

CITY of LA GRANDE
City Council Regular Session
Wednesday, July 6, 2022

Council Chambers
La Grande City Hall
1000 Adams Avenue

AGENDA

The meeting will be available for viewing via the City's scheduled Charter Communications channel 180 that will begin at 6:00 p.m. on July 6, 2022, on the La Grande Alive website at <https://eoalive.tv/city-events/> or on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>.

1. WELCOME to this REGULAR SESSION of the LA GRANDE CITY COUNCIL

- a. Call to Order
- b. Pledge of Allegiance
- c. Roll Call
 - Per ORS 192.670(1), some Councilors may be participating in this Regular Session by electronic communication.

2. AGENDA APPROVAL

3. CONSENT AGENDA

The Consent Agenda includes routine items of business which may be approved by one Motion of the Council. Any Councilor so desiring may by request remove one or more items from the Consent Agenda for Individual consideration under the Unfinished or New Business portion of the Agenda.

- a. **Consider:** Approving Regular Session Minutes; June 1, 2022

4. PUBLIC COMMENTS

Those individuals who wish to address the Council in connection with any item which is printed on tonight's Agenda may do so during the time that item is under discussion by the Council. Individuals wishing to speak to the Council about non-Agenda items may do so during this Public Comments portion of the Agenda. Please print your name and address on the Public Comments Sign-in Sheet, located on the podium. When addressing the Council, speak loudly and clearly into the Podium microphone, and state your name. Persons interested in providing virtual public comments shall contact City Staff at sstockhoff@cityoflagrande.org or by calling the City Recorder at (541) 962-1309 not later than 5:00 pm the day prior to meeting to make arrangements. In the event the Mayor does not announce a time limit for comments, each speaker is asked to confine their comments to three minutes in length, whether the comments are in-person or virtual.

- a. Introduction: Cody Billman and Garrett Jones, La Grande Police Department
- b. Introduction: Wyatt Cunningham, La Grande Fire Department
- c. Introduction: Chris Gianandrea, La Grande Parks and Recreation Department

5. PUBLIC HEARINGS

- a. **Consider:** Ordinance, Second Reading: Public Hearing; Adopting Parks and Recreation Master Plan [Boquist]

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- a. **Consider:** Resolution: Adopting Commercial Historic District Design Standards [Boquist]
- b. **Consider:** Resolution: Annexation of Property at 1607 and 1609 Gildcrest Drive; File Number 01-ANP-22 [Boquist]
- c. **Consider:** Authorizing City Manager to sign Inter-Agency Agreement with La Grande School District for use of Pioneer Park Baseball and Softball Fields [Spence]
- d. **Consider:** Appointing Citizens to Various Committees/Commissions; Arts and Planning [Clements]

8. UNION COUNTY COMMISSIONER'S UPDATE

9. STAFF COMMENTS

10. INTERIM CITY MANAGER COMMENTS

11. CITY COUNCIL COMMENTS

12. ADJOURN TO URBAN RENEWAL AGENCY REGULAR SESSION

Stacey M. Stockhoff
Acting City Recorder

The City Council is currently scheduled to meet again in a Regular Session on Wednesday, August 3, 2022 at 6:00 p.m. The City Council of the City of La Grande reserves the right to convene an Executive Session for any purpose authorized under ORS 192.660. Persons requiring special accommodations who wish to participate in the City Council Meeting are encouraged to make arrangements prior to the meeting by calling 541-962-1309. The City of La Grande does not discriminate against individuals with disabilities.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: **July 6, 2022**

PRESENTER: Michael Boquist, Interim City Manager

COUNCIL ACTION: CONSIDER CONSENT AGENDA

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Entertain Motion

Suggested Motion: I move we accept the Consent Agenda as presented.

OR

Suggested Motion: I move we accept the Consent Agenda as amended.

- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Ask for the Vote

EXPLANATION: A Consent Agenda includes routine items of business with limited public interest, which may be approved by one Motion of the Council. Any Councilor may, by request, remove any item of business from the Consent Agenda.

- a. **Consider:** Approving Regular Session Minutes; June 1, 2022

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____

CITY of LA GRANDE
City Council Regular Session

June 1, 2022

Immediately following Urban Renewal Agency Regular Session

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

MINUTES

COUNCILORS PRESENT:

Stephen E. Clements, *Mayor*
Gary Lillard, *Mayor Pro Tem*
John Bozarth, *Councilor*
David Glabe, *Councilor*
Nicole Howard, *Councilor*
Mary Ann Miesner, *Councilor*
Justin Rock, *Councilor*

COUNCILORS ABSENT EXCUSED:

STAFF PRESENT

Robert Strope, *City Manager*
Stacey Stockhoff, *Acting City Recorder*
Timothy Bishop, *Economic Development Director*
Michael Boquist, *Community Development Director*
Carrie Bushman, *Interim Library Director*
Kyle Carpenter, *Public Works Director*
Emmitt Cornford, *Fire Chief*
Joe Fisher, *Building Official*
Cari Markham, *Human Resource Specialist*
Heather Rajkovich, *Finance Director*
Stu Spence, *Parks & Recreation Director*

**CALL TO ORDER/ROLL CALL/
AGENDA APPROVAL**

Mayor CLEMENTS called to order this Regular Session of the Council at 6:18 p.m. Roll Call was taken and a quorum was determined to be present.

Mayor CLEMENTS announced that the City Council would meet in Executive Session pursuant to ORS 192.660 (2)(b) and would not reconvene afterwards.

Mayor CLEMENTS informed the Council that a copy of an email from Councilor LILLARD was on the dais and that LILLARD would address this during City Council comments; a copy of which is now a permanent document in the master file for this Regular Session and by this reference incorporated herewith as if fully set forth.

CONSENT AGENDA

- a. **Consider:** Approving Regular Session Minutes; *May 4, 2022*
- b. **Consider:** Approving Bid Award for Concrete Work for City Wide Voluntary Sidewalk L.I.D.
- c. **Consider:** Accepting “Exhibit A” for Fiscal Year 2022-2023; *City/Urban Renewal Agency Intergovernmental Agreement*
- d. **Consider:** Appointing Citizen to Union County Tourism Promotion Advisory Committee; *Erin Heitstuman*
- e. **Consider:** Approving the Tourism Annual Program of Work; 2022-2023

The following Motion was introduced by LILLARD; MIESNER providing the Second:

MOTION

MOTION: I move that we accept the Consent Agenda as presented.

VOTE

MSC. (unanimous)

PUBLIC COMMENTS

Chief CORNFORD introduced four (4) members of the Fire Department: Captain Robert TIBBETTS, Captain of the “A” Shift, Firefighter/EMT Brian JOBIN, Firefighter/Paramedic Wyatt OROZCO, and Firefighter/Paramedic Kyle WATTENBURG. CORNFORD also introduced newly hired Firefighter/EMT Benjamin BLACKWELL and gave a brief background summary of his career.

BLACKWELL stated that he was excited to be working for the City of La Grande and serving the community.

PUBLIC HEARINGS

- a. **Consider:** Resolutions: (1) Adopting Budget, Making Appropriations, Levying Taxes; Fiscal Year 2022-2023 (2) Declaring City’s Election to Receive State Revenue Sharing; Fiscal Year 2022-2023

Mayor CLEMENTS announced at 6:21 p.m. that the Public Hearing was open on the Fiscal Year 2022-2023, City of La Grande Budgets and State Revenue Sharing, as approved by the City of La Grande Budget Committee on May 17, 2022.

DECLARATIONS

Justin ROCK declared a potential conflict of interest because the City of La Grande has had, and may have again, in competitively awarded contracts for towing services which might have included a business in which he has an interest that could receive payments from the City of La Grande’s General Fund Budget or other City Budgets. ROCK does not believe this potential conflict of interest would influence his decisions regarding the City’s budgets and

that he would be participating in the discussion and voting on the budgets.

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Robert STROPE, *City Manager/Budget Officer*
Heather RAJKOVICK, *Finance Director*

STROPE stated the City of La Grande Budget Committee opened its Public Hearings on the proposed Fiscal Year 2022-2023, Budgets and State Revenue Sharing on Monday, May 16, 2022. On May 17, 2022, the Budget Committee Hearings were closed and the Committee voted to approve the General Fund Budget and the Enterprise and Other Funds Budgets as presented, and to forward them to the City Council for adoption on June 1, 2022.

STROPE noted that subsequent to Budget Approval, Public Works opened bids for the ADA Accessibility Grant, which was funded by Oregon Department of Transportation (ODOT) and budgeted in the Street Reserve Fund. The Approved Budget amount for this project was \$150,000. The low bid received was \$583,710. City Staff consulted with ODOT and learned that this significant, unexpected increased cost was typical of what they were now seeing for these projects. It was also confirmed ODOT would cover the increased costs. A memo was sent to the Council and Budget Committee on May 27th providing additional details regarding options to address the \$434,000 gap; a copy of which is now a permanent document in the master file for this Regular Session and by this reference incorporated herewith as if fully set forth. Staff was recommending the City Council proceed with the adoption of the budget with the following revisions to the Capital Outlay in the Street Reserve Fund Budget to comply with the 10% increase in expenditures restriction in Oregon Budget Law (Approved Budget vs Adopted Budget):

- Reduce the Safe Routes to School from \$285,000 to \$50,000
- Increase the ADA Grant—Sidewalk Project from \$150,000 to \$584,000
- The net effect of these changes would increase the total expenditures for this budget by \$199,000, which was below the 10%/\$202,690 threshold.

STROPE stated that the Resolution that adopts the City's General Fund along with the Enterprise and Other Fund Budgets and levies taxes showed the changes from the Approved Budget created by the adjustments to the Street Reserve Fund should the City Council choose to make this change. If the City Council preferred, as outlined in the memo, the City would publish a revised budget summary and schedule a second Public Hearing to adopt the budget.

As part of the Budget Adoption process, STROPE added that the City must also pass a Resolution to accept and receive State Shared Revenues.

LILLARD asked if the State was going to cover the increased costs to which STROPE replied yes. But the issue was the budget could not be increased with the additional \$434,000 because the Budget Committee already adopted the budget for Fiscal Year 2022-2023 and the bid opening landed in between the Budget Hearings and tonight's meeting. STROPE added that he recommended the adoption of the Fiscal Year 2022-2023 Budget with the change to the Street Reserve Fund.

In response to MIESNER's question regarding the Safe Routes to School Grant, CARPENTER stated that the Grant was due by July 31st and it was typically awarded around September/October.

By approving the recommended route, GLABE asked if there would be any negative consequences, to which STROPE replied it would only delay the timing of when the sidewalk project would be completed, should the City receive a Safe Routes to Schools Grant.

STROPE explained that if the Council did not approve of the proposed changes, the City Council would have to conduct a second Public Hearing as well as republish the revised budget summary identifying those changes to the budget.

PUBLIC TESTIMONY

None

COUNCIL DISCUSSION

None

Mayor CLEMENTS closed the Public Hearing at 6:32 p.m. on the Fiscal Year 2022-2023, City of La Grande Budgets and State Revenue Sharing.

COUNCIL DISCUSSION

None

MOTION

The following Motion was introduced by MIESNER; GLABE providing the Second:

MOTION: I move that the Proposed Resolution adopting the Fiscal Year 2022-2023, Budget and levying taxes be Read by Title Only, Put to a Vote, and Passed as presented.

Upon Mayor CLEMENTS' request, Acting City Recorder STOCKHOFF read the proposed Resolution by Title Only.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, ADOPTING THE

FISCAL YEAR 2022-2023 BUDGET; MAKING
APPROPRIATIONS; AND LEVYING TAXES [4822]

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

MOTION

The following Motion was introduced by LILLARD;
HOWARD providing the Second:

MOTION: I move that the Proposed Resolution electing to
receive State Revenues be Read by Title Only, Put to a Vote,
and Passed.

Upon Mayor CLEMENTS' request, Acting City Recorder
STOCKHOFF read the proposed Resolution by Title Only.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA
GRANDE, UNION COUNTY, OREGON, DECLARING THE
CITY'S INTENT TO RECEIVE STATE REVENUES [4823]

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

b. Consider: Ordinance, First Reading: Public
Hearing; Adopting Parks and Recreation
Master Plan

Mayor CLEMENTS announced that the Public Hearing was
open at 6:39 p.m. and asked Acting City Recorder
STOCKHOFF to read the Rules of Order in their entirety.

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Michael BOQUIST, *Community Development Director*

BOQUIST stated the Community Development
Department/Planning Division and Parks and Recreation
Department were seeking City Council approval of the
repeal and replacement of the existing Parks and Recreation
Master Plan. The adoption of the proposed Ordinance
would amend and replace the Goal 8 Chapter of the City of
La Grande Comprehensive Plan. The Draft Decision Order
was included in the Councilor's packet for more
information.

BOQUIST added that the Planning Commission considered
this request on May 10, 2022. One (1) post card was
received in opposition to the proposed Plan, with no
comments, explanation or justification included with the
post card. Two (2) parties attended the Public Hearing,
expressing support of the proposed Plan, with one (1) party
providing comments and requesting public street
improvements adjacent to Pioneer Park along Pioneer Drive

and Umatilla Street. Such comments have been incorporated into the Draft Decision Order, within Exhibit B. By unanimous vote, the Planning Commission adopted the Finding of Fact and Conclusions set forth in the Draft Decision Order and that the Proposed Comprehensive Plan Amendment to adopt the Parks and Recreation Master Plan be recommended to the City Council for approval.

Mayor CLEMENTS asked when the Parks Master Plan was last revised, to which BOQUIST answered it was around 2003. Because this was a Comprehensive Plan element, this type of change would be assisted through the Planning Department which followed a very strict process under State Laws governing Land Use Code changes.

Mayor CLEMENTS asked for clarification to the timeline of the procedural and Public Hearing requirements, to which BOQUIST stated that after the second reading and adoption of the Ordinance, the application would be submitted to the Union County Planning Commission and then to the Board of County Commissioners for consideration.

In response to BOQUIST's statement regarding the cumbersome process for adopting the Parks and Recreation Master Plan, Mayor CLEMENTS asked if this would slow down the Parks Department from moving forward. BOQUIST explained that the Parks Department could apply for grants while the document was pending consideration. Once the Master Plan was adopted by the City Council, it then becomes effective within the City Limits after thirty (30) days. The County's process was for Co-Adoption within the City's Urban Growth Boundary.

In response to Mayor CLEMENTS' question regarding Morgan Lake, BOQUIST responded that even though Morgan Lake was outside city limits and the Urban Growth Boundary, it was a bonus element to the Parks and Recreation Master Plan.

In response to MIESNER's question on how the City acquired Morgan Lake, SPENCE stated that Morgan Lake was deeded to the City of La Grande for \$7,500 (editorial note: Year was 1959, and for the purpose of making it a recreational facility).

PUBLIC TESTIMONY

None

COUNCIL DISCUSSION

Mayor CLEMENTS noted that the Council had a Joint Work Session with the Parks and Recreation Advisory Commission where they discussed the plan in detail. He thought the plan was good for the City of La Grande and liked that the plan included Morgan Lake.

Mayor CLEMENTS announced that the Public Hearing would be continued to July 6, 2022, at which time the proposed Ordinance was scheduled to be read a Second Time by Title Only and considered for Adoption.

Upon Mayor CLEMENTS' request, Acting City Recorder STOCKHOFF read the proposed Ordinance for the first time by Title Only.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAGRANDE, UNION COUNTY, OREGON, AMENDING THE STATEWIDE GOAL CHAPTER 8 OF THE CITY OF LA GRANDE COMPREHENSIVE PLAN; RECODIFYING THE COMPREHENSIVE PLAN; REPEALING ORDINANCE NUMBER 3250, SERIES 2020, AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; AND DECLARING AN EFFECTIVE DATE

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. **Consider:** Revising Fund Balance Classification Policy and Resolution

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Robert STROPE, *City Manager*

STROPE reported that in 2019, the City Council passed a Resolution and updated the Fund Balance Classification Policy to allocate 75% of the unanticipated increase in General Fund ending cash towards needed capital improvements. The idea was to take advantage of unanticipated, favorable increases in cash within the General Fund by dedicating the majority of those monies to augment capital improvement funding in the next budget.

The FY 2022-23 Approved Budget included a change to the allocation which, if included in the Adopted Budget, required updating the Policy and passing a new Resolution to reflect the change. As described in the City Budget Message, the intent was to retain the 75% allocation to Capital projects but to transfer the allocation of the remaining 25% to the Street Reserve Fund instead of retaining the cash in the City's General Fund. The other 75% would continue to be distributed, 50% to the General Reserve Fund for Capital projects and 25% to other capital needs.

In response to Mayor CLEMENTS' request for clarification as to why this Resolution was being changed and how often, STROPE explained that the City Council would make the change only when needed, depending on the budget

adoption process and whether or not it would include the transfer.

HOWARD asked if the Fund Balance Classification Policy and Resolution aligned with the Council's goal for the streets, to which STROPE responded he believed they did. During the Council Retreat and the conversation with the Parking, Traffic Safety and Street Maintenance Advisory Commission (PTSSMAC), the common goal was to find more money for streets and felt that this was a tool that would satisfy that need until the Council opted to do something different.

MIESNER asked what the budget showed for the dollar figure, to which STROPE replied it was approximately \$113,000 to 116,000.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

None

MOTION

The following Motion was introduced by GLABE; HOWARD providing the Second:

MOTION: I move that Fund Balance Classification Policy and Resolution be accepted as presented and that the proposed Resolution be Read by Title Only, Put to a Vote and Passed.

Upon Mayor CLEMENTS' request, Acting City Recorder STOCKHOFF read the proposed Resolution by Title Only.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, AMENDING THE FUND BALANCE CLASSIFICATION POLICY; FOR THE PURPOSE OF ADDING COMMITTED FUND BALANCE ACTION FOR DISBURSMENT OF UNANTICIPATED INCREASE IN GENERAL FUND CASH IN ACCORDANCE WITH GASB 54; AND REPEALING RESOLUTION 4781, SERIES 2019, AND ALL OTHER RESOLUTIONS OR PARTS OF RESOLUTIONS IN CONFLICT HEREWITH [4824]

COUNCIL DISCUSSION

In response to amending the Resolution, Mayor CLEMENTS noted that this was not a whole lot of money, but more than they have had in the past.

VOTE

MSC. (unanimous)

- b. Consider: Bid Award for Adams Avenue ADA Ramp Construction Contract**

STAFF REPORT

Mayor CLEMENTS requested the Staff Report.

Kyle CARPENTER, *Public Works Director*

CARPENTER stated that the Public Works Staff and Oregon Department of Transportation (ODOT) have developed a project that would replace corner sidewalk ramps along Adams Avenue that no longer met the American Disability Act (ADA) requirements. The current maintenance agreement for Adams Avenue puts the sidewalks under the responsibility of the City of La Grande; however, as the sidewalks border a State Highway, ODOT had an interest in seeing the ramps replaced. Under a funding agreement with ODOT, City Staff was tasked with the development of the construction plans, letting of the contract, and construction oversight. For its portion of the contract, the State agreed to provide the funding for the work to be completed.

CARPENTER noted that Staff advertised for competitive bids and received two (2) qualified bids, with the low base bid of \$583,710 from HP Civil Inc. of Salem, Oregon. The project would consist of the reconstruction of sixteen (16) ADA compatible corner ramps in the downtown district. Work associated with the ramp replacement would include replacing 3,200 square feet of sidewalk, 410 lineal feet of curb and gutter, and 200 square feet of driveway.

In response to CARPENTER's statement regarding contractors bidding on the ADA ramps knowing they are going to be rebuilt due to the States requirements, Mayor CLEMENTS asked if it cost more to do that. CARPENTER stated that was the reason the Contractors were bidding higher on these projects, knowing that for every two (2) ramps build, they would be ripping one (1) out and building it again.

CARPENTER gave a brief background regarding the ADA project and added that the bid prices the City received were lower than most prices that were being bid on in other areas of the state. He added that there were few Contractors that were taking these types of bids and there was a time limit that all ramps needed to be addressed by the end of 2024. Because the State was not on schedule, there was an urgency, lack of work, and risk to complete the ADA Ramps in time.

BOZARTH asked who the other bidder was and what was their bid amount, to which CARPENTER responded Wildish Standard Paving Co., based out of the Portland area, was the higher bid, which was \$633,700. HP Civil was the successful bidder.

MIESNER asked how ADA Ramps were different now compared to before, to which CARPENTER explained that the new ADA ramps have a specification for how much slope could come off the road way and gave a brief explanation of what the process entailed.

LILLARD asked if this bid would complete the project to which CARPENTER responded yes, this project was spec'd out by ODOT to replace as many ramps as possible.

In response to CAREPENTER's statement regarding the plan for replacing the ADA Ramps in city limits, Mayor CLEMENTS asked if that would include the replacement of both ramps on every corner, to which CARPENTER responded yes. Per new State Specs, a 45-degree angle was no longer allowed and was eliminated as a possibility.

GLABE asked if that would impact snow removal, to which CARPENTER replied these ADA ramps would not.

PUBLIC COMMENTS

None

COUNCIL DISCUSSION

None

MOTION

The following Motion was introduced by LILLARD; MIESNER providing the Second:

MOTION: I move that we award the Adams Avenue Project to HP Civil Inc, in the amount of \$583,710, as shown in the Bid Summary, and, further, that City Manager Strope be authorized to execute the contract documents for the bid for the 2022 – Access Ramp Project Adams Avenue (Fir Street to Hemlock Street).

COUNCIL DISCUSSION

None

VOTE

MSC. (unanimous)

STAFF COMMENTS

SPENCE stated the vault toilet at Morgan Lake was installed on Thursday, May 26, 2022, which was located in the Southern parking lot and was ADA Compliant.

SPENCE announced that the new Recreation Coordinator for the Parks and Recreation Department would start on Wednesday, June 8, 2022, and he would be introduced to the City Council at the July meeting.

SPENCE also mentioned that on Saturday, June 4, 2022, it was *Kick it into Gear at Pioneer*, which was an event where Eastern Oregon University (EOU) athletes encourage kids of all ages to participate in several different and fun activities at the park.

CITY MANAGER COMMENTS

STROPE stated the cell tower located at the Fire Department that the City leases out to AT&T has been purchased by a new company. They have made an offer to buy out the current lease or extend it forty (40) years. The current lease had about fifteen (15) years left on it. The new company wanted to give us \$190,000 to buy it out for ninety (99) years. With the amount of money currently received on a

monthly basis for that cell tower, it would be ill advised to accept their offer. STROPE added that he was currently in discussion with them on extending the lease out on the current terms to a total of twenty to twenty-five (20 to 25) years from now and estimated around August, 2022, he would have a better idea on what direction to go in. He would continue to keep the Council informed.

STROPE explained the format for the presentation to be held during the ARPA Work Session scheduled for Monday, June 13, 2022. He advocated to present the projects at a future Town Hall Meeting in late July or early August to obtain additional public input. Then the City Council would vote on where to spend the funds at the September 2022, City Council Meeting.

Mayor CLEMENTS commented that he agreed with STROPE's proposal.

CITY COUNCIL COMMENTS

ROCK congratulated the La Grande High School Boys Baseball team for making it to the State Championship playoffs.

LILLARD attended the Senior Council Meeting on Wednesday, May 25, 2022, and noted that the long time Executive Director Margaret Davidson was now officially retired and the new Executive Director's name was Connie Guentert.

LILLARD thanked Public Works Director CARPENTER for helping the Senior Center by providing information on who might be able to crack seal their parking lot. The Senior Center was extremely pleased with CARPENTER's help.

LILLARD noted that Community Connection was administrating a State program that provided housing to homeless people and he was waiting to receive more information regarding the program so he could share that with the Council.

In response to LILLARD's email that was printed out for each Councilor and placed on the dais, LILLARD thanked City Staff for addressing his questions and concerns with detailed information; a copy of which is now a permanent document in the master file for this Regular Session and by this reference incorporated herewith as if fully set forth. The email shared concerns regarding the current hospital project which was based on several citizen concerns, including street closures, disruption to Life Flight, and parking, to name a few. LILLARD voiced that he was still concerned with the parking issues that would occur with the street closures and suggested more conversations should be held to come up with better solutions. He was also still concerned with the disruption of Life Flight and how it

would be re-routed to the City of La Grande's Business and Technology Park.

Chief CORNFORD explained the current arrangements for transporting patients, which would be that Life Flight would land at the T&T Building located in the Industrial Park. Once they land, the patient would be transported to or from the hospital in the ambulance which would be accompanied by the Life Flight crew as well as our Paramedic(s). After researching different locations to find the best spot to land the helicopter, the Industrial Park made the most sense. At this time, the construction of the new helistop would take about sixteen months to complete.

MIESNER stated that she thought that the helicopter used to land in the field below the Hospital field, to which CORNFORD explained that before the helistop was built, Life Flight transports were taken out to the Airport. The only time this field was used was for emergencies only.

LILLARD noted it would be helpful if City Staff could keep the Council in the loop on these types of projects so they can answer questions received by the public.

There being no further business to come before this Regular Session of the Council, Mayor CLEMENTS adjourned the meeting to an Executive Session at 7:21 p.m. The Council is scheduled to meet again in Regular Session on Wednesday, July 6, 2022, at 6:00 p.m., in the Council Chambers of City Hall, 1000 Adams Avenue, La Grande, Oregon.

Stacey M. Stockhoff
Acting City Recorder

Stephen E. Clements
Mayor

APPROVED: _____

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: July 6, 2022

PRESENTER: Michael Boquist, Community Development Director

COUNCIL ACTION: **SECOND READING BY TITLE ONLY FOR A COMPREHENSIVE PLAN
AMENDMENT TO ADOPT A PARKS & RECREATION MASTER PLAN, FILE
NUMBER 01-CPA-22**

1. MAYOR: Announce that the Hearing is still open for the Ordinance to be read a Second Time by Title Only and considered for Adoption; and that the Rules of Order for this Public Hearing were read in their entirety during the Regular Session of June 1, 2022.
2. MAYOR: Request Staff Report
3. MAYOR: Invite Public Testimony
4. MAYOR: Invite Council Discussion
5. MAYOR: Close the Hearing and Entertain a Motion

Suggested Motion: I move that the proposed Ordinance amending the City of La Grande Comprehensive Plan and adopting a Parks and Recreation Master Plan be read for the Second Time by Title Only, Put to a Vote, and Adopted.

6. MAYOR: Ask the City Recorder to Read the proposed Ordinance for the Second Time by Title Only
7. MAYOR: Invite Council Discussion
8. MAYOR: Ask for the Vote.

EXPLANATION: The Community Development Department/Planning Division and Parks and Recreation Department are seeking City Council approval of the repeal and replacement of the existing Parks and Recreation Master Plan. The adoption of the proposed Ordinance will amend and replace the Goal 8 Chapter of the City of La Grande Comprehensive Plan. Please refer to the attached Draft Decision Order for more information.

The Planning Commission considered this request on May 10, 2022. One (1) post card was received in opposition to the proposed Plan, with no comments, explanation or justification included with the post card. Two (2) parties attended the public hearing, expressing support of the proposed Plan, with one (1) party providing comments and requesting public street improvements adjacent to Pioneer Park along Pioneer Drive and Umatilla Street. Such comments have been incorporated into the Draft Decision Order, within Exhibit B. By unanimous vote, the Planning Commission adopted the Finding of Fact and Conclusions set forth in the Draft Decision Order and that the Proposed Comprehensive Plan Amendment to adopt the Parks and Recreation Master Plan be recommended to the City Council for approval.

The City of La Grande City Council held a public hearing to consider this request on June 1, 2022. No written or oral testimony was submitted by members of the public. The City Council proceeded with the First Reading of the adopting Ordinance and continued the hearing to July 6, 2022.

The City Manager recommends that the Council proceed with the Second Reading by Title Only and the passage of the proposed Ordinance.

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed # _____
Effective Date: _____
- Ordinance Adopted # _____
First Reading: _____
Second Reading: _____
Effective Date: _____

RULES OF ORDER FOR A LEGISLATIVE PUBLIC HEARING

CITY RECORDER READS TO THE PUBLIC:

- A. These Rules of Order are applicable to the Public Hearing for a proposed Ordinance that amends the Goal 8 Chapter of the City of La Grande Comprehensive Plan, and adopts the La Grande Parks and Recreation Master Plan.
- B. This is a legislative hearing, therefore Councilor ex parte or pre-hearing contact does not apply.
- C. The Hearing will proceed as follows:
 - 1. The Mayor will open the Public Hearing and request the Staff Report.
 - 2. The Mayor will then accept public testimony relating to the matter. There is a three-minute time limit for testimony. The order of testimony this evening will begin with that of Proponents (those in favor), followed by Opponents (those opposed), and ending with those Neutral to the Ordinance being adopted.
 - 3. All testimony must be directed toward the applicable criteria. Oregon Land Use Law requires that all issues raised by a participant during the Hearing must be sufficiently clear and specific to allow the Hearing body and other parties an opportunity to respond to those issues. Failure to raise the issues during the Hearing may invalidate a future appeal.
 - 4. If additional documents or new evidence is introduced during the Hearing, any participant may request a continuation of the Hearing. Any participant may request that the Hearing Record be kept open for seven (7) days to submit additional written evidence or testimony for the purpose of responding to new evidence. Unless waived, the applicant has seven (7) days to submit a written response.
 - 5. The proceedings are being electronically recorded, to be converted to written Minutes. When testifying, please step to the podium and **clearly print** your name and address on the speaker sign-in sheet. Please **state only** your name before addressing the Council.
 - 6. Members of the City Council may ask questions of the Staff at any time.
 - 7. Subsequent to deliberation, the Mayor will close the Hearing.

CITY of LA GRANDE
ORDINANCE NUMBER _____
SERIES 2022

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY, OREGON, AMENDING THE STATEWIDE GOAL CHAPTER 8 OF THE CITY OF LA GRANDE COMPREHENSIVE PLAN; RECODIFYING THE COMPREHENSIVE PLAN; REPEALING ORDINANCE NUMBER 3250, SERIES 2020, AND ALL OTHER ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND DECLARING AN EFFECTIVE DATE

WHEREAS, Oregon Administrative Rules (OAR) 660, Division 15, includes Statewide Planning Goal 8 (Recreation Needs), which requires cities “to satisfy the recreation needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts;” and,

WHEREAS, Oregon Administrative Rules (OAR) 660, Division 15, provides requirements and recommendations for the content for inclusion within a Parks and Recreation Master Plan; and,

WHEREAS, Beginning in the Summer of 2021, the Parks and Recreation Department Staff and the Parks and Recreation Advisory Commission held several focus group meetings, conducted surveys, and developed a new Parks and Recreation Master Plan in conformance with Oregon Administrative Rules (OAR) 660, Division 15; and,

WHEREAS, On May 10, 2022, the City of La Grande Planning Commission held the first evidentiary Public Hearing to consider the proposed Parks and Recreation Master Plan, and by unanimous vote recommended approval to the City of La Grande City Council.

THE CITY OF LA GRANDE ORDAINS AS FOLLOWS:

Section 1. The Comprehensive Plan text is hereby amended and recodified as provided in Exhibit A, attached hereto and by this reference incorporated herein as if fully set forth.

Section 2. The City Council of the City of La Grande, Union County, Oregon, shall and hereby does adopt the Findings of Fact and Conclusions of Law in the City Council Staff Report, dated July 6, 2022.

Section 3. Ordinance Number 3250, Series 2020, and all other Ordinances or Parts of Ordinances in conflict herewith shall be and hereby are repealed.

Section 4. SEVERABILITY. If any court of competent jurisdiction declares any Section of this Ordinance invalid, such decision shall be deemed to apply to that Section only and shall not affect the validity of the Ordinance as a whole or any part thereof other than the part declared invalid.

Section 5. EFFECTIVE DATE. This Ordinance shall become effective thirty (30) days after its adoption by the City Council of the City of La Grande, Union County, Oregon, and its approval by the Mayor; specifically, August 5, 2022.

ADOPTED AND APPROVED on this Sixth (6th) day of July, 2022, by _____ (__) of
_____ (__) Councilors present and voting.

Stephen E. Clements, Mayor

ATTEST:

Stacey M. Stockhoff
Acting City Recorder

EXHIBIT A

(NOTE: For the First and Second Reading of the proposed Ordinance by the City of La Grande City Council, only the following proposed Goal 8 amendment was provided in the draft Ordinance. The final adopted Ordinance to be signed by the Mayor will include the entire codified Comprehensive Plan, with the Goal 8 – Parks and Recreation Master Plan inserted.)

Parks & Recreation Master Plan



2022 - 2027

Purpose of this Plan

The La Grande Parks and Recreation Master Plan is intended to help meet the needs of current and future residents by positioning La Grande to build on the community's unique parks and recreation assets and identify new opportunities. The citizen-driven plan establishes a clear direction to guide city staff, advisory committees, and elected officials in their efforts to enhance the community's parks system, open space, community forest, trails, recreation facilities, programs and services. The purpose of this plan is to continue to evaluate and develop a well-planned systemic approach to managing community parks and recreation needs. The Master Plan ensures that these services are consistent, compatible, and complimentary to all current and planned Parks and Recreation services.

Department Description

The La Grande Parks & Recreation Department consists of four different divisions including; 1) Aquatics (Veterans' Memorial Pool), 2) Recreation, 3) Parks Maintenance, and 4) Urban Forestry. The department receives funding authorized by the City Council through budget appropriations. Additional funding is provided through fees charged for specific programs and services and through grant funds. Through these means, parks and recreation programs and services are provided and maintained for the citizens of La Grande.



Methodology of this Planning Process

This project has been guided by a project team, made up of city staff and the Parks & Recreation Advisory Commission. This project consisted of the following tasks.

Needs Assessment, Public Involvement, and Process -

Community Survey

Online and paper survey made available to all residents receiving 491 responses. This data was analyzed and refined by City residency. 411 responses were from La Grande, 25 were missing a city name, and 55 were from outside of La Grande. Consideration of priorities were given to La Grande residents.

Focus Groups

Five online video conference focus groups were held in fall of 2021 with four discussion points:

1. Outdoor Recreation Facilities – What are the priorities for future facilities?
2. Indoor Recreation Facilities - What are the priorities for future facilities?
3. Programs and events – What are we missing, what should we add?
4. Top 3 concerns for the master plan to address.
5. Park locations and parks maintenance needs.



Focus Group results themes included:

- Connectivity of parks between parks. Ideas included creating natural or street corridors where citizens could safely walk or bike between city parks.
- Accessibility for disabled and different socioeconomic groups.
- Increased youth/teen programs and/or spaces. This included a need for a multi-use, year-round facility with a focus on youth programming.
- More trails throughout town.

**Discussion from
December 15,
2021 focused
on:**

Indoor Facilities

*- Recreation
Center emerged
as a priority
including
youth/teen
space.*

**Outdoor
Facilities**

*- Priorities set
beginning with
Riverside
Playground
replacement.*

**Programs and
Events**

*- New focus on
youth/teen
programming.*

**Neighborhood
Park Locations**

*- Eastern part of
La Grande was
identified as a
priority.*

- Preserve and grow natural areas within the parks system.

The Parks & Recreation Advisory Commission met on December 15, 2021 to determine common themes and prioritize projects and improvements for the next five years. Members participating included: David Moyal, Chairperson, Bob Mills, Vice Chairperson, Steve Antell, John Briney. Staff present were McKayla Rollins, Aquatic & Recreation Superintendent and Stu Spence, Parks & Recreation Director. The following discussion was focused around the following topics.

Indoor Facilities:

- One of the overwhelming responses is year-round youth programs. If we are looking to the future, the biggest capital investment should be the Recreation Center including gym space, classrooms, and multi-purpose space with a focus on youth programming. This will likely tie into all the indoor facilities. We could look in to developing a “Friends Group” that could be a non-profit partner to support this capital campaign.

- Explore connecting a Recreation Center to the pool. This would create a better customer experience and could include the construction of a gym, classrooms, multi-purpose space, and new locker rooms at entry. Some ballfields would have to be relocated and parking addressed.

- Riveria School was discussed, but was determined not to be a usable space.

- It could work if the gym was saved, but the rest of the building demolished.

- Multipurpose space is really important.

Outdoor Facilities:

- Riverside Playground
- Splash Pad
- Install restrooms at Candy Cane and Benton Parks
- Install shade canopies at Sunnyhill, Candy Cane, and Benton Parks
- Replace playground at Sunnyhill Park
- Trail and Connectivity Opportunities
 - Park to park along street corridors
 - La Grande to Island City Greenway Trail
 - Deal Canyon to Morgan Lake
 - Riverside Park to Fairgrounds
 - Birnie Park to EOU
- Natural Area Expansion Opportunities
 - Pete’s Pond and/or Gangloff Park

Programs/Events Suggestions

- Morgan Lake Outdoor Education and boating

**Parks & Recreation
Advisory Commission
Recommendations
and Themes cont'd**

**Discussion from
December 15,
2021 focused
on:**

Indoor Facilities

*- Recreation
Center emerged
as a priority
including
youth/teen
space.*

**Outdoor
Facilities**

*- Priorities set
beginning with
Riverside
Playground
replacement.*

**Programs and
Events**

*- New focus on
youth/teen
programming.*

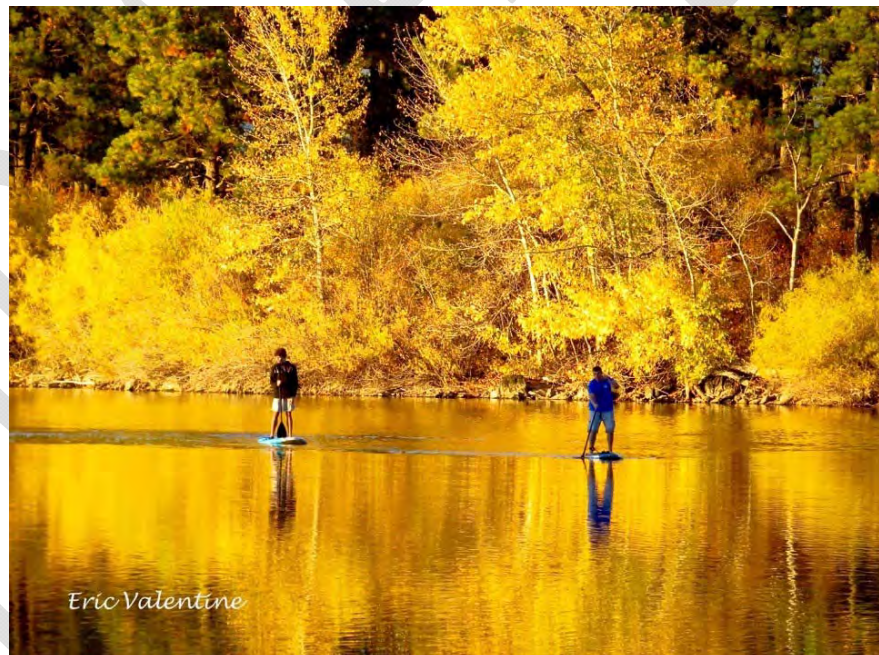
**Neighborhood
Park Locations**

*- Eastern part of
La Grande was
identified as a
priority.*

- Teen recreational sports leagues
- Community Hikes
- Partnering with the Library to create a teen hang out.
- Diving, Jr. Lifeguard program, Teen pool programs
- Ski Bus or other trip opportunities throughout the year.

Neighborhood Park Locations

- Stu will work with City Hall to create map with parks and distances and to help identify neighborhoods that need parks.
- Eastern La Grande neighborhood is lacking in park land.
 - We might be able to partner with the School District to improve their facilities for that use in that neighborhood that doesn't have a park. OTECC might be another partner in that neighborhood.



Morgan Lake in the Fall

Goal 1: Maximize Planning Effort

Strategy: Incorporate the action items of this plan into the City's annual work plans to achieve the recommendations of this plan and to enhance effectiveness of staff effort.

Actions:

- Involve and inform City Council at their annual retreat of the recommendations of this plan.
- Incorporate the recommendations from this plan in to City's Budget process and request.

Strategy: Assure that all levels of staff are informed of and are set up to work together to implement the recommendations of this plan.

Actions:

- Inform all levels of staff of the direction of the plan, allow for staff input, encourage buy-in.
- Provide cross-departmental staff teams as appropriate to share recommendations of this plan.

Goal 2: Strategically Increase Programming and Partnerships

Strategy: Develop a standard practice for customer program feedback.

Actions:

- Develop a standard survey (usually at the end of a program) that will help improve programming and be able to respond to customer needs in a timely matter. Give customers an opportunity to provide positive and negative feedback.
- Suggestions for improving programs by staff.
- Annual community outreach on how to improve or what programs to add.
- Annual specific organizational (service clubs and volunteer organizations) outreach

Strategy: Implement and/or modify programs based on research and feedback.

