

Memorandum

Date: October 11, 2011
To: Historic Review Board
From: Sara Javoronok
Subject: Historic Resources Rehabilitation Grants

Background

The City and Historic Review Board received Certified Local Government (CLG) funding for a Historic Resources Rehabilitation Grant program. With the local match, \$6,000 is available. Staff drafted and the Historic Review Board reviewed and approved guidelines and an application for the program in April 2011. It was decided that the maximum grant award would be \$2,000. Staff announced the program in late May and the Historic Review Board set a deadline of September 30, 2011 for applicants.

Staff received seven grant applications, six of which qualified for funding. The total amount of funding requested is \$9,362.50, which is \$3,362.50 in excess of available funding. These grant applications are evaluated below and summarized in the attached spreadsheet. The evaluations include comments from staff and the State Historic Preservation Office (SHPO). Several of the applicants expressed difficulties in obtaining three estimates for the work. Generally, they were able to find three contractors, but one has only two estimates. All but one of the projects is for work that falls under Community Development Code Section 25.100, Minor Alterations and Maintenance, which do not require Historic Review Board approval and can be approved by the Planning Director. The Historic Review Board has already reviewed and approved the project that requires approval. Staff recommends funding the first and second priority elements first, then allocating the remaining funding up to the maximum to the projects with the potential for the greatest impact on the district.

The "Eligible Projects and Funding Priority" from the guidelines are included below, and the three-page guidelines are attached to this report.

First Priority: Projects that restore integrity to the architectural style by removing incompatible features, alterations or additions and/or restoring missing or altered historic features on facades visible from the public right-of-way. Example projects include, but are not limited to, the following: replacing documented missing features such as porch newel posts or balusters, eave brackets, replacing inappropriate windows or doors (aluminum, vinyl, non-wood) with wood windows or doors compatible with the architectural style, removing artificial or inappropriate siding from the house and restoring with appropriate siding.

Second Priority: Projects that remove incompatible features or restore missing or altered historic features on the elevations not visible from the public right-of-way.

Third Priority: Projects that repair or replace in-kind deteriorated historic features that are visible from the public right-of-way or projects that preserve the integrity, safety, and stability of elevations of the building not visible from the right-of-way. Examples of projects include, but are not limited to: decorative features, porch parts, columns, columns, stairs, balusters/handrails, newel posts, porch flooring and porch roofs, windows, doors, siding, foundations, and chimneys.

Discussion

1) 1808 4th Avenue, Mike and Jill Briney

Historic Significance: The residence was constructed c. 1916 and is a Gable Front Bungalow. Its distinguishing features include a front porch and brackets on the eaves. It is a contributing structure in the Willamette Falls Neighborhood Historic District.

Project Costs: \$3,600.91

Grant Request: \$1,800.00

Treatment: Rehabilitation/Restoration

General Project Description: The proposal is for third priority elements. The applicant is proposing to restore the front porch decking and unstable railing wall using the same construction methods, materials, and finishes as the existing decking and wall. Stained fir is proposed for the decking. The applicant is proposing to take apart the railing wall, stabilize, and reassemble.

Secretary of the Interior's Standards: The historic character of the property will be preserved. The deteriorated features will be repaired and replaced as needed. The proposal meets the Secretary of the Interior's Standards.

Project Timeline: The applicant states that it will be complete in April 2012.

SHPO Comments and Recommendation: While this project meets the Standards, SHPO recommends funding the first and second priority projects first.

Applicable CDC Criteria: Section 25.100 C. The applicant is proposing to repair and replace deteriorated elements with the same building material.

Staff Recommendation: Staff finds that the project meets the grant criteria. The proposed project is for third priority elements and staff recommends funding all first and second priority projects before funding all or a portion of the third priority elements.



Front elevation



Front porch



Porch decking



Porch decking

2) 1831 5th Avenue, Jerry and Ruth Offer

Historic Significance: The residence, which was constructed c. 1895, is known as the J.H. Ralston house and has elements of the Queen Anne and Stick Styles. It is a 1 ½ story home with a steeply sloped roof, second floor turret with finial, large front porch, cutaway bay window with brackets, and horizontal lap siding. It is a contributing structure in the Willamette Falls Neighborhood Historic District.

Project Costs: \$2,400.00

Grant Request: \$1,200.00

Treatment: Restoration

General Project Description: The proposal is for first priority elements. The applicant is proposing to restore the upper sash on the front cutaway bay windows and the window in the second story gable. A c. 1915 photograph shows stained glass windows in the upper sash. These windows have since been replaced with traditional glass; however, one original sash was found in the applicant's garage. The applicant is proposing to place this window on the second story and construct upper sash windows with stained glass for the three windows in the first floor cutaway bay.

Secretary of the Interior's Standards: This project meets the Standards since a missing feature will be replaced. The missing feature is documented by photographic and physical evidence through a c. 1915 photograph and the original upper sash.

Project Timeline: The applicant will order the window sashes by December 31, 2011, receive the constructed sashes by March 31, 2012, and will install them by June 30, 2012.

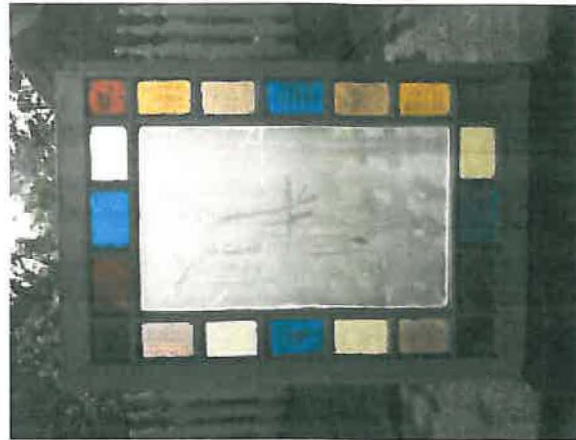
SHPO Comments and Recommendation: SHPO recommends full funding at \$1,200.

Applicable CDC Criteria: Section 25.100 F. The applicant is proposing to replace the existing wood sashes with new wood sashes that will restore the art glass visible in the c. 1915 photograph.

Staff Recommendation: Staff finds that the project meets the grant criteria. The proposed project is for a first priority element, restoring a missing historic feature, and staff recommends funding these first. The project shall be completed using the process proposed by Versatile Sash or Oculus Fine Carpentry.



Front façade



Historic stained glass window



Application excerpt; proposed sash replacement



c. 1915 photograph showing historic sash

3) 1697 6th Avenue, Michael Sampson

Historic Significance: This Bungalow residence was constructed in c. 1912. It has a side gabled roof, recessed porch supported by paired columns, and a shed roof dormer. A non-contributing addition was removed in 2010. It is a contributing structure in the Willamette Falls Neighborhood Historic District.

Project Costs: \$4,276.00

Grant Request: \$2,000.00

Treatment: Restoration/Rehabilitation

General Project Description: The proposal is for first and third priority elements. The first priority elements are to restore and rehabilitate the brackets/corbels on the side gables and replace a window. One bracket/corbel is to be replaced due to deterioration and seven are missing. The applicant is also proposing to replace an existing aluminum replacement window with a 9/1 light wood window. The third priority element is to remove the existing carpet on the porch and stairs, replace the decking, and paint and stain as needed.

Secretary of the Interior's Standards: The proposed project will retain the historic character of the property. The deteriorated historic features will be repaired as possible and the missing features will be restored based on the physical evidence. The proposed project meets the Secretary of the Interior's Standards.

Project Timeline: The applicant will complete the project by May 2012.

SHPO Comments and Recommendation: SHPO recommends funding at \$667.50 for the first priority elements. The window shall have simulated or true divided lights.

Applicable CDC Criteria: Section 25.100 C and F. The applicant is proposing to repair and replace deteriorated elements with the same building material and the applicant is proposing to replace a replacement aluminum window with a new 9/1 light Craftsman style window.

Staff Recommendation: Staff finds that the project meets the grant criteria. The proposed project is for first and third priority elements. Staff recommends funding all first and second priority elements for \$667.50 plus an additional \$132.50 for third priority elements to bring the total balance of staff recommended projects to the available \$6,000.00.



Front elevation



Historic photo, elevation



Side elevation, brackets/corbels



Front/Side elevations, brackets/corbels



Front porch, carpeted stairs



Front porch, under carpeting



Aluminum window on the side façade



Side elevation, c. 1960

4) 1706 6th Avenue, Denise Hoffner

Historic Significance: This Bungalow residence was constructed in c. 1928 and has a side gable, gabled entry with tapered porch posts, and a shed roof dormer. It is a contributing structure in the Willamette Falls Neighborhood Historic District.

