

ARTICLE 11:
HISTORIC DISTRICTS OVERLAY

SECTION 2.11.010 SITE REVIEW FOR REGISTERED HISTORIC RESOURCES

The purpose of the historic preservation provisions is to preserve, protect, maintain, and enhance those historic resources which represent or reflect elements of the cultural, social, economic, political, and architectural history. Historic resources are the sites, buildings, structures, objects, natural features, or specific districts that relate to events or conditions of our past. Protected resources will provide educational value, enjoyment, and economic diversification as well as beautification of the City and enhancement of property values. This Section is intended to allow the City to review any changes including alterations, remodel, additions, demolitions, and/or new construction proposals at the time of site review to ensure that registered historic resources are preserved. (Ord.3355, 8/10)

SECTION 2.11.020 HISTORIC RESOURCES

For the purposes of this Section, historic resources which are defined as sites, buildings, properties, or features within the Roseburg City limits that have been inventoried and/or are located within a designated historic district or otherwise listed on the City of Roseburg Historic Resource Register, the Douglas County Historic Resource Register and/or the National Register of Historic Places. Designated historic districts are shown on the following page in Figure 16: Historic Districts Overlay. (Ord.3355, 8/10)

SECTION 2.11.030 EXTERIOR REMODELING/ALTERATION PROCEDURE

(Ord.3355, 8/10)

Upon receipt by the Community Development Department of all site plan review requests for exterior alteration of a historic resource, the Director shall within 15 working days, review the permit application for completeness and refer the request to the Historic Resource Review Commission to review the permit request within 30 working days of the date the complete application was submitted. The Commission shall review the permit request and shall:

- 1) Notify the applicant of the time and place of the review and be encouraged to be present. A failure to initiate review within 30 working days of completeness shall be considered as an approval of the application.
- 2) Direct the Director to submit to the Building Department a statement of development approval if the Commission finds the proposed alterations to be in compliance with Section [2.11.070](#).
- 3) Initiate one of the following if the Commission finds the proposed alterations to be in non-compliance with Section 2.11.070:
 - a) Approve the application subject to compliance with conditions which will bring the application into conformance with Section 2.11.070, or
 - b) Place up to a 60 day delay from the date of the hearing action on issuance of a building permit for the proposed alteration to provide additional time for gathering information, to further evaluate the proposal or to identify alternatives for the owners, or
 - c) Provide the applicant with information concerning local, state, and federal preservation programs so that the applicant may gain knowledge of alternatives available to them.

SECTION 2.11.040 ADDITIONS TO HISTORIC RESOURCES

(Ord.3355, 8/10)

Upon receipt by the Community Development Department of a request for construction of an addition on a designated historic property, the Director shall, within 15 working days, review the application for completeness and refer the request to the Historic Resource Review Commission to review the request within 30 working days of the date the completed permit application was submitted. A failure to initiate review within 30 working days shall be considered as an approval of the application. The Commission shall review the request and shall:

- 1) Notify the applicant of the time and place of the review and be encouraged to be present.

- 2) Direct the Director to submit to the Building Department a statement of development approval if the Commission finds the proposed addition to be in compliance with Section [2.11.070](#) or [2.11.080](#) as applicable.
- 3) Initiate one of the following if the Commission finds the proposed construction or addition to a historic resource inventoried as significant, primary, contributing, eligible-contributing, eligible-significant and/or similarly classified to be in non-compliance with Section 2.11.070 or a historic resource inventoried as non-historic/non-contributing, secondary, non-eligible and/or similarly classified to be in non-compliance with Section 2.11.080.
 - a) Approve the application subject to compliance with conditions which will bring the application into conformance with Section 2.11.070 or 2.11.080 as applicable, or
 - b) Place up to a 60 day delay from the date of the hearing action on issuance of a building permit for the proposed addition to provide additional time for gathering information, to further evaluate the proposal or to identify alternatives for the owners, or
 - c) Provide the applicant with information concerning local, state, and federal preservation programs so the applicant may gain knowledge of alternatives available to them.

Following review, the Commission may grant or deny the request for issuance of a building permit.

The Director shall file a memorandum of the decision in the records of the Community Development Department and shall send a copy to the applicant by mail.

The decision of the Commission is final unless a written appeal from the property owner is received by the Director within 14 days after the date on which the decision was filed.

