



Oregon
Theodore R. Kubongoski, Governor

Department of Land Conservation and Development
635 Capitol Street, Suite 150
Salem, OR 97301-2540
(503) 373-0050
Fax (503) 378-5518
www.lcd.state.or.us



NOTICE OF ADOPTED AMENDMENT

04/14/2014

TO: Subscribers to Notice of Adopted Plan
or Land Use Regulation Amendments

FROM: Plan Amendment Program Specialist

SUBJECT: City of Cottage Grove Plan Amendment
DLCD File Number 001-14

The Department of Land Conservation and Development (DLCD) received the attached notice of adoption. Due to the size of amended material submitted, a complete copy has not been attached. A Copy of the adopted plan amendment is available for review at the DLCD office in Salem and the local government office.

Appeal Procedures*

DLCD ACKNOWLEDGMENT or DEADLINE TO APPEAL: Thursday, April 24, 2014

This amendment was submitted to DLCD for review prior to adoption pursuant to ORS 197.830(2)(b) only persons who participated in the local government proceedings leading to adoption of the amendment are eligible to appeal this decision to the Land Use Board of Appeals (LUBA).

If you wish to appeal, you must file a notice of intent to appeal with the Land Use Board of Appeals (LUBA) no later than 21 days from the date the decision was mailed to you by the local government. If you have questions, check with the local government to determine the appeal deadline. Copies of the notice of intent to appeal must be served upon the local government and others who received written notice of the final decision from the local government. The notice of intent to appeal must be served and filed in the form and manner prescribed by LUBA, (OAR Chapter 661, Division 10). Please call LUBA at 503-373-1265, if you have questions about appeal procedures.

*NOTE: The Acknowledgment or Appeal Deadline is based upon the date the decision was mailed by local government. A decision may have been mailed to you on a different date than it was mailed to DLCD. As a result, your appeal deadline may be earlier than the above date specified. NO LUBA Notification to the jurisdiction of an appeal by the deadline, this Plan Amendment is acknowledged.

Cc: Amanda Ferguson, City of Cottage Grove
Gordon Howard, DLCD Urban Planning Specialist
Ed Moore, DLCD Regional Representative
Amanda Punton, DLCD Natural Resources Specialist

<paa> YA



NOTICE OF ADOPTED CHANGE TO A COMPREHENSIVE PLAN OR LAND USE REGULATION

FOR DLCD USE 001-14
File No: 7 201 (20162)
Received: [17830]

Local governments are required to send notice of an adopted change to a comprehensive plan or land use regulation **no more than 20 days after the adoption.** (See [OAR 660-018-0040](#)). The rules require that the notice include a completed copy of this form. **This notice form is not for submittal of a completed periodic review task or a plan amendment reviewed in the manner of periodic review.** Use [Form 4](#) for an adopted urban growth boundary including over 50 acres by a city with a population greater than 2,500 within the UGB or an urban growth boundary amendment over 100 acres adopted by a metropolitan service district. Use [Form 5](#) for an adopted urban reserve designation, or amendment to add over 50 acres, by a city with a population greater than 2,500 within the UGB. Use [Form 6](#) with submittal of an adopted periodic review task.

Jurisdiction: City of Cottage Grove

Local file no.: **CPA 1-14**

Date of adoption: 03-24-14

Date sent: 4/3/2014

Was Notice of a Proposed Change (Form 1) submitted to DLCD?

Yes: Date (use the date of last revision if a revised Form 1 was submitted): 01-02-14

No

Is the adopted change different from what was described in the Notice of Proposed Change? Yes No

If yes, describe how the adoption differs from the proposal:

No change

Local contact (name and title): Amanda Ferguson

Phone: 541-942-3340

E-mail: planner@cottagegrove.org

Street address: 400 Main Street

City: Cottage Grove

Zip: 97424-

PLEASE COMPLETE ALL OF THE FOLLOWING SECTIONS THAT APPLY

For a change to comprehensive plan text:

Identify the sections of the plan that were added or amended and which statewide planning goals those sections implement, if any:

Repealed the Historic Sites and Structures element of the Comprehensive Plan and adopted the Historic Preservation Element in Exhibit A attached and a refinement plan to the Historic Preservation Element of the Comprehensive Plan.

For a change to a comprehensive plan map:

Identify the former and new map designations and the area affected:

- Change from _____ to _____ acres. A goal exception was required for this change.
- Change from _____ to _____ acres. A goal exception was required for this change.
- Change from _____ to _____ acres. A goal exception was required for this change.
- Change from _____ to _____ acres. A goal exception was required for this change.

Location of affected property (T, R, Sec., TL and address):

The subject property is entirely within an urban growth boundary

The subject property is partially within an urban growth boundary

If the comprehensive plan map change is a UGB amendment including less than 50 acres and/or by a city with a population less than 2,500 in the urban area, indicate the number of acres of the former rural plan designation, by type, included in the boundary.

Exclusive Farm Use – Acres:	Non-resource – Acres:
Forest – Acres:	Marginal Lands – Acres:
Rural Residential – Acres:	Natural Resource/Coastal/Open Space – Acres:
Rural Commercial or Industrial – Acres:	Other: – Acres:

If the comprehensive plan map change is an urban reserve amendment including less than 50 acres, or establishment or amendment of an urban reserve by a city with a population less than 2,500 in the urban area, indicate the number of acres, by plan designation, included in the boundary.

Exclusive Farm Use – Acres:	Non-resource – Acres:
Forest – Acres:	Marginal Lands – Acres:
Rural Residential – Acres:	Natural Resource/Coastal/Open Space – Acres:
Rural Commercial or Industrial – Acres:	Other: – Acres:

For a change to the text of an ordinance or code:

Identify the sections of the ordinance or code that were added or amended by title and number:

For a change to a zoning map:

Identify the former and new base zone designations and the area affected:

Change from	to	Acres:
Change from	to	Acres:
Change from	to	Acres:
Change from	to	Acres:

Identify additions to or removal from an overlay zone designation and the area affected:

Overlay zone designation:	Acres added:	Acres removed:
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Location of affected property (T, R, Sec., TL and address):

List affected state or federal agencies, local governments and special districts:

Identify supplemental information that is included because it may be useful to inform DLCD or members of the public of the effect of the actual change that has been submitted with this Notice of Adopted Change, if any. If the submittal, including supplementary materials, exceeds 100 pages, include a summary of the amendment briefly describing its purpose and requirements.

Ordinance No. 3041

AN ORDINANCE AMENDING COTTAGE GROVE COMPREHENSIVE PLAN,
ADOPTING HISTORIC PRESERVATION ELEMENT

THE CITY OF COTTAGE GROVE ORDAINS AS FOLLOWS:

Section 1. Purpose. The purpose of this ordinance is to amend the Comprehensive Plan for Cottage Grove by repealing the Historic Sites and Structures element and replace it with a new Historic Preservation element as shown in Exhibit "A."

Section 2. Procedural Compliance. This amendment is in compliance with Title 14 Development Code of the Municipal code of the City of Cottage Grove and is based upon the City Council determination, after a Planning Commission public hearing and recommendation, that the adoption of this plan is a proper implementation of Statewide Planning Goal 5 Natural Resources, Scenic and Historic Areas, OAR 660-015 and the City Comprehensive Land Use Plan and, therefore, is in the public interest and serves the health, safety, and welfare of the citizens of the City of Cottage Grove.

Section 3. Amendment. The Cottage Grove Comprehensive Plan is hereby amended as follows:


1. Repeal the Historic Sites and Structures element of the Comprehensive Plan, and
2. Adopt the Historic Preservation element in Exhibit A attached hereto and by reference made a part thereof.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 24TH DAY OF MARCH, 2014.


Thomas C. Munroe, Mayor

Dated: March 24, 2014

ATTEST


Richard Meyers, City Manager

Dated: March 24, 2014

EXHIBIT A
ORDINANCE NO. 3041

Historic Preservation Element

Historic Preservation seeks to preserve, conserve and protect buildings, objects, landscapes or other artifacts of historical significance. Through the preservation of our cultural heritage, we create visual diversity in the built landscape, support economic development, and provide a link to our past cultural values. Our historic preservation efforts have allowed the Cottage Grove community to emerge as a cultural heritage tourism destination and are an integral part of maintaining the health of Cottage Grove.

Historic homes and businesses constitute a large percentage of the buildings of Cottage Grove, and form the foundation of the City's identity. A windshield survey conducted by the Community Development Department in 2009 identified over 50%, or approximately 1200 homes, as over 50 years old. The areas with the greatest concentration of historic resources with historic integrity are in the Downtown National Register Historic District, the Northwest Neighborhood and the housing area immediately to the southeast of the downtown historic district.

Cottage Grove boasts one of the most stylistically eclectic collections of historic buildings in the southern Willamette Valley. At present, Cottage Grove has one designated "historic district" and over 30 individual properties scattered throughout the community that are identified as "historic landmarks" through either local or National Register listing. Many other historic resources identified in windshield survey may be eligible for designation as "historic landmarks" at the local, state or national level.

The community of Cottage Grove supports a number of active, well-respected heritage organizations that are working to preserve Cottage Grove's heritage. Heritage organizations include:

- Historic Landmarks Commission
- Main Street Program
- Cottage Grove Genealogical Society
- Cottage Grove Historical Society
- Cottage Grove Museum
- Friends of Mt. David
- Cottage Grove Chamber of Commerce
- Partners in History
- Bohemia Foundation
- Economic and Business Improvement District
- Urban Forestry Committee

Together with the business owners and property owners of historic buildings, these groups comprise the City's "heritage partners."

The City of Cottage Grove became a Certified Local Government in 2008. The Historic Landmark Commission functions as the quasi-judicial review board for the Historic Preservation Overlay District, which includes resources designated on the local, state or National Register as historic landmarks. The City of Cottage Grove joined the Main Street Program in 2009, through a partnership formed by the Economic and Business Improvement District, the City of Cottage Grove and the Community Development Corporation. These efforts, combined with the work of our heritage partners in heritage education, conservation and preservation, garnered the City Heritage All-Star status in 2012.

Objectives:

The preservation, protection, perpetuation and use of landmarks, landmark sites and historic districts have public value because they are visible and tangible reminders of the history and heritage of the City, state and nation. The following objectives are intended to enhance existing policies and programs that protect the architectural, historic and archaeological resources for the present and future citizens of Cottage Grove:

1. Continue to promote the preservation of resources through survey and designation of historic resources at the local, state and national levels and the continued development of inventories, ordinances, and guidelines.
2. Continue to develop local programs and policies to protect and preserve the City's historic resources.
3. Support programs and incentives provided by local, state and national organizations to support the preservation and restoration of our historic built and natural environment.
4. Develop a long-range preservation plan with heritage partners focusing on the collective long range management of Cottage Grove's cultural heritage.
5. Preserve and enhance historic resources under the City's ownership as cultural assets for the benefit of future generations.
6. Promote local history and heritage tourism to create a "sense of place" in Cottage Grove.

Ordinance No. 3042

AN ORDINANCE AMENDING COTTAGE GROVE COMPREHENSIVE PLAN,
ADOPTING HISTORIC PRESERVATION REFINEMENT PLAN

THE CITY OF COTTAGE GROVE ORDAINS AS FOLLOWS:

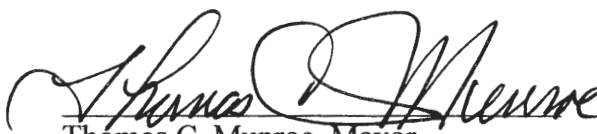
Section 1. Purpose. The purpose of this ordinance is to amend the Comprehensive Plan for Cottage Grove to incorporate the *Cottage Grove Historic Preservation Plan: Partnering to Preserve our Heritage* as shown in Exhibit "A" as a Refinement Plan to the Historic Preservation Element.

Section 2. Procedural Compliance. This amendment is in compliance with Title 14 Development Code of the Municipal code of the City of Cottage Grove and is based upon the City Council determination, after a Planning Commission public hearing and recommendation, that the adoption of this plan is a proper implementation of Statewide Planning Goal 5 Natural Resources, Scenic and Historic Areas, OAR 660-015 and the City Comprehensive Land Use Plan and, therefore, is in the public interest and serves the health, safety, and welfare of the citizens of the City of Cottage Grove.

Section 3. Amendment. The Cottage Grove Comprehensive Plan is hereby amended as follows:

Adopt the *Cottage Grove Historic Preservation Plan: Partnering to Preserve Our Heritage* as a refinement plan to the Historic Preservation Element of the Comprehensive Plan, as shown in Exhibit A attached hereto and by reference made apart thereof.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR THIS 24TH DAY OF MARCH, 2014.


Thomas C. Munroe, Mayor

Dated: March 24, 2014

ATTEST


Richard Meyers, City Manager

Dated: March 24, 2014

EXHIBIT A

Cottage Grove Historic Preservation Plan: Partnering to Preserve Our Heritage



The Intersection of 9th & Main Street, Cottage Grove, Oregon, c. 1920 (looking west from railroad crossing).
Courtesy of the Cottage Grove Historical Society.

January, 2014

***Cottage Grove Historic Preservation Plan:
Partnering to Preserve Our Heritage***

Planning Team

Stakeholder Committee

Marcia Allen, Cottage Grove Historical Society
Cathy Bellavitta, Friends of Mt. David
Joe Brazie, Partners in History
Marie Longfellow, Executive Director, Cottage Grove Museum
David McClean, Historic Landmarks Commission
Travis Palmer, Executive Director, Cottage Grove Area Chamber of Commerce
Mindy Roberts, President, Economic and Business Improvement District
Lexie Simpson, Coordinator, Main Street Cottage Grove
Joanne Skelton, President, Cottage Grove Genealogical Society
Lloyd Williams, Vice-President, Cottage Grove Historical Society

Historic Landmarks Commission

Lloyd Williams, Chair
David McClean, Vice-Chair
Marie Longfellow
Bob Zybach

City of Cottage Grove Staff

Amanda Ferguson, City Planner
Lys Opp-Beckman, Historic Preservation Intern

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Executive Summary

Cottage Grove Historic Preservation Plan: Partnering to Preserve Our Heritage focuses on the long-range management of Cottage Grove's cultural heritage, with the intent of organizing community-wide efforts to sustainably manage the historic character of Cottage Grove while promoting community, collaboration and economic stability. This plan was created in part through funding provided by the State Historic Preservation Office Certified Local Government Program.

The primary goal of the planning process was to coordinate efforts of the community's heritage partners in the preservation of the City's historic resources and cultural heritage, with primary focus on identifying how the City of Cottage Grove will work to foster and develop these efforts.

This plan was developed with the assistance of an advisory committee comprised of ten stakeholder organizations. The stakeholder organizations include:

- City of Cottage Grove
- Cottage Grove Area Chamber of Commerce
- Bohemia Foundation
- Economic and Business Improvement District
- Cottage Grove Genealogical Society
- Cottage Grove Historical Society
- Cottage Grove Museum
- Historic Landmarks Commission
- Friends of Mt. David
- Main Street Cottage Grove

This plan identifies issues facing historic resources and the preservation of local history throughout Cottage Grove and proposes ideas for preserving the City's history, historic character, structures and landscapes for future generations. This plan includes:

- Community-wide goals
- Strategy and action items
- Implementation timelines

Community-wide goals were developed with the assistance of the Advisory Committee and refined through a city-wide stakeholder survey and individual surveys with historic building owners. These goals are focused on what the City and Historic Landmarks Commission could do to further historic preservation in Cottage Grove, and it reflect a desire between the City and its stakeholder organizations to work together as heritage partners to strengthen Cottage Grove's historic preservation program.

