



**Community Development  
Planning Division**  
501 SW Madison Avenue  
P.O. Box 1083  
Corvallis, OR 97339-1083  
(541) 766-6908  
[Planning@corvallisoregon.gov](mailto:Planning@corvallisoregon.gov)

September 14, 2016

Kuri Gill, Grants Coordinator  
OPRD Heritage Programs  
725 Summer St. NE, Suite C  
Salem, Oregon 97301-1271

Subject: 2015-2016 Corvallis CLG Grant (OR-15-04) – Third (Final) Progress Report and Payment Request

Dear Kuri Gill:

Enclosed is the third and final progress report and payment request for the 2015-2016 CLG grant. We are requesting reimbursement for \$4,000 to cover expenses related to Planning, Review and Compliance. The enclosed payment request form shows that the City has exceeded the minimum match for the requested funds. Supporting materials and documentation pertaining to contractor fees associated with completing Part I of Phase I of the Corvallis historic preservation plan are included. Additional documentation regarding the Corvallis Historic Preservation program activities and expenditures is available upon request.

If you have any questions regarding the information provided please contact me at (541) 766-6576 or via email at [carl.metz@corvallisoregon.gov](mailto:carl.metz@corvallisoregon.gov).

Sincerely,

Carl Metz  
Associate Planner

Enclosed

- Corvallis CLG Grant Report (Billing 3)
- City of Corvallis Grant Report Financial Information (Billing 3)
- Additional Supporting Materials and Documentation
  - Winter & Co. Invoice
  - Corvallis Preservation Profile (draft with SHPO comments)

# 2015 Certified Local Government Grant Report

**Grantee: Corvallis (OR-15-04)**

Start 3/9/2015 End 8/31/2016

**Report Completed by: Carl Metz, Assoc. Planner**

**Date: 9/14/2016**

--Please fill out the Project Activity section below to update us on the progress of your project.

--Complete the Reimbursement Request section only if you want to be reimbursed at this time.

--Itemized Expenditures (along the right-hand side) are required if you are requesting Reimbursement.

## Project Activity

### 1 Administration: Grant documentation, staff and volunteer hours tracking, reports and

#### Status

- Completed (explain any changes to the project)
- Partially Completed (percent complete: %)
- Not Completed (explain in Comments)
- Completed and Reported in Previous Grant Report

#### Expenditures

(optional unless reimb. is requested)  
Staff/Personnel: \$186.96  
Volunteers: \$  
Materials and Supplies: \$  
Contractor/Consultant: \$  
Other: \$

**Budgeted Amount: \$420**

**Total Expenditures: \$186.96**

Comments/Summary of Completed Work: Expenditures related to the Second Billing Report are included here consisting of staff time (Metz – 4 hrs).

### 2 Other Preservation Activities: Training for staff and commissioners at the Oregon Heritage Conference or other approved trainings.

#### Status

- Completed (explain any changes to the project)
- Partially Completed (percent complete: 25%)
- Not Completed (explain in Comments)
- Completed and Reported in Previous Grant Report

#### Expenditures

(optional unless reimb. is requested)  
Staff/Personnel: \$  
Volunteers: \$  
Materials and Supplies: \$  
Contractor/Consultant: \$  
Other: \$

**Budgeted Amount: \$127**

**Total Expenditures: \$0**

Comments/Summary of Completed Work: No expenditures for this activity have been accounted. Note the original budgeted amount was \$800. The remaining \$673 was been added to activity #3 Planning, Review and Compliance, below with the 2<sup>nd</sup> Billing Report.

### 3 Planning, Review and Compliance: Create a Corvallis Historic Preservation Plan.

- Provide 1 electronic copy of the plan
- Project consultation and review, monthly Commission meeting work.

#### Status

- Completed (explain any changes to the project)
- Partially Completed (percent complete: 33%)
- Not Completed (explain in Comments)
- Completed and Reported in Previous Grant Report

#### Expenditures

(optional unless reimb. is requested)  
Staff/Personnel: \$3,809.36  
Volunteers: \$226.44  
Materials and Supplies: \$  
Contractor/Consultant: \$10,000.00  
Other: \$

**Budgeted Amount: \$23,253**

**Total Expenditures: \$14,035.80**

Comments/Summary of Completed Work: Expenditures consist of staff and volunteer time associated with Historic Preservation Permit (HPP) consultation and review, and monthly Historic Resources Commission meeting attendance. Note the original budgeted amount was \$22,580 and that \$673 was been added from the original budgeted amount of activity #2, above with the 2<sup>nd</sup> Billing Report.

The Corvallis Preservation Profile document (Part 1 of Phase I of the Corvallis Preservation Plan project) was provided to SHPO staff for review 8/03/16. SHPO staff Diana Painter provided City staff with comments 8/18/16. Edits in response to these comments will be included with later iterations of the associated Plan documents. Total expenditures within the Contractor/Consultant expense line include payment of a Winter & Co. invoice (included) for the work associated with the delivery of this work item. 40 hours of work costs (~\$3,996) from City staff related to the Preservation Plan project are included within the Staff/Personnel expense line.

**4 Public Education: Provide preservation month activities in partnership with Benton County including tours, open houses and workshops.**

**Status**

- Completed (explain any changes to the project)
- Partially Completed (percent complete: 50%)
- Not Completed (explain in Comments)
- Completed and Reported in Previous Grant Report

**Expenditures**

- (optional unless reimb. is requested)
- Staff/Personnel: \$
  - Volunteers: \$
  - Materials and Supplies: \$
  - Contractor/Consultant: \$
  - Other: \$

**Budgeted Amount: \$2,200      Total Expenditures: \$0**

Comments/Summary of Completed Work: Expenditures consists of costs associated with Historic Preservation Month events including staff time (Metz - 10 hrs, Crowell - 6 hrs), materials and advertising.

**Grant Report Summary (this reporting period)**

*From OPRD Heritage Programs Records*

Total Expenditures this period: \$13,996.32 (includes Match this period of: \$4,000)	Grant Amount: \$13,000
	Projected Match: <u>\$13,000</u>
	Total Project Budget: \$26,000

**Reimbursement Request**

(Complete this section only if you are requesting grant reimbursement at this time.)

I hereby request reimbursement for the work described in the Project Activity section above and for the following amount.

**Reimbursement Request Amount: \$4,000**

I certify that the information provided above is correct and that this payment request is for legitimate expenditures and contributions associated with the approved grant project.

**Notes:**

- Full grant reimbursement requires expenditures / contributions that meet or exceed the Total Project Budget.
- Reimbursement cannot exceed the
- Reimbursement cannot exceed the Grant Balance.
- Attach documentation of expenditures and contributions as appropriate.

  
Signature of authorized

9/14/16  
Date:

Submit to: OPRD Heritage Programs, 725 Summer St. NE, Suite C, Salem OR, 97301  
ph: 503.986.0690

**Grant Evaluation -- Complete this only if submitting a reimbursement request. (Bold your responses.)**

**Please take a minute to complete this brief questionnaire about your grant.**

How important was this grant money in helping you complete your project? <i>helpful but a minor part of budget</i>	1    2    3    4 <b>5</b>	<i>critical/very important</i>
How easy was the grant paperwork--application, reports, reimb. request? <i>more difficult than expected</i>	1    2    3 <b>4</b> 5	<i>easier than expected</i>
How responsive was our staff in answering your questions? <i>not responsive</i>	1    2    3 <b>4</b> 5	<i>very responsive</i>
How important was our staff expertise to the success of your project? <i>not important</i>	1    2    3    4 <b>5</b>	<i>very important</i>

Comments:

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**This section for OPRD Heritage Staff only.**

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Product approval

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Date

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Financial approval

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Date

# 2015 Certified Local Government Grant Report

**Grantee: Corvallis (OR-15-04)**

Start 3/9/2015 End 8/31/2016

**Report Completed by: Carl Metz, Assoc. Planner**

**Date: 9/14/2016**

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- Staff/Personnel: \$
  - Volunteers: \$
  - Materials and Supplies: \$
  - Contractor/Consultant: \$
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**Budgeted Amount: \$2,200**

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- Attach documentation of expenditures and contributions as appropriate.

\_\_\_\_\_  
Signature of authorized

\_\_\_\_\_  
Date:

Submit to: OPRD Heritage Programs, 725 Summer St. NE, Suite C, Salem OR, 97301  
ph: 503.986.0690

**Grant Evaluation -- Complete this only if submitting a reimbursement request. (Bold your responses.)**

**Please take a minute to complete this brief questionnaire about your grant.**

How important was this grant money in helping you complete your project? <i>helpful but a minor part of budget</i>	1	2	3	4	5
				<i>critical/very important</i>	
How easy was the grant paperwork--application, reports, reimb. request? <i>more difficult than expected</i>	1	2	3	4	5
				<i>easier than expected</i>	
How responsive was our staff in answering your questions?	1	2	3	4	5
	<i>not responsive</i>			<i>very responsive</i>	
How important was our staff expertise to the success of your project?	1	2	3	4	5
	<i>not important</i>			<i>very important</i>	

Comments:

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**This section for OPRD Heritage Staff only.**

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Product approval

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Date

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Financial approval

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Date

**City of Corvallis**  
 Grant Report Financial Information  
 State Historic Preservation Office Grant No. HPF OR-15-04

**SHPO** 142334 July 1, 2016 - August 31, 2016

**Personnel Costs**

	Total Hours	Total Salary	Per Hr	Total Benefits	Total Cost	Hr Cost
C Metz (142334)	45.50	\$ 1,538.37	\$ 33.81	\$ 588.27	\$ 2,126.64	\$ 46.74
C Metz (240138 HP Plan)	40.00	\$ 1,352.41	\$ 33.81	\$ 517.27	\$ 1,869.68	\$ 46.74
<b>TOTAL</b>	142419.50	\$ 2,890.78		\$ 1,105.54	\$ 3,996.32	

**Historic Preservation Plan**

Winter & Company \$ 10,000.00

**Total Expenditures \$ 10,000.00**

**Expenditures (Personnel & Other this Period) \$ 13,996.32**

**Expenditures (previous periods) \$ 49,192.95**

**Total Expenditures (to date) \$ 63,189.27**

**Total Volunteer Time Calculation (current) \$ 226.44**

**Volunteer Time (to date) \$ 2,441.38**

TOTAL VOLUNTEER TIME \$ 2,667.82

TOTAL EXPENDITURES \$ 65,857.09

**Maximum Grant Amount \$ 13,000.00**

**Less Grant Revenue Received (to date) \$ 9,000.00**

GRANT BALANCE \$ 4,000.00

**Total Grant Reimbursement Request \$ 4,000.00**

**Total Grant Balance After Request \$ 0.00**

\*\*\* MEMORANDUM \*\*\*

September 12, 2016

TO: Carl Metz, Associate Planner

FROM: Sharon Crowell, Sr. Administrative Specialist

SUBJECT: Background information for State Historic Preservation Office Grant (SHPO) #HPF OR-15-04, third and final reimbursement request, through August 31, 2016.

This is the third and final billing report for the 2015-2016 SHPO Grant #HPF OR-15-04. The period covered is July 1, 2016 through August 31, 2016. The agreement was executed on April 28, 2015.

