



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

AGENDA

CITY OF TROUTDALE HISTORIC LANDMARKS COMMISSION Regular Meeting

City Conference Building
223 South Buxton Road, Troutdale, OR 97060

Wednesday, June 25, 2014
7:00 p.m.

1. ROLL CALL/PLEDGE OF ALLEGIANCE

Staff

2. AGENDA UPDATE

Chair Erin Janssens

3. APPROVAL OF MINUTES

- Last Regular Meeting April 30, 2014

Chair Erin Janssens

4. MCGINNIS HOUSE REPORT on ARCHITECTURAL STYLE

Commissioner LeAnn Stephan

5. MCGINNIS HOUSE CONDITIONAL USE ACTIVITIES

Shall the Landmarks Commission recommend to the Planning Commission the list of activities identified by owners of the McGinnis house presented on April 30, 2014, for consideration as Conditional Uses?

Staff: Elizabeth McCallum, Senior Planner

6. UNIFORM SIGNAGE FOR HISTORIC LANDMARKS

Discussion of signage options for designated landmarks in Troutdale.

Commissioner Sharon Nesbit

7. COMMUNICATION TO COUNCIL RE DESIGNATION OF CITY HALL AS A LANDMARK

Chair Erin Janssens

8. WORK PLAN UPDATES

Chair Erin Janssens

9. HAND OUT TO OWNERS OF PROPERTIES ON PERIODIC REVIEW FIELD SURVEY DATED DECEMBER 14, 2010

- Discussion of incentives for applying for local landmark designation.
- Follow-up on letter to Council supporting the City's application to the State for Certified Local Government.

Chair Erin Janssens

10. DEPARTMENT REPORTS

11. COMMISSION INITIATIVES AND CONCERNS

12. ADJOURN

*This meeting location is accessible to persons with disabilities.
A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made in writing at least 48 hours prior to the meeting to Elizabeth McCallum, 503-674-7228, or by email elizabeth.mccallum@troutdaleoregon.gov.*

**MINUTES
HISTORIC LANDMARKS COMMISSION
Regular Meeting
Council Chamber
217 E. Historic Columbia River Highway
Troutdale, Oregon 97060
April 2, 2014**

Members Present: Erin Janssens
Audrey Lowell
Sharon Nesbit
LeAnn Stephan

Members Absent: Cynthia Walston

Staff: Craig Ward, City Manager/Acting Community Development Director
Elizabeth McCallum, Senior Planner

Guests: Michael McRae, Troutdale resident
Jason Little, Troutdale resident
Brenda Doolittle, Washougal, WA, McGinnis Property Owner
Jon Lowell, Troutdale resident
(see list)

1. **Call to Order.** Vice-Chair Lowell called the meeting to order at 7:04 p.m.
2. **Agenda Update.** None.
3. **Approval of Minutes.**
 - **August 28, 2013.** Sharon Nesbit moved, with a second by Commissioner Stephan, to approve the minutes as submitted. There was no discussion and **the minutes were unanimously approved.** (Chair Janssens was not present for this vote.)
4. **Election of Officers.** In the absence of Chair Erin Janssens, Commissioner Nesbit moved to maintain the current slate of officers and to close the nominations. The motion was seconded by Commissioner Stephan. At this point, Chair Janssen joined the meeting. The motion was repeated for her knowledge. **There was no discussion. The motion passed unanimously 4/0. Erin Janssens is Chair and LeAnn Stephan is Vice-Chair for 2014.**
- 4a. Chair Janssens reviewed the agenda items briefly before continuing the meeting.
5. **Type III Quasi-Judicial Hearing Procedure.** Chair Janssens read out loud for the audience the hearing procedure for public hearings. (An error in the text was identified

relating to Commissioners not having to be city residents to be on this Commission.) She also asked if any Commissioners had any conflicts of interest or ex parte contacts for the three upcoming public hearings; Commissioner Nesbit said she is the administrator of the Vera Strebin Charitable Remainder Trust, but not this portion [of the Strebin property site that is the subject of this hearing]; her administrative duties relate to the eastern 15 acres of the Strebin farm. The Chair asked if anyone wanted pose any questions regarding any conflict or any potential bias. Someone asked Commissioner Nesbit for more information on what she does for the Trust, and she explained that while Mrs. Strebin was alive she put about 20 acres of the farm into the Charitable Remainder Trust to be administered by other people and ultimately upon the death of Mr. Strebin, Jr., that said land would go into the City of Troutdale and the Troutdale Historical Society; she said she is one of the administrators of that Trust. Basically her involvement is leasing 15 of those acres to the Fujii Berry Farm. Her duties do not involve the Strebin House or the portion of the farm where the house sits, as that is still in Strebin hands. Chair Janssens said she did not view Commissioner Nesbit's involvement in this Trust to be in conflict with the Landmark request. She again asked if anyone had any potential or actual conflict of interest. There were none. *(Multiple conversations prevented hearing the rest of this dialog.)*

6. Public Hearing

Case File 14-005 Historic Landmark Designation for the McGinnis House (324 SE Kibling Avenue).

Chair Janssens opened the public hearing on this case..

Ms. McCallum presented her staff report based on information submitted by Michael McRae on behalf of Brenda and Don Doolittle, the owners, and Jason Little who has worked with Mr. McRae on this. Written copies of the report are available to everyone present this evening, and it is also posted on the City's website. This is true of all three cases being heard this evening.

Ms. McCallum summarized her staff report on the McGinnis House which has been on the City's Inventory List but has never been a Designated Historic Landmark. She explained what that means. The owner has requested this property be designated as a Designated Historic Landmark. The specific criteria for designation as listed in the Troutdale Development Code. She read the Code citation (TDC 4.240C) and the evaluation of criteria. Ms. McCallum said the criteria are met as well as some interesting facts associated with the McGinnis family and this history of agricultural production in Troutdale in the 1920s through the 1940; Mr. McGinnis was known as the Celery King. As the applicant did not submit any architectural information, Ms. McCallum's research and exterior photographs indicated the type of style was characteristic of the Cape Code style. Questions about the National Historic Register came up. Ms. McCallum commented that it does not take City approval to have the house placed on the National Historic Register nor is that a requirement for Historic Landmark Designation. Her findings are that the house meets all local criteria.

