

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

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*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 James DeLap
- III. APPROVAL OF MINUTES  
A. Minutes October 16, 2019 – Historic Resource Review Commission Minutes
- IV. AUDIENCE PARTICIPATION: See Reverse for Information
- V. PUBLIC HEARING  
A 663 SE Jackson – Exterior Modifications
- VI. BUSINESS FROM STAFF
- IX. BUSINESS FROM THE COMMISSION
- X. NEXT MEETING – December 18, 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 online 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  
October 16, 2019**

**CALL TO ORDER** – Vice Chair Lisa Gogal called the regular meeting of the Historic Resource Review Commission to order at 3:32 p.m., in the third floor conference room of City Hall, 900 SE Douglas Avenue, Roseburg, Oregon. Chair Andrea Zielinski arrived at 3:41 p.m.

**ROLL CALL - Present:** Chair Andrea Zielinski arrived 3:41 p.m., Commissioners Marilyn Allwer, Lisa Gogal, Jim DeLap, Stephanie Giles, and Nick Lehrbach.

Absent-Excused: Commissioner Bentley Gilbert

Others Present: Community Development Director Stuart Cowie, Associate Planner Teresa Clemons, Sandra De Lap, and applicant Daniel Thomas, 663 SE Jackson, The Sunnyside Theatre.

**APPROVAL OF MINUTES** – *Commissioner Lehrbach moved to approve the minutes of the August 21, 2019 meeting as submitted. The motion was seconded by Commissioner Giles, and approved with the following votes: Chair Zielinski, Commissioners Aller, DeLap, Giles, Gogal, and Lehrbach voted yes. No one voted no.*

**AUDIENCE PARTICIPATION** – None

**BUSINESS FROM STAFF** – Applicant, Daniel Thomas requests HRRC comments and input regarding future renovations to 663 SE Jackson Street, the Jackson Street frontage of the Masonic Hall.

Plans include creating an entertainment establishment serving food and drinks and providing a stage for live music performances. The central front door would remain in its location but front storefront windows would be replaced by roll up-type doors to allow open air seating and dining. Staff recommended consulting with HRRC at this meeting as such modifications to the exterior must be reviewed and approved by the Commission per City of Roseburg Municipal Code. Furthermore, any exterior modifications will be subject to the Secretary of Interior Standards for Rehabilitation, Roseburg Downtown Master Plan, Roseburg Municipal Code, Roseburg National Register Nomination, Fire and Building Codes.

Applicant Daniel Thomas spoke to the commission about the overall concept for the space. The restaurant will be open for coffee in the morning, lunches, and dinners. The menu will be determined by the types of kitchen appliances allowed without installing expensive hoods and ducts which would exhaust to the outside of the historic building. The existing awning will be replicated in hammered copper with signage for The Sunnyside Theatre. Interior renovations not requiring permits have begun and exposed timber framing of the building which will be a prominent design element. The partners also plan to open a 1920s speakeasy in the basement, hoping to draw tourists and locals downtown. They also want to keep the central entry door on Jackson but replace the large storefront windows with glass paneled roll up doors to allow indoor/outdoor dining; a loft space above the entry will hide the door mechanism and provide another area to overlook the stage. Grand opening is planned for New Year's Eve.

Proposed plans based on HRRC comments will be submitted to Community Development Department in order to prepare findings of fact and recommendation to the Commission; the report must be posted one week prior to the meeting on November 13<sup>th</sup>.

**BUSINESS FROM COMMISSION** – Commissioner Gogal asked about status of 236 SE Stephens. The building is raised on timbers about 4 feet above grade to allow installation of a new foundation. Chair Zielinski provided information about the downtown parklet proposed on Jackson Street in front of North 40 Brewing. Discussion about outdoor dining in the downtown area brought up concerns about replacing raised storefront entry with doors opening from the sidewalk to the ceiling at 663 SE Jackson Street. This should be reviewed and discussed by the Commission on November 20<sup>th</sup> prior to approving the renovation.

Cowie explained that the new Urban Renewal Area will provide Systems Development Charge (SDC) buy-downs for new multiple housing projects. Two proposals have already been reviewed, a 68-unit low-income apartment complex and an 89-unit market rate development.

**ADJOURNMENT** – The meeting adjourned at 4:15 p.m. The next Historic Resource Review Commission meeting is scheduled for November 20, 2019.



