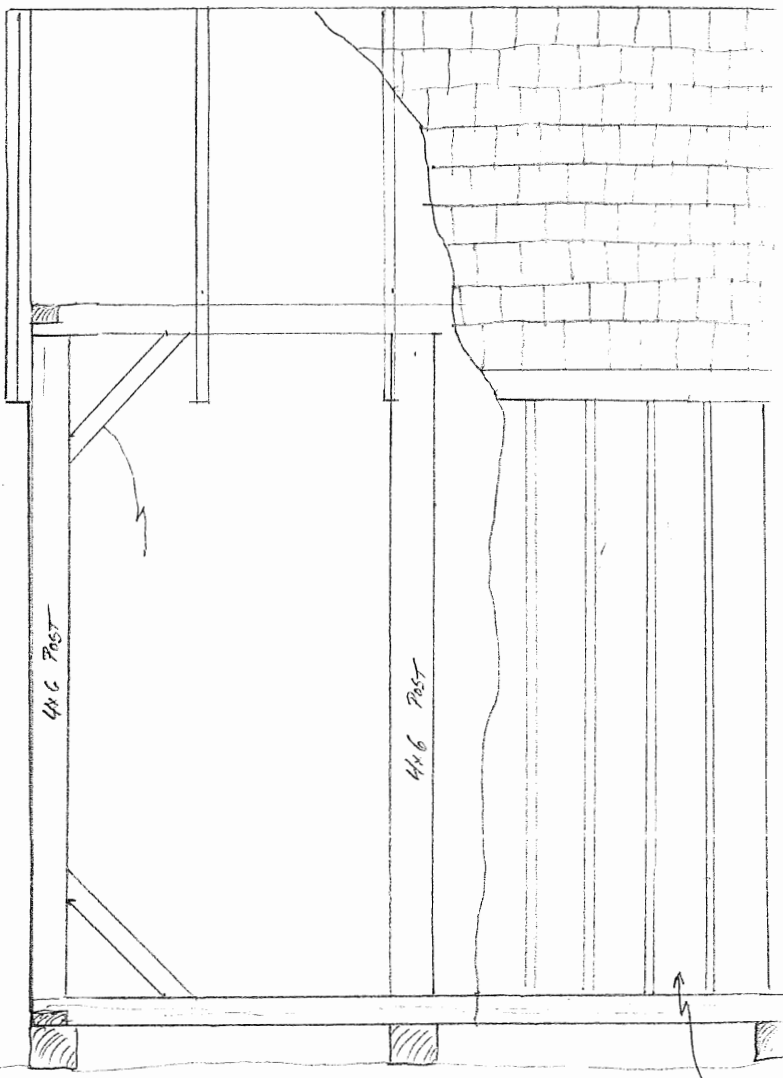
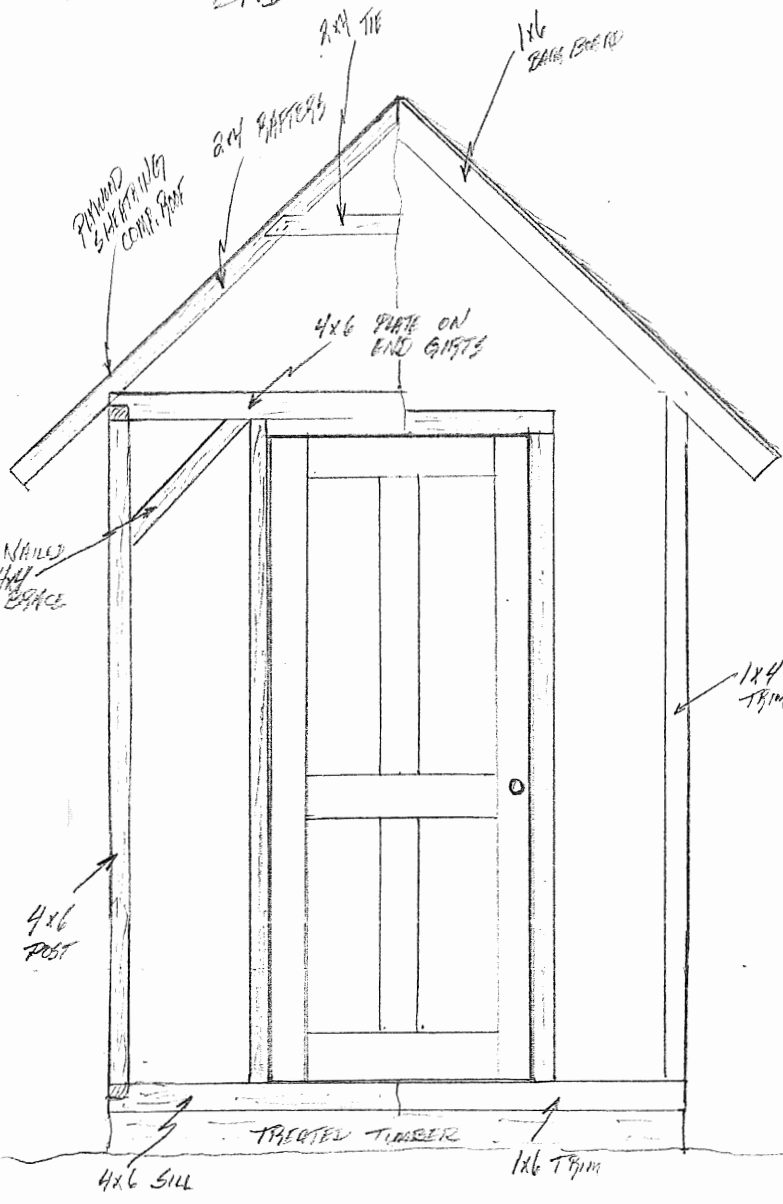
1) Construct a new maintenance shed for equipment storage in the southeast corner of the cemetery that is compatible with the historic character of the cemetery (Appendix B, Master Plan map). Suggested size and design elements include:

- Approximately size: 6 ft. by 6 ft. or 8 ft. by 8 ft.
- Roof: Hip or front facing gable with wood or composition shingles.
- Siding: Board and batten appearance. Salvage wood could be used for this project. Other siding option are horizontal shiplap or beveled siding.
- Door: Facing west for easy access.

SCALE
1"=2feet

END

SIDE



6 ft WIDE

8 ft LONG

BOARD AND
BATTEN
WOOD
SIDING

PROPOSED
STORAGE
SHED
FOR PIONEER CEMETARY
THE DALLES OREGON

E GLEASON
APRIL 17, 2006



HISTORIC LANDMARKS RESOLUTION NO. 85-05

Approving The Dalles Historic Landmarks Commission Application #88-05 of City of The Dalles/Pioneer Cemetery to construct a 6 x 8 gardeners shed on cemetery property. The Pioneer Cemetery is located to the east of 420 E. Scenic Drive and is further described as 1N 13E 10 BB tax lot 600.

I. RECITALS:

- A. The Historic Landmarks Commission of the City of The Dalles has, on May 25, 2005 conducted a public hearing to consider the above request.
- B. A Supplemental Staff report was presented, stating findings of fact and conclusions of law.
- C. Supplemental Staff Report number 88-05 and the minutes of May 25, 2005, 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 No. HLC 88-05 of City of The Dalles is hereby approved with the following conditions:
 - 1. Work will be completed in substantial conformance to the proposals as submitted.
 - 2. The applicant is responsible to notify the appropriate authorities if any archaeological resources are found with the placement of the gardeners shed.

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 Section 9(a) of the Historic Landmarks Ordinance No. 1194, and must be filed with 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 Ordinance will invalidate this permit.

APPROVED AND ADOPTED THIS 25th DAY OF MAY 2005.

Eric Gleason, Chairman
Historic Landmarks Commission

I, Dan Durow, Director of 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 May 25, 2005.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

Dan Durow, Director Community Development Dept.



Oregon

Theodore R. Kulongoski, Governor

Parks and Recreation Department

Heritage Conservation Division

725 Summer St. NE, Suite C

Salem, OR 97301-1271

(503) 986-0707

FAX (503) 986-0793

www.hcd.state.or.us



April 28, 2005

To: Interested Oregonians

From: Oregon Commission on Historic Cemeteries

Three coming events will be of interest to you.

Please take a few minutes now to read this memo and review the enclosed brochures.

Your decision to participate in any or all of these events must be made soon.

We do hope you will join us.

Item One: Seminar & Hands-on Training

June 3 and 4, 2005

A two-day workshop on Oregon's historic cemeteries and the issues that confront them is described in the green brochure. You have let us know what topics you want covered; such as planning a cemetery restoration project, title search and ownership, fundraising and community relations, on-site preservation, legislation and legal issues, security, cemetery education and special events, care and repair of monuments, and more.

Our panels and presenters intend for you to return home with solid information on the multiple values of Oregon's historic cemeteries and how best to care for them. There will be lots of handouts, too. Lunch and refreshments are included in the \$15 per day fee.

Give some thought to what questions you would like to ask at the Seminar as you visit your historic cemeteries on Memorial Day. The Seminar is just a few days later.