Ms. McCallum added that when a house is designated as a historic landmark, identification of that status, such as a sign, is permitted. The City does not have a sign standard in their code for an identification marker, so this Commission would be encouraged to propose this be done and she reviewed the information on this in the staff report. There are definitions of historical markers and event signs in the Development Code under the Sign Ordinance (also in the staff report) that could be used for these houses, and she encouraged the Commission to review these to determine at a later time specific standards for signs or markers. Uses of these properties are also addressed in the staff report (see p. 7), as are alterations/repairs and demolition (all in the Troutdale Development Code).

Applicant. Brenda Doolittle and Jason Little, owners, and Michael McRae, 2032 SW Hensley Rd., Troutdale, applicant for the owner, responded to questions. The Commission asked when the house was built and who built it. It was built in 1903 and Mr. McRae does not know who built it. A Mr. Bramhall was mentioned but Larry McGinnis spoke of a Mr. Bloyd. Commissioner Nesbit said Mr. Herman Bloyd was a banker and a mayor of Troutdale. Other questions of Mr. McRae whether or not he is aware of any significant structural changes to the home (he is not), which way the front door faces (it always faced north but they always used the back south door), what was the original address and if he knew of any history on how the land was acquired; Mr. McRae said the lot has always been as it is now. There was a discussion on the driveway placement and a vacated public right-of-way and speculation on why the house was addressed as it was. The style of the home and the ornamentation was also discussed, but the Commission could not decide on the style. Ms. McCallum said that could be investigated further in the future, it is not essential to determine now, and that the criteria can still be met for Landmark designation or the record could be left open for a week.

The Commission detoured into a discussion on how they can determine certain things about potential landmarks in order to have a fairly complete history and knowledge of each property to guide them in their evaluations.

Discussion. Mr. McRae submitted a list of events the owner would like to hold at the property. Commissioner Nesbit said it was not the Commission's job to tell the owner what he could or could not do on the property; that was Code related. The Commission's job is to determine the historic nature of the house. When the applicant goes to the Planning Commission for approval(s) for specific gatherings, that Commission will review the Building and Fire and Safety Code for compliance, and that the criteria for a Conditional Use is met.

Chair Janssens wanted to keep the file open for the Commission to add additional Findings of Fact to the file in order to have a more consistent ledger of information on the property. Ms. McCallum said Finding 5 could be reworded to accommodate that, and regarding getting more precise historic information about the house, Finding 6 could say the Commission intends to keep a factual folder of each designated landmark and facts will be added to that over time. Accumulating additional facts if not necessary for the property to become an historic landmark. Mr. Ward said keeping the public file open on this in perpetuity is problematic for the public record; he said since the State and Federal

Landmarks people already do that, he does not believe it is necessary for the City of Troutdale to do so and he would not encourage the Commission to make that casual assumption. Chair Janssens said she recommends setting a time at the Commission's next meeting to determine some bullets of specific information that we want to keep track of for all or our historic landmark properties; that way we will have more complete information we can provide as an overview as well as signage.

Commissioner Nesbit suggested that when the sign review comes up on this property may be a good time to review the specific points they will want to address for each property. There was discussion on what has already been designated as historic landmarks in Troutdale.

There were motions made by Chair Janssens, with seconds by Commissioner Stephan, to amend certain of the Findings of Fact. After a great deal of discussion, these motions were withdrawn and a new motion and second were put forward:

Chair Janssens rescinded her earlier motions and moved to adopt the Findings of Fact as amended to Findings No. 1 and 2 (see below), to modify Finding 5 (as moved by Commissioner Nesbit with a second by Commissioner Lowell), and add Finding No. 6 as moved by Commissioner Nesbit. Commissioner Stephan seconded this motion. The amended Findings are as follows (underlined text is new text):

Finding 1. Built in 1903, the McGinnis House is over fifty years of age.

Finding 2. The McGinnis House embodies the distinctive characteristics of ~~the Cape Cod architectural style; a yet to be determined architectural style: Cape Cod, modified bungalow or craftsman are possible styles.~~

Finding 5. The McGinnis House may continue to be used for any use permitted in the underlying A-2 Apartment residential zoning district. In addition, the owners ~~may request of the Historic Landmarks Commission a recommendation to the Planning Commission to consider a conditional use approval for specific uses of the McGinnis House not otherwise permitted in the A-2 Apartment Residential zoning district, which can be shown to contribute to the preservation or reuse of the historic landmark subject to the criteria of chapter 61.300 Conditional Use, of the Troutdale Development Code.~~ requested the Historic Landmarks Commission to find that a list of various activities and uses not otherwise permitted in the A-2 Apartment Residential zoning district (Attachment 1 of these Findings) are shown to contribute to the preservation or reuse of the McGinnis House. A recommendation to the Planning Commission to consider these uses under a conditional use application was not made at this hearing. The HLC may consider this matter at a future meeting at the request of the owner. The property owner is responsible for making the Conditional Use application and paying the land use application fees upon receiving an affirmative recommendation from the Historic Landmarks Commission for those uses.

Finding 6. **The McGinnis Family were community leaders in the city in agricultural and cultural affairs of the City of Troutdale for three generations.**

The motions passed unanimously, and the amended Findings were adopted.

Chair Janssens moved, with a second by Commission Nesbit, to adopt the Final Order as written. There was no discussion. The motion passed.

Chair Janssens moved, with a second by Commission Stephan, to adopt the Conditions of Approval on the McGinnis house. There was no discussion. The motion passed unanimously. The public hearing was closed. Chair Janssens congratulated Mr. McGinnis.