Teresa L. Clemons CFM  
Associate Planner

# City of Roseburg

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## **IN THE MATTER OF THE REQUEST FOR APPROVAL APPLICATION NO. SR-19-303 663 SE JACKSON STREET EXTERIOR RENOVATION BEFORE THE ROSEBURG HISTORIC RESOURCE REVIEW COMMISSION ORDER OF APPROVAL**

### **I. NATURE OF APPLICATION**

Daniel Thomas and Judd Boedecker, partners in The Sunnyside Theatre, are requesting approval for a proposed remodel to 663 SE Jackson Street. Plans include creating an entertainment establishment serving food and drinks and providing a stage for live music performances. They propose replacing the existing canvas awning with a copper awning in the same configuration and location. The right (south) storefront bay would be replaced by a roll up door. The remainder of the storefront, including the entry door will remain the same.

### **II. HISTORIC RESOURCE REVIEW COMMISSION HEARING**

A public hearing was held on the application before the Roseburg Historic Resource Review Commission on 20 November 2019. At that hearing the Commission reviewed application number SR-19-303 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 (RMC) Title 12: Land Use and Development Regulations adopted by City Council Ordinance 3497 effective May 1 2018 which replaces Land Use and Development Ordinance No. 2363, as originally adopted July 1, 1984, and re-adopted in Ordinance No. 2981 on December 9, 1996, as both may have been amended from time-to-time.
2. The subject site may be described as Tax Lot 10700, Section 19BC, Township 27 South, Range 05 West, Willamette Meridian, R70234.
3. The property is zoned CBD (Central Business District) and lies within the Roseburg Downtown National Register District as are surrounding structures. The building is listed within the district as Historic/Contributing.

4. The Roseburg Downtown National Register Nomination describes the building as listing #136 920 SE Cass Avenue:

*Historic Name:* Masonic Temple

*Date of Construction:* 1909

*Owner:* AF & AF Laurel Lodge No. 13

*Owner Address:* 920 SE Cass Avenue, Roseburg, OR 97470

*Legal Description:* Tax Account Number 52329.01; Tax Lot 10700

*Classification:* Historic Contributing

W. A. Straw was the architect who designed the 40' x 100' four-story brick building occupying the entire southernmost lot on Block 39. The structure exhibits elements of the Italianate style with its flat roof, architrave cornice and paired console "S"brackets. Wide pilasters beginning above a belt course accent the top three floors and differentiate the street level commercial portion of the building from the offices and lodge rooms on the upper three floors. Two commercial entrances are on Jackson Street and one on Main Street.

On Cass Street a recessed entrance embellished with a pediment offers access to the three upper floors. Fenestration is balanced and regular with display windows on at the street level and sets of paired double-hung one/one windows on three upper levels. The top floor windows have a round-arched transom element. In 1909 the newly-constructed building was furnished in solid oak furniture "in the golden oak style", manufactured by J.T. Flook Co. of Roseburg. The Masonic Temple is in good condition and retains its integrity.

The lodge was established on December 22, 1855, under the sponsorship of Salem Lodge #4 AF AM and was chartered approximately two years later. The lodge first met in a building on the southwest corner of Douglas and Kane Streets. From that time until 1909, when the present temple was built, the lodge met at various buildings, including the Roseburg Academy. In 1952 the lodge purchased the 2-story storefront that abuts the temple on the north. Membership of this historic lodge has included many notable Roseburg citizens.

**B. APPLICANT'S PROPOSAL**

The applicant's, as part of a remodel project to convert the existing space into a bar/restaurant entertainment establishment, are requesting approval to renovated the exterior of the building (west face). The exterior renovation includes removing and replacing the existing canvas awning with copper awning and replacing the southern storefront bay with a glass roll up door similar to shown in Exhibit C below.

**C. AGENCY COMMENTS**

Conditions of approval from department review and Historic Resource Review Commission hearing may be attached to any development permits. A site plan review is being processed simultaneously with this Historic Review and all agency requirements attached to the site plan review, in addition to any conditions of the historic review, will

need to be met prior to City approval. In addition, the applicant's will need to acquire all necessary building permits through the Douglas County Building Department.

D. ANALYSIS

Application for exterior remodeling or alteration of Contributing Historic Resources must comply with RMC 12.04.110(G).

E. REVIEW CRITERIA:

RMC 12.04.110(G) Exterior alterations/additions to historic resources.

