

**CITY OF LA GRANDE**  
**Landmarks Commission Meeting**

**Regular Session**

**Thursday, November 10, 2022**

**La Grande City Hall**  
**1000 Adams Avenue**

**MINUTES**

**COMMISSIONERS PRESENT:**

Lindsay Costigan  
Cassie Hibbert  
Katie Boula  
Rod Muilenburg

**COMMISSIONERS ABSENT EXCUSED:**

**DISCUSSION/DISPOSITION**

**STAFF PRESENT:**

Kendra VanCleave, Secretary  
Mike Boquist, City Planner

**CITIZENS PRESENT**

Anthony Hilton (applicant)  
Kimberly Hilton (applicant)  
Wayne Niche (contractor)

**CALL TO ORDER/ROLL CALL**

HIBBERT called this Regular Session of the Commission to order at 6:00 p.m., and asked for Roll Call; a quorum was determined to be present.

**AGENDA APPROVAL**

No changes. The Agenda was approved as presented.

**CONSENT AGENDA**

- a. Consider Minutes from November 18, 2021 meeting.

BOULA introduced the following Motion, with COSTIGAN providing the Second.

**MOTION:** The Minutes of the November 18, 2021 meeting be approved as presented.

**USC:** Unanimous

- b. Consider Minutes from September 8, 2022 meeting.

COSTIGAN introduced the following Motion, with MUILENBERG providing the Second.

**MOTION:** The be approved as presented

**USC:** Unanimous

HIBBERT asked for declarations and challenges, there were none.

HIBBERT asked for the staff report.

BOQUIST opened with the application for a façade improvement project that includes removing and replacing the existing business entry along Elm Street.

The project includes:

1. Removing the entire entry façade, including the entry way doors, windows, framing, etc.;
2. Framing a new 2x6 façade wall (recessed);

**NEW BUSINESS**

- a. *Consideration of Historical Appropriateness*  
*107 Elm Street, 02-HLA-22*  
*Anthony and Kimberly Hilton*

3. Installing a new 3' wide entryway door, centered
4. Installing 2 – 2'x4' aluminum side windows (dark bronze/black color), one on each side of the entryway door;
5. Install 3 – 2'6"x3'6" aluminum windows over the entry (dark bronze/black color);
6. Install a timber frames awning over the recessed entry, which projects out past the main building façade and 18" over the sidewalk.
  - a. Tongue and groom decking on rafters (visible as the ceiling within the recess);
  - b. Snap lock metal roofing (weathered copper color);
7. Exterior wall (siding) will be snap lock siding (black).
8. All exterior door and window trim will be metal J Trim (black)

BOQUIST continued the subject building is classified as **Non-Contributing**. The building was built in 1927 but the entire façade has been modernized. The proposed work is adjacent to and visible from the street, based on this the project is subject to Standards B and C of the Historic District Design Standards

HIBBERT asked for testimony from the applicants.

Kimberly HILTON commented 10 years ago they purchased the building. The entrance to the building had an eyebrow (awning) over the doorway which filled up with snow when the wind blows and created a significant snow accumulation. They took it down 2 years ago as it was rotting and cracked. Currently, the entrance area is cold in winter and warm in summer. Would like to take out the entire window portion and replace with a steel door with smaller windows to be more energy efficient. Additionally, put in an awning over entrance that draws the water away from the building. The old eyebrow (awning) dropped water down the inside brick then water trickles down and gets inside basement.

Anthony HILTON commented with the existing windows and the right wind, the water comes around the framework in the bricks. The proposal will help with that and seal the foyer. On the right inside wall there is a water stain that runs down the wood. By reducing the window size and adding an awning it should protect and keep snow away from building. When the water backs up, it goes down the side where an old electrical panel is in basement and cannot move panel because it's embedded in the concrete.

Kimberly HILTON added with the right wind, the door will open and sometimes will have to lock the door from

the outside. Anthony HILTON stated they replaced the trim around the door, but it is beyond its life span.

BOQUIST added the application was submitted with a sample of the metal material to be used for the siding and gave back to the applicants to share with the Commission at the meeting.

Applicants showed the Commission the sample.

Kimberly HILTON commented the front framing will be black metal and is a standing seam (no screws) and the awning will be covered with the dark copper metal.

Wayne NICHE asked if it would be possible to put in a solar bronze or tint the upper floor windows to reduce the summer heat in that part of the building.

BOULA commented the current exterior building doesn't match up with any of the historic district in terms of the outside, but there are the interior historic components. How are the standards applied to a noncontributing building when it is known there is a historic interior and dealing with the windows and tinting.

HIBBERT responded that the Commission has to apply the non-contributing building standards and street standards. Standard B outlines the non-contributing buildings and Standard C outlines work visible from the street on facade. In regards to the tinting in standard C.2 (e) it says to use clear and or slightly tinted glass, the intent of that is to allow for a solar coating to assist with the heat in the building but not to be a highly tinted or mirrored glass.

Kimberly HILTON commented the standard says storefront and the building is an office building and always has been. HIBBERT responded that it would still be considered a storefront.