The community's goals for historic preservation include:

Goal 1: Promote inter-organizational collaboration

Develop a long range strategy to keep the key heritage partners working together to promote inter-organizational collaboration. Form strong partnerships across organizations to foster historic preservation.

Goal 2: Improve historic review process

Improve the City's and HLC's relationship with historic building property owners by improving the application and review process and revising historic preservation code and design guidelines.

Goal 3: Develop local inventory

Develop a robust local inventory of historic resources.

Goal 4: Preserve publically-owned historic resources

Invest in preservation and restoration of publically-owned historic resources for the benefit of future generations.

Goal 5: Promote local history & heritage tourism

Promote heritage tourism and knowledge of local history to create a "sense of place."

Goal 6: Provide economic incentives

Develop economic incentive programs to assist commercial and residential property owners in building restoration.

Implementation strategies are offered for each of the above goals. Many of these implementation strategies are focused on the City of Cottage Grove and its provision of services. However, it is the City's intent through the implementation of this plan to support its heritage partners in the pursuit of their aligned goals.

This plan is intended as an implementing plan for the City's Comprehensive Plan Element on Historic Sites and Structures. The recommendations included herein should be reviewed and reevaluated every 5 years by the advisory committee members to ensure that the community's goals remain aligned.

Chapter 1- Introduction

Historic Preservation Plan Purpose

The purpose of the *Cottage Grove Historic Preservation Plan: Partnering to Preserve Our Heritage* is to sustainably manage the historic character of Cottage Grove while promoting community, collaboration and economic stability. The primary goal of the plan is to coordinate efforts of the community's heritage partners in the preservation of the City's historic resources and cultural heritage, with primary focus on how the City of Cottage Grove will work to foster and develop these efforts.

Why Historic Preservation Is Important to Cottage Grove

Historic preservation is an integral part of maintaining a healthy community. It creates visual diversity in a built landscape, promotes recycling on a large scale, functions as an important economic tool and provides a link to our past cultural values.



Hart Building, Cottage Grove Oregon, 2012.



Hart Building, Cottage Grove, Oregon, 1939 (Cottage Grove Historical Society).

Cottage Grove boasts one of the most stylistically eclectic collections of historic buildings in the southern Willamette Valley. The residents of Cottage Grove have maintained the historic homes and businesses built by their pioneer forefathers. Despite pressures from urban renewal and big box construction, this allegiance to the past has allowed the community to remain a cultural and scenic destination.

According to the U.S. Environmental Protection Agency, the construction of an average 3,000 square foot building produces 13,684 pounds of waste in Oregon.¹ Hence, the reuse of historic buildings is the ultimate form of recycling. The embodied energy in the building as well as the superior quality of old materials used make adaptive re-use and preservation of these buildings the obvious choice.

Cultural and heritage tourism represent a growing and sustainable market. 78% of U.S. leisure travelers participate in heritage activities while traveling. In 2012, *Preservation*

Nation found that on average participants in heritage tourism spend \$300 more per trip than other U.S. travelers. The Oregon Department of Transportation, *Sunset* magazine and others have featured the City of Cottage Grove as spectacular site for a vacation, noting the covered bridges and great local restaurants. The historic character and heritage captured in our historic structures is a major draw for tourists to Cottage Grove.

Heritage Partners

The community of Cottage Grove boasts a number of active, well-respected heritage organizations that are working to preserve Cottage Grove's heritage. These groups include the Cottage Grove Area Chamber of Commerce, EBID, Cottage Grove Genealogical Society, Cottage Grove Historical Society, Cottage Grove Museum, Historic Landmarks Commission, Friends of Mt. David, Partners in History and Main Street Cottage Grove. Together with the business owners and property owners of historic buildings, these groups comprise the City's "heritage partners." (See Appendix I for further information on these organizations' missions, projects and long range goals.)

Prior to the development of this plan, interaction and coordination between these groups was project-driven and sporadic, although many volunteers overlap organizations. The Partners in History program, a joint public education program at the Cottage Grove Library, combined the efforts of the Cottage Grove Historical Society and the Cottage Grove Museum to create displays on local history.

Chapter 2 – Historic Resources in Cottage Grove

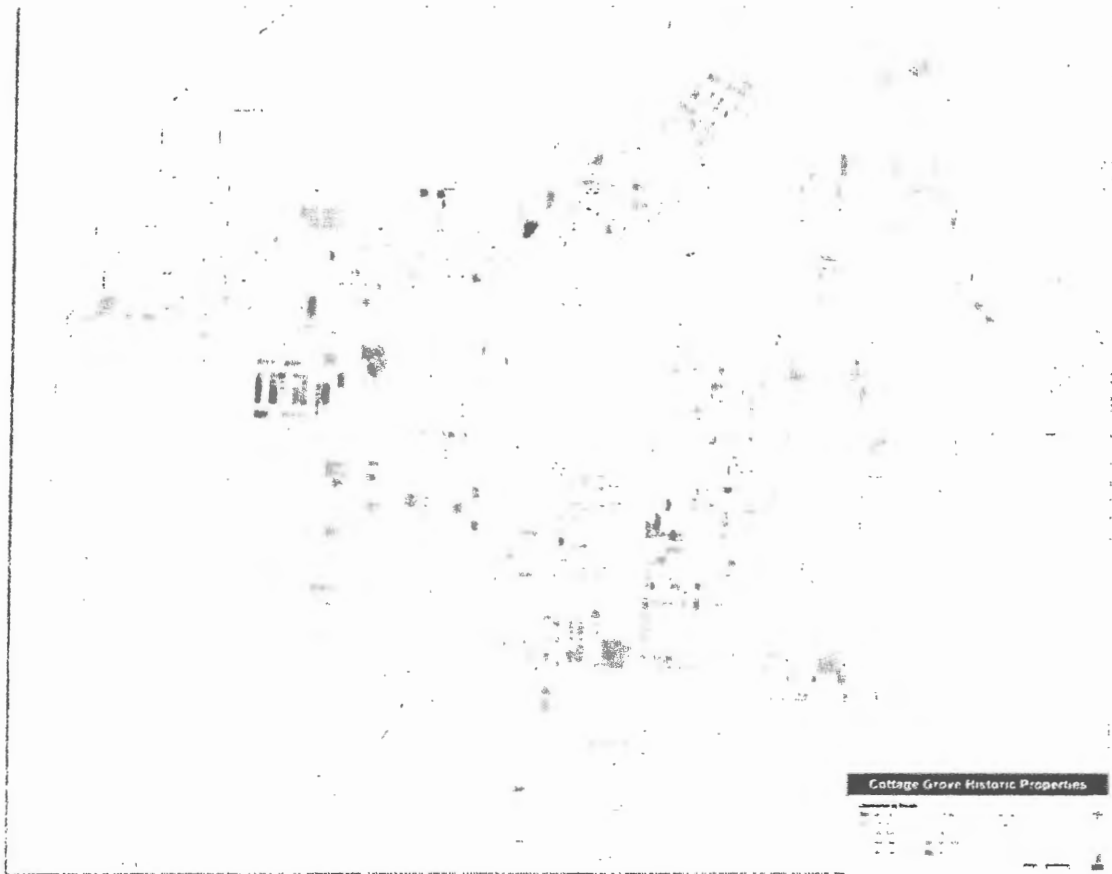
Historic Resources in Cottage Grove

Based on the standards for National Register Listing eligibility, a historic resource is any building, site or structure that is at least 50 years old.

Historic homes and businesses constitute a large percentage of the buildings of Cottage Grove, and form the foundation of the City's identity. A windshield survey conducted by the Community Development Department in 2009 identified approximately 1,200 historic resources in the City. Over 50% of the housing stock in Cottage Grove is over 50 years old, although many of these homes have retained little historic integrity. High concentrations of historic buildings are located in the Northwest neighborhood and the Downtown areas. The areas of highest integrity are in the Downtown Historic District, the Northwest neighborhood and the housing area immediately to the southeast of the downtown historic district.



Main Street, Cottage Grove, Oregon, 1939 (Cottage Grove Historical Society).



2009 Windshield Survey of Historic Resources in Cottage Grove.

The resources identified in this survey may be eligible for designation as a “historic landmark” at the local, state or national level. At present, Cottage Grove has one designated “historic district” and over 30 individual properties scattered throughout the community that are identified as “historic landmarks” through either local or National Register listing.

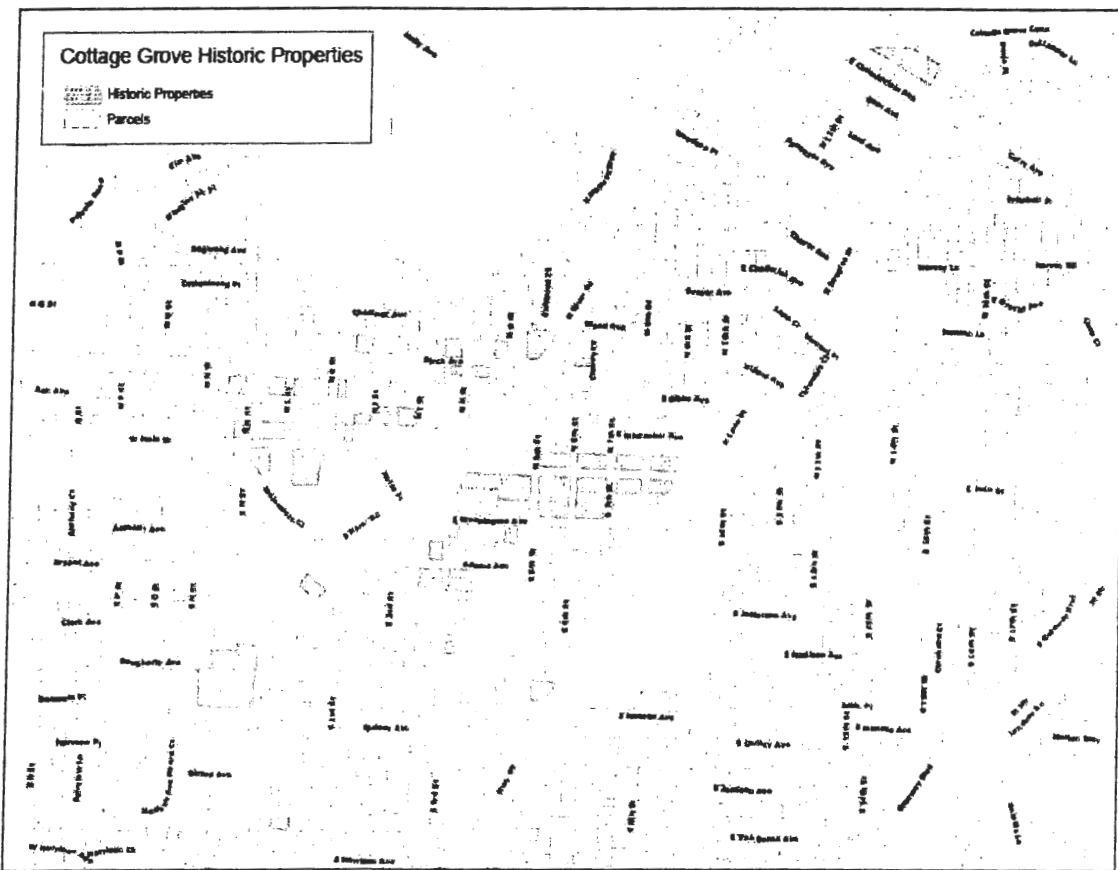
Historic Landmarks

The Cottage Grove Development Code includes a Historic Preservation Overlay District (Chapter 2.6.300). The Historic Preservation Overlay District is intended to protect and encourage the continued use of historic resources. This overlay district implements the Historic Sites and Structures element of the Comprehensive Plan. It includes criteria and procedures for Historic Landmark designation, development standards for new construction within historic districts or next to historic landmarks, restrictions on demolition of historic buildings, and standards for alterations or additions to historic landmarks.

“Historic landmarks” are defined as a “historic resource that has been designated under the procedures described in this chapter and is therefore subject to its rules and regulations.” Historic Landmarks may include neighborhoods, buildings, a portion of a building, sites, trees, statues, signs, or other objects or spaces that the City or the Keeper of the National

Register of Historic Places has designated or listed for their special historic, cultural, archaeological or architectural merit. Any property listed on the National Register of Historic Places individually or in a district is immediately designated as a historic landmark under this chapter. Additionally, properties may be designated at a local level by the Historic Landmarks Commission as historic landmarks without having to apply to the National Register for designation.

All properties designated as historic landmarks are shown as being part of the HP Historic Preservation Overlay District on the Cottage Grove Zoning Map.



Properties with Historic Preservation Overlay in Cottage Grove.

Most individually designated properties in Cottage Grove are residential in nature, although a few historic structures such as the Catholic Church (currently used as the Cottage Grove Museum), the Cottage Grove Armory and the Chambers Covered Railroad Bridge are individually listed on the National Register.

Downtown Cottage Grove Historic District

Downtown Cottage Grove was listed on the National Register of Historic Places in 1992. The Downtown National Register Historic District is also designated as a historic district at the local level, which means that local Historic Preservation standards in the Cottage Grove Development Code apply to all structures in the Downtown Cottage Grove National Register Historic District.

The map below shows the boundary of the Downtown National Register Historic District.



Downtown Historic District National Register boundary.

The Cottage Grove Downtown Commercial Historic District is the downtown core of the City and contains 51 resources located on eight half-blocks and two full blocks along E. Main Street between the Coast Fork Willamette River and Hwy 99. Most of the buildings face each other on either side of Main. It is the only section of town where masonry predominates and properties lack any setbacks. Buildings are almost entirely of brick, tile and concrete block, and rise a full two stories. The district's primary period of significance is 1880-1918, with a secondary period during 1919-1941.

The Downtown Historic District remains the city's central core. City Hall is located at its western terminus. Several of the City's heritage partners have offices or museum space along Main Street, and the Cottage Grove Armory is located within the district at the intersection of Washington and 7th Street.

Chapter 3 – Existing Plans & Policies

The City of Cottage Grove has been active in aspects of historic preservation for several decades. In order to provide a platform for growth of the preservation program, an analysis of existing plans and policies was performed. The following chapter reviews the most influential and current of these documents. Each overview is followed by a brief analysis of the plan/program effectiveness and future needs. An analysis of existing and potential funding sources is found in Chapter 7.

2037 Vision and Action Plan

The action plan was developed in 2008 by a 13-person steering committee. The committee members represented a wide range of stakeholders within the City of Cottage Grove. These included the City of Cottage Grove, South Lane School District, Cottage Grove Community Hospital, Friends of Mt. David and the Emerald Peoples Utility District. This plan is a vision of Cottage Grove for 2037, marking the 150th birthday of the City. Input for this plan came from 350 City of Cottage Grove residents.