Actions:

- Track new trends that may drive new needs.
- Budget for new or expanded programming.
- Adequately market new or expanded programs.

Strategy: Improve and enhance community partnerships that support the Urban Forestry program.

Actions:

- Improve communications and relationships with OTECC.
- Increase programming and outreach in local schools.

Strategy: Preserve and enhance community forest.

Actions:

- Enhance enforcement language to protect established trees and new tree planting requirements during new development.
- Maintain partnership with Public Works for street tree clearance pruning by zone.
- Develop a marketing campaign for right-of-way planting, pruning, and removing trees.

Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community

Strategy: Improve existing parks to meet community standards.

Actions:

- Strive to replace, add, or renovate amenities in the following order below.
 - Riverside Playground
 - Splash Pad
 - Restrooms at Candy Cane and Benton Parks
 - Shade canopies at Sunnyhill, Candy Cane, and Benton Parks
 - Sunnyhill Park Playground

Strategy: Improve accessibility and connectivity.

Actions:

- Strive to provide parks, greenways, or indoor facilities within one third mile of residents to ensure continued walkability.
- Work with other City departments that received Community Pathways funding to coordinate our planning efforts.
- Create a walkability analysis map by partnering with other City departments.
- Establish a task force to create a trail and pathway inventory consisting of current and potential future bike/ped friendly public/private natural or street corridors throughout La Grande and into adjacent land connecting other natural areas in the County.
- Use that walkability analysis to create priorities for connections to parks, greenways, or indoor facilities.
- Work with other City departments to create natural or street corridors where citizens could safely walk or bike between city parks.
- Look for trail and pathway opportunities in parks and throughout town.
- Ensure park amenities are accessible to all.
- Intentionally look to add park property on the East side of La Grande.

Strategy: Increase community forestry equity.

Actions:

- Intentionally identify low income, high need areas for tree plantings.
- Organize neighbors in low income, high need areas to advocate for the community forest.
- Plant at least 50 trees along Island Avenue northeast of Interstate 84.
- Work with other city departments on developing sidewalks, curbs, and planting strips in these underserved neighborhoods.

Goal 4: Create increased youth/teen programs and/or spaces.

Strategy: Identify and develop Recreation Center facility.

Actions:

- Identify and engage key community partners including EOU and La Grande School District, contractors, business owners, and foundations.
- Explore a “friends” group non-profit that could support fundraising efforts.

- Ensure there is multi-purpose community space for teen and senior programming, sports, events, activities, classes, meetings, and more.
- Work with engineer/architecture firm to analyze and develop plans.

Strategy: Develop youth/teen programming slate of activities throughout the year.

Actions:

- Ensure specific youth/teen programs are offered and advertised each quarter.
- Utilize Morgan Lake and other outdoor amenities to offer outdoor education for youth.
- Develop teen recreational sports leagues.
- Explore partnerships with the Library, EOU, and/or other partners to create a teen hang out space and programs.
- Develop teen aquatics programming. i.e. Jr. Lifeguard program, evening events
- Develop youth/teen trips. i.e. ski bus, Boise, Pendleton

Goal 5: Preserve and grow natural areas within the parks system.

Strategy: Preserve Gangloff Park as a natural area.

Actions:

- Continue to work with the Native Plant Society and provide budget support for their volunteer projects along with materials and supplies.
- Look for opportunities to purchase adjacent land.

Strategy: Look for opportunities to add natural areas to the parks system inventory.

Actions:

- Meet with Blue Mountain Conservancy for potential partnership opportunity at Pete's Pond.
- Work with other City departments to identify possible natural area park acquisition opportunities.

Recommendations 2022 – 2027 Priorities	Capital Cost Estimate	Capital Funding Sources
Riverside Park Playground Replacement	\$125,000	General Fund, Grants, Donations
Hire architect/engineer to provide site analysis for Recreation Center	\$25,000	General Fund, Park SDC Funds
Splash Pad Construction	\$100,000	General Fund, Grants, Donations
Restroom at Candy Cane Park	\$50,000	General Fund, Grants, Public Works
Restroom at Benton Park	\$50,000	General Fund, Grants, Public Works
Shade Canopy at Candy Cane Park	\$50,000	General Fund, Grants
Shade Canopy at Benton Park	\$50,000	General Fund, Grants
Sunny Hills Park Playground Replacement	\$40,000	General Fund, Grants, Donations
Shade Canopy at Sunnyhill Park	\$50,000	General Fund, Grants

DRAFT

Fiscal Year 1	Actions to accomplish during fiscal year 22-23	Who's responsible
CIP	Hire architect/engineer to provide site analysis for Recreation Center	Director, PRAC Ad Hoc Committee
Goal 1: Maximize Planning Effort	Involve and inform City Council at their annual retreat of the recommendations of this plan.	Director, Superintendent
Goal 1	Inform all levels of staff of the direction of the plan, allow for staff input, encourage buy-in.	All Staff
Goal 1	Provide cross-departmental staff teams as appropriate to share recommendations of this plan.	All Staff
Goal 2	Develop a standard survey (usually at the end of a program) that will help improve programming and be able to respond to customer needs in a timely matter. Give customers an opportunity to provide positive and negative feedback.	Superintendent, Recreation Coordinator
Goal 2	Develop a marketing campaign for right-of-way planting, pruning, and removing trees.	Superintendent, Urban Forester
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Create a walkability analysis map by partnering with other City departments.	Director
Goal 4: Create increased youth/teen programs and/or spaces.	Identify and engage key community partners including EOU and La Grande School District, contractors, business owners, and foundations.	Director, Superintendent
Goal 4	Explore a "friends" group that could support fundraising efforts for the Recreation Center.	PRAC, Director
Goal 4	Develop teen aquatics programming. i.e. Jr. Lifeguard program, evening events.	Aquatics Activity Coordinator
Goal 4	Develop youth/teen trips. i.e. ski bus, Boise, Pendleton	Superintendent, Recreation Coordinator
Goal 5	Meet with Blue Mountain Conservancy for potential partnership opportunity at Pete's Pond.	Director
Goal 5	Work with other City departments to identify possible natural area park acquisition opportunities.	Director

Fiscal Year 2	Actions to accomplish during fiscal year 23-24	Who's responsible
CIP	Riverside Park Playground Replacement	Director, Parks Maintenance
Goal 1: Maximize Planning Effort	Incorporate the recommendations from this plan in to City's Budget process and request.	All Staff
Goal 2: Strategically Increase Programming and Partnerships	Annual community outreach on how to improve or what programs to add.	Superintendent, Recreation Coordinator
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Establish a task force to create a trail and pathway inventory consisting of current and potential future bike/ped friendly public/private natural or street corridors throughout La Grande and into adjacent land connecting other natural areas in the County.	PRAC, Director
Goal 3:	Use that walkability analysis to create priorities for connections to parks, greenways, or indoor facilities.	PRAC, Director
Goal 3	Look for trail and pathway opportunities in parks and throughout town.	PRAC, Director
Goal 3	Intentionally identify low income, high need areas for tree plantings.	Director, Urban Forester
Goal 4: Create increased youth/teen programs and/or spaces.	Work with engineer/architecture firm to analyze and develop plans for the Recreation Center.	Director
Goal 4	Utilize Morgan Lake and other outdoor amenities to offer outdoor education for youth.	Superintendent, Recreation Coordinator
Goal 4	Explore partnerships with the Library, EOU, and/or other partners to create a teen hang out space and programs.	Superintendent, Recreation Coordinator
Goal 5: Preserve and grow natural areas within the parks system.	Look for opportunities to purchase adjacent land near Gangloff Park.	Director

Fiscal Year 3	Actions to accomplish during fiscal year 24-25	Who's responsible
Goal 2: Strategically Increase Programming and Partnerships	Increase programming and outreach in local schools.	Urban Forester
Goal 2	Annual specific organizational (service clubs and volunteer organizations) outreach.	Director, Superintendent
Goal 2	Improve communications and relationships with OTECC.	Director, Urban Forester
Goal 3	Organize neighbors in low income, high need areas to advocate for the community forest.	Superintendent, Urban Forester
Goal 4: Create increased youth/teen programs and/or spaces.	Develop teen recreational sports leagues.	Recreation Coordinator

Fiscal Year 4	Actions to accomplish during fiscal year 25-26	Who's responsible
CIP	Splash Pad Construction	Director, Parks Maintenance
Goal 2: Strategically Increase Programming and Partnerships	Enhance enforcement language to protect established trees and new tree planting requirements during new development.	Director, Urban Forester
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Intentionally look to add park property on the East side of La Grande.	Director

Fiscal Year 5	Actions to accomplish during fiscal year 26-27	Who's responsible
CIP	Restroom at Candy Cane Park	Director, Parks Maintenance
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Work with other City departments to create natural or street corridors where citizens could safely walk or bike between city parks.	Director
Goal 3	Plant at least 50 trees along Island Avenue northeast of Interstate 84.	Urban Forester
Goal 3	Work with other city departments on developing sidewalks, curbs, and planting strips in these underserved neighborhoods.	Director

Left over CIP Projects that don't fit realistic funding goals for the 5-year plan.

Restroom at Benton Park	\$50,000	General Fund, Grants, Public Works
Shade Canopy at Candy Cane Park	\$50,000	General Fund, Grants
Shade Canopy at Benton Park	\$50,000	General Fund, Grants
Sunny Hills Park Playground Replacement	\$40,000	General Fund, Grants, Donations
Shade Canopy at Sunnyhill Park	\$50,000	General Fund, Grants

The following pages are the results of the online and paper survey made available to all residents receiving 491 responses. This data was analyzed and refined by City residency. 411 responses were from La Grande, 25 were missing a city name, and 55 were from outside of La Grande. Consideration of priorities were given to La Grande residents.

How Important are each of these to you?
 Percentage reporting 'Very important'

	La Grande	Missing	Non-Resident	Overall
Riverside Park	86%	87.5%	88.9%	86.0%
Morgan Lake	78%	59.1%	71.2%	76.2%
Youth Sports	76%	82.6%	79.6%	76.4%
Playgrounds	74%	78.3%	74.5%	74.0%
Neighborhood Parks	72%	66.7%	63.0%	70.7%
Veterans' Memorial Pool	69%	60.9%	80.8%	69.9%
Pioneer Park	68%	70.8%	66.7%	68.3%
Youth Enrichment (i.e., afterschool programs, classes)	68%	73.9%	56.6%	67.2%
Urban Forest (trees near street and in parks)	68%	30.4%	53.7%	64.2%
Youth Summer Camps and Classes	65%	58.3%	54.5%	63.7%
Community Events (i.e., music in the park, summer parties)	62%	50.0%	57.4%	61.3%
Paved Recreational Trails	56%	33.3%	30.2%	52.4%
Athletic Fields	56%	70.8%	60.0%	57.5%
Downtown Greenspace	55%	39.1%	37.5%	52.2%
Designated Open Space	54%	36.4%	37.5%	51.1%
Picnic Areas	52%	39.1%	50.9%	51.1%
Urban Forestry Education (events around Arbor Day, school presentations, etc.)	45%	21.7%	29.1%	42.0%
Senior (55+) Programs (such as trips and excursions)	38%	37.5%	25.5%	36.7%
Adult Education Classes	34%	13.6%	29.6%	32.8%
Outdoor Basketball Courts	32%	29.2%	40.7%	33.2%
Skate Park	29%	25.0%	26.4%	28.1%
Adult Sports Leagues	27%	29.2%	27.5%	27.2%
Tennis Courts	21%	20.8%	20.0%	20.9%
Outdoor volleyball courts	19%	20.8%	19.2%	19.0%
Pickleball Courts	13%	19.0%	17.4%	13.5%

Please answer the following based on how you or someone in your household used these facilities before COVID.
Percentage reporting 'Regularly basis seasonally' or 'Regularly basis throughout the year'



We would like to know from your perspective how well the below facilities and events suit the community's needs.

Percentage reporting 'Exceptional' and 'Satisfactory'

	La Grande Satisfactory	Exceptional	COMBINED	Don't Know
Playgrounds	62%	36%	98%	7%
Pioneer Park Ballfields	49%	49%	98%	29%
Riverside Park (NOT Dog Park or Playground)	47%	49%	96%	3%
Neighborhood Parks	67%	29%	96%	6%
Picnic Areas	78%	18%	95%	11%
Riverside Park Dog Park	61%	34%	95%	39%
Other athletic Fields	66%	28%	93%	34%
Urban Forest (trees near street and in parks)	60%	32%	92%	14%
Youth Sports	62%	30%	92%	33%
Youth Summer Camps and Classes	63%	28%	90%	46%
Veterans' Memorial Pool	60%	30%	90%	10%
Skate Park	66%	22%	89%	48%
Morgan Lake	55%	33%	88%	8%
Urban Forestry Education	68%	18%	86%	61%
Youth Enrichment (i.e., afterschool programs and classes)	62%	24%	86%	52%
Community Events (i.e., music in the park, summer parties)	66%	18%	84%	23%
Adult Sports Leagues	69%	14%	82%	56%
Outdoor Basketball Courts	65%	18%	82%	44%
Designated Open Space	66%	15%	81%	32%
Outdoor volleyball courts	65%	12%	77%	54%
Adult Education Classes	61%	14%	76%	67%
Senior (55+) Programs (such as trips and excursions)	58%	17%	75%	72%
Paved Recreational Trails	59%	14%	73%	18%
Downtown Greenspace	58%	15%	72%	21%

What are your top three priorities for parks maintenance?

Percentage selected as a top 3 concern

	La Grande
Restroom cleaning/maintenance	78%
Trash pickup and removal	59%
Amenities maintenance (i.e. playgrounds, picnic tables, etc.)	56%
Turf care (i.e. mowing, fertilizing, watering, etc.)	28%
Trail maintenance (i.e. snow removal, surface repair, etc.)	25%
Vegetation rehabilitation and care	17%
Ballfield maintenance	16%
Tree care (i.e. pruning, replacement, etc.)	11%
Other (please specify)	5%

Other:

All of it is important!

All of the above

available for all ages- including non-sports playing/watching seniors to be used in a wider variety of activities

Building for seniors to meet, play cards, dominoes, mahjong.

creating access to wild spaces: Gangloff Park, Mt. Emily winter access, Deal Canyon, Riverside walkway, and 12th street hiking trail

Develop Morgan lake to make it more user friendly

Difficult to say because everything was shut down for so long

Expansion of green and natural spaces

More trees planted to replace aging trees.

Need to spend more time supporting youth sports not adult beer drinking softball leagues

night swim hours at Veterans' Memorial Pool (when COVID threat is over)

Open spaces with native vegetation

Price for activities, we would go to the pool way more often and do camps if they were more affordable

Regular patrol to prevent misuse

Safety

Safety + speed of vehicles in parks

The parks and playgrounds have so many sketchy people and people speeding through them.

Tree care and veg management seem to be intertwined.

We need more playgrounds and with more things to do. Fix up old busted park toys. Riverside is falling apart. Wood coming undone. Screws out.

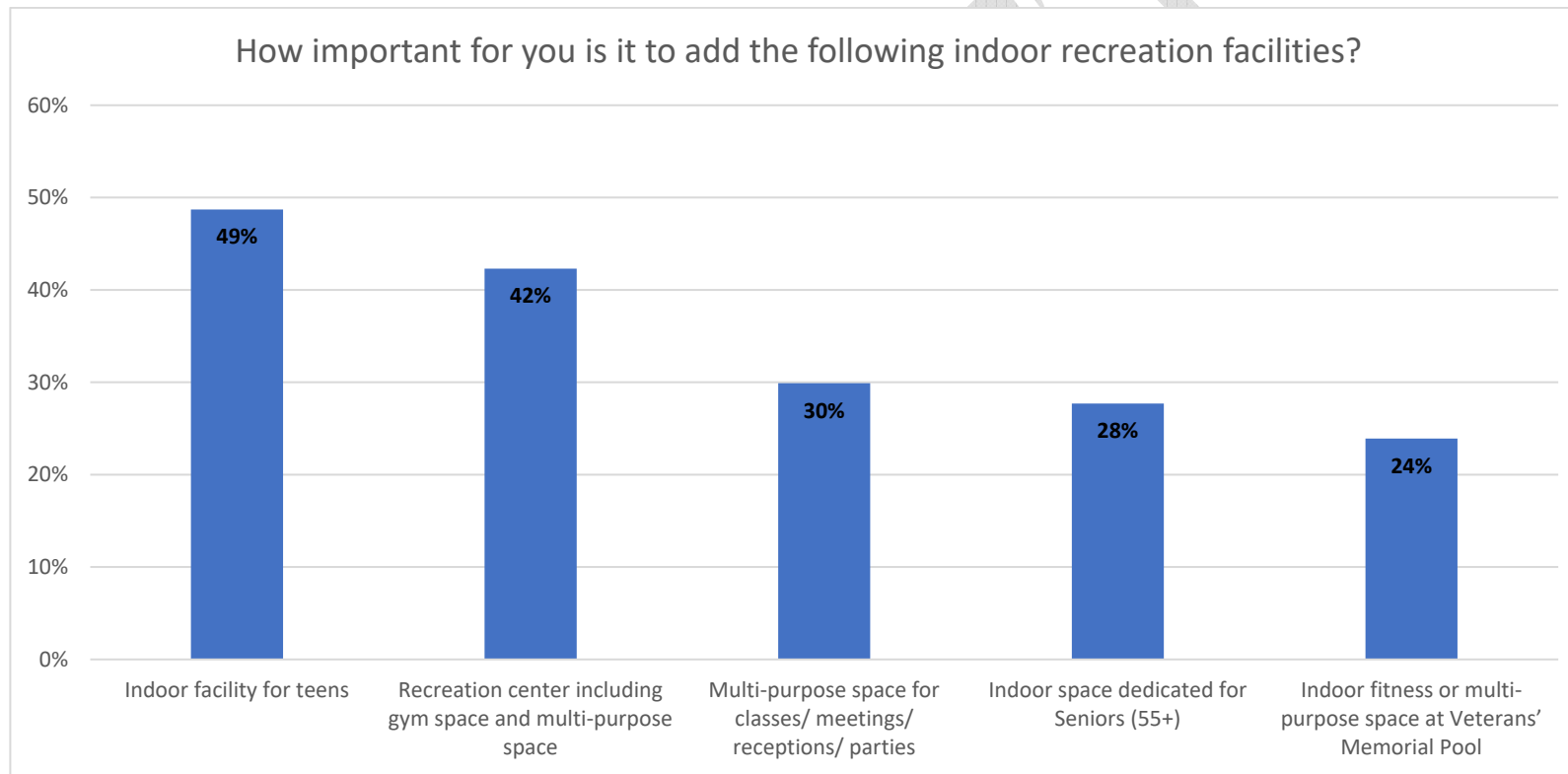
Would be nice to have a dirt track for BMX close to the skate park.

How important for you is it to add the following indoor recreation facilities?

Percentage reporting 'Very important'

La Grande

Indoor facility for teens	49%
Recreation center including gym space and multi-purpose space	42%
Multi-purpose space for classes/ meetings/ receptions/ parties	30%
Indoor space dedicated for Seniors (55+)	28%
Indoor fitness or multi-purpose space at Veterans' Memorial Pool	24%



Indoor Recreation Facilities Comments

A Space for kids and teens is again important

Affordable is top priority. The Maridell center was great in theory but too expensive. Hopefully the bowling alley will be affordable.

After hours youth training seminars (mechanics, carpentry, forestry, EMT etc.)

at no cost to seniors

Child care programs for all class of society (scholarships)

Disc Golf Course

Dual purpose emergency preparedness center and gym space at Riveria

Extending trail at Riverside park to Imbler

Gymnastics and dance is long overdue.

I'm new to this city, 68 y/o, and used to a place for seniors to meet for potluck lunches, game playing (ex. Cards, dominoes, mahjong, Rummikub.

Senior feel less alone when they have others to socialize with.

I'm not a senior & don't have any kids yet so some of these questions don't apply.

indoor soccer

indoor soccer space

Indoor sports in cold weather

Meet unmet needs in community

More stuff for seniors would be amazing especially considering the lack of human connection due to COVID

Outdoor pool or water park. Indoor children's museum or recreation space

Places for kiddos to play in bad weather!!

Seniors have a place and tons of options. There is nothing for our youth in this town other than drugs and breaking the law.

There needs to be fun safe free spaces for kids to go have fun be supervised.

Space able to be reserved for physical activities in privacy

splash pad and ice skating

The splash pad needs to be re-opened. There are only so many things parents can do with babies and toddlers and it has been unavailable to the public for 2 years now. I understand COVID19, but even before that it was closed. There needs to be several different splash pads built at 1 or 2 parks for the kids and community that doesn't require paying an excess amount of money for kids to find a way to beat the heat and have fun too.

Unsure on the seniors question. I do not know whether that age group feels they already have what they need or if they desire more.

We need a boys and girls club and Community Center

You need to concentrate on outdoor facilities.

Young Child spaces (esp. with Maridell gone)

How important for you is it to add outdoor recreation facilities?
Percentage reporting 'Very important to me'

	La Grande
Interactive water feature/ play fountain / splash pad	50%
Designated Open Space or Natural Areas	46%
Paved Recreational Trails	46%
Unpaved Recreational Trails	46%
Neighborhood Parks	43%
Outdoor Event Facility / Community Gathering Space	43%
Open Grassy Play Areas	42%
Playgrounds	37%
Downtown Greenspace	34%
Picnic Areas	33%
Pump track (bicycle track)	33%
Outdoor swimming pool	32%
Athletic Fields	31%
Picnic Shelters	30%
Dog Parks	24%
Artificial Turf Football/Soccer Fields	18%
Artificial Turf Softball / Baseball Fields	17%
Outdoor Volleyball Courts	10%
Tennis Courts	9%
Pickleball Courts	8%

Outdoor Recreation Facilities Comments:

Bathroom at Candy Cane park. Very Important. Every park should have a bathroom, especially ones with playgrounds.

Buy the property next to Gangloff Park
community garden

Disc Golf

Disc Golf Course

Extending Riverside Park trail to Imbler

Gymnastics /tumbling

I swim at Vet's memorial pool, run & bring my dogs to the park primarily.

Ice skating

Important to design parks or open spaces that do not attract homeless gathering. Max square is a prime example.

It would be nice if La Grande could compete with Pendleton's aquatic center and Joseph's splash pad in the summer. It used to be cheaper to drive all the way to Pendleton to swim not sure now, and free to play at the splash pad in Joseph. In addition, if Pendleton and Enterprise can keep an ice-skating rink open why can't we? We should be the main hub for this area.

Maintain and take care of what you have before adding anything.

Many of these would need policed

Maximize use of existing areas and facilities

Most important: maintain current facilities including parks and trails

nighttime hours at indoor facilities

Outdoor performance space

Park community food gardens

Promote Gangloff Park, make a walking trail along the GR river(west and east)

Roller skating

Trail to Morgan Lake, possibly up Deal Canyon, develop riverfront park (see Boise Whitewater Park), Improve beachfront at Morgan Lake,

Work with Island City to develop quarry ponds into parks

Upgrade pool entry/locker rooms

Upkeep what we have instead of adding more.

would like to see a Peace Park with a peace pole and other user-friendly areas that is not associated with sports, and without religious or political association

What are your top 3 concerns to address with this Master Plan Update?

Percentage selected as a top 3 concern

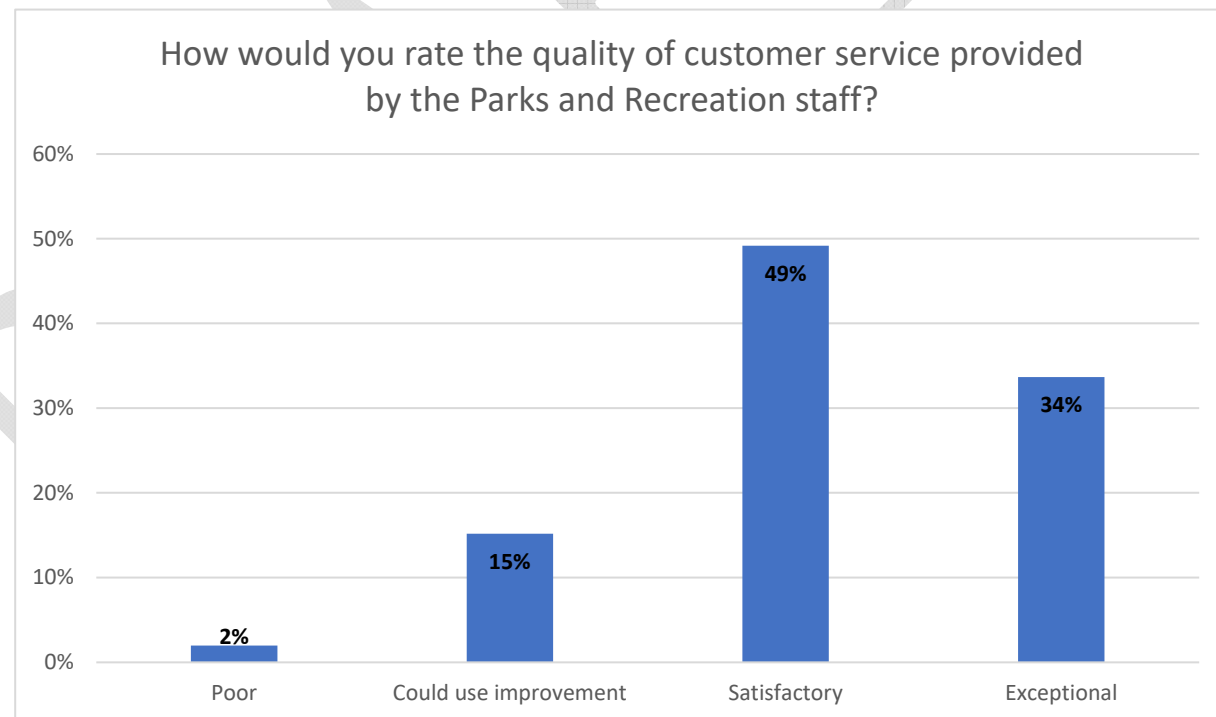
La Grande

Improve or expand trail system	51%
Improve condition/maintenance of existing parks	39%
Increase number of youth programs	38%
Improve condition of existing facilities	32%
Increase number of indoor recreation facilities	32%
Plan ahead for growth	24%
Increase communication for services and programs	21%
Improve funding	17%
Increase number of parks and athletic fields	16%
Improve accessibility	9%
Other (please specify)	8%
Improve tree care, planting, and maintenance	8%

DRAFT

How would you rate the quality of customer service provided by the Parks and Recreation staff?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Poor	6	1.5	2%	2.0
	Could use improvement	46	11.2	15%	17.2
	Satisfactory	149	36.3	49%	66.3
	Exceptional	102	24.8	34%	100.0
	Total	303	73.7	100.0	
Missing	Don't Know	107	26.0		
	System	1	.2		
	Total	108	26.3		
Total		411	100.0		



Where do you get your information about Parks & Recreation programs?

Percentage selected for information source

	La Grande	La Grande Non-social media
Social Media	60%	
Friends	42%	45%
Website	39%	48%
Email	28%	34%
Local newspaper	24%	28%
Activity guide	17%	18%
Local radio stations	14%	8%
Flyers	11%	8%
Other (please specify)	4%	6%

Communication of information needs improved. Don't hear any information.

Community and Work meetings

Firsthand experience as coach

I didn't know where to find it

Library

library, some stuff it would be a good idea to use it's fb page more.

Park and Rec employees

School

School resources

Schools

This is my first time

What's the best way for you to receive Parks & Recreation information?

Percentage selected for information source

	La Grande	La Grande Non-social media
Social Media	69%	
Email	57%	69%
Website	45%	51%
Activity guide	28%	33%
Friends	26%	22%
Local newspaper	24%	27%
Local radio stations	20%	12%
Flyers	17%	16%
Other (please specify)	3%	5%

a text saying a new activity guide pdf is available would be helpful

K-12 schools, GRH women's and children's clinic

Mail

Schools

Social media is the fastest

Text messages

Anything as long as it's consistent

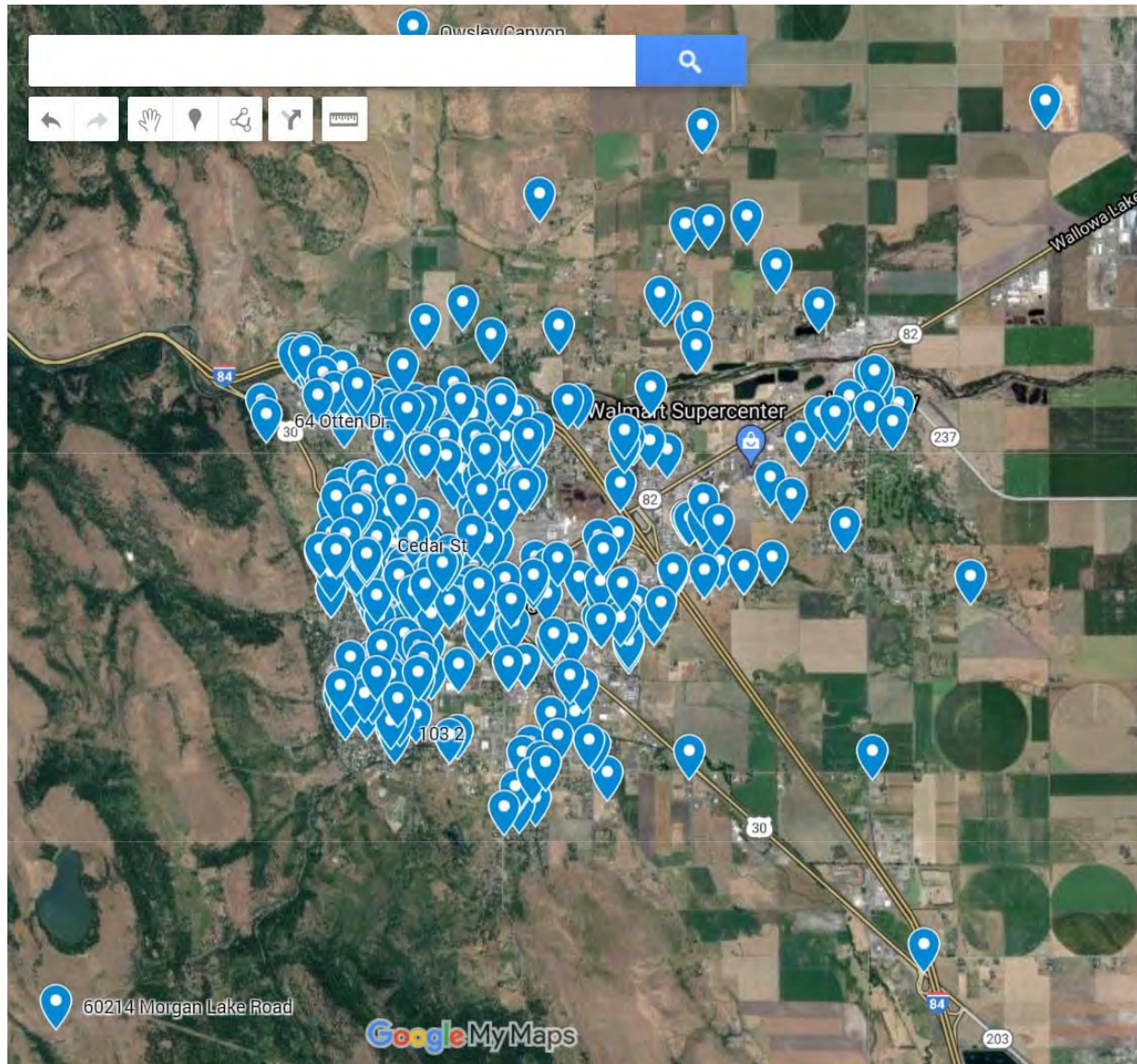
banners across busy street intersections and how about an event 'billboard'?

School

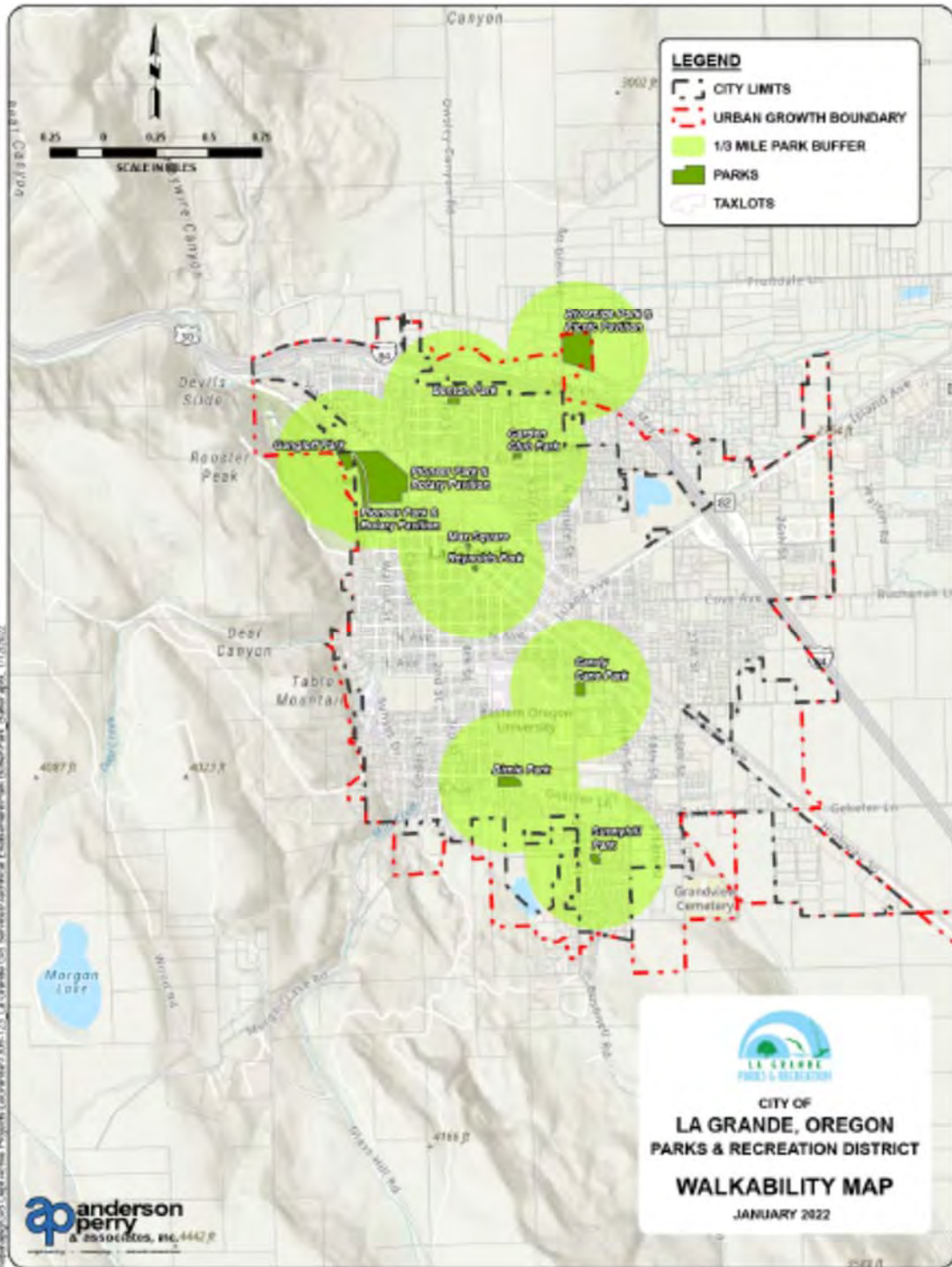
School resources

Sent home in school communication

Respondents Map (generated by Survey Monkey)



Walkability map – circles around parks represent 1/3 mile radius, the standard reasonable walking distance we are using for reference.



Appendix A

Staff Recommendations for Improvements

Some of these have been incorporated into the main plan, but some have not and are routine maintenance or programming items. Although not all are in the plan, staff still believe they are important to include here.

Max Square

- Add greenspace
- Install old Riverside fence to close stage area
- Move irrigation control out of Mamacitas
- Repair alley retaining wall
- Use space for more programs

Reynolds Park (Pocket Park)

- Maintain partnership with LG Mainstreet Downtown to maintain park
- Include on scavenger hunts or other local events to promote park location

Candy Cane Park

- Add covered picnic area (shade canopy or pavilion)
- Add permanent restroom

Sunnyhill Park

- Build loop trail behind playground
- Add covered picnic area (shade canopy or pavilion) NW corner
- New playground and surfacing

Birnie Park

- Add water/power to pavilion
- Add parking

Benton Park

- Add permanent restroom
- Add BBQ
- Add concrete pad for permanent picnic table location

Morgan Lake

- Install gate at road entry for winter closure
- Add at least 2 picnic tables and stand up barbecues to day use area near main dock
- Add vegetation to separate camp sites
- Install wildlife signage

Riverside Park

- Complete loop trail extension
- Repair damaged pavilion roof
- Replace playground with possible destination playground
- Add splash pad
- Re-surface parking area and access road

Pioneer Park

- Construct connector pathway to Gangloff Park

Gangloff Park

- Add historical signage near cabin
- Repair pathways
- Construct connector pathway to Pioneer Park

Community Forest

- Improve tree canopy cover where identified in tree inventory
- Improve diversity of community forest
- Build support for and encourage community engagement

Other thoughts from staff

- Indoor recreation space is a priority
 - Indoor playground for small children/toddlers
 - Multi-purpose community space
 - Multi-purpose sports space (i.e. basketball, volleyball, baseball, soccer)
 - Dedicated teen space
 - Classrooms
- Park restrooms are a priority
 - Candy Cane Park
 - Benton Park
- Opportunity for Trails
 - Little Morgan
 - Gangloff to Pioneer
 - Loop trail at Sunnyhill
- Add more covered picnic areas may take strain off of pavilion rentals
 - Candy Cane Park
 - Sunnyhill
 - Benton

**BEFORE THE CITY OF LA GRANDE
COMPREHENSIVE PLAN – GOAL 8 AMENDMENT
FOR PARKS & RECREATION MASTER PLAN ADOPTION**

‘DRAFT’ DECISION ORDER

I. Application Information

Proposal: Goal 8 of the City of La Grande Comprehensive Plan Ordinance 3208, Series 2013, is proposed to be amended to repeal and replace the City of La Grande Parks and Recreation Master Plan.

Applicant: City of La Grande (Community Development Dept. & Parks Dept.)

Address/Location: City-Wide; This Comprehensive Plan Amendment is not site specific.

Decision Order Prepared By: Michael J. Boquist, Community Development Director
(Reviewed by Stu Spence, Parks Director)

II. Schedule of Procedural and Public Hearing Requirements

In accordance with Land Development Code Ordinance 3252, Series 2021, Articles 9.3 and 9.4, Comprehensive Plan Amendments are subject to the City Council’s review and decision authority, upon receiving a recommendation from the Planning Commission. In accordance with Article 9.5, public hearings for the consideration of the proposal were scheduled as follows:

- Summer 2021.....Circulation of On-line and Paper Survey to Community.
- October 19, 2021.....Focus Group Meeting – Outdoor Recreation Facilities
- October 20, 2021.....Focus Group Meeting – Indoor Recreation Facilities
- October 21, 2021.....Focus Group Meeting – Programs and Events
- November 2, 2021.....Focus Group Meeting – Top 3 Concerns to Address in Plan
- November 4, 2021.....Focus Group Meeting – Park Locations and Maintenance Needs
- February 3, 2022.....Public Input Meeting via Zoom Videoconference
- March 28, 2022.....Joint Work Session, before the Parks Commission, Planning Commission and City Council
- April 1, 2022.....35-Day Required Notice to the DLCD (or greater)
- April 6, 2022.....Public Notice Mailed to all Property Owners (City and UGB)
- April 9, 2022.....Public Notice Advertised in *The Observer* (local newspaper)
- May 10, 2022.....Public Hearing #1, before the Planning Commission
- June 1, 2022.....Public Hearing #2, before the City Council, and First Reading of the adopting Ordinance by Title Only.

July 6, 2022.....	Public Hearing #3, before the City Council, and Second Reading of the adopting Ordinance by Title Only.
July 12, 2022.....	Application for Co-Adoption Submitted to Union County.
August 5, 2022.....	30-Day Appeal Period and DLCDC Notice - Post Acknowledgement Plan Amendment (PAPA) – for inside the City Limits only.
September, 2022.....	Public Hearing #4, before the Union County Planning Commission for Co-Adoption – for Urban Growth Boundary Areas.
November, 2022.....	Public Hearing #5, before the Union County Board of Commissioners, and First Reading of the adopting Ordinance by Title Only.
December, 2022.....	Public Hearing #6, before the Union County Board of Commissioners, and Second Reading of the adopting Ordinance by Title Only.
January, 2023.....	DLCDC Notice - Post Acknowledgement Plan Amendment (PAPA) – for Urban Growth Boundary Areas.

