



HISTORIC PRESERVATION COMMISSION

HISTORIC PRESERVATION COMMISSION MEETING MINUTES

November 16, 2021, 7:00 PM

Meeting held electronically due to COVID-19 pandemic

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history)

Chair Rick Fieldhouse called the meeting to order at 7:00pm

ROLL CALL

Members Present: Rick Fieldhouse, Chair
Chuck Zickefoose
Charles Watson
Ryan Howard
Liam Deckon, Student Commissioner

Members Absent: Geary Linhart, excused

Staff Present: Doug Rux, Community Development Director

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

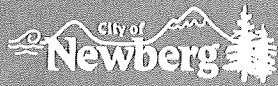
Approval of the August 16, 2021, Meeting Minutes

MOTION: Member Watson and Member Zickefoose moved to approve the August 16, 2021, Historic Preservation Committee Meeting Minutes, Motion carried 4/0

WORK PROGRAM:

CDD Rux noted they have had a series of conversations to develop a five-year work program, because the city is a certified local government. He noted there have been opportunities to apply for grants through State Parks and the last round that came up they did not apply because they did not have a work program. He noted the Commission has talked about what they want to accomplish in the arena of historic preservation and have done a series of things already but are trying to look to the future. He is trying to get the Commissioners to think strategically one to five years out. He noted for this Commission since they meet quarterly, opportunities may come up and it would be good to know the priorities so that staff can appropriately respond to those particular opportunities.

CDD Rux noted the Commission went through a series of discussions and at the previous meeting in August and developed a list of things discussed and came up with the top 6 priorities over the course of the next five years. Plus 13 other items that were identified.



HISTORIC PRESERVATION COMMISSION

1. GFU partnering on their initiative Mapping Our History Project

CDD Rux noted George Fox University did receive the Grant for the mapping our history project. He has been coordinating with the University on this project and attended a National Conference that George Fox had their partner participate in. He noted it was enlightening to hear academics across the Country talking about the different programs that are being worked on.

2. Historic District Designation in the downtown area or displaced district.

CDD Rux noted the next item was the Historic District in the downtown area and noted as discussed on a number of occasions it is a stair step process to go through, starting with education. He noted they have talked in the past about potentially the fear that if you create a District, it's going to encumber property owners and what they can do with their land. There are a couple of ways it could be approached. One is the traditional method creating a boundary for a Historic District, you have primary resources, secondary resources and contributing resources. You can create a local program however you want, which can be extremely rigid or extremely flexible. The other item was the Displaced District, which is looking at time periods. We have talked about in the past looking at the Library, City Hall and the Post Office, all built in the early 1910 to 1915 time period and other buildings can be identified. It has been discussed in bringing in the Shippo office and Robert to talk about the displaced method as well as the standard method.

3. Coordination with Newberg Downtown Coalition on their Main Street initiatives

CDD Rux noted they had a meeting with the Downtown Coalition and Taste Newberg talking about marketing the downtown to make people more aware of the cultural resources that exist in the downtown area. For those visiting Newberg from outside the community from Portland and around the world who are visiting for a variety of reasons, which could be for educational, wine tasting, agritourism or recreational opportunities. With the Downtown Coalition collaborating and supporting their initiatives is related to the Main Street Program

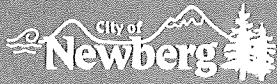
4. Updating our historic inventory

CDD Rux noted the historic inventory list has not been touched in a number of years. The current list is available online and part of the conversations where there are a number of structures now that are more than 50 years old, that were not 50 years old in 1993 or 1995. He noted there is an Economic Social Environmental and Energy Consequence Analysis that would need to be done. Property owners by State Law have the option to opt out and state right at the beginning they do not want to be considered. This will take time and resources in order to do it.

5. Coordination with Taste Newberg on tourism marketing

CDD Rux noted this coordination with Taste Newberg is more of the tourism side of the activities, where the Downtown Coalition will support activities such as the Chapter façade restoration and the Cameo Theater where they supported our application to begin the listing of their property on the National Register. The Downtown Coalition was also a big participant in getting the State Grant Funds for the new seats and improvements on the interior space. Taste Newberg has more of the marketing side letting people know far and wide about the historic resources that do exist in the downtown area.

6. Historic building façade restoration



HISTORIC PRESERVATION COMMISSION

CDD Rux noted the last one of the top priorities is the historic building façade restoration. Noting they have a number of resources in the downtown area and the opportunity to potentially apply for grant funds and partner with property owners to do façade restorations. They have had two which were the Diamonds In The Rough project at the Second Street Church on First Street and Chapters facade. He noted he has not talked to Brian Francis about any type of potential grant opportunities for restorations of the Cameo Theater in the Marquis because it was damaged at one point in time and is not original.

