



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481

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, JANUARY 22, 2003
4 P.M.

- I. Call to order**
- II. Roll call**
- III. Approval of Agenda**
- IV. Approval of Minutes –October 30, 2002**
- V. Public comment: The public is invited to comment on any topic that does not appear on the agenda.**
- VI. Discussion Items**
 - **Annual Report to City Council**
- VIII. Commissioner Comments and Concerns**
- IX. Next meeting date: Wednesday, February 26, 2003**
- X. Adjournment**



HISTORIC LANDMARK COMMISSION MINUTES

Wednesday, October 30, 2002

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 4:04 P.M.

ROLL CALL

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

The following Commissioners were absent: None

Staff present: Dan Durow, Director
Dawn Hert, Planner
Denise Ball, Administrative Secretary

APPROVAL OF AGENDA

McNary moved that the agenda be approved. Clason seconded the motion. The motion was passed unanimously.

APPROVAL OF MINUTES

McNary moved the minutes of September 16, 2002 be approved and Parker seconded. The motion passed unanimously.

PUBLIC COMMENT

None

PUBLIC HEARINGS:

Chair Gleason read the rules for conducting a public hearing. He asked the Commissioners if they had any bias, ex-parte contact, or conflict of interest and they had none.

Gleason opened the hearing for **Historic Landmarks Commission Application #74-02 of Darlien France** to enhance and update her building by painting the rear building exterior using approved

historic colors (slate with hurricane blue trim), and removing two existing garage doors on the northern, alley side and replacing with one 12x14' new garage door and a 7x3' man door. The property is located at 217 E. 3rd Street and is zoned "CBC"- Central Business Commercial. The historic name of the building is unknown.

Planner Hert presented the Staff Report and asked the Commission if they had any questions.

Parker asked if she could see the colors the applicant had selected and Hert showed her the colors. There were no other questions of Staff.

Proponent Testimony

Darlien France, 217 E. 3rd Street, The Dalles, said she is very anxious to start the improvements on her building and would like the Commission to approve her application. France said this would allow better access to the rear of her office and enable Sign Pro to work indoors during the colder months. She asked if there were any questions.

Gleason asked if the door would be steel and France said it would.

McNary asked what color the garage door would be and France said it is white. France said she could paint it if the Commission wanted her to.

Opponent Testimony

There were no opponents.

Gleason closed the public testimony portion of the hearing.

Deliberation

The Commissioners had no additional questions of Staff and said this would be a visual improvement for this building.

Commissioner McNary moved to approve HLC Application 74-02 with conditions of Darlien France and Clason seconded the motion. The motion carried unanimously.

Gleason next opened the hearing for **Historic Landmarks Commission Application #77-02 of The Dalles High School** to add two poles and move one existing pole at the Ropes Course located on upper Amaton Field. The property is located at 220 E. 10th Street and is zoned "RH"- Residential Medium High Density. The historic name of the site is The Dalles High School and the Amaton Field. There were no new audience members unfamiliar with the rules for conducting a public hearing so they were not read again.

Hert presented the Staff Report and Director Durow informed the Commission about previous actions regarding this site by the Planning Department. He explained that Staff was not making a

recommendation to the Commission for approval or denial. Staff was very surprised to learn there are seventeen poles on the site. The Commission would need to make their decision on this application based on the findings of fact and testimony presented by the applicant. He asked if there were any questions.

McNary asked if the trees on the site are considered historic. Durow said they are not a historic feature and that the site has been modified a great deal over the years.

Proponent Testimony

Kirby Erdely, the applicant and a Counselor at The Dalles High School, informed the Commission what the Zip Wire element is and why it is being added to the Ropes Course. Erdely gave a brief explanation of the history and purpose of the Ropes Course. He said the students are aware of the significance of the historic site and maintain the cleanliness of the area. Erdely read two letters from students in support of the Ropes Course. He asked the Commission if they had any questions.

Gleason asked if the course is as big as it's going to get. Erdely said there are other elements that can be added but at this time they are not anticipating additional elements.

