



# HISTORIC REVIEW BOARD

## HISTORIC PRESERVATION GRANT PROGRAM

The Oregon City Historic Review Board's renovation grant program makes funds available to property owners of *Locally Designated*<sup>1</sup> historic buildings desiring to make *exterior* rehabilitation or renovation improvements; *structural improvements*<sup>2</sup> to preserve the integrity of the structure may also qualify. The conditions of this program require that all improvements and projects be in keeping with the architectural integrity of the structure. Applicants should attend the meeting to respond to any questions. Contact Kelly Reid, Preservation Planner at [kreid@orccity.org](mailto:kreid@orccity.org) to schedule a time to review your project.

The Board reviews applications on the fourth Tuesday of each month at their regularly scheduled board meeting. Complete applications received by the 2nd Monday of each month can be processed during that same month.

## EXPLANATION OF PROGRAM

### WINDOW REPAIR AND REPLACEMENT OF HISTORIC AND NON-HISTORIC WINDOWS

Grant money can be used to pay for a wide range of window repair issues: from reglazing, to re-hanging weights to rebuilding sashes. Staff has a list of repair contractors that specialize in historic windows, though you are not limited to the list. The grant can also pay to replace vinyl and aluminum sliders windows with more appropriate wood windows. Original wood windows are important architectural features in any historic building. They are the "eyes" of the structure and they convey a sense of handcraftsmanship and detail that cannot be achieved with substitute materials. The Historic Review Board maintains that original windows should be retained and repaired whenever possible and replacement of windows should be with in-kind materials and should match the design detail of the original windows. If you are new to window repair and want to get yourself up to speed on the issue- The city has an extensive window repair page on the planning website for your perusal- Please note that grant money cannot be paid for DIY repair. However, after you learn about the ease of window repair- you may be able to tackle some of the project yourself for overall project savings!

### STORM WINDOWS

The Historic Review Board (HRB) will provide financial incentives to preserve original historic windows instead of window replacements. The HRB will therefore assist in the addition of wood-frame storm windows on houses *locally designated*. The goal of the HRB is to use a financial incentive to persuade the homeowner to keep the original windows instead of replacing them. Since storm windows are not part of a home's renovation but rather are energy and comfort

---

<sup>1</sup> A list of locally designated buildings can be found on Planning page of the city's website [www.orccity.org](http://www.orccity.org)

