

City of Harrisburg
 120 Smith Street
 Harrisburg, OR 97446
 Phone (541) 995-6655
www.ci.harrisburg.or.us/planning

LAND USE APPLICATION

STAFF USE ONLY	
File Number:	LU 471-2026
Date Received:	04.30.26 to 05.27.26
Fee Amount:	\$350

APPLICATION TYPE	
<input type="checkbox"/> Annexation*	<input type="checkbox"/> Property Line Adjustment
<input type="checkbox"/> Comprehensive Plan Amendment*	<input type="checkbox"/> Partition/Replat* Minor Major
<input type="checkbox"/> Conditional Use Permit*	<input type="checkbox"/> Site Plan Review*
<input checked="" type="checkbox"/> Historic Permit*	<input type="checkbox"/> Site Plan Review – Parking Only
<input checked="" type="checkbox"/> Resource Alteration	<input type="checkbox"/> Subdivision/Replat*
<input type="checkbox"/> Resource Demolition	<input type="checkbox"/> Vacation of street, alley or easement
<input type="checkbox"/> Historic Review – District	<input type="checkbox"/> Variance*
<input type="checkbox"/> Legal Lot Determination	<input type="checkbox"/> Zone Map Change*
A Pre-Application Conference with City Staff is Required	<input type="checkbox"/> Zoning Ordinance Text Amendment

PLEASE PROVIDE A BRIEF SUMMARY OF THE PROPOSAL	
Project Description	Create a rooftop access bulkhead providing safe and appropriate size access for equipment and workers to maintain structural and mechanical systems. Aesthetically, we're looking to maintain the overall look of the building with black frame windows/trim and a paint scheme to coordinates with the building and downtown historical district.
Project Name	Rooftop Access Bulkhead

PRIMARY CONTACT AND OWNER INFORMATION

Applicant's Name Patrick Freeman

Phone 415-377-5382 Email fr [REDACTED]

Mailing Address [REDACTED] Harrisburg, OR 97446

Applicant's Signature [REDACTED]

Date 4/30/26

Property Owner Name Clyde the Glide, LLC

Phone 415-377-5382 Email fr [REDACTED]

Mailing Address 1 [REDACTED] Harrisburg, OR 97446

Owner Signature [REDACTED]

Date 4/30/26

*If more than one property owner is involved, provide a separate attachment listing each owner or legal representative and their signature.

PROPERTY DESCRIPTION

(general vicinity, side of street, distance to intersection, etc.)

Street Address 190 Smith Street

General Location Description NW corner of Smith and 2nd Street

Assessor's Map Number(s) 15S04W16-AA-05300
Related Tax Lot(s) 5300

The Assessor's Map Number (Township, Section and Range) and the Tax Lot Number (parcel) can be found on your tax statement, at the Linn County Assessor's Office, or online at <http://linn-web.co.linn.or.us/propertywebquerypublic/>

Lot Area .06 acres

LAND USE AND OVERLAY ZONES

Existing Zone(s)

Existing Comprehensive Plan Designation(s)

Please select any of the following zone overlays or natural areas that apply to the subject site:

- Historic Overlay
 Willamette River Greenway
 Floodplain
 Riparian Corridors
 Wetlands

*Please include a discussion in the project narrative indicating how these overlays affect your proposal. For more information about any of these overlays, please contact the City Planner at (541) 995-6655.

CHECK THE BOX NEXT TO INCLUDED EXHIBITS

- | | |
|---|--|
| <input checked="" type="checkbox"/> Narrative* (address all applicable HMC review criteria) | <input type="checkbox"/> Architectural Elevations |
| <input type="checkbox"/> Assessor's Map with Applicable Tax Lots Highlighted | <input type="checkbox"/> Architectural Floor Plans |
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Utilities Plan |
| <input type="checkbox"/> Survey / ALTA | <input type="checkbox"/> Geotechnical Report/Site |
| <input type="checkbox"/> Aerial Photograph / Existing Land Use(s) Map | <input type="checkbox"/> Assessment |
| <input type="checkbox"/> Zoning Map (if applicable, show proposed change(s)) | <input type="checkbox"/> Electronic Versions of Exhibits |
| <input type="checkbox"/> Comprehensive Plan Map(s) (if applicable, show proposed changes) | <input type="checkbox"/> Application Fee |
| <input type="checkbox"/> Subdivision or Partition Plat | <input type="checkbox"/> Other |