7. Public Hearing

Case File 14-006 Historic Landmark Designation for the Strebin House (2720 S. Troutdale Road)

Chair Janssens opened the public hearing on this case file. Commissioner Nesbit declared a remote association with the owners of the property; no member declared any conflict of interest or ex parte contact as previously declared prior to agenda item 6.

Ms. McCallum gave her staff report with the history of the Strebin House and family (submitted by Commissioner Nesbit), stating that Mr. Robert Strebin is amenable to having the house declared a historic landmark and previously submitted written consent during the City's periodic review process. His presence at this hearing is not required. As well, the home meets the criteria to be so designated and staff recommends inclusion of the Strebin House as a historical landmark.

Commissioner Nesbit provided some historical information on the Strebin family in this area. Chair Janssens and the other Commissioners expressed pleasure at the type and amount of information provided in the staff report.

There was no testimony for or against this request.

Chair Janssens moved to approve the Findings of Fact with a modification to Finding No. 2 by adding this sentence last: Architect DiBenedetto was the son of one of the original Italian stone masons hired by Hill and Lancaster in the construction of the Columbia River Highway, and to adopt the Order and Conditions of Approval as presented. The motion was seconded by Commissioner Stephan. There was no further discussion. The vote was unanimous and the motion passed unanimously. The public hearing was closed.

8. Public Hearing

Case File 14-008 Historic Landmark Designation for the Cedarplace Inn (Emil Olsen House) (2611 S. Troutdale Road).

Chair Janssens opened the public hearing on this case file. No member declared any conflict of interest or ex parte contact.

Ms. McCallum gave her staff report and said the previous owners had given their consent to being on the Historic Landmarks list, and gave written authorization to the City for the City to be the applicant. Since then, the new owners, Rod and Cynthia Walston, also consented in writing for the City to be the applicant in this request. Mrs. Walston sits as one of the Historic Landmarks Commissioners but is not present this evening.

Commissioner Nesbit added some pertinent and interesting information to the presented history of the property (noted in the amended Findings, below).

When Ms. McCallum stated that she had no information to meet Criteria 2.a., Commissioner Stephan pointed out that Attachment 5 to the staff report, taken from The Outlook file, qualified as such. Commissioner Nesbit said it was too bad that Commissioner Walston did not provide that information (provided to her by the Historical Society), and Commissioner Nesbit said she did not bring it to the meeting but that it is available. Ms. McCallum said she can add that information to Finding 1 in the Final Order list of Findings. Commissioner Nesbit said this was also the home of the Fujii family after World War II internment, and we could probably find out the exact time when that occurred. That is significant, Ms. McCallum said, as an event of national history as well.

Regarding the architectural style, she asked the Commissioner if the American Four-Square style was well supported by the information provided and by what she observed just walking around outside the house. Commissioner Nesbit agreed that it is. The Commission discussed the current signage versus consistent signage with other landmarks, the name of Cedarplace, and any conditional uses on the property (of which there is one for a salon).

Chair Janssens moved, with a second by Commission Lowell, to adopt the Findings of Face with amendments to Finding 1, adding a new Finding 2., and renumbering the remainder; and to adopt the Final Order and Conditions of Approval as written. The amendments to the Findings are as follows:

Finding 1. Cedarplace was built in 1907 and is over fifty years of age. Cedarplace is the name the first owner, Emil Olsen, gave to the home. Olsen was a Portland businessman and as was typical of many businessmen of the era, he established Cedarplace as the country estate for his family. It is noteworthy that the house was built the same year the City incorporated but it was not in the City limits at that time.

Finding 2. (new finding) The property was used to grow food for the Hill Military Academy and occupants of Cedarplace have included the Hinkles and their dairy herd, members of the Fujii family after release from the World War II internment camps, the Kordosky and the George families, Trish Perrin and Dennis Langston.

All other Findings were not changed and will be renumbered. There being no further discussion, the motion passed unanimously. Chair Janssens closed the public hearing.

9. **Department Reports.** Craig Ward said a new Planning Director will be hired soon, and that person will be at the Commission's next meeting. Mr. Ward said it has been interesting and fun for him to attend these meetings and he congratulated them on the three new historic landmarks; he thanked Ms. McCallum for her work with the Commission. He will more than likely see the Commission next at any future City Council meetings. The Commissioners said they are very pleased that the City is doing this and they appreciate Ms. McCallum's work, as well.

10. **Commissioner Initiatives and Concerns.** Chair Janssens said perhaps the Commission needs to be sensitive to the type of sign that will fit with or at least will be generic enough to compliment all types of architecture, and this was discussed. Commissioner Nesbit will provide signage photos for the Commission to review at their next meeting. City Hall's designation as a landmark was proposed as well for future discussion. Ms. McCallum recommended that one or two individuals make this request to the Council. Mr. Ward reminded them that the initial historic landmark application has to be made by the property owner; at this point that is the City Council and they have not requested or directed it. Chair Janssens verified, however, that the Commission could make a recommendation that the Council consider it. Mr. Ward agreed. Ms. McCallum said a letter can be sent through the City Recorder; Mr. Ward agreed, and then it will be up to the Council. He suggested they address it to the Mayor.

Chair Janssens said the Commission also needs to address the task of creating a work plan. Commissioner Nesbit asked if anyone has any other properties they think the Commission should look at for designation; Chair Janssens said this could be done through a work plan; the work plan and signs will be on the agenda for their next meeting and she added that meeting more frequently would be more productive for their work.

11. **Adjourn.** Chair Janssens moved, with a second from Commissioner Stephan, to adjourn. The meeting adjourned at 9:06 p.m.