Project Costs: \$725.00

Grant Request: \$362.50

Treatment: Preservation/Rehabilitation

General Project Description: The proposal is for third priority elements. The applicant is proposing to replace in-kind deteriorated and narrow gutters. The gutters are visible from the public right-of-way. The applicant will use 3" round downspouts.

Secretary of the Interior's Standards: The proposed project will retain the historic character of the property. The applicant is replacing deteriorated features in-kind. The proposed project meets the Secretary of the Interior's Standards.

Project Timeline: The applicant will complete the project by the end of 2011.

SHPO Comments and Recommendation While this project meets the Standards, SHPO recommends funding the first and second priority projects first.

Applicable CDC Criteria: Section 25.100 A. The applicant is proposing to replace deteriorated and narrow gutters with wider gutters and a 3" round downspout. The replacement or addition of gutters and downspouts is permitted provided the style and materials match those on similar buildings.

Staff Recommendation: Staff finds that the project meets the grant criteria. The proposed project is for third priority elements. Staff recommends funding all first and second priority elements prior to funding third priority elements. In addition, the applicant submitted two rather than three estimates for the work.



Front elevation



Front elevation, gutters

5) 1818 6th Avenue, Adam and Sarah Petersen

Historic Significance: This vernacular gable front residence was constructed in 1898. It has an accessory structure in the rear yard constructed c. 1920, whose form has changed over time. The residence and accessory structure are contributing structures in the Willamette Falls Neighborhood Historic District.

Project Costs: \$10,310.00

Grant Request: \$2,000.00

Treatment: Rehabilitation

General Project Description: The proposal is for first, second, and third priority elements. The elements are all on the accessory structure located in the side and rear yards. The first priority elements are to replace the aluminum window with a wood window and replace the previously boarded up window opening with a new wood window. The second priority elements are to replace the broken wood window with a new wood window and to replace a deteriorated door with a new wood door. The third priority elements are to replace the foundation to help stabilize the structure, replace the façade to accommodate a standard width garage door and set it back so that it is on the lot, and repair and replace damaged siding as needed.

The proposed project was reviewed by the Historic Review Board. Some of the work has been started, but it is not complete.

Secretary of the Interior's Standards: The first and second priority elements involve restoring original openings and replacing deteriorated elements and meet the Secretary of the Interior's Standards. The third priority components alter the garage and man door entries on the west

façade. These are character defining features. However, without altering these features, the garage would not be able to accommodate a standard size garage door and would not be functional for the homeowners. The applicant is essentially changing the use of the shed/garage with a small garage door to a standard 9' wide door that is functional for today's cars. The applicant is also rebuilding the façade so that it does not encroach into the City's right-of-way, as determined by a recent survey. These changes are the minimum necessary. The proposed alterations retain the historic character of the property. The applicant is replacing deteriorated features in-kind. The proposed project meets the Secretary of the Interior's Standards.

Project Timeline: The applicant will complete the project by the end of 2011.

SHPO Comments and Recommendation: SHPO recommends funding the project for the maximum \$2,000.

Applicable CDC Criteria: The components of this project were previously reviewed by the Historic Review Board.

Staff Recommendation: Staff finds that the proposed project meets the grant criteria. Staff recommends funding the project up to the full \$2,000.00.



Front elevation of residence



Accessory structure in rear yard, view from 13th Street and Knapps Alley



Accessory structure from rear yard



Accessory structure, view from Knapps Alley



Accessory structure, enclosed window



Accessory structure, work in progress

6) 1883 6th Avenue, Dave Becker

Historic Significance: This Queen Anne residence was constructed c. 1900. It has a hipped roof and multiple gables, a cutaway bay window with brackets, and a porch with turned porch posts. It is a contributing structure in the Willamette Falls Neighborhood Historic District.

Project Costs: \$6,800.00

Grant Request: \$2,000.00

Treatment: Restoration/Rehabilitation

General Project Description: The proposal is for first priority elements. The proposed project is to remove the existing siding cement asbestos shingle siding from the front and side elevations, which are generally visible from the right-of-way and repair/replace the shiplap siding underneath, as needed, to restore the historic appearance of the residence.

