



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125  
FAX: (541) 298-5490  
Community Development Dept.

**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, February 24, 2010 @ 4 P.M.**

- I. Call to order**
- II. Roll Call**
- III. Approval of Agenda**
- IV. Public Hearings**  
**Historic Landmarks Commission Application #121-10 of Diego Leon**, to review exterior modifications and alterations to a residence. The structure is located at 403 W 3<sup>rd</sup>, and is further described as 1N 13E 3BB tax lot 1700. There is not a historic name for this structure, the common name is Family Services. The property is classified as Historic/Non-contributing. Property is zoned "CBC-1" – Central Business Commercial District/Trevitt's Historic District.
- V. Resolutions**  
**116-10 Adopting HLC 121-10; Diego Leon**
- VI. Pioneer Cemetery Discussion**
- VII. Staff/Commissioner Comments**
- VIII. Next meeting date: Wednesday, March 24, 2010**
- IX. Adjournment**

# HISTORIC LANDMARK COMMISSION MINUTES

February 24, 2010

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

## CALL TO ORDER

Chair Gleason called the meeting to order at 4:03 P.M.

## ROLL CALL

The following Commissioners were present:

Eric Gleason
Bob McNary
Dixie Parker
Pat Smith
Dennis Davis

The following Commissioners were absent: none

Staff present:

Dawn Hert, Associate Planner
Carolyn Wood, City Councilor
Brenda Green, Admin. Secretary

## APPROVAL OF AGENDA

Commissioner Parker moved to approve the agenda as submitted. Commissioner McNary seconded the motion. The motion carried unanimously.

## PUBLIC HEARINGS

**Historic Landmarks Commission Application #121-10 of Diego Leon**, to review exterior modifications and alterations to a residence. The structure is located at 403 W 3<sup>rd</sup>, and is further described as 1N 13E 3BB tax lot 1700. There is not a historic name for this structure; the common name is Family Services. The property is classified as Historic/Non-contributing. Property is zoned "CBC-1" – Central Business Commercial District/Trevitt's Historic District.

Chair Gleason read the rules for conducting a public hearing. There were no ex-parte contacts, bias, or conflicts of interest by the Commissioners. There were no challenges from the audience. Gleason opened the public hearing and asked for the Staff Report.

Associate Planner Hert presented the Staff Report. She described what the applicant wanted to do. Hert shared with the commission that there had been multiple zoning code violations on the property. Considering the number of issues that needed to be addressed, Hert shared that she met with Director Durow in order to compile a list of conditions that would enable the applicant to meet the standards of the Secretary of the Interior as well as the ordinances of the City of The Dalles. Hert went over the list.

Commissioner Parker expressed her concern that she was not able to tell by the pictures and drawings

submitted what was being proposed. Associate Planner Hert agreed and explained that one of the recommended conditions of approval would require the applicant to hire a professional to create drawings to scale. Hert added that if the commission decided to require professional drawings, there are architectural grants available.

There was a general discussion between commissioners and staff in regards to the details of the project, the set backs of the property, and the zoning. It was pointed out that the original siding was still on the structure, it was just covered up by asbestos siding.

**Proponent:**

Diego Leon, 1275 Dry Creek Rd, Mosier OR, introduced himself as the applicant. He discussed the effects of the flood that had hit the property as well as the current issues when it rains. He explained the reasons behind wanting to extend the roof and described his plan to move the siding onto the new addition. Leon shared that he was open to other suggestions as to how to fix the issues. He also explained that he had not wanted to spend the money on professional drawings until the Commission agreed to a plan.

Commissioner Parker asked how long he had owned the property. Mr. Leon replied since around 1979, prior to the area becoming a historic district.

Commissioner McNary asked about the condition of the double doors. Mr. Leon explained that they were damaged beyond repair. McNary shared that he was thinking of ways to incorporate the doors into the addition. Leon stressed that they would need to be disposed of.

