

**MINUTES**

**HISTORIC LANDMARKS COMMISSION MEETING**

January 25, 2023  
4:00 p.m.

CITY HALL COUNCIL CHAMBERS  
313 Court Street, The Dalles, Oregon 97058  
Via Zoom / Livestream via City Website

**PRESIDING:** Robert McNary, Chair

**COMMISSIONERS PRESENT:** Bev Eagy, Forust Ercole, Eric Gleason, J. Scott Stephenson

**COMMISSIONERS ABSENT:**

**OTHERS PRESENT:** City Councilor Scott Randall, and Museum Commission Representative Julie Reynolds

**OTHERS ABSENT:**

**STAFF PRESENT:** Associate Planner Kaitlyn Cook, Secretary Paula Webb

**CALL TO ORDER**

The meeting was called to order by Chair McNary at 4:06 p.m.

**PLEDGE OF ALLEGIANCE**

Commissioner Ercole led the Pledge of Allegiance.

**APPROVAL OF AGENDA**

It was moved by Ercole and seconded by Eagy to approve the agenda as presented. The motion carried 5/0; Eagy, Ercole, Gleason, McNary and Stephenson voting in favor, none opposed.

**ELECTION OF OFFICERS**

Commissioner Eagy nominated Robert McNary for Chair. The nomination carried 5/0; Eagy, Ercole, Gleason, McNary and Stephenson voting in favor, none opposed.

Commissioner Gleason nominated Forest Ercole for Vice Chair. The nomination carried 5/0; Eagy, Ercole, Gleason, McNary and Stephenson voting in favor, none opposed.

**PUBLIC COMMENT**

None.

**PUBLIC HEARING**

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

Associate Planner Cook provided the staff report and presentation, Attachment 1.

HLC Application 212-22, Colin Jensen, Thesis Studio Architecture, 301-307 E. Second Street

Request: Approval to redevelop the second floor office space into eight self-contained affordable housing units.

Brandon Rush, 3204 NW 95<sup>th</sup> Place, Vancouver, Washington, 98665

Mr. Rush stated he found the need for affordable housing, beyond builder grade, in The Dalles. He added the commercial spaces are currently women-owned and run; there are no plans to change tenants.

Colin Jensen, Thesis Studio Architecture, 205 Oak Street, Suite 1, Hood River, Oregon, 97031

Mr. Jensen stated the plan was to take a light touch with façade improvements. The current windows are inoperable, but must become operable for fire, life and safety, as well as ingress and egress.

The scope of work is primarily for the second floor. However, period appropriate features will be used to present a cohesive composition.

Commissioner Eagy asked if the sash windows on the second floor would be repaired. Mr. Jensen replied the windows were no longer operable and would require a significant amount of repair. Mr. Rush added it was questionable that the windows could be repaired, and the cost is prohibitive. Commissioner Eagy noted beautiful wood window reproductions were available.

Commissioner Gleason stated renovation of the Honald Building required wood replacement windows or repair the existing windows. A contractor was found to repair the windows at a significant savings.

Commissioner Gleason said there was no list of approved windows, and added the replacements should be as close a match as possible to the existing windows.

In response to Mr. Jensen's inquiry, Commissioner Gleason replied the structure never featured divided lights and the addition would be inappropriate.

Mr. Rush stated the impact of replacing wood windows is not only financial. Single-pane glass will present constant issues, and have no insulation benefits. Mr. Rush noted the earlier use of wrought iron. He felt he could obtain high end, steel-sash windows that look almost identical to wrought iron. Rush added the chance of bringing back the windows "is pretty close to nil." It will be either a modern wood window with insulated units, which will not look any better, or it will be the steel and iron equivalent.

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Commissioner Stephenson added if the façade work increased the value and livability of the structure, that seems an appropriate way to go.

Mr. Rush stated there would be two forms of ingress/egress, one each on Second and Washington Streets. ADA access will be available.

Commissioner Eagy shared her reluctance to go with any window material other than wood. Commissioner Ercole added the wood windows are noted in the inventory.

Commissioner Stephenson stated it would be helpful to provide a list of resources for applicants. There is a great amount of experience in this Commission. He suggested the addition of a goal to not only be helpful with decisions, respecting and maintaining historic preservation, but also being a resource.

Associate Planner Cook offered to compile a list of resources for use by applicants.

Chair McNary closed the public hearing at 5:18 p.m.

Commissioner Gleason stated some of the second floor windows look repairable or salvageable. He suggested revision of the fourth condition of approval to read, “The applicant shall install replacement second story windows, if required, with wood windows rather than vertical, single hung windows with divided light and steel sashes. This modification shall be illustrated on all building elevations. The applicant will restore original wood sash windows where present and repairable.”

It was moved by Gleason and seconded by Ercole to approve HLC 212-22 with revised condition of approval number four. The motion carried 5/0; Eagy, Ercole, Gleason, McNary and Stephenson voting in favor, none opposed.

## **RESOLUTION**

Resolution HLC 196-23: Approval of HLC Application 212-22, Colin Jensen

It was moved by Gleason and seconded by Eagy to adopt Resolution 196-23 approving HLC Application 212-22, Colin Jensen, Thesis Studio Architecture, for the building at 301 W. Second Street with the modified conditions of approval. The motion carried 5/0; Eagy, Ercole, Gleason, McNary and Stephenson voting in favor, none opposed.

## **GOAL SETTING**

The Commission revised the HLC Goals for 2023. Staff will return with revisions for approval by the Commission. Proposed revisions are provided in Attachment 2.

## **STAFF COMMENTS**

None.

## **COMMISSIONER COMMENTS**

None.

**ADJOURNMENT**

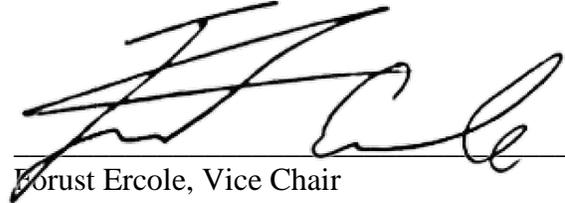
Being no further business, the meeting adjourned at 6:37 p.m.

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*Meeting conducted in a room in compliance with ADA standards.*

Submitted by/  
Paula Webb, Secretary  
Community Development Department

SIGNED:

  
Forust Ercole, Vice Chair

ATTEST:

  
Paula Webb, Secretary  
Community Development Department

# Welcome to the Historic Landmarks Commission

1/25/2023

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## HLC Application #210-22

- Applicant: Colin Jensen, Thesis Studio Architecture
- Address: 301, 303, 305 and 307 E. 2<sup>nd</sup> Street
- Classification: Historic, Primary
- Historic District: Downtown Commercial District
- Current Use: Commercial