Strategy 8 of this plan targets the Historic Downtown District. The listed leads for this project are the City of Cottage Grove, the Chamber of Commerce and the Economic Business Improvement District (EBID). The goals of Strategy 8 are to expand downtown housing, infill vacant lots, create historic downtown business incentives and build a central parking garage.



Vision and Action Plan logo, 2008.

Comments: The 2037 Vision & Action Plan does not mention or support historic preservation goals in spite of the fact the plan relies heavily on the downtown district's historic character. Further assessment of section 8.2, downtown infill strategy, and section 8.5, the addition of a central parking garage, are recommended.

2005 Cottage Grove Downtown Revitalization and Refinement Plan

This plan was developed in 2005 by the City of Cottage Grove, CH2M Hill and Alta Planning + Design through a Transportation and Growth Management (TGM) grant provided by the Oregon Department of Transportation (ODOT) and the Oregon Department of Land Conservation and Development (DLCD). The plan focused on two adjacent areas of the City: the Main Street/State Highway 99/10th Street/Oregon Central & Pacific Railroad intersection area and the downtown segment of Main Street. The goal of the project "is to improve the function, safety, and aesthetics of both areas, with an emphasis on pedestrian movement and bicycle travel and preserving the historic character of downtown."

Comments: This document deals with the way people access the downtown. This is a critical part of bringing people back into downtown. The plan is narrower than the vision plan but is well conceived and integrated with the downtown area's needs.

The City partnered with the Economic & Business Improvement District (EBID) to fund this plan. EBID was instrumental in its development, and implemented many of the smaller scale design recommendations over the years following the plan's adoption as a Refinement Plan to the City's Transportation System Plan. These included adding street furniture, a few bicycle-shaped bicycle racks, way-finding signage, and the development of the All-America Square as a City Park/venue. In 2012, the Community Development Corporation (CDC) received a grant from Pacific Power & Light and Kimwood Corporation to install an arch over the 800 block of Main Street welcoming visitors to the Downtown Historic District. This arch was a recommendation made in the Downtown Revitalization & Refinement Plan.

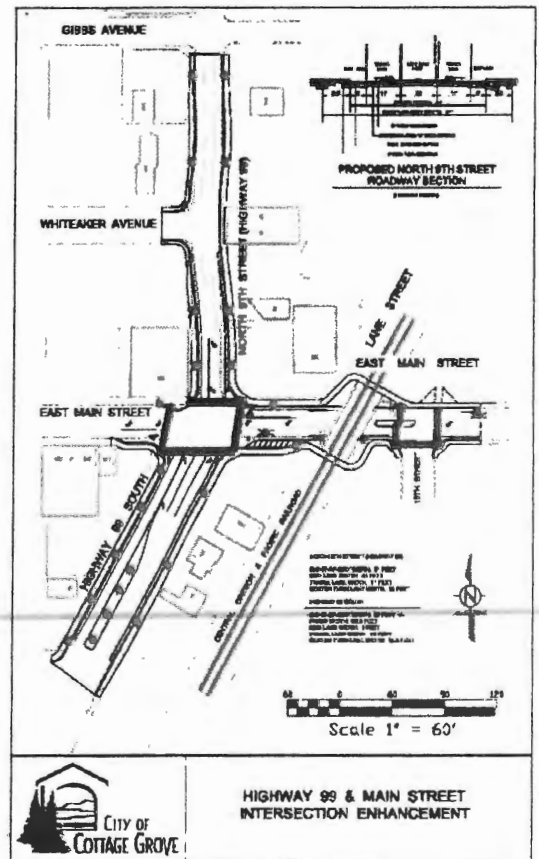
Intersection Area Enhancement Project:
In 2009, the City of Cottage Grove applied for and successfully received Transportation Enhancement Fund grant monies to complete the largest recommendation in the Downtown Revitalization Plan, the Hwy 99/Main Street/10th Street/railroad intersection area enhancement project. Using this funding, ODOT reconstructed the intersection area per the recommendations of the Downtown Revitalization & Refinement Plan in the summer/fall of 2013.

The objectives of the intersection area enhancement plan were to:

- Improve the convenience and safety of alternative modes of transportation within the project area.
- Enhance the through movement function of the state highway, by improving functionality, safety, linkage and appearance of the intersection and by reducing conflict points.



A vision of Main Street, Revitalization Plan, 2005.



Hwy 99 & Main Street Intersection redesign, summer/fall 2013.

- Encourage economic revitalization of historic district by improving access to Main Street from adjacent parks/bikeways, and by improving appearance of Gateway to historic district.
- Upgrade utilities within intersection area, including installing new traffic lights to current code, replacing aging water, sewer and stormwater lines to meet current/future capacity, removing excess railroad lines, and upgrading sidewalk system to be compliant with ADA.

Although mostly a transportation enhancement project, the work will have a great impact upon access to and attractiveness of the Downtown Historic District. The long-term success of the project remains to be evaluated; however, the completion of this intersection enhancement means that a large portion of the recommendations of the Downtown Revitalization & Refinement Plan have been successfully implemented.

2014 Main Street Refinement Plan

In 2013, the City was awarded a Transportation Growth Management (TGM) grant to hire a consultant to assist in the development of a Cottage Grove Main Street Refinement Plan, Phase II in Cottage Grove's progress towards revitalization of its historic downtown commercial district. This TGM project will focus upon the streetscape and infrastructure of Main Street and its adjacent cross streets between Hwy 99 and N. River Road. The plan is scheduled for completion in summer 2014.

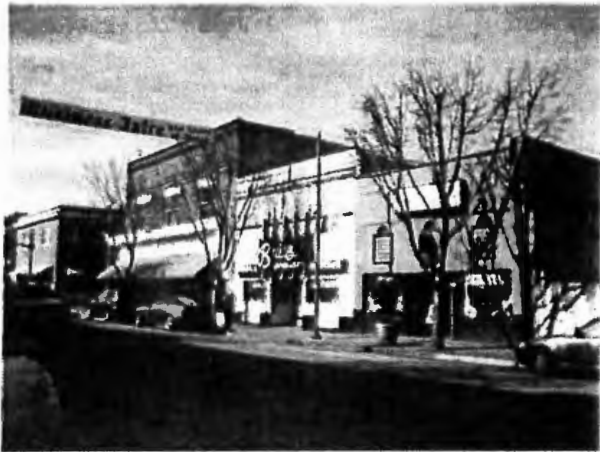
Comments: It is clear that Phase I did not go far enough in its planning for Main Street and the surrounding commercial core. The streetscape of Cottage Grove's commercial heart remains inaccessible to many users, particularly those with mobility impairments, and lacks a cohesive design that enhances, rather than detracts from, the historic and current economic importance of the district to the future of Cottage Grove.

The Main Street Refinement Plan project purpose is to enhance the economic vitality of downtown, create a multi-modal, accessible streetscape, and integrate the concepts and support of the Main Street Program into a "Complete Street" redesign for the historic commercial core of Cottage Grove. The Main Street Refinement Plan will be adopted as a component plan to Cottage Grove's Transportation System Plan and will be used to apply for funding to redevelop five blocks of the Main Street and one block of each of the adjacent perpendicular streets within the next five years.

Cottage Grove Development Code

Combined Districts – Historic Preservation Overlay District – 14.2.6

Chapter 2.6.3.00–2.6.390



7th and Main Street looking west, Historic District, 2012.

This chapter of the Cottage Grove Development Code is designed to protect and encourage the continued use of the historic resources of Cottage Grove. It outlines “criteria and procedures for Historic Landmark designation, development standards for new construction within historic districts or next to historic landmarks, restrictions on demolition of historic buildings, and standards for alterations or additions to historic landmarks.”

Comments: The City has one designated Historic District, which contains 24 contributing and 20 non-

contributing historic resources listed on the National Register of Historic Places (NRHP). Based on their listing on the National Register, these resources are also protected as Local Historic Landmarks. An additional 35 historic resources, located primarily in the Northwest Neighborhood and in the interior neighborhoods around downtown, are listed as Local Historic Landmarks (three of these are on the National Register as well). All of these buildings are subject to the code section listed above. The Development Code is dense and not easy to access. It also has no visual examples of process or desired results. The demolition section of this code has recently been rewritten and now provides a mechanism to prevent demolitions in some cases.

Downtown Historic District Design Guidelines

The Downtown Historic District Design Guidelines were adopted by the City of Cottage Grove in January 2008. These Guidelines are based on the Secretary of Interior’s Standards for treatment of historic buildings. The Guidelines give property and business owners in the historic district suggestions and guidance for restoring, rehabilitating and maintaining their historic properties. It is the intent of the Guidelines to enrich the understanding of our historic buildings, encourage respectful rehabilitation, and aid in the understanding of the resource’s role in the history and development of the City. The Guidelines are merely advisory, not rigid or inflexible.

Comments: This document is extremely readable. However, implementation of the concepts may be challenging for persons not involved in the field of preservation or architectural history. The resources section could be expanded and reworked. This document combined with training workshops will be a vital resource for downtown’s inhabitants.

Historic Landmarks Commission

The Historic Landmarks Commission (HLC) is a quasi-judicial review body appointed by the City Council and given responsibility for the approval of applications for Type III Historic



Filmer Park (vacant lot), Downtown, 7th and Main looking north, 2012.

Alteration, Demolition and new construction in the Historic District. It is also empowered by the City Council to guide historic preservation efforts by staff on behalf of the community. In addition, the commission reviews applications for new local landmark designations and National Register nominations.

Comments: This organization has the capacity to uphold the aesthetic standards of historic downtown. If desired results in the area are not up to standards, it falls on the commission's shoulders. Through the implementation of sensitive

design review, the HLC can make the adaptation of historic buildings seem more approachable.

The Landmarks Commission is also in the position to make a larger contribution to historic preservation in Cottage Grove. It could direct staff on the use of bi-annual Certified Local Government Program grant funding, and use this program to direct resources to needs identified through public discussion and debate. The Landmarks Commission could also become the leading force behind the implementation of this plan, by providing leadership for a robust heritage partnership between the City and the non-profit heritage organizations in Cottage Grove.

Certified Local Government Program

The Certified Local Government (CLG) program is designed to promote historic preservation at the local level. It is a federal program through the National Park Service that is administered by the Oregon State Historic Preservation Office (SHPO). Local governments strengthen their local historic preservation efforts by achieving CLG status. NPS and SHPO provide valuable technical assistance and small matching grants to participating CLGs that are endeavoring to keep for future generations what is significant from their community's past. In turn, NPS and the state gain the benefit of local government partnership in the national historic preservation program.

Local governments must meet certain qualifications to become "certified" and thereby qualify to receive matching grants from SHPO. The City of Cottage Grove became a

Certified Local Government in January 2009. Requirements for eligibility included enforcement of a local Historic Preservation ordinance, establishment of a Historic Landmarks Commission, maintenance of a system for the survey and inventory of historic resources and providing for public participation in the historic preservation program, including the process of recommending properties to the National Register.

Comments: The City of Cottage Grove has benefited immensely from the CLG program. Bi-annual grants have been used to create a matching grant program for façade restoration along Main Street. This program has been picked up by the City Council as a general fund program in 2013. Additional CLG funds were used to help restore the Vealy House, provide for technical expertise to evaluate failing masonry on the Cottage Grove Hotel, and fund Clatsop Community College staff to provide window restoration training to local contractors at the Cottage Grove Armory.

Future CLG grant projects should be evaluated through the framework of this plan, and projects should be prioritized by the Historic Landmarks Commission based on the needs of the heritage community as identified in annual partnership meetings.

Heritage All-Star Designation

In 2013, the City of Cottage Grove was awarded the Heritage All-Star Community designation by the Oregon Heritage Commission. This new award was created to help communities make the most of their historic resources. By doing so, communities safeguard important elements of the past, advance both “quality of life” and economic objectives, and enhance their unique character. Under this overarching purpose, the program has three primary goals:



1. Educate communities about the full spectrum of cultural heritage activities available to them, including the following:
 - a. Preservation of historic buildings and sites;
 - b. Artifact curation and interpretation;
 - c. Retention of written records, documents and photographs for research and archival purposes;
 - d. Collection of oral histories, business and institutional histories, family histories and genealogical records;
 - e. Public education activities that promote heritage to a broad range of constituents.
2. Encourage communities to expand and strengthen their participation in as many of the cultural heritage activities as possible and to coordinate those activities.
3. Recognize, through a “certification” process, the communities that reach an exemplary level of participation.

To be considered for Oregon Heritage All-Star Community designation, a community must meet at least 15 of the 20 criteria.

Comments: The City of Cottage Grove was awarded All-Star status in January 2013. The success of the application relied upon the strength and vibrancy of the City's heritage partners. The primary benefit of designation, apart from recognition in state publications and websites, is the potential for focused training and assistance from SHPO for the City and its heritage partners. The City should arrange for annual training for heritage organizations in areas such as non-profit board management, curatorial skills, disaster preparedness and so on.

Main Street Program

The City of Cottage Grove and the EBID partnered to participate in the "Transforming Downtown" level of the Oregon Main Street program in 2010. Oregon Main Street is statewide commercial district revitalization program administered through the State Historic Preservation Program, Oregon Recreation & Parks Department. This program, in partnership with the National Trust Main Street Center, was created to assist communities in achieving viable commercial districts.

In the summer and fall of 2013, four committees of business owners and active citizens were formed following the Main Street Four Point Approach – Promotions, Design, Organization and Economic Restructuring. These committees will form annual work plans for each area of focus that will together move Main Street into the position of primary player in the revitalization of Downtown.

Comments: The Main Street Approach is a powerful tool for economic revitalization and historic preservation with the right resources behind it. The City should do all it can to see this program grow and prosper in the future. EBID funding may have to be replaced or supplemented with additional funding from either the City or another source. A sustainable funding plan should be developed. The Main Street Program should take advantage of SHPO's support and training opportunities to jumpstart rigorous committee involvement.

Chapter 4 – Process and Methodology

This plan was developed through an interactive process between the public, the City Community Development Department and stakeholder organizations.

Preservation Plan Process:

1) Initiate project.

- Form Advisory Committee.
- Hold first Advisory Committee meeting to finalize public involvement plan.
- Create summary of existing applicable plans, codes and processes related to historic preservation.
- Create summary of existing identified historic resources.

2) Perform Needs Assessment.

- Create and email/mail survey to historic property owners and stakeholders to determine which existing codes and historic processes work well and which do not, and what programs are desired.
- Hold public meetings with Landmarks Commission and other stakeholders to receive input and feedback about existing codes and historic processes.
- Develop and present report on survey results to Advisory Committee.
- Solicit feedback from stakeholders on current and long-range planning needs of their organizations.

3) Draft Preservation Plan.

- Develop short-range and long-range recommendations to meet identified needs.
- Incorporate comments from Advisory Committee and stakeholders into draft Preservation Plan.
- Present draft of recommendations to Historic Landmarks Commission, Advisory Committee members and SHPO.
- Hold public meeting for stakeholders to review draft.
- Hold public meetings to review draft. Make draft plan available on website.

4) Adopt final Preservation Plan.

- Incorporate all comments into final draft plan for review and approval by Advisory Committee.
- Notify DLCDC and SHPO of proposed adoption of Preservation Plan as a Refinement Plan of the Cottage Grove Comprehensive Plan.
- Hold public hearings on adoption of final draft plan before Historic Landmarks Commission, Planning Commission and City Council.
- Adopt Preservation Plan as refinement plan to City of Cottage Grove Comprehensive Plan.

