



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 STREET

THE DALLES, OREGON 97058

CONDUCTED IN A HANDICAP ACCESSIBLE MEETING ROOM

Wednesday, May 25, 2011 at 4 PM

- I. **Call to Order**
- II. **Roll Call**
- III. **Approval of Agenda**
- IV. **Approval of Minutes: April 27, 2011**
- V. **Public Comments** – During this portion of the meeting, anyone may speak on any subject which does not later appear on the agenda. Five minutes per person will be allowed.
- VI. **Public Hearings**
Historic Landmarks Commission Applications #131-11 – Cook Development (The Commodore) and #132-11 – City of The Dalles (City Hall); The City of The Dalles is applying to the Historic Landmarks Commission for approval to install Wi-Fi outdoor sector access points, with base station antennas, to assist in the transmission of a wireless internet network system throughout the downtown area of the City of The Dalles. Locations are: 312 Court Street, further described as 1N 13E 3 BD tax lot 7700; and 313 Court Street, further described as 1N 13E 3 BC tax lot 500. All properties are zoned CBC – Central Business Commercial.
- VII. **Resolution**
Resolution #122-11 approving HLC applications #131-11 – Cook Development (The Commodore) and #132-11 – City of The Dalles (City Hall)
- VIII. **Pioneer Cemetery Discussion**
- IX. **Staff/Commissioner Comments**
- X. **Next meeting date: Wednesday, June 22, 2011**
- XI. **Adjournment**

HISTORIC LANDMARK COMMISSION MINUTES

May 25, 2011

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

CALL TO ORDER

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

ROLL CALL

The following Commissioners were present: Eric Gleason
Robert McNary
Dixie Parker
Dennis Davis

The following Commissioners were absent: Pat Smith

Staff present: Carolyn Wood, Councilor at Large
Dawn Marie Hert, Associate Planner
Carole Trautman, Administrative Secretary

APPROVAL OF AGENDA

Commissioner McNary moved to approve the May 25, 2011 agenda as submitted. Commissioner Parker seconded the motion. The motion carried unanimously, Smith was absent.

APPROVAL OF MINUTES

Commissioner Davis moved to approve the April 27, 2011 minutes as submitted. Commissioner McNary seconded the motion. The motion carried unanimously, Smith was absent.

PUBLIC COMMENTS

None.

PUBLIC HEARINGS

Historic Landmarks Commission Applications #131-11 of Cook Development (The Commodore) and #132-11 of the City of The Dalles (City Hall), for approval to install Wi-Fi outdoor sector access points, either with or without a base station antenna, to assist in the transmission of a wireless internet network system throughout the downtown area of the City of The Dalles. The property locations are (respectively): 312 Court Street, further described as 1N 13E 3 BD 7700; and 313 Court Street, further described as 1N 13E 3 BC 500.

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 called for the Staff Report.

Associate Planner Hert presented the Staff Report. She explained there were two applications submitted, however, it was recently determined that it was not necessary to mount equipment on The Commodore Building. She recommended the Commission still consider this application if, in the future, The Commodore Building would be needed for the wi-fi system. Staff's recommended approval, with conditions, based on the findings of fact. Associate Planner Hert highlighted the list of proposed conditions of approval.

Commissioner McNary moved to approve HLC applications #131-11 and #132-11 with the proposed conditions of approval. Davis seconded the motion. The motion carried unanimously, Smith was absent.

RESOLUTIONS

Commissioner Parker moved to adopt Resolution 122-11 approving HLC Applications #131-11 and #132-11. Commissioner Davis seconded the motion. The motion passed unanimously, Smith was absent.

PIONEER CEMETERY

Associate Planner Hert reported that Terry Harkrader nearly completed the lawn mowing at the cemetery. She also advised that during the week of June 13-17, Harkrader will supervise Jack Bissett's work crew. Commissioner McNary stated that Bissett is planning to cut a swath down near the proposed fence line to clearly mark the area for clean up.

Commissioner McNary commented he was concerned about completing the Pioneer Cemetery grant work. Associate Planner Hert reassured McNary that Sally Donovan is planning on working on the headstones when the weather allows, and her work will be volunteered. Hert also advised that the grant is good through the end of July 2011.