<sup>2</sup> Such as a failing foundation or repair of failing beams or walls

# **OREGON CITY HISTORIC RESOURCE SURVEY FORM**

Street Address: <b>916 WASHINGTON ST</b>				City: <b>OREGON CITY</b>			
USGS Quad Name: <b>Oregon City</b>			GPS Latitude: <b>45 21 30 N</b>		Longitude: <b>122 36 10 W</b>		
Township: <b>02S</b>	Range: <b>02E</b>	Section: <b>31</b>	Block: <b>66</b>	Lot: <b>8</b>	Map #: <b>22E31AA</b>	Tax Lot #: <b>10000</b>	
Date of Construction: <b>c. 1896</b>		Historic Name: <b>Huntley, C.G., House</b>			Historic Use or Function: <b>Domestic - single dwelling</b>		
Grouping or Cluster Name: <b>NA</b>		*Current Name or Use: <b>Domestic - single dwelling</b>			Associated Archaeological Site: <b>Unknown</b>		
Architectural Classification(s): <b>Queen Anne</b>			Plan Type/Shape: <b>Complex</b>		Number of Stories: <b>2.0</b>		
Foundation Material: <b>Stone</b>			Structural Framing: <b>Unknown</b>		Moved? <b>No</b>		
Roof Type/Material: <b>Gable / Composition shingle</b>			Window Type/Material: <b>1/1 wood double-hung</b>				
Exterior Surface Materials Primary: <b>Drop</b>			Secondary: <b>Wood shingle</b>		Decorative:		
Exterior Alterations or Additions/Approximate Date:							
Number and Type of Associated Resources: <b>None</b>							
Integrity: <b>Good</b>		Condition: <b>Good</b>		Local Ranking: <b>Designated Historic Site</b>		National Register Listed? <b>No</b>	
Potentially Eligible: <input checked="" type="checkbox"/> Individually or <input type="checkbox"/> As a contributing resource in a district							
Not Eligible: <input type="checkbox"/> Intact but lacks distinction							
<input type="checkbox"/> Altered (choose one): <input type="checkbox"/> Reversible/Potentially eligible individually or in district							
<input type="checkbox"/> Reversible/Ineligible as it lacks distinction							
<input type="checkbox"/> Irretrievable loss of integrity							
<input type="checkbox"/> Not 50 years old							
Description of Physical and Landscape Features:							
<p>This two story house is a good example of the Queen Anne style, with a complex plan shape and multiple gables. A hip roofed porch wraps around the north, west, and south sides of the house with decorative turned columns, a spindle work frieze, and a turned balustrade. Gabled rectangular bays project out from the north and west sides of the house, cantilevered out over octagonal bays at the first floor level. A turret is located at the north west corner of the house under an octagonal pyramidal roof. A second floor porch is covered by a small gable on the south west corner of the house. The gables typically feature enclosed eaves with decorative barge moldings and sunburst patterns at the gable peaks. The second floor porch gable is pedimented, with stickwork in the gable end. The windows are typically 1/1 double-hung wood sash w plain board surrounds, and the second floor windows set under a paneled frieze. Above this frieze, in the gable ends, the house is clad with fishscale shingles that are slightly battered above the frieze. The main body of the house is clad with drop siding, finished with cornerboards. A rear porch is located on the east side of the house with the same elements as the wraparound porch. The house has two chimneys, one centra chimney and one on the east wall of the house.</p>							
This house is set on a level lot with basalt retaining walls on the north and west sides that make the transition to the street slopes.							
Statement of Significance:							
<p>In 1889, James and Nancy Athey sold several lots to Sarah Campbell. The widow Campbell sold lot 8 to C.G. Huntly in 1896. C.G. Huntley and his brother William operated Huntley Brothers Co., a pharmacy and bookstore carrying such diverse items as books and bicycles. He served three terms as city councilman, and was a member of the Oregon State Legislature. The Huntleys sold the property in 1930 to Mildred Lovett. Over 10 years later, Ivan Hambril and his wife sold the lot to Kenneth and Theresa Delp. The Delps resold it that day to Maude Knudson. In 1945, Ms. Knudson sold the property to William and Minnie Weismandel. The Weismandels had the property for 5 years before selling in 1950 to Raymond and Alice Benski. Raymond worked at Crown-Zellerbach and Alice was a secretary for ACME Adding Machine. In 1964, the Benskis sold to John and Judith Montchalin. In 1966, the Montchalins sold the property to George and Janet Guild.</p>							
Researcher/Organization: <b>Alex McMurry / HPNW</b>					Date Recorded: <b>5/1/2002</b>		
<b>Survey Form Page 1</b>		Address: <b>916 WASHINGTON ST</b>		Local Designation #		SHPO #	

**Taxlot Information**

Parcel Number (APN) 2-2E-31AA-10000  
 Primary Situs Address 916 WASHINGTON ST  
 OREGON CITY, OR 97045  
 County CLACKAMAS  
 Section T2S R2E S31  
 Latitude 45.358325  
 Longitude -122.602683  
 R Number (Alt ID) 00571223  
 Approx. Size (acres) 0.15909097  
 USGS Quad Name Oregon City  
 Within Oregon City Limits? Y  
 Urban Growth Boundary (UGB) Inside

**Political Boundaries**

Jurisdiction OREGON CITY  
 Voting Precinct 2.00000000  
 US Congressional District 5  
 Oregon House District 40  
 Oregon Senate District 20  
 Metro Council District 2  
 Metro Councilor Christine Lewis  
 Metro Councilor Email christine.lewis@oregonmetro.gov

**Assessment & Value Information**

Taxmap: 2S2E31AA  
 Land Value (Mkt) \$109,128  
 Building Value (Mkt) \$378,220  
 Exempt Amount \$0  
 Net Value (Mkt)  
 Assessed Value \$238,513  
 Year Built (if known) 1900  
 Sale Date 200507  
 Sale Price \$378,000  
 Document Date 2005-07-26 00:00  
 Document Number 2005-070982  
 State General Property Code 101  
 County Tax Code 062057

**Census Information**

Census Tract 224.00000000  
 Census Block Group 5  
 Census Block Grp. Pop. (2010) 684