Chair Gleason felt that without seeing complete drawings, it would be difficult to know if the changes proposed could be allowed. He expressed his concern that extending the roof line would mean removing the window. He also shared his agreement with Commissioner McNary of attempting to salvage the garage doors.

Commissioner Davis pointed out that to even be able to suggest possibilities to the applicant of ways to re-use the garage doors, or the possibility of saving the window; they would need to see drawings that were to scale.

Mr. Leon demonstrated the proposed new roof line by folding a piece of paper into the shape he was suggesting. The Commissioners expressed their general understanding of the proposed roof line.

**Opponent: none**

Chair Gleason asked Mr. Leon how he would feel about re-submitting his application with to scale drawings. Leon stated that he could resubmit but that he was going to be very busy soon with his job. Associate Planner Hert stated that if the updated application was received by April 7<sup>th</sup> the hearing could be held during the April 28<sup>th</sup> meeting. Hert also pointed out that scaled elevation drawings would be required by Building Codes in order for Mr. Leon to proceed.

Councilor Wood commended Mr. Leon on his desire to improve the looks of the house.

Chair Gleason closed the public testimony portion of the hearing.

**DELIBERATION:** The commissioners were in agreement that they would need to see more detailed drawings to understand the changes that the applicant was requesting.

Commissioner Parker moved to deny application HLC 121-10 with encouragement to the applicant to submit a new application with professional drawings, as well as to pursue a possible grant opportunity through Urban Renewal. The motion was seconded by Commissioner Smith and carried unanimously.

Associate Planner Hert stressed that the applicant needed to provide a revised application by April 7, 2010 in order to avoid further enforcement proceedings.

Mr. Leon emphasized that his ability to submit a new application and drawings was tied to money and that he could only do what he had the money for. Chair Gleason offered Leon some extra siding that had been donated for use on historic homes.

**RESOLUTION:** Commissioner Parker moved to adopt Resolution 116-10 denying HLC 121-10. Commissioner Smith seconded the motion and it carried unanimously.

**PIONEER CEMETERY DISCUSSION:**

Renee Briggs from the Columbia Gorge Genealogical Society shared that the monument would be ready to be set in place by May 1, 2010. Their plan is to host a dedication on May 31, 2010 and she was in the process of compiling the list of invitees. There was a general discussion about individuals and groups that should be invited to attend as well as people who should be invited to speak.

Commissioner McNary asked about getting another roll of fencing wire. Associate Planner Hert stated that she would be able to get another roll during the current budget cycle. McNary explained that he would like to put the additional fencing along the East side of the cemetery. There was a discussion about how many rolls would eventually be needed and potential locations for storing the rolls if they could be ordered in advance. Councilor Wood shared that if the fencing need was stated on a wish list then there are often times possibilities of other ways to receive funding.

**COMMISSIONER/STAFF COMMENTS:**

Chair Gleason asked about the status of the Certified Local Government Grant. Associate Planner Hert explained that staff had decided not to apply for the grant this year, but to utilize RARE Planner Donovan's time to look into the current HLC ordinances.

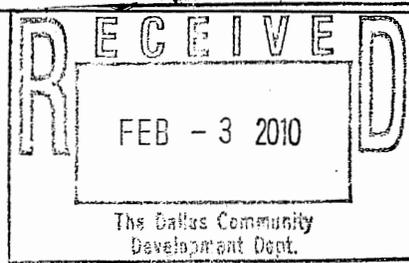
Commissioner Smith inquired if the historic plaque had been put back up at the Gates house. Associate Planner Hert informed the Commission that they were currently doing some changes to the yard and had plans to put it back up.

**ADJOURNMENT:** The meeting was adjourned at 5:28pm

Submitted by Brenda Green, Administrative Secretary



Eric Gleason, Chair  
Historic Landmark Commission



HLC# 121-10

### 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:	Diego León
Address	1275 Dry Creek Rd Mosier Ore 97040
Site Address	403 W 3 st. The Dalles Oregon 97058
Telephone	541-288-6782

CBC-1                      IN13E3BB1700

Please describe your project goals.

