



IMPROVING OUR COMMUNITY

**COLUMBIA GATEWAY URBAN RENEWAL AGENCY**  
**CITY OF THE DALLES**

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**AGENDA**  
**COLUMBIA GATEWAY**  
**URBAN RENEWAL ADVISORY COMMITTEE**

Conducted in a Handicap Accessible Meeting Room

**Special Meeting**

**Monday, August 31, 2015**

6:00 pm

City Hall Council Chambers

313 Court Street

The Dalles, Oregon

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES – July 14, 2015
- VI. PUBLIC COMMENTS (For items not on the agenda)
- VII. ACTION ITEM – Property Rehabilitation Façade Improvement Grant Requests for Residential Properties Within the Urban Renewal District
- VIII. ONGOING URBAN RENEWAL PROJECTS UPDATE
- IX. FUTURE MEETING – September 15, 2015
- X. ADJOURNMENT

**Columbia Gateway Urban Renewal Agency Advisory Committee  
Tuesday, July 14, 2015**

**5:30 PM**

**Special Meeting**

City Hall Council Chambers

313 Court Street

The Dalles, OR 97058

*Conducted in a handicap accessible room.*

CALL TO ORDER

Chair Grossman called the meeting to order at 6:00 PM.

ROLL CALL

Members Present: Gary Grossman, Greg Weast, John Nelson, Linda Miller, John Willer, Phil Lewis, Steve Kramer, Jennifer Dewey

Members Absent: Atha Lincoln

Staff Present: Urban Renewal Manager Nolan Young, Project Coordinator Daniel Hunter, Administrative Secretary Carole Trautman

Others Present: Mid-Columbia Economic Development District (MCEDD) Loan Fund Manager Eric Nerdin; Main Street Director Matthew Klebes, Business Development Director Gary Rains

PLEDGE OF ALLEGIANCE

Chair Grossman led the group in the Pledge of Allegiance.

APPROVAL OF AGENDA

Weast asked that Item XI, "Public Comments," be placed immediately after Item XII, "Action Item" on the agenda.

It was moved by Nelson and seconded by Miller to approve the agenda as amended. The motion carried unanimously; Lincoln absent.

APPROVAL OF MINUTES

It was moved by Weast and seconded by Nelson to approve the June 16, 2015 minutes as submitted. The motion carried unanimously; Grossman, Weast, Nelson, Miller, Willer and Dewey voted in favor; Kramer and Lewis abstained; Lincoln absent.

PUBLIC COMMENT

None.

ACTION ITEM – Recommendation Concerning Urban Renewal Property Rehabilitation Façade Improvement Grant Request – Petite Provence of the Gorge

MCEDD Loan Fund Manager Nerdin presented the highlights of the agenda staff report. Staff's recommendation was that the Committee recommend approval by the Urban Renewal Agency of a \$3,342.00 UR façade improvement grant to Dalles4LLC, dba Petite Provence of The Gorge, located at 408 East 2<sup>nd</sup> Street, The Dalles, Oregon, with the proposed conditions of approval as stated in staff's report.

Weast suggested monitoring the sidewalk pedestrian travel clearance of the outdoor tables and chairs in light of the parklet placement. He commented that sometimes the travel clearance got tight. Both Weast and Miller stated they were in favor of the grant request.

With no further comments from Committee members, it was moved by Kramer and seconded by Weast to recommend approval by the Urban Renewal Agency of a \$3,342.00 Urban Renewal Property Rehabilitation Façade Improvement Grant to Dalles4, LLC, dba Petite Provence of the Gorge, to include the two conditions of approval as stated in staff's report. The motion carried unanimously; Lincoln absent.

PUBLIC COMMENTS

Greg Weast, 415 West 15<sup>th</sup> Place, The Dalles, Oregon, speaking as a citizen, said he would like Urban Renewal to consider helping future property rehabilitation grant project owners somehow realize that there must be an owner's responsibility for keeping sidewalks and storefronts clean. Weast suggested placing a rider in the property rehab grant agreement that would effectively take care of the issue. Dewey agreed it should be the responsibility of the owners to clean up, but it should be the City Code Enforcement's responsibility to enforce it. After further discussion, Urban Renewal Manager Young proposed the creation of a handout (to be given to each new urban renewal grant recipient) that would list various ways the recipient could continue to do their part in civic responsibilities to make the Main Street area a place where people want to come. Grossman asked staff to prepare a draft handout for next month's meeting.

ONGOING URBAN RENEWAL PROJECT UPDATE

City Manager Young gave the following Urban Renewal Project Update:

- Granada Block Redevelopment – The Urban Renewal Agency (Agency) directed the City Attorney to send a default letter to Rapoza Development regarding the extended Disposition and Development Agreement. Part of the requirement for the June 30, 2015 deadline was that the Agency was to make a determination on the viability of the proposed project. The Agency hired a consultant to provide information to the Agency, but it was slow in coming. The default letter provided a 60-day extension of time to obtain the necessary information on Hilton Gardens and to talk with other parties involved in the project to verify that the project was financially strong. Rapoza will work with the consultant and give the Agency a report. The deadline for the requested information is mid-September 2015. The next set of deadlines is September 30, 2015.