Councilor Wood asked the Commission members if all of the names that are supposed to be included in the cemetery were on the headstones. Chair Gleason stated they are as complete as the documentation shows.

Associate Planner Hert suggested that Harkrader might be a good candidate to attend a workshop on headstone restoration so that some of the Pioneer Cemetery headstones could be restored to their original positions. Harkrader has expressed interest in working on them, Hert said.

COMMISSIONER/STAFF COMMENTS

- Associate Planner Hert handed out information from Brandon Spencer-Hartle of the Historic Preservation League. There is a roundtable meeting regarding infill scheduled for The Dalles area on Saturday, June 25, 2011, at the Old St. Peter's landmark. It is scheduled to be held from 10 AM to 2 PM. An RSVP is required to: (503) 243-1923. Hert will forward future information on this event to the Commissioners as it becomes available.
- Rock Fort – Hert met with the consultants. The consultants went out to the site following the meeting. Hert will get back to Ward regarding security if the City takes ownership, what the plans are for ownership, and maintenance. The landmark is currently an A classification, and it may be nominated for a D classification. Additional documentation is required that cannot be provided.

Commissioner McNary asked if the County could spray for nap weeds at Rock Fort. Hert explained that the County has no money for maintenance, and it is willing to give the property to the City. City Council may be interested, Hert said. Staff is taking the necessary step of formulating the Preservation Maintenance Plan before taking ownership.

Commissioner Parker asked if the HLC had approved the changes at The Clock Tower. Hert stated the condition the Commission had given was that natural materials for the patio would be approved by the Development Director, Dan Durow. Hert said Durow thinks the natural materials are fine. The fencing will be re-created to resemble the original wrought iron look, Hert said.

Associate Planner Hert reported that Barbara Cole is handling the Don Williams Estate. She brought in an historic photo and asked if the City of The Dalles would like some of the photos, because the children of the Estate did not want them. Director Durow instructed Ms. Cole that the City would need a letter of instruction on where to return the pictures should the City no longer use them. Councilor Wood suggested the photos could be put online. Associate Planner Hert reported the photos were copyrighted. Wood explained that Dave Sell (sp.?) had worked on a project of historic State Highway pictures, and it was her understanding that any picture with copyrights older than 50 years old can be used. Hert indicated she would check with City Attorney Parker regarding copyright laws.

Commissioner McNary reminded Associate Planner Hert that there is historical tile in the City Hall basement. Hert recalled the City attempted to give the tiles to Mark Powell, but the names on the tiles was Crandall, not Calloway. Hert reported the tiles were originally located in The Commodore. Commissioner Parker said they were in front of the old coin shop. McNary commented that he does not want the tiles to be destroyed or lost if there is any redevelopment work done in the City Hall basement. Hert said Terry Cook was not interested in using them, but she may talk to Mark Powell again—possibly put together a small mat instead of using the entire collection. Some other suggestions from the Commission were to use it as a step in the park, the festival area, the new underpass, or around a water fountain. Chair Gleason advised that the tiles date back to the early 1900s. The undertaker at the time was a woman, and she could not get licensed as an undertaker because she was a woman.

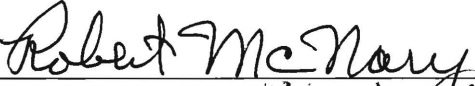
Commissioner McNary asked Associate Planner Hert if the City has a copy of the article written by Mike Tinney (sp.?) on the history of undertakers in The Dalles. Associate Planner Hert will obtain a copy of the article. Commissioner Parker will send an email to Jean Thomas (a possible relation to Crandall).

ADJOURNMENT

The meeting was adjourned at 4:56 PM.

The next meeting is scheduled for June 22, 2011 at 4:00 PM.

Respectfully submitted by Carole Trautman, Administrative Secretary.


Eric Gleason, Chair Robert McNary, Acting Chair
Historic Landmarks Commission

STAFF REPORT
HISTORIC LANDMARKS REVIEW #131-11,
& HISTORIC LANDMARKS REVIEW #132-11
City of The Dalles

TO: The Dalles Historic Landmarks Commission

FROM: Dawn Marie Hert, Associate Planner
 Community Development Department



HEARING DATE: May 25, 2011

ISSUE: Installation of Wi-Fi outdoor sector access points, either with or without a base station antenna, to assist in the transmission of a wireless internet network system throughout the downtown area of The Dalles.

