

MINUTES
HISTORIC LANDMARKS COMMISSION WORK SESSION
August 20, 2020

COMMISSIONERS PRESENT

Carroll Cottingham
Jessica Curteman
Jennifer Maglinte-Timbrook
Patricia Mulvihill
Tracy Schwartz
Kelly Thomas
Andrew Zimmerman
Russell Schutte, Vice-Chair
Jamie French, Chair

STAFF PRESENT

Kimberli Fitzgerald, Historic Preservation
Officer
Lisa Anderson-Ogilvie, Deputy Community
Development Director and Planning
Administrator
Natasha Zimmerman, Deputy City Attorney
Kirsten Straus, Planner I
Zachery Cardoso, Recorder
Shelby Guizar, Recorder

COMMISSIONERS ABSENT

None

Note: This meeting was held virtually to help stem the spread of the Covid-19 virus. All attendees were virtual.

1. CALL TO ORDER:

Chair Jamie French called the meeting to order at 5:30 P.M.

2. Roll call was taken and quorum was established.

3. PUBLIC COMMENT: None

4. APPROVAL OF MINUTES

a. Minutes of July 16, 2020

Motion: Move to approve the minutes.

Motion by: Commissioner Schutte

Seconded by: Commissioner Maglinte-Timbrook

Questions or Comments by: none.

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Mulvihill, Thomas, Zimmerman, Schutte, Schwartz

Nay:

Absent:

Abstentions:

Action: Moved to approve the minutes.

VOTE:

Yes 9 No 0 Abstain 0 Absent 0



5. ALTERATION REVIEWS

a. DELIBERATIONS ONLY, NO ADDITIONAL COMMENTS ACCEPTED - Historic Design Review – Case No. HIS19-15MOD1 for 189 Liberty St NE

Request: Major Historic Design Review of a proposal to modify the original request approved under HIS19-15 to remove the non-historic awnings and modify the storefront, to include sliding windows on the exterior of the Reed Opera House (1869), a Historic Contributing Resource within Salem’s Downtown National Register Historic District, located at 189 Liberty Street NE (Marion County Tax Assessor Number 073W27AB05900).

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 APPROVE the proposal.

Questions for Staff by: None

Motion: Move to approve Staff Recommendations.

Motion by: Commissioner Schutte

Seconded by: Commissioner Maglinte-Timbrook

Questions or Comments by: Schutte.

At this time Historic Preservation Officer, Kimberli Fitzgerald, summarized the case up to this point.

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Mulvihill, Thomas, Zimmerman, Schutte, Schwartz

Nay:

Absent:

Abstentions:

Action: Moved to approve Staff Recommendations.

VOTE:

Yes 9 No 0 Abstain 0 Absent 0

b. Code Amendment CA20-02 for Chapter 230 (Historic Preservation)

REQUEST: Proposed update of Salem’s Historic Preservation Plan, a component of the Salem Comprehensive Plan, and amendments to Salem Revised Code Chapter 230 – Historic Preservation.

The Chair opened the public hearing at 5:37 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. There were none.

Kimberli Fitzgerald, Historic Preservation Officer, entered the Staff Report, supplementary staff report, all attachments, and testimony into the record. Ms. Fitzgerald then summarized the proposal and case up to this point.

Staff Recommendation: Adopt the facts and findings of the Staff Report and Recommend that the City Council accept first reading of an ordinance bill for the purpose of amending the Salem Area Comprehensive Plan (SACP) to include an update to the City Historic Preservation Plan and update SRC Chapter 230 (Historic Preservation) and other identified chapters of the City's Unified Development Code (UDC) addressing historic preservation.

Questions for Staff by: Schutte, Mulvihill, Schwartz, Zimmerman, Cottingham, French

Persons Testifying: None

Neighborhood Association: Juliana Inman, 1566 Court St NE, Court Chemeketa National Register District (NEN)

Support: None

Oppose: None

Neutral: None

Rebuttal: None

Additional questions for staff: None

With no further questions, the chair closed the public hearing at 6:10 p.m.

Motion: Move to approve Staff Recommendations.

Motion by: Commissioner Schutte

Seconded by: Commissioner Maglinte-Timbrook

Questions or Comments by: Schutte, Maglinte-Timbrook, Schwartz, Cottingham, Mulvihill, Thomas, Zimmerman, Curteman, French

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Mulvihill, Thomas, Zimmerman, Schutte, Schwartz

Nay:

Absent:

Abstentions:

Action: Moved to approve Staff Recommendations.

VOTE:

Yes 9 No 0 Abstain 0 Absent 0

At 6:15 p.m. the commission took a short break and reconvened at 6:21 p.m.

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6. ACTION ITEMS

a. National Register Process Rulemaking:

Review of proposed changes from Oregon Parks and Recreation Department of National Register Process – comment period extended.

Kimberli Fitzgerald, Historic Preservation Officer, presented the Staff Report. Ms. Fitzgerald then summarized the recommended comments regarding the proposed changes.

Staff Recommendation: HLC support amendments to the rules associated with the SHPO National Register process with some recommended clarifications.

Questions for Staff by: Cottingham, Thomas, French, Curteman, Schwartz

Motion: Move to approve Staff Recommendations.

Motion by: Commissioner Schutte

Seconded by: Commissioner Maglinte-Timbrook

Questions or Comments by: none.

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Mulvihill, Thomas, Zimmerman, Schutte, Schwartz

Nay:

Absent:

Abstentions:

Action: Moved to approve Staff Recommendations.

VOTE:

Yes 9 No 0 Abstain 0 Absent 0

7. DISCUSSION ITEMS:

a. Archaeology Administrative Policies and Procedures

- i.** Kimberli Fitzgerald, Historic Preservation Officer, reviewed the Staff report and suggested APPs. Natasha Zimmerman, Deputy City Attorney, provided overview of APP adoption process. Staff would like comments by September 3, 2020.

b. Newsletter Assignments

- i.** What’s Happening in Salem/Spotlight on Historic Person- Kim and Schutte
- ii.** Feature Article: Women’s Voter history - Mulvihill
- iii.** Notes from the Chair - French

c. Subcommittee Reports

- i.** Survey and Inventory Committee: Goal to list something in Salem in 2021
- ii.** Heritage Tourism Committee: Tracking current events. Art museum opening. Planned updates for Spring 2021

- iii. Education Committee: Planned post on Facebook about the fair
- iv. Economic and Recognition Incentives: No updates

8. HISTORIC PRESERVATION OFFICER REPORT

- a. October is Archaeology Month – Working with state agencies to combine efforts in recognition. It is possible to do a Salem specific presentation.
- b. Virtual Conference - Over 200 in attendance.
- c. Public comment about mural

With no further business to discuss, the meeting was adjourned at 7:13 PM p.m.

Prepared by: *Zachery Cardoso, Recorder*
August 20, 2020

APPROVED: September 17, 2020