*Need to fix incoming Rain, water, thru back door in to the basement, from the street, and make some steps to go into the basement thru the side door.*

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

*Will add 1/2 wood and extend the deck to cover this area, we need to extend the foundation of the home.*

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

*We will use the same siding or similar materials to look as original materials.*

What is the current use of this property?

*multiple living space.*

Will the use change as a result of approval of this application?

Yes  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.**

Diego Leon  
Applicant

11/6/10  
Date

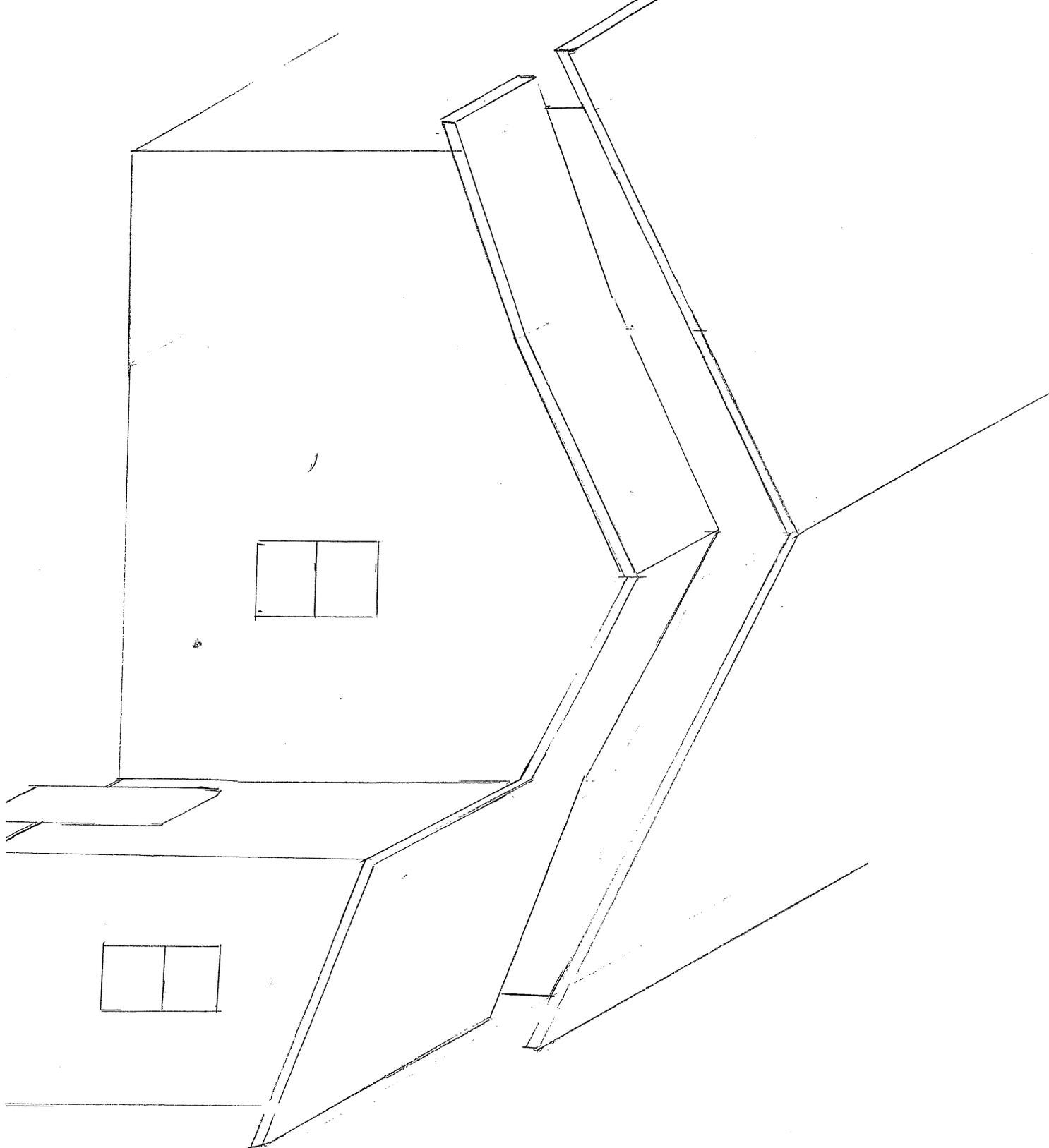
\_\_\_\_\_  
Owner (if not the applicant)