Members in attendance (volunteer hours) at Historic Resources Commission (HRC) are reflected below:

Month	# of Members Attending	# of Hrs/meeting x # of Members attending	Rate @ \$12.58/hr*
July 12	Canceled	N/A	N/A
August 9	9	2.00 x 9 = 18.00 hrs	\$226.44
TOTALS		18.00 x \$12.58 per hour	\$226.44

\*\$12.58 per hour is Corvallis' current living wage.

Also included are copies of:

- \* Time sheets for the following employee: Carl Metz. (July 1, 2016 – August 31, 2016).
- \* Meeting minutes from July 9, 2016.
- \* Statements from vendor/suppliers for miscellaneous related expenses for SHPO Grant.

Dp/Dv/Act: 44 04 510 CD/PLANNING SER/DEVELOPMENT REV/PERSONAL SERVICES P

Employee Account Number	Work Order/Job Proj	Date	Description	Type	Debit	Credit
METZ, CARLTON J						
101-4404-510.10-10	142334	8/31/16	REGULAR HOURS	H-01	1,234.07	
101-4404-510.11-10	142334	8/31/16	SOCIAL SECURITY - ERS	B-SS	76.06	
101-4404-510.11-15	142334	8/31/16	MEDICARE - ERS PORTION	B-MC	17.79	
101-4404-510.11-16	142334	8/31/16	IAP - 6% EPPT	B-I1	74.05	
101-4404-510.11-17	142334	8/31/16	OPSRP - UAL/OAS -1.79%	B-UO	22.09-	
101-4404-510.11-19	142334	8/31/16	OPSRP/GS-ER 7.33%	B-OG	90.47	
101-4404-510.11-25	142334	8/31/16	WORKERS COMP/TAXABLE	B-WB	.61	
101-4404-510.11-25	142334	8/31/16	WORKERS COMP/ASSESSM	B-WC	.61	
101-4404-510.11-35	142334	8/31/16	HDHP/AFS/2 PTY	B-IT	203.48	
101-4404-510.11-35	142334	8/31/16	VISION PLAN/2PTY/\$15 COPA	B-V2	2.35	
101-4404-510.11-40	142334	8/31/16	DENT/MODA/AFS/2 PTY	B-C2	23.70	
101-4404-510.11-45	142334	8/31/16	LONG-TERM DISABILITY	B-LD	2.71	
101-4404-510.11-50	142334	8/31/16	AD&D/OTHERS	B-DD	.45	
101-4404-510.11-50	142334	8/31/16	LIFE INS-AFSCME/CRCCA	B-LA	1.79	
101-4404-510.10-10	142334	7/29/16	REGULAR HOURS	H-01	304.30	
101-4404-510.11-10	142334	7/29/16	SOCIAL SECURITY - ERS	B-SS	18.74	
101-4404-510.11-15	142334	7/29/16	MEDICARE - ERS PORTION	B-MC	4.38	
101-4404-510.11-16	142334	7/29/16	IAP - 6% EPPT	B-I1	18.25	
101-4404-510.11-17	142334	7/29/16	OPSRP - UAL/OAS -1.79%	B-UO	5.44-	
101-4404-510.11-19	142334	7/29/16	OPSRP/GS-ER 7.33%	B-OG	22.29	
101-4404-510.11-25	142334	7/29/16	WORKERS COMP/TAXABLE	B-WB	.14	
101-4404-510.11-25	142334	7/29/16	WORKERS COMP/ASSESSM	B-WC	.14	
101-4404-510.11-35	142334	7/29/16	HDHP/AFS/2 PTY	B-IT	50.15	
101-4404-510.11-35	142334	7/29/16	VISION PLAN/2PTY/\$15 COPA	B-V2	.58	
101-4404-510.11-40	142334	7/29/16	DENT/MODA/AFS/2 PTY	B-C2	5.84	
101-4404-510.11-45	142334	7/29/16	LONG-TERM DISABILITY	B-LD	.67	
101-4404-510.11-50	142334	7/29/16	AD&D/OTHERS	B-DD	.11	
101-4404-510.11-50	142334	7/29/16	LIFE INS-AFSCME/CRCCA	B-LA	.44	
			Employee Total	-	2,126.64	
			Dp/Dv/Act Total	-	2,126.64	
			Final Total	-	2,126.64	.00

Dp/Dv/Act: 44 04 510 CD/PLANNING SER/DEVELOPMENT REV/PERSONAL SERVICES P

Employee Account Number	Work Order/Job Proj	Date	Description	Type	Debit	Credit
-----						
METZ, CARLTON J						
101-4404-510.10-10	240147	8/31/16	REGULAR HOURS	H-01	1,352.41	
101-4404-510.11-10	240147	8/31/16	SOCIAL SECURITY - ERS	B-SS	83.36	
101-4404-510.11-15	240147	8/31/16	MEDICARE - ERS PORTION	B-MC	19.50	
101-4404-510.11-16	240147	8/31/16	IAP - 6% EPPT	B-I1	81.16	
101-4404-510.11-17	240147	8/31/16	OPSRP - UAL/OAS -1.79%	B-UO	24.21-	
101-4404-510.11-19	240147	8/31/16	OPSRP/GS-ER 7.33%	B-OG	99.14	
101-4404-510.11-25	240147	8/31/16	WORKERS COMP/TAXABLE	B-WB	.67	
101-4404-510.11-25	240147	8/31/16	WORKERS COMP/ASSESSM	B-WC	.67	
101-4404-510.11-35	240147	8/31/16	HDHP/AFS/2 PTY	B-IT	223.00	
101-4404-510.11-35	240147	8/31/16	VISION PLAN/2PTY/\$15 COPA	B-V2	2.57	
101-4404-510.11-40	240147	8/31/16	DENT/MODA/AFS/2 PTY	B-C2	25.97	
101-4404-510.11-45	240147	8/31/16	LONG-TERM DISABILITY	B-LD	2.98	
101-4404-510.11-50	240147	8/31/16	AD&D/OTHERS	B-DD	.49	
101-4404-510.11-50	240147	8/31/16	LIFE INS-AFSCME/CRCCA	B-LA	1.97	
			Employee Total	-	1,869.68	
			Dp/Dv/Act Total	-	1,869.68	
			Final Total	-	1,869.68	.00

-----  
Project selection

From project . . . . . : 240147                      To project . . . . . : 240147

Type . . . . . : O (O=Only, R=Range, S=Selective)

Description begins with :

Description contains . :

From project estimate . : .00                      To project estimate . . : 99,999,999,999.99

From project type . . . :                              To project type . . . . : 99

From project sub-type . :                              To project sub-type . . : 99

Sequence options

OPTION: 3 Project

Project options

Print projects without detail (Y/N/O) . . . . . : Y

Print inactive projects (Y/N) . . . . . : Y

Print budget projects (Y/N) . . . . . : Y

Print projects miscellaneous info? (Y/N) . . . : Y

Account selection

From fiscal year . . . : 0000                              To fiscal year . . . . : 9999

From account . . . . . : 000-0000-000.00-00                      To account . . . . . : 999-9999-999.99-99

Type . . . . . : R (O=Only, R=Range, S=Selective)

Account type selection : Assets: X    Liabilities: X    Revenue: X    Expense: X

Print zero activity accounts (Y/N) . . . . . : N

Transaction selection

From fiscal year . . . : 0000                              To fiscal year . . . . : 9999

From period . . . . . : 00                                      To period . . . . . : 99

From transaction date . : 00/00/0000                              To transaction date . . : 99999999

Transaction type . . . : AJ . . :X    AP . . :X    CR . . :X    EN . . :X    TF . . :X    BA . . :

Print transaction detail? (Y/N) . . . . . : Y

Print transaction description (Y/N) . . . . . : Y

Print work order # and job # (Y/N) . . . . . : N

Summary options

Print classification totals (Y/N) . . . . . : Y

Print project estimate totals (Y/N) . . . . . : Y

Print project totals (Y/N) . . . . . : Y

PROJECT:240147-HISTORIC PRESERVATION PLN TYPE: SB-SPECIAL PRJS - CHECK BDGT SUB-TYPE: CD-COMMUNITY DEVELOPMENT STATUS: ACTIVE

TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET DESCRIPTION	PROJECT-TO-DATE	YEAR-TO-DATE	ENCUMBERED	BALANCE
							TRANS AMT	TRANS	ENCUMBERED	FISC YR PERIOD
101-4404-510.10-10	AJ	08/31/2016	PR0831			REGULAR WAGES PAYROLL SUMMARY	1,352.41	1,352.41	.00	1,352.41-
						TRANSACTION TOTAL:	1,352.41		.00	02
101-4404-510.11-10	AJ	08/31/2016	PR0831			SOCIAL SECURITY PAYROLL SUMMARY	83.36	83.36	.00	83.36-
						TRANSACTION TOTAL:	83.36		.00	02
101-4404-510.11-15	AJ	08/31/2016	PR0831			MEDICARE PAYROLL SUMMARY	19.50	19.50	.00	19.50-
						TRANSACTION TOTAL:	19.50		.00	02
101-4404-510.11-16	AJ	08/31/2016	PR0831			PERS - IAP - 6% EP PAYROLL SUMMARY	81.16	81.16	.00	81.16-
						TRANSACTION TOTAL:	81.16		.00	02
101-4404-510.11-17	AJ	08/31/2016	PR0831			PERS/OPSRP - UAL/O PAYROLL SUMMARY	24.21-	24.21-	.00	24.21
						TRANSACTION TOTAL:	24.21-		.00	02
101-4404-510.11-19	AJ	08/31/2016	PR0831			OPSRP-GENERAL SERV PAYROLL SUMMARY	99.14	99.14	.00	99.14-
						TRANSACTION TOTAL:	99.14		.00	02
101-4404-510.11-25	AJ	08/31/2016	PR0831			WORKERS COMP INSUR PAYROLL SUMMARY	1.34	1.34	.00	1.34-
						TRANSACTION TOTAL:	1.34		.00	02
101-4404-510.11-35	AJ	08/31/2016	PR0831			MEDICAL PAYROLL SUMMARY	225.57	225.57	.00	225.57-
						TRANSACTION TOTAL:	225.57		.00	02
101-4404-510.11-40	AJ	08/31/2016	PR0831			DENTAL PAYROLL SUMMARY	25.97	25.97	.00	25.97-
						TRANSACTION TOTAL:	25.97		.00	02
101-4404-510.11-45	AJ	08/31/2016	PR0831			LONG TERM DISABILI PAYROLL SUMMARY	2.98	2.98	.00	2.98-
						TRANSACTION TOTAL:	2.98		.00	02
101-4404-510.11-50	AJ	08/31/2016	PR0831			BASE LIFE-AD&D PAYROLL SUMMARY	2.46	2.46	.00	2.46-
						TRANSACTION TOTAL:	2.46		.00	02
101-4801-530.38-01						GENERAL SERVICES	108,230.00	10,000.00	44,225.00	54,005.00

PROJECT:240147-HISTORIC PRESERVATION PLN TYPE: SB-SPECIAL PRJS - CHECK BDGT SUB-TYPE: CD-COMMUNITY DEVELOPMENT STATUS: ACTIVE

