



MINUTES

May 6, 2026

6:00 p.m.

Hybrid – Council Chambers

Approved: June 3, 2026

Call to Order

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

Pledge of Allegiance

Roll Call

Members present: Camron Settlemier, Chad Robinson, Richard Engeman, Mason Cox, Vance McDermott, Cathy Winterrowd

Members absent: Rayne Legras - excused

Approval of Minutes for April 1, 2026

Commissioner McDermott motioned for approval of the April minutes as presented. Commissioner Winterrowd seconded the motion. All voted for approval 6-0.

Public Comment

6:01 p.m.

Lonna Capaci, Visitor Service/Historic Resources Manager for the Albany Visitors Association (AVA) shared the National Preservation Month Brochure* with the group. She spoke on the recent Civic Theater Academy that she attended, as well as the May 1st Annual Wine Walk. She spoke on the activities for Historic Preservation Month listed in the brochure. Activities include Linn County Courthouse tour, Pioneering Walking tour, 134 year celebration for Cumberland Event Center and tour of the Oregon Electric Train Depot/Hackleman District. She spoke on activities that she attended and learned about when visiting the Woodburn historic district, while attending a conference there, as well as the Cottonwood Candy tour she took.

Scheduled Business

HI-05-26, Type III – Quasi-Judicial Process Historic Review of Exterior Alteration and Use of Substitute Materials for construction of deck on the front façade of home at 424 Baker Street SE.

Chair called the public hearing to order at 6:09 p.m.

Commission Declarations

- No members declared any Conflict of Interest
- No members declared any Ex-Parte Contact
- All Commissioners but McDermott did a drive/walk by of the home.
- No members abstained from the deliberation.
- There were no public challenges to participation of commission members.

Reading of Hearing Procedures

Planner II, Alyssa Schrems, read the hearing procedures.

Staff Report

6:12 p.m.

Project Planner, Jennifer Cepello, summarized the application and process for Historic Review of Exterior Alterations and Use of Substitute materials on the subject property at 424 Baker Street SE and shared slides*. Cepello noted the proposed repairs and replacements. She described the Review and Decision Criteria and acknowledged that the structure is considered Historic Contributing.

Applicant Testimony

Brent Moser provided testimony and samples* to show the commission and explained the modifications to front porch and stairs as well as replacement of back porch and stairs.

Commissioner Settlemier asked for evidence of when the building was moved to the site as it was stated in the agenda that it appeared on maps in 1925 and asked for examples of similar handrail/guardrail of that time period design. Moser referenced what the historic documents stated and explained the style that was planned as well as the grain of the material to be used.

McDermott asked if there was original material behind the current material and the height of the current guardrail. Moser said that there was just plywood behind current material and that the guardrail was 24 inches tall.

Robinson asked about the flooring material and how it would be installed and the decision to go to a taller rail as opposed to the lower railing that is currently there. Moser referenced the application for detail on the guardrail and explained the decision to follow current compliance guidelines.

Engeman asked if the new stairs would mimic the current design of curving around the bay window. Moser said it would have the same profile.

Robinson asked if the roof for the rear access would stay the same. Moser said that would not be changed.

Settlemeir asked about the cost difference between using composite materials or using the current materials. Moser gave costs and reason for using composite materials.

Public Testimony

None.

Waiver

Chair asked if the applicant wished to waive the 7-day waiting period for submitting additional written arguments. Moser agreed to waive the waiting period.

Chair Robinson called the public hearing closed at 6:28 p.m.

Commission Deliberation

Commission Settlemier explained that the building was registered with an enclosed porchrail and banister on the front and had the unique feature of wrapping around the window. He mentioned that the back and front would not match the historic characteristic of the house. He said he couldn't support such a drastic change to a feature that was referenced in the original registry. McDermott agreed with Settlemier and described the areas having a historic nature, but was not concerned about the back porch and stairs given the location and that it was obvious they were not original. Robinson was also ok with the proposed changes to the back. For the front porch he didn't support the changes in design, but understood the use of substitute materials. Engeman was on the fence on style and design of the front. The group discussed the style describing the home and the use of the word vernacular, including Schrems in the discussion of and how to divide the points within the project. Robinson said he was ready to make a motion to accept the rear porch and stairs, as well as the replacement materials, but not in changing the design of the front banister or stairs, given it being a major feature of the home. Winterrowd agreed with this.

Motion: Commissioner Settlemier made a motion to approve the exterior alterations and use of substitute materials, including the conditions of approval drafted in the staff report and in this meeting for HI-05-26 that includes the condition of approval that the front banister height, size, position and style is kept the same. Winterrowd seconded motion. All were in favor.

Business from the Commission

6:45 p.m.

Commissioner McDermott noted that he would be at the Farmers Market to talk about window repair and information. Schrems shared that the Farmers Market is back down at the waterfront and that informational booths would most likely be on Water Avenue. She also asked for volunteers for May 23rd, to help at the booth, talking to people about being on the Landmarks Commission. Winterrowd and Robinson offered to volunteer.

Commissioner Settlemier shared that on May 2nd he attended a talk given by Liz Rapp. He will be doing a History Bites talk on May 13th at the museum.

Business from Staff

Schrems reiterated the booth at the Farmers Market. She also shared that Chris Gustafson will be opening up his workshop, which is located at the opposite end of the same complex as Deluxe Brewery. Lastly, she explained the details of the packet that was distributed to the group, about Oregon's preservation ordinances. This information will be discussed at the next meeting.

Negotiations with Matika Williams is ongoing, given scheduling difficulties. They are hoping to identify a date for her visit later this fall.

Next Meeting Dates

The next meeting is scheduled for June 3, 2026, at 6:00 p.m.

Adjournment

Hearing no further business Chair Robinson adjourned the meeting at 6:52 p.m.

Respectfully submitted,

Signature on file

Talley Richardson
Administrative Assistant

Reviewed by,

Signature on file

Alyssa Schrems
Planner II

**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.*