*A written narrative is required for all application types. Typical drawings sizes are 24"X36", 11"X17", or 8.5"X11". Sizes of required drawings will depend on the type and scope of applications involved. Contact the City Planner to verify requirements. On your plans, include the following: property lines, points of access for vehicles, pedestrians, and bicycles, water courses, any natural features (wetlands, floodplain, etc.), existing and proposed streets and driveways, parking areas, utilities, pedestrian and bike paths, and existing easements. Please note there are additional specific graphic and narrative requirements for each application type. Refer to the Harrisburg Municipal Code for more information.

A Pre-application Conference is Required with City Staff prior to turning in your land use application. Please contact the City Administrator, or City Recorder/Assistant City Administrator to make an appointment. Date of Appointment:

PLEASE TELL US MORE ABOUT THE PROPOSAL AND ITS SITE

1. Are there existing structures on the site? Yes No If yes, please explain

Our existing residential home is one the proposed site for the project

2. Indicate the uses proposed and describe the intended activities:

Address water penetration issues while providing space for bringing in large equipment to address and maintain future mechanical and structural issues on the roof going forward particularly considering the age of the building

3. How will open space, common areas and recreational facilities be maintained?

Maintained in a similar manner to the existing building exterior and to historical standards

4. Are there previous land use approvals on the development site? Yes No
If yes, please include a discussion in the project narrative describing how the prior approvals impact your proposal.

Not that I'm aware of

5. Have you reviewed the Oregon Fire Code Applications Guide in relation to your land use request? Yes No Do you have questions about any element of these requirements? If yes, please explain:

Nothing required in this space as it is only a access point for the roof

AUTHORIZATION FOR STAFF & DECISION MAKERS TO ENTER LAND

City staff, Planning Commissioners, and City Councilors are encouraged to visit the sites of proposed developments as part of their review of specific land use applications. Decision maker site visits are disclosed through the public hearing process. Please indicate below whether you authorize City staff and decision makers to enter onto the property(-ies) associated with this application as part of their site visits.

I authorize City staff and decision makers to enter onto the property(-ies) associated with this application.

I do not authorize City decision makers to enter onto the property(-ies) associated with this application.

Review Criteria for an Alteration Application. In reviewing an application to alter a historic building and to preserve the historical and architectural integrity of historical resources, and to provide for public safety, Planning Commission decisions shall be based on applicable State and local codes and ordinances related to building, fire and life safety, and the following criteria:

a. Removal or alteration of historical markers or distinctive architectural features

The proposed alterations will **avoid the removal or alteration of any historical markers or distinctive architectural features** wherever possible. The project has been designed to ensure that no historically significant elements are disrupted.

b. Compatibility with historic appearance

The proposed alterations are designed to be **consistent with the existing historic character of the building**. Specifically, the design maintains:

- A similar **window-to-wall ratio** of the existing building.
- A **complementary paint scheme**
- A **box-shaped form** consistent with the existing structure

These elements ensure the addition is visually cohesive and in keeping with the building's established aesthetic.

c. Recognition of historical alterations over time

The project acknowledges that past alterations contribute to the building's historical development. The proposed work will **not disrupt or remove any existing historical elements**, and all historically significant features will be preserved.

d. Preservation of distinctive stylistic features and craftsmanship

The project team agrees to **preserve and treat carefully any distinctive stylistic features or examples of skilled craftsmanship** in accordance with applicable regulations. However, **no such features are impacted within the scope of the proposed alterations**.

e. Repair of deteriorated architectural features

The applicant agrees that **deteriorated features should be repaired rather than replaced whenever possible**. This criterion is acknowledged; however, it is **not applicable to the current scope**, as no such repairs are proposed.

f. Replacement materials matching original features

Where replacement is necessary, materials will be selected to **closely match the original in composition, design, color, and texture**. This standard is acknowledged, though it is **not applicable to the proposed scope of work**.