III. General Facts and Overview

1. The Goal 8 (Recreation Needs) chapter of the City of La Grande Comprehensive Plan is also titled and known as the Parks & Recreation Master Plan.
2. The current Parks & Recreation Master Plan was adopted by the City of La Grande City Council on April 3, 2013, and shall also be known as the 2013 Parks & Recreation Master Plan within this Decision Order.
3. The 2013 Parks & Recreation Master Plan was prepared in 2012 and included a five (5) year planning horizon, which ended in 2017.
4. The preparation of proposed Parks & Recreation Master Plan was initiated in 2021 by a project team, made up of City staff and the Parks & Recreation Advisory Commission. The proposed Plan was completed in the Spring 2022, and includes a five (5) year planning horizon that expires in 2027.
5. The proposed Parks & Recreation Master Plan is provided in **Exhibit A**, attached.
6. A summary of public involvement process (work sessions, public meetings, etc.) is provided in **Exhibit B**, attached.
7. Comprehensive Plan amendments are subject to the Planning Commission and City Council review procedures and are subject to the review criteria contained in the City of La Grande Land Development Code Ordinance 3252, Series 2021 (LDC), Article 8.9, Section 8.8.003, which requires that “a proposed Comprehensive Plan Document Amendment shall be approved if the review authority finds:
 - A. That the proposed amendment is in compliance with Statewide Planning Goals;
 - B. That the proposed amendment is in conformance with the policies of the Comprehensive Plan; and
 - C. That the proposed amendment is supported by specific studies or other factual information which documents the public need for the amendment. Policies.”

These review criteria are addressed in **Exhibit C**, attached.

EXHIBIT A

**CITY OF LA GRANDE
PARKS & RECREATION MASTER
PLAN**

**Amendments to Repeal and Replace the Goal 8 Chapter
of the Comprehensive Plan Ordinance 3208, Series 2013**

Parks & Recreation Master Plan



Photo credit: Eric Valentine

Purpose of this Plan

The La Grande Parks and Recreation Master Plan is intended to help meet the needs of current and future residents by positioning La Grande to build on the community's unique parks and recreation assets and identify new opportunities. The citizen-driven plan establishes a clear direction to guide city staff, advisory committees, and elected officials in their efforts to enhance the community's parks system, open space, community forest, trails, recreation facilities, programs and services. The purpose of this plan is to continue to evaluate and develop a well-planned systemic approach to managing community parks and recreation needs. The Master Plan ensures that these services are consistent, compatible, and complimentary to all current and planned Parks and Recreation services.

Department Description

The La Grande Parks & Recreation Department consists of four different divisions including; 1) Aquatics (Veterans' Memorial Pool), 2) Recreation, 3) Parks Maintenance, and 4) Urban Forestry. The department receives funding authorized by the City Council through budget appropriations. Additional funding is provided through fees charged for specific programs and services and through grant funds. Through these means, parks and recreation programs and services are provided and maintained for the citizens of La Grande.



Methodology of this Planning Process

This project has been guided by a project team, made up of city staff and the Parks & Recreation Advisory Commission. This project consisted of the following tasks.

Needs Assessment, Public Involvement, and Process -

Community Survey

Online and paper survey made available to all residents receiving 491 responses. This data was analyzed and refined by City residency. 411 responses were from La Grande, 25 were missing a city name, and 55 were from outside of La Grande. Consideration of priorities were given to La Grande residents.

Focus Groups

Five online video conference focus groups were held in fall of 2021 with four discussion points:

1. Outdoor Recreation Facilities – What are the priorities for future facilities?
2. Indoor Recreation Facilities - What are the priorities for future facilities?
3. Programs and events – What are we missing, what should we add?
4. Top 3 concerns for the master plan to address.
5. Park locations and parks maintenance needs.



Focus Group results themes included:

- Connectivity of parks between parks. Ideas included creating natural or street corridors where citizens could safely walk or bike between city parks.
- Accessibility for disabled and different socioeconomic groups.
- Increased youth/teen programs and/or spaces. This included a need for a multi-use, year-round facility with a focus on youth programming.
- More trails throughout town.

Parks & Recreation Advisory Commission Recommendations and Themes cont'd

Discussion from December 15, 2021 focused on:

Indoor Facilities

- Recreation Center emerged as a priority including youth/teen space.

Outdoor Facilities

- Priorities set beginning with Riverside Playground replacement.

Programs and Events

- New focus on youth/teen programming.

Neighborhood Park Locations

- Eastern part of La Grande was identified as a priority.

- Preserve and grow natural areas within the parks system.

The Parks & Recreation Advisory Commission met on December 15, 2021 to determine common themes and prioritize projects and improvements for the next five years. Members participating included: David Moyal, Chairperson, Bob Mills, Vice Chairperson, Steve Antell, John Briney. Staff present were McKayla Rollins, Aquatic & Recreation Superintendent and Stu Spence, Parks & Recreation Director. The following discussion was focused around the following topics.

Indoor Facilities:

- One of the overwhelming responses is year-round youth programs. If we are looking to the future, the biggest capital investment should be the Recreation Center including gym space, classrooms, and multi-purpose space with a focus on youth programming. This will likely tie into all the indoor facilities. We could look in to developing a “Friends Group” that could be a non-profit partner to support this capital campaign.
 - Explore connecting a Recreation Center to the pool. This would create a better customer experience and could include the construction of a gym, classrooms, multi-purpose space, and new locker rooms at entry. Some ballfields would have to be relocated and parking addressed.
- Riveria School was discussed, but was determined not to be a usable space.
 - It could work if the gym was saved, but the rest of the building demolished.
 - Multipurpose space is really important.

Outdoor Facilities:

- Riverside Playground
- Splash Pad
- Install restrooms at Candy Cane and Benton Parks
- Install shade canopies at Sunnyhill, Candy Cane, and Benton Parks
- Replace playground at Sunnyhill Park
- Trail and Connectivity Opportunities
 - Park to park along street corridors
 - La Grande to Island City Greenway Trail
 - Deal Canyon to Morgan Lake
 - Riverside Park to Fairgrounds
 - Birnie Park to EOU
- Natural Area Expansion Opportunities
 - Pete’s Pond and/or Gangloff Park

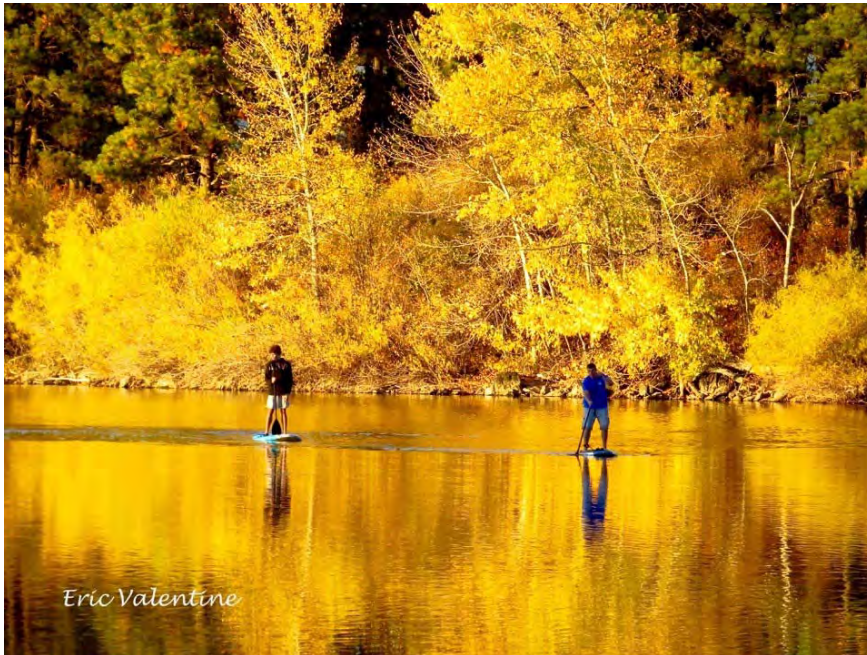
Programs/Events Suggestions

- Morgan Lake Outdoor Education and boating
- Teen recreational sports leagues
- Community Hikes

- Partnering with the Library to create a teen hang out.
- Diving, Jr. Lifeguard program, Teen pool programs
- Ski Bus or other trip opportunities throughout the year.

Neighborhood Park Locations

- Stu will work with City Hall to create map with parks and distances and to help identify neighborhoods that need parks.
- Eastern La Grande neighborhood is lacking in park land.
 - We might be able to partner with the School District to improve their facilities for that use in that neighborhood that doesn't have a park. OTECC might be another partner in that neighborhood.



Morgan Lake in the Fall

Goal 1: Maximize Planning Effort

Strategy: Incorporate the action items of this plan into the City's annual work plans to achieve the recommendations of this plan and to enhance effectiveness of staff effort.

Actions:

- Involve and inform City Council at their annual retreat of the recommendations of this plan.
- Incorporate the recommendations from this plan in to City's Budget process and request.

Strategy: Assure that all levels of staff are informed of and are set up to work together to implement the recommendations of this plan.

Actions:

- Inform all levels of staff of the direction of the plan, allow for staff input, encourage buy-in.
- Provide cross-departmental staff teams as appropriate to share recommendations of this plan.

Goal 2: Strategically Increase Programming and Partnerships

Strategy: Develop a standard practice for customer program feedback.

Actions:

- Develop a standard survey (usually at the end of a program) that will help improve programming and be able to respond to customer needs in a timely matter. Give customers an opportunity to provide positive and negative feedback.
- Suggestions for improving programs by staff.
- Annual community outreach on how to improve or what programs to add.
- Annual specific organizational (service clubs and volunteer organizations) outreach

Strategy: Implement and/or modify programs based on research and feedback.

Actions:

- Track new trends that may drive new needs.
- Budget for new or expanded programming.
- Adequately market new or expanded programs.

Strategy: Improve and enhance community partnerships that support the Urban Forestry program.

Actions:

- Improve communications and relationships with OTECC.
- Increase programming and outreach in local schools.

Strategy: Preserve and enhance community forest.

Actions:

- Enhance enforcement language to protect established trees and new tree planting requirements during new development.
- Maintain partnership with Public Works for street tree clearance pruning by zone.
- Develop a marketing campaign for right-of-way planting, pruning, and removing trees.

Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community

Strategy: Improve existing parks to meet community standards.

Actions:

- Strive to replace, add, or renovate amenities in the following order below.
 - Riverside Playground
 - Splash Pad
 - Restrooms at Candy Cane and Benton Parks
 - Shade canopies at Sunnyhill, Candy Cane, and Benton Parks
 - Sunnyhill Park Playground

Strategy: Improve accessibility and connectivity.

Actions:

- Strive to provide parks, greenways, or indoor facilities within one third mile of residents to ensure continued walkability.
- Work with other City departments that received Community Pathways funding to coordinate our planning efforts.
- Create a walkability analysis map by partnering with other City departments.
- Establish a task force to create a trail and pathway inventory consisting of current and potential future bike/ped friendly public/private natural or street corridors throughout La Grande and into adjacent land connecting other natural areas in the County.
- Use that walkability analysis to create priorities for connections to parks, greenways, or indoor facilities.
- Work with other City departments to create natural or street corridors where citizens could safely walk or bike between city parks.
- Look for trail and pathway opportunities in parks and throughout town.
- Ensure park amenities are accessible to all.
- Intentionally look to add park property on the East side of La Grande.

Strategy: Increase community forestry equity.

Actions:

- Intentionally identify low income, high need areas for tree plantings.
- Organize neighbors in low income, high need areas to advocate for the community forest.
- Plant at least 50 trees along Island Avenue northeast of Interstate 84.
- Work with other city departments on developing sidewalks, curbs, and planting strips in these underserved neighborhoods.

Goal 4: Create increased youth/teen programs and/or spaces.

Strategy: Identify and develop Recreation Center facility.

Actions:

- Identify and engage key community partners including EOU and La Grande School District, contractors, business owners, and foundations.
- Explore a “friends” group non-profit that could support fundraising efforts.
- Ensure there is multi-purpose community space for teen and senior programming, sports, events, activities, classes, meetings, and more.

- Work with engineer/architecture firm to analyze and develop plans.

Strategy: Develop youth/teen programming slate of activities throughout the year.

Actions:

- Ensure specific youth/teen programs are offered and advertised each quarter.
- Utilize Morgan Lake and other outdoor amenities to offer outdoor education for youth.
- Develop teen recreational sports leagues.
- Explore partnerships with the Library, EOU, and/or other partners to create a teen hang out space and programs.
- Develop teen aquatics programming. i.e. Jr. Lifeguard program, evening events
- Develop youth/teen trips. i.e. ski bus, Boise, Pendleton

Goal 5: Preserve and grow natural areas within the parks system.

Strategy: Preserve Gangloff Park as a natural area.

Actions:

- Continue to work with the Native Plant Society and provide budget support for their volunteer projects along with materials and supplies.
- Look for opportunities to purchase adjacent land.

Strategy: Look for opportunities to add natural areas to the parks system inventory.

Actions:

- Meet with Blue Mountain Conservancy for potential partnership opportunity at Pete's Pond.
- Work with other City departments to identify possible natural area park acquisition opportunities.

Recommendations 2022 – 2027 Priorities	Capital Cost Estimate	Capital Funding Sources
Riverside Park Playground Replacement	\$125,000	General Fund, Grants, Donations
Hire architect/engineer to provide site analysis for Recreation Center	\$25,000	General Fund, Park SDC Funds
Splash Pad Construction	\$100,000	General Fund, Grants, Donations
Restroom at Candy Cane Park	\$50,000	General Fund, Grants, Public Works
Restroom at Benton Park	\$50,000	General Fund, Grants, Public Works
Shade Canopy at Candy Cane Park	\$50,000	General Fund, Grants
Shade Canopy at Benton Park	\$50,000	General Fund, Grants
Sunny Hills Park Playground Replacement	\$40,000	General Fund, Grants, Donations
Shade Canopy at Sunnyhill Park	\$50,000	General Fund, Grants

Fiscal Year 1	Actions to accomplish during fiscal year 22-23	Who's responsible
CIP	Hire architect/engineer to provide site analysis for Recreation Center	Director, PRAC Ad Hoc Committee
Goal 1: Maximize Planning Effort	Involve and inform City Council at their annual retreat of the recommendations of this plan.	Director, Superintendent
Goal 1	Inform all levels of staff of the direction of the plan, allow for staff input, encourage buy-in.	All Staff
Goal 1	Provide cross-departmental staff teams as appropriate to share recommendations of this plan.	All Staff
Goal 2	Develop a standard survey (usually at the end of a program) that will help improve programming and be able to respond to customer needs in a timely matter. Give customers an opportunity to provide positive and negative feedback.	Superintendent, Recreation Coordinator
Goal 2	Develop a marketing campaign for right-of-way planting, pruning, and removing trees.	Superintendent, Urban Forester
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Create a walkability analysis map by partnering with other City departments.	Director
Goal 4: Create increased youth/teen programs and/or spaces.	Identify and engage key community partners including EOU and La Grande School District, contractors, business owners, and foundations.	Director, Superintendent
Goal 4	Explore a "friends" group that could support fundraising efforts for the Recreation Center.	PRAC, Director
Goal 4	Develop teen aquatics programming. i.e. Jr. Lifeguard program, evening events.	Aquatics Activity Coordinator
Goal 4	Develop youth/teen trips. i.e. ski bus, Boise, Pendleton	Superintendent, Recreation Coordinator
Goal 5	Meet with Blue Mountain Conservancy for potential partnership opportunity at Pete's Pond.	Director
Goal 5	Work with other City departments to identify possible natural area park acquisition opportunities.	Director

Fiscal Year 2	Actions to accomplish during fiscal year 23-24	Who's responsible
CIP	Riverside Park Playground Replacement	Director, Parks Maintenance
Goal 1: Maximize Planning Effort	Incorporate the recommendations from this plan in to City's Budget process and request.	All Staff
Goal 2: Strategically Increase Programming and Partnerships	Annual community outreach on how to improve or what programs to add.	Superintendent, Recreation Coordinator
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Establish a task force to create a trail and pathway inventory consisting of current and potential future bike/ped friendly public/private natural or street corridors throughout La Grande and into adjacent land connecting other natural areas in the County.	PRAC, Director
Goal 3:	Use that walkability analysis to create priorities for connections to parks, greenways, or indoor facilities.	PRAC, Director
Goal 3	Look for trail and pathway opportunities in parks and throughout town.	PRAC, Director
Goal 3	Intentionally identify low income, high need areas for tree plantings.	Director, Urban Forester
Goal 4: Create increased youth/teen programs and/or spaces.	Work with engineer/architecture firm to analyze and develop plans for the Recreation Center.	Director
Goal 4	Utilize Morgan Lake and other outdoor amenities to offer outdoor education for youth.	Superintendent, Recreation Coordinator
Goal 4	Explore partnerships with the Library, EOU, and/or other partners to create a teen hang out space and programs.	Superintendent, Recreation Coordinator
Goal 5: Preserve and grow natural areas within the parks system.	Look for opportunities to purchase adjacent land near Gangloff Park.	Director

Fiscal Year 3	Actions to accomplish during fiscal year 24-25	Who's responsible
Goal 2: Strategically Increase Programming and Partnerships	Increase programming and outreach in local schools.	Urban Forester
Goal 2	Annual specific organizational (service clubs and volunteer organizations) outreach.	Director, Superintendent
Goal 2	Improve communications and relationships with OTECC.	Director, Urban Forester
Goal 3	Organize neighbors in low income, high need areas to advocate for the community forest.	Superintendent, Urban Forester
Goal 4: Create increased youth/teen programs and/or spaces.	Develop teen recreational sports leagues.	Recreation Coordinator

Fiscal Year 4	Actions to accomplish during fiscal year 25-26	Who's responsible
CIP	Splash Pad Construction	Director, Parks Maintenance
Goal 2: Strategically Increase Programming and Partnerships	Enhance enforcement language to protect established trees and new tree planting requirements during new development.	Director, Urban Forester
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Intentionally look to add park property on the East side of La Grande.	Director

Fiscal Year 5	Actions to accomplish during fiscal year 26-27	Who's responsible
CIP	Restroom at Candy Cane Park	Director, Parks Maintenance
Goal 3: Provide Equitable Level of Service in Existing Parks and Facilities Throughout the Community	Work with other City departments to create natural or street corridors where citizens could safely walk or bike between city parks.	Director
Goal 3	Plant at least 50 trees along Island Avenue northeast of Interstate 84.	Urban Forester
Goal 3	Work with other city departments on developing sidewalks, curbs, and planting strips in these underserved neighborhoods.	Director

Left over CIP Projects that don't fit realistic funding goals for the 5-year plan.

Restroom at Benton Park	\$50,000	General Fund, Grants, Public Works
Shade Canopy at Candy Cane Park	\$50,000	General Fund, Grants
Shade Canopy at Benton Park	\$50,000	General Fund, Grants
Sunny Hills Park Playground Replacement	\$40,000	General Fund, Grants, Donations
Shade Canopy at Sunnyhill Park	\$50,000	General Fund, Grants

The following pages are the results of the online and paper survey made available to all residents receiving 491 responses. This data was analyzed and refined by City residency. 411 responses were from La Grande, 25 were missing a city name, and 55 were from outside of La Grande. Consideration of priorities were given to La Grande residents.

How Important are each of these to you?

Percentage reporting 'Very important'

	La Grande	Missing	Non-Resident	Overall
Riverside Park	86%	87.5%	88.9%	86.0%
Morgan Lake	78%	59.1%	71.2%	76.2%
Youth Sports	76%	82.6%	79.6%	76.4%
Playgrounds	74%	78.3%	74.5%	74.0%
Neighborhood Parks	72%	66.7%	63.0%	70.7%
Veterans' Memorial Pool	69%	60.9%	80.8%	69.9%
Pioneer Park	68%	70.8%	66.7%	68.3%
Youth Enrichment (i.e., afterschool programs, classes)	68%	73.9%	56.6%	67.2%
Urban Forest (trees near street and in parks)	68%	30.4%	53.7%	64.2%
Youth Summer Camps and Classes	65%	58.3%	54.5%	63.7%
Community Events (i.e., music in the park, summer parties)	62%	50.0%	57.4%	61.3%
Paved Recreational Trails	56%	33.3%	30.2%	52.4%
Athletic Fields	56%	70.8%	60.0%	57.5%
Downtown Greenspace	55%	39.1%	37.5%	52.2%
Designated Open Space	54%	36.4%	37.5%	51.1%
Picnic Areas	52%	39.1%	50.9%	51.1%
Urban Forestry Education (events around Arbor Day, school presentations, etc.)	45%	21.7%	29.1%	42.0%
Senior (55+) Programs (such as trips and excursions)	38%	37.5%	25.5%	36.7%
Adult Education Classes	34%	13.6%	29.6%	32.8%
Outdoor Basketball Courts	32%	29.2%	40.7%	33.2%
Skate Park	29%	25.0%	26.4%	28.1%
Adult Sports Leagues	27%	29.2%	27.5%	27.2%
Tennis Courts	21%	20.8%	20.0%	20.9%
Outdoor volleyball courts	19%	20.8%	19.2%	19.0%
Pickleball Courts	13%	19.0%	17.4%	13.5%

Please answer the following based on how you or someone in your household used these facilities before COVID. Percentage reporting 'Regularly basis seasonally' or 'Regularly basis throughout the year'

	La Grande
Riverside Park	70%
Playgrounds	61%
Neighborhood Parks	55%
Pioneer Park	53%
Morgan Lake	52%
Youth Sports	41%
Paved Recreational Trails	41%
Athletic Fields	36%
Veterans' Memorial Pool	34%
Community Events (e.g., music in the park)	30%
Picnic Areas	30%
Youth Summer Camps and Classes	19%
Outdoor basketball courts	15%
Youth Enrichment (e.g., afterschool programs)	14%
Adult Sports Leagues	11%
Skate Park	11%
Urban Forestry Education	8%
Outdoor volleyball courts	5%

We would like to know from your perspective how well the below facilities and events suit the community's needs.

Percentage reporting 'Exceptional' and 'Satisfactory'

	La Grande			
	Satisfactory	Exceptional	COMBINED	Don't Know
Playgrounds	62%	36%	98%	7%
Pioneer Park Ballfields	49%	49%	98%	29%
Riverside Park (NOT Dog Park or Playground)	47%	49%	96%	3%
Neighborhood Parks	67%	29%	96%	6%
Picnic Areas	78%	18%	95%	11%
Riverside Park Dog Park	61%	34%	95%	39%
Other athletic Fields	66%	28%	93%	34%
Urban Forest (trees near street and in parks)	60%	32%	92%	14%
Youth Sports	62%	30%	92%	33%
Youth Summer Camps and Classes	63%	28%	90%	46%
Veterans' Memorial Pool	60%	30%	90%	10%
Skate Park	66%	22%	89%	48%
Morgan Lake	55%	33%	88%	8%
Urban Forestry Education	68%	18%	86%	61%
Youth Enrichment (i.e., afterschool programs and classes)	62%	24%	86%	52%
Community Events (i.e., music in the park, summer parties)	66%	18%	84%	23%
Adult Sports Leagues	69%	14%	82%	56%
Outdoor Basketball Courts	65%	18%	82%	44%
Designated Open Space	66%	15%	81%	32%
Outdoor volleyball courts	65%	12%	77%	54%
Adult Education Classes	61%	14%	76%	67%
Senior (55+) Programs (such as trips and excursions)	58%	17%	75%	72%
Paved Recreational Trails	59%	14%	73%	18%
Downtown Greenspace	58%	15%	72%	21%

What are your top three priorities for parks maintenance?

Percentage selected as a top 3 concern

La Grande

Restroom cleaning/maintenance	78%
Trash pickup and removal	59%
Amenities maintenance (i.e. playgrounds, picnic tables, etc.)	56%
Turf care (i.e. mowing, fertilizing, watering, etc.)	28%
Trail maintenance (i.e. snow removal, surface repair, etc.)	25%
Vegetation rehabilitation and care	17%
Ballfield maintenance	16%
Tree care (i.e. pruning, replacement, etc.)	11%
Other (please specify)	5%

Other:

All of it is important!

All of the above

available for all ages- including non-sports playing/watching seniors to be used in a wider variety of activities

Building for seniors to meet, play cards, dominoes, mahjong.

creating access to wild spaces: Gangloff Park, Mt. Emily winter access, Deal Canyon, Riverside walkway, and 12th street hiking trail

Develop Morgan lake to make it more user friendly

Difficult to say because everything was shut down for so long

Expansion of green and natural spaces

More trees planted to replace aging trees.

Need to spend more time supporting youth sports not adult beer drinking softball leagues

night swim hours at Veterans' Memorial Pool (when COVID threat is over)

Open spaces with native vegetation

Price for activities, we would go to the pool way more often and do camps if they were more affordable

Regular patrol to prevent misuse

Safety

Safety + speed of vehicles in parks

The parks and playgrounds have so many sketchy people and people speeding through them.

Tree care and veg management seem to be intertwined.

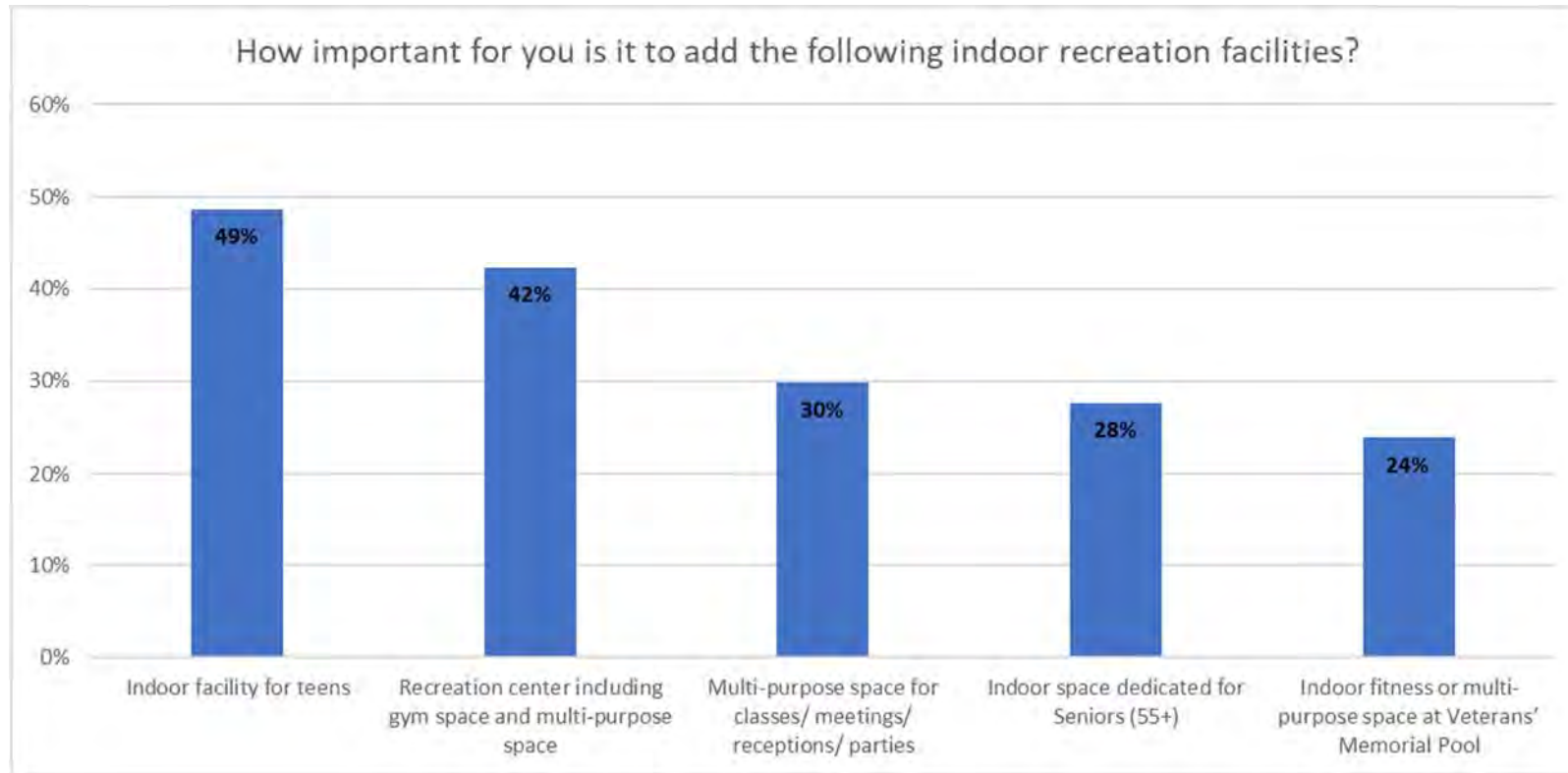
We need more playgrounds and with more things to do. Fix up old busted park toys. Riverside is falling apart. Wood coming undone. Screws out.

Would be nice to have a dirt track for BMX close to the skate park.

How important for you is it to add the following indoor recreation facilities?
Percentage reporting 'Very important'

La Grande

Indoor facility for teens	49%
Recreation center including gym space and multi-purpose space	42%
Multi-purpose space for classes/ meetings/ receptions/ parties	30%
Indoor space dedicated for Seniors (55+)	28%
Indoor fitness or multi-purpose space at Veterans' Memorial Pool	24%



Indoor Recreation Facilities Comments

A Space for kids and teens is again important

Affordable is top priority. The Maridell center was great in theory but too expensive. Hopefully the bowling alley will be affordable.

After hours youth training seminars (mechanics, carpentry, forestry, EMT etc.)

at no cost to seniors

Child care programs for all class of society (scholarships)

Disc Golf Course

Dual purpose emergency preparedness center and gym space at Riveria

Extending trail at Riverside park to Imbler

Gymnastics and dance are long overdue.

I'm new to this city, 68 yoa, and used to a place for seniors to meet for potluck lunches, game playing (ex. Cards, dominoes, mahjong, Rummikub.

Senior feel less alone when they have others to socialize with.

I'm not a senior & don't have any kids yet so some of these questions don't apply.

indoor soccer

indoor soccer space

Indoor sports in cold weather

Meet unmet needs in community

More stuff for seniors would be amazing especially considering the lack of human connection due to COVID

Outdoor pool or water park. Indoor children's museum or recreation space

Places for kiddos to play in bad weather!!

Seniors have a place and tons of options. There is nothing for our youth in this town other than drugs and breaking the law.

There needs to be fun safe free spaces for kids to go have fun be supervised.

Space able to be reserved for physical activities in privacy

splash pad and ice skating

The splash pad needs to be re-opened. There are only so many things parents can do with babies and toddlers and it has been unavailable to the public for 2 years now. I understand COVID19, but even before that it was closed. There needs to be several different splash pads built at 1 or 2 parks for the kids and community that doesn't require paying an excess amount of money for kids to find a way to beat the heat and have fun too.

Unsure on the seniors question. I do not know whether that age group feels they already have what they need or if they desire more.

We need a boys and girls club and Community Center

You need to concentrate on outdoor facilities.

Young Child spaces (esp. with Maridell gone)

How important for you is it to add outdoor recreation facilities?

Percentage reporting 'Very important to me'

	La Grande
Interactive water feature/ play fountain / splash pad	50%
Designated Open Space or Natural Areas	46%
Paved Recreational Trails	46%
Unpaved Recreational Trails	46%
Neighborhood Parks	43%
Outdoor Event Facility / Community Gathering Space	43%
Open Grassy Play Areas	42%
Playgrounds	37%
Downtown Greenspace	34%
Picnic Areas	33%
Pump track (bicycle track)	33%
Outdoor swimming pool	32%
Athletic Fields	31%
Picnic Shelters	30%
Dog Parks	24%
Artificial Turf Football/Soccer Fields	18%
Artificial Turf Softball / Baseball Fields	17%
Outdoor Volleyball Courts	10%
Tennis Courts	9%
Pickleball Courts	8%

Outdoor Recreation Facilities Comments:

Bathroom at Candy Cane park. Very Important. Every park should have a bathroom, especially ones with playgrounds.

Buy the property next to Gangloff Park

community garden

Disc Golf

Disc Golf Course

Extending Riverside Park trail to Imbler

Gymnastics /tumbling

I swim at Vet's memorial pool, run & bring my dogs to the park primarily.

Ice skating

Important to design parks or open spaces that do not attract homeless gathering. Max square is a prime example.

It would be nice if La Grande could compete with Pendleton's aquatic center and Joseph's splash pad in the summer. It used to be cheaper to drive all the way to Pendleton to swim not sure now, and free to play at the splash pad in Joseph. In addition, if Pendleton and Enterprise can keep an ice skating rink open why can't we? We should be the main hub for this area.

Maintain and take care of what you have before adding anything.

Many of these would need policed

Maximize use of existing areas and facilities

Most important: maintain current facilities including parks and trails

nighttime hours at indoor facilities

Outdoor performance space

Park community food gardens

Promote Gangloff Park, make a walking trail along the GR river(west and east)

Roller skating

Trail to Morgan Lake, possibly up Deal Canyon, develop riverfront park (see Boise Whitewater Park), Improve beachfront at Morgan Lake,

Work with Island City to develop quarry ponds into parks

Upgrade pool entry/locker rooms

Upkeep what we have instead of adding more.

would like to see a Peace Park with a peace pole and other user-friendly areas that is not associated with sports, and without religious or political association

What are your top 3 concerns to address with this Master Plan Update?

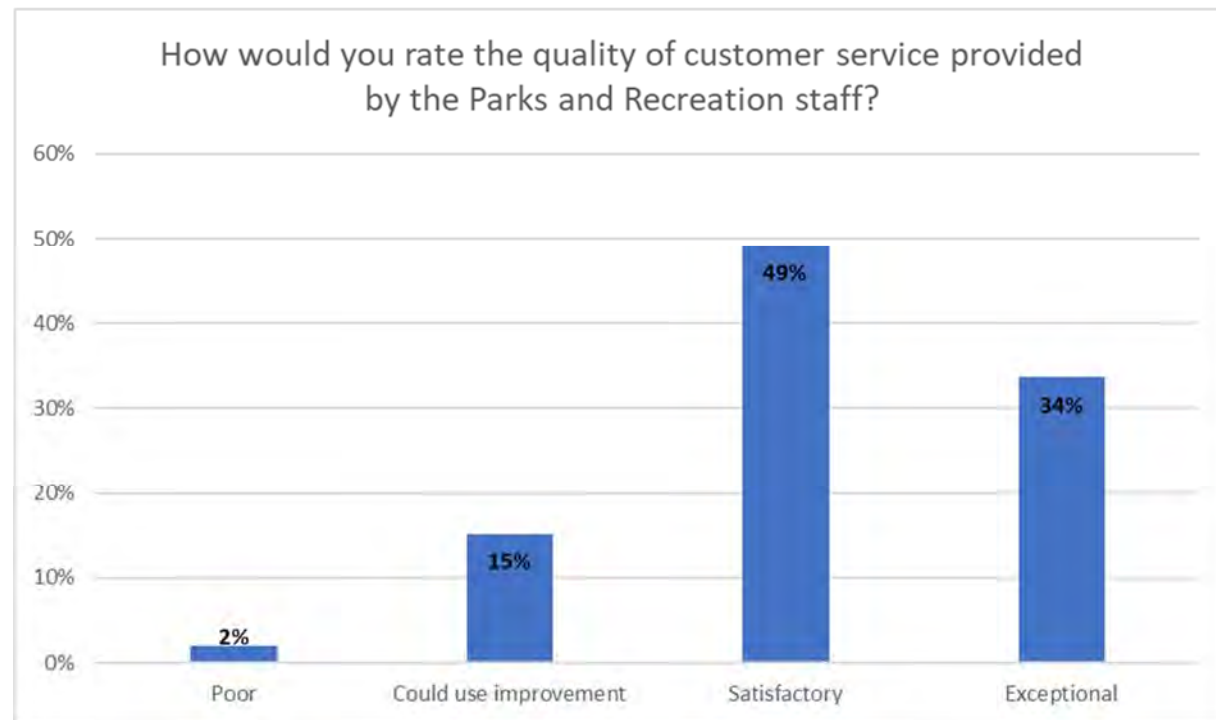
Percentage selected as a top 3 concern

La Grande

Improve or expand trail system	51%
Improve condition/maintenance of existing parks	39%
Increase number of youth programs	38%
Improve condition of existing facilities	32%
Increase number of indoor recreation facilities	32%
Plan ahead for growth	24%
Increase communication for services and programs	21%
Improve funding	17%
Increase number of parks and athletic fields	16%
Improve accessibility	9%
Other (please specify)	8%
Improve tree care, planting, and maintenance	8%

How would you rate the quality of customer service provided by the Parks and Recreation staff?

		Frequency	Percent	Valid Percent	Cumulative Percent
Valid	Poor	6	1.5	2%	2.0
	Could use improvement	46	11.2	15%	17.2
	Satisfactory	149	36.3	49%	66.3
	Exceptional	102	24.8	34%	100.0
	Total	303	73.7	100.0	
Missing	Don't Know	107	26.0		
	System	1	.2		
	Total	108	26.3		
Total		411	100.0		



Where do you get your information about Parks & Recreation programs?

Percentage selected for information source

	La Grande	La Grande Non-social media
Social Media	60%	
Friends	42%	45%
Website	39%	48%
Email	28%	34%
Local newspaper	24%	28%
Activity guide	17%	18%
Local radio stations	14%	8%
Flyers	11%	8%
Other (please specify)	4%	6%

Communication of information needs improved. Don't hear any information.

Community and Work meetings

Firsthand experience as coach

I didn't know where to find it

Library

library, some stuff it would be a good idea to use it's fb page more.

Park and Rec employees

School

School resources

Schools

This is my first time

What's the best way for you to receive Parks & Recreation information?

Percentage selected for information source

	La Grande	La Grande Non-social media
Social Media	69%	
Email	57%	69%
Website	45%	51%
Activity guide	28%	33%
Friends	26%	22%
Local newspaper	24%	27%
Local radio stations	20%	12%
Flyers	17%	16%
Other (please specify)	3%	5%

a text saying a new activity guide pdf is available would be helpful

K-12 schools, GRH women's and children's clinic

Mail

Schools

Social media is the fastest

Text messages

Anything as long as it's consistent

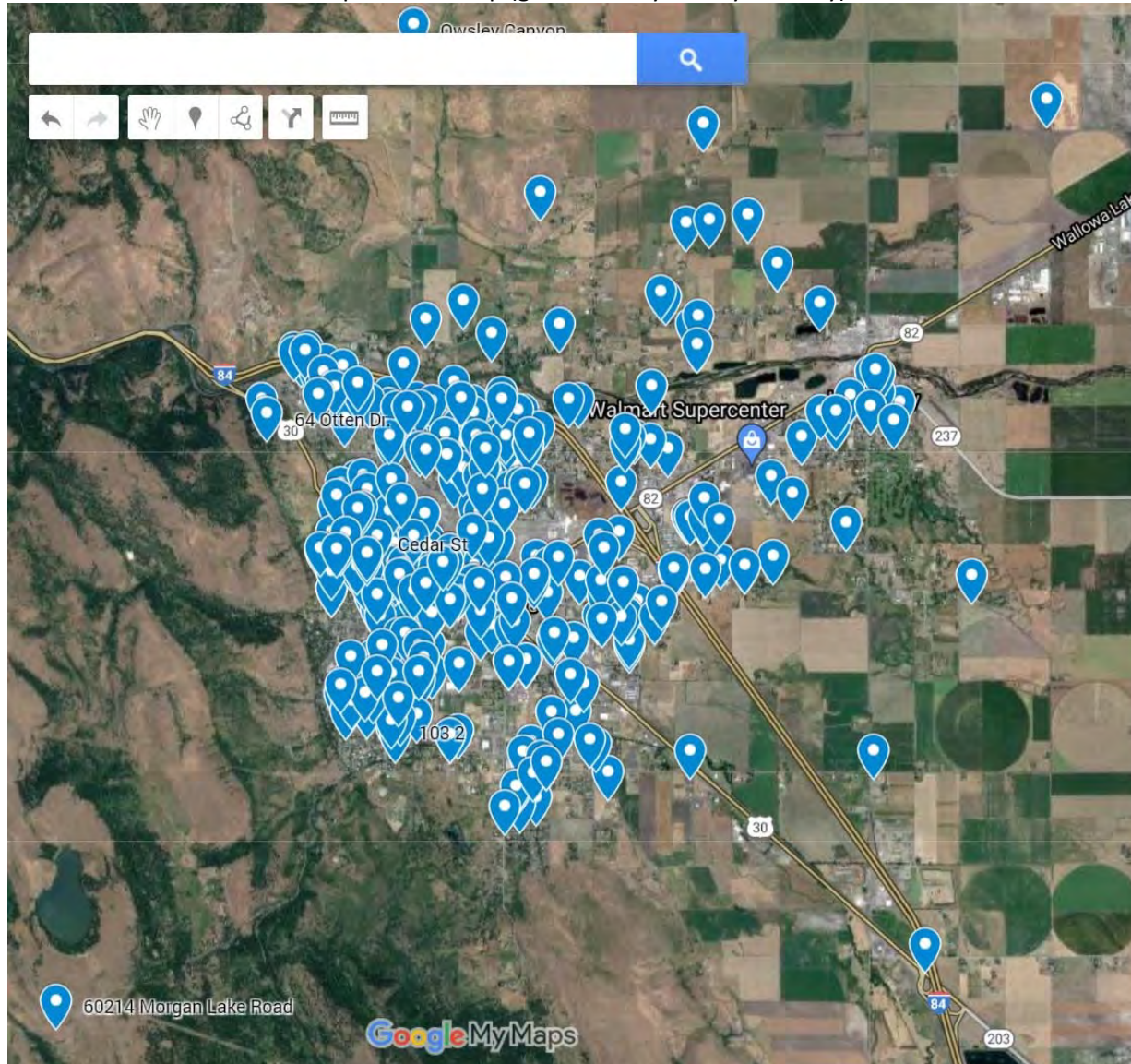
banners across busy street intersections and how about an event 'billboard'?