Erin Janssens, Chair

Date

Attest: _____
Rooney Barker, Transcriptionist

McGinnis House aka Kibling Street House

1903 Craftsman Bungalow

324 SE Kibling Avenue
Troutdale, Oregon



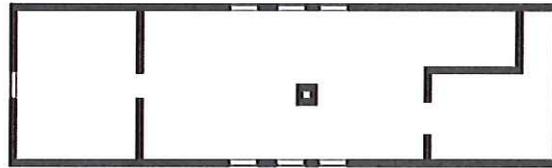
Owners: John & Brenda Doolittle

Prepared by: LeAnn Stephan, Stephan Detail & Design
eastwind7@hotmail.com 503-816-6763

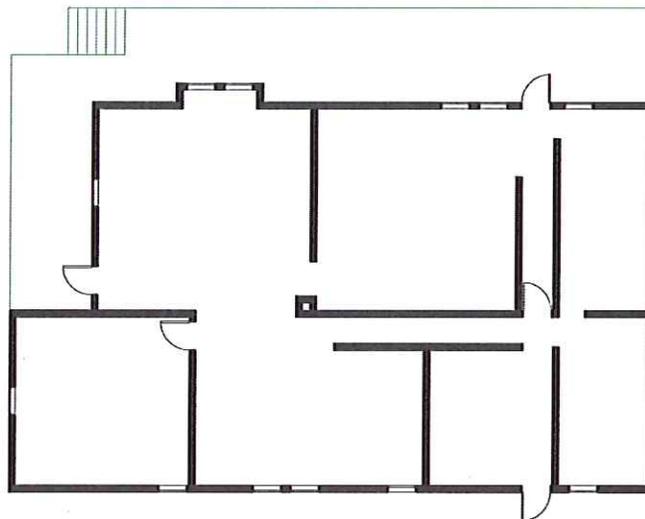
Characteristics

Floor Plans

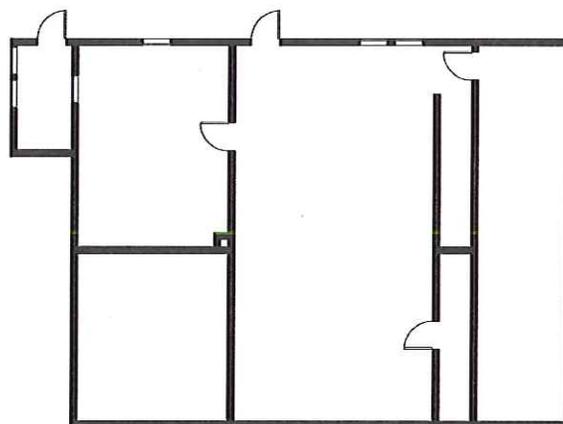
- Open floor plan maximized for efficiency and flow from room to room with minimal space wasted on hallways (Bungalow, Craftsman)
- Entry typically opens directly into the living room (Bungalow)
- Easy access to outdoor space like verandas, porches, and patios.



Attic



First Level



Basement

NORTH ↑

NOTE: Plans are rough estimates based on a preliminary view of the home.
Not drawn to scale.

Prepared by: LeAnn Stephan, Stephan Detail & Design

eastwind7@hotmail.com 503-816-6763

Levels

1-1/2 stories, Bungalow (1-2 stories Craftsman). This house has 1 story with an attic and basement (Portland Maps.com)

Attic level is accessed from the kitchen stairs that leads to the bedroom through the stair landing. The stair landing room has built-in shelving on both sides. A small room on the west end serves as a large walk-in closet.



Attic Bedroom

First level is accessed from the main entrance on the westside, from an entrance on the northside, and a door on the northside that leads to the kitchen. Rooms on the First Level include Living Room, Parlor, Dining Room, Kitchen, Bar, Bathroom, Hallway, and Laundry Room.



First Level Main Entrance-Westside

Basement level is below grade on three sides. North side has windows and a door with access to outdoors. Interior hallway door gives access to basement. Family room and bedroom are located in the basement.



Basement access-Northside under deck

Roof

- Low-pitched roofs (Bungalow, Craftsman).
Although this house has a moderate pitched roof (30 - 45 degrees).
- Gabled or Hipped. This house is a Gabled roof with an End or Front Gable entry.
- Deep eaves with exposed rafters (Craftsman), rafters are exposed underneath, but can not be seen now as they have been covered with a fascia board.
- Knee braces/brackets (Craftsman)



End or Front Gable with moderate pitched roof (30 - 45 degrees)
"In larger bungalows the gable is steeper, with interesting cross gable or dormers."
Craftsman Style Guide

Dormers

- Shed, Hipped, or Gables Roof dormers (Bungalow, Craftsman). This house has a double dormer shed roof extension.



Windows

- Double-hung (may be single hung) - throughout main level (Bungalow, Craftsman)
- Multiple windows appear together in banks
- Ribbon windows, line of 3 or more windows (Craftsman)
- Casement windows - Seen in the dormer and basement (may be fixed)
- Wide casing window trim (Bungalow, Craftsman)
- Transom window (Bungalow, Craftsman)

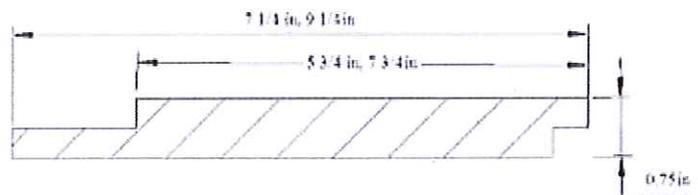
Doors

- Glass-paned, with side light (Bungalow, Craftsman). This home does not feature side lights, but it does have a transom window over the front entrance door.
- Paneled and glazed (Craftsman)



Siding

- Horizontal Channel Rustic (Craftsman)



Porch/Veranda

- Assymetrical (Craftsman)
- Recessed, not extended
- Covered



Resources

A Field Guide to American Houses
Virginia & Lee McAlester

Classic Houses of Portland, Oregon 1850-1950
William J. Hawkins, III and William F. Willingham

Craftsman Style Guide
<http://www.ci.glendale.ca.us/planning/craftsmansurvey/craftsman%20style%20guide-pdf%20version.pdf>

Antique Home Style
<http://www.antiquehomestyle.com/styles/>

Antique Home
<http://www.antiquehome.org>



CITY OF TROUTDALE

"Gateway to the Columbia River Gorge"

June 18, 2014

MEMORANDUM

TO: Troutdale Historic Landmarks Commission

FROM: Elizabeth A. McCallum, Senior Planner

A handwritten signature in black ink, appearing to read "E. McCallum".

