

# *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.

**August, 2019**

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

### **Stakeholder Committee**

Marie Longfellow, Cottage Grove Historical Society  
Holli Turpin, Cottage Grove Historical Society  
Cathy Bellavitta, Friends of Mt. David  
Carolyn Pettit, Cottage Grove Genealogical Society  
Becky Venice, Cottage Grove Museum  
Danny Solesbee, Historic Landmarks Commission, Economic & Business Improvement District  
Travis Palmer, Executive Director, Cottage Grove Area Chamber of Commerce  
Jared Sidman, Coordinator, Main Street Cottage Grove  
Shauna Neigh, Main Street Cottage Grove

### **Historic Landmarks Commission**

Lloyd Williams, Chair  
Cathy Bellavitta  
Tara Sue Hughart  
Danny Solesbee

### **City of Cottage Grove Staff**

Amanda Ferguson, City Planner

*This publication has been funded with the assistance of a matching grant-in-aid from the Oregon State Historic Preservation Office and the Historic Preservation Fund, National Park Service, Department of the Interior. Any opinion, findings, and conclusions or recommendations expressed in this material do not necessarily reflect the views of the Department of the Interior. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Office of Equal Opportunity, National Park Service, 1201 Eye Street, NW (2740) Washington, DC 20005”*

*“The activity that is the subject of this [type of publication] has been financed [in part/entirely] with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.*

# Table of Contents

<b>Executive Summary</b>	5
<b>Chapter 1– Introduction</b>	7
Historic Preservation Plan Purpose	7
Why Historic Preservation Is Important	7
Heritage Partners	8
Progress since 2014 Preservation Plan Adoption	8
<b>Chapter 2 – Historic Resources in Cottage Grove</b>	10
Historic Resources in Cottage Grove	10
Historic Landmarks	11
Downtown Cottage Grove Historic District	13
<b>Chapter 3 – Existing Historic Preservation Program</b>	14
Historic Preservation Plan: Partnering to Preserve Our Heritage	14
2037 Vision and Action Plan	14
2005 Downtown Revitalization and Refinement Plan	15
2014 Main Street Refinement Plan	16
All-America Square Refinement Plan	17
Development Code	17
Historic Design Review Guidelines	18
Historic Landmarks Commission	18
Certified Local Government	19
Heritage All-Star Designation	20
Main Street Program	20
<b>Chapter 4 – Process and Methodology</b>	22
Preservation Plan Process	22
Public Outreach	23
Surveys	23
Questions for Stakeholder Groups	24
Plan Adoption	24
<b>Chapter 5 – Public Outreach and Identified Needs</b>	26
Survey Results	26
Identified Needs and Issues of Stakeholders	27

<b>Chapter 6 – Goals, Strategies &amp; Actions</b>	28
Goal 1: Promote Inter-Organizational Collaboration	29
Goal 2: Improve Historic Review Process	32
Goal 3: Develop Local Inventory	34
Goal 4: Preserve Publically-Owned Historic Resources	35
Goal 5: Promote Local History & Heritage Tourism	37
Goal 6: Provide Economic Incentives	39
Plan Maintenance	40
<b>Glossary of Terms</b>	41
<b>Appendix I Stakeholder Organizations</b>	
Historic Landmarks Commission	1
Cottage Grove Economic and Business Improvement District (EBID)	3
Cottage Grove Genealogical Society	5
Cottage Grove Historical Society	7
Cottage Grove Museum	9
Friends of Mt. David	11
Main Street Cottage Grove	12
Cottage Grove Area Chamber of Commerce	14
Cottage Grove Community Development Corporation	15
<b>Appendix II Existing Incentive Programs for Listed Historic Buildings</b>	16
Local	16
State	19
Federal	23
<b>Appendix III Resources</b>	26
<b>Appendix IV Preservation Plan Update Surveys</b>	29
Cottage Grove Historic Site Survey	30
Historic Property Owner/Tenant Survey	50

## **Executive Summary**

*Cottage Grove Historic Preservation Plan Update: 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 Update, performed in 2019, builds upon the original plan, adopted by City Council in January 2014. This Update and the original plan were 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 nine stakeholder organizations. The stakeholder organizations include:

- City of Cottage Grove
- Cottage Grove Area Chamber of Commerce
- 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 Historic Sites survey and a Historic Preservation survey of listed historic property owners/tenants. 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, revising historic preservation code, and reviewing and developing design guidelines as needed.

