

City of West Linn

Proposal for Historic Preservation Inventory Work

May 2007

INTRODUCTION

Building History, Inc. is pleased to submit a proposal for historic preservation inventory work for the City of West Linn. Our team, consisting of Amy McFeeters-Krone, an architectural historian, and Kimberli Fitzgerald, a historic preservation planner, is experienced and dedicated to historic preservation. They have worked both together and independently on projects for several Certified Local Governments, including Salem, Astoria, and Forest Grove. Both are well versed in conducting survey, most recently in Salem and West Linn. Both have written National Register Nominations for a wide array of resources and districts. In addition, Kim and Amy are familiar with preservation planning, and are currently consulting for the City of Salem, acting as their staff preservation planners.

Because of our history of working with the City of West Linn, we feel we are uniquely qualified to complete the work requested. In the last two years, we have completed historic resource surveys of the Willamette neighborhood and the Holly-Grove area of the Bolton neighborhood. We also wrote historic context statements for both areas and prepared a report with recommendations to the City for future preservation planning. We then wrote a grant request to the State Historic Preservation Office to fund the projects selected by the City based on our recommendations. Our intimate knowledge of West Linn's preservation program gives us a distinct advantage in completing the currently requested work.

The Building History, Inc. team fully understands the scope of this project, having completed the grant request for its funding. The City of West Linn and its recently established Historic Resources Advisory Committee would like to establish and develop its historic preservation program. The City would like to adopt an official local historic resources inventory by compiling existing information on previously surveyed properties. Secondly, the City would like to conduct a reconnaissance survey of Willamette Falls Drive between 13th and 14th, consisting of approximately ten properties, to determine whether this area should be included in the planned Willamette National Register district nomination. Finally, the City would like to achieve the long-standing goal of completing a National Register of Historic Places district nomination for the historic Willamette neighborhood.

As an established and highly regarded local historic preservation consulting firm, the Building History, Inc. team is well-qualified to meet the needs of the City of West Linn within the allowed budget and timeline.

SCOPE OF WORK

The Historic Preservation Inventory Project includes three distinct parts which, when synthesized, will allow the City of West Linn to achieve its historic preservation goals for 2007-2008.

The identified tasks of this project are:

1. Establish a local historic resource inventory for the City of West Linn, by compiling previously gathered information from local historic surveys, the Clackamas County Cultural Resources Inventory, or any other surveys or local inventories. A standard inventory database, utilizing the Oregon State Historic Preservation Office inventory Microsoft Access database, will be prepared and presented to the West Linn City Council for review.
2. Conduct a reconnaissance level survey of approximately ten properties along Willamette Falls Drive between 13th and 14th for possible inclusion in the proposed National Register District nomination for the Willamette neighborhood.
3. Complete a National Register of Historic Places district nomination for the historic Willamette neighborhood.

METHODOLOGY

Building History will conduct this project according to the following steps:

1. Prepare West Linn Cultural Resources Inventory: July-December 2007

In order to develop a Goal 5 inventory of historic resources for the City of West Linn, we will first compile existing data from previous local historic surveys, the Clackamas County Cultural Resources inventory, and any other local inventory sources. From this draft list, we will conduct a reconnaissance level survey to photograph and confirm the integrity of each resource. We will then review and synthesize the existing survey data into a single database following the standards of the State Historic Preservation Office. Those that have sufficient historic research already completed will have Intensive Level Survey data completed and added to the database. Those that do not have the adequate information will be identified for additional ILS survey in the future.

Tasks:

1. Collect existing historic surveys. Establish draft list of properties to be included in the inventory. Present to the City of West Linn and the HRAB for their input.
2. Utilizing SHPO's RLS Survey Research Design Standards, collect RLS data for all properties and enter the data into SHPO's Access Database for use by the City.

- Overall Description- a general description of existing property types, style, construction methods and materials and their geographic distribution. Physical development of the district-a general description of how the district developed over time, including a geographic distribution of property types.
- Classification of Resources- a summary of the existing resources and how they have been classified as contributing or noncontributing. Includes an inventory of individual resources.
- Intensive (ILS) Surveys will be completed on a limited number of properties.

7. Section 8 & 9: Draft Statement of Significance Feb 2008-April 2008

- Introduction/Overview
- Statement of Significance: The significance of the district will be clearly identified under criteria A, B or C, and a clear definition of both the physical and temporal boundaries will be provided.
- History and Context: History and development of the community by thematic period.
- Bibliography (Section 9)

8. Section 10. May-June 2008

- Establish acreage and UTM references
- Verbally describe boundary
- Develop boundary justification

Additional Documentation

May- June 2008

1. USGS map
2. General map of historic district, clearly showing boundaries and vicinity.
3. Streetscape and representative black & white photographs of the district (2 sets), labeled per NPS standards. Color slides for review by the SACHP. Include individual photographs in the Access Database.
4. Maps to illustrate existing resource distribution.
5. Map to illustrate the classification of resource types.
6. Map of contributing/non-contributing resources.

Public Participation/Education Component

October 2007-Aug 2008

We encourage the City to establish a subcommittee that will be responsible for coordinating the education of property owners within the potential historic district. We will meet with the subcommittee during the National Register Process to assist with development of flyers, press releases, or website development to get the word out about the benefits of being in a district.

Present progress reports and Draft Nomination to subcommittee in December, February and April. The final draft nomination will be presented to the subcommittee in July 2008 for their review and comment.

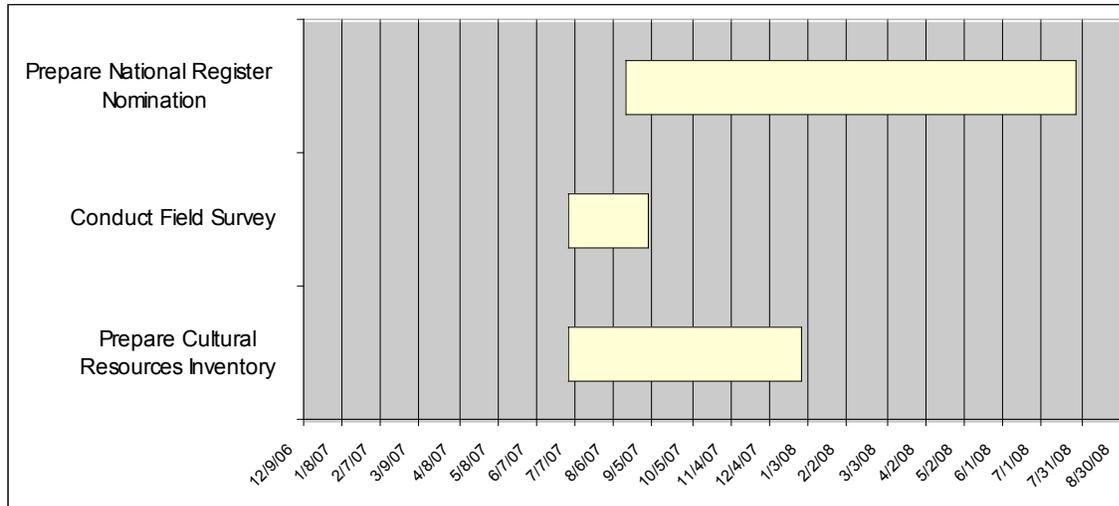
State Advisory Committee for Historic Preservation/ State Historic Preservation Office Coordination Component

Prepare for coordination with the City/SHPO and the SACHP during the writing/revision process.

1. Meet initially with the City to confirm both the temporal and geographic boundary. Suggest a general area of significance for the district.
2. Meet with SHPO staff after this initial meeting to verify and confirm the direction of the district.
3. Prior to formal submittal of the nomination to SHPO, meet with SHPO staff and receive their feedback/suggestions.

Product: Complete National Register District Nomination Package

SCHEDULE



The project timeline is flexible and will be determined in consultation with the staff of the City of West Linn. Several steps can be conducted simultaneously, and several steps will require review by staff. All tasks will be completed by Kimberli Fitzgerald and Amy McFeeters Krone.