CDD Rux noted the other 13 items and identified them more as the ticklers, the things to pay attention to. He didn't go through each of them but noted a couple.

Other items on the potential work program include:

1. Signage for historic structures (local and National Register).

CDD Rux noted Commissioner Linehart has brought this issue up a number of times about signage to identify historic resources that exist within the community. As a reminder, conversations with Curry Gill at the State Parks we cannot use CLG Grant money to do signage. That would take some type of initiative by this particular Commission to do a Capital campaign to raise funds in order to put signage in the community. He noted there was some interest in signage down at the Mill site, so he talked with the Mill property owner and the opportunity to reserve some space in the future for a historic sign that could represent the activities of the Mill from the early days of spalding through its final operation as a paper mill by SP Fiber.

2. Interpretive signage for structures and sites around the Community (downtown and mill site).

CDD Rux noted it would take finding private dollars in order to put some type of interpretive signage. He noted they have talked about signage possibly being down on River Street south of the Bypass that would coordinate with the Bypass Trail. CPRD has received some Grant funds from the Oregon Department of Transportation to build the path from Highway 219 down to Fourteenth Street. A portion of that is already constructed between Wynooski Street and River Street.

3. Banners highlighting historical assets along Highway 99, Ewing Young, the Mill, the Cameo, and different historical sites in Newberg.

CDD Rux noted the issue was brought up about having banners. They do have banners in the downtown area, and they have an agreement with George Fox, and they rotate them. There could be banners that represent Newberg's history that could be extended out along Highway 99. There would have to be some coordination done with ODOT because the area along Highway 99 is ODOT transportation facility.

4. Bikeway signage and incorporating some historical information into bike and pedestrian signage around the community.

CDD Rux noted they have bikeway signage and there was the Heritage Trail program down on Second Street, River Street and Ninth Street with some Heritage Trail signs where they try to encourage individuals to get out and bike or walk along the different roadways.

5. Google app for historic sites, self-guided tours



HISTORIC PRESERVATION COMMISSION

CDD Rux noted the Commission has always talked about digital technology and there was an idea of Google apps. With the GFU program, they were talking about a platform with Google to do digital technology.

6. Education material for informing the community on historic resources

7. Future Certified Local Government grant opportunities.

CDD Rux mentioned loosely on the grant opportunities and training opportunities that come up through the State.

8. Certified Local Government trainings.

9. Cultural Center signage program on Blaine Street for historical interpretation.

10. CLG Grant to do research on background for signage.

CDD Rux noted on the Cultural District and its long-range plans for signage.

11. Downtown Wayfinding program.

CDD Rux noted Wayfinding is a bigger part of the overall Downtown Improvement Plan, the East Gateway, The West Gateway and the North area.

12. Digital assets.

13. Properties to list on the National Register.

CDD Rux noted anyone can Google and see what properties within the zip code of Newberg that are on the National Register list but there are a variety on the list that are outside the City limits.

Discussion:

CDD Rux noted the list is for the Commission members to discuss whether they agree with the list or if there are any suggestions on changing or moving items on the list.

Member Howard asked if there were any local Government Grant funds for encouraging or supporting seismic upgrades, noting a lot of the historic buildings are some of the most vulnerable. He asked if other communities are doing any seismic upgrades.

CDD Rux responded he has seen that more of local funds rather than State funds. He noted in Salem they were using Urban Renewal funds to do more of the Fire and Life Safety for elevators and sprinkler systems etc., and the seismic upgrades were left up to the property owner.

Member Zickefoose asked about the difference between wayfinding and signage.

CDD Rux responded signage may be in part of what the Historical Society did five or six historic structures in the downtown where they had pedestal signs modeled off the City of Silverton. Signage that helps those who may be walking down the street, visitors to businesses, and local residents etc., which shows history about particular structures. He noted another way which has come up in the past as signage for National Register properties is should we have a uniform type of system such as a plaque on the wall on National Register properties within Newberg, so they are consistent. He noted the wayfinding signage is broader than just signage. For example, a sign that says Hoover Minthorn House is on the corner of River St and Second Street, the Union Block building is at the corner of College Street, or the Cameo Theater is on First Street just east of X street. It is ways to orient people of how they move around the downtown area then a specific site. Wayfinding is a broader orientation method, where specific site signage maybe a pedestal or sign that's attached to the building and gives you some additional history. He noted there is also the digital component which leads to the Google app portion, which encourages people to use the Google app to be able help orient them to find some history about particular resource before they actually get there to have a visual of the site before they get to that particular structure.

