

**MINUTES**  
**HISTORIC LANDMARKS COMMISSION WORK SESSION**  
**February 15, 2018**

**COMMISSIONERS PRESENT**

Carroll Cottingham  
Jamie French  
Andrew Hendrie  
Lindsey Kerr  
Sarah Pearson  
Kevin Sund – Chair  
Russell Schutte

**COMMISSIONERS ABSENT**

Nicholas Larson (Un-excused)  
Jennifer Timbrook-Vice Chair (Excused)

**STAFF PRESENT**

Kimberli Fitzgerald, Historic Preservation Officer  
Lisa Anderson-Ogilvie, Deputy Community  
Development Director & Planning Administrator  
Natasha Zimmerman, Deputy City Attorney  
Sally Long, Recorder  
Kirsten Straus, Historic Intern

**1. CALL TO ORDER:**

Chair Kevin Sund, called the meeting to order at 5:31 P.M.

Roll call was taken and quorum was established.

**2. PUBLIC COMMENT: None**

**3. APPROVAL OF MINUTES**

a. Minutes of January 18, 2018

**Motion:** Move to approve the minutes from January 18, 2018 as presented.

**Motion by:** Commissioner Hendrie

**Seconded by:** Commissioner Schutte

**Questions or Comments by:** None

**Vote:**

*Aye:* Cottingham, Hendrie, French, Kerr, Pearson, Sund and Schutte

*Nay:*

*Absent:* Larson, Timbrook

*Abstentions:*

**Action:** Moved to approve the minutes from January 18, 2018 as presented.

**VOTE:**

**Yes 7 No 0 Abstain 0 Absent 2 (Timbrook, and Larson)**

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**5. ALTERATION REVIEWS**

Historic Design Review Case No. HIS17-40MOD1 for 201-211 Commercial St NE  
Major Historic Design Review of a proposal to modify a previous historic design review approval (HIS17-40) to renovate the facade of the Anderson Building (c.1900), a historic contributing building in Salem’s Downtown Historic District, zoned CB (Central Business District), and located at 201-211 Commercial Street NE (aka 255/265 Court Street NE); 97301; Marion County Assessor’s Map and Tax Lot number: 073W22DC-09000.

The Chair opened the hearing at 5:33 p.m. and directed staff to read the applicable criteria into the record. The Chair asked if there were any conflicts of interest or exparte contacts. Commissioner French noted for the record that the project was reviewed by her office (SHPO) and she was also on site, however she believes she has no bias toward the project and feels she can be impartial toward the hearing and rendering a decision.

Kimberli Fitzgerald, Historic Preservation Officer, entered the Staff Report, all attachments and the presentation into the record. Ms. Fitzgerald then summarized the proposal and outlined the applicable criteria, highlighting each criterion and how specific proposal components addressed that criterion.

**Staff Recommendation:**

Based upon the information presented in the application, plans submitted for review, and findings as presented in this staff report, staff recommends that the Historic Landmarks Commission:

1. **APPROVE** the proposal to change the location and swing of the door along Court Street, and installation of the new window opening at the rear of the building.
2. **DENY** the installation of the metal siding at the rear of the Anderson Building.

**Questions for Staff by:** Hendrie, Kerr, Sund and Pearson

Persons Testifying

- Leonard Lodder, Studio 3 Architecture, 5935 Fountain Head St NE

Questions for the applicant: Pearson, Hendrie, Kerr and Schutte

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal: None

Additional questions for staff: Hendrie, Pearson, French and Sund

With no further questions, the Chair closed the public hearing 6:14 p.m. and the Commission proceeded to deliberations.

**Motion:** Move to approve Staff recommendation.

**Motion by:** Commissioner Hendrie  
**Seconded by:** Commissioner French

**Questions or Comments by:** Hendrie, French, Sund, Pearson, Cottingham, Schutte and Kerr

**Vote:**  
*Aye:* Cottingham, French, Kerr, Pearson, and Schutte  
*Nay:* Hendrie, Sund  
*Absent:* Larson, Timbrook  
*Abstentions:*

**Action:** Moved to approve Staff recommendation.

**VOTE:**

**Yes 5 No 2 (Hendrie, Sund) Abstain 0 Absent 2 (Timbrook & Larson)**  
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**6. ACTION ITEMS: None**

**7. DISCUSSION ITEMS:**

- **Joint HLC/PC Training:** Natasha Zimmerman discussed what the training would cover and the Commission was reminded to send in their menu choices to staff.
- **Spring Newsletter Assignment:**
  1. Feature Article: Russell Schutte – SKIF Building
  2. Spotlight on Historic Home or Person: Staff – Chinese Shrine
  3. What’s New in Salem: Lindsey Kerr
  4. Restoration Tips: Jamie French
- **2018 Historic Photo Contest Update:** The Commission was given an update on the new division that was added to the contest for youth ages 18 and under.

**8. HISTORIC PRESERVATION OFFICER REPORT:**

- Update on the SHPO Case No. 17-1627 CAMS Project
- Registration for Oregon Heritage Conference in late February, location is Bend, OR. Kirsten Straus and Commissioner French will be presenting.
- Kirsten Straus is going to Washington, DC this weekend to present at a small museum conference.
- April 5, 2018, blessing at the Chinese Shrine.

- Lisa Anderson told the Commission that we would send them the article that Kimberli Fitzgerald had published on the positive side of historic preservation. Staff will send out the link.

With no further business to discuss, the meeting was adjourned at 6:50 p.m.

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Prepared by: *Sally Long, Recorder*  
*February 15, 2018*

***APPROVED: April, 19, 2018***