TYPE	CHK#	TRAN DT	REF #	VOUCH#	VEND #	BUDGET DESCRIPTION	PROJECT-TO-DATE	YEAR-TO-DATE	ENCUMBERED	BALANCE
							TRANS AMT	TRANS	ENCUMBERED	FISC YR PERIOD
AP	15304	08/02/2016	039488	PI0617	10370	WINTER & COMPANY BLANKET PURCHASE ORDER	10,000.00		10,000.00-	2017 02
EN		07/27/2016	039488		10370	WINTER & COMPANY BLANKET PURCHASE ORDER PO ENTRY	.00		54,225.00	2017 01
TRANSACTION TOTAL:							10,000.00		44,225.00	

=== PROJECT: 240147 ===== P R O J E C T T O T A L S =====

CLASSIFICATION TOTALS:	EXPENDITURES:	56,094.68		
TRANSACTION TOTAL:		11,869.68	44,225.00	
ESTIMATE COMPARISON:	.00	56,094.68		56,094.68-
(ACTUAL) SUMMARY TOTAL:	108,230.00	11,869.68	44,225.00	52,135.32

MISCELLANEOUS INFO:      CODE      FREEFORM INFORMATION      DATE

MISC      2/19/15 TMS-THE PURPOSE OF THIS PROJECT IS TO HIRE02/19/2015  
MISC      A CONSULTANT TO ASSIST IN DEVELOPING A HISTORIC  
MISC      PRESERVATION PLAN THAT WILL IDENTIFY NEEDS OF THE  
MISC      CITY'S HISTORIC PRESERVATION PROGRAM & MAKE RECOM-  
MISC      MENDATIONS BASED ON THE PLAN'S GOALS & OBJECTIVES,  
MISC      WHICH WILL INFORM FUTURE HISTORIC PRESERVATION-  
MISC      RELATED ACTIVITIES.  
GRNT      7/1/16 TMS-PER DISCUSSIONS WITH CD/MARCI, THIS PRJ07/01/2016  
GRNT      WILL BE USED FOR MATCH & REIMBURSEMENT COSTS ASSOC  
GRNT      IATED WITH THE HP PLAN IN FY 16-17 FROM 7/1/16 TO  
GRNT      8/31/16 THAT WILL INCLUDE THE CONSULTANT'S COSTS &  
GRNT      CARL'S TIME. ALTHOUGH WORK ON THIS PROJ WILL CON-  
GRNT      TINUE PAST THE END DATE OF THE CURRENT SHPO GRANT  
GRNT      PRJ #240147-HPF AGREEMENT (OR-15-04), ADDITIONAL  
GRNT      REIMBURSEMENT WILL NOT BE AVAILABLE. ONCE THE HP  
GRNT      PLAN IS COMPLETE THIS PROJ MAY BE DEACTIVATED. ALL  
GRNT      GRANT REVENUE WILL BE RECORDED TO HPF GRANT PROJ  
GRNT      #142334 FOR FY 16/17, EVEN THOUGH THE ACTUAL REIMB  
GRNT      -URSABLE EXPENSE FOR CARL'S TIME & THE CONSULTANT  
GRNT      COSTS ARE HITTING THIS PROJECT.  
MISC      \*\*NOTE: SINCE WE DO NOT RECORD PERSONNEL SVCS IN  
MISC      SPEC PRJS PROGRAM AREA (XXX-4801), CARL'S ACTUAL  
MISC      TIME WILL BE CODED TO OPERATING (101-4404). FOR  
MISC      OVERBUDGET ERRORS, SUBSET TO XXX-4801 & IF SPECIAL  
MISC      PRJS COSTS ARE W/IN BUDGET, THEN CHANGE PRJ TYPE  
MISC      'SB' FLAG TO 'WARN' & CHANGE BACK TO 'ERROR' AS  
MISC      SOON AS GROUP HAS BEEN UPDATED/JOURNALIZED.  
CSTA      7/22/16 TJJ-FY 16/17 SPECIAL PROJECTS REQUIRE  
CSTA      BUDGET. PROJECT STATUS CHANGED TO SPECIAL PROJECT  
CSTA      CHECK BUDGET.

Urban Design • Historic Preservation  
 Design Review • Planning

August 2, 2016

**City of Corvallis**

Attn: Carl Metz  
 P.O. Box 1080  
 Corvallis, OR 97339-1083

Professional Services: Project start through August 1, 2016  
**Project: Historic Preservation Plan**  
 Project Number: 16-112

**Corvallis Vendor  
 Number :** 10370

Description of Services: Phase 1:  
 Step 1 - Start-up  
 - Conduct Kick-off meeting.  
 - Develop and submit Public Outreach Strategy Plan.  
 - Develop and submit Program Overview.  
 - Develop and submit Preservation Plan Outline.

		<u>Contract Total</u>	<u>Previously Billed</u>	<u>Fees/Expenses This Invoice</u>	<u>Remaining to Bill</u>
Professional Fees :	Winter & Company	\$ 54,255.00	\$ -	\$ 10,000.00	\$ 44,255.00
Expenses:		included above		\$ -	
	<b>Total</b>	<b>\$ 54,255.00</b>	<b>\$ -</b>	<b>\$ 10,000.00</b>	<b>\$ 44,255.00</b>

## Reimbursable Expenses:

Air Fare	
Lodging	
Car Rental	
Ground transportation	
Meals	
Amount not covered	
<b>Total Expenses</b>	-

**TOTAL AMOUNT DUE THIS INVOICE: \$ 10,000.00**

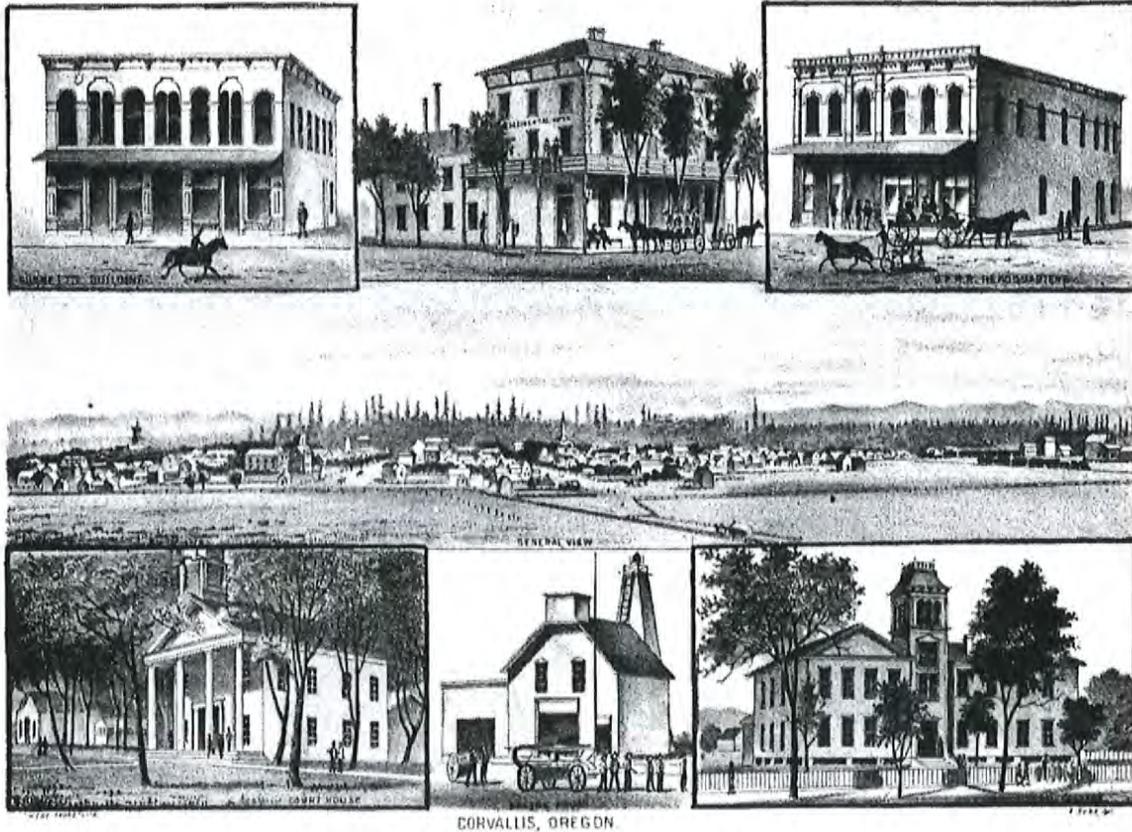
Payable upon receipt. Please make checks payable to "Winter & Company"

1265 Yellow Pine Avenue, Boulder, Colorado 80304 • (303) 440-8445 / Fax (303) 443-0725

For billing questions, email: [judy@winterandcompany.net](mailto:judy@winterandcompany.net)

# Corvallis Historic Preservation Plan Profile Report

August 1, 2016



The Profile Report is provided in the following sections:

- 2 Introduction
- 2 Preservation Background
- 3 Establishment of Corvallis
- 10 Corvallis Preservation Program
- 11 Overview of Preservation Program Components
- 32 Preservation Plan Outline Update

Note: When this report is incorporated into the preservation plan images will be integrated throughout. These will include, current image of Corvallis, historic images and map data.

## Introduction

The profile report provides a description of the City's historic preservation program as it exists today, including past preservation efforts, applicable regulatory provisions and processes, relevant decision-making bodies, and any other activities conducted by the City or partners related to historic preservation. A concise summary of the community's history is also provided. In addition, designated historic resources, including historic districts and inventoried properties identified.

## Preservation Background

Corvallis has a well-established preservation program, which enjoys broad support by its citizens. It is recognized as a key ingredient in community well-being and livability. Noteworthy landmarks, such as the Benton County Courthouse and City Hall, stand as signature reference points in the city and other places, including numerous churches, schools and university buildings, symbolize the community's heritage. Some parks, sites and other structures also are valued for their historic significance. Archaeological remains extend this sense of connection with the past.

In many parts of the city, entire neighborhoods maintain their historic character and provide places to live today while retaining a sense of the past. Other older neighborhoods with traditional building patterns also contribute to the sense of place that is Corvallis, even though they may not have historic significance. These areas, both residential and commercial, enhance the city's quality of life.

Many historic resources are formally recognized as individual landmarks and as contributors to historic districts. Others remain to be identified as having historic significance and still others, while known to be of historic value, have not been formally designated.

While historic resources are valued, many factors challenge their preservation. Some properties may be altered in ways that diminishes their integrity. Others may be under pressure for demolition, sometimes for redevelopment and sometimes because of extensive deterioration.

These challenges exist in part because some people may not value their properties as historic resources. Others are not aware of the significance of their buildings, or lack the means to maintain them. In some cases, other objectives may appear to be in conflict with preservation. Responding to these factors in strategic ways is key to an effective preservation program.

While challenges will continue, this is a particularly exciting time of opportunity for preservation in Corvallis, as well as nationally. There is an increasing understanding of the roles that preservation and neighborhood conservation can play in sustainability and how it complements many other community development objectives. New partnerships are forming in which a variety of groups promote historic resources in their work programs. For example, health care providers are promoting "Healthy Heritage" walks as part of their preventive medicine strategies.

New technologies also are emerging that will make it easier to identify historic resources, distribute information about their proper stewardship and facilitate appropriate management. Linking historic resource information to Geographic Information Systems is an example. This tool will make historic survey information available to a wide range of users, enhance an understanding of historic properties,

Font  
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?

thus

are

and make the formal preservation system more understandable and predictable to the community at large.