School

School resources

Sent home in school communication

Respondents Map (generated by Survey Monkey)



Appendix A

Staff Recommendations for Improvements

Some of these have been incorporated into the main plan, but some have not and are routine maintenance or programming items. Although not all are in the plan, staff still believe they are important to include here.

Max Square

- Add greenspace
- Install old Riverside fence to close stage area
- Move irrigation control out of Mamacitas
- Repair alley retaining wall
- Use space for more programs

Reynolds Park (Pocket Park)

- Maintain partnership with LG Mainstreet Downtown to maintain park
- Include on scavenger hunts or other local events to promote park location

Candy Cane Park

- Add covered picnic area (shade canopy or pavilion)
- Add permanent restroom

Sunnyhill Park

- Build loop trail behind playground
- Add covered picnic area (shade canopy or pavilion) NW corner
- New playground and surfacing

Birnie Park

- Add water/power to pavilion
- Add parking

Benton Park

- Add permanent restroom
- Add BBQ
- Add concrete pad for permanent picnic table location

Morgan Lake

- Install gate at road entry for winter closure
- Add at least 2 picnic tables and stand up barbecues to day use area near main dock
- Add vegetation to separate camp sites
- Install wildlife signage

Riverside Park

- Complete loop trail extension
- Repair damaged pavilion roof
- Replace playground with possible destination playground
- Add splash pad

- Re-surface parking area and access road

Pioneer Park

- Construct connector pathway to Gangloff Park

Gangloff Park

- Add historical signage near cabin
- Repair pathways
- Construct connector pathway to Pioneer Park

Community Forest

- Improve tree canopy cover where identified in tree inventory
- Improve diversity of community forest
- Build support for and encourage community engagement

Other thoughts from staff

- Indoor recreation space is a priority
 - Indoor playground for small children/toddlers
 - Multi-purpose community space
 - Multi-purpose sports space (i.e. basketball, volleyball, baseball, soccer)
 - Dedicated teen space
 - Classrooms
- Park restrooms are a priority
 - Candy Cane Park
 - Benton Park
- Opportunity for Trails
 - Little Morgan
 - Gangloff to Pioneer
 - Loop trail at Sunnyhill
- Add more covered picnic areas may take strain off of pavilion rentals
 - Candy Cane Park
 - Sunnyhill
 - Benton

EXHIBIT B

Public Engagement Opportunities

Summary of Work Sessions and Public Hearings

MASTER PLAN BACKGROUND

During the Summer of 2021 – Online and paper survey (attached) made available to all residents receiving 491 responses. This data was analyzed and refined by City residency. 411 responses were from La Grande, 25 were missing a city name, and 55 were from outside of La Grande. Consideration of priorities were given to La Grande residents.

About 25 people total participated in five Focus Groups were held using zoom videoconferencing:

1. Outdoor Recreation Facilities – What are the priorities for future facilities? - Oct 19, 2021 06:00 PM
2. Indoor Recreation Facilities - What are the priorities for future facilities? - Oct 20, 2021 06:00 PM
3. Programs and events – What are we missing, what should we add? - Oct 21, 2021 06:00 PM
4. Top 3 concerns for the master plan to address - Nov 2, 2021 06:00 PM
5. Park locations and parks maintenance needs - Nov 4, 2021 06:00 PM

The Parks Commission Summarized focus group themes this way:

- Connectivity of parks between parks. Ideas included creating natural or street corridors where citizens could safely walk or bike between city parks.
- Accessibility for disabled and different socioeconomic groups.
- Increased youth/teen programs and/or spaces. This included a need for a multi-use, year-round facility with a focus on youth programming.
- More trails throughout town.
- Preserve and grow natural areas within the parks system.

Staff then met and toured existing parks and other areas and made recommendations with the following main themes:

- Indoor recreation space is a priority
 - Indoor playground for small children/toddlers
 - Multi-purpose community space
 - Multi-purpose sports space (i.e. basketball, volleyball, baseball, soccer)
 - Dedicated teen space
 - Classrooms
- Park restrooms are a priority
 - Candy Cane Park
 - Benton Park
- Opportunity for Trails
 - Little Morgan
 - Gangloff to Pioneer
 - Loop trail at Sunnyhill
- Add more covered picnic areas may take strain off of pavilion rentals
 - Candy Cane Park
 - Sunnyhill
 - Benton

The Parks & Recreation Advisory Commission met on December 15, 2021 to determine common themes and prioritize projects and improvements for the next five years. Members participating included: David Moyal, Chairperson, Bob Mills, Vice Chairperson, Steve Antell, John Briney. Staff present were McKayla Rollins, Aquatic & Recreation Superintendent and Stu Spence, Parks & Recreation Director. They focused on Indoor and Outdoor Recreation Facilities, Programs/Events, and Neighborhood Park locations.

This led to DRAFT plan (attached)

PARKS & RECREATION MASTER PLAN PUBLIC INPUT NOTES
FEBRUARY 3, 2022
ZOOM VIDEOCONFERENCE

14 Participants including Parks & Recreation Advisory Commission Members:
David Moyal, Chairperson; Bob Mills, Vice-Chairperson; John Briney, Darren Dutto, Eric Griffith,
Steve Antell

Urban Forestry

- Improved pruning from OTEC contractors noticed
- The Parks & Recreation Department should have issued public notice when replacing trees along 2nd near the Fairgrounds.

Trails

- Could Deal Canyon be used? Could be a nice connection to Morgan Lake.
- Need paths in or near natural areas
- There may be space behind Grande Ronde Hospital for trails
- Safe connection between the Fairgrounds and Riverside Park

Recreation Center

- Is there unused space near downtown that could be used? Train station? Millers? However, renovating could be cost prohibitive
- Should serve all youth with youth focus
- Establish a task force to look at sites including the pros and cons of each one.
- Task force would develop and add to the plan before engaging an architect/designer

Preserve Gangloff Park

- City should try to acquire the strip that separates Gangloff and Pioneer Parks on the Northeast side of the park
- Critical to connect the two parks
- Expand connectivity across the highway to the neighborhood on the hill?
- Weed seed is a concern blowing in from neighboring property. Do what we can to acquire more adjacent land
- Future pathways should be permeable
- Encourage the city to install durable signage about key native plants and the history of the cabin

Lower Morgan Lake

- Could be designated a State Natural Area
- Viewing platform should be nixed due to a variety of concerns like bringing unnecessary attention to the lake
- Concern about noxious weeds. Need to look for funding to eradicate.

Pete's Pond

- Would be a great opportunity
- Extend to farmland if the City could acquire

Parks on the East side

- Demonstrated lack of parks on that side of town so new park development is important
- Should identify possible property in the future
- Work with School District on possible partnership at Willow School for increased park development and access

Master Plan

- Very dense and needs more illustrations and graphics so it's easier to read

**JOINT WORK SESSION
CITY COUNCIL; PLANNING COMMISSION; AND PARKS & RECREATION ADVISORY
COMMISSION
MARCH 28, 2022**

Summary

This work session was held in person at the City of La Grande City Hall, which was broadcast on Facebook Live at the following link <https://www.facebook.com/LaGrandeCityManager>. In-person attendees include the Parks and Recreation Advisory Commission, Planning Commission, City Council, Aquatics and Recreation Superintendent, Community Development Director, City Manager and City Recorder; with the Parks Director attending via Zoom Meetings.

The work session included a presentation from the Parks Director and the Chair of the Parks and Recreation Advisory Commission. Those in attendance discussed various elements of the plan and a consensus was reached to move forward with the public hearings and adoption process.

**PLANNING COMMISSION PUBLIC HEARING
MAY 10, 2022**

Summary

The City of La Grande Planning Commission held a public hearing to consider this request on May 10, 2022. The hearing was broadcast on Facebook Live at the following link <https://www.facebook.com/LaGrandeCityManager>. In advance of the hearing, one post card was received from a resident in opposition to the proposed Plan. In addition to the resident's name, the information on the post card was limited to the text "*No on Parks Master Plan Adoption.*" The post card did not include any additional comments to clarify the reason for such opposition. Two (2) parties attended the public hearing, expressing support of the proposed Plan, but with one party requesting public street improvements adjacent to Pioneer Park, along Pioneer Drive and Umatilla Street. Commission discussions express appreciation and support for the work performed by the Parks Director and Parks and Recreation Advisory Commission on prepared the proposed Parks and Recreation Master Plan. By unanimous vote of the Planning Commission, the Commission adopted the Finding of Fact and Conclusions set forth in the Draft Decision Order and that the Proposed Comprehensive Plan Amendment to adopt the Parks and Recreation Master Plan be recommended to the City Council for approval.

**CITY COUNCIL PUBLIC HEARING (FIRST READING)
June 1, 2022**

Summary

The City of La Grande City Council held a public hearing to consider this request on June 1, 2022. The hearing was broadcast live on the La Grande Alive website at <https://eoalive.tv/city-events/> and on the Eastern Oregon Alive.TV Facebook page at <https://www.facebook.com/EOAliveTV>. The Community Development Director presented the Staff Report and answered questions from the Council. No written or oral testimony was submitted by members of the public. The City Council proceeded with the First Reading of the adopting Ordinance and continued the hearing to July 6, 2022.

**CITY COUNCIL PUBLIC HEARING (SECOND READING)
July 6, 2022**

Summary

The City of La Grande City Council continued the public hearing to consider this request on July 6, 2022, at which time the City Council proceeded with the Second Reading of the adopting Ordinance and adopted the Ordinance.

EXHIBIT C

Statewide Planning Goal 8: Recreation Needs

Oregon Administrative Rules

Chapter 660, Division 15

The purpose Statewide Planning Goal 8 is “To satisfy the recreational needs of the citizens of the state and visitors and, where appropriate, to provide for the siting of necessary recreational facilities including destination resorts.”

RECREATION PLANNING

The requirements for meeting such needs, now and in the future, shall be planned for by governmental agencies having responsibility for recreation areas, facilities and opportunities: (1) in coordination with private enterprise; (2) in appropriate proportions; and (3) in such quantity, quality and locations as is consistent with the availability of the resources to meet such requirements. State and federal agency recreation plans shall be coordinated with local and regional recreational needs and plans.

FINDINGS: The Parks & Recreation was an effort conducted and managed by the City of La Grande Parks and Recreation Advisory Commission and the Parks Department. It included a community-wide survey that generated over 400 responses from City of La Grande residents, and 6 focus group meetings that evaluated the current and future needs of the City of La Grande park system. The Parks & Recreation Master Plan identifies a goal and desire to have City park amenities within 1/3 mile of all city residences. The City’s existing park system is equally distributed to adequately serve the North, West and South portions for the City. The East quadrant of the City, however, was identified as having a deficiency in park facilities as there are no park amenities within this quadrant.

GUIDELINES FOR GOAL 8

A. PLANNING

1. An inventory of recreation needs in the planning area should be made based upon adequate research and analysis of public wants and desires.

FINDINGS: This guideline has been satisfied. The Parks & Recreation Master Plan includes an inventory of all City parks, amenities and improvement needs. The City of La Grande Parks Advisory Commission also conducted a community-wide survey that generated over 400 responses from City of La Grande residents, and held 6 focus group meetings that evaluated the

current and future needs of the City of La Grande park system, based on the public's wants and desires.

2. An inventory of recreation opportunities should be made based upon adequate research and analysis of the resources in the planning area that are available to meet recreation needs.

FINDINGS: This guideline has been satisfied. As mentioned above, the City of La Grande Parks Advisory Commission conducted a community-wide survey that generated over 400 responses from City of La Grande residents, and held 6 focus group meetings that discussed the recreational desires and needs of the community and how to best serve them with the City of La Grande park system. The Parks & Recreation Master Plan includes 5 goals that include action items focused on maintaining, enhancing and expanding the City's park system to meet the community's recreation needs based on the community-wide survey and focus group discussions.

3. Recreation land use to meet recreational needs and development standards, roles and responsibilities should be developed by all agencies in coordination with each other and with the private interests. Long range plans and action programs to meet recreational needs should be developed by each agency responsible for developing comprehensive plans.

FINDINGS: This guideline has been satisfied. Through the community-wide survey and focus group meetings, citizens representing both agency and private interests were invited to participate in development of the proposed Parks & Recreation Master Plan. As the City parks system is owned, operated and managed by the City of La Grande, the City has the sole responsibility for development the comprehensive plan for the City's park system. There are no other agencies with this responsibility, although all agencies and citizens within the City were invited to participate and have influence over the outcomes presented in the proposed Parks & Recreation Master Plan.

4. The planning for lands and resources capable of accommodating multiple uses should include provision for appropriate recreation opportunities.

FINDINGS: This guideline has been satisfied. All of the lands with the City corporate boundaries and Urban Growth Boundary have the potential to accommodate multiple uses. The proposed Parks & Recreation Master Plan recognizes a need for additional parks within the East quadrant of the City, as well as connecting trails and pathways for parks. As development is considered in and around the City, the Parks and Recreation Advisory Commission is to be engaged in the land use process to consider whether recreation opportunities are needed and if/how such opportunities can be realized.

5. The State Comprehensive Outdoor Recreation Plan could be used as a guide when planning, acquiring and developing recreation resources, areas and facilities.

FINDINGS: This guideline is optional and was not included in this effort.

6. When developing recreation plans, energy consequences should be considered, and to the greatest extent possible non-motorized types of recreational activities should be preferred over motorized activities.

FINDINGS: This guideline has been satisfied. The City's Parks & Recreation Master Plan focuses entirely on non-motorized recreation activities. None of the City park facilities include amenities that support motorized activities and none of the goals or action items included in the Parks & Recreation Master Plan refer to motorized activities.

7. Planning and provision for recreation facilities and opportunities should give priority to areas, facilities and uses that

- a. Meet recreational needs requirements for high density population centers,
 - b. Meet recreational needs of persons of limited mobility and finances,
 - c. Meet recreational needs requirements while providing the maximum conservation of energy both in the transportation of persons to the facility or area and in the recreational use itself,
 - d. Minimize environmental deterioration,
 - e. Are available to the public at nominal cost, and
 - f. Meet needs of visitors to the state.
8. Unique areas or resources capable of meeting one or more specific recreational needs requirements should be inventoried and protected or acquired.
 9. All state and federal agencies developing recreation plans should allow for review of recreation plans by affected local agencies.
 10. Comprehensive plans should be designed to give a high priority to enhancing recreation opportunities on the public waters and shorelands of the state especially on existing and potential state and federal wild and scenic waterways, and Oregon Recreation Trails.
 11. Plans that provide for satisfying the recreation needs of persons in the planning area should consider as a major determinant, the carrying capacity of the air, land and water resources of the planning area. The land conservation and development actions provided for by such plans should not exceed the carrying capacity of such resources.

FINDINGS: This guideline has been adequately satisfied. The proposed Parks & Recreation Master Plan includes goals and action items to remove and replace some park amenities (e.g. play structures) with modern elements that are safer and supporting of all user types/populations. The priorities identified in the Plan are not based on factors of this guideline, but rather on the citizen input received from the community-wide survey and focus group discussions.

B. IMPLEMENTATION

Plans should take into account various techniques in addition to fee acquisition such as easements, cluster developments, preferential assessments, development rights acquisition, subdivision park land dedication that benefits the subdivision, and similar techniques to meet recreation requirements through tax policies, land leases, and similar programs.

FINDINGS: The Parks & Recreation Master Plan includes goals and action items that focus on expanding the City's park system, especially within the East quadrant of the City. The Plan does not focus on specific fee acquisition easements or properties, etc. that could support new parks, trails and pathways; but, the Plan does make the consideration of these a priority. The implementation of some goals and action items are to be carried out and accomplished through other City Ordinances and processes.

For example:

- The City of La Grande Transportation System Plan includes a Pedestrian and Bicycle Plan that identifies specific location for multi-use paths that connect the City's park systems. As development occurs within the City, the Transportation System Plan is referred to for the acquisition of easements or the development of specific amenities called out in the Plan.
- The City's Transportation System Plan, Land Use Codes and Public Right-of-Way design standards identify the elements and amenities that are to be included in the construction of public right-of-way. Most streets include a landscaped parkway strip between the curb and sidewalk that is a part of the City's park system and urban forestry priorities. Some streets include bike lanes, sidewalks or other pathways for connecting neighborhoods to City parks and commercial areas.

- The City's Land Use Codes include a system development charge for the creation of each new dwelling unit. This system development charge is collected and reserved for the purpose of expanding the City's park system. The funds can be used for the fee acquisition of easements and properties for the development of new parks. Also, as part of the City's subdivision process, an evaluation is conducted to determine the recreational needs of an area and whether park and recreation improvements are necessary. The Land Use Codes allow, and may even require, the dedication and development of park space in lieu of the required system development charge.

Oregon Administrative Rules

Chapter 660, Division 15

660-034-0040

Planning for Local Parks

(1) Local park providers may prepare local park master plans, and local governments may amend acknowledged comprehensive plans and zoning ordinances pursuant to the requirements and procedures of ORS 197.610 to 197.625 in order to implement such local park plans. Local governments are not required to adopt a local park master plan in order to approve a land use decision allowing parks or park uses on agricultural lands under provisions of ORS 215.213 or 215.283 or on forestlands under provisions of OAR 660-006-0025(4), as further addressed in sections (3) and (4) of this rule. If a local government decides to adopt a local park plan as part of the local comprehensive plan, the adoption shall include:

- (a) A plan map designation, as necessary, to indicate the location and boundaries of the local park; and

FINDINGS: A Plan map has been included as an exhibit at the end of the Plan that identifies the location of each Park property and property boundaries. Each Park property is a discrete parcel (tax lot) that is owned by the City of La Grande, and the boundaries are clearly reflected on the Union County Assessor maps. The Parks & Recreation Master Plan map and the Union County Assessor maps are consistent with regards to illustrating the boundaries of each Park property. This standard is met.

- (b) Appropriate zoning categories and map designations (a “local park” zone or overlay zone is recommended), including objective land use and siting review criteria, in order to authorize the existing and planned park uses described in local park master plan.

FINDINGS: All of the Park properties are currently zoned Public Facilities (PF), which is a specific land use designation that includes all City parks and other government related facilities. The Parks & Recreation Master Plan only identifies existing established parks, there are no new parks proposed as part of this Plan.

The proposed Park Master Plan update is designed to maintain and enhance the City’s existing park system by supporting and expanding programs and partnerships to increase the use of existing facilities. For potential new park expansions, the Plan calls for parks, greenways, and indoor facilities to be located within one third mile of residents. Other than this action item within Goal 3, the Plan does not identify a specific set of siting criteria for existing or proposed parks. Instead, the Plan outlines five (5) goals, each with strategies and action items for accomplishing the goals. As the City considers expanding its park facilities, whether through a proposed private subdivision or through a proactive effort by the City, these goals, strategies and action items will be referred to as general siting criteria. The process will involve either forming a task force to consider proactive efforts, or referring a development to the City’s Parks and Recreation Advisory Commission for consideration and a recommendation on needed park facilities.

(2) Unless the context requires otherwise, this rule does not require changes to:

- (a) Local park plans that were adopted as part of an acknowledged local land use plan prior to July 15, 1998; or

(b) Lawful uses in existence within local parks on July 15, 1998.

FINDINGS: All of the City parks identified in the Parks & Recreation Master Plan were established well before the stated July 15, 1998, date. Other than considering new/upgraded amenities as some parks, there are no significant changes proposed to existing parks.

(3) All uses allowed under Statewide Planning Goal 3 are allowed on agricultural land within a local park and all uses allowed under Statewide Planning Goal 4 are allowed on forest land within a local park, in accordance with applicable laws, statewide goals, and rules.

FINDINGS: Upon adoption, the Parks & Recreation Master Plan will be valid within the corporate limits of the City of La Grande and its Urban Growth Boundary. There are no agricultural or forest zoned lands within these boundaries.

(4) Although some of the uses listed in OAR 660-034-0035(2)(a) to (g) are not allowed on agricultural or forest land without an exception to Goal 3 or Goal 4, a local government is not required to take an exception to Goals 3 or 4 to allow such uses on land within a local park provided such uses, alone or in combination, meet all other statewide goals and are described and authorized in a local park master plan that:

(a) Is adopted as part of the local comprehensive plan in conformance with Section (1) of this rule and consistent with all statewide goals;

(b) Is prepared and adopted applying criteria comparable to those required for uses in state parks under OAR chapter 736, division 18; and

(c) Includes findings demonstrating compliance with ORS 215.296 for all uses and activities proposed on or adjacent to land zoned for farm or forest use.

FINDINGS: As mentioned above, upon adoption, the Parks & Recreation Master Plan will be valid within the corporate limits of the City of La Grande and its Urban Growth Boundary. There are no agricultural or forest zoned lands within these boundaries.

EXHIBIT D

Land Development Code Ordinance 3252, Series 2021 Article 8.9, Section 8.8.003

Review Criteria

ANALYSIS OF APPLICABLE STANDARDS

Comprehensive Plan Document Amendments are subject to the Planning Commission and City Council review procedures and subject to the review criteria contained in the City of La Grande Land Development Code Ordinance 3242, Series 2018 (LDC), Article 8.9, Section 8.9.003, which includes conformance with applicable State laws, such as the Oregon Statewide Planning Goals and recent Legislative action.

LDC Section 8.9.003 – REVIEW CRITERIA

A proposed Comprehensive Plan Document Amendment shall be approved if the review authority finds:

A. That the proposed amendment is in compliance with Statewide Planning Goals;

FINDINGS: See Exhibit C of this Decision Order for Findings related to Statewide Planning Goal 8. This proposed Comprehensive Plan Amendment is limited to updating and replacing only the Goal 8 Chapter of the City of La Grande's Comprehensive plan with an updated Parks Master Plan. As this amendment is limited only to Goal 8, other Statewide Planning Goals have been deemed not applicable.

B. That the proposed amendment is in conformance with the policies of the Comprehensive Plan; and

Goal 1 – Citizen Involvement: To develop a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

Policies –

1. The City of La Grande shall strive to provide for widespread citizen involvement, especially in its land use planning process.
2. The City of La Grande shall strive to assure effective two-way communication with citizens.
3. The City of La Grande shall strive to provide the opportunity for citizens to be involved in all phases of the planning process.
4. The City of La Grande shall strive to assure that technical information is available in an understandable form.

5. The City of La Grande shall strive to assure that citizens will receive a response from policy-makers.
6. The City of La Grande shall strive to insure funding for the citizen involvement program.
7. That the City of La Grande Planning Commission continue to serve as the Committee for Citizen Involvement for the City of La Grande. Continued efforts should be made to ensure that Planning Commission members are selected by an open, well-publicized public process.
8. That the City of La Grande continue efforts to upgrade its web site to include land use information including, but not limited to: Comprehensive Plan, implementation ordinances, meeting agendas, meeting minutes, staff reports, hearing notices, land use maps, special events and opportunities to serve on committees or commissions.
9. That the City of La Grande continue surveying its citizens on a regular basis (every two to three years) to assess citizen attitudes regarding land use and other issues affecting the community.
10. That the City of La Grande produce printed materials that will enable citizens to understand technical aspects of the land use planning program and make such materials readily available to the public.
11. That the City of La Grande staff continue to participate in service club presentations, local radio talk shows and newspaper or newsletter columns in an effort to better communicate with citizens.
12. That the City of La Grande continue to provide all citizens who participate in the land use process with a copy of the final decision and findings.
13. That the City of La Grande explore the feasibility of publishing a newsletter on a regular basis.
14. That the City of La Grande budget adequate resources to continue and enhance its efforts to implement the policies and recommendations of this plan.

FINDINGS: The proposed Parks Master Plan was developed through a widespread and effective citizen involvement process. The City of La Grande Parks and Recreation Advisory Commission held several public meetings, as well as conducted surveys, to engage with the citizens of La Grande on the development of the proposed Plan. The public hearing process for the adoption of the proposed plan will also be widespread and provide opportunities for citizens to engage in all phases of the adoption process.

Section II, at the beginning of this Decision Order, outlines the timing of all scheduled public meetings and notices. Beginning on April 6, 2022, public notice was mailed to all property owners within the corporate limits of the City of La Grande and the Urban Growth Boundary. On April 9, 2022, advertised notice was published in *The Observer*, which is a local newspaper of general circulation. Additional notice was provided to *Elkhorn Media Group* and *La Grande Alive* for publishing on-line through their media platform. All materials were made available for the public to download from the City of La Grande's website.

The City's public involvement process includes and satisfies all of the applicable policies listed above.

Goal 2 – Land Use Planning

1. The overall goal of the La Grande Comprehensive Plan is to provide direction for achieving a safe, healthful, attractive, and workable environment for the citizens of La Grande; and
2. To establish a land use planning process and policy framework as a basis for all decisions and actions related to use of land and to assure an adequate factual base for such decisions and actions.

Policies –

1. That planning-related decisions will be made on a factual base, and that such base will be updated as base information changes, or at least every two years.
2. That the plans of other local, state and federal agencies will be taken into account in preparing land use plans and making related decisions.
3. That public need be established before plan changes or related requests are approved and that the burden of proof be borne by the requestor.
4. That urban uses will be discouraged from sprawl which may increase service costs, transportation congestion, and the transition of land from agriculture or grazing to urban uses.
5. That orderly, efficient and economical transition will be made in converting rural lands to urban development.
6. Before property is annexed to the City, it should be clearly established that such annexation will provide a clear benefit to the City with recognition of the fact that City services must be provided to such an area.
7. That commercial development be concentrated so as to strengthen existing commercial activities.
8. That compatibility of anticipated uses with surrounding area development will be evaluated in making planning related decisions.
9. That alternative sites and alternative uses will be considered in making land use plan decisions.
10. That commercial and high density residential development will be located in areas where access, service, and related facilities can best accommodate such development.
11. That uses with undesirable noise, smoke, visual, and other objectionable characteristics will be discouraged from locating in areas where such conditions are incompatible with surrounding area development.

FINDINGS: The existing Parks Master Plan is outdated and does not include some of the elements necessary for forecasting and planning for the future growth of the City. The existing Plan was prepared during a time when funding was more limited and management of the City's parks system focused predominantly on maintenance. The City has expanded and enhances some park facilities and programs, which the existing Plan does not adequately recognize. As a result, the City has a justified for adopting a new Parks Master Plan that better identifies the City's existing park system and programs, plans for the growth of the community, and better addresses the needs and desires of the citizens of La Grande.

The proposed Parks Master Plan was developed to satisfy the applicable goals and polices listed above.

C. That the proposed amendment is supported by specific studies or other factual information which documents the public need for the amendment. Policies.

FINDINGS: The City of La Grande Parks and Recreation Advisory Commission has held several work session meetings, as well as conducted a public survey to identified the needs and desires of the Community. As mentioned previously, the currently adopted Parks Master Plan is outdated, does not address some parks master planning elements outlined in State law, and is focused predominantly on a maintenance program for the existing park system. The results of the community survey, in combination with recognizing the deficiencies of the current Parks Master Plan, establishes the factual basis and the public need for this proposed Comprehensive Plan amendment and the adoption of a new Parks Master Plan.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: July 6, 2022

PRESENTER: Michael Boquist, Community Development Director

COUNCIL ACTION: CONSIDER RESOLUTION ADOPTING COMMERCIAL HISTORIC DISTRICT DESIGN STANDARDS

1. MAYOR: Request Staff Report
2. MAYOR: Invite Public Comments
3. MAYOR: Invite Council Discussion
4. MAYOR: Entertain Motion

Suggested Motion: I move that the proposed Resolution adopting the Commercial Historic District Standards be Read by Title Only, Put to a Vote, and Passed.

5. MAYOR: Ask the City Recorder to Read the proposed Resolution by Title Only
6. MAYOR: Invite Additional Council Discussion
7. MAYOR: Ask for the Vote

EXPLANATION: On February 1, 2021, the City Council held a joint Work Session with the Landmarks Commission, to discuss the need to update the current Historic District Standards. The Standards were initially written in 1999, as “guidelines” and were later changed to standards in 2009 by Resolution of the City Council. However, the change from “guidelines” to “standards” did not include significant regulatory edits which would have added clarity. As a result, many standards are still phrased as recommendations, suggestions, or are implied. This lack of clarity has often been confusing for property owners and the Landmarks Commission, which has resulted in inconsistent implementation of some standards.

During the February 3, 2021, Regular Session of the City Council, the Council adopted a Resolution authorizing the Planning Division to apply for a Certified Local Government Grant through the Oregon State Historic Preservation Office (SHPO), to hire a consultant to facilitate a public process and assist in improving and rewriting the standards. The City was awarded this grant in April, 2022, with work commencing following the adoption of the 2022/2023 FY Budget. The total project was originally budgeted at \$20,000, which included the \$10,000 grant funding from SHPO and \$10,000 budgeted by the City. However, SHPO had additional funds available and notified the City that they increased the grant award to \$12,000, which the City continued to match with \$10,000 of budgeted funding, and \$2,000 of in-kind materials and labor.

On May 23, 2022, the City Council held a Work Session to receive a presentation from the Staff and the consultants on this project, *Peter Meijer Architect, PC* and *Minor Planning & Design*. The presentation outlined the proposed design standards, which were developed based on public input gathered during a public engagement process that included an outdoor meeting at Max Square, a walking tour through the downtown, a survey, and phone interviews with downtown property owners, contractors and past historic landmarks applicants.

By consensus, the City Council expressed support for the proposed Commercial Historic District Design Standards, recommending some minor edits such as quick references/hyperlinks to related standards or other resources at specific locations within the document. Such edits have been incorporated into the final document. (See attached draft final document in Legislative Format).

At the request of the City Council, Staff provided a wide-spread public notice to all downtown property owners, businesses and those participating in past public meetings to help develop the proposed standards. Parties were invited to review and comment on the proposed standards, as well as attend the July 6, 2022, City Council Meeting to provide public comment. Staff prepared and circulated this notice on June 10, 2022. The proposed Commercial Historic District Design Standards were posted on the City’s website, with a link provided in the public notice. Printed copies were also made available at the Planning Division office. As of this writing no comments have been received.

Staff, the Landmarks Commission and the City Manager recommends passage of this proposed Resolution.

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
 Vote: _____
- Resolution Passed # _____
 Effective Date: _____
- Ordinance Adopted # _____
 First Reading: _____
 Second Reading: _____
 Effective Date: _____

CITY OF LA GRANDE
RESOLUTION NUMBER _____
SERIES 2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY,
OREGON, REPEALING RESOLUTION NUMBER 4557, SERIES 2009; ADOPTING COMMERCIAL
HISTORIC DISTRICT DESIGN STANDARDS; AND REPEALING ALL OTHER RESOLUTIONS OR
PARTS OF RESOLUTIONS IN CONFLICT HEREWITH

WHEREAS, the *Commercial Historic District Design Standards*, attached hereto and by this reference incorporated herein as if fully set forth, repeals and replaces the *Standards and Guidelines Manual for Historic Rehabilitation*, which is referenced in Article 3.5 of the Land Development Code Ordinance; and,

WHEREAS, the existing *Standards and Guidelines Manual for Historic Rehabilitation*, when adopted, included standards that were phrased as recommendations, suggestions, or implied requirements. Such phrasing has caused confusion in the clarity and interpretation of the standards for property owners and the Landmarks Commission, which has resulted in the inconsistent implementation of some standards; and,

WHEREAS, the City of La Grande received a Certified Local Government Grant through the Oregon State Parks – Historic Preservation Office to update, rewrite and adopt new historic design standards for the La Grande Commercial Historic District; and,

WHEREAS, the *Commercial Historic District Design Standards* do not contain specific “land use” regulations; but, rather, architectural design elements and is not required to be incorporated into the Land Development Code Ordinance; and,

WHEREAS, the *Commercial Historic District Design Standards* is intended to evolve and be updated on an “as needed” basis, as the conditions within the La Grande Commercial Historic District change as a result of having an active Main Street and Urban Renewal program;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Grande, Union County, Oregon, that the *Commercial Historic District Design Standards*, dated July 6, 2022, shall be and hereby are adopted:

PASSED and EFFECTIVE ON this Sixth (6th) day of July, 2022, by
_____ () of _____ () Councilors present and voting in the affirmative.

Stephen E. Clements, Mayor

Gary Lillard, Mayor Pro Tem

John Bozarth, Councilor

David Glabe, Councilor

City of La Grande
Resolution Number _____
Series 2022
Page (2)

Nicole Howard, Councilor

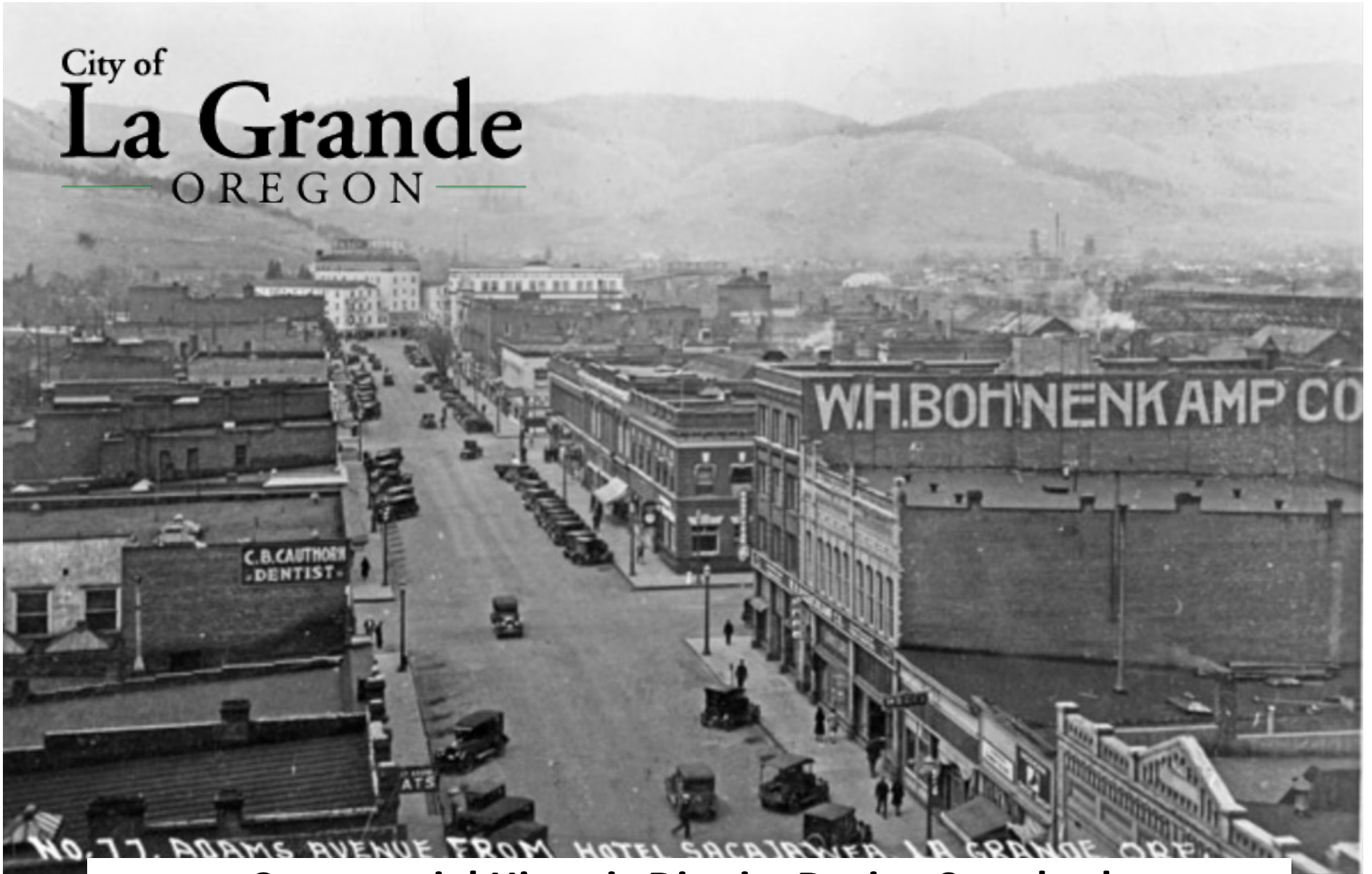
Mary Ann Miesner, Councilor

Justin Rock, Councilor

ATTEST:

Stacey M. Stockhoff
Acting City Recorder

City of
La Grande
OREGON



Commercial Historic District Design Standards
Date of Adoption: July 6, 2022

ACKNOWLEDGEMENTS

ACKNOWLEDGEMENTS

We humbly acknowledge the original inhabitants of the land the City of La Grande is upon: the Cayuse, Umatilla, Walla Walla, and Nez Perce people. We celebrate their traditions, languages, and stories.

Thank you to the community who came out, who provided feedback, and those who provided follow-up interviews. The time you took to tell us what is working and what isn't working, your values and your struggles with designation and regulations, and your personal examples gave us the insight to promote a shift in approach. It must be recognized that community interests are difficult to maintain and achieve consensus about; they sometimes run counter to our ingrained individualism. We thank those who are actively working to create and sustain community in all ways, including through historic preservation.

LaGrande Landmarks Commissioners:

Katie Boula
Cassie Hibbert, Chair
Rod Muilenburg
Lindsay Costigan

La Grande City Commission and Mayor:

Stephen E. Clements, Mayor
John Bozarth, Councilor
Nicole Howard, Councilor
Justin Rock, Councilor

Gary Lillard, Mayor Pro Tem
David Glabe, Council
Mary Ann Miesner, Councilor

La Grande Planning Department staff:

Michael Boquist, Community Development Director

Kendra VanCleave, CEDD Secretary

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MINOR PLANNING & DESIGN

Kristen Minor, owner

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The activity that is the subject of this effort to update the La Grande Commercial Historic District Standards has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

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INTRODUCTION

Historic District Background

The La Grande Commercial Historic District encompasses significant buildings in the City's history which date from 1891 to 1948. The District has a concentrated collection of buildings reflecting the early development of La Grande as a leading trading and transportation center in Northeastern Oregon. Downtown La Grande also served as a regional division point for operations of the Oregon Railroad and Navigation Company and catered to the railroad traffic. Downtown La Grande not only served the local community, but also handled the regional trade of the farmers and ranchers who came to town to ship their commodities, shop for goods, and conduct business.

In the early 1880s, the community developed around the proposed OR&N Co. Railroad (later the Union Pacific). Before the railroad workers commenced to lay the tracks, commercial enterprises relocated from "Old Town" La Grande in the southwest section of town to the proposed tracks and depot site. Three streets paralleling the tracks are now a part of the Historic District - Jefferson, Adams, and Washington Avenues - between Fourth and Greenwood Streets and Cove Avenue. This commercial area was originally comprised of wooden structures. A significant fire in 1891 destroyed many blocks of businesses and subsequent construction was of masonry. Many historic resources of the 1890s reconstruction era remain.



Depot Street, c. 1927, looking southwest from Adams Avenue.

At the turn of the 20th century, La Grande had established itself as the trading center for Union County and the railroad was still the focus of the community's activities. The 20th century brought many changes as the Progressive era began. Substantial buildings were constructed in La Grande's business district. Large two-story, brick buildings became anchors on many prominent corners and mingled with the smaller 1890s brick structures. Many businesses focused on Depot Street and Adams Avenue. Warehouses and businesses supporting the railroad faced Jefferson Avenue.