Public Outreach

In February 2012 an initial outreach effort was made to stakeholder organizations in the Downtown Historic District. A draft plan was then crafted addressing the needs of the downtown area as a launch point for the 20 year plan. See Appendix IV.

The organizations contacted for oral interviews were the:

- Cottage Grove City Planning
- Economic & Business Improvement District
- Community Development Corporation
- Main Street
- Historic Landmarks Commission

Heritage Partner Involvement in Plan Process

In August 2012 the Advisory Committee was assembled of the “Heritage Partners” within Cottage Grove. This committee was comprised of eight organizations that will guide this document through adoption:

Cottage Grove Area Chamber of Commerce

The Chamber has been integral in the distribution of the public outreach surveys. A member of the Chamber attended advisory committee meetings through the adoption process.

Economic and Business Improvement District

A representative attended advisory committee meetings, assisted in user testing and helped craft the surveys.

Cottage Grove Genealogical Society

A member attended advisory committee meetings and guided the plans development.

Cottage Grove Historical Society

A member attended advisory committee meeting and guided the plans development. In addition they offered assistance with the distribution of the surveys as well as providing a history of the town.

Cottage Grove Museum

A member attended advisory committee meetings and guided the plans development.

Landmarks Commission

A member attended advisory committee meetings and guided the plans development. City Community Development Department staff also presented the plan to the four person commission at a public meeting.

Friends of Mt. David

A member attended advisory committee meetings and ensured that their membership participated actively in the survey and plan review.

Main Street Cottage Grove

The Main Street Coordinator became active in the process in 2013 and helped gather feedback on the draft plan through committee members.

Organization Meetings

In order to raise the project profile, outreach was done at various organization and club meetings around town.

August 13th, 2012, Landmarks Commission Meeting
September 5th, 2012, Cottage Grove Miners
September 12th, Genealogical Society
October 3rd, 2012, Historical Society
May 1, 2013, Historical Society
August 7, 2013, Historical Society
December 3, 2013, Cottage Grove Museum
December 4, 2013, Genealogical Society

Advisory Committee Meetings

Meetings were held with the Advisory Committee as a whole to develop initial goals and objectives for the Preservation Plan.

Advisory Committee meetings were open to the public and held at City Hall.

August 7, 2012, 5:30pm
October 9, 2012, 5:30pm
October 15, 2013, 4:00pm
November 12, 2013, 4:30pm

Surveys

The Committee also assisted Community Development Department staff in the creation of a written survey and an oral survey. The written survey was distributed via mail, email and websites to stakeholders and citizens at-large. The oral survey was given by Community Development Department staff to 22 business owners and property owners in the Downtown Historic District. Details of public outreach are found in Appendix IV.

Written Survey

As part of our initial public involvement plan, city staff designed a public survey using Survey Monkey, titled "Historic Preservation: Building a Plan." (See Appendix IV.) Recipients were asked for their thoughts on the benefits of historic preservation, as well as

the critical issues and needs facing our city, in order to assist the Historic Preservation Advisory Committee in crafting appropriate goals and strategies for historic preservation in Cottage Grove for the next 20 years.

This survey had 26 questions and took approximately 10 minutes to complete. It was made available on-line at www.cottagegrove.org as well as sent in the mail to identified stakeholders and owners and residents of historic homes and buildings.

The survey used the following definitions to help define the term “historic preservation”:

In the simplest terms, historic preservation is about deciding what’s important, figuring out how to protect it, and passing along an appreciation for what was saved to the next generation.

In formal terms, historic preservation is defined as the process of identifying, protecting, and enhancing buildings, places, and objects of historical and cultural significance. This process embraces many phases, including the survey and evaluation of historical, architectural, and cultural resources in an area; the development of planning and legal measures to protect these resources; the identification of public and private funding sources applicable to preservation projects; the design for the restoration, rehabilitation, and/or adaptive use of historic structures; and the ongoing maintenance of these resources.

Historic places/properties are buildings, structures, districts, sites or objects that have significance in American history, architecture, engineering, archaeology or culture at the national, state, or local level.

The “Historic Preservation: Building a Plan” survey was available online for five weeks. Data and comments received during this period will be used to help define goals, objectives and strategies for the Cottage Grove Preservation Plan. Approximately 15% of the written surveys were returned. Survey results are discussed in the next chapter and in Appendix IV.

Oral Survey of Business Owners

A second, more narrowly focused set of questions was developed for local business owners within the Downtown Cottage Grove Historic District. Seventeen respondents filled out this survey either orally or in writing. This survey was focused on the business owners’ understanding of and familiarity with existing historic preservation regulations and potential educational needs. Appendix IV includes a list of interviewed businesses and their responses.

Questions for Stakeholder Groups

Part of the intent of this planning process was to identify current needs and issues of each of the stakeholder groups, as well as their long-range plans and hopes, so that a community plan could be created that could facilitate communication and cooperation between the groups and the City.

City Planner Amanda Ferguson attended board meetings for the Cottage Grove Historical Society, Cottage Grove Museum, Cottage Grove Genealogical Society and EBID, and solicited written comments from Main Street and Friends of Mt. David, using the following questionnaire:

- How would you define your organization?
- What are your organization's long-range goals?
- Where would you like to be in 5 years? 10 years?
 - Physically:
 - Office space
 - Museum space
 - Culturally:
 - Position in community
 - Position in industry/field of specialty
 - Volunteers
 - Paid staff
- What kind of projects would you like to undertake?
- Are you interested in grants? Types? Partners?
- How can the City partner with you to reach your goals?
- How can other community organizations partner with you to reach your goals?

The answers provided by each of the participating organizations are incorporated into Appendix I.

Drafting the Plan

Following the completion of the survey and the stakeholder interviews, the Committee met to review results and amend the goals and strategies accordingly. Staff then attended individual meetings with the board of directors of the main stakeholder groups, and solicited comments from each of the other groups, on their long-range planning issues. Staff then integrated the Committee's goals and strategies into a draft plan.

This draft plan was presented to the Advisory Committee on October 15, 2013, and again on November 12, 2013. A revised draft was presented to the Historic Landmarks Commission on December 16, 2013, for approval. Comments from these meetings were incorporated into the final draft, which was presented to the State Historic Preservation Office for review prior to adoption by the City Council. A public hearing on the draft plan was held before the Planning Commission on February 19, 2014, and before the City Council on _____. The final plan was adopted by the City Council on _____.

Chapter 5: Public Outreach and Identified Needs

Survey Results

There were some clear trends in the written survey that correlated with the results of the oral interviews. A clear majority of both sets of respondents felt that local government should support historic preservation efforts through financial mechanisms (matching grants, low interest loans, etc.) and through increased education (in preservation trades, building maintenance, do's and don'ts, energy efficiency and property history research). Training of property owners and contractors on building maintenance and repair ranked highly for both groups of respondents.

There was also a clear need for additional education on the local historic preservation program. Few people were fully informed as to the duties of the Historic Landmarks Commission or with local code or the Downtown Historic District's Design Guidelines.

Issues that property owners and the community might want further information or education on include the economic benefits of historic preservation and on preservation laws.

The favorite places in Cottage Grove included the Northwest Neighborhood, Downtown, the Chambers Bridge, the Armory, Dr. Pierce's Barn, local cemeteries, the Snapp House and Mt. David.

Approximately one third of respondents were affiliated with one or more historic-oriented organizations. These included the Historical Society, Genealogical Society, Friends of Mt. David, the Garden Club, the Bohemia Gold Mining Museum, Planning Commission, EBID, Art Walk and Cottage Grove Prospectors. More than half the respondents were 56 or older.

The additional comments to the written survey were extremely supportive of enhancing and expanding a comprehensive city-wide preservation philosophy. Tree conservation, impacts of commercial activities in residential neighborhoods and inappropriate rehabilitation were all raised as related issues that must be acknowledged as part of the whole picture.

WRITTEN SURVEY RESULTS

Areas of consensus:

70% or more of respondents agreed on the following:

- Preserving Cottage Grove's historic places provides a sense of place to our community.
- Local government should support historic preservation efforts.
- There is environmental value in re-using historic buildings rather than demolishing them.
- Well-maintained historic buildings contribute to higher real estate values.

Areas for improvement:

The following topics received less than 54% support, showing that further education needs to be focused on these issues:

- Understanding the role of the Historic Landmarks Commission in preserving Cottage Grove's historic landmarks.
- Historic preservation's correlation to job creation.
- Compatibility of historic preservation and economic development.
- Mechanisms to help private homeowners preserve their historic homes.

Best strategies/tools to address issues affecting historic places are:

- Availability of low-interest loans for rehabilitation
- Increased public education
- Better integration of agency, community and citizen efforts

Top three challenges/threats to historic places in Cottage Grove:

- Neglect or abandonment of older buildings
- Lack of financial incentives and economic tools
- Preservation perceived as taking away a person's property rights

My organization/community needs training in:

- Do's and don'ts for historic buildings
- Historic building maintenance & repair
- Historic preservation laws
- How to research a property's history

Oral Survey Results

Downtown business owners queried had clear consensus on historic preservation issues. They were clearly concerned about the financial reality of owning and operating historic buildings. Funding for maintenance and improvements were a big concern, as was the difficulty of getting loans and other assistance. Local and state requirements for restoration were identified as confusing and complicated, presenting barriers to many. The role of the Historic Landmarks Commission was identified as ill defined. Greatest needs were financial

resources, education in proper maintenance and restoration techniques, facilitation of the permit process and identifying good contractors to perform work.

Identified Needs & Issues of Stakeholders

The following summarize where there was cross-over in needs and long-range goals between the larger heritage stakeholders:

Space concerns

Each of the main heritage partners that maintain interpretive or research facilities face similar issues over the next five to ten years regarding space (or lack thereof). The Bohemia Foundation has raised the idea of creating a joint interpretive facility for the four main organizations: Cottage Grove Museum, Genealogical Society, Historical Society and Bohemia Mining Museum. This facility would be built as part of Phase V of the Bohemia Park development. Each organization, while excited to have a more accessible facility and to be able to jointly present the history of Cottage Grove with their partners, expressed concern that one building would not be large enough to address all four organizations' needs.

Main Street Cottage Grove will be looking for space for staff within the next five years. Additionally, the Historical Society and the Genealogical Society have identified needs for more meeting space, research space (with large tables to process documents), and curatorial supplies.

The City of Cottage Grove has begun strategic planning for the restoration of the Armory, which provides a unique opportunity to address mutual heritage partner needs. There is potential for a large, climate-controlled archival storage area to be included in the final layout of the Armory. The City has signed a Memorandum of Agreement with the Cottage Grove Historical Society to work cooperatively to restore the Armory, to the benefit of each. CGHS will act as the 501c(3) arm of the City for the purposes of grantwriting, and the City will include archival storage space for CGHS's collection of film and photographs. It is possible that this archival space may be developed to address the needs for climate-controlled storage of the City, CGHS, Genealogical Society and Museum. Other space in the Armory could be used by all the groups for office and meeting space. The Main Street Coordinator could operate the facility, and have permanent office space there.

Additional space concerns were expressed by those organizations operating out of historic buildings owned by the City but leased by the non-profits. Delayed maintenance and accessibility issues make these buildings difficult to manage and expansion is cost-prohibitive.

Long-range planning

Few of the organizations had addressed, in any concrete fashion, their long-range goals. Primary concerns are for current projects and short-term (2 year) financial stability. Organizational capacity is also a concern for all groups. All groups expressed concern over

the lack of youth involved in heritage education and preservation, and their needs to expand their membership. The need to expand membership correlates with their interest in involving youth in grantwriting, internships and volunteer events to extend their organizational capacities.

Expanding membership & reaching youth

The Museum, Genealogical Society and Historical Society share both a desire to reach the younger people of Cottage Grove with their message and the concern that failure to do so will cause the death of their organizations. The difficulty of interacting with the school district was brought up by each group. Needs for enhancing use of social media, web-based systems, digitization, and school-age curriculum were shared.

Chapter 6 – Goals, Strategies & Action Items

The following goals and strategies were developed by the Advisory Committee to address the broad range of historic preservation issues facing the community of Cottage Grove. These goals are focused on what the City and Historic Landmarks Commission should do to further historic preservation in Cottage Grove. They also take into account the numerous community-based heritage partners that currently exist. It is the intent of the City to take the lead where appropriate, but also to partner with those organizations in the community whose missions include heritage preservation.

The strategies recommended for each goal should be considered a starting point for accomplishing these goals. Community-based heritage partners are encouraged to develop additional strategies and goals to meet their identified needs.

Potential actions were identified for each strategy. These actions are examples of implementation tools for each strategy, divided into three “implementation” periods, short-range (1-2 years), medium-range (3-5 years) and long-range (6+ years). Those that are considered continuous or ongoing are marked as occurring in each time bracket. The Advisory Committee assisted in the identification of project partners and implementation start years for each action item under the strategies.