The following is a tentative schedule:

- July 2007: Initial meeting with City staff and HRAB
Collect existing survey data; prepare draft inventory list
- August 2007 Collect existing survey data- conduct additional fieldwork
Compile RLS survey data - photograph sites
- September 2007: Compile ILS survey data
Conduct field survey of Willamette Falls Drive area
- October 2007 Enter RLS & ILS survey data into Access database; Prepare final draft of West Linn Cultural Resources Inventory for comment by HRAB
- November 2007: Collect and synthesize information for Willamette NR Nomination; Complete any revisions to Cultural Resources Inventory: Complete data entry.
- December 2007: Present final draft of West Linn Cultural Resources Inventory to HRAB for presentation to Council. Prepare National Register Nomination Form: Sections 1-6
- January 2008: Prepare National Register Nomination Form: Section 7

- February 2008: Prepare National Register Nomination Form: Section 7
- March 2008: Prepare National Register Nomination Form: Sections 8 & 9
- April 2008: Prepare National Register Nomination Form: Sections 8 & 9
- May 2008: Prepare National Register Nomination Form: Sections 10 & Additional Documentation
- June 2008: Prepare National Register Nomination Form: Sections 10 & Additional Documentation
- July 2008: Present Draft nomination to City staff and HRAB
- August 2008: Deliver final products to the City of West Linn by August 31

QUALIFICATIONS AND EXPERIENCE

Consultant Capabilities

Building History, Inc. is an established, well respected historic preservation consulting firm. We provide a wide range of services in the areas of historic preservation and architectural history. We have the capability to work on a variety of project types and can effectively team with other professionals on large projects. We have worked with developers, architects, landscape architects, environmental engineers, local, state, and federal government agencies, utility companies, cultural resource professionals, non-profit organizations, building owners and home owners on projects large and small.

We specialize in providing preservation planning services, well researched historical information, an accurate assessment of historic merit and integrity, and guidance in meeting the requirements of the various state and federal programs and regulations which apply to historic properties.

Currently, the Building History team is providing ongoing historic preservation planning consulting services to the City of Salem. We are also preparing a Preservation Plan for the City of Astoria, where we recently created a series of brochures illustrating appropriate rehabilitation to specific elements of historic buildings.

We carefully structure our schedule so that we are sufficiently staffed and always meet deadlines. Our goal is to provide full service from proposal to product, on time, as seamlessly as possible for our clients. As a small firm, Building History, Inc. is able to closely monitor and control costs and work quality. We take pride in meeting budgets and presenting high quality products.

Building History Inc. is a certified Women Business Enterprise (WBE) and Emerging Small Business (ESB), as well as an Equal Employment Opportunity (EEO) company.

Amy McFeeters-Krone, President and Architectural Historian

Amy will act as the project manager for this project. She has been involved in the field of Cultural Resource Management for more than twelve years. Since 1999, she has been a self-employed architectural historian and historic preservation consultant with an excellent reputation for well-researched and professional National Register Nominations, Oregon Special Assessment Applications, Federal Certification Applications, and Section 106 reports. She is also a former member of the Oregon City Historic Review Board, where she is involved in many aspects of preservation, including design review, planning issues, and reviewing National Register nominations.

Currently, Amy McFeeters-Krone is part of a team which provides historic preservation planning consulting services to the City of Salem. She is also the chair of the National

Register District Nominating Committee for the Irvington neighborhood in Portland, a volunteer position. In this role she is coordinating the survey, context development, and writing of a National Register District Nomination.

Prior to founding Building History, Amy was Senior Architectural Historian at GAI Consultants, in Monroeville, PA, an environmental engineering firm with a full-service cultural resource division focusing on Section 106 compliance projects. While there, she researched and wrote context statements, including one for Revolutionary War redoubts at the United States Military Academy at West Point. She also completed Section 106 documents and wrote National Register nominations. Amy also worked at The Public Archaeology Laboratory, Inc. in Pawtucket, Rhode Island, as an architectural historian, performing a wide variety of projects including large architectural surveys, most notably of Plymouth, Massachusetts, and National Register Nominations. She has an M.A. from Boston University in Historic Preservation, and a B.A. from the University of Michigan in Anthropology. Amy McFeeters-Krone meets the Secretary of Interior Historic Preservation Qualification Standards for an Architectural Historian, having a graduate degree in historic preservation and over ten years of experience in the field.

