

**CITY OF COTTAGE GROVE**  
**HISTORIC LANDMARKS COMMISSION**  
Minutes of the Regular Public Hearing  
January 17, 2008

**CALL TO ORDER**

The meeting was called to order at 7:30 p.m. by Community Development Director Howard Schesser in the Council Chambers at City Hall.

**ROLL CALL**

Recording Secretary Cindy Blacksmith called the roll. The following were:

Present: Alice Christianson, Marie Longfellow, David McClean, Marston Morgan and Lloyd Williams.

Absent: None.

Staff Present: Community Development Director Howard Schesser, City Planner Amanda Ferguson, Jessica Duggan, and Recording Secretary Cindy Blacksmith

Staff Absent: None

News Media Present: None.

Director Schesser welcomed all those present. That the Historic Landmarks Commission (HLC) had been incorporated in the new development code and that the Commission had formed with unanimous support from the City Council.

Director Schesser stated that normally City Planner Amanda Ferguson would be the staff person handling this Committee.

## Election of Officers

Director Schesser conducted the election of offices with Alice Christianson being elected as Chair and Lloyd Williams being elected as Vice-Chair.

## Welcome from the Mayor

Mayor Gary Williams stated that it was very exciting for Cottage Grove that this Commission had been formed. He further stated that all the members had served the City in one capacity or another in the past. He felt it was really gratifying to see folks come back and serve the City in a different venue. He confirmed that the City Council did adopt the formation of this Commission unanimously. He stated he wished to thank staff for their hard work in getting to this point to where a Commission could be formed. He wished all the Commission members the best of luck.

## Rules and Responsibilities of the Historic Landmarks Commission (HLC)

City Planner Ferguson discussed the format for this and future meetings. She stated that the HLC is both a review body for quasi-judicial applications and an advisory committee for staff and for the City Council on historic resource issues. So there will be a lot of different things that can be done with the HLC unlike the Planning Commission or City Council.

City Planner Ferguson stated that one of the first things that should be accomplished is the City's designation as a certified local government (CLG) and in order to start the process she would need biographies from each member. One of the requirements of a CLG is that you have a Historic Landmarks Commission that actually has the background to adequately review historic resources and the applications associated with them.

Ferguson stated that one of her goals was to complete a historic resource inventory for the entire city. So the next HLC meeting will mostly be associated with that and getting the Commission's direction on where to focus doing the historic inventory. Once those areas are identified she will then do a windshield survey of those areas, bring that information back to the Commission and with Commission guidance identify structures for a more detailed historic inventory. Those structures, homes or businesses, will then be a recommendation to the Planning Commission for designation as a landmark in the City of Cottage Grove and they will also be protected under the local historic preservation ordinance. This will expand the preservation ordinance from being just being applicable to downtown to also being applicable to any historic resources throughout the City that are considered important locally.

Ferguson also stated that the Northwest Neighborhood has hired a contractor who is currently working on a National Register nomination and she expected that the HLC would see a National Register nomination request sometime during the summer. That

request before it goes to the State Historic Preservation Office for review, has to be approved by the HLC, so this will also be a task for the Commission.

### Ex Parte Contact

Marie Longfellow and Lloyd Williams both declared for the record that they were members of the Cottage Grove Prospectors and Golddiggers. Director Schesser asked if any Commissioner objected to either of these members participating and if anyone in the audience objected. For the record no objections were heard.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

#### Cottage Grove Prospectors and Golddiggers – Historic Alteration (HA 1-08)

The Cottage Grove Prospectors and Golddiggers organization is proposing to add a rear porch onto the Dr. Snapp House, a 1898 historic museum located at 360 South River Road. The porch will be a full-width, covered porch approximately 5 feet wide and 26 feet long, with a shed roof and turned posts and balustrade. Three steps will lead up to the porch, which will be aligned with the existing rear entrance.

City Planner Ferguson stated that this house had been relocated onto its current site in 1959. It was originally located on the other side of River Road closer to the apartment building on the corner. That when the structure was relocated, it was positioned differently than it had been historically positioned on its site, it originally would have had its front door facing the street, River Road in this case, when they located it they located it sideways. So the area that is actually being proposed for the new porch is what is historically the rear of the building, but it is effectively the side of the building or the front of the building if you're looking at it from the parking lot of Prospector Park. For historical context what they're talking about is replacing the historic porch that would have been on the building that would have been on the rear of the building. The 1989 Sandborn's do show the Snapp House having a full width rear porch. The applicant is requesting the ability to replace that porch with a new porch in order to basically stop some weather damage that is beginning to occur. The removal of the porch, probably with the relocation of the building, has left a portion of the structure exposed to the weather that was not designed to do so.

Ferguson discussed the ADA requirements associated with this project and stated that the building official was willing to allow the applicants to proceed with the project as

long as they signed an agreement to actively pursue and complete the ramp requirements within five years.

Commissioner Morgan asked for clarification that a ramp will not be constructed at this time, but they will promise to put one in within five years.

Ferguson stated that was correct and that they will pave an ADA parking space at this time. They will also have to pave the entrance to the parking lot as it has been the City's policy over the last several years that anytime a currently existing gravel parking lot has an improvement, at least the threshold and first 10 feet has to be paved so that they don't drag gravel out into the public street. Staff is not requiring that they pave the entire lot, as would be the requirement if this was a new building, but they at least have to stop pulling gravel out into the street.

Commissioner Longfellow asked if the parking lot entrance was large enough so that they don't have to widen it.

Ferguson replied that the curb cut was fine and not a problem.

Commissioner McClean asked if there were any old photos of the house showing the porch.

Ferguson replied that she had not ever seen a photo of the Snapp House before it was moved.

Schesser stated that the porch is shown on the Sanborn map.

Commissioner Longfellow stated that the records had been searched and they had not been able to find a photograph.

Ferguson replied that the Sanborn map showed the footprint of the porch but was not aware of any photographs.

At this time there was a general discussion between Commissioners, staff and the applicant with regard to the type of roof being proposed. The result was that Ferguson indicated that this Commission had the authority to require a more historically accurate roof instead of the shed type roof being proposed.

#### OPEN PUBLIC HEARING

Tom Munroe said he was a current member of the Cottage Grove Prospectors and Goldiggers, also a current member of the Cottage Grove Genealogical Society, also a member of the Cottage Grove Historical Society, and a City Councilor so he knew most of the HL Commission members. He stated that Exhibit D, the Sanborn Map, showed the porch and another addition that they were not sure what it had been. He stated that the house was supposed to be destroyed in a controlled burn but that the

Prospectors saved the house for \$1 and they moved it to the current location after the land was filled in. He stated that Exhibit B showed another entrance on the east side of the house and at one time they believed that the porch when all the way around the back of the house and up the side of the house and included that doorway. Looking between the back door and the far east window, there was a door there also. Apparently when the house was moved they had problems and they did away with that door and resealed the whole back of the structure. The window sills and the door framing was not changed for south weather and they have had a terrible time trying to save the south side of the structure.

Mr. Monroe asked for clarification of the discussion that was lead by Commissioner Morgan regarding the roof structure.

Commissioner Morgan replied that normally the porch would have had hipped ends.

Mr. Monroe replied he had thought of that but felt that the Sandborn Map did not show a hip.

NOTE: At this point Mr. Monroe approached Commissioner Morgan at his podium and a discussion took place between the two of them. After a few minutes staff interrupted because not all those present could hear what was being discussed and asked that it be shared with everybody.

Chair Christianson said her understanding of the discussion that just took place has resulted in the consensus that the ends of the roof have hipped sections in order to be more historically appropriate.

Mr. Munroe stated he was in agreement and did not see a problem with that requirement.

Chair Christianson asked if the proposed roofing material on the addition would match the existing material.

Mr. Munroe replied that it would. He further clarified that when they obtained the structure in 1959 the existing roofing material was composition and not shake or shingle. He did not know how long ago it had been changed.

Commissioner Longfellow suggested that when this proposal is presented to the Planning Commission that they be supplied with some of the photographs of the structure when it was being reroofed.

Ferguson stated if there were other photos that they would like to submit that they could be included with the information that is provided to the Planning Commission.

**CLOSE PUBLIC HEARING**

IT WAS MOVED BY COMMISSIONER MCCLEAN AND SECONDED BY COMMISSIONER LONGFELLOW TO FORWARD WITH A FAVORABLE RECOMMENDATION APPLICATION FILE NO. HA 1-08, TO THE PLANNING COMMISSION BASED ON THE CRITERIA, FINDINGS, CONCLUSIONS, RECOMMENDATIONS AND CONDTIONS AS CORRECTED.

Vote on the motion was as follows:

VOTE	Commissioner Longfellow	Commissioner McClean	Commissioner Morgan	Commissioner Williams	Chair Christianson
AYES	X	X	X	X	X
NAYES					
ABSTAIN					

**INFORMATION FROM STAFF**

Regular Meeting Schedule

It was decided that the third Thursday worked for everyone for regular scheduled quarterly meetings. Any applications requiring action by the HLC will be scheduled on an as needed basis.

Training Needs

Ferguson stated she would be contacting SHPO and try to get one of the first two Saturdays in April for them to come down for a several hour session.

**ADJOURNMENT**

IT WAS MOVED BY COMMISSIONER WILLIAMS AND SECONDED BY COMMISSIONER MCCLEAN TO ADJOURN THE MEETING AT APPROXIMATELY 8:50 P.M.

Vote on the motion was as follows:

VOTE	Commissioner Longfellow	Commissioner McClean	Commissioner Morgan	Commissioner Williams	Chair Christianson
AYES	X	X	X	X	X
NAYES					
ABSTAIN					

ATTEST:

APPROVED

---

Cindy Blacksmith, Secretary

---

Alice Christianson, Chair