Re: June 25, 2014 Meeting Agenda Item No. 5

Shall the Landmarks Commission recommend to the Planning Commission the list of activities identified by owners of the McGinnis House presented on April 30, 2014, for consideration as Conditional Uses?

The Troutdale Development Code (TDC) specifies that the Historic Landmarks Commission may recommend to the Planning Commission these uses to be considered as conditional uses:

TDC 4.240 Historic Landmark Designation. E. Permitted Uses. A historic landmark may be used for any use permitted in the underlying zoning district. In addition, upon the recommendation of the Historic Landmarks Commission, the Planning Commission may authorize any use as a conditional use which can be shown to contribute to the preservation or reuse of the historic landmark, subject to the criteria of chapter 6.300 Conditional Use, of this code.

The McGinnis House owners' representative, Michael McRae, submitted the attached list of uses at your May 28 hearing with respect to TDC 4.240E. No recommendation to the Planning Commission from the HLC was made. This matter is brought back before you, not as a land use decision because that will be the Planning Commission's, but for discussion and ultimately a motion to recommend these uses, or not, for consideration as conditional uses. If a motion to recommend the uses to the Planning Commission passes, the owner has the responsibility to follow-up with applying for and obtaining the conditional use approval prior to operating these uses in the McGinnis House.

ATTACHMENT 1 MCGINNIS HOUSE FINDINGS OF FACT

File No. 14-005

What we would like to have approved by the Historical Society for our property.

324 SE Kibling Street
Troutdale, OR 97060
503-860-3438

Public Events:

Baby showers
Cooking classes
Canning classes
Soap making classes
Quilting clubs
Book clubs
Local business social monthly social hour
Murder mystery dinners
Local events
Private meetings
Small intimate weddings
wedding renewals
Cocktail lessons
Poker nights
Wine tastings
Distillery tastings

Our mission is to work with our local businesses to promote, buy, and encourage our guest to by direct from them. In doing so, we can work with local businesses and encourage discounts and coupons for our clients.

Private Parties:

Bachelor parties
Bachelorette parties
Holiday parties

Our mission is to work with local shops, promoting their businesses with coupons for advertising.

