

CITY OF ROSEBURG  
HISTORIC RESOURCE REVIEW COMMISSION  
Wednesday, March 20, 2019  
Roseburg City Hall, 3<sup>rd</sup> Floor Conference Room – 3:30 p.m.

*ofc*  
*3/13/19*

*S.C. 3/13/19*

*NOTE: It is up to each of you as Commissioners and Staff to let staff know before the day of the meeting if you will not be able to attend. Thank you.*

**AGENDA**

- I. CALL TO ORDER
- II. ROLL CALL: Chair Andrea Zielinski  
Marilyn Aller Lisa Gogal Nick Lehrbach  
Bentley Gilbert Stephanie Giles
- III. APPROVAL OF MINUTES
  - A. Minutes February 20, 2018 – Historic Resource Review Commission Minutes
- IV. AUDIENCE PARTICIPATION: See Reverse for Information
- V. PUBLIC HEARING
  - A. Demo Safeway Building 406 SE Rose Street
  - B. Recommendation to City Council to adopt Resolution 2019-003 NPS grant submittal
- VI. BUSINESS FROM STAFF
  - A. Oregon Heritage Summit – April 25-26 in Medford
- IX. BUSINESS FROM THE COMMISSION
- X. NEXT MEETING – April 17, 2019
- XI. ADJOURNMENT

**\* \* \* AMERICANS WITH DISABILITIES ACT NOTICE \* \* \***

Please contact the office of the City Recorder, Roseburg City Hall, 900 SE Douglas Avenue, OR 97470-3397 (Phone 541-492-6700) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TDD users please call Oregon Telecommunications Relay Service at 1-800-735-2900. **The agenda packet is available on-line at:** <http://www.cityofroseburg.org/your-government/commissions/historic-resource-review/>

## **AUDIENCE PARTICIPATION INFORMATION**

The Historic Resources Review Commission welcomes and encourages participation by citizens at all meetings. To allow the Commission to deal with business already scheduled, it is asked that anyone wishing to address the Commission follow these simple guidelines.

### **Non-Agenda Items**

If you wish to address the Historic Resources Review Commission on a matter not on the agenda, at the appropriate time please raise your hand and wait to be recognized by the Chair. Persons addressing the Commission must state their full name and address for the record. All remarks are to be directed to the Commission. For items not on the agenda the presentation should be brief and be on a topic of interest to the Historic Resources Review Commission, such as a general land use matter. These presentations are reserved for new material which has not been previously considered. The Commission will not be taking action on any item presented under "Audience Participation" and if needed will provide direction to staff for appropriate follow-up.

### **Agenda Items**

For items on the agenda you will be given an opportunity to address the Commission once the item is called. Agenda items typically begin with establishing those who have party status, (to be explained by the Chair), a report from staff, followed by Commission questions to staff, then the applicant along with anyone he wishes to call as a witness on his behalf will be called to speak, followed by those with party status. After all initial testimony is completed there will be an opportunity for rebuttal. Everyone addressing the Commission is subject to questioning. After the hearing portion of the item is completed, the Commission will discuss the matter with a motion for consideration being presented and acted on.

Once final action is taken on Quasi-Judicial matters, the action of the Commission can be appealed to the City Council within 14 calendar days of the decision by filing a Notice of Review with the Community Development Department. Action on Legislative matters is typically a recommendation to the City Council and will be forwarded to them for final consideration.

For further details or information please contact the Community Development Department Monday through Friday, 8:00 a.m. to 5:00 p.m., at Roseburg City Hall, 900 SE Douglas Avenue, Third Floor, Roseburg OR 97470, phone number 541-492-6750, or e-mail [cmatthews@cityofroseburg.org](mailto:cmatthews@cityofroseburg.org)

**CITY OF ROSEBURG  
HISTORIC RESOURCE REVIEW COMMISSION MINUTES  
February 20, 2019**

**CALL TO ORDER** - Chair Andrea Zielinski called the regular meeting of the Historic Resource Review Commission to order at 3:30 p.m., in the third floor conference room of City Hall, 900 SE Douglas Avenue, Roseburg, Oregon.