Gleason asked if Erdely had a time schedule for placing the poles and installing the element.

Erdely said PUD is prepared to place the poles and cables shortly after this application is approved. The project is ready to go but is "on hold" right now.

Parker asked how deep the holes must be for the poles. Erdely said the holes are from five to eight feet deep depending upon the height of the poles. The hole for the tallest pole will need to be seven feet.

McNary said it appears the tallest pole will be placed on the east side of the field and the zip wire will run down to the shorter pole to the west. Erdely said that is correct.

McNary said the east side of the field could be virgin ground.

Gleason recommended that an archaeologist be present for test hole excavation or during excavation for the actual placement of the poles. Gleason told Erdely he would be available on certain times and dates through Monday, November 4th in the afternoon, to supervise the excavation.

Parker asked if Staff knew what the original Amaton site looked like and Staff said they did not.

Clason asked how many poles the original approval for the Ropes Course had covered.

Durow said he did not remember exactly but thought it had been for five or six poles. That is why Staff was surprised to read in the application that there were seventeen poles.

Parker asked if the Commission could make a condition that this is the maximum amount of poles that will be allowed on this site.

Durow said the Commission would have to show what criteria they would be basing that condition upon.

McNary asked if they are required to come before the Commission again if they want to add additional poles and Durow said yes.

Clason asked if another location, further away from what McNary believes could be virgin ground, is an option.

Erdely said the course layout is professionally designed. He would be willing to ask the course engineer if a different location would work for the zip wire element.

Paul Duus, a counselor at the High School, spoke next. He said the Ropes Course went in at one time. Duus said the original request was for seven elements. He apologized for the confusion. He does not believe the area in question is virgin ground due to the various uses, over the years, of the upper Amaton Field. The National Guard funded the materials and placement of the course. Mid-Columbia Medical Center has contributed toward training programs for the course. Northern Wasco County PUD donates the equipment and time to place the poles.

Durow said Staff might have confused the original Ropes Course request for six or seven elements by assuming that meant six or seven poles.

Commissioner Parker said no one is questioning the importance of the Ropes Course. She believes it is an excellent program. The Commission is reviewing placement of the course for the preservation of a historic site.

Gleason asked if there were any more proponents. Andrew McKay, a student at The Dalles High School, spoke in favor of the application. He said this is a very important class for the students. McKay went on to say that he appreciates history but he believes in living history and the "hands on" approach. History that is kept behind glass panes is "dead". He used the example of Pulpit Rock and how the minister actually climbs on the rock to give his sermon. That is living history. If Pulpit Rock were roped off it wouldn't be nearly as meaningful to him.

Opponent Testimony

There were no opponents.

Deliberation

Gleason closed the public testimony portion of the hearing and the Commission began deliberating.

Parker asked if the Commission could add a condition of approval that requires an archeologist, possibly Eric Gleason, to be present during the digging of the holes for the placement of the poles at the Ropes Course and Gleason said they could add that condition of approval.

McNary said his concern is that the height of the taller pole will be a visual blight and will be sitting right off of Pulpit Rock. He would like to see it placed somewhere else.

Parker said the Commission could deny the application because of the proposed hole location.

Gleason said the Commission could deny the application or they could continue the hearing and have the applicant check with their course engineer to see if another location would work. Gleason went on to say that he felt that supervising the digging of the holes would satisfy him.

Durow told the Commission that this is a judgment call and Staff felt the Commission should be the one to make it. The Commission needs to decide if the poles are creating a negative visual impact on the historic site. Durow reminded the Commission that the poles are not permanent.

Parker pointed out that even though Staff and the Commission were not aware that there were seventeen poles already in place at the Ropes Course, it must not have created a huge negative visual impact or someone would have noticed it while driving by the course.

Parker moved to approve HLC application # 77-02 of The Dalles High School, to add two poles and move one existing pole at the Ropes Course located on Upper Amaton Field based upon findings of fact and conclusions of law with proposed conditions of approval one through three from the Staff Report and adding condition four "Hole locations will be archaeologically evaluated either by pre-testing or monitoring during excavation prior to placement of the pole." Clason seconded the motion and it carried unanimously.