The following acronyms were used to identify project partners:

City	City of Cottage Grove Community Development Department
HLC	Historic Landmarks Commission
Main Street	Main Street Cottage Grove
CGHS	Cottage Grove Historical Society
CGGS	Cottage Grove Genealogical Society
Museum	Cottage Grove Museum
FOMD	Friends of Mt. David
PH	Partners in History
EBID	Economic & Business Improvement District
Chamber	Cottage Grove Area Chamber of Commerce
CDC	Community Development Corporation
BF	Bohemia Foundation
CFWWC	Coast Fork Willamette Watershed Council
SLSD	South Lane School District
BLM	Bureau of Land Management
USACE	US Army Corps of Engineers

GOALS, STRATEGIES & ACTIONS:

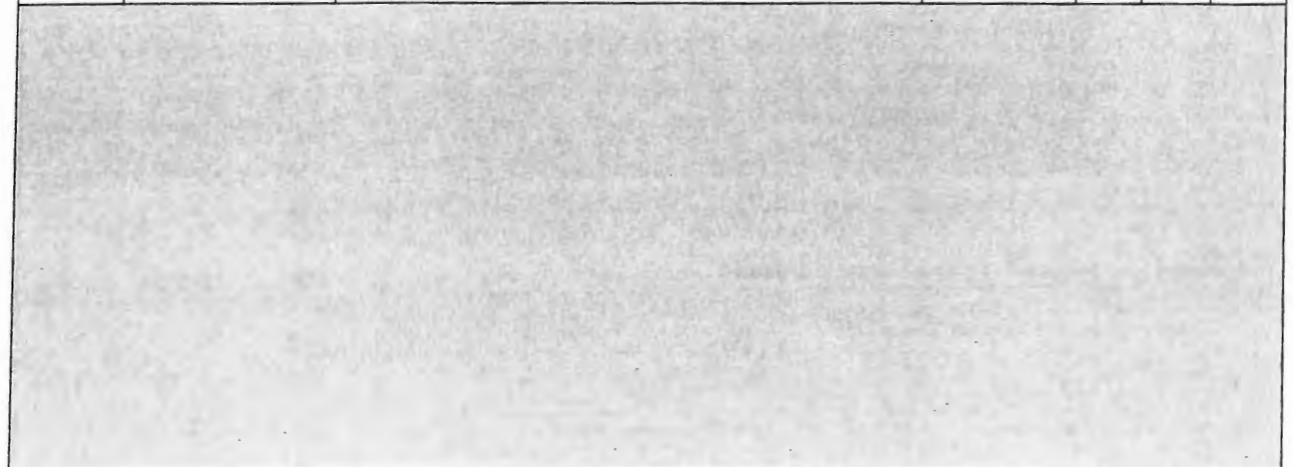
GOAL 1: Promote inter-organizational collaboration.						
Develop a long-range strategy to assist the key heritage partners working together to promote inter-organizational collaboration. Form strong partnerships across organizations to foster historic preservation.						
STRATEGY: Strengthen the role of the Historic Landmark Commission as a leader in historic preservation within the community						
Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Annual strategic planning	Perform annual strategic planning session with Historic Landmarks Commission and heritage partners.	City, HLC, Partners	X	X	X
2	HLC's work plan	Empower Historic Landmarks Commission to prioritize annual work plan for the City for historic preservation.	City, HLC		X	X
3	CLG Grants	Develop CLG grant requests through Historic Landmarks Commission and heritage partners to further city-wide goals for historic preservation.	City, HLC	X	X	X
STRATEGY: Develop and improve communication and cooperation between heritage partners.						
Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Quarterly meetings	Hold quarterly meetings with heritage partners and HLC to keep all groups informed of desired projects and plans for the year.	City, Partners		X	X
2	Inter-organization events	Sponsor and/or participate in inter-organizational events.	City, Main Street, Chamber, PH	X	X	X
3	Joint website	Develop a joint web presence. Explore potential for shared cataloging system.	City, CGHS, CGGS	X	X	X

STRATEGY: Integrate the Main Street program into the City's preservation program.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Main Street Refinement Plan	Integrate Main Street approach and participants into planning process for Main Street Refinement Plan. Seek funding to implement plan once adopted, maintaining close connection to Main Street Program.	City, Main Street, EBID, CDC	X		
2	"Performing" Main Street	Expand Main Street Program to "Performing" level to take full advantage of program.	City, Main Street			X

STRATEGY: Assist local museums and heritage organizations to remain viable and to expand offerings through coordinated grant writing and joint administration of grants.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Heritage Grants	Work together to administer grants fostering heritage related activities with an emphasis on those that promote tourism and partner development.	City, Partners	X	X	X
2	Heritage All-Star program	Use Heritage All-Star designation to access grantwriting and non-profit administration training for heritage partners.	City, SHPO	X		
3	Potential interns	Work with University of Oregon to foster internship program with heritage partners.	City, FOMD, Museum	X		



GOAL 2: Improve historic review process.

Improve the City's and HLC's relationship with historic building property owners by improving the application and review process and revising historic preservation code and design guidelines as needed.

STRATEGY: Improve design review process.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Leadership training for HLC	Provide Historic Landmarks Commission with leadership training, design review training and team-building exercises. Work with SHPO to identify needs of HLC and provide annual training locally or at annual CLG conferences.	City, HLC, SHPO	X		
2	CLG Conferences	Encourage Historic Landmarks Commissioners and local partners to attend CLG conferences to increase understanding of process.	City, HLC, Museum, CGHS, CGGS	X		

STRATEGY: Revise regulations to make more user-friendly.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Review regulations with Main Street Plan	Review regulations and design guidelines as part of Main Street Refinement Plan process and implement recommendations as soon as possible.	City	X		
2	Annual code review	Utilize Historic Landmarks Commission to perform annual review of code and application process, and implement recommendations for improvements as necessary.	City, HLC	X		

STRATEGY: Enforce City's Historic Preservation code to provide more protection for designated resources.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Enforce code	Enforce Historic Alteration permit and Sign permit requirements consistently throughout district.	City	X	X	X
2	Annual photo log	Maintain an annual photo log of historic resources, to verify existing conditions and foresee issues.	City	X	X	X

STRATEGY: Develop materials to hand out to local business owners and historic property owners that explain the Local Historic Preservation program.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Code hand-outs	Work with Main Street Program to develop code and city regulation related hand-outs.	City, Main Street	X		
2	Preservation Handbook	Update the Downtown Cottage Grove Historic Preservation Handbook.	City, HLC		X	

STRATEGY: Enhance understanding of building rehabilitation and preservation.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Energy conservation	Work with Energy Trust and Pacific Power to provide training in energy efficiency and rebate programs.	City		X	
2	building materials conservation resources	Provide education and resources for building material conservation, particularly masonry restoration and window repair.	City	X		
3	Clatsop Community College	Develop ongoing relationship with Clatsop Community College to provide annual training in building material conservation techniques.	City	X		
4	Local or regional training	Send City staff and other local tradesmen to training held locally or elsewhere in state to expand knowledge and abilities.	City		X	
5	Reading list at Library	Develop reading list and reading materials for the Cottage Grove Library on building materials conservation.	City, PH	X		
6	Training by MHP program	Work with University of Oregon Master of Historic Preservation program to teach restoration skills to local contractors and property owners.	City, Main Street		X	
7	List of contractors	Work with SHPO to develop and maintain a list of viable local contractors for historic restoration. Update list annually with examples of work and references.	City, SHPO	X		
8	Maintenance handouts	Create handouts for businesses in Historic District concerning appropriate maintenance methods, such as graffiti removal and re-pointing.	City, Main Street	X		

GOAL 3: Develop local inventory.

Develop a robust local inventory of historic resources.

STRATEGY: Review existing resource survey and develop a prioritized list of resources to be Local and/or National Register listed.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Key properties for listing	Work with Historic Landmarks Commission to identify key historic residential and commercial properties for local listing and communicate with property owners.	City, HLC	X		

STRATEGY: Assist with nomination of buildings onto National Register of Historic Places and/or local landmark list. Explore possible district or individual nominations for interested homeowners and neighborhoods.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Local or National listing	Assist as possible with the nomination of historic buildings to the National Register or local register.	City, CGHS, FOMD		X	
2	Northwest Neighborhood listing	Work with FOMD to continue efforts to develop either a neighborhood or multi-property listing for historic homes in the Northwest Neighborhood.	City, FOMD	X		
3	Other neighborhood listings	Explore other neighborhoods for possible district nomination.	City, HLC			X
4	Research intern	Work with University of Oregon Master of Historic Preservation program to provide research and writing assistance. Support an intern to work on historic building research.	City, FOMD	X	X	

STRATEGY: Develop incentives for homeowners to designate their property on the local inventory.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	More local listings	Explore programs that would benefit local property owners, particularly residential properties, to encourage local listing.	City, HLC		X	
2	Benefits of local listing	Develop educational materials for existing property owners and realtors on the benefits of designation.	City, HLC		X	

GOAL 4: Preserve publically-owned historic resources.

Invest in preservation and restoration of publically-owned historic resources for the benefit of future generations.

STRATEGY: Maintain and/or restore publically-owned historic resources.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Annual maintenance funding	Dedicate funds annually to the maintenance and/or restoration of publically-owned historic resources (including those leased to heritage partners).	City	X	X	X
2	State/fed funding	Pursue state/federal funding as necessary to restore publically-owned historic buildings.	City		X	
3	Armory	Restore Cottage Grove Armory as community center, history archive and non-profit office/meeting space.	City	X		
4	ADA upgrades	Upgrade publically-owned historic resources as sensitively as possible to comply with the Americans with Disability Act.	City		X	X
5	Parks improvements	Improve maintenance of landscaping and park areas around publically-owned historic resources.	City	X	X	X
6	Chambers Bridge	Maintain and promote Chambers Bridge as tourist destination and local resource.	City	X	X	X

STRATEGY: Preserve important cultural landscapes, including Mt. David, Row River Trail and riparian corridors.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Parks Plan	Take advantage of opportunities as they arise to implement the Water to Woods: Master Parks Plan recommendations regarding Mt. David and riparian landscapes.	City	X	X	X
2	Ridgeline Trail	Work with Friends of Mt. David to develop ridgeline trail on Mt. David.	City	X	X	X

3	Riparian education	Develop educational materials to assist riparian property owners in maintaining landscape.	City	X		
4	CFWWC	Work with the Coast Fork Willamette Watershed Council to continue to remove invasive species and to restore natural landscapes along our rivers.	City, CFWWC	X	X	X
5	Row River Trail	Work with Bikes to Blooms Partnership, Bureau of Land Management and US Army Corps of Engineers to enhance experience on the Row River Trail. Develop coordinated interpretive messaging for the Row River Trail.	City, BLM, USACE	X		

STRATEGY: Develop sites and/or programs to interpret and preserve pre-contact history.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Pre-contact history	Work with heritage partners to identify important pre-pioneer sites for protection, restoration and interpretation.	City, Museum, CGHS		X	

STRATEGY: Work closely to develop Bohemia Park as a resource for all partners.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Bohemia Park interpretive center	Work closely with Bohemia Foundation and local heritage organizations to develop best possible joint interpretive center at Bohemia Park.	City, BF, CGHS, CGGS, Museum			X
2	Bohemia Park events	Encourage Bohemia Foundation to develop working group of arts and heritage partners to plan and organize annual events calendar at park.	City, BF		X	
3	Bohemia Park amphitheater	Incorporate heritage groups in facility planning process for new amphitheater.	City, BF	X		

GOAL 5: Promote local history & heritage tourism.

Promote heritage tourism and knowledge of local history to create a “sense of place.”

STRATEGY: Develop a public outreach and education program with heritage partners.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Storefront displays	Cooperate with Main Street to locate heritage displays in vacant storefronts.	City, Main Street, PH	X		
2	NR signage	Investigate National Register signage for historic properties downtown and elsewhere in community.	City, Main Street, CGHS	X		
3	Interpretive signage	Highlight significant local buildings in local publications, websites, etc. Develop interpretive panels on significant local buildings and work with business owners to locate displays inside of businesses.	City, Chamber, CGHS, Main Street		X	
4	Interactive web tools	Explore interactive tools to enhance local knowledge and attract tourists (Cottage Grove app, audio tracks, video, etc.).	City, Chamber, Main Street		X	
5	Event sponsorship	Pursue combined heritage events with multiple sponsors whenever possible.	All	X	X	X

STRATEGY: Expand programming on local history at city facilities (library, Bohemia Park, Armory) and in schools.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Partners in History	Work with Partners in History to expand programming at library. Explore bringing this programming to other city buildings and elsewhere within Lane County.	City, PH	X		
2	Parks displays	Develop rotating interpretive displays for Trailhead Park, All-America Square and other City parks.	City, PH		X	
3	Passports to History	Assist heritage partners with Passports to History program.	City, Museum, CGHS, CGGS	X		

STRATEGY: Work with Main Street Program to develop recognition program for good historic preservation practices for businesses and property owners in the downtown area.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Local awards program	Develop recognition program for quality restoration & maintenance with Main Street.	City, Main Street	X	X	X

GOAL 6: Provide economic incentives.

Develop economic incentive programs to assist commercial and residential property owners in building restoration.

STRATEGY: Develop an annual locally funded historic building restoration grant program.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Historic Renovation Grant funding	Develop sustainable funding for the local Historic Renovation Grant program.	City	X	X	X
2	Design assistance	Offer design assistance for façade restoration through Main Street Program.	City, Main Street		X	
3	Sign program	Explore a sign program for Main Street to help new/existing businesses develop historically-appropriate signage.	City, Main Street		X	
4	Residential grant program	Expand program to provide windows restoration or other support for historic homes on the local or National Register.	City, HLC		X	
5	Residential restoration assistance	Work with other non-profits, such as Habitat for Humanity, to perform historically appropriate maintenance and restoration to historic homes owned by low-income, elderly or disabled persons.	City		X	

STRATEGY: Expand efforts to educate commercial and residential property and business owners on existing State/Federal programs. Provide financial training and grantwriting assistance.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Financial training for restoration	Work with SHPO to provide financial training session on mechanisms available at the state level that can help finance preservation/restoration.	City, Main Street	X		
2	Grantwriting workshop	Set up a bi-annual grantwriting workshop in conjunction with the branch of Lane Community College.	City		X	

STRATEGY: Provide low interest loans for renovation/rehabilitation of historic buildings.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+

1	Low interest loans	Identify financial partner to provide low interest loans for rehabilitation.	City, Main Street		X	
2	Rehabilitation loans	Develop program to target key property owners/business owners for rehabilitation loans.	City, Main Street		X	
3	Rehab permit facilitation	Facilitate building permits and land use reviews to ease burden on property/business owners working with rehab loans.	City, Main Street, HLC		X	

Plan Maintenance

The Cottage Grove Preservation Plan should be reviewed and revised as necessary every five years to ensure that the goals, strategies and actions identified above remain consistent with the needs of the community. The Community Development Department should reengage the Advisory Committee to review the document and make changes, documenting successes and challenges from each planning period so the growth of the program can be tracked.

Glossary of Terms

A

ADAPTIVE REUSE – The renovation of a space, structure or landscape for a purpose different from its historic use, normally entailing some modification of the structure or landscape.

ARCHITECT – An individual, partnership, corporation or other legal entity licensed to practice the profession of architecture under the education law of the State of Oregon.

ARCHITECTURAL CONSERVATION – The science of preserving a historic structure’s materials by observing and analyzing their deterioration, determining causes of and solutions to problems, and directing remedial interventions.

B

BUILDING – An enclosed structure with walls and a roof, created to serve some residential, industrial, commercial, agricultural, or other human use.

C

CERTIFIED LOCAL GOVERNMENT (CLG) – A federal program authorized by the National Historic Preservation Amendments Act of 1980 that provides for the participation of local governments in a federal/state/local government preservation partnership. The federal law directs the State Historic Preservation Officer (SHPO) and the Department of Interior to certify local governments to participate in this partnership.

CHAMBER OF COMMERCE – A membership organization for local businesses that provides programs and services that are designed to help local businesses thrive. The Cottage Grove Chamber of Commerce has approximately 250 members.

CHARACTER DEFINING FEATURE – A prominent or distinctive aspect, quality or characteristic of a historic property that contributes significantly to its physical character. Structures, objects, vegetation, spatial relationships, views, furnishings, decorative details and materials may be such features.

COLLABORATION – To work jointly or together with others.

COTTAGE GROVE COMMUNITY DEVELOPMENT CORPORATION (CDC) – The CDC is comprised of two representatives from the Economic & Business Improvement District (EBID), two representatives from the Chamber of Commerce, two City of Cottage Grove representatives, and three at-large community members. Its mission is to foster community partnerships, projects and priorities that create a favorable climate for economic and employment growth. See Appendix I.

COTTAGE GROVE GENEALOGICAL SOCIETY – An all-volunteer 501(c)3 group organized February 10, 1975, to promote and stimulate interest in genealogy and to collect and preserve genealogical and historical information, especially that pertaining to Cottage Grove and the surrounding areas. See Appendix I.

COTTAGE GROVE HISTORICAL SOCIETY (CGHS) – A non-profit 501(c)3 organization whose mission is “to preserve and celebrate the history and heritage of the Cottage Grove area and to stimulate interest and knowledge in generations to come.” See Appendix I.