**ROLL CALL - Present:** Chair Andrea Zielinski, Commissioners Bentley Gilbert, Stephanie Giles, Lisa Gogal, Nick Lehrbach, Associate Planner Teresa Clemons, City Manager Lance Colley, Community Development Stuart Cowie and Department Technician Chrissy Matthews.

Absent: Commissioner Marilyn Aller (excused)

Others Present: Albion Spahn, NeighborWorks Umpqua

**APPROVAL OF MINUTES** – *Commissioner Gogal moved to approve the minutes of the November 21, 2018 meeting as submitted. The motion was seconded by Commissioner Giles, and approved with the following votes: Commissioners Gilbert, Giles, Gogal, Lehrbach, and Zielinski voted yes. No one voted no.*

**AUDIENCE PARTICIPATION** – None.

**PUBLIC HEARING** – Chair Zielinski opened the public hearing. There were no ex parte conflicts declared by the commission members.

Ms. Clemons reported Albion Spahn, Design and Construction Project Manager for NeighborWorks Umpqua, is requesting a demolition permit to remove a building at 2923 NE Douglas Avenue which is listed on the local historical register in order to facilitate future development of multiple-family housing and single-family housing for veterans on the parcel south of Douglas Avenue.

Ms. Clemons shared the property is in the floodplain and floodway. The property was donated to NeighborWorks Umpqua with the requirement the property be utilized for veteran's housing. This property is listed as a secondary in the historical register. The property was previously the site of the Douglas County Fairgrounds. The building was prominent at that time; however, after the fairgrounds relocated to its current location, private ownership attempted to remodel but never completed the project leaving the house to deteriorate in to derelict status. The pictures provided to the commission showed the poor condition of the building. Ms. Clemons talked about the options the commission can entertain for this demolition request; however, denying the demolition isn't an option.

Albion Spahn, Design and Construction Project Manager for NeighborWorks Umpqua shared the vision of the property to provide multiple-family housing and single-family housing for veterans. The new development will be elevated out of the floodplain. He further shared that building in the floodplain has many conditions and restrictions regarding the site and it is tightly controlled in conjunction with federal funding received. The initial plan included utilizing the building; however, due to the extensive restoration the building would need and the expense of elevating it out of the floodplain it isn't feasible for their budget. Mr. Spahn explained the building is down to the studs, missing windows, and has water damage, all which is contributing to its deterioration.

To restore this building would be costly. To put the cost into perspective of renovating this building, he shared that the current project for the historic Willis House which is considered a mostly water tight building has a renovation cost of \$1.2 million.

They are actively looking for a new owner for the building in hopes that someone will be inspired and want to move it to a new location and preserve it. They have several steps before they are shovel ready for construction on the new housing project so demolishing the building would be the last step. If the building is demolished it will be documented and inventoried for historical preservation. Also, there are groups interested in reusable material from deconstructed buildings that could possibly utilize the building's materials.

Commissioner Bentley inquired if the building is structurally stable to move. Mr. Spahn replied he couldn't say for certain due to the condition of the building.

Mr. Colley shared he hopes someone will be interested in the building, but realizes the condition of the building may lend to it not be structurally sound. In his experience with houses that have been moved, they were structurally sound.

Commissioner Giles inquired on the square footage of the building. Mr. Spahn said it is approximately 1,400 to 1,600 square feet.

Mr. Cowie said if the commission approves the demolition, a follow up of the process would be provided to the commission.

Ms. Clemons stated based on the information provided, as well as Staff's analysis, the proposed request is in keeping with the criteria provided in Roseburg Municipal Code (RMC) for demolition and shall follow the requirements of the Secretary of Interior's Standards for Historic Preservation Projects and the Historic Preservation League of Oregon's Rehab Oregon Right manual. Staff recommends the Historic Resource Review Commission adopt the proposed Findings of Fact and Order to approve with Conditions, Application number SR-19-048, demolition of 2923 NE Douglas Avenue as detailed in the Findings and Order.

With no further discussion, Chair Zielinski closed the public hearing.