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- and privately-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.

The 2014 Historic Preservation Plan was adopted as an implementing plan for the City's Comprehensive Plan Element on Historic Sites and Structures. This Update is intended to refresh the goals and recommendations in the 2014 plan to continue to meet the goals of the Comprehensive Plan. The recommendations included in the original plan and this Update 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. 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 global value of culture and heritage tourism was estimated at well

over \$1 billion dollars in 2018. The Oregon Department of Transportation, *Sunset* magazine and others have featured the City of Cottage Grove as a 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, Cottage Grove Economic & Business Improvement District, Cottage Grove Genealogical Society, Cottage Grove Historical Society, Cottage Grove Museum, Historic Landmarks Commission, Friends of Mt. David, Partners in History, Cottage Grove Aviation Museum, Bohemia Mining Museum 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 the 2014 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. Other combined projects included efforts with the Passport to History program, interpretive projects, and a walking tour of the Northwest Neighborhood.

### ***Progress since 2014 Preservation Plan Adoption***

Since 2014, great strides have been met to improve the individual and collective performance of each of the heritage partners. The Partners in History met annually to coordinate programs at the library and elsewhere. The Genealogical Society relocated from the Veley House to the Cottage Grove Community Center/Library, where their collection is climate controlled and much more accessible to the general public. The Cottage Grove Museum moved their office and research library into the Veley House, after City staff repaired the first floor of the building. The Museum was then able to inventory and better curate their collection, which has greatly impacted the visitor experience. The Bohemia Mining Museum moved to a more permanent location at the Red Barn on S. 10<sup>th</sup> Street, and the Cottage Grove Historical Society relocated with them. Both groups are more financially stable in their new location and enjoy increased foot traffic. The City continued work on the restoration of the Cottage Grove Armory, the Veley House and other historic buildings under public ownership.

Numerous community heritage projects were also facilitated through Heritage All-Star and Certified Local Government grants, including: interpretative signage on Opal Whiteley, the restoration of the Opal mural, interpretive signage at the McFarland Cemetery and Cottage Grove Museum, walking tour signage, brochures, enhanced collection equipment, improved lighting and collection storage in the Museum, digital archiving and physical curation of newspaper collections, etc. Partnerships were formed to present historic window restoration classes and bring in experts to train on disaster preparedness. The City Council continued



annual funding for Historic Renovation grants for the Downtown Historic District. These grants helped improve the overall appearance of Main Street, as did the restoration of two historic buildings (Old Club and Bank Building). The Main Street Cottage Grove began leveraging the Partners in History work to hold “History Pubs” once a month at Axe & Fiddle, with various organizations providing presenters on local history topics each month.

Overall, the plan was successful in leveraging partnerships to improve organizational capacity and the long-term viability of the various heritage partners. There remains, however, much work that remains to be done to continue these successes and preserve the history and heritage of Cottage Grove.