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## Vicinity Map



3

## Background



4

## Existing Conditions



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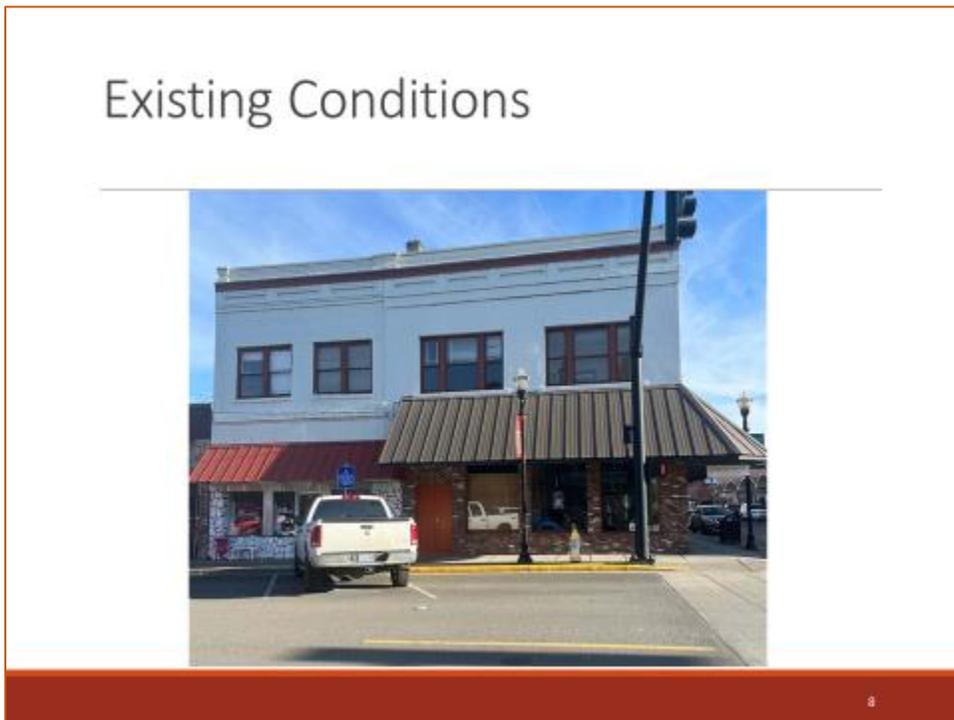
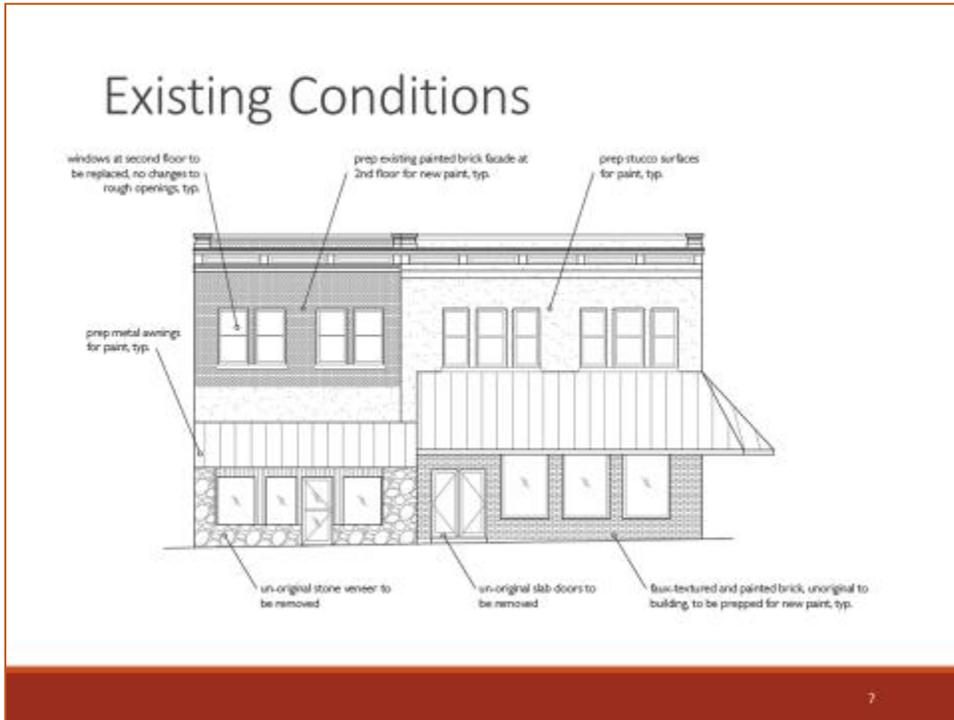
## Existing Conditions