Kimberli Fitzgerald, MCP/CHP, Preservation Planner

Kimberli has worked as a preservation professional on a variety of preservation and planning projects in the field of planning and preservation for more than ten years. Ms. Fitzgerald is currently project lead for the City of Astoria's Historic Preservation Plan Project. This project consists of soliciting public input through informational surveys and public meetings and preparing a Comprehensive Preservation Plan to help prioritize future preservation projects and streamlining Astoria's existing Historic Landmarks Ordinance. Ms. Fitzgerald is project lead for the City of Hillsboro's Landmark's Commission Project. Phase I of this work included conducting two community surveys and presenting alternatives to Hillsboro's City Council. Now, in Phase II of this project, she will be streamlining their local Ordinances and preparing their CLG application, as well as establishing a Landmarks Commission and updating their historic resources inventory. She is project lead for the Monteith National Register District Expansion project in Albany and project lead for Phase II of the Southside Intensive Survey for the City of Forest Grove. She is part of a consulting team responsible for drafting a preservation plan and design guidelines for OSU. As a member of this team, Kimberli is responsible for completing the National Register District and MPS Nomination for Oregon State University.

In 2006, she was part of the Building History team which completed a survey and historic context statement for two neighborhoods in the City of West Linn. Since 2005, Ms. Fitzgerald has been part of a consulting team responsible for providing ongoing Preservation Planning services for the City of Salem's Historic Landmark's and Design Review Commission. In 2005, she was part of a consulting team which completed a historic context statement as well as a reconnaissance survey and inventory of 300 historic properties for the Southside Survey area for the City of Forest Grove. Also in 2005 she was project lead for the North Bend Historic Landmark's Commission CLG

project. She has been an independent preservation planning consultant since 2004. She has worked as an independent contractor and subcontractor and has successfully prepared National Register Nominations, Special Assessment Applications, and Federal Tax Certification Applications in both Oregon and Washington.

Prior to becoming an independent preservation consultant, Kimberli assisted the State Preservation Planner with the update of the Oregon State Historic Preservation Plan in 2004, specifically working on data collection and evaluation for the statewide needs assessment as well as drafting an updated preservation planning handbook. Kimberli also worked for Heritage Consulting in Portland, OR in 2003-2004. Her duties included research and writing relating to National Register nominations, HABS Reports, surveys, Special Assessment applications and historic preservation tax credit applications. Kimberli has also served on the Hillsboro Planning Commission for the last six years, is a former member of the Forest Grove Landmarks Board and former Chair of the Gresham Historic Resources Advisory Committee.

As a former Permit Clerk, Assistant Planner, Landmark's Board Member and Planning Commissioner, Kimberli has experience in utilizing and applying City design and construction standards, codes and policies and procedures. Kimberli holds a Master's degree in City Planning from the University of Pennsylvania with a Certificate in Historic Preservation and a BA from Linfield College in Political Science. Kimberli Fitzgerald meets the Secretary of Interior Historic Preservation Qualification Standards for the Preservation Planner.

REFERENCES

For Kimberli Fitzgerald:

Debbie Raber, City of Hillsboro	503 681-6155
James Reitz, City of Forest Grove	503.992.3227

For Amy McFeeters-Krone:

Bradley Malsin, Beam Development	503.595.0140
John Carroll, Carroll Investments LLC	503.228.6001

For both:

Judith Ingram Moore, City of Salem	503.588.6173
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COST BREAKDOWN

<u>Cultural Resources Inventory:</u>		\$5,000
Review Existing Data	10 hrs	\$750
Conduct Field Survey & Research	30 hrs	\$2250
Compile & Input into Access	20 hrs	\$1500
<u>Willamette Field Survey</u>		\$1500
Field Work	10 hrs	\$750
Compile & Input into Access	10 hrs	\$750
<u>Research and Write District Nomination</u>		\$15,000
Sections 1-6	20	\$1500
Section 7	70	\$5250
Section 8 & 9	80	\$6000
Section 10	10	\$750
Supplemental & Photos	20	\$1500
 Photo Materials and Supplies		 \$500
<hr/> TOTAL:		\$21,500