For people who must travel a great distance to attend, or who have special circumstances, a limited number of scholarships are available to assist with expenses. To request a scholarship, please send a letter describing your involvement with historic cemeteries and what amount of scholarship support you need to OCHC at the address above before May 15.

Item Two: The Memorial Day Weekend Survey Project

May 28, 29, 30

If you plan to visit an old cemetery on Memorial Day weekend, the OCHC hopes you will join with other volunteers statewide in a special survey project.

We estimate that there are more than two thousand historic cemeteries and gravesites in Oregon. Thanks to dozens of survey volunteers, more than 700 historic cemeteries have been listed with the Oregon Commission on Historic Cemeteries in the past three years. Those volunteers gathered essential information on the current condition and status of old cemeteries and helped provide a solid base for planning programs, services and funding. Your help is most welcome as well.

(over)



(Memorial Day Weekend Survey Project, continued)

So take the enclosed “lamb” brochure along with you on Memorial Day Weekend and fill it out as best you can. Consider making it a family project. Almost everyone in your family can take part. Turn it into a game...a history hunt.

If you can't answer all the questions, just complete what you can. Every bit of information you can provide will help. Please feel free to make copies of the form and pass them on to others who might want to participate.

Item Three: **Meeting Notice**

May 13, 2005

The Oregon Commission on Historic Cemeteries (OCHC) will hold its next public meeting at The Dalles City Hall on May 13 at 1:00 pm. All citizens interested in the care and preservation of Oregon's historic cemeteries and gravesites are encouraged to attend.

The agenda will include progress of the ongoing statewide survey of historic cemeteries, the OCHC grants program, cemeteries at risk, and other timely issues. Commission members welcome public comment at all OCHC meetings.

After the meeting adjourns at approximately 3:30 pm, the public is invited to join The Dalles Historic Landmarks Commission and the Historic Cemeteries commissioners for a guided tour of The Dalles Pioneer Cemetery.

Future Meetings will be July 8, 2005 in Baker City, & October 21, 2005 in Jacksonville.

The Calendar

May 13 - OCHC Meeting in The Dalles

May 18 - Postmark Registration for Seminar & Workshop

May 28, 29, 30 - Memorial Day Weekend

June 3 and 4 – Historic Cemetery Seminar & Workshop

Questions? Contact the OCHC at the letterhead address above.

Phone 503-986-0685 Email: mirra.meyer@state.or.us

Visit www.hcd.state.or.us and click on “Historic Cemeteries”.

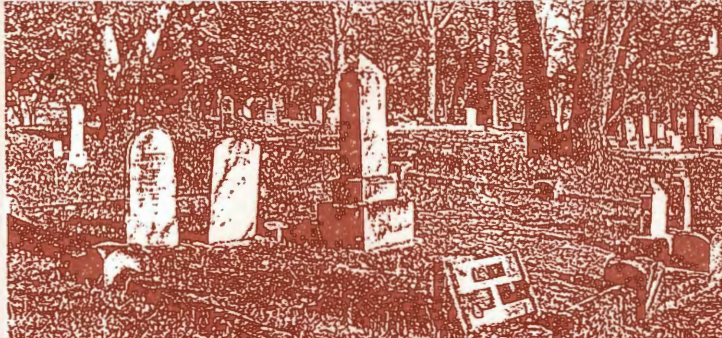
*Don't let our history disappear.
Please help . . .*

It's our history . . . help preserve it.

Please complete this
survey and help
protect and preserve
Oregon's heritage cemeteries.



*Salem
Pioneer Cemetery*



OREGON PIONEER CEMETERY SURVEY

The purpose of this survey is to locate and determine the condition of all cemeteries, mausoleums, memorial gardens, burial sites, etc. in Oregon which contain burials dated prior to February 14, 1909. The information you provide will help the Commission on Historic Cemeteries assist Oregonians in the restoration and maintenance of historic cemeteries statewide. Please feel free to copy this form and distribute it to others who have knowledge of historic cemeteries and gravesites in your area.

Answer questions to the best of your knowledge. If you don't know or aren't sure, skip the question.

Return completed forms to Commission on Historic Cemeteries, State Historic Preservation Office, Oregon Parks and Recreation, 725 Summer Street NE, Suite C, Salem, OR 97301-1266.

For information, call 503-986-0685, or Email Mirra.Meyer@state.or.us. Visit www.hcd.state.or.us.