## **Chapter 2 – Historic Resources in Cottage Grove**

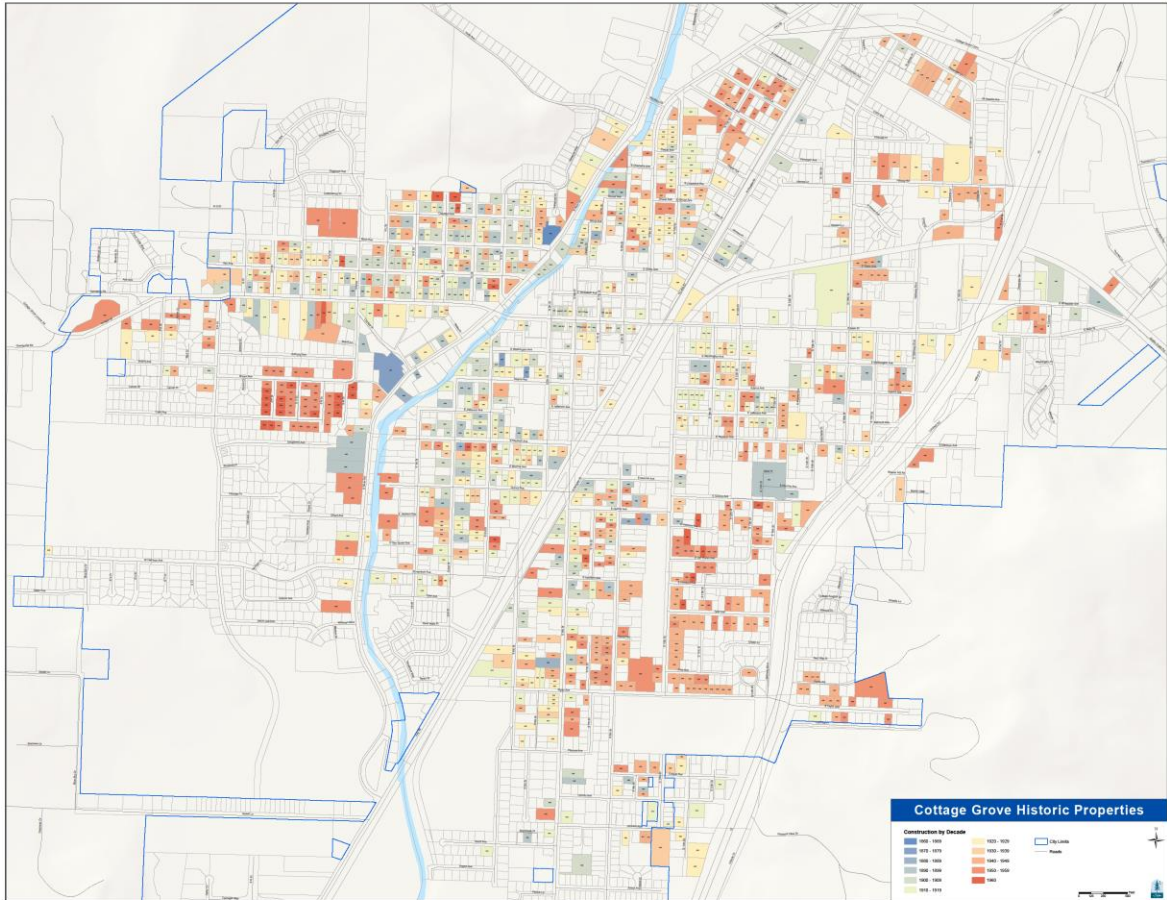
### *Historic Resources in Cottage Grove*

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 14.26.300). 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





## 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 7<sup>th</sup> 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.

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

The 2014 *Cottage Grove Historic Preservation Plan: Partnering to Preserve Our Heritage* focused 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.

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 works to foster and develop these efforts.

An Advisory Committee of preservation partners, combined with information gathered from a City-wide public survey and individual surveys of downtown property owners, formed the basis for the findings and recommendations of this plan.

This document was adopted as the Refinement Plan of the Historic Preservation section of the City of Cottage Grove Comprehensive Plan, and is intended to be updated every 5 years.

Comments: The greatest success of this document was encouraging the first “long-range” plans for each of the heritage partners. This planning effort led to the rehousing/relocation of the Museum, Genealogical Society, Historical Society and Bohemia Mining Museum into better or more expanded locations. It was also extremely useful in determining the scope of several grant projects. Annual review of this strategies in this document should be part of the annual HLC/Partners in History meeting.