SYNOPSIS:

APPLICANT	City of The Dalles
PROPERTY OWNER	Cook Development (The Commodore); City of The Dalles (City Hall)
LOCATIONS	312 Court Street; 313 Court Street
ZONING	CBC - Central Business Commercial
EXISTING USES	Restaurant, Residential & Commercial Activities; City Government Offices
SURROUNDING USE	Commercial – Retail, Offices & Restaurants
HISTORIC STATUS	Secondary, Commercial Historic District; Secondary, Commercial 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 historic names of these sites are The Masonic Hall, built in 1910, more commonly known as The Commodore & The Dalles City Hall, built in 1908.

The City of The Dalles, working with a grant from Google, awarded Gorge Networks with the contract to design, install and maintain a wireless network over the entire downtown area of The Dalles. Local citizens and visitors will be wired straight into the Internet, for free, in the downtown area, via a network link to the fiber optic loop in The Dalles.

The project which will be owned by the City and will provide free services to casual users of the Internet for three years. The network will cover the area from Mill Creek to Brewery Grade, including Thompson Park and the Marine Terminal. It will be an added

attraction, allowing public web access to visitors and residents of The Dalles while frequenting the downtown area.

The wireless equipment will be placed on the roof of each structure via a tripod which will cause the access points/antenna to be visible from the street, allowing the signal to be transmitted to units on other building and light structures throughout the downtown area. The units will be painted to match each building's character and the tripods' assembly will be placed on a rubber mat, not fastened, but weighted down and stabilized by masonry block, all within the confine of the rubber matting. If, in the future, the unit is removed, the historic character and integrity will be returned to its original state.

These are the two final applications for this type of antenna on historic buildings. The application for the Commodore is included in this review, but it is unlikely that the antenna will be required to be placed on the building rooftop. Staff decided to proceed with the application just in case it was decided later that the additional rooftop mount was necessary.

ANALYSIS: The Historic Landmarks Commission is responsible for conducting hearings dealing with proposed alterations to designated historic landmarks. The 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 uses for these sites will remain the same, no change in use is anticipated or being requested. The applicant is proposing to place an antenna on the roof of the building to be used for internet connections. 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 these application requests. The wireless antennas will be placed so that removal of the structure at a later date will not alter the historic structures. 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: These properties are recognized as a physical record of their time. The only changes proposed will be the placement of antennas and base stations. The antennas heights vary depending on the height of the roof and/or parapet of the historic buildings. The antennas will be minimally visible from below and 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. 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. 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. 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 as there will be no ground excavation. Criterion does not apply.

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 addition of the antennas will not destroy historic materials that characterize the properties. 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 antennas will be placed in a manner that will make them easy to remove. If removed in the future, the essential form and integrity of the structure will be unimpaired. Criterion met.

CONCLUSIONS: Placement of the antenna to the roof of City Hall is consistent with both General Ordinance # 94-1194 and The Dalles Comprehensive 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 Comprehensive Plan, with the following conditions:

Proposed Conditions of Approval:

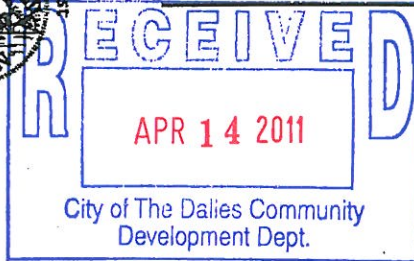
1. Work will be completed in substantial conformance to the proposals as submitted and reviewed.
2. The addition of the antennas shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic structure and its environment would be unimpaired.

**CITY of THE DALLES**

313 COURT STREET

THE DALLES, OREGON 97058

(541) 296-5481

HLC# 131-11**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:	The City of The Dalles	Cook Development (Commodore Building)
Address	313 Court Street	2225 NE 194th Ave Portland, OR 97230
Site Address		312 Court Street
Telephone	(541) 296-5481	

Please describe your project goals.