Name on Cemetery Sign, if any:				Legal Name, if different:	
Other Known Names:					Primary County:
Physical Address, if any:				Nearest City/Town/Community:	Zip Code:
Directions from Nearest Community: (Indicate county road numbers, key landmarks, signage, distance from nearest road. etc.)					
Township:	Range:	Section:	1/4 Section:	Tax Lot #:	
Zoning Designation:			National Register Listed? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
Public Accessibility (select only one): <input type="checkbox"/> By permission only <input type="checkbox"/> Unrestricted Access <input type="checkbox"/> Inaccessible			Accessible by (select the primary access method): <input type="checkbox"/> Foot <input type="checkbox"/> Car <input type="checkbox"/> Not Accessible <input type="checkbox"/> Other:		
Year Cemetery Officially Established:	Does the Cemetery continue to accept burials? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		Earliest Known Burial Date:	Latest Known Burial Date:	
Has the Cemetery ever been relocated? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown Date:			Approximate Size of Cemetery:		Number of Acres:
General Condition of Cemetery of Gravesite: <input type="checkbox"/> Well Maintained <input type="checkbox"/> Marginally Maintained <input type="checkbox"/> Not Maintained <input type="checkbox"/> Overgrown, easily identifiable <input type="checkbox"/> Overgrown, not identifiable <input type="checkbox"/> Not identifiable as a burial site, but known to exist through traditional or other means (explain)					
Regarding Gravestones and Markers:					
Approximate number of gravestones or markers:			Are markers and stones in their original locations? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		
Give approximate number of gravestones and/or markers in each category.					
Inscriptions Readable: _____		Inscription Unreadable: _____		Intact and Standing: _____	
Broken but Standing: _____		Fragments on Ground: _____		Toppled: _____	
				Damaged Surfaces: _____	
				Stones/Markers Missing: _____	
Any signs of Vandalism or Intentional Damage? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure			Have repairs been attempted <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unsure If yes, when?		
Repair Methods Used: <input type="checkbox"/> Adhesives <input type="checkbox"/> Metal Supports <input type="checkbox"/> Coatings <input type="checkbox"/> Iron Pins/Bolts <input type="checkbox"/> Other <input type="checkbox"/> Unknown					

Design Character of Cemetery:

Materials of which markers are made: ☐ Stone ☐ Marble ☐ Slate ☐ Granite ☐ Wood ☐ Metal ☐ Other (list)

Decorative Carvings and Sculptural Forms Found on Markers:

☐ Angels ☐ Lambs ☐ Religious Symbols ☐ Draperies ☐ Urns ☐ Plant and Flower Symbols ☐ Architectural Forms
☐ Other (list)

Structures: Describe architectural features such as crypts or mausoleums, any distinctive elements such as ornamental fences, paved walkways, brickwork, decorative ironwork, sculptures, fountains, roads, boundary fences, buildings or signage.

Terrain: ☐ Level ☐ Hilly - Moderate ☐ Steep ☐ Other (describe)

Bounded by: ☐ Fence ☐ Wall ☐ Hedge ☐ Other (describe)

Landscaping: Describe any traditional landscaping, historic plants and shrubbery, exceptional trees, etc., the cemetery contains.

Does the cemetery provide habitat for native birds and other wildlife? Describe any native plants and the types of birds and other wildlife present.

History of Cemetery: (Attach additional pages, if desired)	
List any important individuals in state or local history buried there:	
Describe any significant ethnic or religious sections within the cemetery site:	
Was this cemetery associated with specific groups such as I.O.O.F., Masonic Lodge, etc.?	
Describe any unusual features or historic incidents of interest:	
What is the most urgent need for care of this cemetery, if any?	
Cemetery Contact Information:	
Cemetery Ownership Type: (select only one) <input type="checkbox"/> Association <input type="checkbox"/> Municipal <input type="checkbox"/> County <input type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/> Private <input type="checkbox"/> Family (list below) <input type="checkbox"/> Church (list below) <input type="checkbox"/> Lodge or Fraternal Order <input type="checkbox"/> Other (list below)	Is the cemetery a trust or non-profit? <input type="checkbox"/> Trust <input type="checkbox"/> Non-Profit
Contact Person or Organization for Cemetery, if any:	This Contact is: <input type="checkbox"/> Owner <input type="checkbox"/> Manager <input type="checkbox"/> Contact for access permission
Address of Contact:	Phone Numbers: Personal: Business: Cell: Fax:
Additional Contact Information:	Email Address:
Name, Address and Phone Number of Person Completing this Form:	Date Completed:

We thank you for any and all information you can provide in this statewide effort to identify and evaluate the condition of Oregon's historic and pioneer era cemeteries.

Oregon Commission on Historic Cemeteries
 725 Summer Street NE, Suite C
 Salem, OR 97301-1266



(Inside Image: Stearns Cemetery, courtesy of Southern Oregon Historical Society, #18110)