COTTAGE GROVE MUSEUM – A non-profit 501(c)3 volunteer organization that operates two museum buildings at the corner of H Street and Birch Avenue. The mission of the Cottage Grove Museum Perpetuation Corp. is to maintain the Cottage Grove Museum buildings and serve as an educational resource to stimulate public interest through the collection, preservation and display of items related to local history. See Appendix I.

CULTURAL HERITAGE – Cultural heritage or simply “heritage” is the legacy of physical artifacts and intangible attributes of a group or society that are inherited from past generations, maintained in the present and bestowed for the benefit of future generations. Cultural heritage includes tangible culture (such as buildings, monuments, landscapes, books, works of art and artifacts), intangible culture (such as folklore, traditions, language and knowledge), and natural heritage (including culturally significant landscapes and historic vegetation). The deliberate act of keeping cultural heritage from the present for the future is known as *Preservation* (American English) or *Conservation* (British English).

CULTURAL LANDSCAPE – A geographic area, including both cultural and natural resources and the wildlife or domestic animals therein, associated with a historic event, activity or person, or exhibiting other cultural or aesthetic values.

D

DEMOLITION – Dismantling or razing of all or part of an existing improvement.

DESIGN – The combination of elements that create the form, plan, space, structure and style of a historic property.

DOCUMENTATION – Drawings, photographs, writings and other media that depict cultural and natural resources.

E

ECONOMIC BUSINESS IMPROVEMENT DISTRICT (EBID) – The Cottage Grove Economic & Business Improvement District was formed on October 23, 2001, by City Ordinance #2863 for the purpose of improving the district, promoting business recruitment and expansion as well as promoting commercial activity and public events. The mission of Cottage Grove’s EBID is to create an inviting community filled with thriving businesses and economic vitality. See Appendix I.

ENERGY CONSERVATION – Involves the reduction in, or elimination of, the use of natural and other energy resources. It also includes installation or modification of equipment intended to reduce energy use and costs.

ENERGY EFFICIENCY – The process of using less energy to produce the same or increased functions. Often used mistakenly as a synonym for energy conservation.

ENGINEER – Any individual, partnership, corporation or other legal entity licensed to practice the profession of engineering under the education law of the State of Oregon.

F

FACADE – An exterior wall of a building; an elevation; commonly referred to as the front wall.

FRIENDS OF MT. DAVID (FOMD) – The Friends of Mt. David are a recognized neighborhood group that came together initially to protect Mt. David from inappropriate development. The organization has remained a strong voice in the Northwest Neighborhood and throughout the community. Their current mission is “to promote, develop and support, through citizen involvement, land use policies and non-profit community activities that enhance and preserve the historic, recreational, ecological and cultural qualities of the Cottage Grove community.” See Appendix I.

G

GENEALOGICAL SOCIETY – See Cottage Grove Genealogical Society.

H

HISTORIC APPEARANCE – The visual appearance of a structure or site at a specific point in time after it has undergone alterations or additions that enhance or contribute to the building or site’s special architectural, aesthetic, cultural or historic character.

HISTORIC RESOURCE – A building, structure, object, site or district that is 50 years old or older and retains its historic integrity. Buildings that have particular merit may be designated as “historic landmarks” on the City of Cottage Grove’s local inventory and/or on the National Register of Historic Places.

A building, site or neighborhood may be eligible for local, state or national designation as a historic landmark based on any of the following criteria:

- Its association with historic or famous events;
- Its association with the lives of persons, or groups of people, significant in local, state or national history;
- Its architectural design or method of construction;

- Its relationship to the cultural, social, political and/or economic history of the community;
- Its identification as a resource that represents an aesthetic or educational feature of the community;
- The likelihood that the property will yield important information about pre-history or the historic past of the community.

HISTORICAL EVIDENCE – Any documented evidence such as newspaper articles, historic photographs or other historic descriptions describing or illustrating how a structure looked during some specified point in its history.

HISTORIC FABRIC – A building’s original or significant historic façade construction material or ornament, or fragments thereof.

HISTORIC LANDMARKS COMMISSION – The Historic Landmarks Commission is a five (or more) member City Council-appointed body that reviews applications for alteration or destruction of historic landmarks within the City of Cottage Grove. They also assist staff in developing an annual work plan aimed at fostering and furthering historic preservation in the City of Cottage Grove. Members serve a three-year term of appointment, and meet on an as-needed basis.

HISTORIC PRESERVATION – Historic Preservation is an endeavor that seeks to preserve, conserve and protect buildings, objects, landscapes or other artifacts of historical significance.

HISTORIC REHABILITATION TAX CREDITS – The Tax Reform Act of 1976 established the first tax credits to encourage rehabilitation of older historic buildings. Currently, a 20% tax credit is available. To qualify to receive tax credits, the building must be income producing, such as commercial space or residential rental. If only a certain portion of a structure is income producing, the tax credit may be received, but only for the percentage of the building that is income producing.

To qualify for Historic Rehabilitation Tax Credits:

1. A building must be listed in the National Register of Historic Places, either individually or as a contributing building or structure in a National Register district.
2. The rehabilitated building must be income producing, either for commercial or residential rental purposes.
3. The rehabilitation work must be done in accordance with the Secretary of Interior’s Standards for Rehabilitation.
4. An application must first be processed and reviewed by the State Advisory Committee on Historic Preservation before submittal to the National Park Service, Department of the Interior.

HISTORIC WINDOWS – (1) Windows installed at time of construction of the building; or (2) windows of a type installed at time of construction of similar buildings in similar periods and styles; or (3) windows installed at time of major facade alterations 30 or more years ago.

I

INFILL – Construction of new buildings on empty lots between existing structures.

IN-KIND – In the same manner or with something equal in substance having a similar or identical effect.

INTEGRITY – The integrity of a building is used to describe the level of original building materials still present. It is not reflective of material condition. The more original building material present, the higher the integrity. Example: The Cottage Grove Armory.

INVENTORY – A census of historic resources within a specific geographic area or that is linked by other means.

J

K

L

LANDMARKS COMMISSION – See Historic Landmarks Commission.

M

MAIN STREET PROGRAM – This 30 year old program with a four-point approach that targets revitalizing small town urban cores. Oregon Main Street is a statewide commercial district revitalization program administered through the Oregon Economic and Community Development Department. This program, in partnership with the National Trust Main Street Center, was created to assist communities in achieving viable commercial districts. Cottage Grove is currently at the “transforming downtown” level. See Appendix I.

MODIFICATION – Any work to an existing improvement or landscape improvement other than (a) ordinary maintenance or repair; or (b) any addition.

N

NATIONAL HISTORIC LANDMARK – A district, site, building, structure and/or object that has been formally designated as a National Historic Landmark by the Secretary of the Interior and possesses exceptional value or quality in illustrating or interpreting the heritage of the United States in history, architecture, archaeology, engineering and culture, and that possesses a high degree of integrity of location, design, setting, materials, workmanship,

feeling and association. Designation of a National Historic Landmark automatically lists a property in the National Register of Historic Places.

NATIONAL REGISTER OF HISTORIC PLACES – The official list of the nation’s cultural resources worthy of preservation. Authorized under the National Historic Preservation Act of 1966, the National Register is part of a national program to coordinate and support public and private efforts to identify, evaluate and protect our historic and archaeological resources. The National Register is administered on the federal level by the National Park Service and the Department of the Interior.

NATIONAL TRUST FOR HISTORIC PRESERVATION – The only national private organization chartered by Congress with the responsibility for encouraging public participation in the preservation of sites, buildings and objects significant in American history and culture. The National Trust is a non-profit organization. Its income derives from membership dues, endowment funds, contributions, grants and proceeds from program services.

O

OCCUPIED SPACE – A room, or enclosure and accessory installations thereof, that is intended for human occupancy or habitation

ORIGINAL APPEARANCE – The visual appearance of a structure or site at approximately the time of its completed initial construction.

P

PERIOD OF SIGNIFICANCE – The span of time in which a property attained the significance for which it meets the National Register criteria.

PRIMARY FAÇADE – A facade facing a street or a public thoroughfare that is not necessarily a municipally dedicated space, such as a courtyard, mews or court.

PRESERVATION – The act or process of applying measures to sustain the existing form, integrity and material of a historic structure, landscape or object. Work generally focuses on the ongoing preservation maintenance and repair of historic materials and features, rather than extensive replacement and new work.

Q

R

RECONSTRUCTION – Rebuilding a building or part of a building that has been destroyed. It differs from restoration in that a replica is recreated, based on archaeological and historical documents and physical evidence.

REHABILITATION – Returning a property to a state of utility through repair or alteration, making contemporary, efficient use possible while preserving those portions or features of the property that are significant for architectural, historical or cultural values.

REMODEL – Redesign so that historic features are obliterated.

RESTORATION – Accurately recovering the form and details of a property and its setting as it appeared at an earlier period of time by means of removal of later work or by the replacement of missing earlier work.

REVERSIBLE ALTERATIONS – An alteration in which the altered feature can be readily returned to its appearance prior to the alteration.

S

SECTION 106, or “106” – Refers to Section 106 of the National Historic Preservation Act of 1966, which requires federal agencies to take into account the effects of their proposed activities on properties included, or eligible for inclusion, in the National Register of Historic Places.

SECONDARY FACADE – A facade that does not face a public thoroughfare or court and that does not possess significant architectural features.

SECRETARY OF THE INTERIOR’S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC STRUCTURES – A federal document delineating ten standards and numerous guidelines for the sensitive rehabilitation and preservation of historic buildings. These ten standards are the guiding principles of preservation work and are integrated into most of America’s preservation ordinances.

SETBACK/SETBACK YARD – The minimum distance required between a specified object, such as a building, and another point, measured from lot lines to a specified object. Typically, a setback refers to the minimum distance (yard dimension) from the nearest exterior point of a building to a specified property line.

SIGNIFICANT FEATURE – An exterior architectural component of a building that contributes to its special historic, cultural and/or aesthetic character, or in the case of a historic district, that reinforces the special characteristics for which the historic district was designated.

SPECIAL ASSESSMENT – Also known as the Oregon Property Tax Freeze. This program allows the owner of a building on the National Register or in a National Register Historic District to freeze the assessed value (not rate) for 10 years. The program was enacted to promote rehabilitation of historic buildings.

STATE ADVISORY COMMITTEE ON HISTORIC PRESERVATION – The state board that reviews Register nominations, as well as other topics related to preservation in Oregon.

STATE HISTORIC PRESERVATION OFFICER/OFFICE (SHPO) – The state agency that is responsible for the statewide inventory of historic resources, including archaeological resources, reviewing National Register nominations and administration of the Special Assessment and Certified Local Government programs. In Oregon, SPHO is part of the Oregon Parks and Recreation Department.

T

TREATMENT – The management, repair or maintenance of cultural landscapes, buildings, materials and features.

U

V

VERNACULAR – Architecture that exhibits local or regional forms and materials. Stylistic character is generally lacking except for simplified ornamentation that shows some influence from one or more particular styles. For example, a simple dwelling may have fish-scale shingles in the gable, turned columns with gingerbread brackets or simple spindles around the porch reflecting house styles from the Victorian era.

W

X

Y

Z

APPENDIX I

Stakeholder Organizations

There are numerous stakeholder organizations in Cottage Grove that have key roles to play in implementing Cottage Grove's historic preservation goals. An overview of each organization is provided below along with contact information. Primary partners were interviewed regarding current needs and programming and long-range goals. The results of these interviews are incorporated below.

Cottage Grove Area Chamber of Commerce

www.cgchamber.com

Contact:
(541) 942-2411
(888) 832-2045 (fax)
700 E. Gibbs, Suite C
Cottage Grove, OR 97424

The Cottage Grove Area Chamber of Commerce is a membership organization for local businesses that provides programs and services designed to help local businesses thrive. The Chamber has approximately 250 members, and a staffed office that operates out of the Cottage Grove Community Center.

The Chamber's number one goal is to create a strong local economy. All of the programs and benefits supported by membership investment go toward achieving that goal. Membership is also a commitment to the entire community and a pledge of support for the economic growth and vitality of the Cottage Grove area.

Cottage Grove Community Development Corporation

Contact:
Matt Parsons, Commonwealth Financial
(541) 942-7300
545 N. 9th Street
Cottage Grove, OR 97424

The key community stakeholders of the EBID wanted to broaden the scope of economic impact for Cottage Grove and not have it limited to any specific boundaries, so they developed the Economic Development Committee. This Committee broadened its core mission to incorporate key community partner organizations, evolving into the Community Development Corporation (CDC).

The CDC is comprised of two representatives from EBID, two representatives from the Chamber of Commerce, two City of Cottage Grove representatives, and three at-large community members. Its mission is to foster community partnerships, projects and priorities that create a favorable climate for economic and employment growth. The CDC acts in an advocacy role for businesses looking to expand or locate in Cottage Grove. Due to the makeup of the board of directors, the CDC has a unique ability to work across agencies to form partnerships to facilitate economic growth.

Cottage Grove Economic and Business Improvement District (EBID)

www.growingthegrove.com

Contact:

Mindy Roberts, President
(541) 912-3365
1535 Anthony Avenue
Cottage Grove, OR 97424

The Cottage Grove Economic & Business Improved District was formed on October 23, 2001 by City Ordinance #2863 for the following purposes: improvement of the district, business recruitment and expansion, and the promotion of commercial activity and public events. The mission of Cottage Grove's EBID is to create an inviting community filled with thriving businesses and economic vitality.

EBID represents Main Street businesses from Gateway Boulevard to River Road in Cottage Grove, and is a designated 501c(3) organization. The volunteer Board of Directors oversees projects designed to assist local businesses. Promotional events and capital improvements are funded through an annual assessment of business and property owners within the district. Business and property owners within the district are automatically charged an annual assessment unless they have filed a "Letter of Remonstrance" with the City of Cottage Grove. The letters are required every three years in conjunction with Ordinance renewal.

Many projects have been undertaken and completed on behalf of the community since EBID's creation, including:

- Development of All America City Square
- Benches and trash receptacles along Main Street
- Welcome arch over Main Street
- Improved parking signage in downtown lots
- Directional signage to significant landmarks

EBID currently funds a part-time Main Street Coordinator to implement the Main Street Program in downtown Cottage Grove. This Coordinator is housed at City Hall and supervised by Community Development Department staff through a Memorandum of Agreement between EBID, the City of Cottage Grove and the Community Development Corporation.

The EBID was renewed for three years in November 2013. Its focus for the next three years will be the expansion of the Main Street Program, participation in and advocacy for the Main Street Refinement Plan process, and implementation of its short-range recommendations. Specific interest has been expressed for making design assistance plus grants and low-interest loans available to downtown business owners.

Cottage Grove Genealogical Society

www.cggenealogy.org

Contact:
(541) 942-9570
PO Box 388
207 N. H Street
Cottage Grove, OR 97424

The Cottage Grove Genealogical Society (CGGS) was organized February 10, 1975, to promote and stimulate interest in genealogy and to collect and preserve genealogical and historical information, especially that pertaining to Cottage Grove and the surrounding areas. The Cottage Grove Genealogical Society is an all-volunteer group. Everyone is a key member doing their very best to continue the interest in genealogy for the benefit of all.

The CGGS looks at local history through the lens of the family, through people rather than through places or artifacts. Their collection focuses on connections between people.