The automobile era ushered in a new period of development in the town. In the 1910s and 1920s, many new types of businesses evolved - service stations and car dealerships - and La Grande established itself as the center of the auto industry in Union County Oregon. Located along the south side of Jefferson Avenue and on Adams Avenue east of Fir Street, these auto-related businesses were generally one-story buildings constructed of hollow clay tile or concrete. This era also ushered in a new look for many facades along La Grande's downtown streets. More progressive and modern styles were sought to reflect this prosperous period. Older buildings underwent face-lifts whereby the Queen Anne elements of the 1890s were stripped and windows replaced to create smooth, blocky edifices with squared openings common in the first two decades of the 20th century.

At the end of the 1920s, the Union Pacific Railroad constructed the present depot with the grand opening in 1930. This final act of the progressive era ensured La Grande's prominence as a railroad town, though the Depression of the 1930s affected this community as well as many others across the country. Building in downtown virtually stopped until after World War II. In the late 1940s, a few other automobile dealerships opened in downtown La Grande.

In the 1960s, the Interstate Highway system began to adversely affect La Grande's downtown business district. Highway 30 - Adams Avenue - lost its position as the major route through town. Interstate 84 and associated strip-commercial development gradually drained business from downtown. Although many storefronts have evolved and upper stories vacated, downtown La Grande still remains a busy population center and provides vital services for the community.

Purpose

The purpose of the La Grande Commercial Historic District Standards is to provide guidance to property owners, commercial tenants, City of La Grande staff, the Landmarks Advisory Commission, and other community members about best practices for making changes to properties, while retaining the overall look and feel of the District. The District represents La Grande’s heritage, and most of the District’s buildings are visibly related by some common characteristics. Together, they create a place which has an impact greater than any individual historic building could. Preserving La Grande’s heritage is a catalyst for economic vitality, community investment, and tourism.

However, change is inevitable. The Standards do not prevent change or halt progress; nor do they restrict an individual property owner’s creativity. The Standards are meant to allow for new and remodeling projects within a range of possibilities, enhancing the appearance and livability of the District, but ensuring compatibility with the older structures. The goal of the Standards is to help manage the process of change.

The Standards address the rehabilitation of existing buildings, new construction and additions, and relocation or demolition of existing buildings. The Standards are based on the Secretary of the Interior’s Standards for Rehabilitation (provided in Appendix) but are tailored to the character and unique features of the built environment in the La Grande Commercial Historic District, such as its alleys.



Anonymous, “La Grande, Street Scene 22,”c. 1920, EOU Digital Archives, accessed April 27, 2022, <https://library-archives.eou.edu/items/show/10101>.

This document provides clear descriptions and illustrations of work meeting the standards, and graphics to assist property owners, applicants, and decision-makers to determine which standards apply to which types of projects.

How to Use the La Grande Commercial Historic District Design Standards

Determining what Standards apply to various projects in La Grande is a five-step process. This process is outlined below and explained in more detail on the following pages.

Step 1: Determine if the building is located within the La Grande Commercial Historic District.

Step 2: Determine the building’s classification.

Step 3: Determine the location of the proposed work.

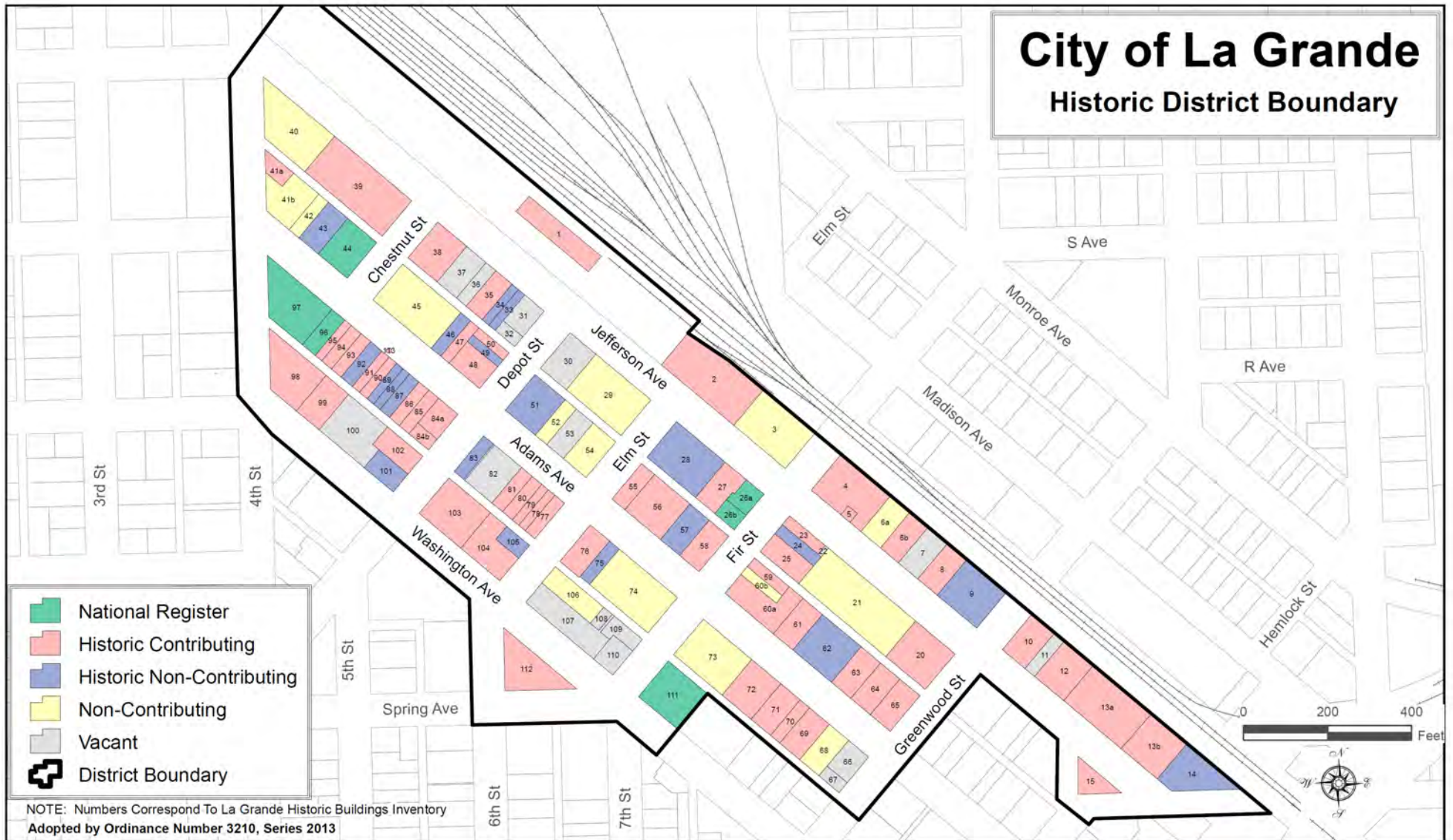
Step 4: Use the determinations from Steps 2 and 3 to find which sets of Standards apply.

Step 5: Submit application to the La Grande Community and Economic Development Department.

STEP 1: Is the building located within the La Grande Commercial Historic District?

The Historic Commercial Design Standards apply to buildings located within the La Grande Commercial Historic District (“the District” throughout this document). A map of the District and each building’s status within the District is provided on the next page. Please keep in mind that the map is only accurate as of 2022; for the most up-to-date information check with the City of La Grande or the State Historic Preservation Office.

For more information specific to your property, please visit *the City’s Land Use ArcGIS Map* at: <https://www.cityoflagrande.org/community-development-planning-division/interactive-maps>.



La Grande Commercial Historic District Map (Source: City of La Grande)

STEP 2: What is your building or property's classification?

There are five types of classifications identified in the District: National Register, Historic Contributing, Historic Non-Contributing, Non-Contributing, and Vacant. These are shown on the previous map.

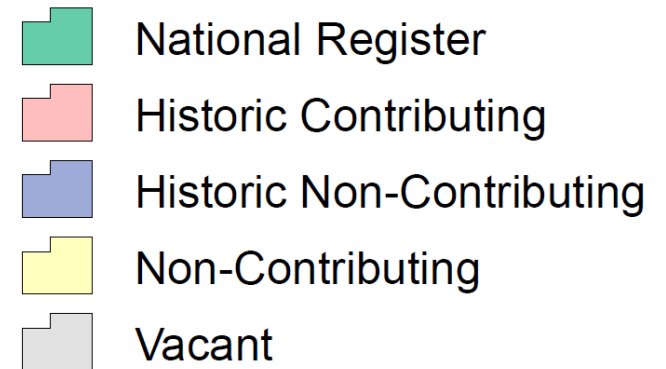
National Register: A building in the District that was individually listed on the National Register of Historic Places. The historic documentation for these individually listed buildings are independent of the La Grande Commercial Historic District, but these buildings are also part of – and contributing to – the District. Please refer to their individual nominations for more information.

Contributing Resource: A building in the District which was constructed between 1891 to 1948, which still has most of the essential qualities, materials, and features from this time period, and which was formally recognized by the National Register as a historic contributing resource to the District.

Historic Non-Contributing Resource: A building in the District which was constructed between 1891 to 1948 but which was deemed to have lost many or most of its original qualities and features and therefore not included as a contributing resource to the District in 2001. Note that an older non-contributing resource can be renovated and restored, and its status changed to Contributing. Staff at the Oregon State Historic Preservation Office (Oregon SHPO) can submit simple documentation to the National Parks Service to have the original nomination document amended. Alternatively, a contributing resource can be reclassified as non-contributing if its historic integrity is compromised. If too many resources are reclassified as non-contributing, an entire District's historic designation can be removed.

Non-Contributing Resource: A non-contributing resource is a building, site, structure, or object that does not add to the historic architectural qualities, historic associations, or archaeological values for which the district is significant. Typically, the building was simply constructed too recently (after 1948, in the case of the La Grande Commercial Historic District).

Vacant: The map shows lots that were vacant at the time of listing in 2001. Some of these lots have since been developed. Future construction will be subject to the same standards as non-contributing resources.

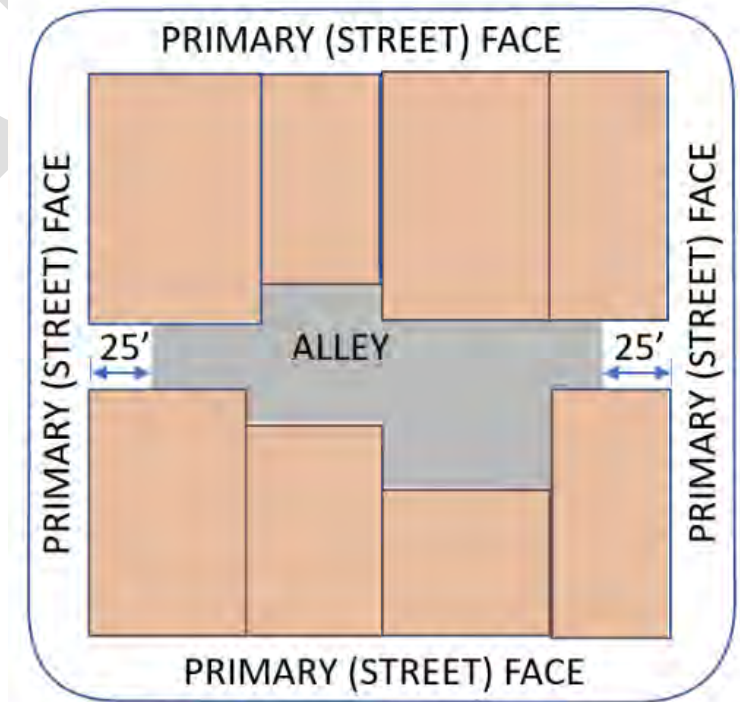


STEP 3: What is the location of the proposed work?

Every project will fall into one of two categories based on where the work is occurring on the building or site. Generally, work that will be visible only at the interior of a block is granted a slightly more flexible set of standards. Use the diagram of a “typical” La Grande block below, and the descriptions, to determine which category the work is in. Final decisions will be at the discretion of the Landmarks Commission.






Work Visible from Primary Streets: Work in this category is anything that is or will be visible along or from a primary street face (not an alley). If work proposed in the interior of the block is tall enough to be seen over other buildings, or if the work can be seen between other buildings from a primary street, it is considered street-facing. However, work visible from alleyway entries is not considered street-facing as long as the work occurs at least 25 feet from the primary street building wall. A handful of buildings in the District are visible on every side from a primary street.

Work Visible only from an Alley: If the work proposed is within or fronting the dark-colored alley interior area shown in the diagram and will not otherwise be visible from a primary (non-alley) street, then the work is in the “alley-fronting” category. If the whole of the project is more than 25 feet back from the primary street face, the work still counts as alley-fronting even if visible from the alley curb-cut on the primary street.



STEP 4: Use your project’s location in the District and property classification to find which sets of Standards apply.

Use the categories from Steps 2 and 3 and the table below to determine which sets of Standards apply to the proposed scope of work. Every project will have two sets of Standards that apply. For example, if the building is historic contributing and the proposed work is visible from the street, such as a new storefront, then the work must be in conformance with Standards A and C.

	If the site or property is:  National Register  Historic Contributing  Historic Non-Contributing	If the site or property is:  Non-Contributing  Vacant
If the work proposed will be visible from the street:	USE STANDARDS A AND C	USE STANDARDS B AND C
If the work proposed is only visible from the alley:	USE STANDARDS A AND D	USE STANDARDS B AND D

STANDARDS A – EXISTING BUILDINGS

Each Standard begins with a reference number which will consist of a letter – A, B, C, or D – and a number. Following this is the title which describes what the Standard applies to.

Following the title and reference number is a sentence or two in ALL CAPS. This is the Standard.

Included with each Standard is a series of directions on how best to achieve the Standard.

Standard Reference Number and Title →

Standard →


How to comply with the Standard →

A.2 NEW ADDITIONS

DESIGN NEW ATTACHED VOLUMES OR ADDITIONS TO VISUALLY MATCH MOST OF THE CHARACTERISTICS OF THE ORIGINAL BUILDING AND/OR CONTRIBUTING BUILDINGS IN THE DISTRICT.

The following can help achieve this standard:

- Design new attached volumes and/or additions to be compatible with the original building. However, in some cases a distinct appearance for a new façade may be appropriate if an addition has its own primary street frontage. In these cases, the addition should look like a separate building and visually fit in with the other historic buildings in the district.
- Extend existing larger-scale design patterns, details, materials, and alignments into new wall areas of the building, but very ornate or distinct features are best simplified or even left off the new addition. Aim for a subtle, but clear visual delineation between the original building and its addition.
- Minimize the size, scale, and height of new attached volumes and/or additions so they do not visually overpower the primary building, especially as seen from street frontages. Not all of the strategies listed below may be appropriate for every building:
 - Strategies to achieve a respectful vertical addition to a historic building include stepping back a new upper level from the wall planes below, changing material or color on an upper addition, and/or continuing vertical bays or pattern of openings vertically into the new wall area.
 - Strategies to achieve a respectful horizontal addition to a historic building include using a “reveal” or change in plane between the existing and new construction; treating the addition as if it were a new, different building; and/or replicating the same structural and visual rhythm of the original building horizontally into the new volume.
- Select materials and finishes for new volumes and/or additions that visually match materials and finishes for the primary building. Contemporary materials may be appropriate if they are durable, repairable, and if the materials convey the visual qualities of traditional materials found in the district.
- Additional guidance is available through the National Park Service’s Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns.



Example of a modern addition made to look like a separate building that fits in with surrounding historic buildings. Wright’s Drug Store Building (105 N Main Street, Union, Oregon) (Source: Google StreetView, 2012 and 2018).

How to Use and Understand this Document

STEP 5: Submit application to the La Grande Community and Economic Development Department

For more information, please contact

Community Development Director
Community and Economic Development Department
1000 Adams Avenue, P.O. Box 670
La Grande, OR 97850
LGPlanning@cityoflagrande.org
(541) 962-1307

Or visit our website

<https://www.cityoflagrande.org/landmarks-commission/pages/historic-landmarks-historic-resources>

A STANDARDS – EXISTING BUILDINGS

A.1 STOREFRONT REHABILITATION

PRESERVE, RESTORE, OR RECONSTRUCT MISSING PRIMARY FEATURES OF A HISTORIC STOREFRONT. STRENGTHEN THE HISTORIC PATTERN AND PROPORTION OF STOREFRONT BAYS.

The following can help achieve this standard:

- a. Replace missing pilasters between storefronts, missing solid bulkhead areas beneath storefront display windows, and/or missing transom windows by using historic evidence such as drawings or photographs, where possible.
- b. Keep the traditional storefront opening(s) intact, with clear glass display windows and entry doors. Do not fill storefront openings with solid wall areas (except below the display windows in the bulkhead area).
- c. Preserve and restore the primary features and materials of a historic storefront. If historic storefronts are missing, base the design and materials of the new storefront on the historic system as much as possible. Use materials such as painted (not anodized) metal or wood.
- d. A proposal to replace an existing historic storefront system must be accompanied by photographic evidence that the system cannot reasonably be repaired.
- e. Do not remove or block off transom windows, although insertion of translucent, opaque, or tinted glass or in some cases louver panels are appropriate if the original transom window divisions are maintained in the new materials.



212 Fir Street is a good example of a rehabilitated storefront. Note the new paneled bulkhead beneath the storefront windows. (Source for image on left.)

- f. If the original transom glass is missing, use new glass. In some cases where original transoms are uncovered, but clear glazing is not yet feasible due to a dropped ceiling or other situation, solid transom panels within frames may be allowed if the solid panels can be replaced by glass in the frame at some future point.
- g. Retain or restore the operability of any original transoms as a natural climate control feature.
- h. Design new storefront entry doors, if new entries are proposed, to include large glass areas. Use wood and glass, or painted metal and glass doors, as appropriate to the building and the existing storefront system.
- i. If a building did not originally have ground floor storefronts or windows, new openings that fit the style and original use of the building may still be appropriate if it allows the building to have a new use. Retain and respect original features and align new features with original features.



This former warehouse building was rehabilitated for a new use circa 2008. Alterations included the replacement of the small loading dock windows with larger windows. A full storefront bay expression would have conveyed the wrong “story” about the building’s original use. This style of rehabilitation could be applied to buildings along Jefferson Avenue. (Source for image on left: c.1980 City of Portland Historic Resource Inventory) (Source for image on right: 2009 Google Street View)

A.2 NEW ADDITIONS

DESIGN NEW ATTACHED VOLUMES OR ADDITIONS TO VISUALLY MATCH MOST OF THE CHARACTERISTICS OF THE ORIGINAL BUILDING AND/OR CONTRIBUTING BUILDINGS IN THE DISTRICT.

The following can help achieve this standard:

- a. Design new attached volumes and/or additions to be compatible with the original building. However, in some cases a distinct appearance for a new façade may be appropriate if an addition has its own primary street frontage. In these cases, the addition should look like a separate building and visually fit in with the other historic buildings in the district.
- b. Extend existing larger-scale design patterns, details, materials, and alignments into new wall areas of the building, but very ornate or distinct features are best simplified or even left off the new addition. Aim for a subtle, but clear visual delineation between the original building and its addition.
- c. Minimize the size, scale, and height of new attached volumes and / or additions so they do not visually overpower the primary building, especially as seen from street frontages. Not all of the strategies listed below are appropriate for every building:
- d. Strategies to achieve a respectful vertical addition to a historic building include stepping back a new upper level from the wall planes below, changing material or color at an upper addition, and/or continuing vertical bays or pattern of openings vertically into the new wall area.
- e. Strategies to achieve a respectful horizontal addition to a historic building include using a “reveal” or change in plane between the existing and new construction; treating the addition as if it were a new, different building; and/or replicating the same structural and visual rhythm of the original building horizontally into the new volume.
- f. Select materials and finishes for new volumes and/or additions that visually match materials and finishes on the primary building. Many contemporary materials and finishes can be a good visual match to historic materials if they are durable, repairable, and not prohibited (see Standard C.1 or D.1, Materials).
- g. Additional guidance is available through the National Park Service’s [Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns](#).



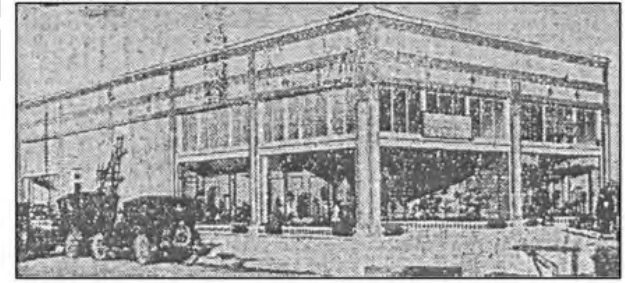
Example of a modern addition made to look like a separate building that fits in with surrounding historic buildings. Wright's Drug Store Building (105 N Main Street, Union, Oregon) (Source: Google Streetview 2012 and 2018)

A.3 BUILDING FAÇADE MAINTENANCE AND REHABILITATION

WHEN DESIGNING ALTERATIONS, RESPECT THE ORIGINAL STYLE AND DESIGN OF THE BUILDING, AND RETAIN ORIGINAL FEATURES AND MATERIALS.

The following can help achieve this standard:

- a. Preserve and maintain original historic architectural elements and materials.
- b. Especially at street-facing façades, ensure that new or added architectural elements or materials are highly similar to or “in kind” with related elements of the historic building and of contributing buildings in the immediate surrounding area.
- c. Design the materials and shifts in plane (as, for instance, the plane of window glazing relative to the plane of the exterior wall) of façade alterations to be visually matching the traditional or existing architectural detail of the historic building.
- d. Keep proposed contemporary or modern-looking new additions, such as a sign or a light fixture, at a scale that does not overwhelm the existing resource.
- e. For historic non-contributing buildings, modest alterations that match or are in keeping with the later changes to the building may be appropriate if the building does not lose any further historic features or materials.
- f. Make sure new architectural elements at the exterior of the building do not unintentionally introduce stylistic elements from other architectural styles. See “STYLES” and “Additional Resources” in the Appendix for more information.



The Allen Building at 1004-1008 Commercial Street in Astoria, OR installed a historic inspired storefront. (Source: Circa 1920s Newspaper, 1989 Oregon SHPO Inventory Form, 2018 Google Streetview)

A.4 ACCESSIBILITY

ENSURE THAT BUILDING ENTRIES ARE ACCESSIBLE AND ACCOMODATE UNIVERSAL DESIGN.

The following can help achieve this standard:

- a. Design accessibility features, such as ramps, handrails, and mechanical lifts, so they visually fit in with the design, scale, materials, and finish of the building and its features.
- b. Minimize the visual impact of universal design features such as elevator additions, fire stairs, and fire doors. Design such features to be as inconspicuous as possible, with a simple, clean appearance overall.
- c. Universal access may be achieved by creating new or alternate means of access to the historic building if it does not compromise the key features of the historic structure.
- d. For more information, refer to Technical Preservation Services [Brief 32: Making Historic Properties Accessible](#).



A way to retain the historic column and bay structure and introduce a modern storefront with ADA ramp. Everyone uses the same sloped entry.

A.5 DISASTER AND SAFETY PLANNING

UNDERTAKE SEISMIC IMPROVEMENTS AND OTHER DISASTER PLANNING IN THE MOST UNOBTRUSIVE WAY POSSIBLE, AND TAKE STEPS TO STABILIZE BUILDINGS THAT ARE VACANT.

The following can help achieve this standard:

- a. Seismically upgrade historic buildings, especially those that are constructed of unreinforced masonry. Choose solutions that retain historic materials and do not impact window openings or the exterior of buildings.
- b. Retain and strengthen existing structural materials and systems.
- c. Ensure the fire safety of the building and its immediate neighbors when undertaking interior or exterior alterations. Examples include installing sprinklers and closing interior shafts or spaces that might be hidden behind walls and ceilings.
- d. Regularly inspect the structural strength of historic features such as cornices, canopies, or other heavy building elements.
- e. Keep doors and windows closed within a disused or vacant building to limit the spread of fire.
- f. Perform temporary repairs to roofs and windows to stop water from entering a disused or vacant building.
- g. Cover broken or damaged windows and holes in roofs.
- h. Secure loose gutters and downspouts.



Example of parapet bracing as seen from the roof (Source: National Park Service)

A.6 RELOCATION OR DEMOLITION

ALTERNATIVES TO DEMOLITION OF A NON-CONTRIBUTING HISTORIC BUILDING MUST BE EXPLORED, INCLUDING RELOCATION AND SALE. PARTIAL DEMOLITION OF A CONTRIBUTING BUILDING MAY BE CONSIDERED IF NECESSARY FOR A NEW ADDITION.

The following can help achieve this standard:

- a. Protect individually listed buildings, historic contributing buildings, and historic non-contributing buildings from demolition.
- b. If the historic features or materials of a historic non-contributing building have been irrevocably lost and there is little realistic chance the building could be or will be historically renovated and/or become a contributing resource, then relocation may be considered. If the building cannot realistically be relocated, then demolition may be considered.
- c. Write and carry out a salvage plan for materials and features and ensure photographic documentation of any historic building prior to demolition.
- d. Relocation of an existing building from elsewhere into the District will be reviewed as a new building.
- e. Demolition or relocation of an existing non-contributing building from the District to another location will be considered if the result of the demolition or relocation will be a new building on the site.
- f. If partial demolition (removal of floor or wall area) is planned to create a new addition of floor area, the demolished historic area shall be the minimum necessary. The resulting (new) exterior walls, windows, and other features will be reviewed using the “Additions” standard (A.2).
- g. Use a cautious approach to large equipment and digging within the historic district so as to protect known and unknown archaeological resources from damage during construction.



The historic Cumberland Church in Albany, Oregon, en route to its new location. The steeple was temporarily removed to facilitate the move. (Source: Corvallis Gazette-Times photo, October 2021)

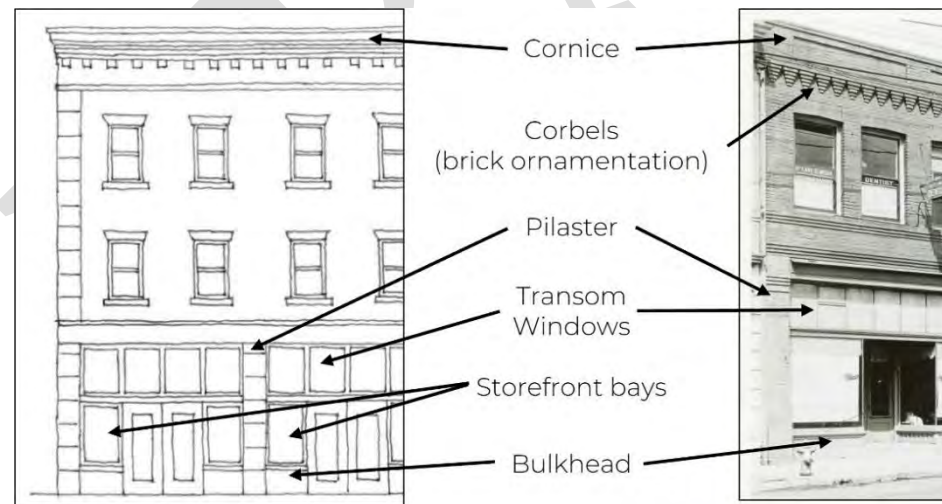
B STANDARDS – NEW or NONHISTORIC CONSTRUCTION

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 BUILDING’S ORIGINAL USE AND STYLE.

The following can help achieve this standard:

- Organize the design of new ground-floor level street-facing facades with a regular rhythm of repeating storefront bays, using a proportion based on contributing buildings nearby.
- Provide a similar height for new ground-level spaces as the site’s contributing neighbors. Generally, ground levels will be taller than upper levels.
- Design bays with a solid bulkhead of a similar height to those of contributing buildings, with clear glazing above.
- Use small-scale details and textures that provide shadow lines and interest at ground-level storefront or windows.
- Set entry doors back from the building face to provide interest and weather protection.
- Use transom windows across the top of each storefront bay.
- If an existing building did not originally have ground floor storefronts or windows, new openings that fit the style and original use of the building may still be appropriate to allow for an adaptive reuse. Retain and respect original features and align new features with original features.



B.2 BUILDING PROPORTION

REFLECT THE GENERAL SIZE, PROPORTION, AND VOLUME OF THE DISTRICT’S CONTRIBUTING BUILDINGS IN NEW CONSTRUCTION OR IN CHANGES TO NONHISTORIC BUILDINGS

The following can help achieve this standard:

- a. Use simple, “blocky” building forms that generally reflect the size and proportion of contributing buildings nearby.
- b. Align windows in new construction with existing windows of neighboring buildings. Align the height or strong horizontal features with the height or horizontal features of a neighboring contributing building.
- c. Where new construction is taller or wider than the existing buildings, strategies to visually break down the mass include:
 1. Creating a linear projecting element such as a strong cornice or upper-level horizontal projection to break height and reflect similarities with nearby contributing buildings.
 2. Using varied rooflines and massing to break the apparent scale of a full-block building façade.
 3. Where a building has a full-block face, dividing the new wall area into one or more vertical bays with a change in plane to visually group areas of the building façade into smaller areas.



1100 Block of Adams Avenue. The buildings have a consistent height and storefront size. (Source: Google Street View 2018)

B.3 STREETScape & SETBACKS

CONSTRUCT STREET-FACING WALLS OF THE BUILDING TO THE COMMON STREET BUILDING LINE OR “STREETWALL.”

The following can help achieve this standard:

- a. Align the street-facing walls of new buildings or new additions with the walls of existing contributing buildings along the block. While small-scale insets or extensions such as recessed entries or an upper projecting bay are acceptable, the main plane of the building wall must reinforce the common streetwall.
- b. Parking or vehicular areas between a building and the sidewalk detract from the pedestrian environment and the historic street wall; these uses must be moved back to the alley or rear side of the building (unless in the historically more industrial area on North side of Jefferson Street).
- c. If an existing building area is already set back from the right of way, the area between the building and the street may be landscaped, or may become a pedestrian plaza, incorporating seating and shade.
- d. A missing street wall can be suggested by the use of high-quality, durable elements placed in line with the neighboring buildings, such as bollards or a visually permeable fence.



This infill development (2020) in Bozeman, MT created different volumes to break up the mass of new construction relative to the existing older buildings. The new building repairs and fills the gap in the streetwall. (Source: <https://www.loopnet.com/Listin>)

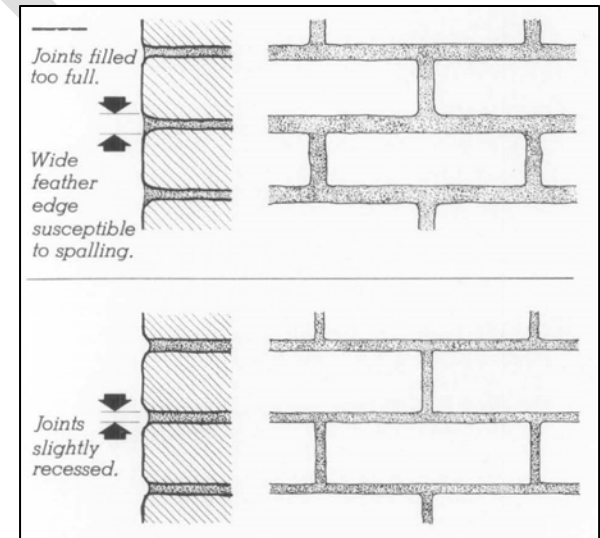
C STANDARDS – WORK VISIBLE FROM THE STREET

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.

The following can help achieve this standard:

- a. Retain and preserve primary materials, features, and surfaces that contribute to the historic character of a building or the overall District, such as brick, stone, granite, limestone, slate, concrete, concrete block, terra cotta, clay tile, painted steel or aluminum, and concrete stucco. Where possible, retain historic secondary materials as well, for example in exposed foundations and at copings and other details.
- b. Clean masonry surfaces using the gentlest effective method when necessary to stop deterioration or to remove heavy soiling.
- c. Use low pressure washing with detergents and scrub with natural bristle brushes. The use of destructive stripping or cleaning methods, such as sandblasting, power washing, high-pressure water blasting, or any other abrasive method that causes deterioration (i.e. chipping, eroding, or wearing away) or changes the color of the masonry or the mortar is prohibited. Consult Technical Preservation Services [Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#).
- d. Repair masonry features, surfaces, and details using appropriate repair methods including re-pointing, consolidating, piecing in, and patching. Do not cover historic exterior materials with a new applied material, unless temporarily necessary to stabilize damaged areas or prevent further damage. New masonry surfaces in new construction may be painted or sealed.
- j. Use low pressure washing with detergents and scrub with natural bristle brushes. The use of destructive stripping or cleaning methods, such as sandblasting, power washing, high-pressure water blasting, or any other abrasive method that causes deterioration (i.e. chipping, eroding, or wearing away) or changes the color of the masonry or the mortar is prohibited. Consult Technical Preservation Services [Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#).



*Comparison of visual effect of full mortar joints vs. slightly recessed joints. Filling joints too full hides the actual joint thickness and changes the character of the original brick work.
(Source: National Park Service)*

Consult Technical Preservation Services [Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#).

- e. Repair masonry features, surfaces, and details using appropriate repair methods including re-pointing, consolidating, piecing in, and patching. Do not cover historic exterior materials with a new applied material, unless temporarily necessary to stabilize damaged areas or prevent further damage. New masonry surfaces in new construction may be painted or sealed.
- f. It is not appropriate to paint, seal, or coat historic masonry surfaces that were not previously painted, sealed, or coated as this can trap moisture and degrade the masonry. Repoint deteriorated mortar joints matching the original mortar in strength, composition, color, and texture; generally do not use Portland Cement as it does not allow for expansion and contraction. Consult Technical Preservation Services [Brief 2: Repointing Mortar Joints in Historic Masonry Buildings](#).
- g. Replace missing features on contributing buildings with materials in keeping with the building's original materials. Substitute contemporary, but visually matching materials for the original only if it is not feasible to replace in kind.
- h. In new additions or new construction, consider designs that include brick patterning, corbelling, insets and projections, or other traditional decorative brickwork details, especially those that provide a change in plane. Brick size and texture, joint width, and other small-scale design features can provide a sense of continuity with the craftsmanship and texture of contributing buildings.
- i. In new additions or new construction, use durable and repairable contemporary materials as secondary accents in combination with traditional primary wall materials such as masonry or concrete stucco.
- j. Finish new materials in a similar way to contributing buildings with the same material; wood is painted, metal is powder-coated or painted in a non-metallic finish, concrete stucco is finished smooth rather than a highly sanded or troweled finish, and glass is clear or translucent.



Ralston Block (1124 Adams Avenue) Note the removal of the added “fieldstone” facing and restoration of the historic painted brick wall finish. (Source: Google Street View 2012 and 2015)

Prohibited Materials or finishes: Many modern materials are reasonable substitutes for historic materials and may be good options within the La Grande Commercial Historic District. However, several materials are **prohibited** and are discussed below.

1. **EIFS** (Exterior Insulation and Finish System) is a synthetic stucco system that includes an inner foam insulation board, a middle polymer, a cement base coat that is reinforced with fiberglass mesh, and an exterior textured finish coat. EIFS does not “breathe” and can trap moisture within the wall thickness which can cause mold and mildew to rot wood sills and framing. Because of the potential harm it can cause to an older structure, synthetic stucco is not permitted on existing buildings in the District. **Alternatives to EIFS.** Use true stucco, or cement plaster, which is a combination of sand, lime, Portland cement, and water. Also, only use breathable water-based paints on stucco.
2. **Elastomeric paints** may seem to be low maintenance, but on true stucco and permeable brick materials, they act as a barrier and trap water in the wall, which can cause peeling and serious damage to the interior walls of the building.
3. **Vinyl windows** (or siding). The manufacture of vinyl (polyvinyl chloride, or PVC) windows requires a highly toxic production process. Dioxin, a toxic carcinogen, is formed when PVC is manufactured and when it is burned (an increasing concern with wildfires and climate change). While vinyl windows are now available in darker colors, they are still not inherently repairable and not paintable. They appear to last in the range of 20 to 25 years, and then must be totally replaced again, so they are nowhere near as durable as a wood window or the other components of a historic building. They are toxic to dispose of as well. Vinyl windows are typically made with an installation flange to prevent water infiltration, but which pushes the plane of the window out to the plane of the exterior siding. The building then loses the depth, shadow, and the detailing of the original window design. Alternatives to Vinyl (windows). See Standard C.2 Windows.
4. **Unpainted “rustic” barn wood** is not allowed if specified as an exterior wall finish; it may be allowable as a sign or other secondary accent. Historically, all of the wood in the District used in exterior applications was painted as part of its durability and planned maintenance over time.
5. **Dark tinted or mirrored glass** is not allowed as part of a storefront or window. Light low-e glass coatings as well as standard green or blue tinted glass are generally acceptable, but ground floor window glazing in particular must allow visibility through the glass (note that blinds or shades are fine and do not require review).
6. **Fiber cement siding such as Hardie siding or Hardie board with “fake grain” finish** is not allowed. Smooth-finish, painted fiber cement board may be allowable as a finish for new wall areas in alley-facing locations or at the discretion of the Landmarks Commission.
7. **Shiny metallic finishes such as anodized aluminum storefronts, chrome, polished stainless steel, or metallic-look paints** are not allowed as part of a wall finish or system. These materials/finishes may be allowable as part of a sign or other smaller-scale feature. Aluminum storefront systems are allowed if they are painted.

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.

The following can help achieve this standard:

- a. Maintain original windows in their original openings. Regularly inspect, repair, re-caulk, and re-paint historic windows to prevent deterioration.
- b. Weather-strip and caulk older windows and consider the installation of storm windows (preferably at interior) to improve thermal performance of older windows.
- c. A proposal to replace existing historic windows (windows constructed before 1948), whether on a historic contributing or historic non-contributing building, must be accompanied by photographic evidence that the windows cannot reasonably be repaired.
- d. If new or replacement windows are proposed, ensure that the new windows match the size of the existing (historic) opening, without infill panels. Specify new windows that match the historic windows in their configuration, operation, profiles, dimensions, and finish.
- e. Specify traditional, paintable, and repairable materials such as painted wood or metal for new windows. Use clear or very lightly tinted glass and avoid the use of simulated divided lights unless an exterior dimensional grid is applied to visually match historic multi-pane window divisions in the building.
- f. Prioritize solutions that match the original material of historic windows in a building, but new windows using alternative materials may be appropriate in some locations if they can convincingly replicate the appearance of the historic windows.



Baker Furniture Co. (1916 Main Street, Baker City, OR) (Source: 1978 Baker Historic District National Register and 2018 Google Streetview)

C.3 AWNINGS

IF AWNINGS OR CANOPIES ARE PROPOSED, PLACE THEM TO RESPECT AND HIGHLIGHT THE STOREFRONT BAY PATTERN OF THE BUILDING.

The following can help achieve this standard:

- a. Fit new ground-level awnings within storefront bays on buildings with storefront bay openings. If existing storefront bays include inset entries, however, awnings may not be appropriate or necessary for weather protection.
- b. If there were once historic awnings, and there are photos or other historic evidence of their style and detail, use the historic evidence to inform the size, placement, and support details of the new awnings.
- c. Rather than arched, bubble-shaped or bull nose awning forms, choose simple “shed” awning forms with slope less than 45 degrees. The use of supporting chains or rods, as well as flat canopies or special entry canopy shapes are appropriate in some cases, especially at a special building entry.
- d. For upper story windows, fit awnings within single window openings rather than overlapping awnings over multiple window openings.
- e. Ensure that new awnings will not detract from or conceal the building’s architectural details or features, such as transom windows, ornamental brickwork, ghost signs, iron work, leaded glass, etc. Design new awnings and canopies to be in character with the original building and surrounding historic context.



This circa 1930s image shows an ornamental canopy at the corner entry of the store, still present on the building. (Source: City of La Grande Archives)

- f. The use of woven fabric materials for awnings, preferably in a single color, will be appropriate for most buildings in the historic district. The use of vinyl, plastic, or other shiny materials for canopies or awnings is prohibited. Entry canopies of metal, glass, or finished wood may be appropriate in some cases, especially at a special entry condition where a canopy existed originally.
- g. Graphics or added text along the bottom free edge of the awning may be used if at a pedestrian-oriented scale. The use of graphics or text on the slope of the awning is prohibited.



DRAFT

Gray Building (105-135 Liberty Street NE, Salem, OR) Lowest image shows the rehabilitation of historic awning configuration from circa 1912. (Sources top to bottom: Willamette Heritage Center, Google Streetview 2012, City of Salem)

C.4 SIGNS

PLACE SIGNS SO AS NOT TO DESTROY HISTORIC MATERIALS, OBSCURE DECORATIVE FEATURES, OR DOMINATE THE FAÇADE OF THE BUILDING. USE DURABLE MATERIALS AND FINISHES.