Member Zickefoose noted signage should be high on the priority list.

Chair Fieldhouse noted the State does not fund signage.

CDD Rux noted that is correct and in conversations with the State they do not fund signage. He noted on the Urban Renewal program and talking about signage and wayfinding in the downtown area of that proposed District, the committee choose not to go there, they focused on infrastructure for sewer, water, roads and wastewater systems, the things that create new investment and new jobs.

Member Zickefoos asked on the progress of the George Fox program.

CDD Rux responded it has been a little bit silent as the lead has been out of the office for an extended period. He did talk with Rob Felton and the students are working on it and will know more after the first of the year.

Chair Fieldhouse asked about the timeline for the Grant that George Fox received.

CDD Rux noted the Grant had been delayed because of Covid-19 and the big push of the body of work will occur this academic year.

Chair Fieldhouse noted the list is a wonderful distillation of what they have been talking about for quite some time and he is very comfortable with the priorities that they came up with in the August meeting. He doesn't see anything that needs to be changed. He noted his goal with the top six on the list is to get at the end of the five years a Historical District and to use the other items as steppingstones to get there. For updating the historical inventory with the data gathering and partnership such as Taste Newberg and with other groups to raise awareness may be a focus on drawing tourism and exposure.

CDD Rux noted as part of the marketing from Taste Newberg for example, when they're promoting sites such as the Painted Lady or Recipe restaurant to include in reference to adding to it's a historic structure, which is more than talking about the quality of the food. He added he has had conversations with the executive director and the opportunity in their marketing efforts to add this historic component into what they're doing and to educate to increase awareness.



HISTORIC PRESERVATION COMMISSION

Member Deckon noted that they should focus on land ownership and signage for the buildings going onto the Historic Register or are in the Historic District for example the Library, Post Office, and City Hall etc.

CDD Rux noted the Commission has talked about the high level of signage. When looking at the five-year work program we are talking about the downtown area and signage, the question is where to start. Right now, they have five or six pedestal signs, but there are other resources. Trying to create uniformity for residents and or visitors that might walk down the street, see a unique sign and want to stop to read, and it might be a placard on the wall or pedicel sign that gives more history about the site. He noted right now he is trying to get to what these higher priorities are with the intent to share with the City Council to say this is what the Historic Commission has identified as their priorities over the next five years. He noted with the Affordable Housing Commission they came up with some broad categories on their five-year work program. Things outside the five years doesn't mean we're forgetting them it's just they are not the top priorities but there's all the details that go underneath each one of those. He shared he has had a lot of conversations with the Commission, for example they want to do a housing production strategy and have applied for a Grant which is going to be about 13-16 months of work.

Chair Fieldhouse noted a lot of the work done so far are the easy targets such as the Cameo Theater. The Cameo Theater, for example is very visible and we were able to help facilitate getting it onto the National Register. He asked at what point do we start expanding out from the easy things such as City Hall, the Library, Post Office and the Cameo Theater to the less known buildings such as a building on a corner that may have wonderful example of architecture of its period and might have important history of Newberg. He asked how we communicate and elevate the history of Newberg to someone who doesn't know and may not be an aficionado of architecture of the 1920s. He noted a great example is Newberg's Street Markings project showing where the horse rings are and the sidewalk stamps, how to direct people's eyes to those to get them to appreciate the history. He added people walk over these every day and never really look at them.

Chair Fieldhouse noted anything we get from our certified local Government Grants cannot go to signage or any wayfinding which is how the CLG Grant is written. If they want to do something with signage, they need to get the money from another source such as budget, other grant opportunities or partner with other organizations. He noted we can use the CLG Grant to do the building history research and then partner with an organization to have them put up the sign. Another idea is if after the research is done take the information gathered and partner with another organization to create a brochure for example a walking tour.

Member Zickefoose noted he did some research on the Quonset huts around town but never did find how they got here. He noted the tattoo parlor on First Street is a Quonset hut. He noted this would be of some historic interest to people.

Chair Fieldhouse noted if we updated the Historic Inventory people would see that. He noted when a building hits 50-year-olds it is determined officially historic. So, anything built 1971 and before is now historic, for example Ticor Title building on Hancock Street. He noted brutalist architecture is a form of architecture that involves big concrete and people often associate it with government buildings and prisons and in theory they could consider them on the Historic Inventory.