## Establishment of Corvallis

### Native Peoples

Corvallis is located within the Willamette Valley in western Oregon, near the eastern foothills of the Coast Range. The historical city center is situated north of the confluence of the Willamette and Mary's Rivers upon a plateau along the west bank of the Willamette River. The area consists of relatively flat lands along the rivers, gentling rolling hills, with western views of the Coast Range and Mary's Peak, the highest peak of the Coast Range.

Prior to Euro-American settlement, much of the Willamette Valley was inhabited by the Kalapuya native peoples. The Kalapuya lived in small bands, typically along the various tributaries of the Willamette River. The Chepenefa band occupied the Mary's River valley. The Kalapuya people are credited with managing a diverse natural environment through the use of seasonal burns. Following dramatic population reductions, members of the Klickitat Indians migrated south into the Willamette Valley from the Columbia River area. When Euro-American settlers arrived to the area, they found a mix of both Kalapuya and Klickitats in the area, though their numbers posed no serious threat.

### Euro-American Settlement

The earliest Euro-American presence was of fur traders beginning around 1811. Following the depletion of sea otter populations, trappers shifted inland seeking beaver pelts. Various fur companies, including the Astorians and Hudson's Bay Company, established pack trails from the Columbia River to California. These trails were informed by the routes used by the local native peoples, generally following the Willamette River and passing through the Corvallis area. The fur interests were then followed by missionaries and American emigrants, leading to the establishment of more permanent settlements in the area. Land claims were made within present-day Corvallis beginning in 1846. Investment and commerce flowed into the area during the California Gold Rush (1848-1855) as people made their way south.

### Early-Growth in Corvallis (1850-1879)

J.C. Avery was a local resident who had traveled to California in search of gold <sup>and</sup> who returned to open the settlement's first store. In 1851, Avery platted the Town of Marysville. Later that year, William Dixon platted Dixon's Addition to the north end of Marysville. These two areas generally make up what is known as downtown Corvallis today. Marysville was renamed Corvallis in 1853.

Beginning in 1851, regular steamboat service was provided from Corvallis to Oregon City, and by the time Oregon achieved statehood in 1859, Corvallis's population was nearly 500. In the ensuing decade, the population more than doubled to 1220. As would be expected with this population growth and its location as a regional transportation hub, a full range of commercial businesses and services were established in this time. These included general stores, grocery stores, hotels, liverys, hardware stores, saloons, tailor, dentists, lawyers, and a bookstore. Early industry consisted of sawmills, a gristmill, a tannery, a carding mill, a brickyard, wagon makers, a sash and door factory, and breweries. Agricultural activities consisted of grain, cattle, lumber, and orchard products. These decades would also see the establishment of three local newspapers.



FIGURE 11-12. Corvallis Main Street (Second Street) in 1873. The earliest known photograph of Corvallis.

63-m

### Railroad Era (1880-1899)

The Western Oregon Railway Company, a railroad line running south from Portland west of the Willamette River, made connection to Corvallis in 1879. The first passenger train arrived in Corvallis in 1880. In 1884, a rail connection between Corvallis to Yaquina Bay in the west was established. This rail connection was to provide a more convenient shipping route between Oregon and San Francisco, potentially to rival Portland. These efforts, buoyed by the completion of a transcontinental railroad connection to Portland in 1883, brought about a time of great prosperity and growth in Corvallis. This included the construction of the Benton County Courthouse (1888), the State Agricultural College of Oregon Administration Building (1888), the

first city park, now known as Franklin Park (1889), a horse-drawn street railway (1889, demolished), and a new city hall and fire station (1892, demolished). While this boom was interrupted by the Panic of 1893, which caused the Oregon and Pacific Railroad to go into receivership and population growth to stall, Corvallis's role as a commercial and educational center had been firmly established by the turn of the century.

This was also a time of great technological achievement. This included the extension of telephone service in 1880, and the establishment of the Corvallis Water Company in 1885, and an electric light plant in 1888. Corvallis also saw the introduction of the pneumatic tire and bicycle. Bicycling proved very popular, with several bicycle shops operating throughout the downtown, and the Corvallis Cycling Club was established in 1894.



FIGURE III-20. Example of a hop kiln with its characteristic ventilation cupola.

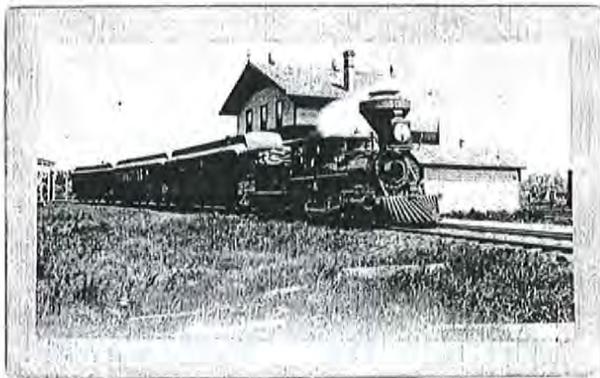


FIGURE III-4. Oregon and Pacific Railroad Depot. Originally located on Washington Street between Ninth and Tenth Streets. A rare surviving example of a nineteenth century, wood-frame railroad depot. Currently located on the southwest corner of Seventh and Washington Streets.

### Early Motor Age (1900-1929)

The first ten years of the 20<sup>th</sup> Century saw the population of Corvallis increase by 150% to over 4,550 people. This time also saw the rise of the automobile, an element that undeniably shaped the appearance and character of the town. In line with the popularization of the City Beautiful movement of that time, civic organizations lead beautification and improvement projects. Some of their activities included planting street trees, hosting home tours, and promoting various public works like street paving.

Home construction continued at a rapid pace throughout the town and the incorporated limits expanded to the west. Home designs reflected a rich, eclectic range of popular styles, with Bungalow, Craftsman, and Foursquare styles being the most popular. Development of this era represent the bulk of the City's two historic districts. *today,* *from*

Major commercial developments included the addition of auto-related uses, the introduction of movie theaters and department stores, and the expansion of the business district from 2<sup>nd</sup> to 3<sup>rd</sup> and 4<sup>th</sup> Streets. Many of the older wood frame buildings in the downtown were replaced with larger masonry buildings, and areas along Monroe near campus also began to develop.

While "Red Electric" passenger rail service was extended to Corvallis from Portland, and proved popular for some time, it was no match for the appeal of the automobile. By the end of the 1920s, both the Red Electric and steamboat services had ceased operation. Many of the antiquated uses such as liverys and blacksmiths were replaced by garages, auto dealers, and gas stations. Most of the dealers and garages were located along 2<sup>nd</sup> Street, *and* with the north end near the relatively-new Van Buren Ave. bridge (c. 1913) *became* known as "Automobile Row." Around this time, the Pacific Highway was completed, connecting most of the North American west from California to Vancouver, BC. A portion of this highway came through Corvallis, now known as OR 99W. This introduced new uses geared toward auto-tourists such as the seven story Benton Hotel (1925), and an auto-park and tourist cabins at the City Park on the Marys River (now known as Pioneer Park).

Agricultural activity of this time was dominated by dairying *growing* and vast apple orchards. Other important agricultural *e-related* activities included canning, hop *fields*, and poultry and egg production. In fact, Corvallis was a world-renowned poultry breeding center thanks to the presence of the agricultural college.

In this 30-year period, the Oregon Agricultural College (OAC) saw the construction of over 30 buildings. As the college's enrolment continued to grow, fraternities and sororities began constructing houses in the nearby residential neighborhoods.



FIGURE IV-6. Wilder Apartments, built in 1926 at 963 NW Jackson Street



FIGURE IV-11. Downtown Corvallis in the late 1920's. Third Street looking north between Jefferson and Madison.



East side of Second Street between Jefferson and Madison.

### **Great Depression and World War II (1930-1945)**

Corvallis appears to have been largely spared the severity of the Great Depression with little indications other than a rise in a transient population and stalling of private construction. The U.S. involvement in World War II, on the other hand, had a significant impact on the community. Most impactful was the establishment of Camp Adair five miles north of the town. At its peak, Camp Adair was the second largest city in Oregon. This brought about a severe housing shortage in town and many houses were converted into the apartments to meet the demand. The camp's presence was felt after the war as well, undoubtedly contributing to the population's increase of 93% between 1940 and 1950.

### **Corvallis as a Commercial and Education Center**

#### **Downtown**

Corvallis's role as regional commercial center was established early on due to its location along the early fur trader pack trails connecting posts near Portland to California. Some of these same trails were used by settlers travelling from the east and those travelling south during the California Gold Rush. These routes would later serve as the general alignment of some of the Pacific Highway. Shipping along the Willamette River and rail connections to Portland and the coast further bolstered Corvallis's importance as a major hub for commerce and industry in the region. All of this activity provided the groundwork for the establishment of the Town of Marysville in the area generally known as downtown Corvallis. To this day, the downtown area serves as the heart and soul of Corvallis with vibrant shopping streets and the popular Riverfront Commemorative Park.

*portions*



### Oregon State University

In 1868, Corvallis College, a school administered by the Methodist Episcopal Church, was designated as the state's land grant Agricultural College. Over the years, the College would go through several name changes including the Corvallis State Agricultural College, Oregon Agricultural College, and, finally, Oregon State University. The original Corvallis College building was located near 5<sup>th</sup> Street and Madison Avenue, but the campus was moved west to the college's farm land in what is the current campus beginning with the construction of the Administration Building (now known as Benton Hall) in 1888. In 1907, William Kerr became president of the college and hired Portland architect John Bennes to design the new Industrial Arts Complex. This began a long association between Bennes and the college, who went on to design more than 30 buildings on the campus. The Kerr administration also oversaw the campus planning efforts of the Olmsted Brothers, sons of renowned landscape architect Frederick Law Olmstead. The Olmsted Brothers' work is largely credited with the some of the campus's most notable features, including the organization of buildings around quadrangles, architectural harmony, and the use of red brick. The significant work done by Bennes and the Olmsteds continue to influence campus projects to this day and is preserved by the Oregon State University National Historic District.

*did the Olmsted's have a role in architectural design?*



*Conclude the current directions, population, etc?*

FIGURE III-23. Benton Hall, 1889. The first Building on the current Oregon State University campus.

## Corvallis Preservation Program

### Corvallis Historic Preservation Provisions

In order to comply with Statewide Planning Goal 5, Corvallis adopted various policies and regulations related to historic preservation in 1982 (Ordinances 82-100 and 82-101). These provisions included the creation of Historic Preservation Advisory Board (HPAB) and the City's first Local Register. In 2006, a series of new Historic Preservation Provisions were adopted. These new provisions included replacing the HPAB with the Historic Resources Commission (HRC), and the establishment of the current regulatory framework for managing historic resources. Generally, implementation of the historic preservation provisions is the responsibility of the Planning Division of the Community Development Department. Planning Division staff also provides staff support for the HRC.