Exterior alterations/additions to historic resources. This Section applies to all contributing, significant, primary, historic, eligible or similarly classified historic resources. Affirmative findings shall be documented addressing the following guidelines based upon their relative importance:

1. Retention of original construction. All original exterior materials and details shall be preserved to the maximum extent possible.

**Finding:** The applicant's intend to replace the existing awning and install a roll up door in the place of the south bay of the storefront. Staff has included a recommended condition regarding retention of the existing bulkhead below the south bay window (See criteria # 5 for more information regarding the roll up door). No other exterior alterations are proposed. The awning does not appear to be original to the building and therefore retention of the existing awning materials is not necessary. However, the proposed materials to be used for the replacement awning need to be in-kind materials and textures used for historic structures of the Italianate Style (See criterion # 6 for more findings related to material).

2. Height. Additional stories may be added to historic building and zoning codes.

**Finding:** Proposal does not add height to existing structure. Subsection 2(a-d) is not applicable.

3. Bulk. Horizontal additions may be added to historic buildings provided that:

**Finding:** Proposal does not add bulk or request horizontal addition to existing structure. Subsection 3(a-c) is not applicable.

4. Visual Integrity of Structure. The lines of columns, piers, spandrels, and other primary structural elements shall be maintained so far as is practicable.

**Finding:** Visual impact to the major features of the building, such as the cornices and pilasters will be unchanged as a result of the request.

5. Scale and Proportion. The scale and proportion of altered or added building elements, the relationship of voids to solids (window to wall) shall be visually compatible with traditional architectural character of the historic building.

**Finding:** Several plan design guidelines apply to the proposed roll up door. Page 40 of the Downtown Roseburg Master Plan<sup>1</sup> discourages introducing or changing the location or size of windows or other openings that alter the architectural rhythm, alignment or character of the original building. The same section also requires a standard bulkhead height of 18" from the ground providing a separation from the sidewalk grade and the window area. In addition, page 119 of the Secretary of the Interior's standards<sup>2</sup> recommends against changing the size or glazing pattern of windows on primary or highly visible elevations, which will alter the historic character of the building.

Staff recommends that, in order to adhere to the guidelines cited above, the applicant's plans shall be revised to incorporate a roll up door that replaces only the section of existing glass on the south bay of the storefront. This design should fully preserve the existing bulkhead below the window and the recessed entry area to the left of the proposed roll up door. The design should also preserve the projecting bays on both the south and north side of the entryway, which was a common architectural feature of the Italianate Style building<sup>3</sup> (See staff findings for criterion # 6 for recommendations regarding the roll up door materials).

Regarding the visual impact of the awning replacement, page 39 of the Downtown Roseburg Master Plan prescribes a shed awning to be used, which is consistent with the rectilinear building features on both the ground level and the windows on the upper levels. The applicant's plans denote a shed awning to be used for the proposed replacement; therefore, no changes are necessary in regards to the style of awning. However, the plans do not address the extent of the awning replacement. Currently, the existing awning extends across the entire building west frontage, which includes the storefront to the north. Page 116 of the Secretary of the Interior's standards<sup>2</sup> recommends against installation of awnings that do not extend over the entire length of the storefront. Additionally, the Downtown Roseburg Master Plan recommends that when several businesses occupying one building, awning of the same color should be used (See exhibit D). Therefore, in order to achieve and maintain a consistent relationship and design element for the building as a whole, the applicant's plans shall be revised to include a replacement awning that spans the entirety of the west building face, similar in bulk and size of that which is currently in place. (See criterion # 6 for findings related to the awning materials).

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<sup>1</sup> "Downtown Roseburg Master Plan" 1999

<sup>2</sup> "Secretary of the Interior's Standards for the Treatment of Historic Property with Guidelines for Preserving, Rehabilitating, Restoring & Reconstructing Historic Buildings" 2017

<sup>3</sup> <http://www.portlandlandmarks.org/italianate>

6. Materials and Texture. In-kind materials and textures shall be used in the alteration or addition of historic resources. Exterior alteration or addition shall follow the requirements of the Secretary of Interior's Standards for Historic Preservation Projects and the Restore Oregon's Rehab Oregon Right manual.

**Finding:** In regards to the applicant's proposal for replacing the existing south storefront bay with a roll up door, the Secretary of Interior's Standards<sup>2</sup> provide guidance related to preservation of existing windows. The standards<sup>2</sup> recommend retaining and preserving the functional characteristic of the storefront windows, which were historically designed to provide the maximum visibility into a storefront from street view. Considering that wooden window frames and jambs were common to the Italianate architecture and the existing wooden entry door provides historical significance to the storefront, staff recommends the following material be used in the design of the overhead door, in addition to the recommendations provided in regards to criterion # 5: The applicant shall provide a roll up door design that maintains window area to a similar extent that the existing bay window provided. The design should also consider that the framing or structural portions of the roll up door be designed with a wooden finish consistent with the existing entry door.