The applicants discussed a couple of security issues they have experienced. There are several homeless that live behind building and starting it's starting to happen in front foyer and would like to be more secure.

HIBBERT commented the proposal before the Commission is addressing the security issues with the door replacement and didn't see anything in proposal about tinted glass.

NICHE responded correct they were trying to stay within the guidelines and wanted to see how much leeway they could get with the tinting. HIBBERT responded the guidelines are clear no tinted glass.

HIBBERT directed the group to go through each of the standards.

**B. STANDARD 'B' – NEW or NONHISTORIC CONSTRUCTION**

**B.1. GROUND FLOOR**

*Design new street-facing storefront bays to be similar in size and features to those in nearby contributing buildings. Allow for new ground floor openings that respect an existing buildings original use and style. Not applicable.*

**B.2. BUILDING PROPORTION**

*Reflect the general size proportion, and volume of the District's contributing buildings in new construction or in changes to no historic buildings. Not applicable.*

**B.3. STREETScape & SETBACKS**

*Construct street facing walls of the building to the common street building line or "street wall". Not applicable.*

**C. STANDARD 'C' – WORK VISIBLE FROM THE STREET**

**C.1 MATERIALS**

*Reflect existing historic materials and finishes in the District when selecting new or replacement materials, and maintain existing materials such as brick, wood and metal.*

BOULA asked about the material on the frame of windows. NICHE responded the frame of the windows is aluminum and a dark bronze/black for the color.

BOULA asked if the metal siding will be on the awning. NICHE responded there will be metal on the awning that will be the copper color and the metal siding down the sides in the entry will be black. There is very little metal siding as most of it will be the door and windows.



HIBBERT asked if the timber frame will be exposed under the soffit. NICHE responded yes the framing (timbers) itself will still be exposed. The ceiling will be a tongue and groove product on top and will be black stained.

There was consensus that this project was not in conflict with this standard.

## C.2. WINDOWS

*Preserve, repair, and retrofit existing wood or metal windows to improve energy efficiency. Use durable materials and visually matching finishes, profiles, and depths for any new windows.*

HIBBERT suggested the upper center window match the width of the entry door and be installed in alignment with the doorway. Also the upper left and right window match the width of the side windows, on each side of the entry door on the ground floor, and that these windows be installed in alignment with the ground floor windows.

There was consensus from the group this project was not in conflict with this standard.

## C.3. AWNING

*If awnings or canopies are proposed, place them to respect and highlight the storefront bay pattern of the building.*

BOULA asked if the awning will meet the height requirement for clearance. BOUQUST commented it is

a 7' clearance and they meet the clearance requirement.

HIBBERT asked if there is a gutter plan for the awning. NICHE responded no.

There was consensus that this project was not in conflict with this standard.

#### C.4. SIGNS

#### C.5. FENCES/ACCESSORY STRUCTURES

#### C.6. ROOF & ROOFTOP ELEMENTS

Standards C.4, C.5 and C.6 are not applicable.

BOULA asked about the door. Kimberly HILTON responded that the door is a steel door. Has a geometrical pattern and it's a right side open. The color will be a dark copper.

BOULA introduced the following Motion, with COSTIGAN provided the Second.

**MOTION:** I move that the Finding of Fact and Conclusions set forth in the Staff Report be amended and that the Project be deemed historically appropriate and approved with the following recommendation:

Recommendation: The Commission recommended that the upper windows be modified in size to match the width, alignment and spacing of the lower windows and main door so that they visually match. Specifically:

- That the upper left and right window match the width of the side windows, on each side of the entry door on the ground floor, and that these windows be installed in alignment with the ground floor windows.
- The upper center window matches the width of the entry door and be installed in alignment with the doorway.

**USC:** Unanimous

#### **STAFF COMMENTS:**

BOQUIST commented that he has been working with the Parks Director and Police Chief on an ordinance based on a court decision regarding homeless people being able to camp within a City. The City Council will have a work session to discuss this on November 14<sup>th</sup>. The way the ordinance is structured is based on the historic district as well as the city parks for no camping period. Anywhere else in the City between 9pm and 7am they can camp. It will go to the City Council on December 2<sup>nd</sup> for a vote

BOQUIST continued that the warming shelter has potentially found a new home behind the 4<sup>th</sup> Street clinic

which is in a residential zone. Emergency shelters are under a house bill protection and have until July 2023 to be able to locate anywhere in the City.

**COMMISSIONER COMMENTS:**

There was discussion among the group that tonight's application was the first for a non-contributing building and applying the new standards. The group discussed that the staff report lays out the framework for the applicable standards to apply and as Commissioners read through their packet and visit the site, to flag anything in the application that is not in alignment with the standards to better prepare for the meeting. The group conversed that it is also good to be able to discuss concerns at the meeting that may have been overlooked upon receiving their packet.

There being no further business to come before this Regular Session of the Commission, HIBBERT adjourned the meeting at 7:02p.m. The Commission is scheduled to meet again in Regular Session, Thursday, December 8, 2022, at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

**ATTEST:**

**APPROVED:**

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Kendra VanCleave, Department Secretary

Chairperson

DATE APPROVED: \_\_\_\_\_: