



## LANDMARKS COMMISSION

### MINUTES

July 17, 2024

6:00 p.m.

Hybrid – Council Chambers

Approved: August 7, 2024

#### Call to Order

Chair Robinson called the meeting to order at 6:00 p.m.

#### Pledge of Allegiance

**6:00 p.m.**

#### Roll Call

Members present: Camron Settlemier, Mason Cox, Cathy Winterrowd, Bill Ryals, Richard Engeman, Rayne Legras, Chad Robinson

Members absent: (none)

#### Approval of Minutes

**6:02 p.m.**

**Motion:** Commissioner Legras moved to approve the minutes from June 5, 2024, as presented. Commissioner Cox seconded the motion which passed 7-0.

#### Business from the Public

**6:03 p.m.**

Albany Downtown Visitors Association, Executive Director, Lise Grato reported on upcoming events in Albany including the 45th Annual Summer Historic Homes Tour scheduled for July 27, 2024. She also reported that the Monteith River Park is now open.

#### Scheduled Business

##### Public Hearing Type III – Quasi-Judicial Process

File HI-10-24: Historic Review Application for New Construction for new front stairs at 925 Walnut Street SW.

***Chair Robinson opened the hearing at 6:06 p.m.***

##### Commission Declarations

No members declared a conflict of interest.

Commissioner Settlemier reported indirect ex-parte contact in an online search for photos of the home but didn't feel it would affect his participation.

Commissioners Settlemier, Engeman, Robinson and Cox reported site visits.

No members abstained from participation.

There were no challenges to participants in these proceedings.

Current Planning Manager David Martineau read the hearing procedures.

##### Staff Report

**6:03 p.m.**

Project Planner II Alyssa Schrems noted that there was a determination made by the Director to review this application with criteria for new construction rather than building exterior alteration. During the 2008 Expansion of the Monteith District the home was inventoried as having an irreversible lack of integrity and would be considered a non-contributing non-historic designation. As the project would be a fairly big change to the front façade of the home, they determined a review for new construction was the best direction to go to without having real information in the record. Focusing on compatibility would produce a better result. The applicant provided a photo with a similar porch design that the owner wanted to replicate on their home.

Commissioner Settlemier wanted clarification on the decision to use new construction criteria rather than exterior alteration as it is an alteration. He explained it is classified as historic contributing through the State Historic Preservation Office (SHPO). Schrems explained that the documentation they had indicated that it is non-historic but due to changes they lost all evidence of historic integrity. Commissioner Settlemier responded that the 2002 survey showed it as irreversible but now shows it as reversibly or partially eligible. But even in 2008 update it was included as potentially eligible so he considered the exterior alteration review would be more applicable.

Commissioner Robinson noted a lack of a specific detailed plan which would be more helpful to their decision. Schrems agreed that any approval could be tentative, and they could request more detail.

#### Applicant Testimony

**6:19 p.m.**

LeeAnne Stevens, homeowner and applicant testified to her experience renovating older houses and expressed her intent to maintain the historic integrity of the home in question. She noted the front façade was not historic or compatible with the age of the home. She testified it was difficult to provide more plan details until the siding was removed.

#### Commissioner Questions

Commissioner Cox appreciated the applicant's efforts to return the home's historic integrity and asked about the materials to be used. The applicant responded that the steps would be wood.

Commissioner Engeman asked whether the windowed porch would be opened up. Stevens affirmed that their intent is to open the enclosed porch.

Commissioner Settlemier asked whether they would be adding a pillar or leaving the center open. Applicant noted if there is evidence of an additional pillar, they will replace one. Settlemier asked why they decided to center the stairs rather than positioning them to line up with the door. Applicant shared that the stairs would be centered on the open porch as there are two doors.

Commissioner Robinson asked her to summarize her vision for the project and any changes.

#### Public Testimony

**6:26 p.m.**

None.

There was no Applicant Rebuttal, or additional Staff Response. And no procedural questions at that time.

***Chair Robinson called the public hearing to close at 6:29 p.m.***

#### Commission Deliberations

Commissioner Engeman expressed his desire to postpone until there are more details provided.

Commissioner Cox asked about the style of the stairs and railings. He assumed a craftsman-style and matching the style and scale of surrounding buildings. With the evidence and applicant intent he feels the size and scale and materials are complimentary to existing buildings in the district.

Commissioner Settlemier noted that the porch was probably enclosed in the 1940's. He still struggled with the review as new construction. He had concern with Criteria 7.160 but not having proof of what specific year the porch was enclosed, but prior to 1945, would have given it historic significance.

Commissioner Robinson had no problem with the confusion around the eligibility so didn't have an issue with evaluating it as new construction but would be basing his evaluation on compatibility. He emphasized the need for more detail on the project.

Commissioner Legras said she thought it was a pretty simple project, just removing windows but would prefer a wrought iron stair rail and wooden steps painted to match other homes in the area. She noted that without proof of the dates of historic alterations it's difficult to deny based on that.

Commissioner Winterrowd wanted clarification on the significance of the home but agreed that the alteration discussed would not adversely affect the district.

Commissioner Robinson was comfortable basing the decision on compatibility, but he wanted to see more detailed plans to review. Even just a rudimentary sketch.