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

Dan Mancinelli  
Secretary, Historical Landmarks Commission

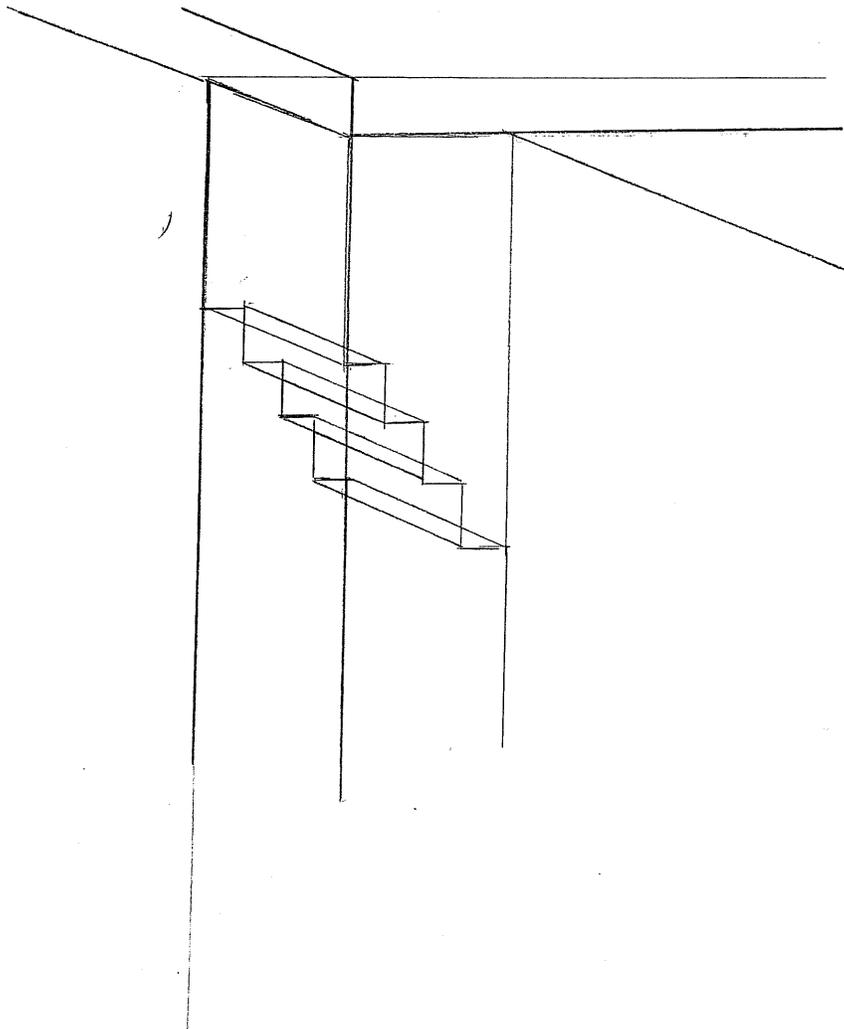
**For Office Use Only**

Historical Classification Historic / Non-Contributing  
(Primary, Secondary, Historical, Etc.)  
Historic Building/Site  Historic District Trevitt  Commercial   
Historic Name NA - Common name - Family Services  
(If any)  
Year(s) Built 1918



\* Fashion allee





NW Face of House

Per / 11/11/11 + 11/11/11, 11.1.11

← Pentland Street →





**STAFF REPORT**  
**HISTORIC LANDMARKS REVIEW #121-10**

**TO:** The Dalles Historic Landmarks Commission

**FROM:** Dawn Marie Hert, Associate Planner 

**HEARING DATE:** February 24, 2010

**ISSUE:** The property owner is requesting to modify the exterior of the house that is classified as Historic Non-Contributing in the Trevitt's Historic District. The proposed modifications and repairs will help bring the historic home into compliance with the historic design guidelines of the Trevitt's Historic District.

**SYNOPSIS:**

APPLICANT	Diego Leon
PROPERTY OWNER	Same
LOCATION	403 West Third Street, The Dalles, OR 97058
ZONING	"CBC" – Central Business Commercial
EXISTING USE	Residential
SURROUNDING USE	Primarily Residential
HISTORIC STATUS	Historic Non-Contributing in Trevitt's National Historic District

**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 City Planning Department has been working with the property owner over the past few years trying to bring the structure and alterations into compliance with the City's land use code and Historic Landmarks guidelines.

The property owner has two projects that he is trying to complete with this request:

- Alter the basement entry off of Pentland Street. The entry has problems with rain and water run-off. The applicant has requested to install stairs with slightly elevated concrete walls to keep the rain out.
- Construct a small addition off the back of the house to enclose the double door garage area. The addition will include a door and reuse the siding from the portion of the original wall where the addition is being placed.

**ANALYSIS:** The Historic Landmarks Commission is responsible for conducting hearings dealing with proposed alterations to historic buildings. City of The Dalles General Ordinance 94-1194 as well as General Ordinance 96-1207 establishing design guidelines for Historic Resources 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.*

**A. 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:** This structure was historically used as residential. The proposed use will remain the same. 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:** The historic character of the property is proposed to be retained and preserved. This application request will remove the deteriorating materials on the structure and replace them with the same or historically accurate materials. All features that characterize the property will be required to be replaced and all alterations/repairs will be required to follow the SHPO’s requirements. This will be added as a condition of approval.

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:** No alternations are planned that would give a false sense of historical development. The structure has had major alterations over the years and the applicant plans to follow the restoration guidelines by the SHPO and the City of The Dalles.

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

**FINDING-A4:** Due to the major alterations on the building, staff is unaware of any alterations that may have acquired any historical significance. Therefore, this criterion does not apply.

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

**FINDING-A5:** With the moderate to major alterations some of the features are no longer available onsite. The applicant plans to remove the asbestos tile siding with the renovation and return it to the original narrow ship lap siding. All features found in the exterior restoration that characterize the property will be required to be retained. Criterion will be addressed as a condition of approval.

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:** Replacement of the non historic windows is necessary. The applicant will be required to replace the windows that were installed without approval or permits and will be required to repair what is salvageable. Criterion will be addressed as a condition of approval.

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:** All exterior surfaces will be required to be surface cleaned using the gentlest means possible. Criterion will be addressed as a condition of approval.

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:** Minimal excavation is planned with this proposal. The new stairs, wall and addition will be required to meet state building codes standards. If any archeological resources or materials are discovered, they will need to be professionally evaluated prior to continued excavation at the site. 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 proposed addition shall not destroy the historical materials that characterize the property. Criterion will be addressed as a condition of approval.

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 new addition that is planned shall complement the existing structure. The preliminary drawings show an addition that is following an existing roofline. Staff is suggesting that the commission require the applicant to hire a professional to assist in the design of the addition to ensure that the new addition meets historic guidelines. Criterion will be addressed as a condition of approval.

