

**MINUTES**  
**HISTORIC LANDMARKS COMMISSION WORK SESSION**  
**April 15, 2021**

**COMMISSIONERS PRESENT**

Carroll Cottingham, Vice-Chair  
Jessica Curteman  
Brett Fuller  
Patricia Mulvihill  
Steven Ponce  
Tracy Schwartz, Chair  
Andrew Zimmerman

**COMMISSIONERS ABSENT**

Jamie French  
Kelly Thomas

**STAFF PRESENT**

Kimberli Fitzgerald, Historic Preservation Officer  
Lisa Anderson-Ogilvie, Deputy Community Development Director and Planning Administrator  
Thomas Cupani, Deputy City Attorney  
Zachery Cardoso, Recorder

**1. CALL TO ORDER:**

Chair Schwartz 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 March 18, 2021**

**Motion:** Move to approve the minutes.

**Motion by:** Commissioner Fuller

**Seconded by:** Commissioner Zimmerman

**Questions or Comments by:** None

**Vote:**

*Aye:* Cottingham, Curteman, Fuller, Ponce, Schwartz, Zimmerman

*Nay:*

*Absent:* French, Mulvihill, Thomas

*Abstentions:*

**Action:** Moved to approve the minutes with corrections.

**VOTE:**

**Yes 6    No 0    Abstain 0    Absent 3 (French, Mulvihill, Thomas)**

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## 6. DESIGN REVIEWS

- a. Historic Design Review –Case No. HIS21-02 for 1500 Summer St SE  
Major Historic Design Review of a proposal to construct a new two story house within the Gaiety Hill/Bush's Pasture Park National Register Historic District on property zoned RS (Single Family Residential) and located at 1500 Summer Street SE, (Marion County Assessors Map and Tax Lot number: 073W34AB00600).

The Chair opened the public 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.

Kimberli Fitzgerald, Historic Preservation Officer, entered the Staff Report, all attachments and testimony 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 APPROVE the proposal with the following CONDITIONS of APPROVAL:

Condition 1: In order to reduce the potential adverse effect of the construction on the existing oak trees proposed for retention on the eastern portion property, the applicant shall utilize a pier style foundation under the eastern porch instead of a traditional foundation wall or slab so the building pressure exerted on the tree root system is limited to these pier locations.

Condition 2: The proposed retaining walls shall be terraced, so that no section of the retaining wall exceeds 4' in height.

At 5:35 Commissioner Mulvihill joined the Zoom Meeting.

At 5:48 Commissioner Thomas joined the Zoom Meeting.

**Questions for Staff by:** Commissioner Curteman, Zimmerman, Mulvihill, Schwartz

### Persons Testifying

- Mike and Jenifer Davis, PO Box 13568, Salem OR
- Sarah Harris, PO Box 8024, Salem OR

Questions for the applicant: Commissioner Ponce, Fuller, Curteman, Cottingham

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal: None

**Additional questions for staff:** Commissioner Schwartz

With no further questions, the Chair closed the public hearing 6:09 p.m. and the Commission proceeded to deliberations.

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

**Motion by:** Commissioner Curteman  
**Seconded by:** Commissioner Mulvihill

**Questions or Comments by:** Commissioners Curteman, Mulvihill, Ponce, Schwartz

**Vote:**

*Aye:* Cottingham, Curteman, Fuller, Mulvihill, Ponce, Schwartz, Thomas, Zimmerman

*Nay:*

*Absent:* French

*Abstentions:*

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

**VOTE:**

**Yes 8    No 0    Abstain 0    Absent 1(French)**

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**7. ACTION ITEMS:**

**a. Historic Compliance Advisory Committee, HLC member appointment**

**Motion:** Move to appoint Commissioner Ponce to the Historic Compliance Advisory Committee

**Motion by:** Commissioner Cottingham  
**Seconded by:** Commissioner Zimmerman

**Questions or Comments by:** Cottingham, Zimmerman, Ponce

**Vote:**

*Aye:* Cottingham, Curteman, Fuller, Mulvihill, Ponce, Schwartz, Thomas, Zimmerman

*Nay:*

*Absent:* French

*Abstentions:*

**Action:** Move to appoint Commissioner Ponce to the Historic Compliance Advisory Committee

**VOTE:**

**Yes 8    No 0    Abstain 0    Absent 1(French)**

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**8. DISCUSSION ITEMS:**

- a) QingMing Proclamation
- b) Historic Preservation Month
- c) Cultural Landscapes – Landscapes Architecture Month – Carroll Cottingham
- d) Workplan Assignment Updates and Check-In:
  - a. Photo Contest Update
- e) Newsletter Assignments

**9. HISTORIC PRESERVATION OFFICER REPORT**

With no further business to discuss, the meeting was adjourned at 7:34p.m.

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Prepared by: *Zachery Cardoso, Recorder*  
April 15, 2021

***APPROVED: May 20, 2021***