### ***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 People’s Utility District. This plan is a vision of Cottage Grove for 2037, marking the 150<sup>th</sup> 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 99/10<sup>th</sup> 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.



A vision of Main Street, Revitalization Plan, 2005.

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/10<sup>th</sup> 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.
- 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 had a positive impact upon access to and attractiveness of the Downtown Historic District. The completion of this intersection enhancement means that a large portion of the recommendations of the Downtown Revitalization & Refinement Plan were 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 focused upon the streetscape and infrastructure of Main Street and its adjacent cross streets between Hwy 99 and N. River Road.

Comments: 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 was adopted as a component plan to Cottage Grove's Transportation System Plan in 2015 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 ten years.



### ***All-America Square Refinement Plan***

In June, 2016, the City Council adopted the All-America Square Refinement Plan. This plan presents the findings of a community-based planning project designed to gather public input on the needs and wants for All-America City Square. Recommendations included in this report reflect findings from public meetings held in May, 2016. These recommendations were intended to chart a course for park maintenance and future improvements by the City and interested stakeholders.

Comments: Several of the principal recommendations of this plan were immediately implemented by the City through a series of small grants. These included refurbishing of the Opal Mural, removing the central planter, adding a new entrance from S. 7<sup>th</sup> Street to improve traffic flow and connectivity, installing interpretative signage on the mural and Opal Whiteley, and removing the wall to the parking lot. Improved night lighting and a Christmas tree holder in the center of the planter area have made this a favorite location for Christmas in Cottage Grove activities. The new entrance from S. 7<sup>th</sup> Street and the planter removal have increased the use of the park and the adjacent section of S. 7<sup>th</sup> Street, which is now blocked off for over 30 days each year for community events such as the weekly Farmers Market.

Other improvements remain to be completed, particularly those to the hose tower and the plaza. The paving throughout the park has degraded substantially since 2016.

### ***Cottage Grove Development Code***

*Combined Districts – Historic Preservation Overlay District – 14.26*

*Section 14.26.3.00–14.26.390*



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

This section 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 directs staff on the use of bi-annual Certified Local Government Program grant funding, and can use this program to direct resources to needs identified through public discussion and debate. The Landmarks Commission also awards between \$5,000-\$10,000 in Historic Renovation grants per year, which are vital to the maintenance and restoration of historic resources. Through advocacy and leadership, the Landmarks Commission could become the leading force behind the implementation of this plan.

### ***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. CLG funds have been used to help restore the Veley 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. They have also been used to fund historic masonry restoration studies, architectural studies for downtown renovations, interpretative panels on local history highlights, and neon sign repair.

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. This status was renewed in 2018. The success of these applications 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 and the occasional awards of pass-through grants by the Oregon Heritage Commission. All-Star Heritage grant funding were used to further small projects at the Cottage Grove Museum, Cottage Grove Genealogical Society, and Cottage Grove Historical Society in 2016/17 and 2018/19. 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.

The City of Cottage Grove, EBID and the Community Development Corporation (CDC) have partnered to help fund part-time staff for the Main Street Cottage Grove program since 2013. Main Street Cottage Grove now takes an active role in downtown event planning and implementation, economic development efforts, and business retention. In 2018, Main Street Cottage Grove was successful in obtaining a RARE volunteer to act as a full-time Main Street Coordinator. A second, full-time RARE volunteer will be filling the position in 2019/20.

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 and City funding will have to be supplemented by a sustainable funding plan for the program's long-term viability. 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 Public Works & Development Department and stakeholder organizations.