### Certified Local Government

The City of Corvallis meets the requirements <sup>in</sup> ~~to be qualified as~~ <sup>of</sup> a Certified Local Government community, as outlined ~~by~~ the State Historic Preservation Office guidelines. These requirements include the establishment of a historic preservation commission, the adoption of a preservation ordinance, agreement to participate in updating and expanding the state's historic building inventory program, agreement to review and comment on National Register of Historic Places nominations of properties within the Corvallis boundaries, and the affirmation that the city will fulfill its obligation to enforce existing state preservation laws. *(Actually established by NPS)*

### Historic Properties and Districts

Corvallis's historic regulations apply to all Designated Historic Resources. These include all properties listed individually or as part of a district on the National Register of Historic Places (aka National Register) or the Corvallis Register of Historic Landmarks and Districts (aka Local Register). Currently, there are 143 individually listed resources within the City limits. Of these, 28 are listed on both the National and Local Registers, and 3 are only listed on the National Register. Corvallis is also home to three historic districts listed on the National Register. Two are primarily residential in nature, and the third is located on the Oregon State University campus. Between the individually listed resources and those located within the Historic Districts, there are approximately 744 structures subject to the City's historic preservation provisions. This includes structures that are not considered historic or to contribute to their district's historic character. *?*

### Corvallis Register of Historic Landmarks and Districts

Corvallis established its first Local Register in 1982, <sup>which</sup> ~~and~~ is known as the Corvallis Register of Historic Landmarks and Districts. The bulk of these resources were listed throughout the 1980s and early 2000s. While the two residential historic districts were also established in the early 2000s, they are only listed on the National Register, and are not included on the Local Register.

## Overview of Preservation Program Components

This section describes the existing state of the preservation program component. Key components of a preservation program are identified below. The city is directly active in the first four components and preservation partners often lead the ~~bottom~~ <sup>last</sup> two components.

- Administration: The framework for operation the preservation program.
- Identification: The survey and recognition of properties with cultural or historic significance.
- Management tools: The specific mechanisms for protecting historic resources.
- Incentives and benefits: Programs that assist property owners and support preservation.
- Education and ~~Advocacy~~: These tools strengthen skills, and promote policies and partnerships that support preservation.

### Administration

#### Historic Resources Commission

The Historic Resources Commission (HRC) was established on June 5, 2006 with the adoption of Ordinance 2006-15. The HRC is a quasi-judicial decision-maker for matters including decisions regarding the application or removal of a Historic Preservation Overlay when a public hearing is required; decisions regarding HRC-level Historic Preservation Permit applications; and decisions regarding appeals of Director-level Historic Preservation Permits. The HRC also advises and assists the City Council, the Planning Commission, and the Community Development Director in matters pertaining to historic and cultural resource preservation such as ~~Code~~ <sup>property?</sup> provisions, historic ~~ndminations~~ <sup>properties?</sup>, historic inventories and coordinating public education programs. The HRC consists of 9 volunteer members that are appointed by the City Council, and includes members that are experts in a variety of professional fields including architecture, planning, ~~conservation~~ <sup>city</sup>, history and general contracting. The HRC has a Chair and Vice Chair, and also has a Council and Planning Commission Liaison. The HRC meets on the second Tuesday each month, and also meets on the fourth Tuesday, ~~if needed~~ <sup>RS</sup>.

#### City Staff

In addition to the HRC, city staff are involved with the identification and designation of historic resources in Corvallis. ~~Submittal of~~ Historic Preservation Permit applications are received by staff in the Planning Division, and are then determined to be Director-level or HRC-level permit requests. Director-level permit applications are processed administratively by City staff and do not require a public hearing. Planning Division staff are available for questions regarding Historic Preservation Permit applications and about the process.

## Identification

### Types of Historic Resources

Corvallis is home to approximately 586 designated historic resources, and approximately 744 structures are subject to historic preservation provisions. These resources include a wide variety of structures, cemeteries and building types and styles. Building types include commercial and industrial buildings, which are found mostly within the Central Business District Core; residences located throughout older neighborhoods in Corvallis; religious buildings; and public buildings, which are generally located on the Oregon State University campus and in the downtown area. The historic residential buildings in Corvallis include a variety of styles such as Queen Anne, Bungalow, Craftsman, American Foursquare, 20<sup>th</sup> Century Revival Styles, and vernacular styles. Historic commercial and industrial buildings in Corvallis are generally of brick construction. Important historic civic buildings in Corvallis include the Benton County Courthouse, which was built in 1888 and is High Victorian Italianate in style and City Hall, which was built in 1924 and is a Classical Revival building (originally built as the Madison Avenue Methodist Church). The OSU campus is also home to important historic buildings and building styles. Notable buildings on the OSU campus include Benton Hall, which was built in 1889 and is Italianate in style; Fairbanks Hall, which was built in 1892 and is a Queen Anne style building; Apperson Hall, which was built in 1900 and is Romanesque in style; Education Hall, which was built in 1902 and is Romanesque; Waldo Hall, which was built in 1907 and is Romanesque; Weatherford Hall, which was built in 1928 and is Mediterranean Revival in style; and Memorial Union, which is a Neo-Classical building that was built in 1928.





FIGURE V-3. House at 326 SW 8th Street remodeled as part of Corvallis Home Modernization Program in the 1930's.



FIGURE V-4. "Colonial" Foursquare at 1050 Van Buren Ave.

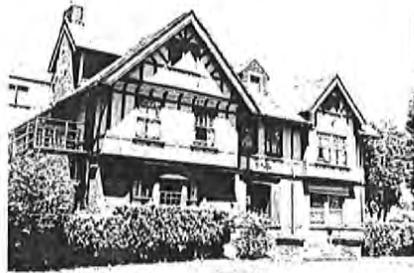


FIGURE IV-29. Archie Johnson House, 230 NW 9th Street, built in ca. 1913. Early example of the Tudor style in Corvallis.



FIGURE IV-30. Bungalow style house at 633 NW 12th Street.

### Corvallis Register of Historic Landmarks and Districts

The Corvallis Register of Historic Landmarks and Districts was established in 1982, along with the City's preservation program, through the adoption of Ordinance 82-100. The register contains the City's official site listings and is intended to increase the community's awareness of historic structures.

*does it offer any protection?*

### National Register Districts

The City has three National Register of Historic Places districts: Avery-Helm, College Hill West and Oregon State University. While these are designated as National Register districts, the City is in charge of evaluating historic preservation permit requests regarding properties in these districts.

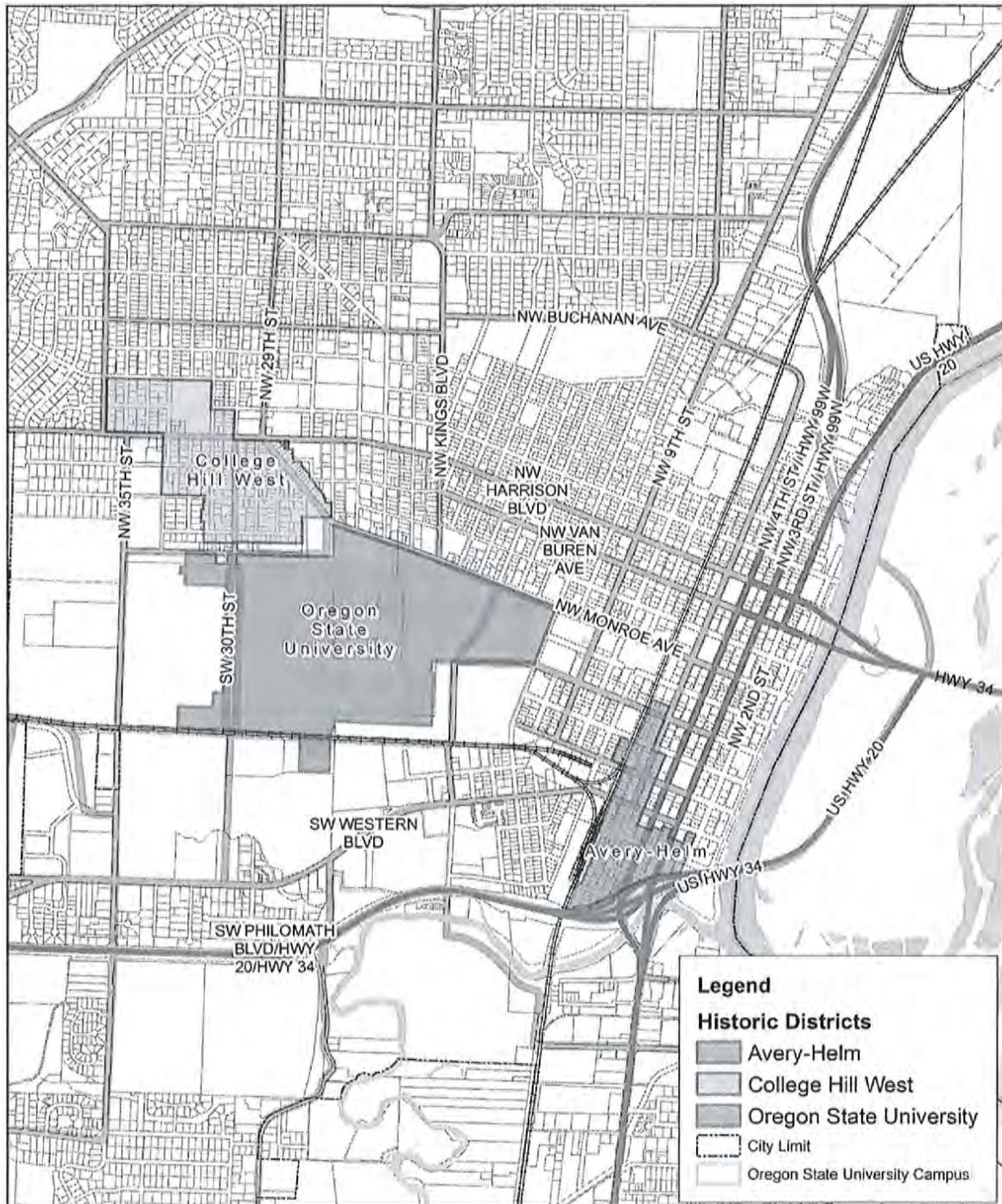
*handling of demolition requests?*

### Individually Designated Historic Resources

In addition to its three National Register districts, the City of Corvallis has 143 individually designated historic structures. 112 are listed on the Local Register only, 28 are on both the Local and National Registers and 3 are listed on the National Register only.

*spell out*

# Historic Districts



# Individually Listed Historic Resources



**Oregon Historic Sites Database**

The Oregon Historic Sites Database includes resource information for sites managed by the Corvallis Historic Preservation Program. This site is maintained by Oregon State Parks and provides a detailed search tool to investigate historic properties throughout the state. Information that can be found in the database includes the construction date, architectural style and other significant historical information. The database also allows one to search the ~~National Register in terms of~~ individually listed properties and historic district properties, and based on the designation criteria.

about resources in the state

stpo

for

National Register

National Register

?

**City and County Resource Identification and GIS**

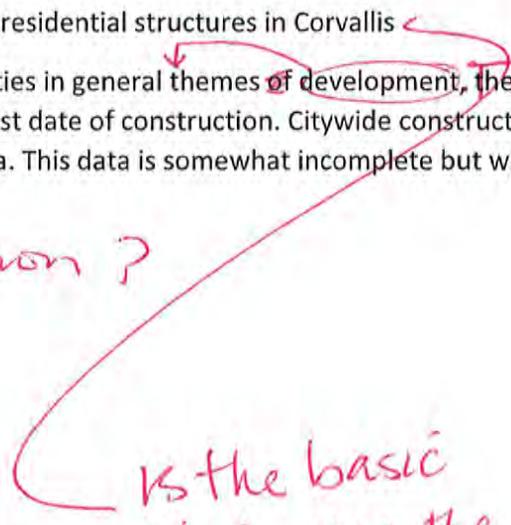
In recent years, the City's Geographic Information System (GIS) has emerged as an important tool in developing an understanding of where historic resources may be located and how they relate to other planning factors, including land use, transportation patterns and socioeconomics. The GIS system contains many "layers" of information linked to properties in the city. It is widely used in many departments and thus offers the capability of combining information from individual disciplines, including preservation, with other community programs.