SECTION 2.11.050 NEW CONSTRUCTION ON INVENTORIED PROPERTY

(Ord.3355, 8/10)

Upon receipt by the Community Development Department of a request for new construction on a property or in a district inventoried or otherwise designated a historic resource, the Director shall, within 15 working days, review the application for completeness and refer the request to the Historic Resource Review Commission to review the request within 30 working days of the date the completed permit application was submitted. A failure to initiate review within 30 working days shall be considered as an approval of the application. The Commission shall review the request and shall:

- 1) Notify the applicant of the time and place of the review and be encouraged to be present.

- 2) Direct the Director to submit to the Building Department a statement of development approval if the Commission finds the proposed addition to be in compliance with Section [2.11.080](#).
- 3) Initiate one of the following if the Commission finds the proposed alterations to be in non-compliance with Section 2.11.080:
 - a) Approve the application subject to compliance with conditions which will bring the application into conformance with Section 2.11.080, or
 - b) Place up to a 60 day delay from the date of the hearing action on issuance of a building permit for the proposed construction to provide additional time for gathering information, to further evaluate the proposal or to identify alternatives for the owners, or
 - c) Provide the applicant with information concerning local, state, and federal preservation programs so the applicant may gain knowledge of alternatives available to them.

Following review, the Commission may grant or deny the request for issuance of a building permit.

The Director shall file a memorandum of the decision in the records of the Community Development Department and shall send a copy to the applicant by mail.

The decision of the Commission is final unless a written appeal from the property owner is received by the Director within 14 days after the date on which the decision was filed.

SECTION 2.11.060 DEMOLITION OF HISTORIC RESOURCES

(Ord.3355, 8/10)

Upon receipt of the Community Development Department for a request for demolition of a historic resource, the Director shall schedule a hearing before the Historic Resource Review Commission to review the request. However, if the structure for which the demolition permit request has been filed has been damaged in excess of 70% of its assessed value due to fire, flood, wind, or other action of God, a demolition permit may be approved by the Director after ratification by the Historic Resource Review Commission. If the Commission does not ratify a demolition permit, damage does not exceed 70% or there is no documented requirement for demolition, then the Director shall schedule a hearing before the Historic Resource Review Commission to review the demolition request. A failure to initiate review within 30 working days shall be considered as an approval of the application.

The Commission may delay the issuance of the demolition permit or building permit for up to 60 days from the date of the hearings action. The Commission's decision shall be based upon consideration and completion of the following factors:

- 1) Reasonable efforts shall be made by the Commission to provide the owner of the structure with possible alternatives for demolition, including information concerning local, state, and federal preservation programs;
- 2) Reasonable effort shall be made by the Commission to maintain the historic structure by an acquisition, protection, stabilization, preservation, rehabilitation, restoration, or reconstruction project. A demonstrated lack of private and public funding for the above is sufficient cause to allow demolition;
- 3) Consideration shall be given to the Guidelines listed in Section 2.11.070; and,
- 4) The Commission may request the Director and/or applicant to seek assistance through referrals from the appropriate agencies and organizations, which may include: The State Historic Preservation Office, the Douglas County Museum, and the Douglas County Historic Resource Review Committee. (Ord.3289, 9/08)

Following review, the Commission may grant or deny the request for issuance of a building permit or demolition permit.

The Director shall file a memorandum of the decision in the records of the Community Development Department and shall send a copy to the applicant by mail.

The decision of the Commission is final unless a written appeal from the property owner is received by the Director within 14 days after the date on which the decision was filed.

SECTION 2.11.070 EXTERIOR ALTERATIONS/ADDITIONS TO HISTORIC RESOURCES

(Ord.3355, 8/10)

This Section applies to all contributing, significant, primary, historic, eligible or similarly classified historic resources.

Affirmative findings shall be documented addressing the following guidelines based upon their relative importance.

- 1) Retention of original construction. All original exterior materials and details shall be preserved to the maximum extent possible.
- 2) Height. Additional stories may be added to historic building and zoning codes.
 - a) The added height complies with requirements of the building and zoning codes.
 - b) The added height does not exceed that which was traditional for the style of the building.
 - c) The added height does not alter the traditional scale and proportions of the building style.
 - d) The added height is visually compatible with adjacent historic resources.

- 3) Bulk. Horizontal additions may be added to historic buildings provided that:
 - a) The bulk of the additions do not exceed that which was traditional for the building style.
 - b) The addition maintains the traditional scale and proportion of the building style.
 - c) The addition is visually compatible with adjacent historic resources.
- 4) Visual Integrity of Structure. The lines of columns, piers, spandrels, and other primary structural elements shall be maintained so far as is practicable.
- 5) Scale and Proportion. The scale and proportion of altered or added building elements, the relationship of voids to solids (window to wall) shall be visually compatible with traditional architectural character of the historic building.
- 6) Materials and Texture. In-kind materials and textures shall be used in the alteration or addition of historic resources. Exterior alteration or addition shall follow the requirements of the Secretary of Interior's Standards for Historic Preservation Projects and the Historic Preservation League of Oregon's Rehab Oregon Right manual.
- 7) Signs, lighting, and other appurtenances. Signs, exterior lighting, and other appurtenances, such as walls, fences, awnings, and landscaping shall be visually compatible with the traditional architectural character of the historic resource.