### ***Preservation Plan Process:***

- 1) Initiate project.
  - Form Advisory Committee.
  - Hold first Advisory Committee meeting.
  - Meet with each Heritage Partner organization.
  - Review existing plans and policies.
  - Review summary of existing identified resources.
- 2) Perform Needs Assessment.
  - Create on-line survey for distribution via social media City-wide to determine community priorities and preferences related to historic resources and heritage activities.
  - Create and e-mail/mail survey to historic property owners and stakeholders to determine what existing codes and historic processes work well and which do not, and what is desired.
  - Hold meetings with the Landmarks Commission and other stakeholders to receive input and feedback about existing historic processes and programs and short/long range organizational goals for each organization.
  - Develop and present needs and survey findings to the Advisory Committee.
- 3) Draft Preservation Plan Update.
  - Develop preferred goals and strategies to meet identified needs with the Advisory Committee.
  - Incorporate comments from Advisory Committee and stakeholders into draft Preservation Plan.
- 4) Adopt final Preservation Plan Update.
  - Incorporate all comments into final draft plan for review and approval by Advisory Committee.
  - Notify DLCDC and SHPO of proposed adoption of Preservation Plan Update as a Refinement Plan of the Cottage Grove Comprehensive Plan.
  - Hold public hearings on adoption of final draft plan before Historic Landmarks Commission and City Council.
  - Adopt Preservation Plan as refinement plan to City of Cottage Grove Comprehensive Plan.

## ***Public Outreach***

### **Heritage Partner Involvement in Plan Process**

In March 2019 the Advisory Committee was assembled of the “Heritage Partners” within Cottage Grove. This committee was comprised of nine organizations that will guide this document through adoption:

- City of Cottage Grove
- Cottage Grove Area Chamber of Commerce
- 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

### **Organization Meetings**

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

- February 6<sup>th</sup>, 2019, Cottage Grove Historical Society
- March 12<sup>th</sup>, 2019, Cottage Grove Museum
- March 20<sup>th</sup>, 2019, 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.

- March 18, 2019
- April 22, 2019
- May 20, 2019
- June 10, 2019

### ***Surveys***

The Committee also assisted Community Development Department staff in the creation of an on-line on Historic Sites in Cottage Grove. Copies of survey was distributed to attendees of the April 2<sup>nd</sup> History Pub at the Axe & Fiddle, and links to the survey were sent via email and websites to stakeholders and citizens at-large.

This survey was titled the “Cottage Grove Historic Site Survey.” Recipients were asked about the benefits of historic places to Cottage Grove, and asked to identify their favorite/most visited historic sites. They were also asked to identify the best “preservation” effort over the last five years, and for their thoughts on tools for historic preservation.

This survey had 6 questions and took approximately 5 minutes to complete. It was made available on-line at [www.cottagegrove.org](http://www.cottagegrove.org) as well as provided in written form to attendees of the April 2<sup>nd</sup> History Pub and to stakeholder groups.

The “Cottage Grove Historic Site Survey” was available online for six weeks. Data and comments received during this period will be used to help identify those features of Cottage Grove’s heritage that attract the most visitors or are most important for preservation. 170 people participated.

A second written survey, titled “Historic Property Owner/Tenant Survey,” was sent to all property owners & tenants of listed historic resources, to look into the preferences and opinions of historic property owners regarding the Preservation Plan and Historic Preservation Program in Cottage Grove. A total of 17 property owners participated in this survey.

Survey results are discussed in the next chapter and in Appendix IV.

### ***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.

A questionnaire was presented to the boards of directors of the Cottage Grove Historical Society, Cottage Grove Museum, Cottage Grove Genealogical Society, EBID, Main Street Cottage Grove, Historic Landmarks Commission, Chamber of Commerce and Friends of Mt. David, with the following questions:

- 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?
- What kind of projects would you like to undertake in the next 5 years?
- 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.



## ***Plan Adoption***

### **Historic Landmarks Commission**

A public hearing was held before the Historic Landmarks Commission on August 5, 2019. A notice of this public hearing was sent to all stakeholders and respondents of the written surveys (if identified). At this meeting, the HLC recommended that the City Council adopt this Preservation Plan Update to replace the 2014 plan as a component of the City's Comprehensive Plan.