General observations about age distribution for residential structures in Corvallis

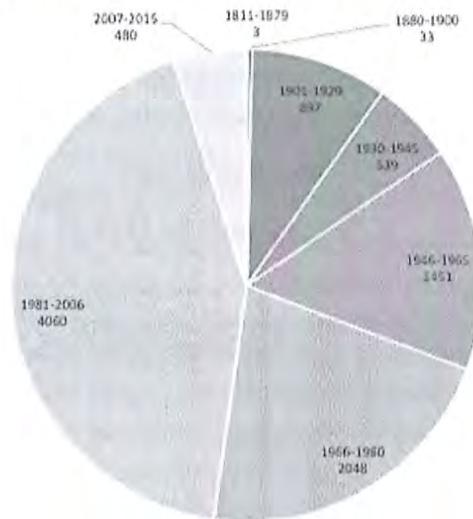
The charts on the following pages group properties in general themes of development, they range from 10 to 20 year segments by the earliest date of construction. Citywide construction dates are based on Benton County Assessor data. This data is somewhat incomplete but with 10,923 records, it's a pretty good sample.

purpose of this discussion ?

is the basic study area the city limits ?

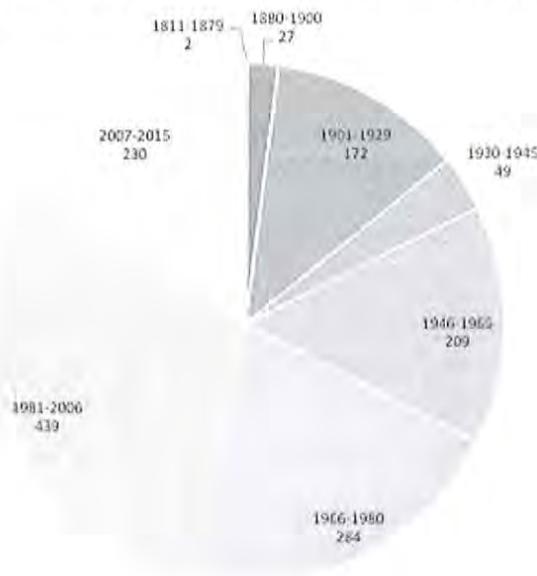


Residential Structures by Construction Period

**Residential Structures****Periods****Number****Ratio (Per Year)**

1811-1879	3	0.04
1880-1900	33	1.65
1901-1929	897	32.04
1930-1945	539	35.93
1946-1965	1451	76.37
1966-1980	2048	146.29
1981-2006	4060	162.40
2007-2015	480	60.00

### Non-Residential Structures by Construction Period



#### Non-Residential Structures

Periods	Number	Ratio (Per Year)
1811-1879	2	0.03
1880-1900	27	1.35
1901-1929	172	6.14
1930-1945	49	3.27
1946-1965	209	11.00
1966-1980	284	20.29
1981-2006	439	17.56
2007-2015	230	28.75

#### General Observations about Residential and Commercial Building Age Distribution

##### Early Properties May Have a High Level of Significance

65 structures survive from the Early Growth and Railroad periods of Corvallis development.

##### About One-third of Existing Properties Have Structures Over 50 Years Old

Approximately one-third (31%) of existing properties include structures that are more than 50 years old. Although age itself does not convey historic significance, it does provide a preview of properties that may be found to have historic significance. This suggests that a substantial portion of the city's structures could have historic significance and that future surveys may identify more of them ~~as such~~.

*( ) ← add date ranges*

*in Corvallis*

*alone?*

Which may include such factors as, ...

does the city's code have provisions for this? 20

In other cases, it may indicate that groups of buildings from these time periods would be in areas that could be appropriate for designation as conservation districts. A character-based analysis in those places may yield more information.

↳ define?

Of the large number of structures in Corvallis that are over 50 years old, many were built with durable materials and in ways that are likely to be adaptable to energy conservation initiatives. Retaining these structures will be important to support sustainability goals and programs.

### Many Structures May Be Considered as "Recent Past" Resources

15% of existing properties <sup>within the city limits</sup> include structures that date from 1945 to 1965. Even the most recent structures in this category will have reached 50 years of age last year. This is a period of the "recent past" that may now be considered for potential historic significance. Despite meeting the age threshold, many of these structures may not be considered to have historic significance. They may, however, be included in conservation districts.

Design issues related to these newer properties <sup>will</sup> sometimes <sup>be</sup> ~~would be~~ different from those of buildings from earlier periods. When preservation design guidelines are updated, this must be taken into consideration.

### Many Structures Will Not Be Considered for Potential Historic Significance Until the Mid 21st Century.

The remaining ~~numbers of the~~ existing buildings (69%) ~~date~~ <sup>will</sup> from 1966 to the present day. Few of these properties are likely to be eligible for consideration as historic resources until the mid 21st Century.

FOHT

## Management Tools

### Land Development Code

In order to comply with Oregon Statewide Planning Goal 5: National Resources, Scenic and Historic Areas, and Open Spaces, Corvallis adopted various policies and regulations related to historic preservation in 1982 (Ordinances 82-100 and 82-101). These provisions included the creation of Historic Preservation Advisory Board (HPAB) and the City's first Local Register. From 1982 to 2006, the HPAB advised the Community Development Director <sup>for</sup> in decisions related to alterations proposed <sup>at</sup> historic resources. In 2006, a series of new historic preservation regulations were adopted into the Corvallis Land Development Code (LDC). These new provisions included replacing the HPAB with the Historic Resources Commission (HRC), and establishing a new set of regulatory provisions for designated historic resources, which are outlined in Chapter 2.9 of the LDC. Generally, implementation of the historic preservation provisions is the responsibility of the Planning Division of the Community Development Department. Planning staff also provides staff support for the HRC.

FN - that basis for ordinance may change as existing goal 5 rules may be rewritten with the next year.

Chapter 2.9 – Historic Preservation Provisions

Chapter 2.9 of the Land Development Code establishes how designated historic resources are regulated. Designated Historic Resources include those individually listed on either the Local or National Registers, and all structures located within a historic district. Structures that have been surveyed or inventoried, but not formally designated by listing on the Local or National Register are not subject to these provisions. The provisions of Chapter 2.9 establish a three-track framework for regulating alterations and development of historic resources and properties within historic districts:

both  
both  
(400) contributing and non-contributing?

What does this mean?  
are?

- Exempt Activities: A list of specific activities have been to be sufficiently small in scale to not warrant special review by either Planning staff or the Historic Resources Commission. Compliance with the exemption provisions are verified at the time of building permit review, if needed. Violations are investigated through the normal complaint-based inquiry process followed for other Land Development Code violation inquiries.
- Director-level Historic Preservation Permit: Some activities are seen as more significant and ~~which~~ warrant public notice, but not a public hearing. These activities do not include those requiring subjectivity and are only reviewed by Planning staff for consistency with the clear and objective provisions of the Code. Once a decision has been rendered, surrounding property owners and residents are notified of the decision. While a public hearing is not held, these decisions are subject to typical appeal processes.
- HRC-level Historic Preservation Permit: Activities that are not exempt or subject to a Director-level HPP require review and approval by the Historic Resources Commission at a public hearing. Generally, these activities are larger in scale, more visible, and have a greater potential to negatively impact a historic resource's historic integrity if not carefully reviewed. An HRC-level HPP approval is also required for the demolition of historic property or removal of a historic tree.

What if the project requires planning review?

? discretionary decision-making? word -

designated

Chapter 3.31 – Historic Preservation Overlay

The application of a Historic Preservation Overlay (HPO) is the formal action used to implement the listing of a historic resource ~~into~~ <sup>in</sup> the Corvallis Local Register. No formal action is necessary to regulate designated historic resources listed on the National Register, though most individually-listed National Register resources are also listed on the Local Register. The process by which an HPO is applied, including the applicable review criteria, is outlined in Chapter 2.2 of the LDC. In most cases, the application or removal of an HPO includes a public hearing and approval by the Historic Resources Commission. However, an HPO may be removed administratively without the need for a public hearing in some circumstances, such as \_\_\_\_\_

we use "in"

Is this a zoning designation?

### Other Land Development Code Provisions

A dramatic rise in new development activity within older neighborhoods near the Oregon State University campus in recent years spurred several amendments to the Land Development Code. These new Code provisions sought to address the negative impacts and potentially incompatible design of new development. These same neighborhoods include the two residential National Historic Districts, and areas that may be eligible for formal historic designation. One new provision introduced a new 50-day notification period ahead of any demolition within the City, and other amendments expanded architectural design requirements of the existing Pedestrian Oriented Design Standards (PODS) of Chapter 4.10 and established the University Neighborhood Overlay (UNO) zone.

### Chapter 3.34 - University Neighborhood Overlay

Aside from the Historic Preservation Provisions of Chapter 2.9, the UNO standards are the most relevant to how designated historic resources are regulated. The UNO zone boundary covers all of the established neighborhoods adjacent to the OSU campus, generally described as the area located between Western Blvd. and Grant/Buchanan Ave., and 35<sup>th</sup> St. and 5<sup>th</sup>/6<sup>th</sup> St. The UNO boundary area includes all of the College Hill West <sup>and</sup> most of the Avery-Helm National Historic Districts, and many individually-listed historic resources.

The UNO standards consist of two main elements. The first requires new development to take access from an alley, where an alley is present, and the second introduces a maximum floor area ratio (FAR) for low, medium, and medium-high residential zoned land. This maximum FAR limits the floor area of any new development or cumulative expansion of an existing structure based on the size of the development site's area. The maximum FAR is meant to address compatibility in terms of bulk and scale within the context of the established neighborhoods.

### Building Code

Development within the City is regulated by the various Oregon Specialty Codes. These include the Oregon Structural Specialty Code (OSSC), Oregon Residential Specialty Code (OSRC), and the Oregon Energy Efficiency Specialty Code (OEESC). Chapter 34 of the OSSC addresses how these standards may apply to the alteration, repair, addition and change of occupancy of existing buildings and structures. In addition to these provisions, the City of Corvallis has adopted the International Existing Building Code (IEBC) in whole. This allows property owners and/or developers to employ alternative approaches <sup>to</sup> of providing necessary safety measures while minimizing modifications to an existing structure. These approaches can be extremely useful when working with older buildings, including those that are historically-designated, where compliance with current building codes could otherwise require alterations to significant architectural features or limit adaptive reuse opportunities.

Illustrate -  
from would  
help ?

some

### Comprehensive Plan

The City of Corvallis Comprehensive Plan is the primary document that guides land use within the City. The Plan reflects the community's goals and establishes policies intended to implement these goals. The Comprehensive Plan is also required to address Oregon Statewide Planning Goals such as Citizen Involvement (Goal 1), Land Use Planning (Goal 2), Open Spaces, Scenic, and Historic Areas, and Natural Resources (Goal 5), and Urbanization (Goal 14). The City's current Comprehensive Plan was approved by the City Council in 1998 and acknowledged by the Oregon Land Conservation and Development Commission (LCDC) in 2000 as part of the LCDC's periodic review of Corvallis's adopted plans. Historic preservation is specifically addressed in Article 5.4 – Historic and Cultural Resources. Here, findings include those related to previous historic survey <sup>work</sup>, the location of historic structures, various historic preservation-related development issues such as adaptive reuse and potential threats to preservation, and the need for additional survey work.