**Land Use and Planning**

Zoning R-3.5  
 Comprehensive Plan MR  
 Subdivision OREGON CITY  
 Subdivision Plat Number 2  
 PUD (if known) 0  
 Partition Plat Number 0  
 Neighborhood Association MCLOUGHLIN  
 Urban Renewal District DOWNTOWN  
 Historic District MCD  
 Historic Designated Structure? MCD  
 Concept Plan Area NONE  
 In Sewer Moratorium Area? N  
 In Thayer Rd Pond Fee Area? N  
 In Beavercreek Rd Access Area? N  
 In Willamette River Greenway? N  
 In Geologic Hazard? Y  
 In High Water Table Area? N  
 In Nat. Res. Overlay District (NROD)? N  
 In 1996/FEMA 2008 100-yr Floodplain? N  
 In FEMA Floodway? N  
 In Barlow Trail Area? N  
 Watershed Abernethy Creek-Willamette River  
 Sub-Watershed Tanner Creek-Willamette River  
 Basin Willamette  
 Sub-Basin Middle Willamette  
 Urban/Rural Reserve  
 Reserve Name

**Service Districts**

Elementary School HOLCOMB ELEMENTARY  
 Middle School OGDEN MIDDLE  
 High School OREGON CITY HIGH  
 School District OREGON CITY  
 Oregon Dept. of Ed. Dist. ID 1928  
 Natl. Cntr for Ed. Stats Dist. ID 4109330  
 Water District  
 Park District  
 Sewer District Tri-City Service District  
 Fire District Clackamas Fire District #1  
 Fire Management Zone 6597  
 Transit District Tri-County Metropolitan  
 Garbage Hauler Oregon City Garbage Co.  
 Garbage Hauler Phone (503) 656-8403



upgrades, the grant will be less than the standard renovation grant of 50% of the project's cost. For glass wood-frame storm window grant requests, the HRB shall grant no more than 25% of the costs. Because of the limited energy savings, Plexiglas™ or similar materials instead of glass do not qualify under this program.

**\*\*\*The Greenest Window Is Often the One That Is Already On Your House\*\*\***

## **EXTERIOR RESTORATION**

These items can range from the restoration of porch details to replacing damaged wood siding with new wood siding that matches the original. The Historic Review Board will be reviewing your request based on how it affects the significance of your building. That is, projects that give "the most bang for your buck" will be rated higher than smaller more detailed projects. While not always possible, projects that affect public elevations will be viewed more favorably than those that affect a side of the house not seen by the public.

## **GRANT APPLICATION MATERIALS**

1. The Preservation Grant Application
2. A copy of your building's inventory form (found online at [www.orcity.org](http://www.orcity.org)).
3. A copy of the Oregon City property zoning report for your property (found online at [www.orcity.org](http://www.orcity.org)).
4. Provide **TWO** detailed bid sheets for proposed repair work. ***Include copies of at least two bids*** with the application, or provide a written explanation of why only a single bid was warranted.
5. Fill out a Window Survey Form for each window being repaired or replaced (attached to packet), which provides a determination of the window's architectural significance and condition. (if applicable)
6. Provide detailed specifications of the proposed window replacement or storm window. (if applicable)

**Grants are awarded each month on a first come first serve basis based on the funding available. (Provided you meet the requirements of the grant program.)  
The 2018-2019 Grant Program has \$5,000 to award and begins July 2018**



## REVIEW CRITERIA FOR ALL PROJECTS:

The Board will review and approve projects that are in keeping with the historic integrity of the structure, subject to the following conditions:

- i. Applicants are limited to \$3,000 of grant funds every two years. You may phase your project within the two year time period; **each grant award is limited to \$1,000 dollars.** The Historic Review Board may choose to grant additional funds at the end of the fiscal year if there is money remaining in the grant budget.
- ii. Historical restoration and renovation projects will be given priority over periodic historically appropriate maintenance-type projects. For example, a project to restore architectural details such as porch railings or removing contemporary siding will be given priority over maintenance/repair projects. Conditions of approval may be applied to a project.
- iii. Any property receiving a grant must remain locally designated for at least five full years following completion of the project. If the property is removed from designation, the grant must be repaid in full. NOTE: De-designation is evaluated on the merits of the building, not the desire of the property owner to be removed from regulation.
- iv. In the Canemah National Historic District, all *Historic Contributing* structures are eligible. Owners of *Historic Non-Contributing* properties are required to submit a complete renovation plan, including the scope of the work to be completed and the timeframe. The Board will consider awarding funds for the final phase of the renovation, so that, upon completion, the structure would then be eligible for *Historic Contributing* status (contact preservation staff to determine what category your house falls into).
- v. Grant recipients are required to display a sign (available from the Community Development Department upon grant approval) identifying the project as having received grant funding.
- vi. Projects must be completed within the budget cycle of when the grant is awarded (July 1 – June 30). Funds are distributed to the owner (not the contractor) upon completion of the project. If you believe that you need an extension, please contact staff as soon as possible to get on the next agenda to request the extension.
- vii. Grants are considered taxable income and must be reported on your income tax return as required by law.
- viii. *Grants are not awarded for materials already purchased, or for work already in progress or completed.*
- ix. The Historic Review Board reserves the right to grant approval of any application above the \$1,000 limit and on a first come first serve basis if it can be determined that waiting for approval through the competitive process may affect the integrity of the building and/or it can be found that proposed project and historic resource are of city-wide importance and should be reviewed outside of the prescribed process or if left-over grant funds are available.