### **City Council**

A public hearing was held before the Historic Landmarks Commission on August 5, 2019. A notice of this public hearing was sent to all stakeholders and respondents of the written surveys (if identified). At this meeting, the HLC recommended that the City Council adopt this Preservation Plan Update to replace the 2014 plan as a component of the City's Comprehensive Plan.

A public hearing was held before the City Council on September 9, 2019. Following this public hearing, the City Council adopted the Update via Ordinance No. 3112.

## **Chapter 5: Public Outreach and Identified Needs**

### *Survey Results*

There were some clear trends in the written survey presented to property owners of listed historic buildings. A clear majority 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).

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.

Online Survey respondents felt strongly that preserving Cottage Grove's historic places provides a sense of place to our community, stimulates tourism and provides educational opportunities to our youth.

When our residents host visitors in Cottage Grove area, they are frequently shown the Downtown Historic District and covered bridges such as the Chambers Covered Bridge, or taken to historic events like the Bohemia Mining Days. Visiting local museums, local theatres, local restaurants in the historic district, or local natural/historic attractions like Bohemia Mines, the Swinging Bridge, and Cottage Grove and Dorena Reservoirs are also extremely popular. All have a foundation or link to the heritage of Cottage Grove.

Almost all of the respondents had visited a local museum or participated in a heritage event at some time. The most popular was Bohemia Mining Days, a heritage festival, followed by the classic car show, Cottage Grove Museum, Western Oregon Exposition, and the Partners in History exhibits at the Cottage Grove Library. All of our smaller museums, including the Aviation History Museum and Bohemia Mining Museum, draw visitors, as do the small events held at Coiner Park or throughout the community.

80% of respondents felt that we should create mechanisms to help private homeowners preserve their historic homes. Ideas included: grants, low interest loans, maintaining lists of preservation contractors, printed guides for home preservation, research help on building history, application assistance/fee waivers, historical consultation, volunteer support, preservation workshops.

Favorite examples of historic preservation within last 5 years included: the Red Barn Rehab (for Bohemia Mining Museum/Historical Society/South Lane Ballet) and the Cottage Grove Armory (for community center).

Favorite places in Cottage Grove included: Downtown, the Swinging Bridge, Chambers Covered Bridge, Coiner Park, Bohemia Park and the Cottage Grove Armory.

## *Identified Needs & Issues of Stakeholders*

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

### *Collaboration*

All the stakeholders stressed the importance of collaboration and partnering with each other and the City to reach their organizational goals. We need to find ways to collaborate on planning and development activities when projects overlap the areas of impact (downtown for example for EBID & Main Street and the Chamber of Commerce) or issues of concern (ridgeline trail, historic interpretation). Communication must be a two-way street with partners reporting to and from City officials through City liaison position and an annual presentation to the Council.

### *Visibility*

All of the heritage organizations are concerned with and interested in maintaining and improving their presence in the community and at various events. In doing so they hope to maintain a strong connection with the community and be seen as a resource for all. This includes updating and/or producing new publications, promotions, and increasing membership. The City can help by providing visibility for partners and continued support through grants, funding, education opportunities, and inclusion in planning efforts.

### *Preservation concerns*

Partners located within historic buildings owned by the City are concerned with the continued maintenance and restoration of those buildings. The entire community is interested in the restoration of historic community icons like the Armory and the Swinging Bridge, and the attractiveness and safety of the Downtown Historic District. There is growing support and interest in preserving historic homes. To assist with this, the City needs to be more aggressive in listing historic homes, providing education materials and support for historic preservation efforts, developing funding mechanisms and grant writing, and simplifying the historic review process.