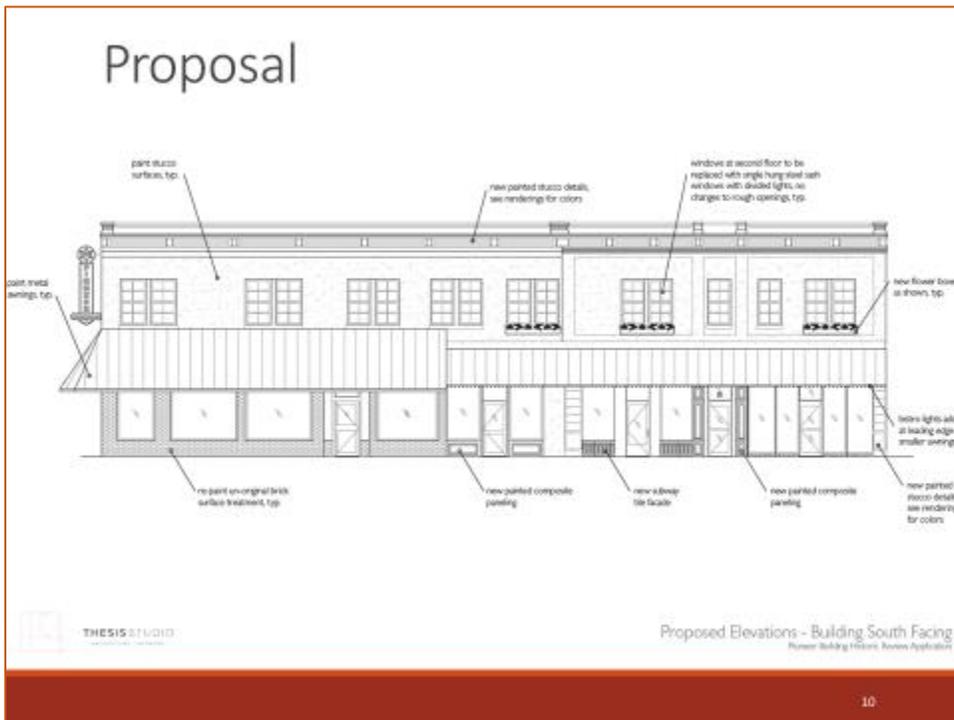


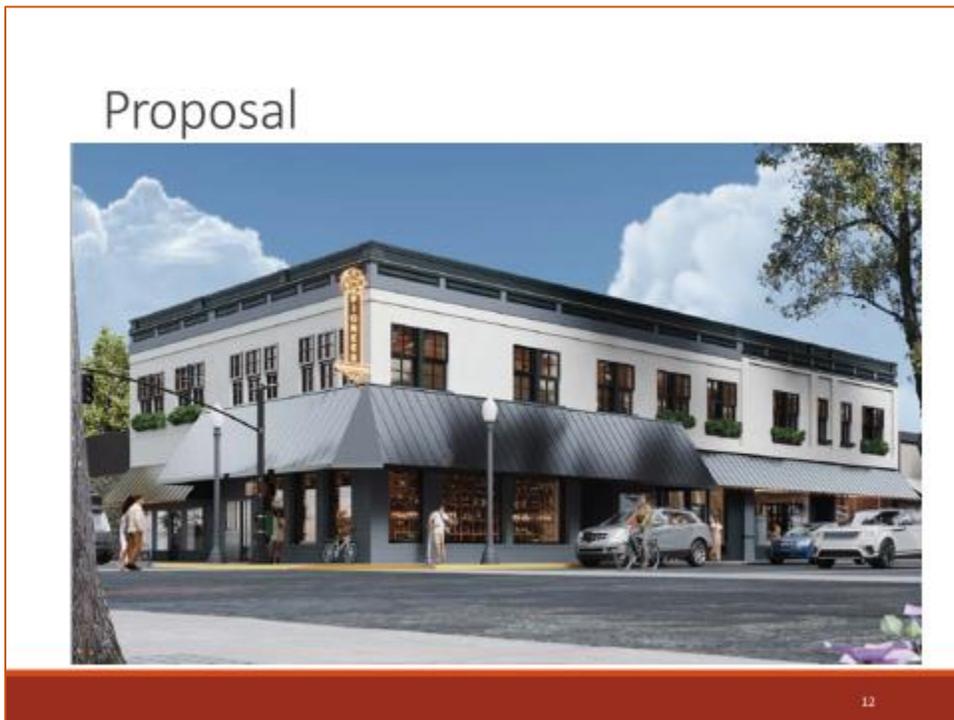
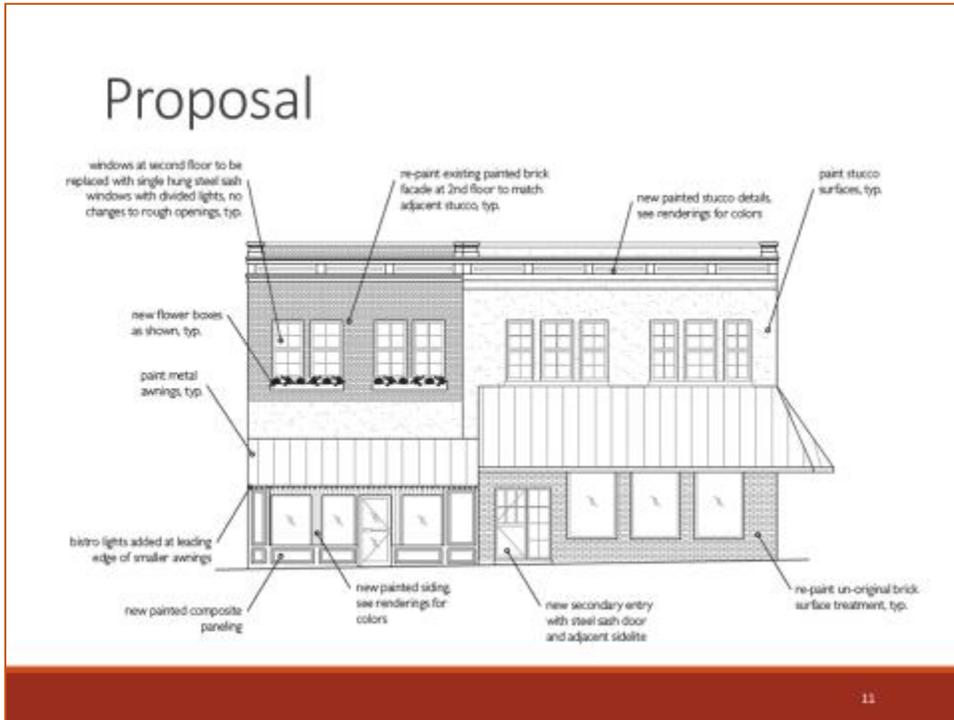
THE SIS STUDIO  
ARCHITECTURE