Questions about the program or the application should be directed to Kelly Reid at (503) 496.1540 during regular business hours, or e-mail at [kreid@orc.org](mailto:kreid@orc.org).



# CITY OF OREGON CITY

## Historic Review Board

698 WARNER PARROTT ROAD

OREGON CITY, OREGON 97045

TEL (503) 722-3789

FAX (503) 722-3880

### Historic Preservation Renovation Grant Application

Please Print Clearly

Grant Application File # \_\_\_\_\_ (staff to fill out)

Date: \_\_\_\_\_ Applicant Name: HARI FREEMAN

Site Address: 916 WASHINGTON ST - OREGON CITY, OR 97045

Phone Number: 503-502-9093 E-mail address: MISSK.FREEMAN@YAHOO.COM

Historic Name: C.G. HUNTLEY HOUSE Architectural Style: QUEEN ANNE VICTORIAN

Previous Grant Approval File #'s \_\_\_\_\_ Total Amount \_\_\_\_\_

How did you hear about the program?: \_\_\_\_\_

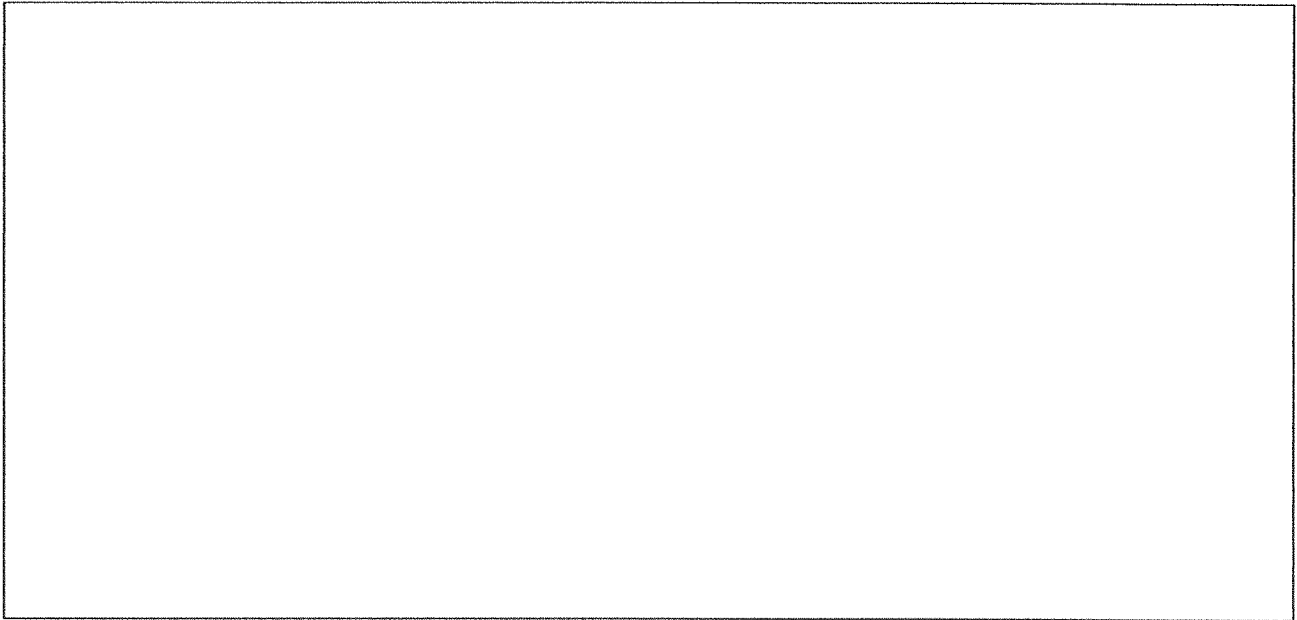
**Project Description:** Briefly explain the proposed work and the materials to be used. If you are planning to paint your historic building, please attach a paint sample for approval. **NOTE: SOME ALTERATIONS MAY REQUIRE HISTORIC REVIEW AND/OR BUILDING PERMITS.** Please Contact Staff to determine if your project requires a building permit.