Commissioner Legras noted that even if it was evaluated based on historic alterations or basing the decision on contributing or non-contributing, she didn't believe it would change the decision.

Chair Robinson asked for staff clarification on the pathway forward. Schrems suggested a continuance if the applicant can bring back additional information requested within the required date certain, of August 7, 2024, meeting.

The Chair asked to re-open the meeting to ask the applicant questions.

**Motion:** Commissioner Robinson motioned to re-open the hearing. Commissioner Winterrowd seconded the motion. The motion was approved 6-1 with Commissioner Ryals in opposition.

***The Public Hearing was reopened at 6:45 p.m.***

The Chair led the hearing asking the applicant about the timing and ability to supply additional details. The applicant asked if they could do a partial demolition to determine the plan details. Commissioners in general agreed that sketches would be okay, if information was provided on the two elevations and materials but shouldn't differ too much from the actual building plans but without exact measurements.

Commissioner Ryals affirmed that if copying certain elements, photos of similar details would be helpful.

Public Testimony

None.

Staff Response

Schrems verified that the intent is to continue the hearing on August 7, 2024.

***The Chair closed this hearing at 6:53 p.m.***

**Motion:** Commissioner Winterrowd offered a motion for continuance of this Quasi-Judicial Public hearing for file no. HI-10-24 to August 7, 2024, at 6:00 p.m. for the applicant to bring back the information discussed. Commissioner Engeman seconded the motion, which passed 7-0.

Chair Robison called for a brief recess at 6:55 p.m.

Grant Review

**6:58 p.m.**

Commissioner Settlemier abstained from participating in the review of the Cumberland Community Events Center application as he sits on the Cumberland Board.

Schrems began the discussion of the applications noting that both projects could only be partially funded relative to the amounts requested. She recommended a discussion of the merits of the applications and scoring by the Commission. She added that the Matching Grant Program remains open for a second round of applications until September, and projects completed by mid-May 2025.

The first application was for funds necessary for continued window restoration as part of the final phase of exterior restoration of the Cumberland Community Events Center.

The 934 Maple Street, Boyle House application is looking for funds for Phase 1, a French drain project to fix drainage issues causing mold and necessary foundation work which would be visible. And Phase 2 which involves painting of exterior walls and replacement of deck area.

Commissioner Ryals expressed his opinion that the grants usually are applied to projects with the greatest visual impact instead of just maintenance. Commissioner Cox agreed that they should focus on the visual elements. Commissioner Robinson noted it is good for the district to provide support in maintaining these properties.

There was discussion regarding the possibility of other applications arriving prior to the deadline. Staff agreed there could possibly be additional applications that come in. Schrems offered to contact the current applicants and ask about the effect of partial funding. Based on the scoring of the applications and discussion, most of the interest is in funding of the Cumberland application.

**Motion:** Commissioner Legras moved to award grant funding to the Cumberland Window Project for their full ask of \$1,674.00. Commissioner Ryals seconded the motion. The vote was 6-0 in favor of the award with Commissioner Settlemier recused from the vote.

The Boyle House application scored lower. There was some additional deliberation and a split decision on the two phases of the project. Commissioner Robinson was in favor of Phase 1 of the project for \$1,500. Commissioner Ryals still was uncertain of his support seeing it as mainly a maintenance issue. Commissioner Winterrowd agreed with Robinson that water ingress can be very damaging to the home. So, awarding \$1,500 seems like a reasonable amount to help that. Commissioner Cox suggested tabling the application until the next round to get a better read on the available funds after other applications are submitted. Commissioner Engeman believed it was worthwhile.

**Motion:** Commissioner Cox moved to table the discussion on the Boyle House application until the August 7, 2024, meeting. Commissioner Ryals seconded the motion. The vote was in favor 6-0 of tabling the discussion until August.

Survey Results from Owners of Historic Properties

**7:23 p.m.**

David Martineau provided his report of the survey results received from postcards sent out to 950 owners of historic properties. The survey had a return rate of 10 percent. A brief summary of the answers and comments were provided.

Staff will be setting up the focus groups and refining preliminary questions to frame the focus group discussions. Commissioner Winterrowd suggested that the Commission brainstorm incentives, workshops and other ways to assist homeowners with advice or information.

Commissioner Ryals summarized what he has gleaned from the comments mostly that historic preservation is an expensive undertaking and the costs and complexity of the process for the average person may mean necessary repairs aren't done. We want it done right but being too strict may mean nothing is done at all. Communication is important to decisions and policy.

Business from the Commission

**7:45 p.m.**

Commissioner Winterrowd reminded members of the talk by Dr. David Lewis on the Tribal Histories of the Albany Area on July 24, 2024, at 6:00 p.m. at the Public Library.

Business from Staff

Schrems noted that during the July 27, 2024, Historic Home Tour event that the window in the Cumberland Church could be viewed.

Next Meeting Date

Wednesday, August 7, 2024, at 6:00 p.m. in the Santiam Room.

Adjournment

Hearing no further business Chair Robinson adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Reviewed by,

*Signature on file*

*Signature on file*

Susan Muniz  
Recorder

David Martineau  
Current Planning Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov).*