The following can help achieve this standard:

- a. All signs must conform to the Article 5.8 of the City of La Grande Land Development Code.
- b. The use of internally lit sign and illuminated cabinet signs is prohibited.
- c. If more than one tenant occupies a building, consider a repeatable sign design or framework at the ground floor level of the building that each tenant may individualize.
- d. Affix signs to allow for later removability and repair; for instance routing bolt holes in brick joints rather than through bricks where possible.
- e. Creatively re-use an original or historic sign or its supports, and incorporate these historic elements into the new or altered sign.
- f. Signs are encouraged to reflect historic texture and details found throughout the District. Use signs that are specifically sized and designed for their locations, especially on historic buildings. Do not cover up or interrupt decorative building features or details.
- g. Signs above the ground level are appropriate if they are not over-scaled to the pedestrian environment, and do not detract from the architecture of the building or District.



A variety of sign types are visible in this image, including blade signs, mounted wall signs, and internally illuminated letter signs. All are placed for pedestrian use and are no larger than historic building features at the ground level.

C.5 FENCES/ACCESSORY STRUCTURES

DESIGN NON-BUILDING ACCESSORY ELEMENTS TO BE DURABLE, WELL-CRAFTED, AND IN KEEPING WITH THE STYLES, FINISHES, AND MATERIALS OF THE HISTORIC DISTRICT.

The following can help achieve this standard:

- a. Design non-building accessory elements such as fences, freestanding light poles, bike parking racks, benches, “pole” or monument signs, or materials used in the walking surface to be durable, well-crafted, and reflective of the styles and materials of the historic district.
- b. Design for the pedestrian environment, rather than for automobiles. Consider the user’s tactile experience, their safety and protection, and the scale of any new accessory elements in the historic district, whether in the right-of-way or on private property.
- c. Consider adding or including opportunities for a pedestrian to shelter from snow or sun.
- d. Protect pedestrians and bicyclists from negative impacts related to automobiles, such as visual obstructions and headlight glare.
- e. Use materials derived from and complementary to the existing materials found on contributing and historic buildings in the District. Finish all materials and joints to be durable, attractive, and long-lasting; such as painting wood, hiding fasteners, and/or fully enclosing the edges of panels or sheet metal.



View of Depot Street with a freestanding arch in the background leading to the railway station, c.1926-28 (Source: RPB Collection)

C.6 ROOFS & ROOFTOP ELEMENTS

MINIMIZE VISIBILITY OF ADDED ROOFTOP ELEMENTS.

The following can help achieve this standard:

- a. Retain and, if possible, re-open historic skylights for natural daylighting and passive solar opportunities. Retrofit existing skylights and consider adding an insulating cover to keep heat in at night.
- b. Avoid “bubble” forms for new skylights or for skylight alterations, but consider a range of more rectilinear skylight forms as long as their visual impact as seen from the surrounding streets or sidewalks is limited. However, if any historic skylights are present, match their size and shape when adding new skylights.
- c. On flat roofs, set back elements such as angled photovoltaic panels, or utility, communication, or mechanical equipment from street-fronting sides of the building, unless the existing parapet prevents visibility from the sidewalk directly across the street. On flat or sloped roofs, minimize visibility of these rooftop elements. Use matte finishes and colors that blend with the roof or background for equipment or for any added elements such as an elevator over-run.
- d. Locate rooftop patios at least 10 feet back from the front building façade. Use simple, open railings to minimize the visual impact of the rooftop patio from below.



Using flat or low-slope solar panels is a simple way to limit visibility. (Sources: National Park Service: <https://www.nps.gov/tps/sustainability/new-technology/solar-on-historic.htm>)

D STANDARDS – WORK NOT VISIBLE FROM THE STREET

D.1 MATERIALS

EXISTING WALLS AND WALL FINISHES, IF HISTORIC, SHOULD BE MAINTAINED. NEW FINISHES WILL PREDOMINANTLY VISUALLY MATCH HISTORIC MATERIALS FOUND IN THE DISTRICT, BUT NEW MATERIALS ON NEW WALL SURFACES MAY BE INTRODUCED.

The following can help achieve this standard:

- a. The use of elastomeric paints, vinyl siding, and “fake grain” fiber cement siding such as Hardie siding or Hardie board is prohibited.
- b. At new walls or new wall finishes, specify durable materials that are visually similar to historic materials in the District, such as brick, concrete stucco or painted smooth fiber cement panels, or painted wood.
- c. Repair masonry features, surfaces, and details using appropriate repair methods including re-pointing, consolidating, piecing in, and patching. Do not cover historic exterior materials with a new applied material, unless temporarily necessary to stabilize damaged areas or prevent further damage.



Example of materials that are allowable in the alley but would be unacceptable on the primary

D.2 WINDOWS

NEW OPENINGS AND NEW WINDOWS CAN ADD INTEREST AND FLEXIBILITY. FOLLOW THE GENERAL SIZE, PATTERN, ALIGNMENTS, AND PROPORTION OF NEARBY HISTORIC OPENINGS.

The following can help achieve this standard:

- a. A proposal to replace existing historic windows, whether on a historic contributing or historic non-contributing building, must be accompanied by photographic evidence that the windows cannot reasonably be repaired.
- b. Include traditional or contemporary water-shedding details such as a projecting, sloped sill in new openings. Inset new windows into the wall opening, especially in historic masonry walls.
- c. Specify durable, repairable materials such as painted wood or metal, fiberglass, or aluminum-clad wood for new windows. Use clear or very lightly tinted glass and avoid the use of simulated divided lights. Vinyl windows are prohibited.
- d. Cutting a few new openings into an existing masonry wall may be approvable in very limited circumstances. Use historic brick details and lintel designs in the new opening, preferably utilizing the removed bricks from the wall area.

D.3 AWNINGS

USE AWNINGS OR CANOPIES TO HIGHLIGHT A PEDESTRIAN SEATING AREA OR ENTRY.

The following can help achieve this standard:

- a. If affixing a new awning or canopy to a historic wall, keep damage to the historic materials as limited as possible.
- b. Ensure that new awnings will not detract from or conceal the building's architectural details or features, such as transom windows, ornamental brickwork, ghost signs, iron work, leaded glass, etc.

D.4 SIGNS

DO NOT OBSCURE DECORATIVE BUILDING FEATURES OR HISTORIC SIGNS. USE RESTRAINT IN LIGHTING AND SIZING SIGNS.

The following can help achieve this standard:

- k. All signs must conform to the Article 5.8 of the City of La Grande Land Development Code.
- l. The use of internally lit sign and illuminated cabinet signs is prohibited.
- m. Retain existing historic ghost signs at sides and backs of buildings and keep the signs visible to pedestrians.
- n. Reflect historic textural and depth details found throughout the District in sign designs and details. Do not cover up or interrupt decorative building features or details.
- o. Scale and place signs for an intimate, human-scaled environment.



Example of a ghost sign left intact to show how the building has changed over time.

D.5 FENCES/ACCESSORY STRUCTURES

PLACE ACCESSORY ELEMENTS PRIMARILY TO SUPPORT THE PEDESTRIAN EXPERIENCE.

The following can help achieve this standard:

- a. Do not impede the movement of vehicles and service uses through alleys, but design the remainder of the alley-facing environment primarily for the safety and enjoyment of both pedestrians and bicycles.
- b. Keep areas visually open to the alley itself and visually open to views from upper windows.
- c. Prioritize designs and materials that are complementary to the features and materials in contributing and historic buildings in the District. Retain older materials such as exposed brick walls.



Accessory features such as planters, furniture, bollards, or trash enclosures allow for multiple uses in block interior areas and activate the alleyscape

D.6 ROOFS & ROOFTOP ELEMENTS

LIMIT THE SIZE AND SCALE OF NEW ROOFTOP ELEMENTS

The following can help achieve this standard:

- p. Prioritize the placement of new service elements such as angled photovoltaic panels, skylights, stair or elevator over-runs, or utility, communication, or mechanical equipment back from roof edges, though these elements may be visible. Use matte finishes and colors that blend with the roof or background for equipment.

APPENDIX

Glossary

Contributing Resource: A building in the District which was constructed between 1891 to 1948, which still has most of the essential qualities, materials, and features from this time period, and which was formally recognized by the National Register as a historic contributing resource to the District.

Historic Non-contributing Resource: A building in the District which was constructed between 1891 to 1948 but which was deemed to have lost many or most of its original qualities and features and therefore not included as a contributing resource to the District in 2001. Note that an older non-contributing resource can be renovated and restored, and its status changed to Contributing. Staff at the Oregon State Historic Preservation Office (Oregon Heritage) can submit simple documentation to the National Parks Service to have the original nomination document amended. Alternatively, a contributing resource can be reclassified as non-contributing if its historic integrity is compromised. If too many resources are reclassified as non-contributing, an entire district's historic designation can be removed.

Compatible: Similar to or sympathetic to something else. Architectural compatibility in a historic district is achieved when a change or new project reflects many, but not necessarily all, of the historic characteristics of the district. The new work can be seen as new, but is visually in harmony with the group and not trying to stand out.

Replace in-kind: This phrase is often used by the National Parks Service to refer to using new features on a building that match the old ones in material, profile, finish, and other details.

Reconstruct: If all or part of a historic feature is missing, reconstruct it from appropriate evidence, such as historical photographs, or features on similar adjacent properties.

Masonry: A wall or other construction made of smaller units of materials such as brick, stone, or concrete block.

Unreinforced masonry construction: Masonry construction that is not strengthened by another material or system, such as steel rebar, a poured concrete shear wall, or a steel frame. Commonly built from the 1800s up until about 1960, the exterior walls of unreinforced masonry buildings are particularly vulnerable to lateral movement, such as an earthquake.

Parapet: The part of a building wall that extends up past the roof.

Coping: The finish material at the top of a wall or parapet, typically made slightly wider than the wall to prevent water from getting into the wall. Copings can be stone, precast concrete, formed metal, or other material.

Character: The overall look and feel of a place or building. In a historic district such as the La Grande Commercial Historic District, the character is defined by the predominant older buildings that share common characteristics, but also by the paving, light fixtures, and other details.

Style: The decorative elements of a building or structure, in combination with its overall structure and expression. Knowing the style of your building can help determine what new components will be compatible with the existing design. The features and expression of one style are typically not appropriate to use on a building of another style. For example, the windows in an Italianate building are narrow and vertical in proportion, but on a Modern-era building, windows are horizontally-proportioned and have very little trim. See “Styles,” next page, for a more detailed explanation of several styles found in the La Grande Commercial Historic District.

Universal Design: Treating all people, whether using a wheelchair, feet, or a walker, with an equal invitation to enter an area or a building. As much as possible, this means avoiding situations where people unable to use stairs have to take a less convenient path, or service corridors in the back to meet ADA accessibility.

Styles

Following are four of the most common styles in the District. Many buildings in the District are not “textbook” examples of a single style, but have characteristics of several styles, are less elaborate than some more “high style” examples, or were altered over time. The La Grande Commercial Historic District is primarily made up of buildings that are *20th-Century Commercial* style, *Italianate*, and *Early Modern*. A few examples of other styles found in the District include *Gothic Revival*, *Spanish Colonial* or *Mission Revival*, and a more Classical revival style sometimes called *American Renaissance* revival.

Italianate style architecture was a revival style typically used in Oregon from 1870 to 1910.

- Simple forms of two to four stories
- Deeply recessed windows and doors
- Cast iron, brick and stucco materials
- Tall, narrow double-hung windows, often arched and with elaborate hoods & crowns
- Quoins; belt courses
- Low-pitched or flat roof with parapet, sometimes a cupola or tower
- Prominent cornices with brackets, often paired; and wide overhanging eaves
- Elaborate double-door entrances with detailed surrounds.

20th-Century Commercial style architecture was common throughout the U.S. from 1890 to 1930.

- Simple forms of one to four stories
- High ground floor storefronts, regular pattern of storefront bays, often with recessed entrances
- Brick and masonry façades, with decorative brickwork and corbelled details, esp. at cornice
- Flat roofs with parapets
- Transoms over the storefronts
- Symmetrical bays and fenestration. Regularized storefront bays at ground
- Upper windows smaller, typically double-hung



Slater Building, Fir St. (Image Wikimedia).



Melville Building, Adams Ave.
Lottes Building, Adams Ave. (not pictured)

Mediterranean Revival, Mission, or Spanish (Colonial) Revival styles were popular in Oregon 1910-1935.

- Plain, flat surfaces -most often stucco, occasionally brick. (Spanish Revival styles have more surface ornamentation)
- Tile roofs, often a low pitched (hip or gable) roof, or flat with a parapet. (Mediterranean and Spanish Revival styles)
- Round-headed arched openings, often in pairs or threes (Mediterranean).
- Curvilinear parapet (Spanish Revival or Mission styles)



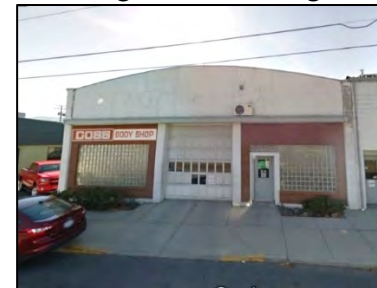
Historic La Grande City Hall & Fire Department, Elm St.



Salvation Army Building, Fir St. (image Google streetview)

Early Modern or Transitional styles were used in Oregon from 1925 to 1945.

- q. Overall simplicity of form
 - Use of flat, “stripped” wall planes that meet without a cornice or significant eave
 - Windows may have a horizontal proportion and/or use glass block
 - Decoration, when present, tends to be ahistorical motifs like v-grooves or stepping forms



Goss' Body Shop, Jefferson St. (Image Google Streetview)
Roesch Building, Fir and Washington (Not pictured)

Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall 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.

Additional Resources

Preservation Briefs

These briefs are prepared by the Technical Preservation Services department of the National Park Service. These briefs represent the best practices for preservation. In some cases, the work recommended surpasses the requirements for the City of La Grande, but can be helpful in determining an appropriate approach to rehabilitation, especially if considering applying for an incentive program such as the Federal Historic Tax Credits. A list of useful briefs is included below. To access the briefs, please visit.

<https://www.nps.gov/tps/how-to-preserve/briefs.htm>

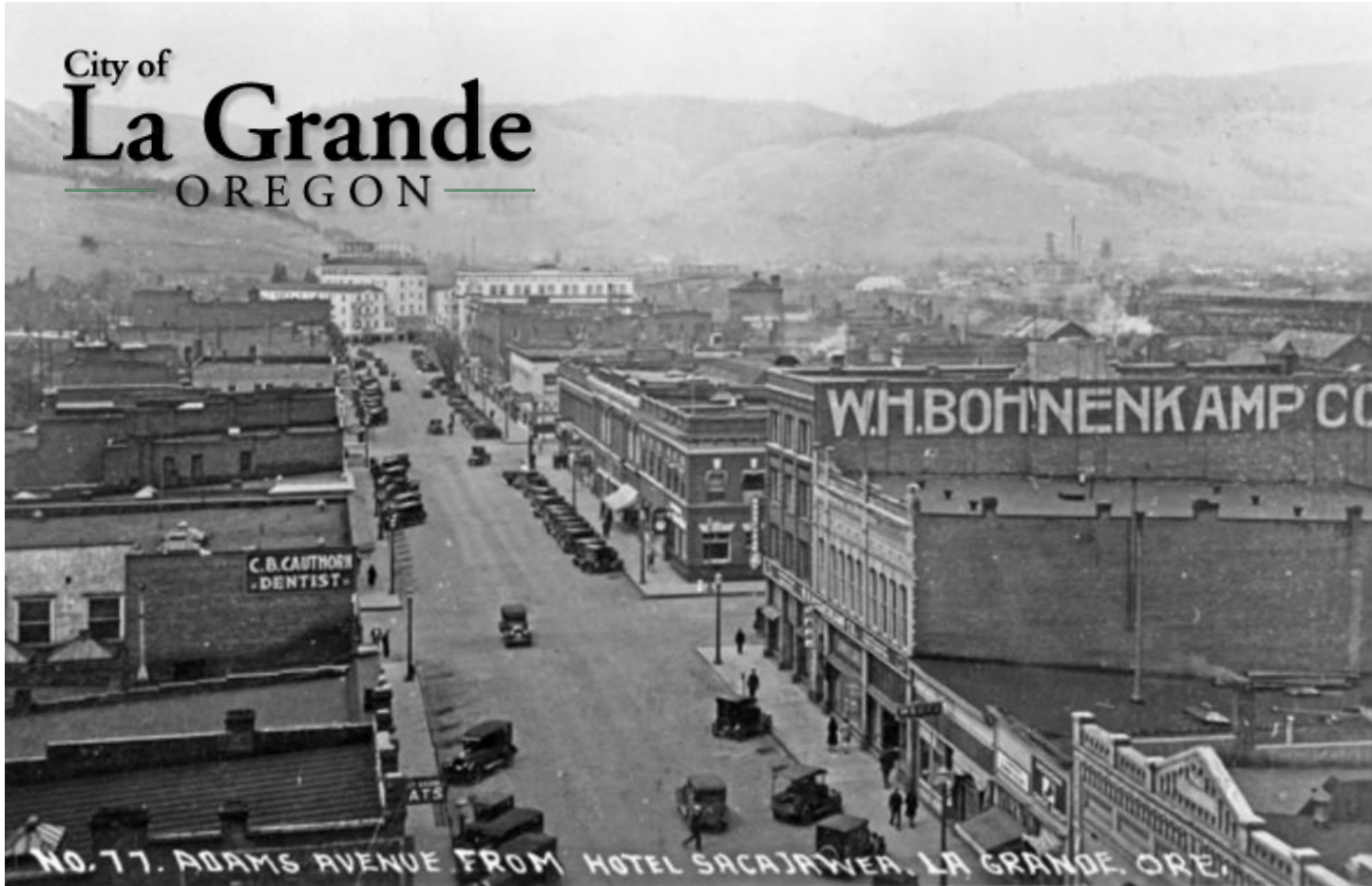
- [Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#)
- [Brief 2: Repointing Mortar Joints in Historic Masonry Buildings](#)
- [Brief 3: Improving Energy Efficiency in Historic Buildings](#)
- [Brief 6: Dangers of Abrasive Cleaning to Historic Buildings](#)
- [Brief 9: The Repair of Historic Wooden Windows](#)
- [Brief 11: Rehabilitating Historic Storefronts](#)
- [Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns](#)
- [Brief 16: The Use of Substitute Materials on Historic Building Exteriors](#)
- [Brief 25: The Preservation of Historic Signs](#)
- [Brief 41: The Seismic Rehabilitation of Historic Buildings](#)
- [Brief 44: The Use of Awnings on Historic Buildings: Repair, Replacement and New Design](#)

Historic Building Resources

These resources can be used to research the historic appearance of a building.

- Eastern Oregon University Digital Photo Archive <https://library-archives.eou.edu/>
- Oregon Historical Society <https://www.ohs.org/research-and-library/>
- University of Oregon Digital Photo Collection <https://oregondigital.org/catalog/>
- University of Oregon Historic Oregon Newspapers <https://oregonnews.uoregon.edu/>
- Clark, Rosalind. Oregon Style: Architecture from 1840 to the 1950s. Portland: Professional Book Center, Inc., 1983.
- Poppeliers, John C. and S. Allen Chambers Jr. What Style Is It: A Guide to American Architecture, revised ed. Hoboken, NJ: John Wiley & Sons, 2003.
- Whiffen, Marcus. American Architecture since 1780: A Guide to the Styles. MIT Press, 1969.

City of
La Grande
OREGON



Commercial Historic District Design Standards

Date of Adoption: **insert date**

Style Definition: List Paragraph: Space After: 0 pt,
Numbered + Level: 1 + Numbering Style: a, b, c, ... +
Start at: 1 + Alignment: Left + Aligned at: 0.25" +
Indent at: 0.5"

ACKNOWLEDGEMENTS

ACKNOWLEDGEMENTS

We humbly acknowledge the original inhabitants of the land the City of La Grande is upon: the Cayuse, Umatilla, Walla Walla, and Nez Perce people. We celebrate their traditions, languages, and stories.

Thank you to the community who came out, who provided feedback, and those who provided follow-up interviews. The time you took to tell us what is working and what isn't working, your values and your struggles with designation and regulations, and your personal examples gave us the insight to promote a shift in approach. It must be recognized that community interests are difficult to maintain and achieve consensus about; they sometimes run counter to our ingrained individualism. We thank those who are actively working to create and sustain community in all ways, including through historic preservation.

LaGrande Landmarks Commissioners:

- Katie Boula
- Cassie Hibbert, Chair
- Rod Muilenburg
- Lindsay Costigan

La Grande City Commission and Mayor:

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- Gary Lillard, Mayor Pro Tem
- John Bozarth, Councilor
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Cover Photo Source: Anonymous, "La Grande, Elevated View 3, circa 1930," EOU *Digital Archives*, accessed April 20, 2022, <https://library-archives.eou.edu/items/show/10136>.

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STANDARDS A - EXISTING BUILDINGS

INTRODUCTION

Historic District Background

The La Grande Commercial Historic District encompasses significant buildings in the City's history which date from 1891 to 1948. The District has a concentrated collection of buildings reflecting the early development of La Grande as a leading trading and transportation center in Northeastern Oregon. Downtown La Grande also served as a regional division point for operations of the Oregon Railroad and Navigation Company and catered to the railroad traffic. Downtown La Grande not only served the local community, but also handled the regional trade of the farmers and ranchers who came to town to ship their commodities, shop for goods, and conduct business.

In the early 1880s, the community developed around the proposed OR&N Co. Railroad (later the Union Pacific). Before the railroad workers commenced to lay the tracks, commercial enterprises relocated from "Old Town" La Grande in the southwest section of town to the proposed tracks and depot site. Three streets paralleling the tracks are now a part of the Historic District - Jefferson, Adams, and Washington Avenues - between Fourth and Greenwood Streets and Cove Avenue. This commercial area was originally comprised of wooden structures. A significant fire in 1891 destroyed many blocks of businesses and subsequent construction was of masonry. Many historic resources of the 1890s reconstruction era remain.

At the turn of the 20th century, La Grande had established itself as the trading center for Union County and the railroad was still the focus of the community's activities. The 20th century brought many changes as the Progressive era began. Substantial buildings were constructed in La Grande's business district. Large two-story, brick buildings became anchors on many prominent corners and mingled with the smaller 1890s brick structures. Many businesses focused on Depot Street and Adams Avenue. Warehouses and businesses supporting the railroad faced Jefferson Avenue.



Depot Street, c. 1927, looking southwest from Adams Avenue.

STANDARDS A – EXISTING BUILDINGS

The automobile era ushered in a new period of development in the town. In the 1910s and 1920s, many new types of businesses evolved - service stations and car dealerships – and La Grande established itself as the center of the auto industry in Union County Oregon. Located along the south side of Jefferson Avenue and on Adams Avenue east of Fir Street, these auto-related businesses were generally one-story buildings constructed of hollow clay tile or concrete. This era also ushered in a new look for many facades along La Grande's downtown streets. More progressive and modern styles were sought to reflect this prosperous period. Older buildings underwent face-lifts whereby the Queen Anne elements of the 1890s were stripped and windows replaced to create smooth, blocky edifices with squared openings common in the first two decades of the 20th century.

At the end of the 1920s, the Union Pacific Railroad constructed the present depot with the grand opening in 1930. This final act of the progressive era ensured La Grande's prominence as a railroad town, though the Depression of the 1930s affected this community as well as many others across the country. Building in downtown virtually stopped until after World War II. In the late 1940s, a few other automobile dealerships opened in downtown La Grande.

In the 1960s, the Interstate Highway system began to adversely affect La Grande's downtown business district. Highway 30 - Adams Avenue - lost its position as the major route through town. Interstate 84 and associated strip-commercial development gradually drained business from downtown. Although many storefronts have evolved and upper stories vacated, downtown La Grande still remains a busy population center and provides vital services for the community.

STANDARDS A – EXISTING BUILDINGS

Purpose

The purpose of the La Grande Commercial Historic District Standards is to provide guidance to property owners, commercial tenants, City of La Grande staff, the Landmarks Advisory Commission, and other community members about best practices for making changes to properties, while retaining the overall look and feel of the District. The District represents La Grande’s heritage, and most of the District’s buildings are visibly related by some common characteristics. Together, they create a place which has an impact greater than any individual historic building could. Preserving La Grande’s heritage is a catalyst for economic vitality, community investment, and tourism.

However, change is inevitable. The Standards do not prevent change or halt progress; nor do they restrict an individual property owner’s creativity. The Standards are meant to allow for new and remodeling projects within a range of possibilities, enhancing the appearance and livability of the District, but ensuring compatibility with the older structures. The goal of the Standards is to help manage the process of change.

The Standards address the rehabilitation of existing buildings, new construction and additions, and relocation or demolition of existing buildings. The Standards are based on the Secretary of the Interior’s Standards for Rehabilitation (provided in Appendix) but are tailored to the character and unique features of the built environment in the La Grande Commercial Historic District, such as its alleys.



Anonymous, "La Grande, Street Scene 22," c. 1920, EOU Digital Archives, accessed April 27, 2022, <https://library-archives.eou.edu/items/show/10101>.

This document provides clear descriptions and illustrations of work meeting the standards, and graphics to assist property owners, applicants, and decision-makers to determine which standards apply to which types of projects.

STANDARDS A – EXISTING BUILDINGS

How to Use the La Grande Commercial Historic District Design Standards

Determining what Standards apply to various projects in La Grande is a five-step process. This process is outlined below and explained in more detail on the following pages.

Step 1: Determine if the building is located within the La Grande Commercial Historic District.

Step 2: Determine the building's classification.

Step 3: Determine the location of the proposed work.

Step 4: Use the determinations from Steps 2 and 3 to find which sets of Standards apply.

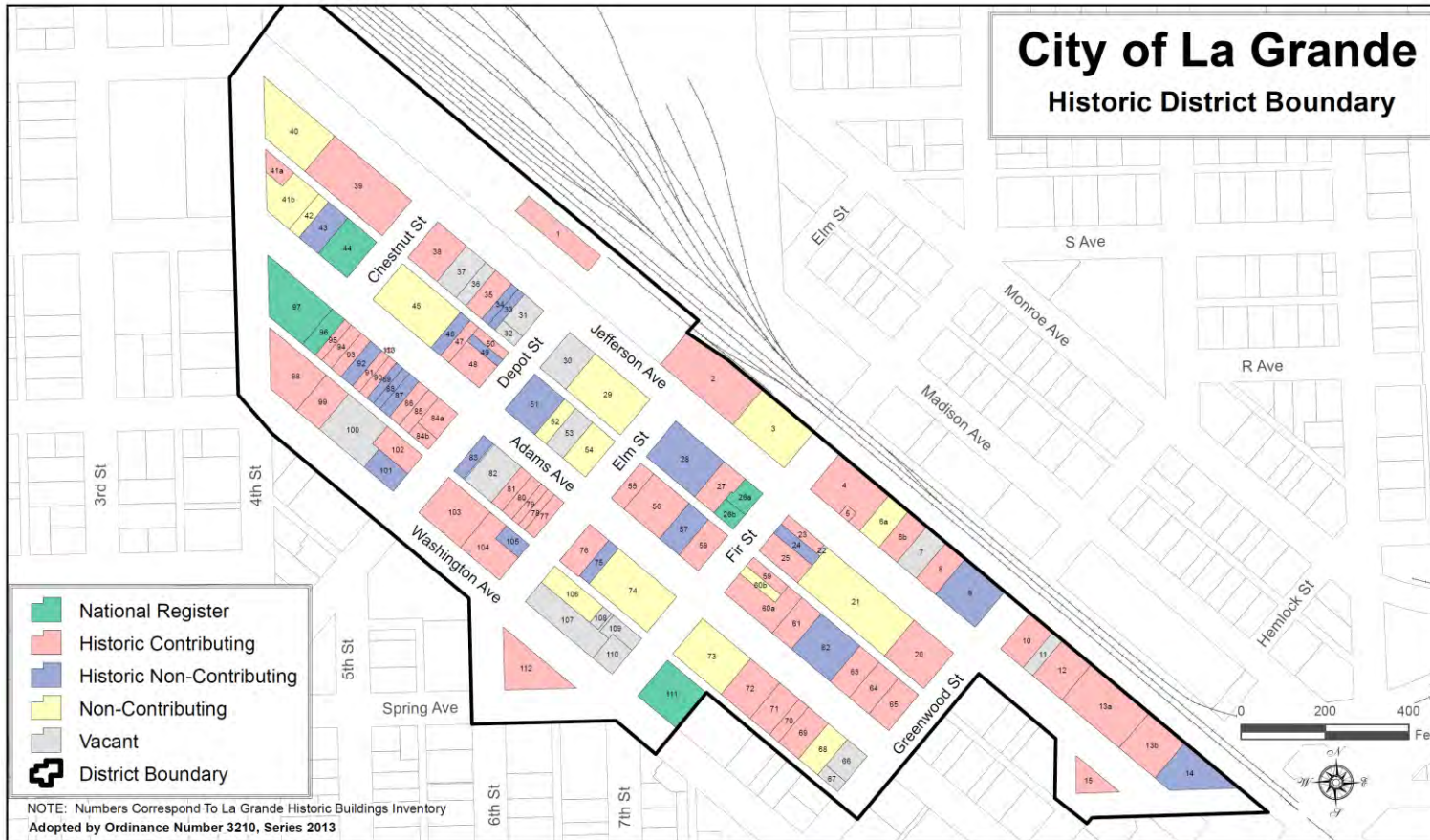
Step 5: Submit application to the La Grande Community and Economic Development Department.

STEP 1: Is the building located within the La Grande Commercial Historic District?

The Historic Commercial Design Standards apply to buildings located within the La Grande Commercial Historic District (“the District” throughout this document). A map of the District and each building’s status within the District is provided on the next page. Please keep in mind that the map is only accurate as of 2022; for the most up-to-date information check with the City of La Grande or the State Historic Preservation Office.

For more information specific to your property, please visit *the City’s Land Use ArcGIS Map* at: <https://www.cityoflagrande.org/community-development-planning-division/interactive-maps>.

STANDARDS A - EXISTING BUILDINGS



La Grande Commercial Historic District Map (Source: City of La Grande)

STEP 2: What is your building or property’s classification?

There are five types of classifications identified in the District: National Register, Historic Contributing, Historic Non-Contributing, Non-Contributing, and Vacant. These are shown on the previous map.

National Register: A building in the District that was individually listed on the National Register of Historic Places. The historic documentation for these individually listed buildings are independent of the La Grande Commercial Historic District, but these buildings are also part of – and contributing to – the District. Please refer to their individual nominations for more information.

Contributing Resource: A building in the District which was constructed between 1891 to 1948, which still has most of the essential qualities, materials, and features from this time period, and which was formally recognized by the National Register as a historic contributing resource to the District.

Historic Non-Contributing Resource: A building in the District which was constructed between 1891 to 1948 but which was deemed to have lost many or most of its original qualities and features and therefore not included as a contributing resource to the District in 2001. Note that an older non-contributing resource can be renovated and restored, and its status changed to Contributing. Staff at the Oregon State Historic Preservation Office (Oregon SHPO) can submit simple documentation to the National Parks Service to have the original nomination document amended. Alternatively, a contributing resource can be reclassified as non-contributing if its historic integrity is compromised. If too many resources are reclassified as non-contributing, an entire District’s historic designation can be removed.

Non-Contributing Resource: A non-contributing resource is a building, site, structure, or object that does not add to the historic architectural qualities, historic associations, or archaeological values for which the district is significant. Typically, the building was simply constructed too recently (after 1948, in the case of the La Grande Commercial Historic District).

Vacant: The map shows lots that were vacant at the time of listing in 2001. Some of these lots have since been developed. Future construction will be subject to the same standards as non-contributing resources.

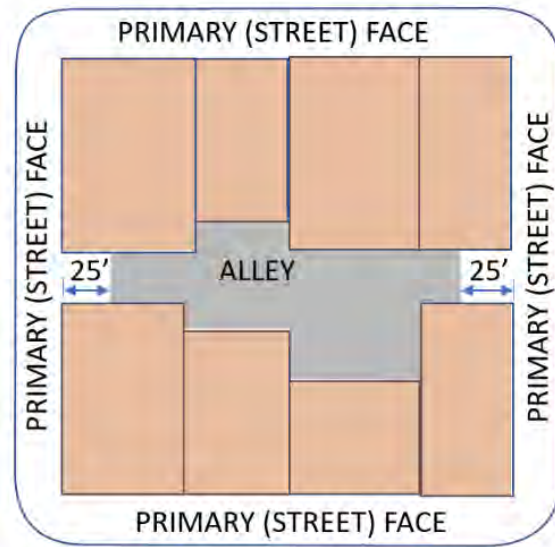


STEP 3: What is the location of the proposed work?

Every project will fall into one of two categories based on where the work is occurring on the building or site. Generally, work that will be visible only at the interior of a block is granted a slightly more flexible set of standards. Use the diagram of a “typical” La Grande block below, and the descriptions, to determine which category the work is in. Final decisions will be at the discretion of the Landmarks Commission.

Work Visible from Primary Streets: Work in this category is anything that is or will be visible along or from a primary street face (not an alley). If work proposed in the interior of the block is tall enough to be seen over other buildings, or if the work can be seen between other buildings from a primary street, it is considered street-facing. However, work visible from alleyway entries is not considered street-facing as long as the work occurs at least 25 feet from the primary street building wall. A handful of buildings in the District are visible on every side from a primary street.






Work Visible only from an Alley: If the work proposed is within or fronting the dark-colored alley interior area shown in the diagram and will not otherwise be visible from a primary (non-alley) street, then the work is in the “alley-fronting” category. If the whole of the project is more than 25 feet back from the primary street face, the work still counts as alley-fronting even if visible from the alley curb-cut on the primary street.



STANDARDS A – EXISTING BUILDINGS

STEP 4: Use your project’s location in the District and property classification to find which sets of Standards apply.

Use the categories from Steps 2 and 3 and the table below to determine which sets of Standards apply to the proposed scope of work. Every project will have two sets of Standards that apply. For example, if the building is historic contributing and the proposed work is visible from the street, such as a new storefront, then the work must be in conformance with Standards A and C.

	If the site or property is:  National Register  Historic Contributing  Historic Non-Contributing	If the site or property is:  Non-Contributing  Vacant
If the work proposed will be visible from the street:	USE STANDARDS A AND C	USE STANDARDS B AND C
If the work proposed is only visible from the alley:	USE STANDARDS A AND D	USE STANDARDS B AND D

STANDARDS A – EXISTING BUILDINGS

Each Standard begins with a reference number which will consist of a letter – A, B, C, or D – and a number. Following this is the title which describes what the Standard applies to.

Following the title and reference number is a sentence or two in ALL CAPS. This is the Standard.

Included with each Standard is a series of directions on how best to achieve the Standard.

Standard Reference Number and Title →

Standard →


How to comply with the Standard →

A.2 NEW ADDITIONS

DESIGN NEW ATTACHED VOLUMES OR ADDITIONS TO VISUALLY MATCH MOST OF THE CHARACTERISTICS OF THE ORIGINAL BUILDING AND/OR CONTRIBUTING BUILDINGS IN THE DISTRICT.

The following can help achieve this standard:

- a. Design new attached volumes and/or additions to be compatible with the original building. However, in some cases a distinct appearance for a new façade may be appropriate if an addition has its own primary street frontage. In these cases, the addition should look like a separate building and visually fit in with the other historic buildings in the district.
- b. Extend existing larger-scale design patterns, details, materials, and alignments into new wall areas of the building, but very ornate or distinct features are best simplified or even left off the new addition. Aim for subtle, but clear visual delineation between the original building and its addition.
- c. Minimize the size, scale, and height of new attached volumes and/or additions so they do not visually overpower the primary building, especially as seen from street frontages. Not all of the strategies listed below may be appropriate for every building:
 1. Strategies to achieve a respectful vertical addition to a historic building include stepping back a new upper level from the wall planes below, changing material as chosen in upper addition, and/or continuing vertical bays or pattern of openings vertically into the new wall area.
 2. Strategies to achieve a respectful horizontal addition to a historic building include using a "reveal" or change in plane between the existing and new construction; treating the addition as if it were a new, different building; or replicating the same structural and visual rhythm of the original building horizontally into the new volume.
- d. Select materials and finishes for new volumes and/or additions that visually match materials and finishes on the primary building. Contemporary materials may be appropriate if they are durable, repairable, and if the materials convey the visual qualities of traditional materials found in the district.
- e. Additional guidance is available through the National Park Service's Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns.



Example of a modern addition made to look like a separate building that fits in with surrounding historic buildings, Wright's Drug Store Building (105 N Main Street, Union, Oregon) (Source: Google StreetView, 2014 and 2018)

How to Use and Understand this Document

STEP 5: Submit application to the La Grande Community and Economic Development Department

For more information, please contact

Community Development Director
Community and Economic Development Department
1000 Adams Avenue, P.O. Box 670
La Grande, OR 97850
LGPlanning@cityoflagrande.org
(541) 962-1307

Or visit our website

<https://www.cityoflagrande.org/landmarks-commission/pages/historic-landmarks-historic-resources>

A STANDARDS – EXISTING BUILDINGS

A.1 STOREFRONT REHABILITATION

PRESERVE, RESTORE, OR RECONSTRUCT MISSING PRIMARY FEATURES OF A HISTORIC STOREFRONT. STRENGTHEN THE HISTORIC PATTERN AND PROPORTION OF STOREFRONT BAYS.

The following can help achieve this standard:

- a. Replace missing pilasters between storefronts, missing solid bulkhead areas beneath storefront display windows, and/or missing transom windows by using historic evidence such as drawings or photographs, where possible.
- b. Keep the traditional storefront opening(s) intact, with clear glass display windows and entry doors. Do not fill storefront openings with solid wall areas (except below the display windows in the bulkhead area).
- c. Preserve and restore the primary features and materials of a historic storefront. If historic storefronts are missing, base the design and materials of the new storefront on the historic system as much as possible. Use materials such as painted (not anodized) metal or wood.
- d. A proposal to replace an existing historic storefront system must be accompanied by photographic evidence that the system cannot reasonably be repaired.
- e. Do not remove or block off transom windows, although insertion of translucent, opaque, or tinted glass or in some cases louver panels ~~are may be~~ appropriate if the original transom window divisions are maintained in the new materials.



212 Fir Street is a good example of a rehabilitated storefront. Note the new panelized bulkhead beneath the storefront windows. (Source for image on left:

STANDARDS A – EXISTING BUILDINGS

- f. If the original transom glass is missing, use new glass. In some cases where original transoms are uncovered, but clear glazing is not yet feasible due to a dropped ceiling or other situation, solid transom panels within frames may be allowed if the solid panels can be replaced by glass in the frame at some future point.
- g. Retain or restore the operability of any original transoms as a natural climate control feature.
- h. Design new storefront entry doors, if new entries are proposed, to include large glass areas. Use wood and glass, or painted metal and glass doors, as appropriate to the building and the existing storefront system.
- i. If a building did not originally have ground floor storefronts or windows, new openings that fit the style and original use of the building may still be appropriate ~~if it to give the~~ allows the building to have a new use. Retain and respect original features and align new features with original features.



This former warehouse building was rehabilitated for a new use circa 2008. Alterations included the replacement of the small loading dock windows with larger windows. A full storefront bay expression would have conveyed the wrong “story” about the building’s original use. This style of rehabilitation could be applied to buildings along Jefferson Avenue. (Source for image on left: c.1980 City of Portland Historic Resource Inventory) (Source for image on right: 2009 Google Street View)

STANDARDS A - EXISTING BUILDINGS

A.2 NEW ADDITIONS

DESIGN NEW ATTACHED VOLUMES OR ADDITIONS TO VISUALLY MATCH MOST OF THE CHARACTERISTICS OF THE ORIGINAL BUILDING AND/OR CONTRIBUTING BUILDINGS IN THE DISTRICT.

The following can help achieve this standard:

- a. Design new attached volumes and/or additions to be compatible with the original building. However, in some cases a distinct appearance for a new façade may be appropriate if an addition has its own primary street frontage. In these cases, the addition should look like a separate building and visually fit in with the other historic buildings in the district.
- b. Extend existing larger-scale design patterns, details, materials, and alignments into new wall areas of the building, but very ornate or distinct features are best simplified or even left off the new addition. Aim for a subtle, but clear visual delineation between the original building and its addition.
- c. Minimize the size, scale, and height of new attached volumes and / or additions so they do not visually overpower the primary building, especially as seen from street frontages. Not all of the strategies listed below ~~may be are~~ appropriate for every building:
 - d. Strategies to achieve a respectful vertical addition to a historic building include stepping back a new upper level from the wall planes below, changing material or color at an upper addition, and/or continuing vertical bays or pattern of openings vertically into the new wall area.
 - e. Strategies to achieve a respectful horizontal addition to a historic building include using a “reveal” or change in plane between the existing and new construction; treating the addition as if it were a new, different building; and/or replicating the same structural and visual rhythm of the original building horizontally into the new volume.
 - f. Select materials and finishes for new volumes and/or additions that visually match materials and finishes on the primary building. ~~Contemporary materials may be appropriate if they are durable, repairable, and if the materials convey the visual qualities of traditional materials found in the district.~~ Many contemporary materials and finishes can be a good visual match to historic materials if they are durable, repairable, and not prohibited (see Standard C.1 or D.1, Materials).