\* REPAIR + RESTORE 6 DOUBLE HUNG WINDOWS  
(12 SASHES)  
5 LOCATED AROUND 2ND FLOOR TURRET  
/ LOCATED ON 2ND FLOOR - IN BETWEEN  
TURRET AND PORCH-FACING WASHINGTON ST.  
THE SAME PROCESS + PAINT WILL BE USED  
AS THE 5 WINDOWS REPAIRED + RESTORED  
3 YEARS AGO - ON SOUTH SIDE OF HOUSE.  
CHSEN WOOD WINDOWS DID AN EXCELLENT JOB.

**Historic Significance:** Describe how the project will enhance the historical nature of, or preserve, renovate or rebuild, the historical aspects of the structure.

THE 2ND FLOOR TURRET IS DEFINATELY A  
FOCAL POINT OF HUNTLEY, AND QUEN AN  
VICTORIAN.  
ALL WINDOWS FACE WASHINGTON ST.

**Historical Documentation:** Indicate any physical evidence such as old paint lines, original moldings, historic photographs, etc. that support your request to alter the exterior.



**Photographs:** Submit a "before" photo of the project site. An "after" photograph is required upon completion of the project. **Digital photos should be submitted via an e-mail attachment.**

**Project Costs:** Attach the contractor's bids, or a list of detailed estimates for materials. Eligible labor costs are limited to those performed by a licensed contractor.

(Example of materials estimates: Paint: 10 gallons @ \$25/each = \$250; Siding (drop lap): 600 feet, 1" x 6" @ \$1/foot = \$600).

Cost Estimate/Bid #1: \_\_\_\_\_

Cost Estimate/Bid #2: \_\_\_\_\_

Total grant amount requested (up to 50% of project cost, maximum \$1000): \_\_\_\_\_



**Project Scheduling:**

Beginning Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Projects must be completed within the grant cycle of July 1 – June 30. Contact staff if you need an extension. Contact staff when you actually begin the proposed work, and when you finish the project. Preservation staff will inspect the work when the project is completed.

*I have read the Oregon City Design Guidelines for Exterior Alterations and agree to do the project as submitted and approved within the grant cycle. I will notify the Board when I begin the project and when the project is completed.*

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

*This grant program has been funded with the assistance of a matching grant-in-aid from the Oregon State Historic Preservation Office and the National Park Service. 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, 1849 C Street, NW, Washington, D.C. 20240.*

# WINDOW REPAIR WORKSHEET

ALL 6 WINDOWS ARE IN THE SAME  
POOR CONDITION -

5 DOUBLE HUNG IN/AROUND 2<sup>ND</sup> FLOOR TURRET  
1 DOUBLE HUNG ADJACENT -  
2<sup>ND</sup> FLOOR IN BETWEEN TURRET & PORCH  
FACING WASHINGTON ST.

MOST OF GLAZING IS COMPLETELY GONE

Project Address: 916 WASHINGTON ST - OREGON CITY, OR 97045

Window # keyed to site  
map

Window Location:

CONDITON	Excellent	Good	Fair	Poor
1. Overall Condition Of The Window				✓
2. Condition Of The Paint				✓
3. Condition Of The Frame And Sill			✓	
4. Condition Of The Sash			✓	
5. Condition Of The Rails			✓	
6. Condition Of The Stiles			✓	
7. Condition Of The Muntins			✓	
8. Condition Of Hardware		✓		
9. Glazing Problems				✓
10. Other:				

1 ONLY GOT 1 WINDOW REPAIR ESTIMATE.

PLEASE PROVIDE AN INTERIOR/EXTERIOR OR CONTEXT PHOTO FOR EACH WINDOW

3 YEARS AGO I HAD 5 DOUBLE HUNG WINDOWS  
REPAIRED & RESTORED. I GOT 3 ESTIMATES THEN.  
CHASEN DID AN EXCELLENT JOB - AND I PLAN TO  
CONTINUE TO USE THEM FOR ALL WINDOWS.

Historic Review Board

Planning Division

Tel: 503-657-0891 Fax: 503-657-7892

P.O. Box 5000  
Oregon City, OR 97045

# CHOSEN

WOOD WINDOW  
MAINTENANCE, INC.