## **B. Comprehensive Plan (June 1994):**

**Goal #5 Open Spaces, Scenic and Historic Areas, and Natural Resources** lists a City goal applicable to this project as follows:

3. To recognize, protect and enhance the historical importance of the community, and to promote increased public awareness and participation in historic preservation.

**FINDING B-1:** This application request is consistent with the Comprehensive Plan by encouraging the restoration and sympathetic renovation of this landmark property. Continued use of this residential resource is vital to our community and its awareness to our historic preservation. The exterior modifications will allow for continued use for many years to come. Criterion met.

## **General Ordinance No. 96-1207 ~ Design Guidelines for The Dalles Commercial Historic District**

### **MATERIALS**

*The sense of cohesiveness and continuity of The Dalles' commercial area derives in part from the consistent use of building materials in building facades. New construction and rehabilitation should use appropriate materials that provide scale making a more pedestrian friendly environment.*

### **GUIDELINES:**

- a. For building renovations, original materials should be restored wherever possible.
- b. When materials need to be replaced for restoration they should be compatible in quality, color, texture, finish and dimension to the original materials (see page 2, Secretary of the Interior's Standards for Rehabilitation).
- c. New construction should use materials compatible with the historic buildings in quality, color, texture, finish and dimension. Predominant materials of the commercial historic district are:
  - brick
  - stone
  - cast iron
  - glazed terra cotta
  - cement plaster (stucco)
- d. The use of wood for windows is recommended.
- e. The use of reflective and smoked glass is prohibited.
- f. Whenever possible, the natural color of the materials should be retained.
- g. An ordinance prohibiting the painting of brick, unless it is damaged or has already been sandblasted, should be adopted.
- h. Sandblasting of brick is prohibited as it severely damages the brick.
- i. When painting a building the following color scheme is recommended:

*darkest-window sash*  
*medium-building*  
*lightest-trim, detail*

**FINDING B-2:** The applicant is proposing a small addition on the rear of the house. The addition will cover and alter an existing double door garage opening. The applicant stated that he plans to salvage the existing siding to be placed on the new addition. The windows and doors that were replaced prior to an approval will be required to be removed and replaced with historically accurate materials. A building permit will be required to be obtained by the local building codes agency to ensure that the addition is built to code. Painting of the structure will be required to be approved prior to the work commencing. The removal of the existing tile siding will need to be with the utmost care. As stated in a previous finding, staff is suggesting that the commission require the applicant to hire a professional to ensure that the new addition and all modifications meet the historic guidelines. These criterion will be addressed as conditions of approval.

**CONCLUSIONS:** The proposed modifications and repairs will help bring the historic home into compliance with the historic design guidelines of the Trevitt's Historic District. However, the drawings and details are insufficient to approve without adding conditions to ensure that the modifications will not only bring the structure into compliance, but will also meet the historic design guidelines set by the Secretary of the Interior and the City of The Dalles.

With conditions, this application can meet the standards of the Secretary of the Interior and the City of The Dalles General Ordinance No.94-1194, as the City of The Dalles Comprehensive Land use Plan 1994, with the following conditions:

**Recommended Conditions of Approval:**

1. The applicant will be required to hire a professional to assist in a revised submittal to the Planning Department to ensure that the historic guidelines are met and that the addition is sympathetic to the existing structure. Work will be completed in substantial conformance to the pictures and proposals as submitted and reviewed.
2. All non-historic windows and doors that were installed without approval will be required to be removed and replaced with historically accurate materials. Specifically the basement windows and door.
3. The applicant will need to submit plans for a building permit to the local Building Codes Department.
4. If any archeological resources or materials are discovered during any excavation, the applicant will need to stop excavation and have the site professionally evaluated prior to continued excavation at the site.
5. The applicant will need to avoid removing any historic materials that are on site. Conjectural or architectural features that create a false sense of historical development will not be allowed. Any distinctive features, finishes, or craftsmanship found with construction will need to be preserved by the applicant as best as possible.