Example of a modern addition made to look like a separate building that fits in with surrounding historic buildings. Wright's Drug Store Building (105 N Main Street, Union, Oregon) (Source: Google Streetview 2012 and 2018)

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STANDARDS A – EXISTING BUILDINGS

e.g. _____ Additional guidance is available through the National Park Service’s [Preservation Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns](#).

A.3 BUILDING FAÇADE MAINTENANCE AND REHABILITATION

WHEN DESIGNING ALTERATIONS, RESPECT THE ORIGINAL STYLE AND DESIGN OF THE BUILDING, AND RETAIN ORIGINAL FEATURES AND MATERIALS.

The following can help achieve this standard:

- a. Preserve and maintain original historic architectural elements and materials.
- b. Especially at street-facing façades, ensure that new or added architectural elements or materials are highly similar to or “in kind” with related elements of the historic building and of contributing buildings in the immediate surrounding area.
- c. Design the materials and shifts in plane (as, for instance, the plane of window glazing relative to the plane of the exterior wall) of façade alterations to be visually matching the traditional or existing architectural detail of the historic building.
- d. Keep proposed contemporary or modern-looking new additions, such as a sign or a light fixture, at a scale that does not overwhelm the existing resource.
- e. For historic non-contributing buildings, modest alterations that match or are in keeping with the later changes to the building may be appropriate **as long as-if** the building does not lose any further historic features or materials.
- f. Make sure new architectural elements at the exterior of the building do not unintentionally introduce stylistic elements from other architectural styles. See “STYLES” and “Additional Resources” in the Appendix for more information.



The Allen Building at 1004-1008 Commercial Street in Astoria, OR installed a historic inspired storefront. (Source: Circa 1920s Newspaper, 1989 Oregon SHPO Inventory Form, 2018 Google Streetview)

STANDARDS A – EXISTING BUILDINGS

A.4 ACCESSIBILITY

ENSURE THAT BUILDING ENTRIES ARE ACCESSIBLE AND ACCOMODATE UNIVERSAL DESIGN.

The following can help achieve this standard:

- a. Design accessibility features, such as ramps, handrails, and mechanical lifts, so they visually fit in with the design, scale, materials, and finish of the building and its features.
- b. Minimize the visual impact of universal design features such as elevator additions, fire stairs, and fire doors. Design such features to be as inconspicuous as possible, with a simple, clean appearance overall.
- c. Universal access may be achieved by creating new or alternate means of access to the historic building, ~~in ways that do~~ if it does not compromise the key features of the historic structure.
- d. For more information, refer to Technical Preservation Services [Brief 32: Making Historic Properties Accessible](#).



A way to retain the historic column and bay structure and introduce a modern storefront with ADA ramp. Everyone uses the same sloped entry.

A.5 DISASTER AND SAFETY PLANNING

UNDERTAKE SEISMIC IMPROVEMENTS AND OTHER DISASTER PLANNING IN THE MOST UNOBTRUSIVE WAY POSSIBLE, AND TAKE STEPS TO STABILIZE BUILDINGS THAT ARE VACANT.

The following can help achieve this standard:

- a. Seismically upgrade historic buildings, especially those that are constructed of unreinforced masonry. Choose solutions that retain historic materials and do not impact window openings or the exterior of buildings.
- b. Retain and strengthen existing structural materials and systems.
- c. Ensure the fire safety of the building and its immediate neighbors when undertaking interior or exterior alterations. Examples include installing sprinklers and closing interior shafts or spaces that might be hidden behind walls and ceilings.
- d. Regularly inspect the structural strength of historic features such as cornices, canopies, or other heavy building elements.
- e. Keep doors and windows closed within a disused or vacant building to limit the spread of fire.
- f. Perform temporary repairs to roofs and windows to stop water from entering a disused or vacant building.
- g. Cover broken or damaged windows and holes in roofs.
- h. Secure loose gutters and downspouts.



Example of parapet bracing as seen from the roof (Source: National Park Service)

STANDARDS A – EXISTING BUILDINGS

A.6 RELOCATION OR DEMOLITION

ALTERNATIVES TO DEMOLITION OF A NON-CONTRIBUTING HISTORIC BUILDING MUST BE EXPLORED, INCLUDING RELOCATION AND SALE. PARTIAL DEMOLITION OF A CONTRIBUTING BUILDING MAY BE CONSIDERED IF NECESSARY FOR A NEW ADDITION.

The following can help achieve this standard:

- a. Protect individually listed buildings, historic contributing buildings, and historic non-contributing buildings from demolition.
- b. If the historic features or materials of a historic non-contributing building have been irrevocably lost and there is little realistic chance the building could be or will be historically renovated and/or become a contributing resource, then relocation may be considered. If the building cannot realistically be relocated, then demolition may be considered.
- c. Write and carry out a salvage plan for materials and features and ensure photographic documentation of any historic building prior to demolition.
- d. Relocation of an existing building from elsewhere into the District will be reviewed as a new building.
- e. Demolition or relocation of an existing non-contributing building from the District to another location ~~will~~ **may** be considered if the result of the demolition or relocation will be a new building on the site.
- f. If partial demolition (removal of floor or wall area) is planned to create a new addition of floor area, the demolished historic area ~~shall~~ **ould** be the minimum necessary. The resulting (new) exterior walls, windows, and other features ~~will~~ **ould** be reviewed using the “Additions” standard [\(A.2\)](#).
- g. Use a cautious approach to large equipment and digging within the historic district so as to protect known and unknown archaeological resources from damage during construction.



The historic Cumberland Church in Albany, Oregon, en route to its new location. The steeple was temporarily removed to facilitate the move. (Source: Corvallis Gazette-Times photo, October 2021)

B STANDARDS – NEW or NONHISTORIC CONSTRUCTION

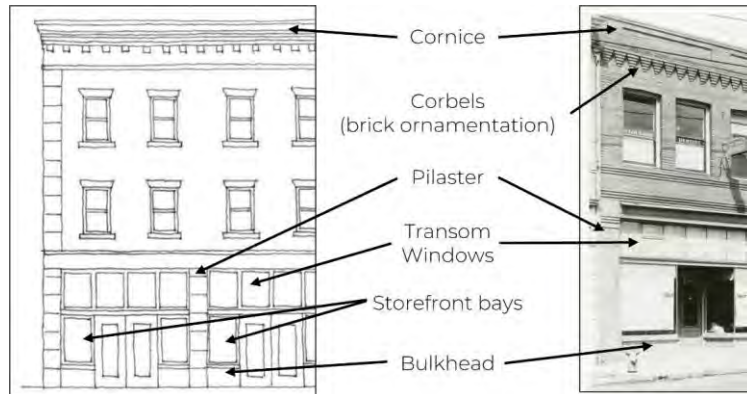
B.1 GROUND FLOOR

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 BUILDING’S ORIGINAL USE AND STYLE.

The following can help achieve this standard:

- a. Organize the design of new ground-floor level street-facing facades with a regular rhythm of repeating storefront bays, using a proportion based on contributing buildings nearby.
- b. Provide a similar height for new ground-level spaces as the site’s contributing neighbors. ~~Generally, G~~ground levels ~~should~~ ~~generally will~~ be taller than upper levels.
- c. Design bays with a solid bulkhead of a similar height to those of contributing buildings, with clear glazing above.
- d. Use small-scale details and textures that provide shadow lines and interest at ground-level storefront or windows.
- e. Set entry doors back from the building face to provide interest and weather protection.
- f. Use transom windows across the top of each storefront bay.
- g. If an existing building did not originally have ground floor storefronts or windows, new openings that fit the style and original use of the building may still be appropriate to allow for an adaptive reuse. Retain and respect original features and align new features with original features.

STANDARDS B - NEW or NONHISTORIC CONSTRUCTION



STANDARDS B - NEW or NONHISTORIC CONSTRUCTION

B.2 BUILDING PROPORTION

REFLECT THE GENERAL SIZE, PROPORTION, AND VOLUME OF THE DISTRICT’S CONTRIBUTING BUILDINGS IN NEW CONSTRUCTION OR IN CHANGES TO NONHISTORIC BUILDINGS

The following can help achieve this standard:

- a. Use simple, “blocky” building forms that generally reflect the size and proportion of contributing buildings nearby.
- b. Align windows in new construction with existing windows of neighboring buildings. Align the height or strong horizontal features with the height or horizontal features of a neighboring contributing building.
- c. Where new construction is taller or wider than the existing buildings, strategies to visually break down the mass ~~may~~ include:
 1. Creating a linear projecting element such as a strong cornice or upper-level horizontal projection to break height and reflect similarities with nearby contributing buildings.
 2. Using varied rooflines and massing to break the apparent scale of a full-block building façade.
 3. Where a building has a full-block face, dividing the new wall area into one or more vertical bays with a change in plane to visually group areas of the building façade into smaller areas.



1100 Block of Adams Avenue. The buildings have a consistent height and storefront size. (Source: Google Street View 2018)

STANDARDS B - NEW or NONHISTORIC CONSTRUCTION

B.3 STREETScape & SETBACKS

CONSTRUCT STREET-FACING WALLS OF THE BUILDING TO THE COMMON STREET BUILDING LINE OR “STREETWALL.”

The following can help achieve this standard:

- a. Align the street-facing walls of new buildings or new additions with the walls of existing contributing buildings along the block. While small-scale insets or extensions such as recessed entries or an upper projecting bay are **fine acceptable**, the main plane of the building wall ~~should~~ **must** reinforce the common streetwall.
- b. Parking or vehicular areas between a building and the sidewalk detract from the pedestrian environment and the historic street wall; these uses must be moved back to the alley or rear side of the building (unless in the historically more industrial area on North side of Jefferson Street).
- c. If an existing building area is already set back from the right of way, the area between the building and the street may **be landscaped, or may** become a pedestrian plaza, incorporating seating and shade.
- d. A missing street wall can be suggested by the use of high-quality, durable elements placed in line with the neighboring buildings, such as bollards or a visually permeable fence. ~~The area between the building and the street may also be landscaped.~~



This infill of new construction aligns with the existing street wall, filling the gap between buildings and maintaining the street wall's mass. (Source: <https://www.loopnet.com/Listin>)

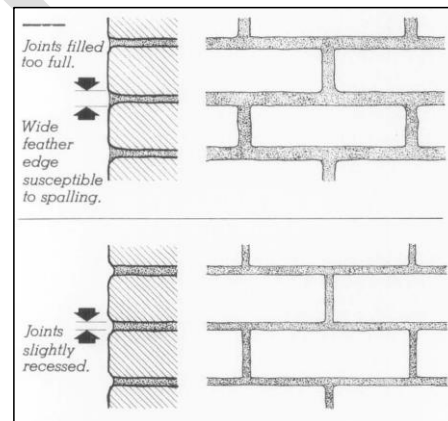
C STANDARDS – WORK VISIBLE FROM THE STREET

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.

The following can help achieve this standard:

- a. [Retain and preserve primary materials, features, and surfaces that contribute to the historic character of a building or the overall District, such as brick, stone, granite, limestone, slate, concrete, concrete block, terra cotta, clay tile, painted steel or aluminum, and concrete stucco. Where possible, retain historic secondary materials as well, for example in exposed foundations and at copings and other details.](#)
- b. [Clean masonry surfaces using the gentlest effective method when necessary to stop deterioration or to remove heavy soiling.](#)
- c. [Use low pressure washing with detergents and scrub with natural bristle brushes. The use of destructive stripping or cleaning methods, such as sandblasting, power washing, high-pressure water blasting, or any other abrasive method that causes deterioration \(i.e. chipping, eroding, or wearing away\) or changes the color of the masonry or the mortar is prohibited. Consult \[Technical Preservation Services Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings\]\(#\).](#)
- b.d. [Repair masonry features, surfaces, and details using appropriate repair methods including re-pointing, consolidating, piecing in, and patching. Do not cover historic exterior materials with a new applied material, unless temporarily necessary to stabilize damaged areas or prevent further damage. New masonry surfaces in new construction may be painted or sealed.](#)
- j. [Use low pressure washing with detergents and scrub with natural bristle brushes. The use of destructive stripping or cleaning methods, such as sandblasting, power washing, high-pressure water blasting, or any other abrasive method that causes deterioration \(i.e. chipping, eroding, or wearing away\) or changes the color of the masonry or the mortar is prohibited. Consult](#)



Comparison of visual effect of full mortar joints vs. slightly recessed joints. Filling joints too full hides the actual joint thickness and changes the character of the original brick work.
(Source: National Park Service)

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STANDARDS C – WORK VISIBLE FROM THE STREET

[Technical Preservation Services Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#). The following can help achieve this standard:

- ~~a.~~ Retain and preserve primary materials, features, and surfaces that contribute to the historic character of a building or the overall District, such as brick, stone, granite, limestone, slate, concrete, concrete block, terra cotta, clay tile, painted steel or aluminum, and concrete stucco. Where possible, retain historic secondary materials as well, for example in exposed foundations and at copings and other details.
- ~~k.~~ Clean masonry surfaces using the gentlest effective method when necessary to stop deterioration or to remove heavy soiling.
- ~~o.~~ Use low pressure washing with detergents and scrub with natural bristle brushes. ~~It is not appropriate to use destructive stripping or cleaning methods, such as sandblasting, power washing, high pressure water blasting, or any other abrasive method that may cause deterioration (i.e. chipping, eroding, or wearing away) or change the color of the masonry or the mortar is prohibited.~~
- ~~e.i.~~ Consult Technical Preservation Services [Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#).
- ~~e.e.~~ Repair masonry features, surfaces, and details using appropriate repair methods including re-pointing, consolidating, piecing in, and patching. Do not cover historic exterior materials with a new applied material, unless temporarily necessary to stabilize damaged areas or prevent further damage. New masonry surfaces in new construction may be painted or sealed.
- ~~f.~~ It is not appropriate to paint, seal, or coat historic masonry surfaces that were not previously painted, sealed, or coated as this can trap moisture and degrade the masonry. Repoint deteriorated mortar joints matching the original mortar in strength, composition, color, and texture; generally do not use Portland Cement as it does not allow for expansion and contraction. Consult Technical Preservation Services [Brief 2: Repointing Mortar Joints in Historic Masonry Buildings](#).
- ~~d.g.~~ Replace missing features on contributing buildings with materials in keeping with the building’s original materials. Substitute contemporary, but visually matching materials for the original only if it is not feasible to replace in kind.
- ~~e.h.~~ In new additions or new construction, consider designs that include brick patterning, corbelling, insets and projections, or other traditional decorative brickwork details, especially those that provide a change in plane. Brick size and texture, joint width, and other small-scale design features can provide a sense of continuity with the craftsmanship and texture of contributing buildings.

Comparison of visual effect of full mortar joints vs. slightly recessed joints. Filling joints too full hides the actual joint thickness and changes the character of the original brick work. (Source: National Park Service)

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STANDARDS C – WORK VISIBLE FROM THE STREET

- f.i. In new additions or new construction, use durable and repairable contemporary materials as secondary accents in combination with traditional primary wall materials such as masonry or concrete stucco.
- f.i. Finish new materials in a similar way to contributing buildings with the same material; wood is painted, metal is powder-coated or painted in a non-metallic finish, concrete stucco is finished smooth rather than a highly sanded or troweled finish, and glass is clear or translucent.



Ralston Block (1124 Adams Avenue) Note the removal of the added “fieldstone” facing and restoration of the historic painted brick wall finish. (Source: Google Street View 2012 and 2015)

Prohibited Materials or finishes: Many modern materials are reasonable substitutes for historic materials and may be good options within the La Grande Commercial Historic District. However, several materials are **prohibited** and are discussed below.

1. **EIFS** (Exterior Insulation and Finish System) is a synthetic stucco system that includes an inner foam insulation board, a middle polymer, a cement base coat that is reinforced with fiberglass mesh, and an exterior textured finish coat. EIFS does not “breathe” and can trap moisture within the wall thickness which can cause mold and mildew to rot wood sills and framing. Because of the potential harm it can cause to an older structure, synthetic stucco is not permitted on existing buildings in the District. **Alternatives to EIFS.** Use true stucco, or cement plaster, which is a combination of sand, lime, Portland cement, and water. Also, only use breathable water-based paints on stucco.
2. **Elastomeric paints** may seem to be low maintenance, but on true stucco and permeable brick materials, they act as a barrier and trap water in the wall, which can cause peeling and serious damage to the interior walls of the building.
3. **Vinyl** windows (or siding). The manufacture of vinyl (polyvinyl chloride, or PVC) windows requires a highly toxic production process. Dioxin, a toxic carcinogen, is formed when PVC is manufactured and when it is burned (an increasing concern with

STANDARDS C – WORK VISIBLE FROM THE STREET

wildfires and climate change). While vinyl windows are now available in darker colors, they are still not inherently repairable and not paintable. They appear to last in the range of 20 to 25 years, and then must be totally replaced again, so they are nowhere near as durable as a wood window or the other components of a historic building. They are toxic to dispose of as well. Vinyl windows are typically made with an installation flange to prevent water infiltration, but which pushes the plane of the window out to the plane of the exterior siding. The building then loses the depth, shadow, and the detailing of the original window design. Alternatives to Vinyl (windows). See Standard C.2 Windows.

4. **Unpainted “rustic” barn wood** is not allowed if specified as an exterior wall finish; it may be allowable as a sign or other secondary accent. Historically, all of the wood in the District used in exterior applications was painted as part of its durability and planned maintenance over time.
5. **Dark tinted or mirrored glass** is not allowed as part of a storefront or window. Light low-e glass coatings as well as standard green or blue tinted glass are generally acceptable, but ground floor window glazing in particular must allow visibility through the glass (note that blinds or shades are fine and do not require review).
6. **Fiber cement siding such as Hardie siding or Hardie board with “fake grain” finish** is not allowed. Smooth-finish, painted fiber cement board may be allowable as a finish for new wall areas in alley-facing locations or at the discretion of the Landmarks Commission.
7. **Shiny metallic finishes such as anodized aluminum storefronts, chrome, polished stainless steel, or metallic-look paints** are not allowed as part of a wall finish or system. These materials/finishes may be allowable as part of a sign or other smaller-scale feature. Aluminum storefront systems are allowed if they are painted.

STANDARDS C – WORK VISIBLE FROM THE STREET

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.

The following can help achieve this standard:

- a. Maintain original windows in their original openings. Regularly inspect, repair, re-caulk, and re-paint historic windows to prevent deterioration.
- b. Weather-strip and caulk older windows and consider the installation of storm windows (preferably at interior) to improve thermal performance of older windows.
- c. A proposal to replace existing historic windows (windows constructed before 1948), whether on a historic contributing or historic non-contributing building, must be accompanied by photographic evidence that the windows cannot reasonably be repaired.
- d. If new or replacement windows are proposed, ensure that the new windows match the size of the existing (historic) opening, without infill panels. Specify new windows that match the historic windows in their configuration, operation, profiles, dimensions, and finish.
- e. Specify traditional, paintable, and repairable materials such as painted wood or metal for new windows. Use clear or very lightly tinted glass and avoid the use of simulated divided lights unless an exterior dimensional grid is applied to visually match historic multi-pane window divisions in the building.
- f. Prioritize solutions that match the original material of historic windows in a building, but new windows using alternative materials may be appropriate in some locations if they can convincingly replicate the appearance of the historic windows.



Baker Furniture Co. (1916 Main Street, Baker City, OR) (Source: 1978 Baker Historic District National Register and 2018 Google Streetview)

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STANDARDS C – WORK VISIBLE FROM THE STREET

C.3 AWNINGS

IF AWNINGS OR CANOPIES ARE PROPOSED, PLACE THEM TO RESPECT AND HIGHLIGHT THE STOREFRONT BAY PATTERN OF THE BUILDING.

The following can help achieve this standard:

- a. Fit new ground-level awnings within storefront bays on buildings with storefront bay openings. If existing storefront bays include inset entries, however, awnings may not be appropriate or necessary for weather protection.
- b. If there were once historic awnings, and there are photos or other historic evidence of their style and detail, use the historic evidence to inform the size, placement, and support details of the new awnings.
- c. Rather than arched, bubble-shaped or bull nose awning forms, choose simple “shed” awning forms with slope less than 45 degrees. The use of supporting chains or rods, as well as flat canopies or special entry canopy shapes ~~are may-be~~ appropriate in some cases, especially at a special building entry.
- d. For upper story windows, fit awnings within single window openings rather than overlapping awnings over multiple window openings.
- e. Ensure that new awnings will not detract from or conceal the building’s architectural details or features, such as transom windows, ornamental brickwork, ghost signs, iron work, leaded glass, etc. Design new awnings and canopies to be in character with the original building and surrounding historic context.



This circa 1930s image shows an ornamental canopy at the corner entry of the store, still present on the building. (Source: City of La Grande Archives)

STANDARDS C – WORK VISIBLE FROM THE STREET

- f. The use of woven fabric materials for awnings, preferably in a single color, will be appropriate for most buildings in the historic district. The use of vinyl, plastic, or other shiny materials for canopies or awnings is prohibited. Entry canopies of metal, glass, or finished wood may be appropriate in some cases, especially at a special entry condition where a canopy existed originally.
- g. Graphics or added text along the bottom free edge of the awning may be used if at a pedestrian-oriented scale. The use of graphics or text on the slope of the awning is prohibited.



Gray Building (105-135 Liberty Street NE, Salem, OR) [Lowest image shows the rehabilitation of historic awning configuration from circa 1912.](#) (Sources [top to bottom](#): Willamette Heritage Center, Google Streetview 2012, City of Salem)

STANDARDS C – WORK VISIBLE FROM THE STREET

C.4 SIGNS

PLACE SIGNS SO AS NOT TO DESTROY HISTORIC MATERIALS, OBSCURE DECORATIVE FEATURES, OR DOMINATE THE FAÇADE OF THE BUILDING. USE DURABLE MATERIALS AND FINISHES.

The following can help achieve this standard:

- a. All signs must conform to the Article 5.8 of the City of La Grande Land Development Code.
- b. The use of internally lit sign and illuminated cabinet signs is prohibited.
- c. If more than one tenant occupies a building, consider a repeatable sign design or framework at the ground floor level of the building that each tenant may individualize.
- d. Affix signs to allow for later removability and repair; for instance routing bolt holes in brick joints rather than through bricks where possible.
- e. Creatively re-use an original or historic sign or its supports, and incorporate these historic elements into the new or altered sign.
- f. Signs are encouraged to reflect historic texture and details found throughout the District. Use signs that are specifically sized and designed for their locations, especially on historic buildings. Do not cover up or interrupt decorative building features or details.
- g. Signs above the ground level **are may** ~~be~~ appropriate if they are not over-scaled to the pedestrian environment, and do not detract from the architecture of the building or District.



A variety of sign types are visible in this image, including blade signs, mounted wall signs, and internally illuminated letter signs. All are placed for pedestrian use and are no larger than historic building features at the ground level.

STANDARDS C – WORK VISIBLE FROM THE STREET

C.5 FENCES/ACCESSORY STRUCTURES

DESIGN NON-BUILDING ACCESSORY ELEMENTS TO BE DURABLE, WELL-CRAFTED, AND IN KEEPING WITH THE STYLES, FINISHES, AND MATERIALS OF THE HISTORIC DISTRICT.

The following can help achieve this standard:

- a. Design non-building accessory elements such as fences, freestanding light poles, bike parking racks, benches, “pole” or monument signs, or materials used in the walking surface to be durable, well-crafted, and reflective of the styles and materials of the historic district.
- b. Design for the pedestrian environment, rather than for automobiles. Consider the user’s tactile experience, their safety and protection, and the scale of any new accessory elements in the historic district, whether in the right-of-way or on private property.
- c. Consider adding or including opportunities for a pedestrian to shelter from snow or sun.
- d. Protect pedestrians and bicyclists from negative impacts related to automobiles, such as visual obstructions and headlight glare.
- e. Use materials derived from and complementary to the existing materials found on contributing and historic buildings in the District. Finish all materials and joints to be durable, attractive, and long-lasting; such as painting wood, hiding fasteners, and/or fully enclosing the edges of panels or sheet metal.



View of Depot Street with a freestanding arch in the background leading to the railway station, c.1926-28 (Source: RPB Collection)

STANDARDS C – WORK VISIBLE FROM THE STREET

C.6 ROOFS & ROOFTOP ELEMENTS

MINIMIZE VISIBILITY OF ADDED ROOFTOP ELEMENTS.

The following can help achieve this standard:

- a. Retain and, if possible, re-open historic skylights for natural daylighting and passive solar opportunities. Retrofit existing skylights and consider adding an insulating cover to keep heat in at night.
- b. Avoid “bubble” forms for new skylights or for skylight alterations, and altered existing skylights but consider a range of more rectilinear skylight forms as long as their visual impact as seen from the surrounding streets or sidewalks is limited. However, if any historic skylights are present, match their size and shape when adding new skylights.
- c. On flat roofs, set back elements such as angled photovoltaic panels, or utility, communication, or mechanical equipment from street-fronting sides of the building, unless the existing parapet prevents visibility from the sidewalk directly across the street. On flat or sloped roofs, minimize visibility of these rooftop elements. Use matte finishes and colors that blend with the roof or background for equipment or for any added elements such as an elevator over-run.
- d. Locate rooftop patios at least 10 feet back from the front building façade. Use simple, open railings to minimize the visual impact of the rooftop patio from below.



Using flat or low-slope solar panels is a simple way to limit visibility. (Sources: National Park Service: <https://www.nps.gov/tps/sustainability/new-technology/solar-on-historic.htm>)

D STANDARDS – WORK NOT VISIBLE FROM THE STREET

D.1 MATERIALS

~~EXISTING NEW WALLS AND WALL FINISHES, IF HISTORIC, SHOULD BE MAINTAINED. NEW FINISHES WILL PREDOMINANTLY VISUALLY MATCH HISTORIC MATERIALS FOUND IN THE DISTRICT, BUT MAY REFLECT THE EXISTING MATERIALS OR INTRODUCE NEW MATERIALS ON NEW WALL SURFACES MAY BE INTRODUCED, VISUALLY MATCH HISTORIC MATERIALS FOUND IN THE DISTRICT.~~

The following can help achieve this standard:

- a. The use of elastomeric paints, vinyl siding, and “fake grain” fiber cement siding such as Hardie siding or Hardie board is prohibited.
- b. At new walls or new wall finishes, specify durable materials that are visually similar to historic materials in the District, such as brick, concrete stucco or painted smooth fiber cement panels, or painted wood.
- c. Repair masonry features, surfaces, and details using appropriate repair methods including re-pointing, consolidating, piecing in, and patching. Do not cover historic exterior materials with a new applied material, unless temporarily necessary to stabilize damaged areas or prevent further damage.



Example of materials that are allowable in the alley but would be unacceptable on the primary

D.2 WINDOWS

NEW OPENINGS AND NEW WINDOWS CAN ADD INTEREST AND FLEXIBILITY. FOLLOW THE GENERAL SIZE, PATTERN, ALIGNMENTS, AND PROPORTION OF NEARBY HISTORIC OPENINGS.

The following can help achieve this standard:

- a. A proposal to replace existing historic windows, whether on a historic contributing or historic non-contributing building, must be accompanied by photographic evidence that the windows cannot reasonably be repaired.
- b. Include traditional or contemporary water-shedding details such as a projecting, sloped sill in new openings. Inset new windows into the wall opening, especially in historic masonry walls.
- c. Specify durable, repairable materials such as painted wood or metal, fiberglass, or aluminum-clad wood for new windows. Use clear or very lightly tinted glass and avoid the use of simulated divided lights. Vinyl windows are prohibited.

STANDARDS D – WORK NOT VISIBLE FROM THE STREET

- d. Cutting a few new openings into an existing masonry wall may be approvable in very limited circumstances. Use historic brick details and lintel designs in the new opening, preferably utilizing the removed bricks from the wall area.

D.3 AWNINGS

USE AWNINGS OR CANOPIES TO HIGHLIGHT A PEDESTRIAN SEATING AREA OR ENTRY.

The following can help achieve this standard:

- a. If affixing a new awning or canopy to a historic wall, keep damage to the historic materials as limited as possible.
- b. Ensure that new awnings will not detract from or conceal the building’s architectural details or features, such as transom windows, ornamental brickwork, ghost signs, iron work, leaded glass, etc.

D.4 SIGNS

DO NOT OBSCURE DECORATIVE BUILDING FEATURES OR HISTORIC SIGNS. USE RESTRAINT IN LIGHTING AND SIZING SIGNS.

The following can help achieve this standard:

- k.** All signs must conform to the Article 5.8 of the City of La Grande Land Development Code.
- l.** The use of internally lit sign and illuminated cabinet signs is prohibited.
- m.** Retain existing historic ghost signs at sides and backs of buildings and keep the signs visible to pedestrians.
- n.** Reflect historic textural and depth details found throughout the District in sign designs and details. Do not cover up or interrupt decorative building features or details.
- o.** Scale and place signs for an intimate, human-scaled environment.



Example of a ghost sign left intact to show how the building has changed over time.

STANDARDS D – WORK NOT VISIBLE FROM THE STREET

D.5 FENCES/ACCESSORY STRUCTURES

PLACE ACCESSORY ELEMENTS PRIMARILY TO SUPPORT THE PEDESTRIAN EXPERIENCE.

The following can help achieve this standard:

- a. Do not impede the movement of vehicles and service uses through alleys, but design the remainder of the alley-facing environment primarily for the safety and enjoyment of both pedestrians and bicycles.
- b. Keep areas visually open to the alley itself and visually open to views from upper windows.
- c. Prioritize designs and materials that are complementary to the features and materials in contributing and historic buildings in the District. Retain older materials such as exposed brick walls.



Accessory features such as planters, furniture, bollards, or trash enclosures allow for multiple uses in block interior areas and activate the alleyscape

D.6 ROOFS & ROOFTOP ELEMENTS

LIMIT THE SIZE AND SCALE OF NEW ROOFTOP ELEMENTS

The following can help achieve this standard:

- a. Prioritize the placement of new service elements such as angled photovoltaic panels, skylights, stair or elevator over-runs, or utility, communication, or mechanical equipment back from roof edges, though these elements may be visible. Use matte finishes and colors that blend with the roof or background for equipment.

APPENDIX

Glossary

Contributing Resource: A building in the District which was constructed between 1891 to 1948, which still has most of the essential qualities, materials, and features from this time period, and which was formally recognized by the National Register as a historic contributing resource to the District.

Historic Non-contributing Resource: A building in the District which was constructed between 1891 to 1948 but which was deemed to have lost many or most of its original qualities and features and therefore not included as a contributing resource to the District in 2001. Note that an older non-contributing resource can be renovated and restored, and its status changed to Contributing. Staff at the Oregon State Historic Preservation Office (Oregon Heritage) can submit simple documentation to the National Parks Service to have the original nomination document amended. Alternatively, a contributing resource can be reclassified as non-contributing if its historic integrity is compromised. If too many resources are reclassified as non-contributing, an entire district's historic designation can be removed.

Compatible: Similar to or sympathetic to something else. Architectural compatibility in a historic district is achieved when a change or new project reflects many, but not necessarily all, of the historic characteristics of the district. The new work can be seen as new, but is visually in harmony with the group and not trying to stand out.

Replace in-kind: This phrase is often used by the National Parks Service to refer to using new features on a building that match the old ones in material, profile, finish, and other details.

Reconstruct: If all or part of a historic feature is missing, reconstruct it from appropriate evidence, such as historical photographs, or features on similar adjacent properties.

Masonry: A wall or other construction made of smaller units of materials such as brick, stone, or concrete block.

Unreinforced masonry construction: Masonry construction that is not strengthened by another material or system, such as steel rebar, a poured concrete shear wall, or a steel frame. Commonly built from the 1800s up until about 1960, the exterior walls of unreinforced masonry buildings are particularly vulnerable to lateral movement, such as an earthquake.

Parapet: The part of a building wall that extends up past the roof.

Coping: The finish material at the top of a wall or parapet, typically made slightly wider than the wall to prevent water from getting into the wall. Copings can be stone, precast concrete, formed metal, or other material.

Character: The overall look and feel of a place or building. In a historic district such as the La Grande Commercial Historic District, the character is defined by the predominant older buildings that share common characteristics, but also by the paving, light fixtures, and other details.

Style: The decorative elements of a building or structure, in combination with its overall structure and expression. Knowing the style of your building can help determine what new components will be compatible with the existing design. The features and expression of one style are typically not appropriate to use on a building of another style. For example, the windows in an Italianate building are narrow and vertical in proportion, but on a Modern-era building, windows are horizontally-proportioned and have very little trim. See “Styles,” next page, for a more detailed explanation of several styles found in the La Grande Commercial Historic District.

Universal Design: Treating all people, whether using a wheelchair, feet, or a walker, with an equal invitation to enter an area or a building. As much as possible, this means avoiding situations where people unable to use stairs have to take [a less convenient path](#) or service corridors in the back to meet ADA accessibility.

Styles

Following are four of the most common styles in the District. Many buildings in the District are not “textbook” examples of a single style, but have characteristics of several styles, are less elaborate than some more “high style” examples, or were altered over time. The La Grande Commercial Historic District is primarily made up of buildings that are *20th-Century Commercial* style, *Italianate*, and *Early Modern*. A few examples of other styles found in the District include *Gothic Revival*, *Spanish Colonial* or *Mission Revival*, and a more Classical revival style sometimes called *American Renaissance* revival.

Italianate style architecture was a revival style typically used in Oregon from 1870 to 1910.

- Simple forms of two to four stories
- Deeply recessed windows and doors
- Cast iron, brick and stucco materials
- Tall, narrow double-hung windows, often arched and with elaborate hoods & crowns
- Quoins; belt courses
- Low-pitched or flat roof with parapet, sometimes a cupola or tower
- Prominent cornices with brackets, often paired; and wide overhanging eaves
- Elaborate double-door entrances with detailed surrounds.

20th-Century Commercial style architecture was common throughout the U.S. from 1890 to 1930.

- Simple forms of one to four stories
- High ground floor storefronts, regular pattern of storefront bays, often with recessed entrances
- Brick and masonry façades, with decorative brickwork and corbelled details, esp. at cornice
- Flat roofs with parapets
- Transoms over the storefronts
- Symmetrical bays and fenestration. Regularized storefront bays at ground
- Upper windows smaller, typically double-hung



Slater Building, Fir St. (Image Wikimedia).



Melville Building, Adams Ave.
Lottes Building, Adams Ave. (not pictured)

Mediterranean Revival, Mission, or Spanish (Colonial) Revival styles were popular in Oregon 1910-1935.

- Plain, flat surfaces -most often stucco, occasionally brick. (Spanish Revival styles have more surface ornamentation)
- Tile roofs, often a low pitched (hip or gable) roof, or flat with a parapet. (Mediterranean and Spanish Revival styles)
- Round-headed arched openings, often in pairs or threes (Mediterranean).
- Curvilinear parapet (Spanish Revival or Mission styles)



Historic La Grande City Hall & Fire Department, Elm St.



Salvation Army Building, Fir St. (image Google streetview)

Early Modern or Transitional styles were used in Oregon from 1925 to 1945.

• Overall simplicity of form

- Use of flat, “stripped” wall planes that meet without a cornice or significant eave
- Windows may have a horizontal proportion and/or use glass block
- Decoration, when present, tends to be ahistorical motifs like v-grooves or stepping forms



Goss' Body Shop, Jefferson St. (Image Google Streetview)
Roesch Building, Fir and Washington (Not pictured)

APPENDIX

Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall 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 architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall 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.

Additional Resources

Preservation Briefs

These briefs are prepared by the Technical Preservation Services department of the National Park Service. These briefs represent the best practices for preservation. In some cases, the work recommended surpasses the requirements for the City of La Grande, but can be helpful in determining an appropriate approach to rehabilitation, especially if considering applying for an incentive program such as the Federal Historic Tax Credits. A list of useful briefs is included below. To access the briefs, please visit.

<https://www.nps.gov/tps/how-to-preserve/briefs.htm>

- [Brief 1: Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#)
- [Brief 2: Repointing Mortar Joints in Historic Masonry Buildings](#)
- [Brief 3: Improving Energy Efficiency in Historic Buildings](#)
- [Brief 6: Dangers of Abrasive Cleaning to Historic Buildings](#)
- [Brief 9: The Repair of Historic Wooden Windows](#)
- [Brief 11: Rehabilitating Historic Storefronts](#)
- [Brief 14: New Exterior Additions to Historic Buildings: Preservation Concerns](#)
- [Brief 16: The Use of Substitute Materials on Historic Building Exteriors](#)
- [Brief 25: The Preservation of Historic Signs](#)
- [Brief 41: The Seismic Rehabilitation of Historic Buildings](#)
- [Brief 44: The Use of Awnings on Historic Buildings: Repair, Replacement and New Design](#)

Historic Building Resources

These resources can be used to research the historic appearance of a building.

- Eastern Oregon University Digital Photo Archive <https://library-archives.eou.edu/>
- Oregon Historical Society <https://www.ohs.org/research-and-library/>
- University of Oregon Digital Photo Collection <https://oregondigital.org/catalog/>
- University of Oregon Historic Oregon Newspapers <https://oregonnews.uoregon.edu/>
- Clark, Rosalind. Oregon Style: Architecture from 1840 to the 1950s. Portland: Professional Book Center, Inc., 1983.
- Poppeliers, John C. and S. Allen Chambers Jr. What Style Is It: A Guide to American Architecture, revised ed. Hoboken, NJ: John Wiley & Sons, 2003.
- Whiffen, Marcus. American Architecture since 1780: A Guide to the Styles. MIT Press, 1969.

CITY of LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: July 6, 2022

PRESENTER: Michael Boquist, Community Development Director

COUNCIL ACTION: CONSIDER ANNEXATION of PROPERTY AT 1607 AND 1609 GILDCREST DRIVE,
FILE NUMBER 01-ANP-22

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Comments
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that the proposed Resolution annexing property located at 1607 and 1609 Gildcrest Drive, be Read by Title Only, Put to a Vote, and Passed.

- 5. MAYOR: Ask the City Recorder to Read the proposed Resolution by Title Only
- 6. MAYOR: Invite Additional Council Discussion
- 7. MAYOR: Ask for the Vote

EXPLANATION: The subject property, 1607 and 1609 Gildcrest Drive, is located within the City of La Grande Urban Growth Boundary and the property owners have requested annexation into the City of La Grande, City Limits, in exchange for receiving City water and sewer services for the construction of two (2) cottage homes (aka detached duplex). City Ordinances require annexation prior to receiving the requested City services.

In accordance with Oregon Revised Statutes 222.125, this request may be approved by Resolution when the request includes 100% property owner consent(s) and consent from the majority of the electors. If these requirements are met, the legislative body (City Council) may "proclaim the annexation" by Resolution. In this case, the property owners have signed a Consent to Annex Agreement, which represents 100% of the property ownership. The property is currently under development with two (2) cottage homes and there are no electors residing on the property. The applicable requirements are met to annex the property by Resolution.

The City Manager recommends passage of this proposed Resolution.

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed; _____
- Action Tabled: _____
Vote: _____
- Resolution Passed # _____
Effective Date: _____
- Ordinance Adopted # _____
First Reading: _____
Second Reading: _____
Effective Date: _____

CITY OF LA GRANDE
RESOLUTION NUMBER _____
SERIES 2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA GRANDE, UNION COUNTY,
OREGON, DECLARING CERTAIN TERRITORY ANNEXED TO THE CITY OF LA GRANDE, UNION
COUNTY, OREGON; SPECIFICALLY, PROPERTY AT 1607 AND 1609 GILDCREST DRIVE; T3S,
R38E, SECTION 17BD, TAX LOT 602

WHEREAS, pursuant to ORS 222.125, the City Council of the City of La Grande, Oregon, need not call nor hold an election nor hold the Public Hearing otherwise required under ORS 222.120, when all of the owners of land in the territory to be annexed and not less than fifty percent (50%) of the electors, if any, residing in the territory to be annexed consent in writing to the annexation and file a statement of this consent with the legislative body; and,

WHEREAS, pursuant to ORS 222.125, the owners of all (100%) of the land in the territory to be annexed have consented in writing to the annexation and filed a statement of their consent with the City Council of the City of La Grande, Oregon; and,

WHEREAS, pursuant to ORS 222.125, all the land in the territory to be annexed are vacant and undeveloped (no dwellings) and there are no electors residing in the territory; and,

WHEREAS, said annexed area complies with ORS 222.111, in that it is contiguous to the existing City limits; and,

WHEREAS, the subject annexation complies with the Land Use Planning and Urbanization provisions of the acknowledged Comprehensive Plan of the City of La Grande, pursuant to Oregon Administrative Rule 660-014-0060; and,

WHEREAS, pursuant to ORS 222.125, the City Council of the City of La Grande, Union County, Oregon, may, by Resolution, establish the final boundaries of the area to be annexed;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Grande, Union County, Oregon, that:

Section 1. All of that portion of the territory(ies) described below and as depicted in Exhibit 'A', a copy of which is attached hereto, and by this reference incorporated herein as if fully set forth, that is located outside of the Corporate Limits of the City of La Grande shall and hereby is declared to be annexed to the City of La Grande:

Parcel 2 of Partition Plat 1997-05, as filed March 26, 1997, in Plat Cabinet "B", Slide 45, and recorded as Microfilm Document No. 972127, Records of Union County, Oregon.

