



# City of Salem

## Salem Historic Landmarks Commission (HLC)

Community Development Department

August 18, 2022

5:30 PM – 7:30 PM, Online

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

### **PARTICIPANTS**

#### Board Members

Carroll Cottingham, Chair; Andrew Zimmerman, Vice-Chair; Jessica Curteman; Brett Fuller; David Holton; Juliana Inman; Jennifer Maglinte-Timbrook; Patricia Mulvihill; Steven Ponce

#### Staff

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

### **AGENDA**

1. Call to Order
2. Roll Call
3. Public Comment (for items not already on the agenda)
  - a. Please contact Zachery Cardoso, Admin Analyst I at [zcardoso@cityofsalem.net](mailto:zcardoso@cityofsalem.net), 503-540-2304, or City of Salem Planning, Attn: Zachery Cardoso 555 Liberty St SE Rm 305, Salem OR 97301 to provide written testimony or sign up to provide in-person testimony.
4. Approval of Minutes:
5. Public Hearings
  - a. Historic Design Review – Case No. HIS22-21 for 150 Liberty Street SE  
  
REQUEST: Class 3 Major Historic Design Review of a proposal to replace the Quisenberry Pharmacy sign and with a sign incorporating halo lighting on the exterior of the Quisenberry Pharmacy Building (c.1926), a historic non-contributing building in Salem’s Downtown Historic District, zoned CB (Central Business District), and located at 150 Liberty Street SE ; 97301; Marion County Assessors Map and Tax Lot number: 073W27AB04600.
6. Action Items
  - a. Civic Center Photo contest
7. Discussion Items
  - a. Newsletter Check-in

- b. Workplan Assignment Updates and Check-In
  - i. Archaeology Month (October)-Jessica Curteman
  - ii. Social Media & Radio show- Salem History Matters- Andrew Zimmerman
  - iii. Highland Heritage Neighborhood Update- Juliana Inman/Jennifer Maglinter-Timbrook
  - iv. Financial/grant funding opportunities- David Holton
  - v. Encourage Sustainable Practices (Coordinate homeowner Forum Meetings)- Carroll Cottingham
  - vi. Improve Enforcement- Steven Ponce/Juliana Inman
  - vii. Develop educational programming (curating online talks)- Brett Fuller
- 8. Historic Preservation Officer Report
- 9. Adjourn

**Next Meeting: September 15, 2022**

This meeting is being conducted virtually, with remote attendance by the Historic Landmarks Commission. No in-person attendance is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 3 p.m. or day of the meeting at [zcardoso@cityofsalem.net](mailto:zcardoso@cityofsalem.net)

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503-540-2371 (TTD/TTY 503-588-6439) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

**SALEM HISTORIC LANDMARKS COMMISSION  
PUBLIC HEARING PROCEDURES**

THE PROCESS FOR THE PUBLIC HEARING will begin with the staff presentation, followed by the applicant's case presentation (*limited to a total of 15 minutes*), neighborhood organization comments (*limited to a total of 10 minutes*), testimony of persons either in favor or opposition (*limited to 5 minutes each, discretionary*), and a rebuttal opportunity for the applicant (*limited to 5 minutes*), should opposition be raised. The public testimony portion will then be closed and Commission deliberation follows.

THE APPLICANT HAS THE BURDEN OF PROOF to show that the approval criteria can be satisfied by the facts. Opponents may rebut the applicant's testimony by showing alternative facts or by showing that the evidence submitted does not satisfy the approval criteria. Any participant may request that the hearing be continued or that the record be left open for submission of additional evidence or testimony. The Commission may continue the hearing to another date and time, or leave the record open to receive additional evidence or written testimony.

HISTORIC LANDMARKS COMMISSION DECISIONS are based on the criteria contained in the Salem Revised Code (SRC) Chapter 230. Applications may be approved, conditionally approved, or denied on the basis of conformity with the applicable criteria. Conditions of approval, if any, shall be limited to project modifications required to enable the project to better meet the intent of the design guidelines or standards.

ALL ISSUES MUST BE RAISED AT THE HEARING. Failure to raise an issue, accompanied by statements or evidence sufficient to afford the parties an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) on that issue. A similar failure to raise constitutional issues relating to any proposed conditions of approval precludes an action for damages in Circuit Court.

Salem Revised Code (SRC) Chapter 230 and other informative documents may be accessed online at:  
[www.cityofsalem.net/Historic](http://www.cityofsalem.net/Historic)