## **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. The goals build one upon the other, but are not in any order of importance. They 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

**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.**

STRATEGY: Strengthen the role of the Historic Landmark Commission in historic preservation within the community.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Annual strategic planning	Hold annual strategic planning session with Historic Landmark Commission and heritage partners.	city, HLC, partners	x	x	x
2	Façade Renovation Grants	Continue to expand Façade Renovation Grant program.	city, HLC	x	x	x
3	CLG Grants	Develop CLG grant requests through Historic Landmark Commission and heritage partners to further city-wide goals for historic preservation.	city, HLC	x	x	x
4	Award Program	Develop Awards Program to honor heritage and preservation projects that have a substantial impact on the community.	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	Annual meetings	Hold annual meetings with heritage partners and HLC to keep all groups informed of desired projects and plans for the year.	city, HLC, all partners	x	x	x
2	Inter-organization events	Sponsor and/or participate in inter-organizational events.	city, all partners	x	x	x

3	Collection inventory	Explore potential for shared cataloging system and/or collection inventory.	City, all partners		x	
4	Joint online presence	Continue to maintain a joint web presence. Support social media connections.	City, all partners	x	x	x

**STRATEGY: Support improvements to streetscape of historic Downtown.**

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Main Street Refinement Plan	Seek funding to implement Main Street Refinement plan in whole or in part, to improve the accessibility, safety, and appearance of the public right-of-way within the historic district.	city, Main Street, Chamber	x		
2	Urban Renewal Plan	Engage historic partners in development of Urban Renewal Plan.	city, Main Street, partners	x	x	
3	Main Street safety	Explore options to reduce traffic conflicts on Main Street. Support efforts to improve safety for visitors and residents, including intersection modifications, bike corridor signage, and other safety improvements.	city, Main Street, Chamber	x	x	x
4	All America Square improvements	Improve maintenance of landscaping and buildings at All-America Square. Explore options to enhance hose tower, including interpretative programming.	City, Main Street, Garden Club, HLC	x	x	x

**STRATEGY: Develop & implement the Cottage Grove Disaster Response Initiative for Heritage Resources.**

Action #	Title	Action	Partners	Implementation Start Year
----------	-------	--------	----------	---------------------------

1	Disaster Response Initiative	Work with SHPO and heritage partners on a heritage resource disaster response initiative. Implement recommendations as appropriate through City Council, HLC, and heritage partners.	City, HLC, heritage partners, SHPO	x	x	
---	------------------------------	--	------------------------------------	---	---	--

**STRATEGY:** Support the expansion of the Main Street Program in Cottage Grove.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Main Street Coordinator	Support the funding and supervision of the Main Street Coordinator position. Seek funding through RARE program for full-time staffing. Provide housing for staff position at City Hall.	Main Street, City	x	x	
2	"Performing" Main Street	Expand Main Street Program to "Performing" level to take full advantage of program. Develop dedicated funding source for full-time staffing.	City, Main Street, EBID			x

**STRATEGY:** Assist local museums and heritage organizations to remain viable and to expand offerings.

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, Chamber	x	x	x
2	Heritage All-Star program	Use Heritage All-Star designation to access grant writing and non-profit administration training for heritage partners.	city, SHPO	x	x	x
3	Heritage Tourism	Work with Chamber of Commerce and others to promote heritage activities such as Historic Film Trail, covered bridge tours, Opal Tour, Carousel, interpretative signage, etc.	city, Chamber, partners	x	x	x

4	Programmatic Support	Work to provide program support through finding interns or volunteers for projects, non-profit training, or other external trainings to support work of heritage partners.	city, partners	x	x	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, revising historic preservation code, and reviewing and developing design guidelines as needed.**

STRATEGY: Improve design review process.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Training for HLC	Provide Historic Landmarks Commission with training opportunities. Work with SHPO to provide annual training locally or at annual CLG conferences.	city, HLC, SHPO	x	x	x
2	CLG Conferences	Encourage Historic Landmark Commissioners, Planning Commissioners, City Councilors and local partners to attend CLG conferences to increase understanding of process.	City, HLC, museum, CGHS, CGGS	x	x	x
3	Design review process	Review existing design guidelines and amend as necessary. Develop application packet to assist applicants.	City, HLC	x		

STRATEGY: Revise regulations to make more user-friendly.