*Commissioner Lehrbach moved to adopt proposed Findings of Fact and Order to approve with Conditions, Application number SR-19-048, demolition of 2923 NE Douglas Avenue as detailed in the Findings and Order. The motion was seconded by Commissioner Bentley, and approved with the following votes: Commissioners Gilbert, Giles, Gogal, Lehrbach, and Zielinski voted yes. No one voted no.*

**BUSINESS FROM STAFF** – Mr. Cowie shared a lot of things are happening in the Community Development Department. He mentioned several projects underway. The Housing Needs Analysis and the Buildable Lands Inventory will help drive future plans; for example the Urban Growth Boundary Swap in the Charter Oaks area. There were also two Land Use Regulation Text Amendments recently presented to the Planning Commission which the commission recommended to City Council for approval of the proposed Text Amendments for Accessory Dwelling Units (ADU's) and Single Room Occupancy Housing. City Council recently had the First Reading and the Second Reading is set for March 11, 2019. Progress is being made to provide additional housing options to the community. He further shared the owner of the Safeway building

has received City approval to demolish the building and the owners hired i.e. Engineering to assist them with this process.

Mr. Colley said if demolition occurs on the Safeway building he would advise the commission to waive the 60 day waiting period. He further shared the Historical Rast House on SE Stephens is for sale and is full of history as the first brewery in Douglas County in the 1890s.

**BUSINESS FROM COMMISSION** – None at this time.

**ADJOURNMENT** – The meeting adjourned at 4:17 p.m. The next meeting is scheduled for March 20, 2019.



Chrissy Matthews  
Department Technician

**CITY OF ROSEBURG  
HISTORIC RESOURCE REVIEW COMMISSION  
AGENDA ITEM REPORT**



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**Application No. SR-18-211**

**Meeting Date: March 20, 2019**

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**Prepared for:** Historic Resource Review Commission

**Staff Contact:** Teresa Clemons, Associate Planner

**Request:** Historic Review Demolition Request 406 SE Rose Street

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**ISSUE STATEMENT AND SUMMARY:**

Nick Jones, Project Manager, i.e. Engineering, requests a demolition permit to remove a building at 406 SE Rose Street.

**OPTIONS:**

- Adopt proposed or modified Findings of Fact approving the demolition request.
- Adopt proposed Findings of Fact denying the demolition request.
- Continue consideration of the request for 60 days.

**CONCLUSION/RECOMMENDATION:**

Based on the information provided, as well as Staff's analysis, the proposed request is in keeping with the criteria provided in Roseburg Municipal Code (RMC) for demolition and shall follow the requirements of the Secretary of Interior's Standards for Historic Preservation Projects and the Historic Preservation League of Oregon's Rehab Oregon Right manual. Therefore, it is recommended the Historic Resource Review Commission adopt the following motion:

**SUGGESTED MOTION:**

I MOVE TO ADOPT PROPOSED FINDINGS OF FACT AND ORDER TO **APPROVE** APPLICATION NUMBER SR-18-211, DEMOLITION OF 406 SE ROSE STREET AS DETAILED IN FINDINGS AND ORDER.

**IN THE MATTER OF THE REQUEST  
FOR DEMOLITION APPROVAL AT 406 SE ROSE STREET**

**BEFORE THE ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION  
ORDER OF APPROVAL**

**I. NATURE OF APPLICATION**

Nick Jones, Project Manager, i.e. Engineering, requests a demolition permit to remove a building at 406 SE Rose Street.

**II. HISTORIC RESOURCE REVIEW COMMISSION HEARING**

A public hearing was held on the application before the Roseburg Historic Resource Review Commission on March 20, 2019. At that hearing the Commission reviewed application number SR-18-211 and it was made part of the record.

**III. FINDINGS OF FACT**

**A. EXISTING CONDITIONS**

1. The Historic Resource Review Commission takes official notice of the Roseburg Urban Area Comprehensive Plan adopted by City Council Ordinance No. 2980 on December 9, 1996 and of the Roseburg Municipal Code Ordinance No.3497, as originally adopted March 12, 2018, , as both may have been amended from time-to-time.
2. The subject site may be described as Tax Lot 06800, Section 19BB, Township 27 South, Range 05 West, Willamette Meridian; R68967 & R68974.
3. The property is zoned C3 (General Commercial) and is surrounded by C3 properties to the west and north across Douglas, and southwest across Washington; and CBD (Central Business District) zoning to the southeast and across Rose to the east.
4. The building is listed as Non-Historic Non-Contributing within the Roseburg Downtown Historic District Nomination:

Built in 1963, the Safeway Building is constructed of poured concrete and features and arched truss roof and large display windows on the south elevation. Stone panels cover most of the exterior of the structure. The building occupies the northern one/half of Block 17 and the south portion of the block is a parking lot.