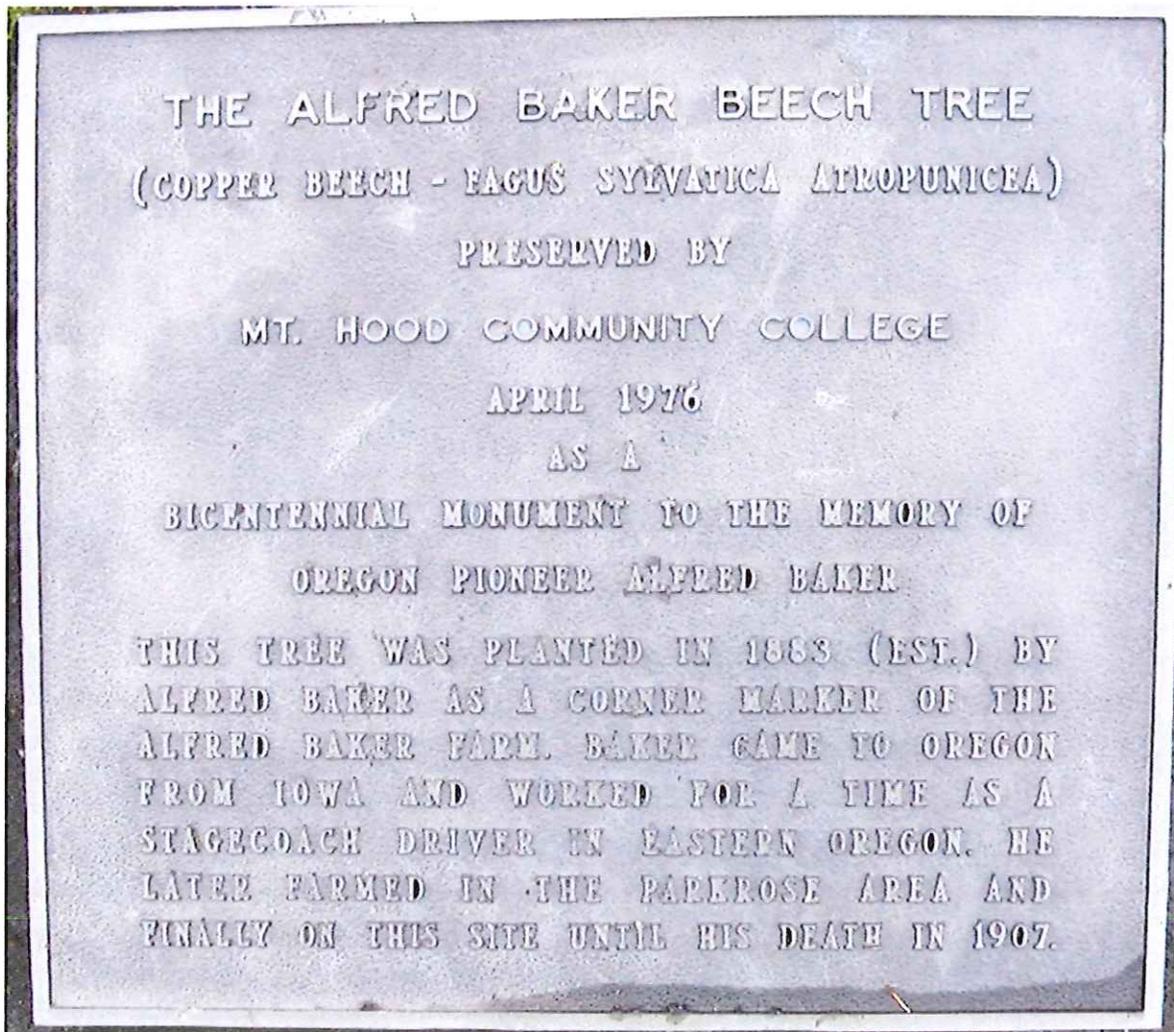
Vacationers

Daily
Weekly
Monthly

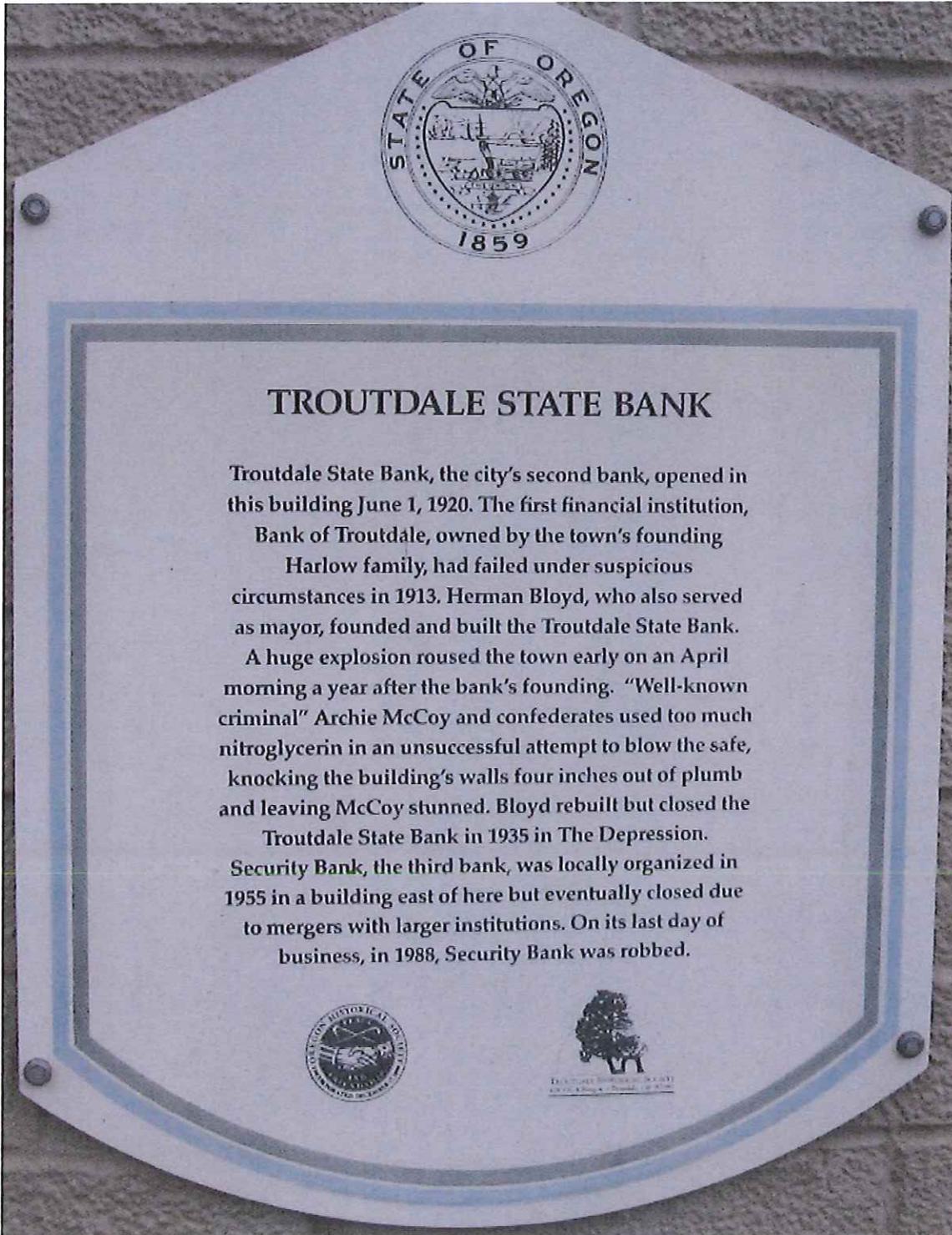
Our mission to to host local and out of state vacationers to enjoy the great city of Troutdale. We believe this will bring in more business for the local shops, pubs, restaurants, galleries, and the outlet mall.