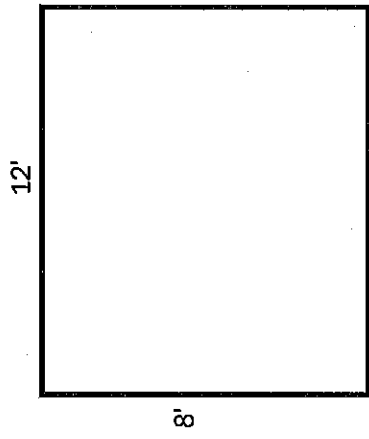
g. Accurate duplication of missing architectural features

Any repair or replacement of missing features would be based on **accurate historical evidence** and designed to be compatible with the building's **scale, materials, and neighborhood character**. This criterion is acknowledged but **not applicable to the current project scope**.

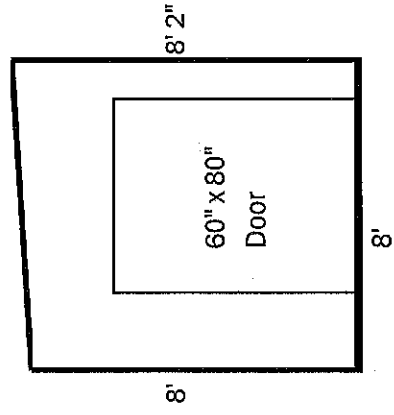
Summary

The proposed alterations are designed to **respect and maintain the historic integrity of the structure**, while ensuring compatibility with its existing architectural character. The project avoids disruption to historical features and adheres to all applicable regulations and preservation standards.

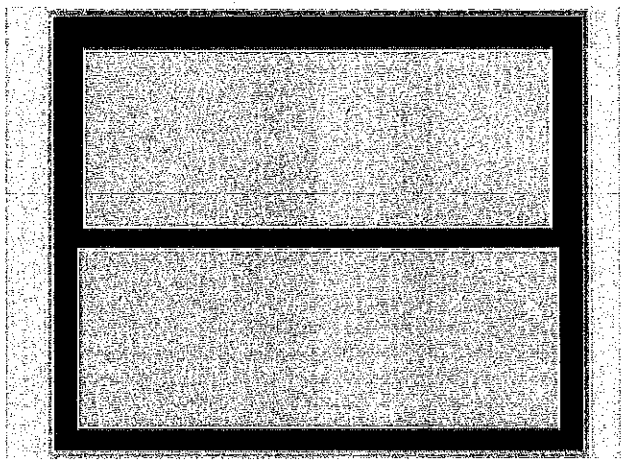
Floorplan

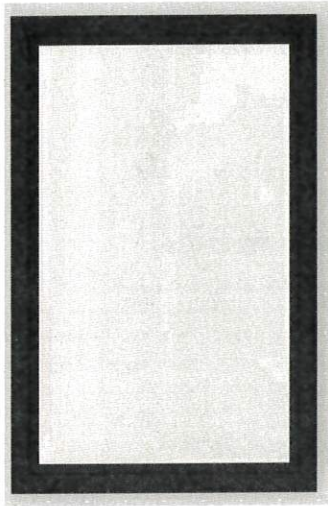
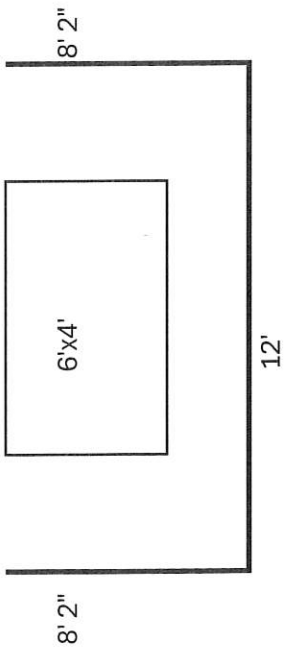