It is unclear exactly which types of materials are recommended for awnings in the Italianate design period. While awnings were common for storefronts in this design period, many of the examples, such as the Masonic Temple in Wheatland, California (Shown to the left), are canvas or cloth material with horizontal or lateral striping. Since there is no clear guidance on this part, staff is open to discussion regarding the material for the awning. It is notable that a copper awning would likely complement the existing window trim along the storefront, which has a similar metallic finish to copper.



Masonic Temple, Wheatland, CA (Built Circa 1898)

7. Signs, lighting, and other appurtenances. Signs, exterior lighting, and other appurtenances, such as walls, fences, awnings, and landscaping shall be visually compatible with the traditional architectural character of the historic resource.

**Finding:** See staff finding for criterion # 5 regarding the materials for the proposed roll up door and awning.

#### IV. CONCLUSION

RMC 12.04.110(G) Exterior alterations/additions to historic resources requires that each

element of every listed criterion be addressed before a decision can be substantiated. Staff finds that the request to renovate the exterior of 663 SE Jackson Street, as described herein, meets criteria for approval with the attached conditions 1-3:

1. The applicant's plans shall be revised to incorporate a roll up door that replaces only the section of existing glass on the south bay of the storefront. This design should fully preserve the existing bulkhead below the window and the recessed entry area to the left of the proposed roll up door. The design should also preserve the projecting bays on both the south and north side of the entryway.
2. The applicant's plans shall be revised to include a replacement awning that spans the entirety of the west building face, similar in bulk and size of that which is currently in place.
3. The applicant shall provide a roll up door design that maintains window area to a similar extent that the existing bay window provided. The design should also consider that the framing or structural portions of the roll up door be designed with a wooden finish consistent with the existing entry door.

## **V. ORDER**

Based on the Findings and Conclusions above, the Historic Resource Review Commission recommends to the Community Development Director that the Commission **APPROVE APPLICATION NO. SR-19-303 – Exterior Renovation**

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Historic Resource Review Commission Members:

Andrea Zielinski, Chair

Lisa Gogal, Vice-Chair

Marilyn Aller

Nick Lehrbach

Bentley Gilbert

Stephanie Giles

James DeLap

### Attached Exhibits:

Exhibit A: Street View of Building from Nomination c. 2003

Exhibit B: Street View of Storefront Location c. May 2018

Exhibit C: Proposed Exterior Modification to Storefront

Exhibit D: Awning & Window Design Guidelines (Downtown Roseburg Master Plan)

**Exhibit A: Street View of Building from Nomination c. 2003**



**Exhibit B: Street View of Storefront Location c. May 2018**



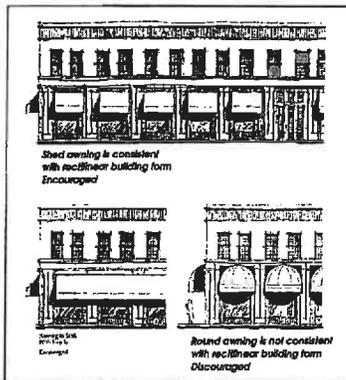
**Exhibit C: Proposed Exterior Modification to Storefront:**



**Exhibit D: Awning & Window Design Guidelines (Downtown Roseburg Master Plan)**

Downtown Roseburg Master Plan **Design Guidelines**

(2) Awning shape should relate to the window or door opening. Barrel shaped awnings should be used to complement arched windows while square awnings should be used on rectangular windows.



- 3) All awnings should be well-maintained, washed regularly and replaced when faded or torn.
- 4) When there are several businesses in one building, awnings of the same color should be used with simple signs on the valance flap that may vary in type style and color to differentiate the individual businesses within the building.

**d. Door And Window Design**

- (1) Accentuate the door with simple details such as a handsome brass door pull, brass kickplate or an attractive painted sign.
- (2) Doors to retail shops should contain a high percentage of glass in order to view the retail contents.
- (3) When considering new window fenestration (window size, size of window panes, mullion type, window materials), it is important that the new design be sympathetic and compatible with the facade theme of the whole block (streetscape).