SAMPLES OF EXISTING HISTORIC RESOURCE/LANDMARK PLAQUES IN
TROUTDALE
JUNE 18, 2014

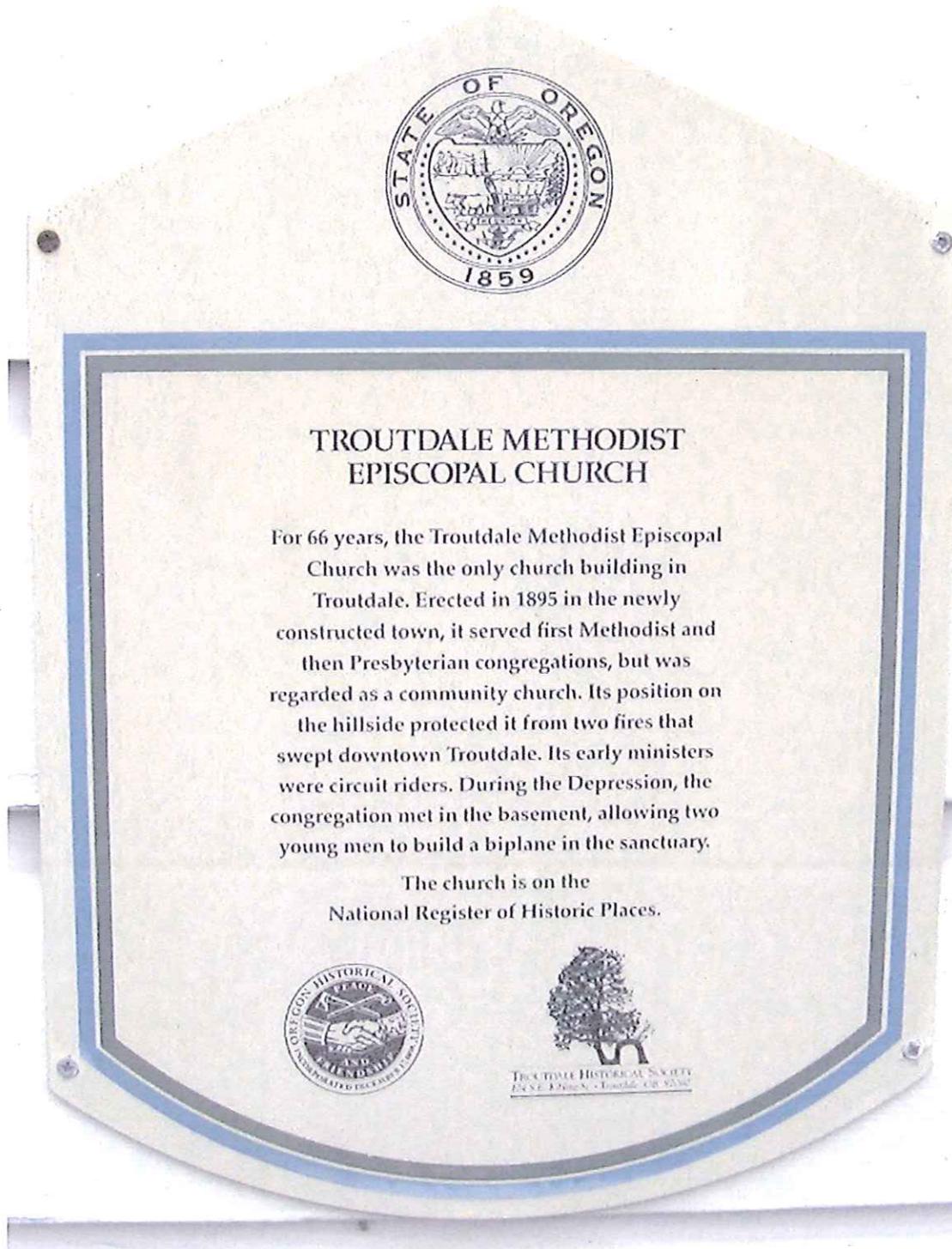
1. Alfred Baker Copper Beech Tree. This is a City designated historic landmark.
SW corner of Troutdale Road and SE Stark Street.



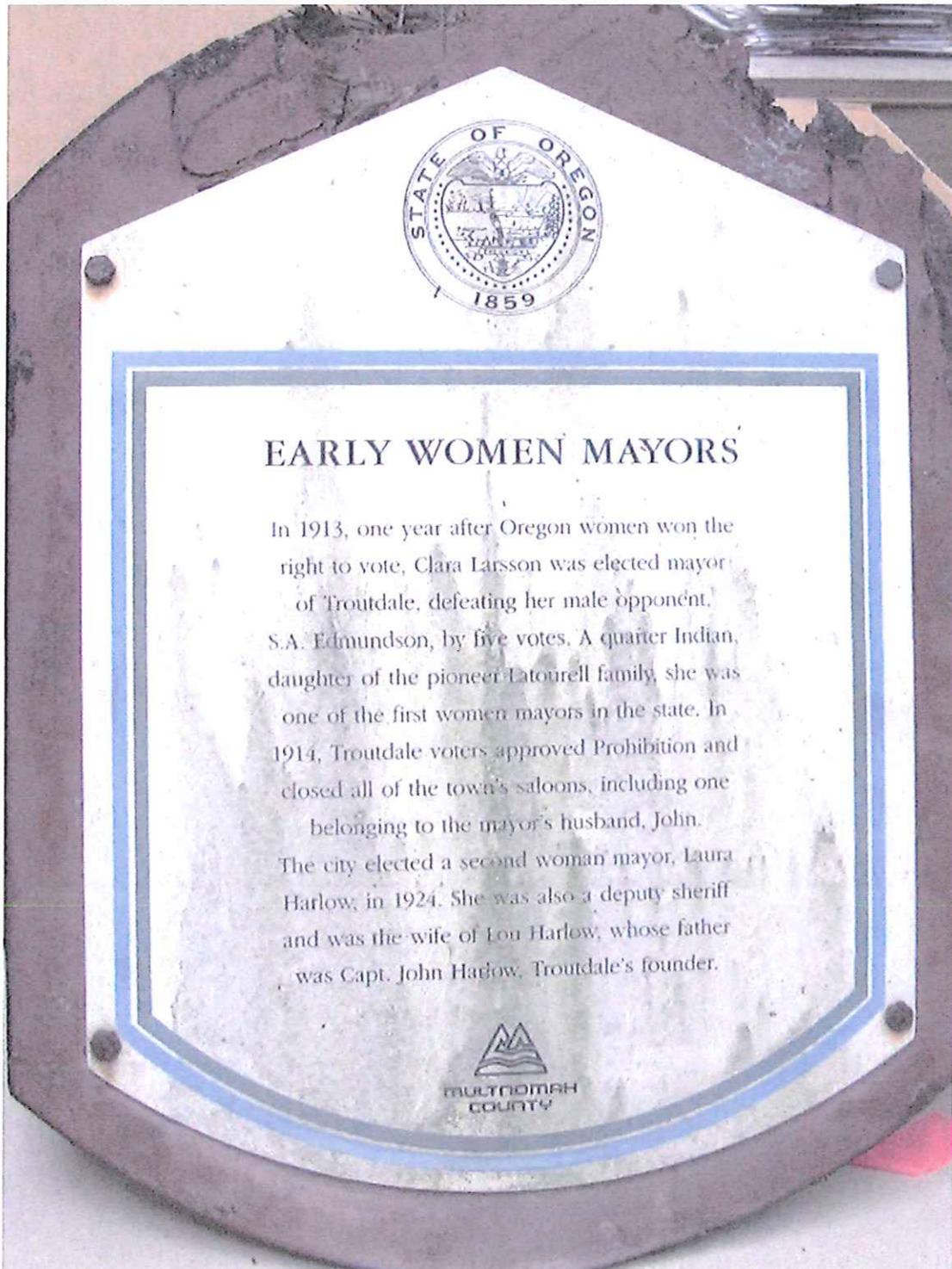
2. Troutdale State Bank is not a City-designated historic landmark. It is on the historic resource inventory. 102 W Hist. Col. R. Hwy.