Secretary of the Interior's Standards: The proposed project meets the Secretary of the Interior's Standards for Rehabilitation. The siding removal will restore the historic appearance of the structure. The applicant previously removed the siding from the rear elevation and repaired/replaced the shiplap as needed. This grant will assist with the same work on the front and side elevations.

Project Timeline: The applicant will complete the project by the end of 2011.

SHPO Comments and Recommendation: SHPO recommends funding of the project for the maximum \$2,000. The new siding shall be primed on all sides prior to installation.

Applicable CDC Criteria: The components of this project were previously reviewed by the Historic Review Board.

Staff Recommendation: Staff finds that the proposed project meets the grant criteria. It is for first priority elements and staff recommends funding these first.



Front elevation



Rear elevation, restored shiplap siding visible on left



Side elevation



Front elevation

Recommendation

Staff recommends approving funding for all first and second priority projects for a total of \$4,872.50 and splitting the remaining funding between 1818 6th Avenue (\$995.00) and 1697 6th Avenue (\$132.50). The awards to these properties are based on receipt of funding for first and second priority elements, the cost of the total project, the visual impact the improvement will have on the residence and district as a whole, and the uniqueness of the structure to the district.

2011 Rehabilitation Grants

Project	Address	Project Description	Total Cost	Grant Request	50% of Elements up to Maximum Permitted			Staff Recommendation
					First Priority	Second Priority	Third Priority	
1)	1808 4th Ave.	Restore front porch decking and unstable railing wall.	\$3,600.91	\$1,800.00			\$1,800.00	
2)	1831 5th Ave.	Restore upper sash windows with stained glass	\$2,400.00	\$1,200.00	\$1,200.00			\$1,200.00
3)	1697 6th Ave.	Restore and rehabilitate brackets/blocks, window replacement, carpet removal and deck repair/replacement	\$4,276.00	\$2,000.00	\$667.50		\$1,332.50	\$800.00
4)	1706 6th Ave.	Replace gutters	\$725.00	\$362.50			\$362.50	
5)	1818 6th Ave.	Window opening and replacement, door replacement, foundation, and façade replacement	\$10,310.00	\$2,000.00	\$450.00	\$555.00	\$995.00	\$2,000.00
6)	1883 6th Ave.	Artificial siding removal and repair/replacement of existing siding	\$6,800.00	\$2,000.00	\$2,000.00			\$2,000.00
			\$28,111.91	\$9,362.50	\$4,317.50	\$555.00	\$4,490.00	\$6,000.00

Historic Resources Rehabilitation Grant Guidelines – 2011/2012

The City of West Linn is pleased to announce a rehabilitation grant program for restoration, rehabilitation, and/or repair of historic contributing buildings that are listed on the National Register of Historic Places. Qualified projects can receive a grant that provides for partial reimbursement of the cost to do the work. Grant applications are available in the Planning Department at City Hall or online at <http://westlinnoregon.gov/planning/historic-rehab-grant>. **Applications must be submitted by 5 p.m. on September 30, 2011 and will be reviewed by the Historic Review Board in October 2011.** Funding is limited and grant awards will be distributed based on the priorities below. **The grants are limited to a maximum \$2,000, require a 50% match, and the project must be completed with all paperwork submitted by July 31, 2012.**

Eligibility Requirements

The following standards **must** be met to be eligible for the matching grant:

1. The building must be an **eligible contributing (EC)** building in the National Register Willamette Falls Neighborhood Historic District or listed individually on the National Register. A non-contributing (NC) building may be eligible if the proposed rehabilitation would result in eligibility for contributing status. Please contact Sara Javoronok in the Planning Department at sjavoronok@westlinnoregon.gov or 503-722-5512 for a determination if the project would change the eligibility of the building. This information is available from staff and is shown online on the [Willamette Falls National Register Historic District map](#). Buildings that are not in period (NP) or are beyond the district boundaries are not eligible.
2. Projects must be on the exterior of the structure, but cannot be new construction or an addition. Examples are listed below.
3. Projects must meet the Secretary of the Interior's Standards for Rehabilitation.

Eligible Projects and Funding Priority

First Priority: Projects that restore integrity to the architectural style by **removing incompatible features, alterations or additions and/or restoring missing or altered historic features** on facades visible from the public right-of-way. Example projects include, but are not limited to, the following: replacing documented missing features such as porch newel posts or balusters, eave brackets, replacing inappropriate windows or doors (aluminum, vinyl, non-wood) with wood windows or doors compatible with the architectural style, removing artificial or inappropriate siding from the house and restoring with appropriate siding.