Block 17, now the site of a Safeway Grocery Store and adjacent parking lot, was the site of Central Junior High School, a landmark Roseburg Building that was damaged beyond repair by the 1959 Roseburg Blast. The school was the last of the damaged structures to be demolished, in 1961, following the Blast.



C. AGENCY COMMENTS

Conditions of approval from department review and Historic review may be attached to any development permits; applicant responsible to conform with conditions from Demolition approval permit No. SR-18-211. No objections were received regarding the application for demolition.

D. ANALYSIS

Application for demolition of Historic Resources must comply with standards found in RMC 12.04.110(F).

E. REVIEW CRITERIA: RMC 12.04.110(F): DEMOLITION OF HISTORIC RESOURCES

The Commission may delay the issuance of the demolition permit or building permit for up to 60 days from the date of the hearings action. The Commission's decision shall be based upon consideration and completion of factors listed below:

Following review, the Commission may grant or deny the request for issuance of a building permit or demolition permit. Affirmative findings shall be documented addressing the guidelines based upon their relative importance.

1) Reasonable efforts shall be made by the Commission to provide the owner of the structure with possible alternatives for demolition, including information concerning local, state, and federal preservation programs;

**Finding:** The Safeway property at 406 SE Rose Street has been vacant since 1999-2000 remodel of the Safeway at 1539 NE Stephens Street. Property owners obtained a demolition permit in 2009 but put the plans on hold as the recession deepened. Since then the building has been posted numerous times as vacant and unsecured and declared derelict in recent years. The building is often broken into by vandals and or transients and since the owner lives out of state the City is left with having to secure the building. As a result, a significant amount of City resources including Police, Fire and Community Development/Compliance Officer staff time has been used on the building, however no efforts or attempts to fix broken windows doors or clean-up the deteriorating buildings have been made by the property owner. Instead the building has continued to deteriorate and has become a place for transients in the area to congregate. Unfortunately, the structure has become a symbol of blight on our community. The building has been listed for sale but no viable offers have been received. Potential buyers generally consider the building and its configuration on the site a detriment to redevelopment.

2) Reasonable effort shall be made by the Commission to maintain the historic structure by an acquisition, protection, stabilization, preservation, rehabilitation, restoration, or reconstruction project. A demonstrated lack of private and public funding for the above is sufficient cause to allow demolition;

**Finding:** The site has been vacant nearly twenty years and those years have not been kind to the site or the building. The Highway 138 project removed accesses used for the grocery store near SE Stephens Street; current codes would not allow access onto

the arterial without major transportation mitigation. As the structure is listed as non-historic/non-contributing to the Roseburg Downtown National Register District, it does not qualify for historic preservation funding available to other more significant buildings in the district.

3) Consideration shall be given to the Guidelines listed RMC 12.04.110(G); and;

**Finding:** The cited section applies to all contributing, significant, primary, historic, eligible, or similarly classified Historic Resources. As this property is classified Secondary, this criterion is not applicable.

F. RMC 12.04.110(H) New construction/additions to non-historic resources. This section applies to all non-historic, non-contributing, secondary, ineligible, or similarly classified property. New construction on a vacant lot within a historic district or on a property, lot, parcel or site designated as a non-historic, non-contributing, compatible, secondary and/or not-eligible historic resource can enhance the existing character if the proposed design reflects an understanding of, and is compatible with, the distinctive character of the setting and associated resources. Affirmative findings shall be documented addressing the following guidelines based upon their relative importance:

- 1) **Siting New and Relocated Buildings.** New, added or relocated buildings are sited according to features of the surrounding neighborhood and the overall character of the historic area in terms of orientation, distance to adjacent buildings, traditional setback, and retention of important site features per the requirements of the Secretary of Interior's Standards of Historic Preservation Project and the Historic Preservation League of Oregon's Rehab Oregon Right manual and as follows:
  - a) **Orientation.** The new or relocated building is oriented in a manner to maintain the traditional pattern of the block.
  - b) **Distance.** The distance between the new or relocated building and the adjacent historic resource is compatible with the spacing between existing resources on the same street.
  - c) **Setback.** The setback of the new or relocated building is consistent with the setback of adjacent historic resources on the street.
  - d) **Design.** The overall character of the new construction or relocated building is compatible with existing site features (landscaping, garages and driveways, if applicable) and the traditional character of the surrounding area.
- 2) **Height.** The proportion of the new or relocated building is compatible with the average height of the traditional character of the surroundings.
- 3) **Bulk and Scale.** The bulk and/or proportions (size, mass, and/or volume) of any new or relocated building are compatible with the traditional character of the surrounding. Examine the massing of nearby buildings (whether symmetrical or asymmetrical,

central block or L-shape), and design the new building with similar bulk.

- 4) **Materials.** The materials are consistent with the predominant materials and finishes found on other resources in the surrounding area. Examine the color, texture, pattern, composition, and scale of neighboring historic resources.
- 5) **Width.** The proportion of the new or relocated buildings is compatible with the average width and massing of the neighboring buildings. If a building is wider than other buildings on the block, the façade should be broken up into narrower bays that reflect the common historic widths.
- 6) **Specific Design Elements.** Design elements need to be compatible with the existing character of the surroundings with consideration for, but not limited to:
  - a) **Roof Form.** Visually, the roof form is the most important element in the overall building form. Keep roof forms consistent with the shapes traditionally used.
  - b) **Windows and Doors.** Keep the proportions and pattern of window and door opening similar to neighboring historic buildings. Keep the rhythm of solids (walls) and voids (windows and doors) consistent with the dominant pattern set in the area.
  - c) **Exterior Siding.** Select siding material that is compatible with the historic materials used in the neighborhood. Only use substitute siding materials if similar in style to those used historically.
  - d) **Architectural Details.** Architectural features are to complement the details and style of the neighboring historic buildings. Architectural elements such as eave details, window trim, water tables, and cornices help new buildings blend in with surrounding resources.

**Finding:** Criteria from RMC 12.040.110(H) will be applied to future redevelopment plans for the site.

#### **IV. CONCLUSION**

Based on the above findings, the Historic Resource Review Commission concludes that the application meets the criteria for approval of the demolition request per RMC 12.04.110. The site has been approved for demolition twice previously and the vacant building has become an impediment to redevelopment of the property. Over the last 20 years countless hours of City staff time has been used trying to address the issues involving the deteriorating Safeway building. Unfortunately as the building has become a symbol of blight on our community, staff recommends the Commission approve the demolition request without conditions or delay.

**V. ORDER**

Based on the Findings and Conclusions above, the Historic Resource Review Commission recommends **APPROVAL** of Application Number SR-18-211 to the Community Development Director for demolition of the structure at 406 SE Rose Street as detailed in the staff report.

\_\_\_\_\_  
Stuart Cowie, Community Development Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Andrea Zielinski, Historic Resource Review Commission Chair

\_\_\_\_\_  
Date

Historic Resource Review Commission Members:

- Andrea Zielinski, Chair
- Marilyn Aller
- Bentley Gilbert
- Lisa Gogal
- Nick Lehrbach
- Stephanie Giles

**CITY OF ROSEBURG  
HISTORIC RESOURCE REVIEW COMMISSION  
AGENDA ITEM REPORT**



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**Recommendation to City Council**

**Meeting Date: March 20, 2019**

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**Prepared for:** Historic Resource Review Commission

**Staff Contact:** Teresa Clemons, Associate Planner

**Request:** Historic Review Demolition Request 406 SE Rose Street

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**ISSUE STATEMENT AND SUMMARY:**

City of Roseburg Community Development with support from NeighborWorks Umpqua, Downtown Roseburg Association, and Umpqua Valley Arts Association will submit a grant application to the National Parks Service for Historic Revitalization Subgrant Program. The attached resolution provides additional details about the project.