PHYSICAL ADDRESS: 1607 and 1609 Gildcrest Drive, T3S, R38E, Section 17BD, Tax Lot 602, Union County Assessor Reference No. 17078.

Section 2. The territory(ies) described herein are declared to be and hereby are withdrawn from the La Grande Rural Fire Protection District.

Section 3. The City Manager or other designee of the City of La Grande, Oregon, shall be and hereby is directed to make and submit to the Secretary of State of the State of Oregon:

a. A copy of this Resolution; and,

- b. A copy of the Union County Assessor Plat Maps depicting the annexation area described herein; and,
- c. A copy of Minor Partition Plat 1997-05 depicting the legal boundaries of said annexed territory.

PASSED and EFFECTIVE ON this Sixth (6th) day of July, 2022, by
_____ () of _____ () Councilors present and voting in the affirmative.

Stephen E. Clements, Mayor

Gary Lillard, Mayor Pro Tem

John Bozarth, Councilor

David Glabe, Councilor

Nicole Howard, Councilor

Mary Ann Miesner, Councilor

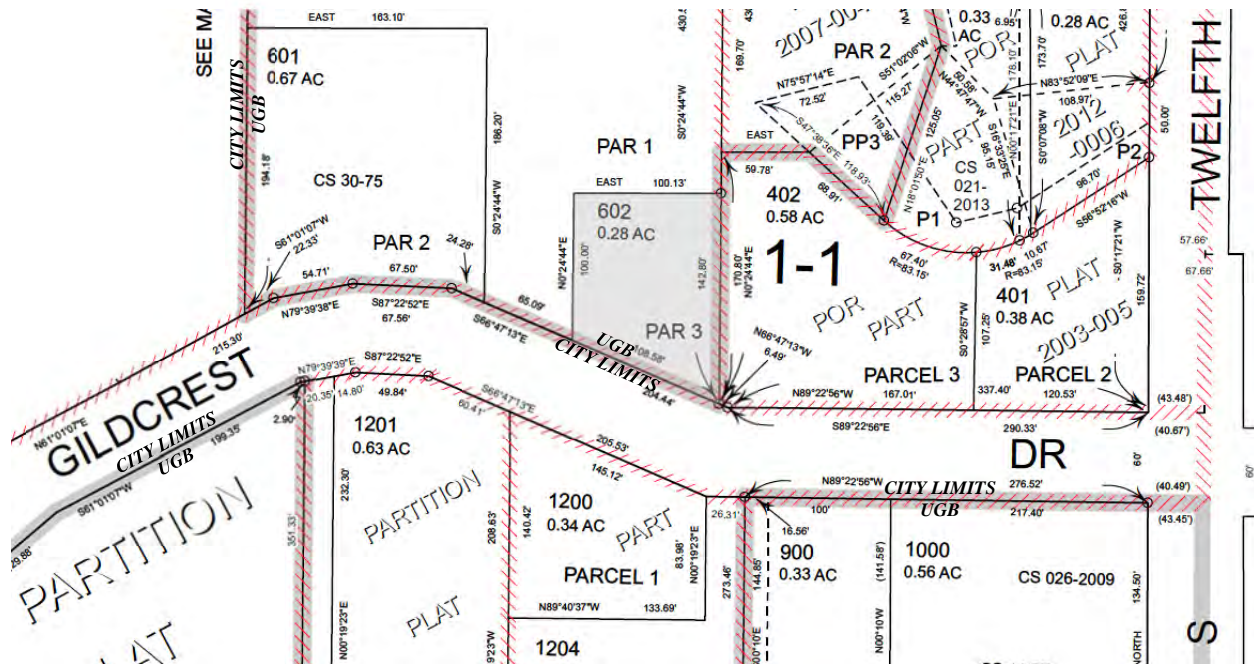
Justin Rock, Councilor

ATTEST:

Stacey M. Stockhoff
Acting City Recorder

EXHIBIT 'A'

Territory Includes: T3S, R38E, Section 17BD, Tax Lot 602, Union County Reference Number 17078, and also described as being Parcel 3 in Minor Partition Number 1997-05, as filed March 26, 1997 (Microfilm Number 971275, in Plat Cabinet B453).



CITY of LA GRANDE

COUNCIL ACTION FORM

Council Meeting Date: July 6, 2022

PRESENTER: **Stu Spence, Park & Recreation Director**

COUNCIL ACTION: **CONSIDER AUTHORIZING THE CITY MANAGER TO SIGN AN INTER-AGENCY AGREEMENT WITH THE LA GRANDE SCHOOL DISTRICT FOR THE USE OF PIONEER PARK BASEBALL & SOFTBALL FIELDS**

- 1. MAYOR: Request Staff Report
- 2. MAYOR: Invite Public Comments
- 3. MAYOR: Invite Council Discussion
- 4. MAYOR: Entertain Motion

Suggested Motion: I move that we authorize the City Manager to finalize and sign an Inter-Agency Agreement with the La Grande School District for the use of Pioneer Park Baseball and Softball Fields.

- 5. MAYOR: Invite Additional Council Discussion
- 6. MAYOR: Ask for the Vote

EXPLANATION: After a significant investment in the artificial field turf on both Optimist Field and Trice Community Field, the La Grande School District is requesting the City approve entering into an Inter-Agency Agreement with the City of La Grande that clarifies field usage and annual payments for future turf replacement cost. As of this writing the proposed language has yet to be finalized. Attached is a draft which contains the language as of this writing. The District will also submit annual Field Users Agreements that address the seasonal use of the facilities. The primary purposes of the Interagency Agreement are to further define the District and City's responsibilities and to provide for ongoing financial support for the long-term maintenance of the artificial turf.

The City Manager recommends the City Council approve the motion as presented.

Reviewed By: (Initial)

City Manager _____

City Recorder _____

Aquatics Division _____

Building Department _____

ED Department _____

Finance _____

Fire Department _____

Human Resources Dept _____

Library _____

Parks Department _____

Planning Department _____

Police Department _____

Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
- Motion Failed: _____
- Action Tabled: _____
Vote: _____
- Resolution Passed
Effective Date: _____
- Ordinance Adopted
First Reading: _____
Second Reading: _____
Effective Date: _____

**INTER-AGENCY AGREEMENT
BETWEEN
CITY OF LA GRANDE
AND
LA GRANDE SCHOOL DISTRICT #1
FOR THE USE OF PIONEER PARK BASEBALL & SOFTBALL FIELDS**

This agreement, effective July 1, 2022, is made and entered into between La Grande School District #1 (herein after "the District") and the City of La Grande (herein after "the City") for use of various baseball and softball fields and associated structures, equipment, and facilities (herein after "the fields") located at Pioneer Park.

I. RECITALS

WHEREAS, the fields were built on the City property as a cooperative project of the District, the City, and the community at large; and

WHEREAS, the District desires to continue its regular use of all fields; and

WHEREAS, the City is desirous to allow the District continued use of the fields; and

WHEREAS, the District has provided a one-time payment of \$150,000 as a partner for the construction of new synthetic turf for both Optimist and Community Fields; and

WHEREAS, the District and the City recognize the benefit to the community and District in allowing the District to use the fields as set forth below; and

WHEREAS, if there is a need for the District to rent City space for purposes other than what is covered under this agreement, District will enter into a separate Use of Space Agreement with the City through the Parks and Recreation Department, which may result in additional fees.

NOW THEREFORE in consideration of the terms and conditions herein, the parties hereto agree as follows:

II. AGREEMENT

1. The City agrees to use of the fields as follows:

- a. To provide maintenance of the fields, including but not limited to maintenance of turf and surrounding field, concession stand, and garbage services.
- b. To provide and maintain restrooms for all players and spectators for the District's events.

- c. To provide and allow District use of the press box, home and away coaches' boxes, game management box and media box.
- d. To allow the use of the concession stand for District events when the District has arranged for its use with the La Grande Optimist Club.
- e. To provide necessary keys for the field's sites, to be returned to the City upon termination of this agreement.
- f. The City will provide the District access to fields for all scheduled and approved times for baseball and softball practices and games.
- g. The City will provide the District access to storage space for team's equipment and supplies in the home dugouts of Optimist and Sam Marcum fields.
- h. As detailed in the City's Field User Agreement, which is administered in the spring of each year, the City will review and approve practice and game schedules for the fields prior to the start of each season.

2. The District agrees to use of the fields as follows:

To designate and identify to the City an official who shall be responsible compliance with the terms of this Agreement during the use of the fields by the District.

- a. Ensure compliance by all individuals of the policies and guidelines established by the City for the proper care of the facility and equipment.
- b. Ensure that all individuals leave the fields at the agreed upon time and if indoor facilities are used, ensure that all windows are closed and locked, lights are turned out, and exterior doors locked.
- c. Notify the Parks & Recreation Department of any damage, vandalism, needed repairs, and/or safety issues as soon as possible, not later than the next working day.
- d. Monitor the restrooms during District use of the fields. Hourly inspections are suggested to ensure that there is no damage to the facilities.

- e. Repairs to damage that occur during District use shall be the responsibility of the District.
- f. Set up and tear down of all equipment and ensuring equipment is returned to its proper place at the completion of each field usage.
- g. Provide supervision for the duration of all District activities at the fields.
- h. Plan and organize all District activities at the fields.
- i. Comply with all conditions of the annual Field Use Agreement administered by the City each year.
- j. Submit for approval and coordinate field use schedules including practice and game dates and times as a part of the City's Field Use Agreement process each spring.
- k. Ensure the field lights are turned on and off.
- l. Cleaning ballfield sites, which includes the seating, fields, boxes and parking lot not later than 10:00 a.m. the day following the event.
- m. Provide adequate security personnel for the duration of each event.
- n. Set-up PA system, scoreboard, field flags, and the United States Flag for use during District games.
- o. Unlock and lock the restrooms and all boxes in-use (press box, media box, etc.).
- p. With at least 24-hour advanced notice to the City, The District may arrange for mobile concession stands which must be removed within 24 hours of the end of the event.
- q. Ensure that all participants adhere to park policies and procedures.

Commented [SS1]: This provision is still being discussed with the District.

- r. To report damages and collaborate with the City to arrange for repairs.

3. Duration.

The term of this agreement will be for ten (10) years, ending June 30, 2032, unless either party terminates the agreement pursuant to Section 4 herein. The duration of this agreement shall be effective beginning July 1, 2022 and will continue to June 30, 2032. This agreement will be reviewed every year by both parties, or as needed.

4. Termination.

This agreement may be terminated by the District or by the City upon written notice to the other party at least six (6) months in advance of the intended termination date.

In the event the District fails to comply with the terms of this agreement, the City shall notify the District in writing and the District shall have ninety (90) days to correct the situation. Failure to do so within the ninety-day period may result termination of the Agreement.

5. Costs and Fees.

The District agrees to pay the City for \$3,000 annually for use of the ballfields related to sports or recreational activities under this agreement. In addition, the District agrees to pay annually payments towards future replacement turf in the following amounts, which include a three (3) percent escalator for each fiscal year. Payments will be paid to the City by the District as one lump sum on an annual basis, due on or before August 1st of each fiscal year commencing in August of 2022.

10-Year Term	Fiscal Year	Field Use	Turf Replacement
Year 1	2022-2023	\$3,000	\$5,000
Year 2	2023-2024	\$3,000	\$5,150
Year 3	2024-2025	\$3,000	\$5,305
Year 4	2025-2026	\$3,000	\$5,464
Year 5	2026-2027	\$3,000	\$5,628
Year 6	2027-2028	\$3,000	\$5,797
Year 7	2028-2029	\$3,000	\$5,971
Year 8	2029-2030	\$3,000	\$6,150
Year 9	2030-2031	\$3,000	\$6,335
Year 10	2031-2032	\$3,000	\$6,525

The above fees cover a proportional share for operation and maintenance and repair of fields and turf, and future replacement of synthetic turf estimated at ten (10) years. The City agrees the District's contribution above shall be dedicated to turf replacement.

6. Facilities Maintenance.

Both parties agree that the City is responsible for maintenance of the fields and associated facilities and grounds except as otherwise specifically identified in this agreement. The District shall not make any repairs, alterations, improvements, or make any changes to the field/facilities without the prior written consent of the Parks and Recreation Director.

7. Availability and Priority of Field Usage.

Both parties agree that the City shall maintain first priority for use of its own fields and field use requests will be modified when a field use request conflicts or competes with an event of the City. The City shall endeavor to accommodate the District as the next priority in the use of fields identified under this agreement. Once the District schedule is approved by the City, the City will not revise the schedule except in the event of an emergency, weather or extraordinary circumstances beyond the City's control.

8. Amendments.

The terms of this agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument signed by all parties to this Agreement. There are no understandings, agreements, or representations, oral or written, regarding this agreement except as specified or referenced herein.

9. Non-Assignment.

Neither party will assign or sublet its rights or responsibilities under this agreement without the advance written authorization of the other party.

10. Hold Harmless.

To the extent permitted by the Oregon Tort Claims Act, ORS 30.260 to 30.300, the District agrees to save, defend, indemnify, and hold harmless the State of Oregon, the City and their officers, agents, employees, and members from any and all claims, suits, or actions as a result of the negligent or intentional action of the District, its agents or employees related to use of the City property under this Agreement, or any other activities sponsored or conducted by the District on City property. To the extent permitted by Article XI, Section 7 of the Oregon Constitution and the Oregon Tort Claims Act, ORS 30.260 to 30.300, City of La Grande, and the City of La Grande City Council agrees to save, defend, indemnify, and hold harmless the District, its agents, members, and employees from any and all claims, suits, or actions as a result of the negligent or intentional actions of the City, its agents, students or employees related to use of the City property.

11. Insurance.

Upon execution of this Agreement, the District will maintain insurance coverage from insurance companies licensed to do business in Oregon as noted below. All insurance coverage will be obtained at the District's expense and maintained in full force during the term of this Agreement. Proof of insurance shall be provided to the City without demand prior to the first use of the fields and upon each renewal of coverage. The District shall immediately notify the City and discontinue use of the fields if insurance coverage lapses.

a. General Liability.

The District shall obtain General Liability insurance with a combined single limit, or the

equivalent, of not less than \$2,000,000 for each occurrence for Bodily Injury and Property Damage. It shall include contractual liability coverage for the indemnity provided under this Agreement, and other appropriate field usage agreements between the District and the City. It shall provide that the City of La Grande, and the City of La Grande City Council, and their officers and employees are Additional Insureds but only with respect to the District's services to be provided under this Agreement, and other appropriate field usage agreements between the District and the City.

b. Worker's Compensation.

The District, its subcontractors, and consultants, if any, and all employers providing work, labor, or materials under this agreement are subject employers under the Oregon Workers' Compensation Law, and shall either comply with ORS 656.017, which requires said employers to provide workers' compensation coverage that satisfies Oregon law for all their subject workers, or shall comply with the exemption set out in ORS 656.126. The District shall require proof of such workers' compensation coverage by receiving and keeping on file a certificate of insurance from each subcontractor, consultant, or anyone else directly employed by either the District or their subcontractors and/or consultants.

12. Other Event Insurance.

The Certificate of Liability Insurance required for the City's Field Users Agreement and any updated insurance documents provided to the City from the District under this term of this agreement, will serve as proof of insurance for coverage required when the District holds other events on the City's property that are documented through the signed Field Users Agreement with the City. These additional events include, but are not limited to; rental of building or office space, rental of other park space for outdoor activities and events.

13. Limitation of Liabilities.

Neither party shall be liable for (i) any indirect, incidental, consequential or special damages under this agreement or (ii) any damages of any sort arising solely from the termination of this agreement in accordance with its terms.

14. Governing Law.

This agreement shall be governed and construed in accordance with the laws of the State of Oregon. Any claim, action, or suit between the City and District that arises related to this agreement shall be brought and conducted solely and exclusively within the Circuit Court for Union County, for the State of Oregon.

15. Communication.

Each notice or communication which may be required to be given under this agreement will be in writing and will be deemed to have been properly given when delivered personally during the normal business hours to the party to whom such communication is directed or three (3) working days after being sent by regular mail to the following addresses and persons:

LA GRANDE SCHOOL DISTRICT

Attn: Business Director
1305 N. Willow Street
La Grande, OR 97850
(541) 663-3206

CITY OF LA GRANDE

Attn: Finance & Administration
1000 Adams Avenue
La Grande, OR 97850
(541) 962-1315

In case of an emergency the District will notify the City by phone.

16. Entire Agreement.

This agreement constitutes the entire agreement between the parties, and supersedes all prior oral or written agreements, commitments, or understandings concerning the matters provided for herein.

17. Counterparts.

This agreement may be executed in counterparts; each will constitute an original and all of which will constitute on and the same agreement.

18. Electronic Signatures.

Electronic transmission of any signed original document, and retransmission of any signed transmission, will be the same as delivery of an original. At the request of any party, the parties will confirm electronically transmitted signatures by signing an original document.

BY THE SIGNATURE OF THEIR AUTHORIZED REPRESENTATIVES BELOW, THE PARTIES TO THIS AGREEMENT ACKNOWLEDGE THEY HAVE READ THIS AGREEMENT, UNDERSTAND IT, AND AGREE TO BE BOUND BY ITS TERMS AND CONDITIONS.

LA GRANDE SCHOOL DISTRICT

CITY OF LA GRANDE

Signature

Signature

By

By

Title

Title

Date

Date

CITY OF LA GRANDE
COUNCIL ACTION FORM

Council Meeting Date: July 6, 2022

PRESENTER: Steve Clements, Mayor

COUNCIL ACTION: CONSIDER APPOINTING CITIZENS TO ARTS AND PLANNING COMMISSIONS

1. MAYOR: Summarize Recruitment and Appointment Processes
2. MAYOR: Proceed with Appointment Process as Presented

EXPLANATION:

Please see attached summaries and copies of applications for each vacancy.

Be reminded that City residents may be appointed to seats that are open to non-residents, residents of the Urban Growth Boundary or the La Grande School District.

All terms expire on December 31st, of the year indicated. Unless specified otherwise by the Applicant, Staff recommends that the vacant full terms be filled first. Applicants who have not previously served as a volunteer for the City have successfully cleared background checks. According to Ordinance Number 3229, Series 2015, Section d., *"In most cases, the same applicant shall be appointed to not more than two (2) Advisory Committees or Commission; except that the same applicant may additionally be appointed to the Budget Committee, which typically meets only once annually."*

Reviewed By: (Initial)

City Manager _____
 City Recorder _____
 Aquatics Division _____
 Building Department _____
 ED Department _____
 Finance _____
 Fire Department _____

Human Resources Dept _____
 Library _____
 Parks Department _____
 Planning Department _____
 Police Department _____
 Public Works Department _____

COUNCIL ACTION (Office Use Only)

- Motion Passed
 Motion Failed; _____
 Action Tabled: _____
 Vote: _____
- Resolution Passed
 Effective Date: _____
- Ordinance Adopted
 First Reading: _____
 Second Reading: _____
 Effective Date: _____

Arts Commission

Arts Commission

Three Vacancies: One, Three-Year Term Two, Two-Year Terms

APPLICANTS: Rikki Jo Hickey Resident New Applicant

The purpose of the **Arts Commission** is to encourage greater opportunities for and recognition of the arts in the La Grande area; provide coordination of events to showcase the abilities of area artists; provide development and promotion of the arts as a factor in the economic life of the community; pursue funding sources, projects and programs, including opportunities for children; and provide liaison and representation to the Eastern Oregon Regional Arts Council.

The seven-member Arts Commission currently has three vacancies. Two of these vacancies are the result of expiration of terms and one is the result of a resignation. One vacancy is for a three-year term, which expires on December 31, 2024, and two vacancies are for a two-year term expiring on December 31, 2023.

Ms. Hickey has not previously served on any Commissions or Committees. She is also applying for the Urban Renewal Advisory Commission (URAC), and can serve on a total of two Commissions.

Ordinance Number 3229, Series 2015, Section 2 (d) states that *“In most cases, the same applicant shall be appointed to not more than two (2) Advisory Committees or Commissions; except that the same applicant may additionally be appointed to the Budget Committee, which typically meets only once annually.”*

Other members of the Commission and the expiration of their terms are as follows: Karen Johnson, 2023; Cory Peeke, 2024; Evie Stacey, 2022; and Karen Mathson Laucirica, 2022. All terms expire on December 31, of the year indicated.

The appointment of **Ms. Hickey** would leave two seats vacant on this Commission, for which Staff will continue to advertise.

MAYOR: Summarize Vacancies, as noted above

MAYOR: Entertain Motion

Suggested Motion:

I move that **Rikki Jo Hickey** be appointed to the **Arts Commission**, for the remainder of a three-year term, which will expire December 31, 2024.

MAYOR: Invite Council Discussion

MAYOR: Ask for the Vote

CITY of LA GRANDE
Application for Boards, Advisory Commissions and Committees

Name: Rikki Jo Hickey
Street Address: [REDACTED] Mailing Address: SAME AS "STREET"
LA GRANDE, OR
97850
Preferred Phone Number: [REDACTED] Alternate Number: _____
Email Address: rikkjohickey@gmail.com

City of La Grande Resident? Yes No City Employee? Yes No
Have you previously served on any of the City's Boards/Advisory Commissions/Committees? Yes No
If yes, which one(s) and when? N/A
Applications will be retained for 90 days, after which you will need to complete a new application for consideration to fill a vacancy.

Applying for: Please indicate your preferences by putting a number in the box next to those on which you would like to serve--1 for your first choice, 2 for your second, etc.,--you may serve on two (2) plus the Budget Committee.

- On how many Commissions, other than the Budget Committee, do you wish to serve? One Two
- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Air Quality | <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Parking, Traffic Safety, and Street Maintenance | <input type="checkbox"/> Parks and Recreation |
| <input checked="" type="checkbox"/> 1 Arts | <input type="checkbox"/> Community Landscape and Forestry | | |
| <input type="checkbox"/> Budget Committee | | | |

The following Advisory Commissions have specific requirements and expectations. Please initial on the line in front of the Advisory Commission for which you are applying to indicate that you meet and agree to these requirements and expectations.

 Landmarks Members appointed to the Landmarks Advisory Commission shall have a demonstrated interest, competence, or knowledge of historic preservation. At least three (3) members should be professionals from the disciplines of history, archaeology, planning, law, architecture or architectural history. An individual appointed to the Landmarks Advisory Commission shall be resident of the City or a property owner within the Historic District of the City of La Grande, Oregon; except that two (2) such members may be residents of Union County.

 Library Chapter 357 of Oregon Revised Statutes requires that a public library be governed by a Library Advisory Commission. Commission members shall be individuals who are actively interested in Library services and programs, and in all instances, serve as advocates for the Cook Memorial Library, its services and programs. The five (5) Commissioners shall serve four-year (4-year) terms.

 Planning Members of the Planning Commission are required to complete an annual Statement of Economic Interest, to be submitted to the Oregon Government Ethics Commission. ORS 227.020 provides the authority for the creation of a Planning Commission. The Commission renders final decisions in connection with certain land use procedures, unless appealed to the City Council. All five (5) members of the Commission shall reside within the Urban Growth Boundary, but only one (1) may reside outside the City limits. A member of the Planning Commission may serve no more than two (2) consecutive terms, but may again be considered for appointment after one (1) year of nonparticipation on the Commission.

 Union County Tourism Advisory Committee City appointed members to this Advisory Committee shall be either the owner or manager of a large lodging property in La Grande, or the owner or manager of a La Grande retail business or restaurant.

2

URT

Urban Renewal Advisory Committee (URAC) An individual appointed to the Urban Renewal Advisory Commission shall be actively interested in curing and preventing conditions of blight and improving the physical, economic and social conditions within the Urban Renewal District. Members shall be residents of La Grande; or the owner of real property or a business located in the Urban Renewal District; or an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal. Additionally, two Commissioners must own or manage a business (though it does not need to be located in the Urban Renewal District)

For URAC ONLY: Do you: Own a property(ies) or business(es) in the La Grande Urban Renewal District?

Yes No

If yes: Name of business: _____ Address: _____

Do you: Own or manage a business(es)?

Yes No → working on capital to reopen now that I moved back

ORA
6/2/22

If yes: Name of business: Blue Mountain Actor's Studio Address: 1306 4th Street, L.G., 97852

Are you an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal?

Yes No

If yes: Name of Jurisdiction: _____ Position: _____

Please indicate why you are volunteering and what makes you a good candidate to serve. Please include any special training, experience, education, and/or qualifications you may have that are unique or specific to the Advisory Commission/Committee for which you are applying. (Please attach no more than one additional typewritten page).

As a commission member, I will hold the values and desires of our community members in the forefront of my decision making and arguments during discussions. I care about the well-being and image of our city, and I will do all I can to represent the broadest spectrum of La Grande's citizens. My aim is to look forward to an equal or better future by learning from past decisions and works. Please see attached page for further information.

PLEASE RETURN YOUR COMPLETED APPLICATION TO: Kayla Brainerd, Assistant to the City Manager, or Stacey Stockhoff, Acting City Recorder; 1000 Adams Avenue/P. O. Box 670; FAX (541) 963-3333

Pursuant to City of La Grande Ordinance, applicants for Boards and Advisory Commissions/Committees may be subject to a background review. Please complete the following Release for Background Check. This information is for office use only and not subject to public disclosure.

Name: River Jo Hickox Date of Birth: _____
Mailing/Street: _____ Social Security _____
(Address) La Grande, OR 97850

Signature _____ Date: 6/2/2022

For Office Use Only
Criminal Background search completed by: Cari Mauld on 6/8/22
 Eligible for Hire (negative) Further investigation recommended (positive)

RIKKI JO HICKEY: Supplemental info., App. for Boards, Adv. Comm. and Committees

La Grande Arts Commission, supporting information:

I earned my MFA from the University of Hawai'i at Manoa in 2010. Since then, I have been a professional theatre director, actor, and storyteller. I have been teaching theatre, film, and storytelling classes or workshops for 20+ years in Hawai'i, Ecuador, Washington, and Oregon. While in Hawai'i I was a public schools arts advocate before the state legislature during budget hearings, and I appeared on local news stations for marketing and arts advocacy. I designed posters to demonstrate the important similarities that both arts and sports have in common for the purpose of supporting arts in education. During my time as an arts educator, I led a middle school dance team, taught to ages 3 - 78 in classroom settings, designed/managed/directed a summer theatre camp program, wrote and submitted grants for Kaimuki High School, I directed youth theatre productions that allowed over 4,000 K-8 students to watch live theatre during their school day for 3 seasons.

While my main focus for the last couple of decades has been theatre, I believe that all forms of art are essential for personal growth and grounding, as well as for building a community.

In 2003-2004 I worked at La Grande's Think Link Discovery Museum. That position offered ample opportunity to work with community members and organizations to build youth enrichment activities, as well as participate in the construction of the Riverside Park playground structure that we see there today.

It would be an honor to serve on the arts commission for La Grande.

La Grande Urban Renewal Advisory Committee, supporting information:

Currently, I am building capital to reopen an acting studio in La Grande. Having moved back here just over a year ago after living out of state for 6 years, has allowed me to see the growth and improvements in our beautiful town, and I'd like to be a part of helping that continue. I believe that living in and traveling to/through various places around the globe has granted me the gift of having a global forward thinking eye with a passion for a small, quaint, clean and respectable town.

I have been able to see vast differences between economically disadvantaged neighborhoods and high-end suburbs/gated communities. Being able to land La Grande somewhere in the middle by offering recommendations to the Urban Renewal Agency would be a lovely and honorable way to give back to this community that I grew up in.

I believe that much potential has surfaced while I was living away, and I'd like to see La Grande continue to develop its commercial and industrial districts while creating jobs and generating more local income to provide economic support to the Urban Renewal District.

Planning Commission

Planning Commission

Two Vacancies: One, Four-Year Term One, Three-Year Term

<u>APPLICANTS:</u>	Matthew Gougherty	Resident	New Applicant
	Roxie Ogilvie	Resident	New Applicant

The **Planning Commission** consists of five (5) members, all of whom reside within the City limits or the Urban Growth Boundary. The Commission is charged with the following responsibilities:

1. Recommend to the City Council issues related to Comprehensive Plan amendments; zoning and rezoning; public road dedications and vacations; street naming and renaming; and Ordinance adoptions related to land use or development issues.
2. Render a final decision, unless appealed to the City Council, in connection with "non-administrative" land use applications including, but not limited to, subdivisions, conditional use permits, variances and appeals of administrative decisions.

This Commission currently has two vacancies. One due to an expiration of terms and one is the result of a resignation. One vacancy is for a four-year term, which expires on December 31, 2025, and one vacancy is for a three-year term, which expires on December 31, 2024.

Mr. Gougherty has not previously served on any Commissions or Committees.

Ms. Ogilvie currently serves on the Urban Renewal Advisory Committee (URAC), and is applying to serve on the Planning Commission for the first time.

Currently seated members of the Commission and the expiration of their terms is as follows: Liberty Avila, 2025; David Felley, 2024; and Anne Morrison, 2023. All terms expire on December 31, of the year indicated.

Appointments of both applicants would result in a full Commission.

MAYOR: Summarize Vacancies, as noted above

MAYOR: Entertain Motion

Suggested Motion:

I move that _____ be appointed to the **Planning Commission**, for the remainder of a four-year term, which will expire December 31, 2025; and _____ be appointed for the remainder of a three-year term, which will expire December 31, 2024.

MAYOR: Invite Council Discussion

MAYOR: Ask for the Vote

CITY of LA GRANDE
Application for Boards, Advisory Commissions and Committees

Name: Matthew Gougherty

Street Address: 406 N Ave.

La Grande, OR 97850

Mailing Address: 406 N Ave.

La Grande, OR 97850

Preferred Phone Number: 812-340-1474

Alternate Number: _____

Email Address: mgougherty@eou.edu

City of La Grande Resident? Yes No

City Employee? Yes No

Have you previously served on any of the City's Boards/Advisory Commissions/Committees? Yes No

If yes, which one(s) and when? _____
Applications will be retained for 90 days, after which you will need to complete a new application for consideration to fill a vacancy.

Applying for: Please indicate your preferences by putting a number in the box next to those on which you would like to serve--1 for your first choice, 2 for your second, etc.,—you may serve on two (2) plus the Budget Committee.

On how many Commissions, other than the Budget Committee, do you wish to serve? One Two

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Air Quality | <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Parking, Traffic Safety, and Street Maintenance | <input type="checkbox"/> Parks and Recreation |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Community Landscape and Forestry | | |
| <input type="checkbox"/> Budget Committee | | | |

The following Advisory Commissions have specific requirements and expectations. Please initial on the line in front of the Advisory Commission for which you are applying to indicate that you meet and agree to these requirements and expectations.

_____ **Landmarks** *Members appointed to the Landmarks Advisory Commission shall have a demonstrated interest, competence, or knowledge of historic preservation. At least three (3) members should be professionals from the disciplines of history, archaeology, planning, law, architecture or architectural history. An individual appointed to the Landmarks Advisory Commission shall be resident of the City or a property owner within the Historic District of the City of La Grande, Oregon; except that two (2) such members may be residents of Union County.*

_____ **Library** *Chapter 357 of Oregon Revised Statutes requires that a public library be governed by a Library Advisory Commission. Commission members shall be individuals who are actively interested in Library services and programs, and in all instances, serve as advocates for the Cook Memorial Library, its services and programs. The five (5) Commissioners shall serve four-year (4-year) terms.*

_____ **MTG Planning** *Members of the Planning Commission are required to complete an annual Statement of Economic Interest, to be submitted to the Oregon Government Ethics Commission. ORS 227.020 provides the authority for the creation of a Planning Commission. The Commission renders final decisions in connection with certain land use procedures, unless appealed to the City Council. All five (5) members of the Commission shall reside within the Urban Growth Boundary, but only one (1) may reside outside the City limits. A member of the Planning Commission may serve no more than two (2) consecutive terms, but may again be considered for appointment after one (1) year of nonparticipation on the Commission.*

_____ **Union County Tourism Advisory Committee** *City appointed members to this Advisory Committee shall be either the owner or manager of a large lodging property in La Grande, or the owner or manager of a La Grande retail business or restaurant.*

Urban Renewal Advisory Committee (URAC) An individual appointed to the Urban Renewal Advisory Commission shall be actively interested in curing and preventing conditions of blight and improving the physical, economic and social conditions within the Urban Renewal District. Members shall be residents of La Grande; or the owner of real property or a business located in the Urban Renewal District; or an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal. Additionally, two Commissioners must own or manage a business (though it does not need to be located in the Urban Renewal District)

For URAC ONLY: Do you: Own a property(ies) or business(es) in the La Grande Urban Renewal District?

Yes No

If yes: Name of business: _____ Address: _____

Do you: Own or manage a business(es)?

Yes No

If yes: Name of business: _____ Address: _____

Are you an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal?

Yes No

If yes: Name of Jurisdiction: _____ Position: _____

Please indicate why you are volunteering and what makes you a good candidate to serve. Please include any special training, experience, education, and/or qualifications you may have that are unique or specific to the Advisory Commission/Committee for which you are applying. (Please attach no more than one additional typewritten page).

I am interested in serving on the planning commission because of my professional and personal interest in public policy, land use, and housing. As a sociologist at Eastern Oregon University, I have taught students about the housing crisis facing our country, some of which is tied to planning decisions and land use. Being on the commission would allow me to gain insights into how this is playing out locally, but also what potential innovative solutions could be implemented. I have a background in political science (undergraduate degree), sociology (masters and doctorate) and public policy formation (Ph.D. research focused on the education of policy professionals). My dissertation research explored how public policy professionals balance competing values related to the economy, the public good, and environment. This is something I would do as a member of the commission. Personally, my spouse and I bought property in the community a couple of years ago and I will bring the perspective of someone that has dealt with the tight housing market in the city. Further, I am interested in maintaining the cohesion of the community as I continue to raise my family here.

PLEASE RETURN YOUR COMPLETED APPLICATION TO: Kayla Brainerd, Assistant to the City Manager, or Stacy Stockhoff, Acting City Recorder; 1000 Adams Avenue/P. O. Box 670; FAX (541) 963-3333

Pursuant to City of La Grande Ordinance, applicants for Boards and Advisory Commissions/Committees may be subject to a background review. Please complete the following Release for Background Check. This information is for office use only and not subject to public disclosure.

Name: Matthew Gougherty
Mailing/Street: 406 N Ave., La Grande, OR 97850
(Address) _____

Date of Birth: _____
Social Security #: _____

Signature  Date: 6/2/2022

For Office Use Only

Criminal Background search completed by: Cari Marshall on 6/2/22

Eligible for Hire
(negative)

Further investigation recommended
(positive)

CITY of LA GRANDE
Application for Boards, Advisory Commissions and Committees

Name: Roxie Ogilvie
Street Address: 513 Division Ave. Mailing Address: Same as Street address
La Grande, Oregon 97850
Preferred Phone Number: 541-786-0513 Alternate Number: None
Email Address: roxogilv@yahoo.com

City of La Grande Resident? Yes No City Employee? Yes No

Have you previously served on any of the City's Boards/Advisory Commissions/Committees? Yes No

If yes, which one(s) and when? URAC, Current member and have served for several terms

Applications will be retained for 90 days, after which you will need to complete a new application for consideration to fill a vacancy.

Applying for: Please indicate your preferences by putting a number in the box next to those on which you would like to serve--1 for your first choice, 2 for your second, etc.,—you may serve on two (2) plus the Budget Committee.

On how many Commissions, other than the Budget Committee, do you wish to serve? One Two

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Air Quality | <input type="checkbox"/> Building Board of Appeals | <input type="checkbox"/> Parking, Traffic Safety, and Street Maintenance | <input type="checkbox"/> Parks and Recreation |
| <input type="checkbox"/> Arts | <input type="checkbox"/> Community Landscape and Forestry | | |
| <input type="checkbox"/> Budget Committee | | | |

The following Advisory Commissions have specific requirements and expectations. Please initial on the line in front of the Advisory Commission for which you are applying to indicate that you meet and agree to these requirements and expectations.

 Landmarks *Members appointed to the Landmarks Advisory Commission shall have a demonstrated interest, competence, or knowledge of historic preservation. At least three (3) members should be professionals from the disciplines of history, archaeology, planning, law, architecture or architectural history. An individual appointed to the Landmarks Advisory Commission shall be resident of the City or a property owner within the Historic District of the City of La Grande, Oregon; except that two (2) such members may be residents of Union County.*

 Library *Chapter 357 of Oregon Revised Statutes requires that a public library be governed by a Library Advisory Commission. Commission members shall be individuals who are actively interested in Library services and programs, and in all instances, serve as advocates for the Cook Memorial Library, its services and programs. The five (5) Commissioners shall serve four-year (4-year) terms.*

 RO **Planning** *Members of the Planning Commission are required to complete an annual Statement of Economic Interest, to be submitted to the Oregon Government Ethics Commission. ORS 227.020 provides the authority for the creation of a Planning Commission. The Commission renders final decisions in connection with certain land use procedures, unless appealed to the City Council. All five (5) members of the Commission shall reside within the Urban Growth Boundary, but only one (1) may reside outside the City limits. A member of the Planning Commission may serve no more than two (2) consecutive terms, but may again be considered for appointment after one (1) year of nonparticipation on the Commission.*

 Union County Tourism Advisory Committee *City appointed members to this Advisory Committee shall be either the owner or manager of a large lodging property in La Grande, or the owner or manager of a La Grande retail business or restaurant.*

Urban Renewal Advisory Committee (URAC) An individual appointed to the Urban Renewal Advisory Commission shall be actively interested in curing and preventing conditions of blight and improving the physical, economic and social conditions within the Urban Renewal District. Members shall be residents of La Grande; or the owner of real property or a business located in the Urban Renewal District; or an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal. Additionally, two Commissioners must own or manage a business (though it does not need to be located in the Urban Renewal District)

For URAC ONLY: Do you: Own a property(ies) or business(es) in the La Grande Urban Renewal District?

Yes No

If yes: Name of business: _____ Address: _____

Do you: Own or manage a business(es)?

Yes No

If yes: Name of business: _____ Address: _____

Are you an elected official or highest appointed official of a taxing jurisdiction impacted by Urban Renewal?

Yes No

If yes: Name of Jurisdiction: _____ Position: _____

Please indicate why you are volunteering and what makes you a good candidate to serve. Please include any special training, experience, education, and/or qualifications you may have that are unique or specific to the Advisory Commission/Committee for which you are applying. (Please attach no more than one additional typewritten page).

I am volunteering for this commission because I have a strong interest in the growth, development, and future of La Grande and Union County.

I am a lifelong citizen of La Grande, a graduate of Eastern Oregon University, and completed my 30 year teaching career in Union County.

I have also had the opportunity for training in public meeting protocol, privacy, and the State Statutes that apply.

As a current member of URAC I feel that I would bring a working knowledge of city needs, city projects, and have a good working relationship with commissioners and city personnel.

PLEASE RETURN YOUR COMPLETED APPLICATION TO: Kayla Brainerd, Assistant to the City Manager, or Stacey Stockhoff, Acting City Recorder; 1000 Adams Avenue/P. O. Box 670; FAX (541) 963-3333

Pursuant to City of La Grande Ordinance, applicants for Boards and Advisory Commissions/Committees may be subject to a background review. Please complete the following [Release for Background Check](#). This information is for office use only and not subject to public disclosure.

Name: Roxie A. Ogilvie
 Mailing/Street: 513 Division Ave.
 (Address) La Grande, OR. 97850

Date of Birth: _____
 Social Security _____

Signature Roxie A. Ogilvie Date: June 11, 2022

For Office Use Only

Criminal Background search completed by: Not Reg'd @ this time on _____

Eligible for Hire (negative) Further investigation recommended (positive)