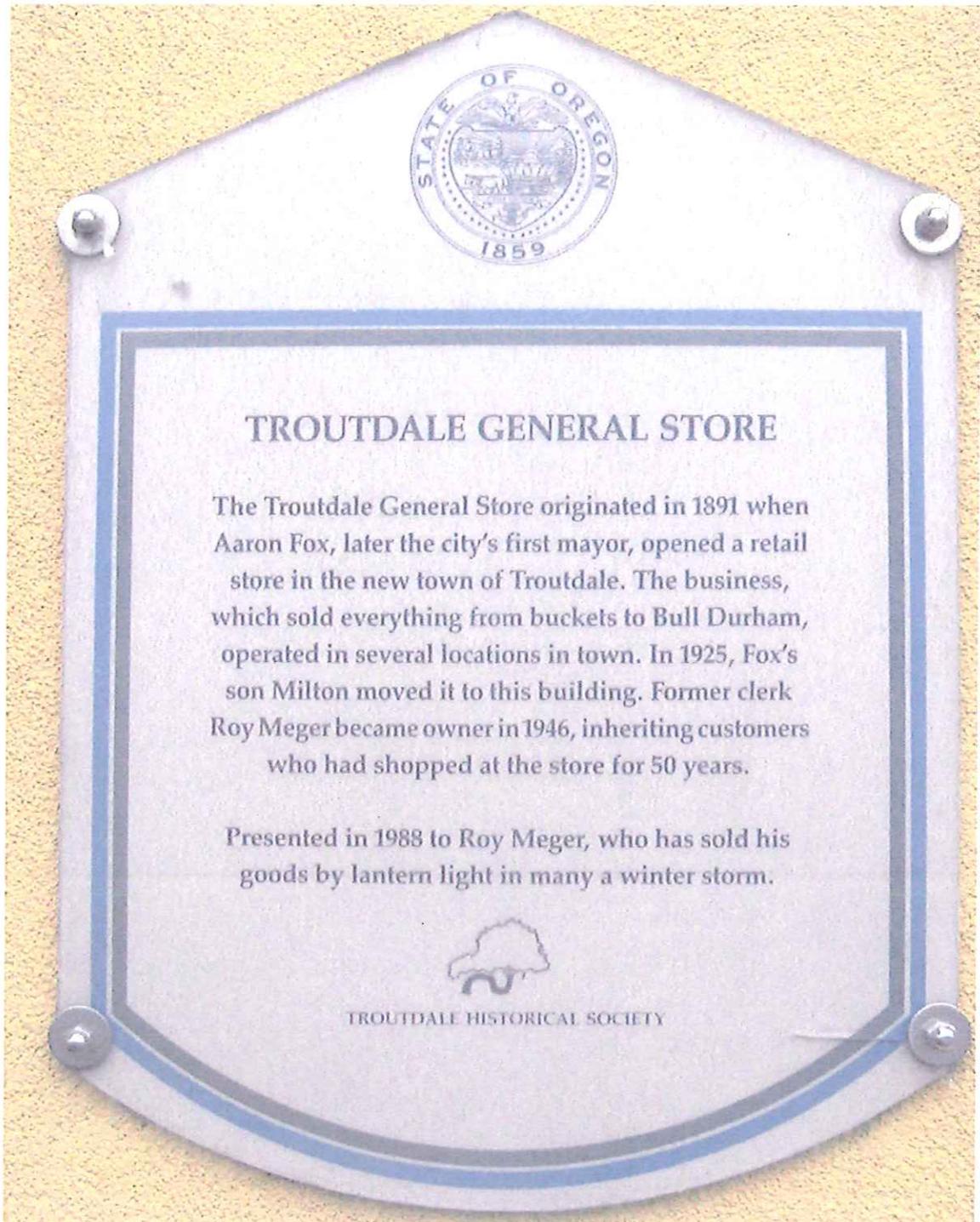
3. Troutdale Methodist Episcopal Church is a City-designated historic landmark.
302 SE Harlow Ave.



4. Early Women Mayors informational signage located at old Troutdale City Hall building at 104 SE Kibling Ave.



5. Troutdale General Store is not a City-designated historic landmark. It is on the historic resource inventory. 226 E Hist. Col. R. Hwy.



Historic Landmarks Commission

WORKPLAN

June 13, 2014

#8

Objective	Action	Comment	Timeframe
1. Signage/Plaques	Discussion		
2. Incentives	Discussion		
3. A Brochure or apps	Possibly A Walking Tour With An App		
4. Documentary	Video		
5. Handout for Property owners to Nominate their Property for Designation	Brochure		
6. List Of Potential Properties	Paper		
7. Historic District Designation	Discussion		
8.			
9.			