RESOLUTIONS

McNary moved to adopt Resolution 71-02 that approves HLC application 74-02, with conditions, of Darlien France. Clason seconded the motion and it carried unanimously.

Clason moved to adopt Resolution 74-02 that approved HLC application 77-02, with conditions, of The Dalles High School. Parker seconded the motion and it carried unanimously.

DISCUSSION ITEMS

Alan Willmington and Roxanne Lewis began by handing out copies of Mr. Willmington's historical sketches. They informed the Commission that these sketches could be used in a calendar for a fundraiser such as the one in Silverton, Oregon. Ms. Lewis asked if they were appearing before the correct group.

Gleason said the Commission does not do fund raising.

The Commission recommended that they take their proposal to Mr. Lundell, The Dalles Historical Society, and Dan Spatz at the Chronicle.

Director Durow asked Mr. Willmington to contact the Planning Office on Thursday and Staff will provided Willmington with phone numbers and names.

Mr. Willmington and Ms. Lewis thanked the Commission and apologized for taking up their time.

McNary mentioned to the Commission that he and Earline Wasser went to a cemetery meeting in Prineville. During the drive Wasser told McNary that there is a headstone in the cemetery and a woman plans on being buried in the cemetery, which would make it an active cemetery.

Hert said that she had talked with Mira Meyers and that our cemetery will be placed on the State Historic Register and that it is an inactive cemetery and as such does not need a board of directors.

Clason asked when the cemetery had been made inactive and if there was a formal process for that.

Hert said the process for creating an active cemetery is extensive and expensive.

Durow said he would speak to City Manager Young about this.

Durow introduced Steve Poyser, from the State Historic Preservation Office. Mr. Poyser is in The Dalles to review the Certified Local Government report that the City prepares every five years.

Mr. Poyser commended that Commission on their professionalism. He encouraged the Commission to pursue updating the local inventory resources. He also encouraged the CLG to ask for a SHPO grant that would cover training for the Commissioners. He commended Dawn Hert. Poyser spoke briefly about preservation education.

Durow is hoping to have Hert make the annual report to City Council this next February. He would like the entire Commission to be present for that meeting. The SHPO grants are matching grants and political support is crucial for budgeting those monies.

NEXT MEETING DATE

The next meeting is tentatively schedule for December 18, 2002 if needed.

ADJOURNMENT

McNary asked that the meeting be adjourned and Gleason adjourned the meeting at 5:55 P.M.

Respectfully submitted by Denise Ball, Administrative Secretary.