Weast asked if Young was saying that the Agency defaulted. Young clarified that the Agency did not default. The Agency was unable to review the project, because they did not have adequate information at the time of the deadline date, therefore the developer

defaulted by not providing sufficient information within the deadline time period. Young said the Agency would enforce the default by sending a Notice requesting that the default be corrected.

Young said areas had been identified where the Agency needed to have some direct contacts; Rapoza agreed to work with the Agency on those areas, and there was a plan in place to resolve those issues. Young said they were confident the issues could be resolved in a timely manner. Grossman asked what caused the slowness so that the information had not been received. Young indicated that the Agency staff did not ask why the information was slow in coming, rather they communicated to Rapoza the identified areas of information that were lacking to make a determination on the project. Young stated that Hilton Gardens was aware of the project application, and the Agency would have conversations with them in the future. Grossman stated that other Agency grantees in the last 18 months had been on well-defined timelines, and he hoped that in future situations with Rapoza the Agency would have more of a view of whether or not the information would be provided in a timely fashion rather than have the deadline pass, then request an extension of time on the project after the fact. Young reminded the Committee that the other three items that were due at the June 30 deadline were received.

Project Coordinator Daniel Hunter provided the following property rehabilitation updates:

- Windermere Façade Improvement – Grant documents were signed, waiting on permitting. Project work to begin this month.
- Columbia Gorge Realty – Trellis work should be completed this week. The Grantee received one extension of time to August 18, 2015.

Young reported that one of the City Council goals was to review the Washington Street Tunnel Project. Staff was currently talking with Oregon Department of Transportation (ODOT) to identify options for the project. When the information is gathered, there will be a future joint meeting with the Agency/Advisory Committee for questions and comments.

Business Development Director Gary Rains reported that he met with the sign museum developers. The architect has been hired. They are working on a plan for reconstruction, and the project is moving forward.

Main Street Executive Director Matthew Klebes reported that the Independent Order of Odd Fellows (IOOF) was working through the insurance process on the building façade graffiti cleanup. Klebes was advised that the insurance adjustor balked at the cost to reseal the bricks after the graffiti was removed. The IOOF property manager said he would work on a resolution, and it should be taken care of by the first week of October.

#### EXECUTIVE SESSION

Chair Grossman called the Executive Session to order at 6:27 PM.

The regular meeting reconvened at 7:10 PM.

FUTURE MEETING

Urban Renewal Manager Young asked if Committee members were available on the 18<sup>th</sup> and/or the 25<sup>th</sup> of August. After some discussion, it was determined that Administrative Secretary Trautman would poll the members for their availability.

ADJOURNMENT

Chair Grossman adjourned the meeting at 7:13 PM.

Respectfully submitted by Administrative Secretary Carole Trautman

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Gary Grossman, Chairman



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CITY OF THE DALLES

## AGENDA STAFF REPORT

### URBAN RENEWAL ADVISORY COMMITTEE

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #
August 31, 2015		

**TO:** Urban Renewal Advisory Committee

**FROM:** Daniel Hunter, Project Coordinator

**THRU:** Nolan Young, Urban Renewal Manager *NY*

**DATE:** August 27, 2015

**ISSUE:** Policy Direction on Façade Improvement Limitations and Inclusions

**BACKGROUND:** The Agency has received applications by two property owners for façade improvements. The properties to be considered are historic residential buildings. Both of the property owners have tentatively stated the properties may be used as rentals, the Agency has not previously considered residential facades under the Façade Improvement Program. The Façade Improvement Program does not specifically address residential properties in the program guidelines. The properties current under review for grant funds under the Façade Improvement Program are both historic properties.

The two properties in question are:  
412 West 2<sup>nd</sup> Place, applicant 2<sup>ND</sup>Place LLC  
214 West 4<sup>th</sup> Street, applicant Alan and Bev Eagy

Staff is seeking guidance from the Urban Renewal Advisory Committee and Agency Board on how we should address applications for façade improvement grant funds for residential buildings.

**OPTIONS:** Below we are providing some options for your consideration. In any event, applications would be subject to other program restrictions unless directed otherwise.

1. Allow façade grants to be used for residential property.
2. Allow façade grants to be used for residential property that is at the time of application on the Oregon State list of historic places.
3. Allow façade grants to be used on residential property that will be used for commercial purposes.
4. Allow façade grants to be used for residential property, limited to only exterior building improvements.
5. Allow façade grants for residential property, restricted to the last 6 months of the budget year provided funds are available.
6. Restrict façade grants to only be used on commercial property.

**ALTERNATIVES:** By motion, make a recommendation to the Agency Board to establish a policy under the Façade Improvement Program for residential property that includes one or more of the options below:

1. Allow façade grants to be used for residential property.
2. Allow façade grants to be used for residential property that is at the time of application on the Oregon State list of historic places.
3. Allow façade grants to be used on residential property that will be used for commercial purposes.
4. Allow façade grants to be used for residential property, limited to only exterior building improvements.
5. Allow façade grants for residential property, restricted to the last 6 months of the budget year provided funds are available.
6. Restrict façade grants to only be used on commercial property.