Existing Elevations - Building South Facing  
Pioneer Building Historic Preservation Application

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## G. Streetscape

- The commercial portion of the first floor will retain a commercial front with the existing windows, updated façade improvements distinguishing each store, awning, and string lighting.
- Existing trashcan is incorporated in the streetscape for pedestrian use.
- The two period streetlights that abut this development will be retained.

### Criterion Met



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## K. Materials

*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:*

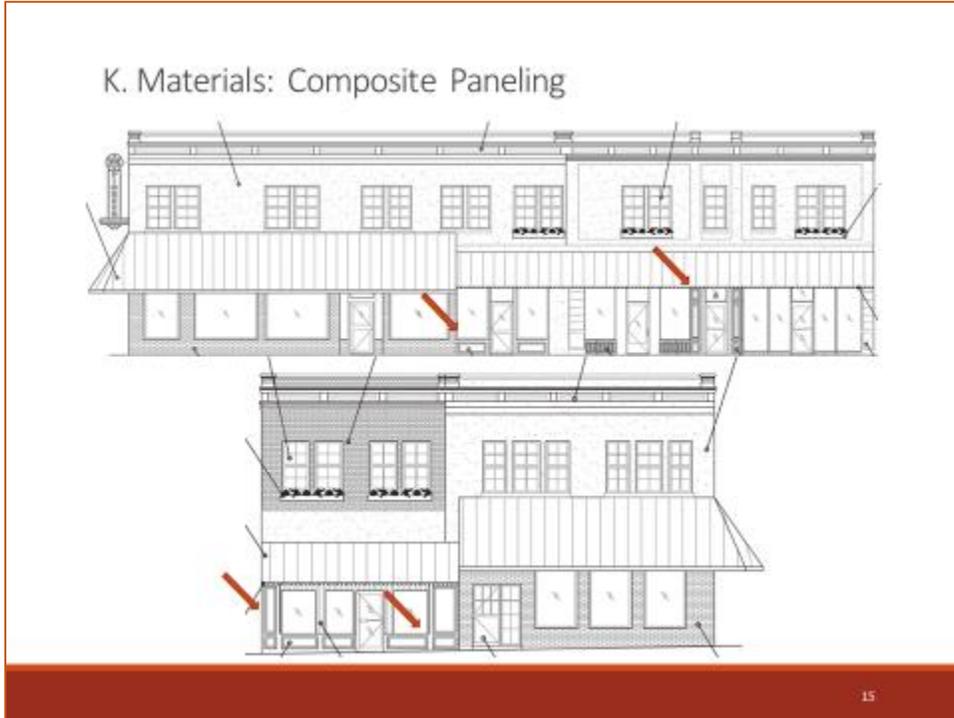
- *Brick*
- *stone*
- *cast iron*
- *glazed terra cotta*
- *cement plaster (stucco)*