Eric Gleason, Chair
Historic Landmark Commission



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MEMO

January 17, 2003

TO: City Council, Planning Commission, Historic Landmarks Commission

THRU: Nolan K. Young, City Manager *NK Young*

FROM: Daniel C. Durow, Community Development Director *DC Durow*

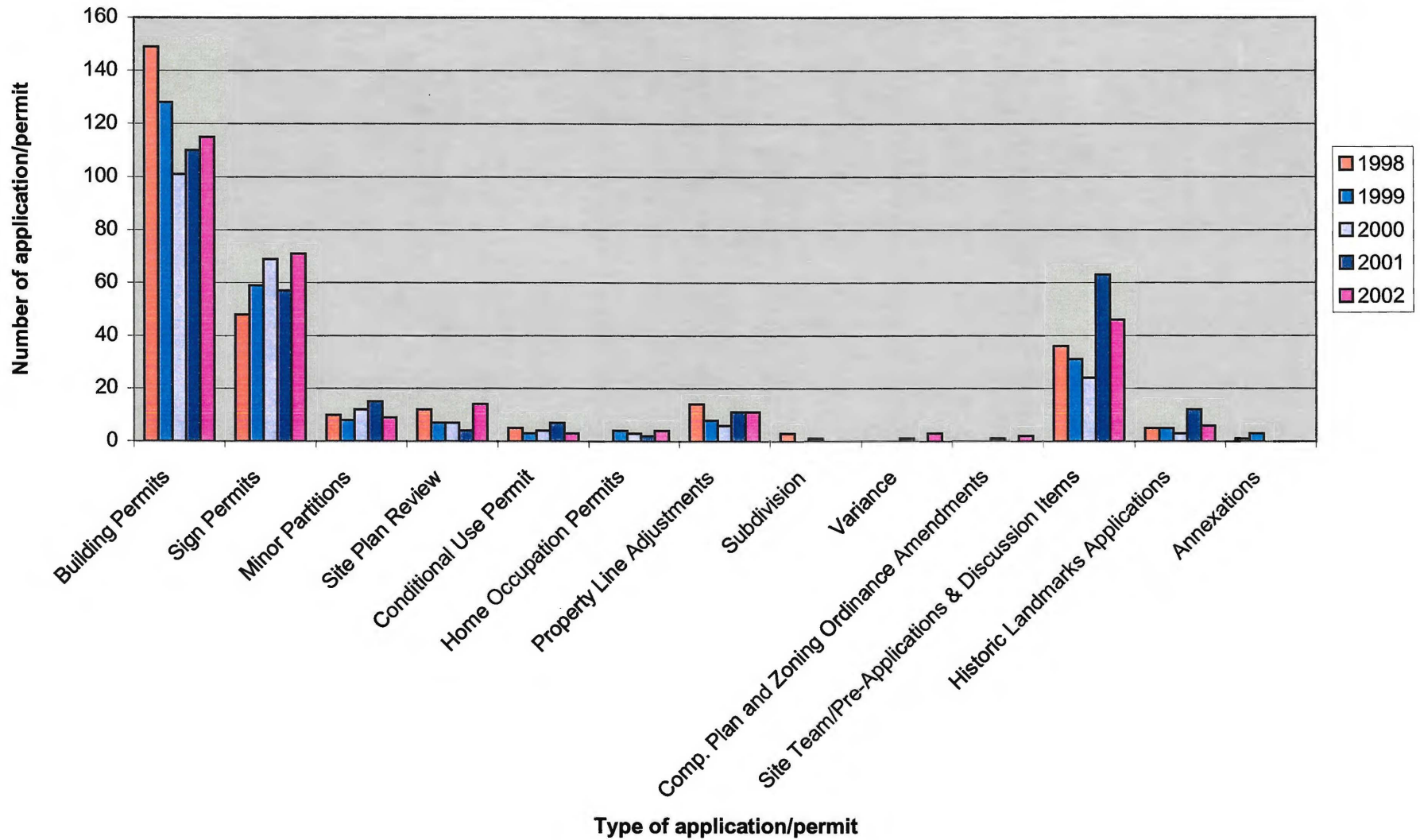
RE: Planning Permit Activity Review for 2002

Attached please find the tally for planning permit activity for calendar 2002 and the comparison with the previous four years. Overall planning activity was up this year to a total of 284, just over the 1998 and last year's levels.

Planning Department Applications and Permits

<u>Application Type</u>	<u>1998</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>
Building Permits	149	128	101	110	115
Sign Permits	48	59	69	57	71
Minor Partitions	10	8	12	15	9
Site Plan Review	12	7	7	4	14
Conditional Use Permit	5	3	4	7	3
Home Occupation Permits	0	4	3	2	4
Property Line Adjustments	14	8	6	11	11
Subdivision	3	0	1	0	0
Variance	0	0	1	0	3
Comp. Plan and Zoning Ordinance Amend	0	0	1	0	2
Site Team/Pre-Applications & Discussion It	36	31	24	63	46
Historic Landmarks Applications	5	5	3	12	6
Annexations	<u>1</u>	<u>3</u>	<u>0</u>	<u>0</u>	<u>0</u>
Annual Totals:	283	256	232	281	284

Permits and Applications 1998 through 2002





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

AGENDA STAFF REPORT

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #

TO: Honorable Mayor and City Council

FROM: Dawn Marie Hert, Planner - Community Development Department

THRU: Nolan Young, City Manager

DATE: January 15, 2003

ISSUE: 2002 Annual Report of the Historic Landmarks Commission

PREVIOUS AGENDA ITEMS: None.