Historic preservation-related policies include the following:

- 5.4.1 The City shall continue to use the Corvallis Register of Historic Landmarks and Districts as the City's official historic site listing. The intent of this inventory is to increase community awareness of historic structures and to ensure that these structures are given due consideration prior to alterations that may affect the historic integrity of the structure.
- 5.4.2 The City shall encourage property owners to preserve historic structures in a state as close to their original construction as possible while allowing the structure to be used in an economically viable manner.
- 5.4.3 The City shall maintain a local Historic Preservation Advisory Board.
- 5.4.4 The public's safety and general welfare shall be carefully evaluated when a conflict surfaces between the renovation of an historic structure and the City's building and fire codes.
- 5.4.5 Special architectural review criteria for historic structures shall be maintained in the Land Development Code.
- 5.4.6 An ongoing program shall be maintained to increase public awareness of the City's historic structures and the financial incentives available to the owners of these structures.
- 5.4.7 The City shall continue efforts to inventory historic structures, archaeological sites, and other potential historic sites.
- 5.4.8 The first priority for historic inventory and preservation work shall be older neighborhoods, especially those bordering the downtown and the Oregon State University campus.

- 5.4.9 The City shall identify historically significant sites and structures on City-owned property with appropriate plaques and markers, and shall encourage owners of private property to do the same.
- 5.4.13 The City shall develop a definition, criteria, and a process to formally identify historic residential neighborhoods.
- 5.4.14 New dwellings and additions in formally recognized historic residential neighborhoods must contain exterior architectural features that relate to the historic period of surrounding dwellings. Examples of this are: street-facing porch, comparable roof slope, horizontal wood siding, and overall design features including trim, windows, and structure.
- 5.4.15 Removal of significant public trees in historic residential areas or historically designated properties should only occur when these trees endanger life or property.
- 5.4.16 The City of Corvallis shall continue efforts to recognize and encourage the formation of national and local historic districts.

These policies have informed most of the City's action in historic preservation over the past 15 years. These actions included adding several historic resources ~~on~~ to the Local Register, supporting survey work, supporting the establishment of three National Historic Districts, and adopting the 2006 Land Development Code Historic Preservation Provisions (Chapter 2.9).

### **Vision Statement**

The Corvallis 2020 Vision Statement was adopted by the City in 1998. This document was created to establish the community's vision of Corvallis in the year 2020. This document also guided and informed the 1998 Comprehensive Plan update. The primary subjects discussed in this document relate education, health and human services, and cultural and recreational opportunities.

In 2015, the Corvallis began the process of updating the vision statement with the Imagine Corvallis 2040 project. This work has included extensive public participation and outreach, with an emphasis ~~of~~ reaching out to segments of the community that may have been underrepresented in previous City efforts. The Imagine Corvallis 2040 project is organized by six themes: Learn and Thrive; Create and Celebrate; Engage and Support; Steward and Sustain; Plan and Change; and, Innovate and Prosper. Each of these themes include a subset of core vision ideas, and are accompanied by measurable action items. The themes and core vision ideas most directly related to historic preservation include celebrating local history, supporting a sense of place, and preserving established neighborhood character. Several other ideas are more indirectly related ~~of~~ historic preservation such as those related to tourism, and supporting the concepts of traditional neighborhoods featuring a mix of uses within relative close

*jp*

proximity to each other. The final Imagine Corvallis 2040 document is expected to be adopted by the end of 2016.

### Incentives and Benefits

#### Oregon's Special Assessment of Historic Property Program

Oregon's Special Assessment of Historic Property Program is a financial incentive that was established in 1975 and was the nation's first state-level historic preservation tax incentive. The program specially assesses a property's assessed value for 10 years. It is most effective when the program is in place prior to a substantial rehabilitation of a property. There are a list of program requirements including listing on the National Register of Historic Places as an individually listed or contributing property in a historic district; the property must be listed within two years of being certified to be eligible; a preservation plan must be prepared that outlines substantial rehabilitation work the building will undergo in the 10-year period; an application fee based on the assessed value of the property; 10% of the total real market value of the property must be invested in rehabilitation within the first five years of the program; SHPO or local government approval; and the installation of an Oregon SHPO plaque.

*that the property be listed in*  
*if the property is not previously listed in the National Register, it*

#### Oregon Heritage Grant Program

The Oregon Heritage Grant Program is administered by the Oregon Heritage Commission. This grant provides matching monies to non-profit organizations, federally recognized tribal governments and local governments for projects that conserve, develop or interpret Oregon's heritage. Currently, there is \$200,000 available per biennium for the grant.

*for the program.*

*must be paid*  
*must be installed.*

#### Preserving Oregon Grant

The State Historic Preservation Office (SHPO) offers matching grants for rehabilitation work that supports the preservation of historic resources listed in the National Register of Historic Places or for significant work contributing toward identifying, preserving and/or interpreting archaeological sites. Currently, \$250,000 per biennium is available, and grant funds may be awarded for amounts up to \$20,000.

*The plan must have*  
*and will be administered by local government through design review.*

#### Diamonds in the Rough Grant

The Diamonds in the Rough Grant is part of the Preserving Oregon Grant and is meant for projects that are to restore or reconstruct the facades of buildings that have been heavily altered over the years. The purpose is to return these facades to their historic appearance and to potentially qualify them for historic register designation (local or national). Grants may be awarded up to \$20,000.

#### Certified Local Government Grant Program

The Certified Local Government (CLG) Grant Program offers matching grants to cities and counties that have been "certified" as historic preservation partners with both the state and the

→ *actually the SHPO administrators  
- this program on behalf of the  
the NPS*

federal governments. These grants can be used for a wide range of preservation projects, including National Register nominations, historic resource surveys, preservation education, preservation code development, building restoration, and preservation planning. Between roughly \$65,000 - \$200,000 is available per year, depending on federal allocation and state priorities. In recent years, the City of Corvallis has received grants ranging from \$13,000 to \$14,000 biennially.

#### Federal Historic Rehabilitation Tax Credit Program

*The property  
must be listed  
in the National Register*

The 20% income tax credit is available for the rehabilitation of historic, income-producing buildings that are determined by the Secretary of the Interior, through the National Park Service, to be "certified historic structures". The SHPO office and the NPS review the rehabilitation work to ensure it complies with the Secretary Standards for Rehabilitation.

#### Downtown Corvallis Association Façade Improvement Loan Program

*working ?*

The Downtown Corvallis Association Façade Improvement Loan Program is offered by the Downtown Corvallis Association and aims to stimulate investment in the downtown area by producing visible changes on the facades of commercial buildings in downtown Corvallis. Business and property owners within the Corvallis downtown project area are eligible. The program provides up to 50% of the total cost of the project, not to exceed \$6,000 per project for exterior rehabilitation. Program funds are available for exterior projects only and cover things such as exterior painting, lighting, signage, weatherization and mounting new or replacing inadequate awnings.

#### Corvallis Historic Preservation Project Grant

In 2014, the City used \$5,000 of that year's CLG grant to offer support <sup>for</sup> small-scale repair and rehabilitation projects. These were matching grants in the range of \$500 to \$1,000. This was seen as a pilot project at the time and it is unknown if the City will provide funding for a similar program again.

*no remark whether*

#### Oregon Residential Energy Tax Credits

The Oregon Residential Energy Tax Credit Program provides a credit on income taxes for making a home more energy efficient and helping to preserve Oregon's environment. The state provides a list of energy efficient products/technologies that are available for a tax credit, including duct sealing, geothermal space heating/ground-source heat pumps, wood and pellet stoves, solar electric systems, and wind energy.

## Education and Advocacy

### Organizations and Partners in Preservation

**The Benton County Historical Society** is a non-profit corporation and leading cultural institution in the Willamette Valley. The Society operates museum facilities and preserves collections, provides a dynamic visitor experience and quality education programs, builds a diverse constituency through community partners, and operates with a well-developed infrastructure, supported by stable funding. Its mission is to: preserve the material and intellectual culture of Benton County, Oregon, by acquiring and caring for significant collections that illustrate and interpret the history of the area and its relationship to the world, and to enrich people's lives through exhibitions and educational programs.

**The Benton County Cultural Coalition** was established in 2004 by the Benton County of Commissioners. It strives to create an active cultural life throughout Benton County with high-quality cultural experiences, accessible to everyone. From 2005 to 2016, the BCCC has awarded over \$131,400 in grants to promote the arts, heritage and humanities in Benton County. Its mission is to distribute funds from the Oregon Cultural Trust to non-profit organization<sup>s</sup> (or individuals who partner with a fiscal non-profit sponsor) in Benton County, Oregon, thereby strengthening art, heritage and humanities programming; to increase donations to the Oregon Cultural Trust through public awareness of how the Trust operates and benefits the citizens of Benton County; and to increase the number of Benton County cultural non-profits registered with the Oregon Cultural Trust.

**The Oregon Archaeological Society**, a non-profit organization founded in 1951, stresses the importance of working with professional archaeologists in the advancement of knowledge and educating the public. General meetings featuring a speaker are held monthly from September through May. Hands-on training workshops on a variety of subjects, such as drawing for archaeology, lithics identification and animal bone identification, are held quarterly. The Society also offers a training program in basic archaeology and tours of archaeological sites and research facilities.

**The Oregon Cultural Trust**, founded in 2001 by the Oregon Legislature, is a cultural promotion and preservation organization. It is funded by the State of Oregon, corporate sponsors and private donations. A special series of vehicle license plate also helps fund the trust. The Trust's mission is to lead Oregon in cultivating, growing and valuing culture as an integral part of communities. They do this by inspiring Oregonians to invest in a permanent fund that provides annual grants to cultural organizations. Since 2003, they have made over 1,000 grants to cultural organizations across the state, totaling \$16 million. They also provide extensive support to rural areas and hard-to-reach places with the help of more than 400 cultural coalition volunteers.

**The National Alliance of Preservation Commissions** was founded in 1983 in response to amendments to the National Historic Preservation Act of 1966. These amendments provided financial assistance to local governments that met requirements of the Certified Local Government program, including the establishment of a local preservation ordinance and

was the city partnered with them in the past? might provide an example of how their resources can be utilized

27

same question for every organization

commission. NAPC provides a forum for commissions to discuss mutual problems and to serve as a national voice representing the particular needs of commissions. NAPC provides technical support and manages an information network to help local commissions accomplish their preservation objectives. Programs include a biennial FORUM conference and Commission Assistance and Mentoring Program (CAMP®). NAPC also serves as an advocate at federal, state and local levels of government to promote policies and programs that support preservation commission efforts.