Installation of 4- Wi-Fi Outdoor Sector Access Points (AP) with base station antenna to assist in the transmission of a wireless internet network system throughout the downtown area of the City of The Dalles.

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

The equipment will be placed on the roof of the structure via a tripod which will cause the access points/antenna to be visible from the street, allowing the signal to be transmitted to units on other buildings and light structures throughout the downtown area.

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

The units will be painted to match each buildings character and the tripod assembly will be placed on a rubber mat, not fastened, but weighted down and stabilized by masonry block, all within the confine of the rubber matting. If, in the future, the unit is removed, the historic character of the building will be returned to its original state.

What is the current use of this property?

Various commercial


Will the use change as a result of approval of this application? NO

List any known archeological resources on site.

No. Units will be installed on the roof structure, with no type of excavations required.

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.

Applicant  Date 4/14/11
CO-DEVELOPMENT CORP., G.R. for
Commodore II, L.P.

Owner (if not the applicant)

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


Secretary, Historical Landmarks Commission

For Office Use Only	Secondary
Primary Classification	Secondary
Historic Building/Structure	Historic District
Historic Name	Commercial
City/County	Masonic Hall

1910



Court

3rd



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(541) 296-5481



HLC# 132-11

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:	The City of The Dalles	City Hall
Address	313 Court Street	
Site Address	313 Court Street	The Dalles, OR
Telephone	(541) 296-5481	(541) 296-5481

Please describe your project goals.

Installation of up to 4- Wi-Fi Outdoor Sector Access Point (AP) with base station antenna to assist in the transmission of a wireless internet network system throughout the downtown area of the City of The Dalles.

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

The equipment will be placed on the roof of the structure via a tripod which will cause the access points/antenna to be visible from the street, allowing the signal to be transmitted to units on other buildings and light structures throughout the downtown area.

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

The units will be painted to match each buildings character and the tripod assembly will be placed on a rubber mat, not fastened, but weighted down and stabilized by masonry block, all within the confine of the rubber matting. If, in the future, the unit is removed, the historic character of the building will be returned to its original state.

What is the current use of this property?

City of The Dalles offices

Will the use change as a result of approval of this application? NO

List any known archeological resources on site.

No. Units will be installed on the roof structure, with no type of excavations required.

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.

Applicant

Date

Nolan K. Gray
Owner (if not the applicant)

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

Carole J. Trautman
Secretary, Historical Landmarks Commission

For Office Use Only

Historical Classification

Secondary

(Primary, Secondary, Historical, Etc.)

Historic Building/Site

Historic District

Fervit

Commercial

Commercial

Historic Name

(Many) The Dallas City Hall

Year(s) Built

1908





HISTORIC LANDMARKS RESOLUTION NO. 122-11

Adopting The Dalles Historic Landmarks Commission Applications #131-11 – Cook Development (The Comodore); #132-11 – City of The Dalles (City Hall). These applications are for a Historic Landmarks Commission hearing to gain approval of the installation of Wi-Fi outdoor sector access points, either with or without a base station antenna, to assist in the transmission of a wireless internet network system throughout the downtown area of The Dalles. The historic names of these structures respectively are: The Masonic Hall, and The Dalles City Hall. The properties are classified both as Secondary, Commercial Historic District.

I. RECITALS:

- A. The Historic Landmarks Commission of the City of The Dalles has, on May 25, 2011, 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 numbers 131-11 and 132-11, and the minutes of May 25, 2011, 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 Nos. HLC 131-11 and 132-11 of Cook Development (The Commodore) and City of The Dalles (City Hall) are approved with the following Conditions of Approval:
 - 1. Work will be completed in substantial conformance to the proposals as submitted and reviewed.
 - 2. The addition of the antennas shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic structure and its environment would be unimpaired.

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 the City Clerk within ten (10) days of the date of mailing of this Order.
- B. Failure to exercise this approval within the time line set either by Order or by Ordinance will invalidate this permit.

APPROVED AND ADOPTED THIS 25th DAY OF MAY, 2011.

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, 2011.

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

Daniel C. Durow, Director of the Community Development Dept.