Chair Fieldhouse asked CDD Rux what is needed from the Commission to move forward.



HISTORIC PRESERVATION COMMISSION

CDD Rux responded what he is looking for from this Commission is consensus that your list of top six is your priority over the course of the next five years.

MOTION: Member Zickefoose / Member Watson made a motion that the top six items are the Historic Preservation Commissions priority over the next five years,

DISCUSSION:

Member Howard asked if the Commission wanted to move to adopt the whole list to send to City Council as our goal but to put emphasis on the top six, rather than just vote on the top six.

Chair Fieldhouse noted to present to City Council that these are our top 6, with an additional 13 to be considered if an opportunity arose it could be acted on.

CDD Rux responded that when they did this with the Affordable Housing Commission, they had a list of 50 items. They went through a long process to get their list down, looking at staffing resources and noted what they could accomplish in any specific year. Things on a local level, things they had control over and what things were going to come up as mandated by the State. He noted they took those 50 items and created 3 or 4 things they could do each year, the first year, second year, third year, fourth year and fifth year. Then a catch-all list of things they want to do outside the five years so they're not losing sight of them. As an example, in that work program, we were looking to do a Housing Production Strategy in fiscal year 2022-2023, a grant opportunity came up and were going to get that grant and it is going to happen in this year 2021-2022. We gave an update to City Council, and they understand the flexibility where we need to take one of the other items and move it into the fiscal year 2022-2023.

CDD Rux noted on Member Howard's comment and gave an example to present to City Council saying here's our work program, our emphasis over the next five years is these top six but we have these other 13 opportunities that we don't want to lose track of and one of these other 13 may move up into the top six.

Chair Fieldhouse asked if there were any of the items that need to be moved up to the top six.

Member Howard responded no and that he would amend the motion to say we adopt the list as prepared by staff.

Member Zickefoose made the motion to accept Member Howards amendment.

Member Watson supports the amendment to the motion from Member Howard.

Member Deckon asked if there were any downsides to sending the entire list.

Chair Fieldhouse responded this shows we have a plan and a roadmap, and it shows single minded where not shutting out other opportunities.

CDD Rux noted it helps because when we do apply for grants, the City Council has to adopt the resolution to support the grant application. So, when we do apply for a grant the City Council knows they have seen this on the Commissions work program.



HISTORIC PRESERVATION COMMISSION

MOTION: Member Zickefoose / Member Watson made a motion that the top six items are the Historic Preservation Commissions priority over the next five years, along with 13 other opportunities, and the Motion carried (4 Yes / 0 No)

NEXT STEPS:

CDD Rux noted the next meeting will be February 15th and that the city is looking to go back to in-person hybrid meetings in January 2022. He asked the Commissioners how they feel about potentially meeting in person.

Chair Fieldhouse noted he has no trouble meeting in person, depending on his comfort level and current regulations, he may or may not wear a mask.

Member Zickefoose noted he has several groups that meet in-person, and he has no problems meeting.

Member Howard noted he'll probably be on video, but if people are going to be wearing masks including the public, and if the situation improves, he is ok with in-person.

Member Watson noted he is ok with in-person.

Member Deckon also agreed to meet in-person and noted it would be easier to meet in person.

Member Zickefoos moved to adjourn the meeting.

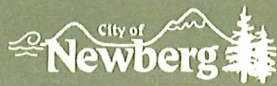
Adjournment:

Vice Chair Fieldhouse adjourned the meeting at 7:59pm

APPROVED BY THE NEWBERG HISTORIC PRESERVATION COMMISSION, this February 15, 2022.

Rick Fieldhouse, Historic Preservation Chair

Doug Rux, Recording Secretary



NUAMC Meeting Minutes

Tuesday, October 26, 2021, 7:00 PM

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history)



I. CALL TO ORDER

Chair Musall called the meeting to order at 7:00pm

II. ROLL CALL

Members Present: Kit Johnston, Vice Chair Maryl Kunkel
 Jeff Musall, Chair Alan Halstead
 Mary Starrett

Members Absent: Rick Rogers, excused

Staff Present: Doug Rux, Community Development Director
 Stephanie Armstrong, Yamhill County

III. APPROVAL OF June 1, 2010, June 15, 2010, and August 11, 2021, MEETING MINUTES:

MOTION: Member Starrett and Member Halstead made a Motion to approve the June 1, 2010, meeting minutes and motion carried (5 Yes / 0 No).

MOTION: Member Halstead and Member Johnston made a Motion to approve the June 15, 2010, meeting minutes and motion carried (5 Yes / 0 No).