SECTION 2.11.080 NEW CONSTRUCTION/ADDITIONS TO NON-HISTORIC RESOURCES
(Ord.3355, 8/10)

This Section applies to all non-historic, non-contributing, secondary, ineligible or similarly classified property within Roseburg's Historic Districts.

New construction on a vacant lot within a historic district or on a property, lot, parcel or site designated as a non-historic, non-contributing, compatible, secondary and/or not-eligible historic resource can enhance the existing character if the proposed design reflects an understanding of, and is compatible with, the distinctive character of the setting and associated resources. Affirmative findings shall be documented addressing the following guidelines based upon their relative importance.

- 1) Siting New and Relocated Buildings. New, added or relocated buildings are sited according to features of the surrounding neighborhood and the overall character of the historic area in terms of orientation, distance to adjacent buildings, traditional setback, and retention of important site features per the requirements of the Secretary of Interior's Standards of Historic Preservation Project and the Historic Preservation League of Oregon's Rehab Oregon Right manual and as follows:

- a) Orientation. The new or relocated building is oriented in a manner to maintain the traditional pattern of the block.
 - b) Distance. The distance between the new or relocated building and the adjacent historic resource is compatible with the spacing between existing resources on the same street.
 - c) Setback. The setback of the new or relocated building is consistent with the setback of adjacent historic resources on the street.
 - d) Design. The overall character of the new construction or relocated building is compatible with existing site features (landscaping, garages and driveways, if applicable) and the traditional character of the surrounding area.
- 2) Height. The proportion of the new or relocated building is compatible with the average height of the traditional character of the surroundings.
 - 3) Bulk and Scale. The bulk and/or proportions (size, mass, and/or volume) of any new or relocated building are compatible with the traditional character of the surrounding. Examine the massing of nearby buildings (whether symmetrical or asymmetrical, central block or L-shape), and design the new building with similar bulk.
 - 4) Materials. The materials are consistent with the predominant materials and finishes found on other resources in the surrounding area. Examine the color, texture, pattern, composition, and scale of neighboring historic resources.
 - 5) Width. The proportion of the new or relocated buildings is compatible with the average width and massing of the neighboring buildings. If a building is wider than other buildings on the block, the façade should be broken up into narrower bays that reflect the common historic widths.
 - 6) Specific Design Elements. Design elements need to be compatible with the existing character of the surroundings with consideration for, but not limited to:
 - a) Roof Form. Visually, the roof form is the most important element in the overall building form. Keep roof forms consistent with the shapes traditionally used.
 - b) Windows and Doors. Keep the proportions and pattern of window and door opening similar to neighboring historic buildings. Keep the rhythm of solids (walls) and voids (windows and doors) consistent with the dominant pattern set in the area.
 - c) Exterior Siding. Select siding material that is compatible with the historic materials used in the neighborhood. Only use substitute siding materials if similar in style to those used historically.

- d) Architectural Details. Architectural features are to complement the details and style of the neighboring historic buildings. Architectural elements such as eave details, window trim, water tables, and cornices help new buildings blend in with surrounding resources.

SECTION 2.11.090 MINOR PROJECT REVIEW AND APPROVAL BY DIRECTOR

Community Development Director may approve projects listed within this Section that comply with adopted Design Guidelines cited in this Article. The Director retains the option to refer Minor Projects to the Historic Resource Review Commission for approval.

- 1) Minor Projects review by the Director shall be limited to:
 - a) Fences, new or replacement
 - b) Roof repair and replacement, including gutters and downspouts
 - c) Foundation repair and replacement
 - d) Window and/or door repair and replacement
 - e) Restoration projects to reintroduce original features and/or materials
 - f) Porch rail repair and replacement
 - g) Awnings
 - h) Signs
- 2) Minor Project consideration by the Director shall require the submittal of the following plans and materials:
 - a) Material
 - b) Color
 - c) Style
 - d) Features/Details
 - e) Size
 - f) Mass/bulk
 - g) Ornamentation
- 3) A Minor Project Evaluation Checklist shall be completed by the Director for each project and a copy of the checklist along with a copy of the plans shall be provided to the Historic Resource Review Commission as an informational item.