



MINUTES

Coburg Heritage Committee Hybrid Meeting In-Person and via Zoom July 13th, 2022 – 6:00 P.M 91136 North Willamette St.

COMMITTEE MEMBERS PRESENT: Marissa Doyle, Chair; Michelle Shattuck, Vice Chair; Stephan Sheehan, Shannon Sardell

STAFF PRESENT: Megan Winner

1. Call the Meeting to Order

Chair Doyle called the meeting of the Heritage Committee to order at 6:06 p.m.

2. Roll Call

Ms. Winner called roll. A quorum was present.

3. Minutes for Approval | June 8th, 2022

MOTION: Ms. Sardell moved, seconded by Vice Chair Shattuck, to approve the June 8th, 2022, Heritage Committee meeting minutes as presented. The motion passed unanimously – 4:0.

4. Special guest | Julie Whalen, Willamette Window Restoration

Ms. Winner introduce Ms. Whalen.

Ms. Whalen relayed her background in historic preservation with Oregon Parks. Established in 2017, her company employed four full-time staff and two part-time employees. They were working on the Shelton-McMurphey house, the First Presbyterian Church, and several National Historic Register homes. The company handled replacements, repairs and maintenance, storm windows and weather stripping, and consultations.

Ms. Whalen stated that there was a movement to preserve wood windows, with over 600 experts nationwide. She pointed out that a majority were women.

Ms. Winner wondered what Ms. Whalen might display at the Antique and Vintage Fair. Ms. Whalen responded that she intended to create a model of a double-hung sash with a storm window and weather stripping. Ms. Sardell suggested a putty demonstration. Ms. Whalen concurred.

Ms. Whalen suggested that people could bring in photos for assessment; she recommended that

the Committee advertise the service.

Chair Doyle mentioned explaining the benefits of wood windows. Ms. Sardell said handouts could be pulled from preservation websites. Ms. Whalen assured the Committee that she had documentation to share.

Vice-Chair Shattuck inquired whether cracked windows could be repaired at home. Ms. Whalen said yes, she had talked people through the process via telephone. Mr. Sheehan wondered how efficient wood windows were. Ms. Whalen replied that they were designed for use with storm windows and that when paired, they were comparable to vinyl windows. Ms. Sardell shared that Energy Star ratings were biased. Chair Doyle recommended that Ms. Whalen could provide information on maintenance. Ms. Whalen agreed.

MOTION: Chair Doyle moved, seconded by Vice Chair Shattuck, to contract Ms. Whalen to staff a booth at the Antique and Vintage Fair as a CLG project. The motion passed unanimously – 4:0.

5. COMMITTEE BUSINESS

- SR 01-22 & CUP 01-22 Willamette Forks Application Review | Recommendation to Planning Commission (Pollard House)

Ms. Winner stated that this was the first application brought to the Heritage Committee for review. She noted that other cities used guidelines, but as Coburg did not have any in place, the discussion would be informal. The Committee would then vote on whether to recommend approval of the application to the Planning Committee. She remarked that Mr. Sheehan should recuse himself from the vote, as it was his application.

Mr. Sheehan presented his blueprints, pointing out that the exterior would remain unchanged except for hood fans on the back side, a deck, and an ADA-approved ramp. A secondary building in the form of a barn would house the brewery (listed as the 'Cider House' in the blueprints).

Ms. Sardell inquired about the Committee's role. Ms. Winner clarified that the Heritage Committee would review the application and decide whether to recommend approval to the Planning Committee. As there were no existing design standards, it would be an informal process.

Ms. Sardell expressed discomfort with making recommendations on plans in progress. Mr. Sheehan asserted that no further changes would be made to the historic resource.

Chair Doyle inquired about fire suppression. Mr. Sheehan explained that the building would have fire walls and that the distillery kettles were low-rated.

Ms. Sardell expressed concern about the areas where the ramp and decking would touch the historic fabric and requested that, if possible, measures be taken to preserve the siding.

Vice-Chair Shattuck asked what color the building would be. Mr. Sheehan said it wasn't decided yet, but a copper roof with an iron ore hue was being considered.

Chair Doyle asked if there would be any demolition to the front of the building. Mr. Sheehan said no, the only changes being made to the front were the installation of fans.

Discussion of the barn and chestnut tree ensued. Ms. Sardell interjected that the barn should be secondary and set back from the main elevation. Mr. Sheehan pointed out that there was no room to do so. Chair Doyle concurred that the barn should be secondary and recommended a plain facade.

Ms. Sardell requested that a second review be conducted by the Committee if the application changed. Chair Doyle requested that the blueprints be dated.

MOTION: Vice Chair Shattuck moved, seconded by Ms. Sardell, to recommend approval of the proposed application as presented on July 13th, 2022. The motion passed – 3:0:1. Mr. Sheehan abstained as he had recused himself as he’s the applicant.

- CLG Grant Eligible Projects

Ms. Winner updated the Committee, stating that she was in communication with the Lane County Historic Museum (LCHM) to book a speaker, but that none were available until autumn. She suggested the Committee contract with LCHM immediately to reserve a speaker when one became available.

Chair Doyle noted the need for design guidelines and said she was waiting on a response from Ted Corbin. She requested that ‘design guidelines’ remain on the agenda. Ms. Winner concurred.

- Art Contest 2023
Shelved

- Quarterly report to City Council

Ms. Sardell said that she had usually given the report but wouldn’t be available in August. The decision was made to revisit the topic at a later date.

The Committee agreed to an August recess, with the group to reconvene on September 14th, 2022.

6. Future Meetings | Dates to Remember

- Next Heritage Committee Meeting: September 14th, 2022

7. Adjournment

Chair Doyle adjourned the meeting at 7:02 p.m.

(Minutes recorded by Angela Kern)

APPROVED by Heritage Committee on this _____ day of _____, 2022.

Marissa Doyle, Chair

ATTEST:

Sammy L. Egbert, City Recorder

DRAFT