**Restore Oregon**, founded in 1977 as the Historic Preservation League of Oregon, serves as the statewide voice of preservation and reuse, addressing issues that threaten communities' historic fabric such as zoning, economic incentives or simple lack of awareness. Their goal is to bring forward issues in a way that advances solutions. They strive to promote livability, pedestrian scale, authenticity, distinctiveness, community connectedness, cultural roots, and the sustainability of adaptive reuse. Their efforts to save Oregon's Most Endangered Places are preserving historic structures and the group's Preservation Roundtable engages hundreds of people annually, including developers, planners, government agencies, and property owners to revitalize Oregon's historic Main Streets. Restore Oregon is now also tackling insufficient economic incentives that often lead to the loss of historic buildings. *not clear*

**Oregon State University Libraries Special Collections & Archives Research Center (SCARC)** is home to the university's unique collections of manuscripts, archives, photographs and books. As part of the University's land grant mission, SCARC makes these resources available to the OSU community, Oregonians, and the larger community of scholars and independent researchers. As the repository for and steward of the Libraries' rare and unique materials, they build distinctive and unique collections in the areas of natural resources, the history of science, university history, and Oregon's multicultural communities. These collections encompass manuscripts, archives, rare books, oral histories, photographs, ephemera, audio/visual materials, electronic and *born digital* records.

**Oregon Main Street** is a Main Street America Coordinating Program. Oregon Main Street works with communities to develop comprehensive, incremental revitalization strategies based on a community's unique assets, character and heritage. Services are based on the successful Main Street Approach developed by the National Trust for Historic Preservation for Historic Preservation Main Street Center and include *training* and technical assistance. The goal is to build high quality, livable, and sustainable communities that will grow Oregon's economy while maintaining a sense of place. Oregon Main Street provides assistance to all communities no matter where they are in the process. Currently, there are 78 communities participating in one of the levels of the Oregon Main Street network.

- Performing Main Street is for those communities who were previously certified National Main Street cities and those communities with advanced downtown programs following the Main Street Approach®. Application rounds are held as resources permit.
- Transforming Downtown is for communities who are committed to downtown revitalization using the Main Street Approach® but need technical assistance to take

them to the next level. Application rounds are held as resources permit.

- Exploring Downtown is for those communities who demonstrate an interest in revitalizing their downtowns and want to learn more about the Main Street Approach®. Interested communities may join at anytime by submitting an Exploring Downtown level application.
- Affiliate level is for communities who want an opportunity to learn more about the Main Street Approach® to downtown revitalization by receiving an invitation to attend workshops and conferences sponsored by Oregon Main Street. Interested communities may join at anytime by submitting an Affiliate level application.

### Downtown Corvallis Association

The Downtown Corvallis Association (DCA) is local Main Street program for Corvallis. Its mission is to improve and promote the economic, aesthetic and cultural vitality of Downtown Corvallis as a regional center. It also supports downtown businesses through public advocacy, political involvement, and community events. It operates as a non-profit supported by voluntary participation through a local Economic Improvement District (EID) and its members. The DCA also operates a revolving zero-interest loan for interior and exterior alterations available to member businesses.

### Preservation Works

PreservationWorks is a local advocacy and educational non-profit focused on raising public awareness and appreciation of local history. These activities include hosting speakers, supporting historic inventory work, co-sponsoring Historic Preservation Month events, and conducting historical trolley tours around Corvallis. They will also weigh in on local historic preservation-related activities and cases from time-to-time.

### Heritage Tourism

The City of Corvallis has an established an online Historic Walking Tour that visits 30 historic sites in and around the downtown area. The website for the walking tour provides a map to all 30 sites, as well as names, addresses, and information for all the historic sites covered on the tour.

- ⑪ <sup>Eleven</sup> other walking tours have also been created with generous assistance from community members. Copies of these tours can be found on the Visit Corvallis website, or picked up at the Visit Corvallis and City Planning Division offices.

The Corvallis Benton County Heritage Trees program focuses on the forest in Willamette Valley, which is home to many ancient Oregon white oak, Madrone and Big leaf maple trees. Many trees were also planted by early settlers near their home sites, and the OSU campus also has an

Title?

John

impressive collection of trees. This Corvallis Benton County Heritage Tree Program was developed in order to honor these exceptional trees. The Program has a nine-member panel that meets annually to select trees chosen by the community to honor with Heritage Tree Status. Trees must meet specimen, historic, landmark, and collection criteria in order to be honored. The program is voluntary and has no regulatory component.

Visit Corvallis is a destination marketing organization/visitors bureau for the City of Corvallis and promotes restaurants, hotels and things to do around Corvallis, including the historic sites and cultural resources of Corvallis.

## **Relationship to State Plans and Policies**

### **Oregon Historic Preservation Plan**

*word?*  
The statewide 2011-2016 Oregon Historic Preservation Plan is an analysis of the status of protecting historic sites throughout the state. The compilation of results regarding thoughts about historic site protection from around the state that were collected in 2010 by the SHPO were formed into a 5-year plan, which resulted in this statewide Preservation Plan. The Plan provides a framework for coordinating goals and activities of preservationists statewide, and to see how the goals of individual communities fit into the statewide plan. Ten key issues emerged from the statewide meetings in 2010, which were transformed into ten statewide preservation goals including creating new partnerships, expanding opportunities for collaboration throughout the state, expanding the inventory and designation of Oregon's historic resources and increasing the number of high-quality preservation projects statewide.

### **Oregon Heritage Plan**

The Oregon Heritage Plan was written in 2012 by the Oregon Heritage Commission and included a series of steps to strengthen Oregon's heritage organizations in order to improve the vitality of heritage organizations and the state's cultural heritage resources from 2014-2019. The goals were divided into four categories of Collections, Economic Development/Tourism, Education, and Communications, and included goals such as promote importance and significance of collections, strengthen the role that heritage plays within Oregon Tourism, and to create a plan for communicating with legislators and other public officials about heritage successes and issues.

### **Oregon Statewide Planning Goals and Guidelines**

*preface w/ 5 pillars that have*  
Since 1973, Oregon has maintained a strong statewide program for land use planning, which is based upon a set of 19 Statewide Planning Goals. While historic preservation is related to many of these goals, Goal 1 is especially important. Goal 1 focuses on citizen involvement and is aimed at developing a citizen involvement program that insures the opportunity for citizens to be involved in all phases of the planning process.

### **Oregon Department of Transportation Historic Resources Documentation**

The ODOT historic resources documentation policy ensures regulatory compliance with state and federal legislation. The ODOT Historic Resources program focuses on balancing the needs

of the state transportation system with the protection and documentation of significant historic resources. ODOT Historic Resources Specialists work with project teams, consultants and other interested stakeholders to develop projects that identify, evaluate and respect historic resources within a project's Area of Potential Effect (APE), which includes buildings, districts, objects, sites and structures. These resources are then evaluated to determine if they meet the National Register of Historic Places Criteria.

## Preservation Plan Outline

This outline provides the general framework for the development of a Historic Preservation Plan for the City of Corvallis, which will focus on creating a plan that will not only identify current program strengths and opportunities, but will outline ways in which preservation can be more closely integrated with other community planning initiatives. The key goals, policies and actions that are the focus of the plan will support the community's vision for historic preservation moving forward.

Following a brief executive summary, the preservation plan will follow a format that covers Administration, Identification, Management Tools, Incentives and Benefits, and Education and Advocacy as the key components to evaluate the current status, and the future goals moving forward. These components can be seen below in multiple parts of the proposed outline for the Corvallis Historic Preservation Plan.

- I. **Executive Summary**
  - a. What is Historic Preservation
  - b. Overall Goals, Policies, and Actions
  - c. Goals and Policies for Program Components
  
- II. **Introduction**
  - a. Purpose and Use of the Preservation Plan
  - b. Plan Chapters
  - c. Historic Preservation and Sustainability
    - i. Cultural
    - ii. Environmental
    - iii. Economic
  - d. The Benefits of Historic Preservation
  - e. A Vision for Historic Preservation
  
- III. **Preservation Overview**
  - a. Establishment of Corvallis, OR
    - i. Willamette Valley
      1. The Kalapuya and Klickitat people
      2. Oregon Trail and the early European settlers
    - ii. Growth of Corvallis
      1. Steamboat Era
      2. Western Oregon Railway Company
      3. The Panic of 1893
    - iii. Corvallis as a Commercial and Education Center
      1. Oregon State University
      2. Oregon Telephone and Telegraph Company
      3. Westinghouse light
      4. Corvallis Water Company

*3 are there from the comp. plan, or are they specific to this plan?*

- b. Corvallis Preservation Program
  - i. Established in 1982
  - ii. Certified Local Government
  - iii. Historic Properties and Districts
  - iv. Corvallis Register of Historic Landmarks and Districts
  - v. Historic Preservation Advisory Board

#### **IV. Program Assessment (this incorporates Profile Report and identifies issues)**

- a. Introduction
  - i. Key Components
    - 1. Administration
    - 2. Identification
    - 3. Management Tools
    - 4. Incentives and Benefits
    - 5. Education and Advocacy
- b. Administration
  - i. Historic Resources Commission
  - ii. City Staff
  - iii. Administration Issues
- c. Identification
  - i. Historic Themes
  - ii. Types of Historic Resources
    - 1. Building Styles
    - 2. Individually Designated Structures
    - 3. Districts
  - iii. Identification Issues
- d. Management Tools
  - i. Ordinances and Codes
    - 1. Ordinance 82-100
    - 2. Land Development Code Section 2.9
    - 3. Land Development Code Section 3.34
    - 4. Building Code
  - ii. Comprehensive Plan
  - iii. 2020 Vision Statement
  - iv. Review Process
  - v. Demolition-Related Tools
  - vi. Management Tools Issues
- e. Incentives and Benefits
  - i. Federal Historic Rehabilitation Tax Credit Program
  - ii. Statewide Tax and Grant Programs
    - 1. Oregon's Special Assessment of Historic Property Program
    - 2. Oregon Heritage Grant Program
    - 3. Preserving Oregon Grant

- a. Diamonds in the Rough Grant
- 4. Oregon Residential Energy Tax Credits
- iii. Local Incentives
  - 1. City of Corvallis Historic Preservation Project Grant
  - 2. Downtown Corvallis Association Façade Improvement Loan Program
- iv. Incentives and Benefits Issues
- f. Education and Advocacy
  - i. State and Federal Partner Organizations
    - 1. Oregon Archaeological Society
    - 2. Oregon Cultural Trust
    - 3. National Alliance of Preservation Commission
  - ii. County Outreach and Partner Organizations
    - 1. Benton County Historical Society
    - 2. Benton County Cultural Coalition
  - iii. City Outreach and Partner Organizations
    - 1. Historic Walking Tour
    - 2. Corvallis Benton County Heritage Tree Program
  - iv. Education and Advocacy Issues

**V. Relationship to State Plans and Policies**

- a. Oregon Historic Preservation Plan
- b. Oregon Statewide Planning Goals and Guidelines
- c. Oregon Dept. of Transportation Historian

**VI. Preservation Goals, Policies and Actions**

- a. Introduction
- b. Overall Goals, Policies and Actions
- c. Administrative Goals, Policies and Actions
- d. Identification Goals, Policies and Actions
- e. Management Tools Goals, Policies and Actions
- f. Incentives and Benefits Goals, Policies and Actions
- g. Education and Advocacy Goals, Policies and Actions

*are these new goals that will be established specifically for this plan?*

**VII. Implementation Plan**

- a. Introduction
- b. Phasing Criteria
- c. Tools
- d. Funding
- e. Roles
- f. Timeline

*are these going to deal down to specific projects and programs?*