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Review regulations	Utilize Historic Landmark Commission to perform review of code and application process, and implement recommendations for improvements as necessary.	city, HLC	x		
2	Code update	Update Code as necessary to comply with state law and to meet recommendations of HLC.	city		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	x	
3	Residential Handbook	Create Preservation Handbook for Residential properties.	city, all partners		x	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 on-going 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		
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 hand-outs	Create handouts for businesses in Historic District concerning appropriate maintenance methods, such as graffiti removal and repointing. Develop handouts for residential issues, such as painting and window repair.	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 Landmark Commission to identify key historic residential and commercial properties for local listing and communicate with property owners.	city, HLC, FOMD, all partners	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	Neighborhood listings	Work with neighborhood residents to continue efforts to develop either neighborhood or multi-property listings for historic homes.	city, HLC, FOMD		x	x

3	Research intern	Assist with securing research interns or assistants 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, such as grants, interpretative programs, trainings, etc.	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- and privately-owned historic resources.**

**Invest in preservation and restoration of publically-and privately-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. Assist private property owners in applying for state/federal funding for designated historic buildings.	city, Main Street		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	Seismic improvements	Inventory historic buildings at risk to damage from seismic events. Pursue funding for seismic improvements and education for property owners on risks/mitigation.	city		x	

6	Parks improvements	Improve maintenance of landscaping and park areas around publically-owned historic resources.	city	x	x	x
<b>STRATEGY: Preserve important cultural landscapes, including Mt. David, Row River Trail and riparian corridors.</b>						
Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Parks Plan	Take advantage of opportunities as they arise to implement Parks Plan recommendations regarding Mt. David and other riparian landscapes.	city	x	x	x
2	Ridgeline Trail	Work with Friends of Mount David and other partners to develop ridgeline trail on Mt. David. Develop interpretative material for oil well and ridgeline trail.	city, FOMD, partners	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. Maintain coordinated interpretive messaging for the Row River Trail.	city, BLM, USACE	x	x	x
6	Local listings	Consider designation of local sites to historic inventory, including Swinging Bridge, oil well site, McFarland Cemetery and others.	city, all partners	x	x	
7	Swinging Bridge	Develop interpretive program for Swinging Bridge.	city, all partners	x	x	

8	Chambers Bridge	Maintain and promote Chambers Bridge as tourist destination and local resource.	city	x	x	x
9	Applegate Interpretive Center & Covered Bridge	Maintain and enhance the Applegate Interpretive Center and Covered Bridge adjacent to City Hall.	city	x	x	x

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

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

**STRATEGY: Work closely to partners to develop joint History Research Center as a resource for all partners.**

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	History Research Center	Explore options to develop best possible joint History Research Center, including potential research room & library at Armory or interpretive center at Bohemia, etc.	city, all partners			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	Work 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 historic sites and work with business and property owners to locate displays inside of businesses and/or on property as signs.	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	

**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	x	
2	Parks displays	Develop rotating interpretive displays for Trailhead Park, All-America Square and other City parks.	city, PH		x	
3	Singing Creek Educational Center	Assist Singing Creek Educational Center with heritage-oriented youth programming at Dr. Snapp House.	city, Museum, CGHS, Prospectors	x	x	

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

Action #	Title	Action	Partners	Implementation Start Year		
				1-2	3-5	6+
1	Local awards program	Develop local recognition program for quality restoration, quality maintenance, etc. with Main Street Program.	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 and possible Urban Renewal 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 the low-income, elderly or disabled.	city		x	

**STRATEGY:** Expand efforts to educate commercial and residential property and business owners on existing State/Federal programs. Provide financial training and grant writing 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	Grant writing workshop	Support grant writing workshops in conjunction with the branch of Lane Community College.	city		x	

**STRATEGY:** Provide incentives 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 upon property/business owners working with rehab loans.	city, Main Street		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**