MOTION: Member Halstead and Member Johnston made a Motion to approve the August 11, 2021, meeting minutes and motion carried (5 Yes / 0 No).

IV. COMMUNICATIONS FROM THE FLOOR (5 minutes maximum per person) - For items not listed on the agenda

none

V. REPORT OF FINAL DISPOSITION OF AGENDA ITEMS FROM PREVIOUS MEETING:

CDD Rux noted at the August meeting they had conversation on the At-Large position, which is an individual who resides within the Newberg Urban Growth Boundary or one mile within the area of influence of the Urban Growth Boundary. It was requested that the Commission members consider or have any suggestions for nominations for this position to get the information to him. He said he received one interest from Commissioner Starrett which was Matt Smith. He noted the commission has the opportunity to propose individuals who would meet the criteria. They can have a discussion about the individuals and then someone could make a motion and second for the At-Large position.

CDD Rux noted that the action of NUAMC this evening would require ratification of this position by the Newberg City Council and the Yamhill County Board of Commissioners.

Matt Smith joined the meeting and shared his Newberg address, which is off of Hwy 240 and Red Hills, (Herring Lane).



CITY OF NEWBERG / YAMHILL COUNTY
NEWBERG URBAN AREA MANAGEMENT COMMISSION MEETING

CDD Rux clarified whether Matt Smith resides within the Newberg Urban Growth Boundary or one mile within the area of influence. He clarified he is outside the one-mile influence area.

Chair Musall asked if it is a cut and dry requirement. CDD Rux responded that it is in the adopted bylaws.

CDD Rux noted unfortunately Matt Smith is outside the one-mile distance and would not be considered.

CDD Rux noted he has received no other suggestions for a nomination from the Commission members.

Chair Musall asked about the timeframe for filling the position.

CDD Rux noted he had conversation with Stephanie, and they would like to hold another NUAMC meeting on November 23rd and would need to know if the Commission members are available on Tuesday, November 23, 2021, at 7:00pm. The Commissioners responded that they are available.

CDD Rux noted they could have the meeting on November 23rd at 7:00pm and on the agenda would be the At-Large position. If Commission members have names or know of someone interested to send their information to him so he can reach out to them and make sure they meet the requirements and coordinate with Stephanie.

CDD Rux noted there are two other items to talk about at this meeting. One would be amendments to the intergovernmental agreement between the County and the City. He noted they have prepared some potential amendments to that agreement. The next item would be amendments to the bylaws which would align with the proposed modifications to the intergovernmental agreement. He noted the November 23rd meeting will have a total of 3 items on the agenda.

MOTION: Chair Musall and Member Halstead made a Motion to postpone the selection of the Member-at-large position until November 23, 2021, 7:00 pm, and motion carried (5 Yes / 0 No).

CDD Rux noted there are a couple citizens on the meeting, David Wall and Ken Katzaroff.

David Wall commented he is interested in the At-Large position and that he knows quite a bit about what is going on in Oregon and the County.

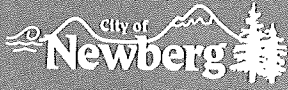
CDD Rux noted to have Mr. Wall send him his contact information expressing his interest and they will consider him at the November 23rd meeting along with other potential nominations.

VI. ORIENTATION

None

VII. ITEMS FROM STAFF

CDD Rux noted he is coordinating with Stephanie on the potential amendments to the IGA in and to the bylaws to get them current. He noted it has been a long time since they have been looked at. They prepared some potential amendments and want the Commission members to review. Any amendments to the IGA are a decision between the Board of Commissioners and the Newberg City Council. The bylaw changes are something they want to get the Commission Members feedback on as well so that they can share with the Board of Commissioners and the City Council.



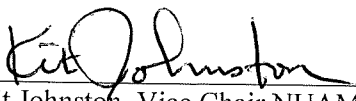
VIII. ITEMS FROM COMMISSIONERS

Chair Musall noted a thank you to everyone for attending.

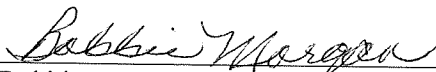
IX. ADJOURN

Chair Musall adjourned the October 26, 2021, NUAMC meeting at 7:22pm

**APPROVED BY THE CITY OF NEWBERG/YAMHILL COUNTY, NEWBERG URBAN AREA
MANAGEMENT COMMISSION (NUAMC) this November 23, 2021**



Kit Johnston, Vice Chair NUAMC



Bobbie Morgan, Recording Secretary