*The use of wood for windows is recommended.*

*When painting a building the following color scheme is recommended:*

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

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## K. Materials

The applicant provided pictures of other divided light windows in The Dalles. Single hung steel sash windows with divided lights

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.



Single hung windows with divided lights, Historic Post Office, est. 1916

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## M. Commercial Front

*The continuous commercial fronts of downtown The Dalles make a consistent, pedestrian friendly backdrop for a wide variety of businesses. The storefront is predominantly made up of glazing with only structure and decoration revealed. The upper stories consist mostly of wall with discreet window openings. New construction and rehabilitation should maintain the continuity of the multi-story buildings and the clear distinction between storefront and upper floor office or residences through facade treatment and articulation.*

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### M. Commercial Front

- *Primary entrances should be recessed, glazed and oriented to the street rather than to a rear or interior alley.*
- *Tiled floors are highly effective in marking the recessed entrance.*
- *The use of large, clear plate glass for display windows incorporated with transom windows is recommended.*
- *The use of vertical, double-hung windows; either singly or in groups is recommended on the upper levels.*
- *Identify and retain fragments such as earlier window systems and no longer used door locations which evoke a sense of the building's history.*
- *The use of historic photographs for reference is recommended.*
- *Development and adoption of a Facade Improvement Plan is recommended.*



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### N. Awnings

*Awnings and canopies should fit within window bays so as not to detract from architectural features of the building.*

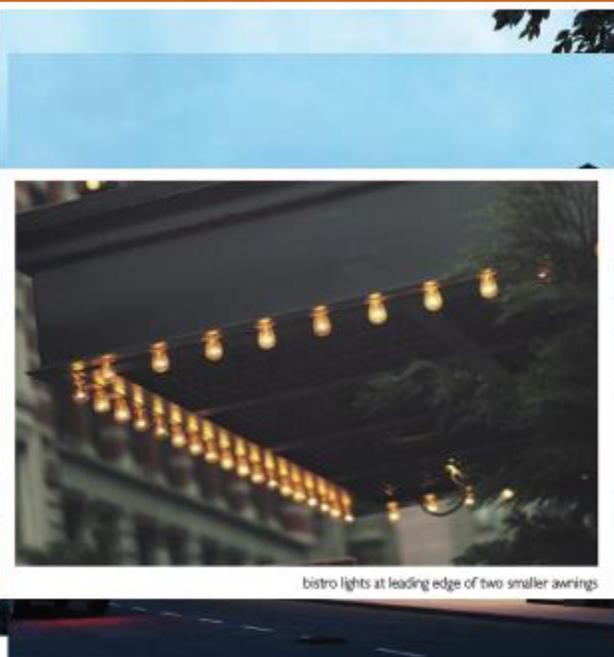
*Awnings and canopies should not obscure transom windows above display windows.*

*Retractable fabric awnings were used historically and are recommended, as they add variety to the streetscape because they can be adjusted to varying conditions, such as light and weather.*

*The color of the awning should be compatible with the building.*

*Flat, horizontal metal canopies suspended by chains or rods, if original, should be used as they provide cover for pedestrians and shade within the store.*