The Society offers a number of services to the genealogical community: a fine research library in the historic Vealy house at 207 N. H Street, monthly meetings that include programs on topics of genealogical interest, classes for beginning researchers, reasonable membership fees, a bi-annual newsletter, Early Settler Certificates, and an assortment of publications and forms for purchase. Publications include local genealogical and history books and periodicals on topics ranging from first settlers, cemeteries, and school records to Civil War veterans. The Society, in cooperation with Smith-Lund-Mills Funeral Chapel, has developed a search engine for interments and maintains an extensive collection of obituary records.

The CGGS Library is located in the historic Vealy House, which is designated as a local historic landmark. The building is owned by the City of Cottage Grove, but operated and maintained by the Genealogical Society through a long-term lease. The City recently repainted and reroofed the building, but it is in dire need of energy efficiency improvements, window repair and upgrades to electrical and mechanical systems. Space is limited and storage is at capacity.

The Genealogical Society serves an important function in the City of Cottage Grove, recording the tangible links between people and places that make up the community's past and present. But the organization is small and space is cramped. Long-range goals revolve

around improving the physical space and increasing awareness of the organization through educational programming and expanded services.

Cottage Grove Historical Society

www.cottagegrovehistoricalsociety.com

Contact:

PO Box 142
737 E. Main Street
Cottage Grove, OR 97424
(541) 767-0600
(541) 942-5022

“If it is not written down, it is lost.” – Marcia Allen

Cottage Grove Historical Society (CGHS) is a non-profit society of volunteers with membership open to all who meet to learn more about protecting Cottage Grove’s local cultural heritage. The mission of the CGHS is to preserve and celebrate the history and heritage of the Cottage Grove area and to stimulate interest and knowledge for generations to come.

CGHS provides a resource for education on events and buildings in Cottage Grove. Their membership considers themselves the “Keepers of History in Cottage Grove.” The organization exists on donations, membership dues, and DVD/book sales. Funds are used to maintain a historical library collection in downtown Cottage Grove at 737 Main Street. The library is operated out of the back room/office room shared with the Gold Mining Museum. Although limited in size, the collection is extensive, particularly in the area of historic photographs and video. A recent grant allowed the Historical Society to publish some of this historic video, recollections of 1938-1942 Cottage Grove through the films of Cleo “Crip” Morelock, on DVD.

Records, photos and documents of Cottage Grove and the surrounding area are available to the public through the research library and online through the society’s website. Members of the Society have used the collection to publish such books as:

Golden Was the Past - Books 1 and 2
Dr. Pierce’s First Aid Book
Historic Downtown Cottage Grove
The Day Buster Smiled

The Society’s other areas of focus are on Buster Keaton, Opal Whitely, covered bridges and the McFarland Cemetery, a pioneer cemetery owned and maintained by the Society.

Long-range goals:

- Place education of the next generation at the forefront of efforts.
- Improve the Society's presence in the community.
- Build a stronger membership.
- Expand the Library and Resource Room.

Potential future projects include:

- Expanded interpretive displays at McFarland Cemetery.
- Further restoration of McFarland Cemetery and development of endowment for maintenance.
- Relocation of collection into climate-controlled storage.
- College scholarships for students interested in pursuing history.
- Educational programs for charter schools, Boys & Girls Club, extra-curricular clubs.
- Expanded interpretation of important buildings within Downtown Historic District.

Cottage Grove Museum

Contact:
(541) 942-5658
147 N. H Street
Cottage Grove, OR 97424

The mission of the Cottage Grove Museum Perpetuation Corp. is to maintain the Cottage Grove Museum buildings and serve as an educational resource to stimulate public interest through the collection, preservation and display of items related to local history. The interpreted collection can be viewed in the Cottage Grove Museum (Birch and N. H Street).

The Museum is located in a converted Roman Catholic Church, constructed c.1897, which is on the National Register of Historic Places and the local historic landmarks list. This octagon-style building is owned by the City of Cottage Grove but leased for free to the Cottage Grove Museum, along with the adjacent museum annex (1984-85). Collections of local artifacts are on display in both buildings. Additional collection materials are stored off-site at present, and rotated through the displays as needed.

Volunteers staff the museum three to five days per week depending on the season, and perform curatorial work on the collection. Prior grant funding allowed for intern assistance to digitize some of the collection catalogue. The Museum is a partner in the Partners in History project, and contributes to monthly displays on local history at the library and elsewhere in the community.

The long-range goal of the organization is to retain and expand its focus on local history and artifact preservation, while making these accessible to the community, and in particular the youth, of Cottage Grove. Areas of concern for the organization include the preservation and restoration of its building, including improving handicap access, increasing visitation and

relevance to youth. Education of volunteers in curation, disaster planning, interpretation and museum display are all high priorities as well, as are continuing work on digitization of the collection, obtaining climate-controlled storage for sensitive photograph collections and improving displays. Much work has been done over the last several years to make the displays more relevant and to change them with enough frequency to inspire repeat visitation.

Long-range goals:

- Improve accessibility to/of collection.
- Secure climate-controlled storage.
- Enhance collection through maintenance, acquisition and digitization of catalogue.
- Expand organization's profile through expanded outreach to students.

Cottage Grove Historic Landmarks Commission

www.cottagegrove.org

Contact:
Community Development Department
(541) 942-3340
400 E. Main Street
Cottage Grove, OR 97424

The Historic Landmarks Commission is a five (or more) member City Council-appointed body that reviews applications for alteration or destruction of historic landmarks within the City of Cottage Grove. They also assist staff in developing an annual work plan aimed at fostering and furthering historic preservation in the City of Cottage Grove. Members serve a three-year term of appointment, and meet on an as-needed basis. The City Council makes every effort to appoint persons with experience in historic preservation, architectural history, history or a related field.

The Historic Landmarks Commission reviews applications for new construction, additions, extensive remodeling or demolition within the Historic Preservation Overlay District. This volunteer commission holds public meetings on Historic Alteration Permits. They also advise City staff on historic preservation planning issues and set policy and guidelines for preservation programs as part of Cottage Grove's Certified Local Government program.

Friends of Mt. David

www.fomd.org

Contact:
Cathy Bellavitta
(541) 942-9428
PO Box 22
Cottage Grove, OR 97424

The Friends of Mt. David (FOMD) are a recognized neighborhood group that came together initially to protect Mt. David from inappropriate development. The organization has remained a strong voice in the Northwest Neighborhood and throughout the community. Their current mission is “to promote, develop and support, through citizen involvement, land use policies and non-profit community activities that enhance and preserve the historic, recreational, ecological and cultural qualities of the Cottage Grove community.”

Membership consists of friends and neighbors living in the Cottage Grove area, including former planning commissioners, retired teachers, writers, artists, moms, historians, long-time residents and newcomers alike. “We care about our entire community and work to make sure citizens have a voice in planning the future of Cottage Grove.”

FOMD Goals:

- Promote citizen involvement in community planning.
- Improve and update the comprehensive plan and other relevant City ordinances.
- Build constructive relationships with local governments.
- Develop a ridgeline trail.
- Encourage smart growth that is compatible with current infrastructure.
- Engage in dialog with the real estate community.
- Reform the local land use planning process so it is more citizen friendly.

Main Street Cottage Grove

www.cottagegrove.org

Contact:

Main Street Coordinator
(541) 767-4119
(541) 225-8662
400 E. Main Street
Cottage Grove, OR 97424

The City of Cottage Grove and the EBID have partnered to participate in the “Transforming Downtown” level of the Oregon Main Street program. Oregon Main Street is a statewide commercial district revitalization program administered through the Oregon Economic and Community Development Department. This program, in partnership with the National Trust Main Street Center, was created to assist communities in achieving viable commercial districts.

In the 1970s, the National Trust developed its pioneering Main Street four-point approach to commercial district revitalization. It encompasses work in four distinct areas—design, economic restructuring, promotion and organization—that are combined to address all of the commercial district's needs. This proven approach combines historic preservation with economic development to restore prosperity and vitality to downtowns and neighborhood

business districts. It has created a network of more than 40 statewide, citywide and countywide Main Street programs with more than 1,200 active Main Street projects throughout the United States.

Governor Kulongoski included funding to re-establish this Oregon program in the 2007-09 state budget. Communities that demonstrate an interest in revitalizing their downtowns and want to learn more about the Main Street Approach start out by “Exploring Downtown.” Under this part of the program, local staff and community members can attend workshops and training, and the community is encouraged to explore ways that they might work together to initiate the Main Street Approach. The second level, “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. Communities with advanced downtown programs may certify as “Performing Main Street.”

The City of Cottage Grove is now “transforming downtown” through the leadership of the City and the Economic and Business Improvement District. EBID is funding a part-time Coordinator, who is housed at the City of Cottage Grove in the Community Development Department. This partnership provides resources and staff support for Main Street Cottage Grove without requiring the use of limited funding for office and utilities. Through a Memorandum of Agreement, the Main Street Coordinator is supervised by the Community Development Department, but is funded by EBID, with training costs covered by the Community Development Corporation.

In 2013, four committees of business owners and active citizens were formed to work on Promotions, Design, Economic Restructuring and Organization. These active participants will form work plans for each area of focus that will together move Main Street Cottage Grove into the position of primary player in the revitalization of Downtown.

Long-range goals:

The mission of Main Street Cottage Grove is to ensure the revitalization of Main Street as a local business center and tourist attraction, while retaining the authenticity of its history. Current long range goals include:

- Achieve 95% business occupancy.
- Assist in/sponsor façade improvements along Main Street.
- Develop sustainable funding for the program.
- Become a “Performing Main Street” program.

APPENDIX II

Existing Incentive Programs for Listed Historic Buildings

Local Incentive Programs for Listed Historic Buildings

Cottage Grove Historic Renovation Grants

The Community Development Department and the Historic Landmarks Commission chose to use part of the City's 2010 and 2012 Certified Local Government grant funding to develop a Historic Renovation Grant program for the Downtown Historic District.

In 2010, \$17,000 in matched funds was administered as part of this CLG program. The Landmarks Commission's renovation grant program made these funds available to Downtown Historic District property owners or tenants desiring to make exterior rehabilitation or renovation improvements. The funding was also used to create conceptual architectural renderings of renovated shop fronts, which were used to encourage shop owners to participate in the new Historic Renovation Grant program.

In 2010, this matching grant program funded a partial restoration of 501 E. Main Street (Figure 13), along with new transom windows on the Arcade Theatre and brick repointing on the Mortier Building.



Ongoing restoration of 501 E. Main Street, funded through Historic Renovation Grant program, 2010.

In 2012, the program was continued through another round of CLG funding. \$5,000 in matched grant monies provided funds for the restoration of the corbel on the Burkholder Woods building, a new awning on the Cottage Grove Hotel, and façade restoration on the Githens building at 802 E. Main Street.



Ongoing restoration of 802 E. Main Street, funded through Historic Renovation Grant program, 2012.

Projects to Date:

513 E. Main Street	Transom windows	\$2,000
737 E. Main Street	Masonry repair/mural repainting	\$2,000
501 E. Main Street	Faux roof removal	\$3,000
802 E. Main Street	Stucco/façade repair	\$3,500
811 E. Main Street	Awning replacement	\$1,000
637 E. Main Street	Cornice repair	\$500

Comments: The City Council authorized \$5000 of general funds to continue this program without state support in 2013. This program should be further formalized. Over the next five years it can be grown into the foremost local financial support program.

State Incentive Programs for Listed Historic Buildings

CLG Grant Program

The Certified Local Government Program is a preservation partnership between local, state and national governments focused on promoting historic preservation at the grassroots level. Certified Local Governments receive a number of benefits, including SHPO staff support, training opportunities and dedicated, bi-annual financial support in the guise of CLG grants. The grant program is very flexible and adaptable to local needs. The 1:1 matching grant allows the CLG to determine the scope of the program, and can be used for a single project or a combination of projects.

Since 2009, when the City of Cottage Grove was designated as a Certified Local Government, the following projects have been funded through CLG grant support:

2009:

Development and printing of “Downtown Cottage Grove Historic Preservation Handbook”
Attendance of Historic Landmark Commission at CLG conferences

2010:

Architectural drawings (before and after restoration) for two historic buildings
Repainting of Vealy House
Historic Renovation Grants (3)

2012:

Development of “Cottage Grove Historic Preservation Plan”
~~Wood Windows Restoration Workshop (with Clatsop Community College)~~
Report on the “Care of the Block Masonry Walls at the Cottage Grove Hotel” by Abstract Masonry
Historic Renovation Grants (3)

Heritage Grant Program

The purpose of the Oregon Heritage Grant Program is to support projects conducted by non-profit organizations, federally recognized tribal governments and local governments which conserve, develop or interpret Oregon’s heritage. The Historical Society has been the recipient of a Heritage Grant for production of the Morelock films (See Appendix I).

Preserving Oregon Grants

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 City was successful in obtaining a Preserving Oregon Grant in 2011, for the restoration of 35 wood-framed windows at the Cottage Grove Armory. Funds were used to hire Oculus Fine Carpentry to perform the work. The City matched the \$20,000 grant 1:1.



Restored window at the Cottage Grove Armory.

Special Assessment Historic Property Program

Financial incentives are important tools in encouraging the preservation of historic buildings. Established in 1975, Oregon's Special Assessment of Historic Property Program was the nation's first state-level historic preservation tax incentive. It freezes a property's assessed value for 10 years. It is most effective when the freeze is in place prior to any substantial rehabilitation of the property. When the program was initiated, many property owners in the Downtown Historic District joined. However, many have since allowed their Special Assessment to lapse.

For information on the state grants/programs above, contact:

Kuri Gill
Grants and Outreach Coordinator
Historic Property Grants
Oregon State Historic Preservation Office
Phone: (503) 986-0685
Email: kuri.gill@state.or.us

Other State grants:

Transportation Growth Management Grants

TGM Grants help local communities plan for streets and land use in a way that leads to more livable, economically vital and sustainable communities and that increases opportunities for

transit, walking and bicycling. ODOT administers this program. TGM awards two types of grants:

- Category 1: Transportation System Planning, including TSP updates, to give Oregonians a range of transportation choices and meet requirements of the Oregon Transportation Planning Rule.
- Category 2: Integrated Land Use & Transportation Planning, to promote compact, mixed-use development supported by improved pedestrian, bicycle, transit, and multi-modal street facilities.

The City of Cottage Grove has been successful in receiving TGM funding for two major projects impacting the Downtown Historic District – the 2005 Downtown Refinement & Revitalization Plan and the 2013/2014 Main Street Refinement Plan.

Federal Incentive Programs for Listed Historic Buildings

Rehabilitation Tax Credit Program – 20% program

The Oregon State Historic Preservation Office administers a federal tax credit program that can save building owners twenty percent of the cost of rehabilitating their National Register-listed commercial, industrial or rental residential building. Requirements include submitting a short application form and performing only work that meets appropriate rehabilitation standards. Because the requirements outlined above are complex, individuals should consult legal counsel, an accountant or the appropriate local Internal Revenue Service office for assistance in determining the tax consequences of the above provisions.

Pre-1936 Tax Credit Program – 10% program

Qualifying buildings constructed before 1936 are eligible for a 10% tax credit through the Internal Revenue Service. Contact a tax specialist for more details.