Second Priority: Projects that **remove incompatible features or restore missing or altered historic features** on the elevations not visible from the public right-of-way.

Third Priority: Projects that **repair or replace in-kind deteriorated historic features** that are visible from the public right-of-way or **projects that preserve the integrity, safety, and stability** of elevations of the building not visible from the right-of-way. Examples of projects include, but are not limited to: decorative features, porch parts, columns, columns, stairs, balusters/handrails, newel posts, porch flooring and porch roofs, windows, doors, siding, foundations, and chimneys.

Grant Conditions

1. Grants must have a minimum match of 50% and are limited to a maximum of \$2,000. For example, if the entire cost of your project is \$4,000, you may apply for the maximum \$2,000. Sweat equity may count towards your match only and will be credited at the current minimum wage (unless you are a licensed contractor). The cost of tools may not count towards the project budget. Three contractor's estimates must be included with your application. **The grant will be reimbursed to the owner once the project is complete.**
2. Projects **must** meet the Secretary of the Interior's Standards for the Treatment of Historic Properties, typically the Secretary of the Interior's Standards for Rehabilitation. The Standards for Rehabilitation are below.
3. The owner must sign a Preservation and Maintenance Agreement with the State of Oregon's State Historic Preservation Office. This includes a requirement that the owner must maintain all grant assisted work for a minimum of 5 years. This assists in the preservation of significant features and the structure's integrity, the materials, appearance, workmanship, and environment that enabled its listing on the National Register of Historic Places.
4. **Grants are not awarded for materials already purchased or for work that is already in progress or completed.**
5. Projects that require design review must also have a [Pre-Application Conference](#) and submit a [Development Review](#) application. The grant application and design review processes will run concurrently.
6. The repair and/or restoration of missing or altered historic features requires accurate replication of composition, design, texture, and other visual qualities substantiated by original plans, photographs, or other physical evidence.
7. Grant recipients must display a sign (available from the Planning Department) identifying the project as having received grant funding.
8. Grants are considered taxable income and must be reported on your income tax return. The owner must complete a W-9. The City will furnish a 1099.
9. Before and after photographs must be submitted in electronic format documenting the project.
10. City staff or Historic Review Board members may inspect your property to understand the proposed work and determine eligibility.
11. The applicant must also obtain any necessary building permits.
12. Any contractor performing work on the project must be licensed and bonded for that type of work.
13. All receipts and documentation of expenditures must be submitted with photographs of the completed project for reimbursement and prior to July 31, 2012.

Steps to Approval

1. Determine if Design Review is necessary per Community Development Code Chapters 25 and 26. Contact Planning staff if necessary.
2. If Design Review is necessary, schedule a Pre-Application Conference and complete the Historic Resources Rehabilitation Grant application at the same time as the Development Review application for Design Review is processed.
3. If Design Review is not necessary, complete the Historic Resources Rehabilitation Grant application and submit to the Planning Department.
4. Planning staff will review, let you know if additional information is needed, and schedule for the October 2011 Historic Review Board (HRB) meeting.
5. We recommend that you attend the HRB meeting. If you'd like, you can explain your project and how this grant would assist you. The HRB will approve, deny, or approve with conditions.
6. Apply for and obtain required building or other permits.
7. Complete the project!
8. Let Planning staff know when the project is complete for an inspection.

9. Submit receipts and/or invoices for reimbursement.
10. Receive reimbursement.

Secretary of the Interior's Standards for Rehabilitation (additional guidelines, and other information available at <http://www.cr.nps.gov/hps/tps/standguide/index.htm>):

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Please direct any questions to Sara Javoronok, Associate Planner at sjavoronok@westlinnoregon.gov or 503-722-5512.

This program receives funding from the Oregon State Historic Preservation Office and the National Park Service. The U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability, or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office for Equal Opportunity, National Park Service, 1849 C Street NW, Washington D.C., 20240.

Records maintained by the City concerning grant applications, including information submitted by or on behalf of the applicant, are subject to Oregon's Public Records Statute (ORS 192.410, et seq.). This law provides for disclosure of public records unless specifically exempted by statute. The City will maintain confidentiality of the grant application materials unless disclosure is requested and then only the material required to be disclosed will be disclosed.