*The use of internally illuminated, plastic, barrel awnings are prohibited as they detract from architectural features with incompatible materials that are out of scale.*



bistro lights at leading edge of two smaller awnings

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## O. Signs

- *Wall signs, window signs, canopy and projecting signs attached to buildings should be compatible in scale, without obscuring the architectural features.*
- *Window signs should be at eye level to entice the pedestrian.*
- *The window background should be treated as if it is a black surface in order for a painted sign to be readable.*
- *The use of gold leaf window signs at an appropriate scale is recommended.*
- *The use of historic photographs for reference is recommended.*
- *Plastic sign faces are not recommended.*



signage at the Pioneer Building, looking West on 2nd Street, 1944

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- *Plastic sign faces are not recommended.*



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## Recommended Conditions of Approval

1. Work shall be completed in substantial conformance to the pictures and proposals as submitted, reviewed and modified.
2. The Applicant shall submit plans for a building permit to City of The Dalles and then Wasco County Building Codes.
3. The Applicant is required to notify the Community Development Department of any alteration of approved plans.
4. The Applicant shall install replacement second story windows rather than steel stashed windows with divided lights. This modification shall be illustrated on the building elevations. The applicant will restore wood original wood sashed windows where present and repairable.
5. No sandblasting is approved with this development. Any planned cleanings will be required to meet the standards set forth by the Secretary of Interior.
6. The Applicant shall describe the new siding material on their building elevations. This siding shall be compatible with all applicable standards in The Dalles Municipal Code Chapter 11.

### Ongoing Conditions:

1. The Applicant shall submit a sign permit for all the proposed signage with this development.
2. The conditions of approval outlined in the Site Plan Review Notice of Decision for this development shall be met.

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## Commission Alternatives

1. **Staff recommendation (Motion):** Move to approve application HLC #212-22 based on findings of fact detailed in the staff report
2. Move to approve application HLC #212-22 with modified conditions of approval, based on findings of fact detailed in the staff report
3. Move to deny application HLC #210-22

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City of The Dalles  
Historic Landmarks Commission  
2023 Goals

*Short-Term Goals (1-2 years):*

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- Encourage preservation and re-use of the Waldron-Gitchell Building.
- Update Historic Ordinance and Design Standards to be clear and objective.
- Provide a historic restoration workshop for local homeowners and contractors.
- Collaborate with Main Street and The Dalles Art Center on further downtown restoration project goals.
- Support the creation of tours of historic properties and the Pioneer Cemetery.
- Encourage the addition of a student representative on the Historic Landmarks Commission.
- Provide landscaping, informational signage, and maintenance of the Pioneer Cemetery.
- Encourage the fabrication and installation of historic plaques throughout the community, including Pulpit Rock and Amotan Field.
- Create a concept design for historic building plaques.
- Apply for a grant to create a Preservation Plan for The Dalles.
- Encourage the restoration and preservation of the Pioneer Cemetery and establish an inventory available on the City of The Dalles website.

*Continuous Goals:*

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- Make historic preservation educational and funding resources available online to assist restorers with assessment and other historic preservation needs.
- Provide annual recognition of historic restorations, including onsite acknowledgement and media coverage.
- Encourage historic restoration for downtown by providing historic background research.
- Encourage the collection and preservation of local history, including irreplaceable oral and written histories.
- Update historic inventories and encourage new nominations to local and national registry districts.

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Attachment 2

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- Maintain Certified Local Government status.
- Support Historic Preservation Month, local historic preservation, and education.
- Assist with historic plaque costs and availability.
- Keep the Historic Walking Tour current in all formats.
- Increase communication on all Urban Renewal and Main Street projects, vision and goals.
- Provide optional historic and procedural commissioner trainings.
- Support the restoration and preservation of the Civic Auditorium and City Hall.
- Support the Fort Dalles Museum and the Vehicle Storage Display Building.
- Support and advocate for the preservation and continued use of The Dalles High School and Colonel Wright Elementary School.
- Encourage continued preservation and compatible infill of Historic Chinatown.
- Encourage preservation and continued use of Rock Fort by using the adopted Preservation and Maintenance Plan.