6. All exterior surfaces will be required to be surface cleaned using the gentlest means possible.
7. The proposed addition shall not destroy the historical materials that characterize the property.



## CITY of THE DALLES

313 COURT STREET  
THE DALLES, OREGON 97058

(541) 296-5481 ext. 1125  
FAX: (541) 298-5490  
Community Development Dept.

### **HISTORIC LANDMARKS RESOLUTION NO. 116-10**

**Adopting The Dalles Historic Landmarks Commission Application #121-10 of Diego Leon, to construct a small addition to the rear of the house and repair a basement entrance on the historic house. The request is an effort to help bring the house into compliance with the historic guidelines. The structure is located at 403 W Third Street, and is further described as 1N 13E 3BB tax lot 1700. There is no historic name for this house, its common name is Family Services. The property is classified as Historic Non-Contributing in the Trevitt's National Historic District.**

#### I. RECITALS:

- A. The Historic Landmarks Commission of the City of The Dalles has, on February 24, 2010 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 number 121-10 and the minutes of February 24, 2010, 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 121-10 of Diego Leon is approved with the following Conditions of Approval:
  - 1. The applicant will be required to hire a professional to assist in a revised submittal to the Planning Department to ensure that the historic guidelines are met and that the addition is sympathetic to the existing structure. Work will be completed in substantial conformance to the pictures and proposals as submitted and reviewed.
  - 2. All non-historic windows and doors that were installed without approval will be required to be removed and replaced with historically accurate materials. Specifically the basement windows and door.
  - 3. The applicant will need to submit plans for a building permit to the local Building Codes Department.
  - 4. If any archeological resources or materials are discovered during any excavation, the applicant will need to stop excavation and have the site professionally evaluated prior to continued excavation at the site.
  - 5. The applicant will need to avoid removing any historic materials that are on site. Conjectural or architectural features that create a false sense of historical development

will not be allowed. Any distinctive features, finishes, or craftsmanship found with construction will need to be preserved by the applicant as best as possible.

6. All exterior surfaces will be required to be surface cleaned using the gentlest means possible.
7. The proposed addition shall not destroy the historical materials that characterize the property.

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 24<sup>th</sup> DAY OF FEBRUARY 2010.

---

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 February 24, 2010.

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

ATTEST:

---

Dan Durow, Director Community Development Dept.

# Historic Landmarks Commission

## 2010 Goals

### Short Term Goals

1. Create Historic Designs for Downtown to aid in historic background research and support Main Street programs
2. Encourage restoration and preservation of the Pioneer Cemetery.
3. Provide educational assistance to help individual restorers by setting up a special assessment workshop.
4. Establish a Historic Resource Center/Site ie: Historic links on City Webpage.
5. Research grant opportunities to expand City's resources.
6. Update Historic Ordinance
7. Assist in saving and completing the Lewis and Clark Memorial and pursue a local landmark status.
8. Actively support Historic The Dalles Days.
9. Establish an Archaeology Testing Plan prior to First Street infill.
10. Support and encourage the preservation and continued use of The Dalles High School building.
11. Encourage restoration of the Waldron Drug/Gitchell Building.
12. Completion of monument in Pioneer Cemetery
13. Designate other qualified areas as national historic districts; specifically the East Gateway, The Dalles Bluff, 4<sup>th</sup> Street, and E. 8<sup>th</sup> Street.

### Long Term Goals

1. Encourage preservation and restoration of City Hall.
2. Maintain CLG status.
3. Support Civic Building restoration.
4. Continue to supply information on Historic Open Houses and encourage Open House visits during Historic Fort Dalles Days.
5. Continue to assist with historic plaque costs & availability.
6. Support and encourage the Fort Dalles Museum.
7. Encourage restoration and preservation of The Lewis and Clark Rock Fort.
8. Update Historic Inventories.