National Trust Preservation Fund

Grants from the National Trust Preservation Funds encourage preservation at the local level by providing seed money for preservation projects. The majority of our funding is awarded for planning activities and educational efforts focused on engaging new audiences in the preservation movement. Funding generally ranges from \$2,500 to \$5,000, and all grants must be matched dollar-for-dollar.

National Historic Covered Bridge Preservation Program

The City received a National Historic Covered Bridge Preservation Program grant in 2009, for the restoration of the Chambers Covered Railroad Bridge. This National Register-listed covered bridge was on the verge of collapse when this federal funding was secured. This grant was capitalized by additional funding from the Transportation Enhancement Program

and the Oregon Department of Transportation. The bridge was opened for use as a joint pedestrian/bicycle bridge on March 29, 2012.



Mayor Gary Williams and Councilor Heather Murphy cutting the ribbon at the Grand Opening of the Chamber Covered Railroad Bridge, March 29, 2012.

Transportation Enhancement Grants

Transportation Enhancement (TE) grants offer funding opportunities to help expand transportation choices and enhance the transportation experience through 12 eligible TE activities related to surface transportation, including pedestrian and bicycle infrastructure and safety programs, scenic and historic highway programs, landscaping and scenic beautification, historic preservation and environmental mitigation. TE projects must relate to surface transportation and must qualify under one or more of the 12 eligible categories. The Chambers Covered Railroad Bridge was partially funded by Transportation Enhancement funds.

Other potential grant sources:

- **Community Development Block Grants** – The Community Development Block Grant (CDBG) program is a flexible program that provides communities with resources to address a wide range of unique community development needs. Restoration of the Armory as a community center would be a perfect match for the CDBG program.
- **Johanna Favrot Fund for Historic Preservation** – The Johanna Favrot Fund for Historic Preservation provides nonprofit organizations and public agencies with grants ranging from \$2,500 to \$10,000 for projects that contribute to the preservation or the recapture of an authentic sense of place. Individuals and for-profit businesses may apply only if the project for which funding is requested involves a National

Historic Landmark. Funds may be used for professional advice, conferences, workshops and education programs.

- **Cynthia Woods Mitchell Fund for Historic Interiors** – The Cynthia Woods Mitchell Fund for Historic Interiors provides nonprofit organizations and public agencies with grants ranging from \$2,500 to \$10,000 to assist in the preservation, restoration and interpretation of historic interiors. Individuals and for-profit businesses may apply only if the project for which funding is requested involves a National Historic Landmark. Funds may be used for professional expertise, print and video communications materials and education programs.
- **American Express® Partners in Preservation Grant Program** – American Express renewed their partnership with the National Trust committing 10 million dollars over the next five years in support of restoring historic sites around the country. In 2011, they helped preserve 14 historic sites in the Twin Cities.

Comments: Providing cash incentives for preservation or an opportunity for owners to benefit financially from their historic property is a powerful tool to encourage the rehabilitation and maintenance of historic properties. Although existing federal and state tax programs and grants are great opportunities for property owners, local incentives are often more attractive.

The City of Cottage Grove has been successful at receiving grants for transportation-related projects that impact historic resources and districts. The Armory is an important National Register-listed building that has a strong likelihood of qualifying for additional grant support for restoration. The Cottage Grove Historical Society and the Cottage Grove Museum have both been successful in receiving small state grants to support programs.

There are few local examples of private citizens taking advantage of federal or state funding, however. More support needs to be provided to private property owners to encourage the use of the Federal Tax Credit, Special Assessment program and/or other state/federal grant programs.

APPENDIX III

Resources

Advisory Council on Historic Preservation

www.achp.gov

The Advisory Council on Historic Preservation (ACHP) is an independent federal agency that promotes the preservation, enhancement and productive use of our nation's historic resources, and advises the President and Congress on national historic preservation policy. It maintains information on federal, state, tribal, local and nonprofit programs and funding sources.

Business Oregon

www.oregon4biz.com

Business Oregon, an Oregon state agency, has a team of professionals to assist businesses with their financing needs by packaging loan programs or by matching a partner service provider with a business.

Clatsop Community College Historic Preservation Program

www.clatsopcc.edu

The Historic Preservation and Restoration program offers both practical hands-on techniques and historic preservation theory. Classes and workshops train students in a variety of traditional and modern materials and techniques for restoring historic buildings and improving energy efficiency.

Energy Trust of Oregon

www.energytrust.org

Energy Trust of Oregon is an independent nonprofit organization dedicated to helping customers of Pacific Power, Portland General Electric, Northwest Natural and Cascade Natural Gas benefit from saving energy. Energy Trust of Oregon offers cash incentives on the installation of qualified energy-efficient equipment that can help reduce energy use and lower operating costs. Incentives are available for equipment upgrades, remodels, new construction, major renovations, tenant improvements and additions, multifamily properties and renewable energy.

EPA Green Building

www.epa.gov/greenbuilding

The Environmental Protection Agency (EPA) Green Building website is a resource for creating and using healthier and more resource-efficient modes of construction, renovation,

operation, maintenance and demolition. Definitions, history, components and types of green building and funding opportunities are available.

National Main Street Center

www.preservationnation.org/main-street

As a nonprofit organization, the National Main Street Center Inc. provides information, offers technical assistance, holds conferences and workshops and conducts research and advocacy on critical revitalization issues. The proven Main Street four-point approach helps communities to organize themselves for success, improve the design of their neighborhoods, promote their district and enhance the economic base of a community.

National Park Service

www.nps.gov/tps

As part of the U.S. Department of the Interior, the National Park Service (NPS) operates a Technical Preservation Service division to develop historic preservation policy and guide the preservation and rehabilitation of historic buildings.

Technical Preservation Services (TPS) of the National Park Service has a wealth of information about historic preservation, energy efficiency/weatherization for historic buildings, the Secretary of Interior's Standards for the treatment of historic properties, grant programs and tax incentives.

The NPS administers the Federal Historic Preservation Tax Incentive Program for rehabilitating historic buildings.

National Trust for Historic Preservation

www.preservationnation.org

The National Trust for Historic Preservation is a privately funded non-profit organization working to save America's historic places. They provide information on preservation practices, sustainable communities, case studies, training, funding and preservation awards.

Oregon State Historic Preservation Office

www.oregon.gov/OPRD/HCD/SHPO

The Oregon State Historic Preservation Office (SHPO) manages and administers programs for the protection of the state's historic and cultural resources. SHPO staff assist city planners and other officials, property owners and preservation groups in finding forward-thinking solutions to protect and preserve our past. Programs include federal and state tax incentives, Main Street, Certified Local Governments, technical assistance and grants.

Pacific Power

www.pacificpower.net

Based in Portland, Oregon, Pacific Power is one of the lowest-cost electricity producers in the United States, providing customers in the Northwest with safe and dependable electric service. Pacific Power partners with Energy Trust of Oregon to help customers be “wattsmart” by managing energy use and offering cash incentives for energy efficiency improvements.

Preserve America

www.preserveamerica.gov

Preserve America is a federal initiative that encourages and supports community efforts to preserve and enjoy our priceless cultural and natural heritage. Components of the program include awards, community support and grants.

Preservation Directory

www.preservationdirectory.com

Preservation Directory is a comprehensive resource for historic preservation, building restoration and cultural resource management in the United States and Canada. The Directory includes funding, educational and business resources.

Restore Oregon

www.historicpreservationleague.org

Formerly known as the Historic Preservation League of Oregon, this non-profit statewide organization is committed to the historic preservation of historic resources. Their mission is to preserve, reuse and pass forward Oregon’s historic resources to ensure livable, sustainable communities. Restore Oregon offers technical assistance to individuals, local governments and local nonprofit groups.

U.S. Small Business Administration

www.sba.gov

The SBA offers a variety of programs and services to support small businesses, including loans and grants to start or expand businesses.

APPENDIX IV

Preservation Plan 2013-2033



Historic Preservation: Building a Plan Survey Report

October 2, 2012

Survey prepared by:
Lys Opp-Beckman, Preservation Intern
Amanda Ferguson, City Planner

For:
City of Cottage Grove
Historic Preservation Plan Advisory Committee

Introduction

The City of Cottage Grove along with the Preservation Plan Advisory Committee is spearheading the effort to create a Preservation Plan (2013-2033) for the City of Cottage Grove.

As part of our initial public involvement plan, City staff designed a public survey in Survey Monkey, titled “Historic Preservation: Building a Plan.” Recipients were asked for their thoughts on the benefits of historic preservation, as well as the critical issues and needs facing our city, in order to assist the Historic Preservation Advisory Committee in crafting appropriate goals and strategies for historic preservation in Cottage Grove for the next 20 years.

This survey had 26 questions and took approximately 10 minutes to complete. It was made available online at www.cottagegrove.org as well as sent by mail to identified stakeholders and owners and residents of historic homes and buildings.

The survey used the following definitions to help define the term “historic preservation”:

In the simplest terms, historic preservation is about deciding what's important, figuring out how to protect it, and passing along an appreciation for what was saved to the next generation.

In formal terms, historic preservation is defined as the process of identifying, protecting and enhancing buildings, places and objects of historical and cultural significance. This process embraces many phases, including the survey and evaluation of historical, architectural, and cultural resources in an area; the development of planning and legal measures to protect these resources; the identification of public and private funding sources applicable to preservation projects; the design for the restoration, rehabilitation, and/or adaptive use of historic structures; and the ongoing maintenance of these resources.

Historic places/properties are buildings, structures, districts, sites, or objects that have significance in American history, architecture, engineering, archaeology or culture at the national, state, or local level.

The “Historic Preservation: Building a Plan” survey was available online for five weeks. Data and comments received during this period will be used to help define goals, objectives and strategies for the Cottage Grove Preservation Plan.

A second, more narrowly focused set of questions was developed for local business owners within the Downtown Cottage Grove Historic District. Seventeen respondents filled out this survey either orally or in writing. This survey was focused on the business owners’ understanding of and familiarity with existing historic preservation regulations and potential educational needs.

Methodology

Two surveys were crafted to explore the historic preservation needs of the City of Cottage Grove.

- Written Public Survey, titled “Historic Preservation: Building a Plan”
- Downtown Business Oral Survey

These were developed by the Community Planning Department through the use of existing surveys as templates and user testing. The Advisory Committee provided feedback on both surveys prior to printing/release.

Both surveys were made readily available from August 20, 2012 through September 28, 2012. The presence of the surveys was publicized through a newspaper article appearing in the *Cottage Grove Sentinel* on August 16th, 2012.

Written Public Survey

The public survey consisted of 26 questions, and took approximately 10 minutes to answer. It was accessible in hard copy at City Hall and at the Bohemia Museum, a hard copy mailing of 374 surveys was sent and the survey was available online through Survey Monkey with a link on the City’s website. Facebook was also used to reach a broader audience, and various organizations and clubs posted on the City’s behalf. The distribution breakdown is listed below.

Online:

Our existing e-mail list of 59 interested participants was reached through Mail Chimp. The original base for this list was supplied by ODOT from the 99 and Main Street renovation project stakeholders list.

The Survey was e-mailed to eight stakeholder organizations to be distributed through their e-mail lists. Confirmed participation in e-mail distribution was guaranteed by the Historical Society, the Friends of Mt. David and the Chamber of Commerce. The final number for community members reached via e-mail is unknown.

The stakeholder organizations were:

- Chamber of Commerce
- Economic & Business Improvement District
- Genealogical Society
- Cottage Grove Historical Society
- Cottage Grove Museum
- Landmark Commission
- Friends of Mt. David
- Main Street (Cottage Grove Community Development Corporation)

Facebook:

Various organizations posted the survey to their Facebook pages in order to reach a larger number of community members.

Cottage Grove Garden: 65 subscribers

Cottage Grove Chamber of Commerce: 338 subscribers

Total subscribers reached: 405

Mailing:

The goal of the mailing was to reach 300-500 community members. The initial listed historic buildings were exhausted at 144 residence/tenants and the rest of the target number was supplemented with a random selection of 209 houses built prior to 1940.

The mailing reached:

A random sampling of 209 private residences built prior to 1940.

144 businesses/tenants in listed historic buildings

21 homes listed on the NW neighborhood home tour.

Total paper mail: 374 community members

Responses:

End of week one (8/24/2012): 22

End of week four (9/25/2012): 68

Returns:

Hardcopy: 53

Percentage of Returns

15%

Downtown Business Oral Survey

The Downtown Business Oral Survey was a more detailed survey tailored to address the topics and issues facing the Downtown Historic District. This survey was open to people who owned a business or building in the Downtown Historic District.

To collect the most comprehensive and up-to-date list of businesses in the downtown area a walking survey was done of the historic downtown. 48 stakeholder businesses were identified within the Historic District nomination boundary. All businesses were contacted and left a voicemail or e-mail by Monday August 20th. These surveys were filled out via e-mail, telephone and in person in order to accommodate the business and building owners. Of the 48 businesses, 17 participated in the survey. Oral surveys were conducted by Preservation Intern Lys Opp-Beckman under direction of the Community Development Department.

Responses:

End of week one (8/05/2012): 5

End of week four (8/24/2012): 17

Online:

Delight

Phone:

Victoriana
Axe & Fiddle

In Person:

Schweitzer's Westernwear
Shoe Strings
Pandora's Box
Apple Pie Antiques
Kalapuya Books
Mystical Closet
Bank of America
Past 45
Kaleidoscope
AGS Auto

Findings

A detailed list of the results of the written/online survey is attached. A summary of those results, along with a summary of the business owner oral interview results, follows this section.

There were some clear trends in the written survey that correlated with the results of the oral interview. A clear majority of both sets of respondents felt that local government should support historic preservation efforts, through financial mechanisms (matching grants, low-interest loans, etc.) and through increased education (in preservation trades, building maintenance, do's and don'ts, energy efficiency and property history research). Training of property owners and contractors on building maintenance and repair ranked highly for both groups of respondents.

There was also a clear need for additional education on the local historic preservation program. Few people were fully informed as to the duties of the Historic Landmarks Commission or with local code or the Downtown Historic District's Design Guidelines.

Issues that the City might want to provide further information or education on include the economic benefits (to the property owner and to the community) of historic preservation and on preservation laws.

The favorite places in Cottage Grove included the Northwest Neighborhood, Downtown, the Chambers Bridge, the Armory, Dr. Pierce's Barn, local cemeteries, the Snapp House and Mt. David.

Approximately one third of respondents were affiliated with one or more historic-oriented organizations. These included the Historical Society, Genealogical Society, Friends of Mount David, the Garden Club, the Bohemia Gold Mining Museum, Planning Commission, EBID, Art Walk, and Cottage Grove Prospectors. More than half the respondents were 56 or older.

The additional comments to the written survey were extremely supportive of enhancing and expanding a comprehensive city-wide preservation philosophy. Tree conservation, impacts of commercial activities in residential neighborhoods and inappropriate rehabilitation were all raised as related issues that must be acknowledged as part of the whole picture.

ATTACHMENTS:

Survey Results: Historic Preservation: Building a Plan -- SUMMARY

Survey Results: Business Owner Oral Interviews -- SUMMARY

Historic Preservation: Building a Plan – Survey Monkey report

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TO:



Attn: Plan Amendment Specialist
Dept. of DLCD
635 Capitol Street NE, Suite 150
Salem, OR 97301-2540