Chosen Wood Window Maintenance

OR CCB#132834

WA CCB#CHOSEWW008KJ

## Estimate - 4691

Date of Proposal: Wednesday, July 24, 2019

### Billing Address

Freeman, Kari  
916 Washington St  
Oregon City, OR 97045  
503-502-9093

### Job Site

Freeman, Kari  
916 Washington St  
Oregon City, OR 97045  
503-502-9093

100% Customer Satisfaction is our Goal!

If you have any questions or concerns regarding any aspect of our estimate, please call our office and share them with us

Estimated On Site Hours- 18

Job Cost \$6,256.00

Tax \$0.00

**Job Total \$6,256.00**

Line #	Room	Side + Level	Service	Description	Qty	Amount
1	Dine	1-B	Maint- -enance	Check center double hung for portential leaks, fix on site if solution is found. Fix fuzzy tabs on left side double hung	1	
2	Master	2-R	Pull + Board	Pull and board double hung openings (Man hours for instalation of finished product included here), Rerope and make both top and bottom sash operate	5	\$1,500.00
3			Sash	Full Restoration: Double hung sash (Top and Bottom) D/L 23 5/8 x 31 5/8, P/S, Use original glass (Replace with wavey if broken), Weatherstrip top and bottom sash.	5	\$3,660.00
4		2-F	Pull + Board	Pull and board double hung openings (Man hours for instalation of finished product included here), Rerope and make both top and bottom sash operate	1	\$300.00
5			Sash	Full Restoration: Double hung sash (Top and Bottom) D/L 31 5/8 x 31 5/8, P/S, Use original glass (Replace with wavey if broken), Weatherstrip top and bottom sash.	1	\$796.00
6						
7						
8						

# Disclaimers

**Alarms:** Chosen Wood Window Maintenance, Inc is not responsible for any alarm system repairs that may be required due to dry rot repair and/or glass replacement.

**Dry Rot:** On dry rot repair, all material will be primed on exterior only. We do not fill nail holes, prep or finish paint.

**LowE:** Due to the constantly changing nature of the manufacturing of LowE types, unless a specific type of LowE is specified by the customer and is available from our suppliers, there is no guarantee that LowE glass we provide will match existing LowE product.

**Paint:** On Dry Rot repair, all material will be primed on exterior only. We do not fill nail holes or prep and finish paint.

**SLIPS:** SLIPS come primed in an off white-beige. SLIPS can be painted upon request with charge.

**No-Show Policy:** A No-Show charge will be applied to jobs when a Chosen professional arrives and is unable to complete the scheduled work due to customer absentee. If a customer can not be present during appointment, arrangements can be made. This also applies to less than 48 hour cancelations.

**Payment:** 50% Deposit is required to order materials. Visa/MasterCard/Check may be used for deposit. Payment is due at completion of the job. Customer must make themselves available for walk through at the time of completion. Return trips for unavailable customer walk through are subject to additional service charge.

## Abbreviations

**Wood:** HS...Half Sill, JS...jamb Stock, BM...Brick mold, DR...Dry Rot, FS...Full Sill, GB...Glazing Bead, MC...Mull Cap, MB...Muntin Bar, PB...Parting Bead, SN...Sill Nose, SS...Sub Sill, KS...Kent Sill, JF...Jamb Filler, \*Numbers listed after the part abbreviations identify the original manufacturer of the part.

[Click here to view window diagram](#)

**Glass:** IGU...Insulated Glass Unit

**Other:** H/S...Horizontal Slider, P/P...Prime/Prime, P/C...Prime/Clear, C/C...Clear/Clear, LBS...Light Bronze Spacer  
DBS...Dark Bronze Spacer, SS...Super Spacer, W/S...Weatherstrip,  
Boron Rods...Boron Rods are a sacrificial preservative used to preserve timber

---

Please review this estimate, along with disclaimers, sign and return a copy with your 50% deposit for all items you would like done. If revisions are required or you have questions on the estimate, please contact us!

---

Signature

Date

---

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders and will become an extra charge over and above the estimate. By signing this estimate, you are accepting the above prices, specifications and conditions and are authorizing the work to begin as specified.

**Payment will be due at the time work is completed.** This estimate subject to acceptance within 30 days and is void thereafter at the option of Chosen Wood Window Maintenance. Materials will be purchased based on your acceptance of this estimate. Should you cancel, you will be billed for materials purchased. OR CCB#132834, WA CCB#CHOSEWW008KJ

---

Chosen Wood Window Maintenance  
18574 Pacific Highway East  
Oregon City, OR 97045  
503-266-3830

---