**OPTIONS:**

- State support of the grant application and recommend City Council adopt resolution.
- Recommend City Council not adopt resolution.

**CONCLUSION/RECOMMENDATION:**

Staff recommends the Historic Resource Review Commission adopt the following motion:

**SUGGESTED MOTION:**

***I MOVE HISTORIC RESOURCES REVIEW COMMISSION STATE SUPPORT OF THE NATIONAL PARKS SERVICE HISTORIC REVITALIZATION SUBGRANT PROGRAM APPLICATION AND RECOMMEND CITY COUNCIL ADOPT THE ATTACHED RESOLUTION.***

RESOLUTION NO. 2019-03

**A RESOLUTION AUTHORIZING AND SUPPORTING APPLICATION FOR A NATIONAL PARKS SERVICE HISTORIC REVITAIZATION SUBGRANT PROGRAM GRANT**

**WHEREAS**, the City of Roseburg, as a Certified Local Government (CLG), is eligible to apply for a 2019 National Parks Service Historic Revitalization Subgrant Program (HRSP) grant.

**WHEREAS**, Roseburg Historic Resource Review Commission recommends the City Council authorize application for the HRSP grant.

**WHEREAS**, approximately \$4.8 million in funding is available and estimated range of funding of \$100,000-\$750,000 is anticipated per award.

**WHEREAS**, The City of Roseburg, in partnership with NeighborWorks Umpqua, Downtown Roseburg Association, and Umpqua Valley Arts Association, is preparing an application for a 2019 NPS HRSP grant to promote historic preservation and economic development efforts within the Roseburg Downtown National Register District.

**WHEREAS**, the City of Roseburg in conjunction with its partners is committed to historic preservation and economic revitalization of its historic downtown.

**IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROSEBURG** as follows:

**Section 1:** Authorization is granted to apply for a National Parks Service Historic Revitalization Subgrant Program Grant to promote historic preservation and economic development within the Roseburg Downtown National Register Historic District.

**Section 2:** This Resolution shall become effective immediately upon its adoption by the City Council.

**APPROVED BY THE COUNCIL OF THE CITY OF ROSEBURG, OREGON, AT ITS REGULAR MEETING ON THE 25th DAY OF March 2019.**

\_\_\_\_\_  
Amy L. Sowa, City Recorder

RESOLUTION NO. 2019-003

**CITY OF ROSEBURG  
COMMUNITY DEVELOPMENT DEPARTMENT  
900 SE DOUGLAS AVENUE (3<sup>rd</sup> Floor)  
ROSEBURG, OR 97470  
541-492-6750**



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## **MEMORANDUM**

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**Date:** March 12, 2019

**To:** Historic Resource Review Commission

**From:** Teresa Clemons, Associate Planner

**Subject:** [2019 Oregon Heritage Summit](#)

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The Inn at the Commons in Medford will host the 2019 Oregon Heritage Summit April 25 & 26. As a Certified Local Government (CLG) program, we are encouraged to attend such offerings. I would like to invite any of you to attend. The City will pay for registration and lodging and reimburse mileage for attendees.

An informal History Walking Tour is available on Wednesday, April 24<sup>th</sup> if you arrive the night before the conference. The Heritage Summit brings together staff and board members from across heritage disciplines to participate in day of content related to board engagement. Through small group activities and large group discussions, the agenda will weave together learning about best practices and applying those ideas to your group's needs. Multiple participants from each organization are encouraged to attend to develop strategies for putting ideas to work back home.

The Summit will cover:

- The role and function of a board of directors
  - Relationship to community as stewards of community funds
  - Fiduciary, strategic, and generative roles of board leadership
  - Distinction between oversight and micro-management
  - Theory of delegation
- Adapting best practices to your board of directors
  - Setting appropriate expectations
  - Defining the right size and scope for your board
  - Organizational structure
- Building the best possible board for your heritage organization
  - Overview of the board development process
  - Creating a board development process for your group

If you would like to attend, please let one of us know so we may get you registered.