

Dayton Historic Preservation Committee Minutes of meeting of July 19, 2017

Present: Wayne Herring, Judy Gerrard, Kim Courtin, Kelly Haverkate and Dave Hargett (arrived at approx. 6:40 pm).

Staff: Debra Lien & Heather Nelson

The meeting was called to order at 6:32 by Chair Judy Gerrard.

There was no change to the order of the agenda and no public comment.

Approval of Minutes

Kelly made a motion to approve the minutes as written. The motion was seconded by Wayne, and was passed 4-0. Dave had not yet arrived.

Request by the City of Dayton for repairs and new construction at Brookside Cemetery. Land Use file "Historic Repairs and New Construction 2017-03".

Debra gave a brief summary of the land use request.

The City will contract with a historic preservation professional to conduct an assessment and write a preservation plan that will include monument inventory and assessment, a plot map of the burials, preservation goals and recommendations for headstone cleaning and repair.

An experienced grave marker restoration specialist will provide technical assistance to repair 20 grave markers, which will be identified in the process of developing the preservation plan.

An Oregon historical marker/interpretive sign will be developed, constructed and installed near the existing non-historic sign, which will be removed. This new sign will contain historic information about the cemetery, and may include information regarding preservation plans as well.

Because this property is listed on the National Register of Historic Places, guidelines listed in the City's criteria for exterior alteration and new construction must followed. The conditions are listed in section 7.2.112.07, F of the Dayton Land Use Code.

Decision criteria for Historic Alteration

1. Use of the property is historically similar or new use requires minimal change to its distinctive materials, features, spaces and spatial relationships.

There will be no change-monuments will be repaired.

2. Historic character of a property is retained and preserved. The relocation of distinctive materials or alterations of features, spaces and spatial relationships that characterize a property shall be avoided.

There will be no change except to repair monuments and headstones and to replace the sign at the entrance with a historical interpretive sign. Any vegetation that may need to be removed to replace a monument or to keep a monument from being damaged is not original to the cemetery, and was not part of the National Register assessment and nomination.

3. Use of property recognizes physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or elements from other historic properties shall not be undertaken.

N/A.

4. Changes acquiring historic significance in their own right are retained and preserved.

N/A.

5. Alterations preserve distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize the property.

Repairs will adhere to state and federal guidelines for grave marker repair.

6. Historic features are repaired versus replaced. Where the severity of **determined** (deterioration) requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

We do not anticipate any alterations. Any replacement pieces will be part of the repairs.

7. Use of chemicals and physical treatments, if appropriate, are undertaken by the gentlest means possible. Treatments that cause damage to historic materials shall not be used.

Any cleaning will be done per the state and federal guidelines. If a monument can't be fixed, it will just be left in place.

8. Alteration, including new additions, exterior alterations, or related new construction, do not destroy historic materials, features and spatial relationships that characterize the property. The new work shall be differentiated from the old

and shall be compatible with the historic materials, features, size, scale and proportions, and massing to protect the integrity of the property and environment.
The new interpretive historic marker will be made a Seareach, a company experienced in the manufacture and installation of such signs.

9. New additions and adjacent or related construction us undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment are unimpaired.

The new interpretive marker will be placed very close to the position of the current sign. The current sign is not historic. Replacement of the sign will not disturb any graves or monuments.

10. The Planning Commission considers design guidelines recommended by the Planning Commission or Historic Preservation Committee, such as applicable sections of the City's 1993 Advisory Guidelines or the U.S. Secretary of the Interior's Standards.

This condition will be met at the public hearing scheduled for the August 2017 Planning Commission meeting.

11. The Planning Commission considers comments submitted by the Historic Preservation Committee.

The comments and recommendations will be included as part of the staff report presented to the Dayton Planning Commission at the public hearing.

A brief discussion of the type of signs available was discussed. Judy had a discussion with Annie Von Domitz of Oregon Travel Experience. They have never done a historic marker for a cemetery. More research will need to be done. If a historic marker can't be done, we can still do a sign. Either option would have to meet the criteria for CLG approval. Judy noted that Seareach has a lot of different options available.

Judy, Kelly, Kim, City Manager Scott Pingel met at the cemetery earlier this month with Dave Pinyerd and did a tour of the cemetery. After the tour they crafted a proposal discussion. A decision was made that up to 18 monuments would be repaired.

Budget discussion

Wayne noticed a discrepancy in the proposed labor costs and the totals on the proposal that amounted to \$300.00 difference. Judy requested Scott talk to Dave Pinyerd about the difference. On the grant application we said that we would repair as many monuments as the budget allows.

Approximate costs for a historic "Beaver" marker is approximately \$7,500.00. A pedestal sign would cost around \$4,000.00.

Kim said that we could buy cleaning solution for markers that would not be repaired, or that did not need to be repaired. It is quite expensive.

A land survey was budgeted for \$2,000.00. If it is not needed, underground radar to pinpoint graves where the marker may have been moved was discussed.

There are things we will discover along the way, so we may need to budget for unexpected expenses.

Someone asked about minimum wage matching funds for volunteer hours. The Oregon minimum wage is \$10.00 per hour.

New gravel for the parking area in front of the cemetery is needed. Can the City provide this? Debra replied that the City has agreed to match the amount. If this can't be part of the grant it could come out of the street repair budget. We can ask Scott.

The timeline for the professional study and repairs was discussed. It follows the grant timeline so there should be no problem in getting things done within the frame of the grant.

Motion # 1 to accept proposal

Wayne made a motion, seconded by Kim to accept the proposal for inventory, preservation plan and monument repairs (subject to correction of discrepancy in budget totals) presented by David Pinyerd of Historic Preservation Northwest. The motion was passed unanimously, 5-0.

Motion #2 to forward review and recommendations to Dayton PC

Kelly made a motion, seconded by Wayne to forward their review comments and a recommendation for approval of the request for new construction to the Dayton Planning Commission for their approval. The motion was passed unanimously, 5-0,

Other Business

There was discussion regarding volunteer work. Volunteers will be cleaning headstones, doing research on burials and fostering public awareness of the grant work on various community websites. Don't leave the work for just one or two people to do.

We need to ask Kuri if contracts will need to be signed like they were for the façade restoration projects, and if so, can work be started before they are signed.

Kelly will meet with Seareach to discuss our deadline date. There will be several choices for types of signs, so, there will be many options for spending our money and spending it wisely. We will ask if Scott wants to be involved in the discussions and decision-making about the signs.

Public Hearing notices will go out tomorrow to meet the notification deadline.

Motion to adjourn

Kelly made a motion to adjourn at 7:44 pm, which was seconded by Dave and passed unanimously, 5-0.

Respectfully submitted,

Debra Lien
Community Development Specialist