North Elevation

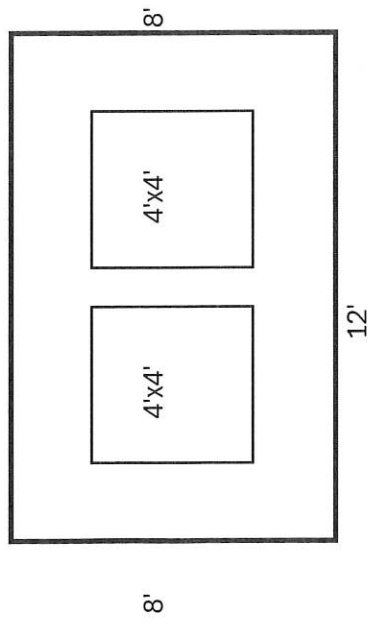


West Elevation

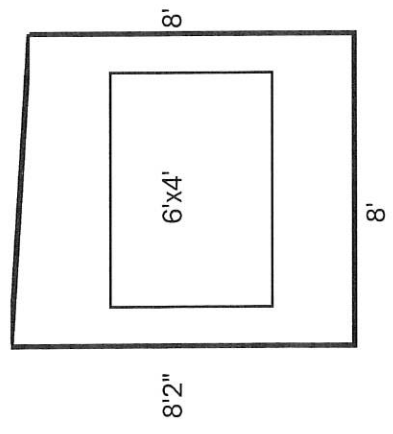




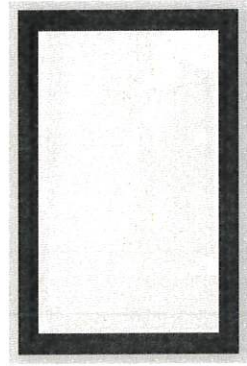
East Elevation



South Elevation



This is a sliding window





T-1-11 - Shown in Agreeable Gray



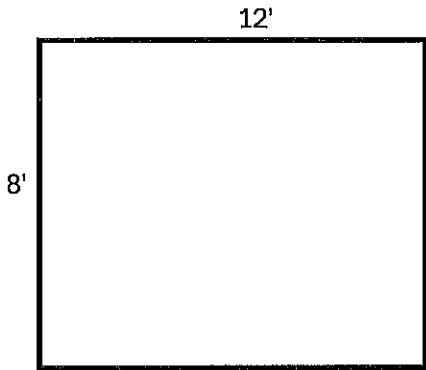
Trim Material



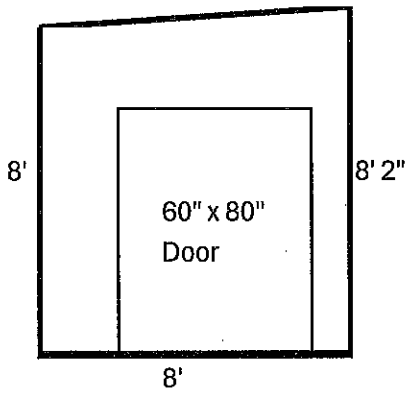
Roof Material



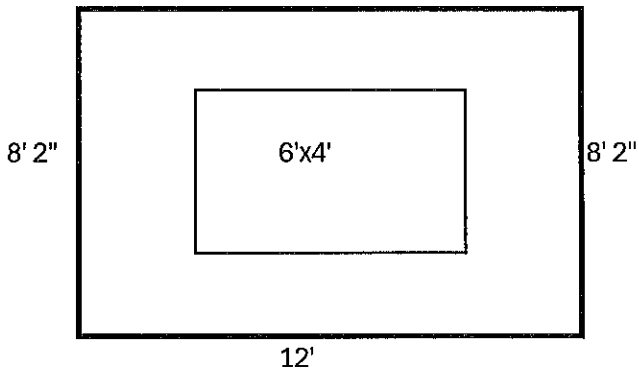
Floorplan



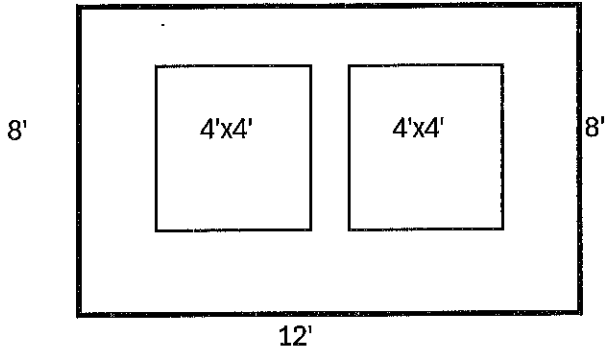
North Elevation



West Elevation



East Elevation



South Elevation