SYNOPSIS: The Dalles Historical Landmark Commission is pleased to present its annual report to City Council. The year 2002 was the City's ninth year as Certified Local Government.

Attached is a copy of the Historic Landmarks Commission 2002 Annual Report To City Council.

BUDGET IMPLICATIONS: Yet to be determined. Many of the Historic Landmarks Commission goals will require budgeted monies. Staff will be making suggestions in the current fiscal year budget process. Grant monies that can be applied for to meet these goals generally require ~~as minimum of~~ a 50% match. The goals that do not qualify for grants will require full funding from the City's budget.

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ALTERNATIVES:

- A. Staff Recommendation:** Support and accept the City of The Dalles Historic Landmarks Commission's 2002-2003 short term and long term goals.
- B.** Recommend some changes in the Historic Landmarks Commission's 2002-2003 short term and long-term goals.
- C.** Do not support or accept the Historic Landmarks Commission's 2002-2003 short term and long-term goals.

City of The Dalles Historic Landmarks Commission

2002 Annual Report To City Council

DRAFT

The following activities and accomplishments of The Dalles Historic Landmarks Commission is presented for the City Council's review as required annually by General Ordinance No. 94-1194.

2002 Historic Preservation Funds. The City of The Dalles received a grant in the amount of \$2000.00 from the State Historic Preservation Office (SHPO) for their 2001-02 fiscal year and also received a grant in the amount of \$3000.00 for the 2002-03 fiscal year. These grant monies are used to help fund our Certified Local Government Program, which includes staff time and assistance to The Dalles Historic Landmarks Commission. The administration of this program is vital to the continued success of this Certified Local Government. Additionally, staff provides assistance to the general public by answering questions about our ordinances as well as providing assistance for people making application to the Historic Landmark Commission.

2002-2003 Commission Goals. Due to a staff shortage in the Community Development Department as well as limited funding, a majority of the short term goals for the HLC were not met. No fiscal monies were budgeted this past fiscal year as match to help accomplish the short term or long term goals. This is due to budget constraints.

Short Term Goals

- Research ways to establish funds to help individual restorers.
- Encourage restoration of the Pioneer Cemetery.
- Research historic plaque costs and availability before making them a condition of approval.
- Supply information on Historic Open Houses to try to coincide with a walking tour for Historic The Dalles Days.
- Try to stabilize Shaker Village.
- Establish a Historic resource center.
- Develop a better application form for historic requests; provide examples.
- Develop a master site plan for Fort Dalles Museum.
- Work with the Chamber to develop walking tours during National Historic Preservation Week.
- Set up a special assessment workshop.
- Updating Historic Inventories.

Long Term Goals

- Designate other qualified areas as national historic districts.
- Expand the downtown historic district.
- Energy audit for City Hall with the emphasis on windows.
- Maintaining CLG status.
- Support civic building restoration.

The Commission will set any additional goals for the 2003 calendar year at an upcoming meeting.

Administration and Public Assistance. Both administration and public assistance remained as vital program activity during 2002. There were seven Historic Landmarks Commission meetings held in the year 2002. Six applications were reviewed, including placement of mechanical equipment at the Sprint building, the addition of the Tucker Sherman Memorial Rose Garden, replacement of the rear garage doors and repainting of the Sign Pro building, restoration to the exterior of the Sigman's annex building including brick repair, paint, awning installation and window replacement, new entrances for the Dalles Art Center building – with rear access being ADA accessible, and finally the addition of two poles to the ropes course on the Upper Amaton Field at The Dalles High School. There were also several requests for minor alterations to historic structures that were reviewed at the staff level. Minor alterations include the addition of signs, repainting historic structures and emergency type repairs.

The Commodore II. Through the Property Rehabilitation Grant and Loan Program, established by the Urban Renewal Agency, many historic property owners have additional monies to restore, repair and renovate our local historic inventory. The Commodore II is a great example of how these monies can turn a building that was considered blight in our Commercial Historic District back to it's original grandeur.