

# NOTICE OF DECISION

PLANNING DIVISION  
555 LIBERTY ST. SE, RM 305  
SALEM, OREGON 97301  
PHONE: 503-588-6173  
FAX: 503-588-6005



*Si necesita ayuda para comprender esta información, por favor llame  
503-588-6173*

## DECISION OF THE HISTORIC PRESERVATION OFFICER

**CLASS 2 MINOR HISTORIC DESIGN REVIEW CASE NO.: HIS22-22**

**APPLICATION NO.: 22-114396-PLN**

**NOTICE OF DECISION DATE:** September 15, 2022

**SUMMARY:** A proposal to replace the existing windows throughout the Steward House.

**REQUEST:** Class 2 Minor Historic Design Review of a proposal to replace the existing single paned windows with double paned wood clad windows throughout the Steward House (1962), a non-contributing resource within the Gaiety-Hill Bush's Pasture Park Historic District, zoned RS (Single Family Residential), and located at 750 Leffelle Street SE, Marion County Assessors Map and Tax Lot number: 073W34AB01000.

**APPLICANT:** Elizabeth Cutler

**LOCATION:** 750 Leffelle St SE, Salem OR 97302

**CRITERIA:** Salem Revised Code (SRC) Chapters 230.030(b) – Windows

**FINDINGS:** The findings are in the attached Decision dated September 15, 2022.

**DECISION:** The **Historic Preservation Officer** (a Planning administrator designee) **APPROVED** Class 2 Minor Historic Design Review Case No. HIS22-22 based upon the application materials deemed complete on August 17, 2022 and the findings as presented in this report.

The rights granted by the attached decision must be exercised, or an extension granted, by October 1, 2024, or this approval shall be null and void.

|                                  |                           |
|----------------------------------|---------------------------|
| Application Deemed Complete:     | <u>August 17, 2022</u>    |
| Notice of Decision Mailing Date: | <u>September 15, 2022</u> |
| Decision Effective Date:         | <u>October 1, 2022</u>    |
| State Mandate Date:              | <u>December 15, 2022</u>  |

Case Manager: Kimberli Fitzgerald, [kfitzgerald@cityofsalem.net](mailto:kfitzgerald@cityofsalem.net), 503-540-2397

This decision is final unless written appeal and associated fee (if applicable) from an aggrieved party is filed with the City of Salem Planning Division, Room 320, 555 Liberty Street SE, Salem OR 97301, or by email at [planning@cityofsalem.net](mailto:planning@cityofsalem.net), no later than 5:00 p.m. Friday, September 30, 2022. The notice of appeal must contain the information required by SRC 300.1020 and must state where the decision failed to conform to the provisions of the applicable code section, SRC Chapter 230. The appeal fee must be paid at the time of filing. If the appeal is untimely and/or lacks the proper fee, the appeal will be rejected. The Historic Landmarks Commission will

review the appeal at a public hearing. After the hearing, the Historic Landmarks Commission may amend, rescind, or affirm the action, or refer the matter to staff for additional information.

The complete case file, including findings, conclusions and conditions of approval, if any, is available for review by contacting the case manager, or at the Planning Desk in the Permit Application Center, Room 305, City Hall, 555 Liberty Street SE, during regular business hours.

<http://www.cityofsalem.net/planning>

BEFORE THE PLANNING ADMINISTRATOR OF THE CITY OF SALEM

DECISION

IN THE MATTER OF APPROVAL OF ) MINOR HISTORIC DESIGN REVIEW  
HISTORIC DESIGN REVIEW )  
CASE NO. HIS22-22 )  
750 LEFFELLE STREET SE ) September 15, 2022

In the matter of the application for a Minor Historic Design Review submitted by Elizabeth Cutler on behalf of Elizabeth Reeves, the Historic Preservation Officer (a Planning Administrator Designee), having received and reviewed evidence and the application materials, makes the following findings and adopts the following order as set forth herein.

REQUEST

**SUMMARY:** A proposal to replace the existing windows throughout the Steward House.

**REQUEST:** Class 2 Minor Historic Design Review of a proposal to replace the existing single paned windows with double paned wood clad windows throughout the Steward House (1962), a non-contributing resource within the Gaiety-Hill Bush's Pasture Park Historic District, zoned RS (Single Family Residential), and located at 750 Leffelle Street SE, Marion County Assessors Map and Tax Lot number: 073W34AB01000.

A vicinity map illustrating the location of the property is attached hereto, and made a part of this decision (**Attachment A**).

FINDINGS

1. Minor Historic Design Review Applicability

SRC230.020(f) requires Historic Design Review approval for any alterations to historic resources as those terms and procedures are defined in SRC 230. The Planning Administrator shall render a decision supported by findings that explain conformance or lack thereof with relevant design standards, state the facts relied upon in rendering the decision, and explain justification for the decision.

**PROPOSAL**

The applicant is proposing replace a total of nineteen (19) single paned wood framed windows with new Sitaline Auralast Clad Pine double paned windows. Fifteen (15) windows will be Clad Double-Hung 30 1/8 x 45 3/4" in size. Four windows will be Clad Double-Hung 30 1/8" by 37 1/2" in size (installed in the bathrooms and laundry room). All windows will be installed within existing openings and will have a 3 1/2" bottom rail, with the exterior wood trim remaining. The applicant's submittal plans are included as **Attachment B**.

**SUMMARY OF RECORD**

The following items are submitted to the record and are available: 1) all materials and testimony submitted by the applicant, including any applicable professional studies such as traffic impact analysis, geologic assessments, stormwater reports, and; 2) materials, testimony, and comments from public agencies, City Departments, neighborhood associations, and the

public. All application materials are available on the City's online Permit Application Center at <https://permits.cityofsalem.net>. You may use the search function without registering and enter the permit number listed here: 22 114396.

## **APPLICANT'S STATEMENT**

A request for historic design review must be supported by proof that it conforms to all applicable criteria imposed by the Salem Revised Code. The applicants submitted a written statement, which is included as **Attachment B** in this staff report.

Staff utilized the information from the applicant's statements to evaluate the applicant's proposal and to compose the facts and findings within the staff report. Chapter 230.030(b) – *Window Standards* for historic non-contributing buildings in Residential Historic Districts and are the applicable criteria for evaluation of this proposal.

## **FACTS & FINDINGS**

### **1. Historic Designation**

Under Salem Revised Code (SRC) Chapter 230, no exterior portion of a local historic resource, contributing, non-contributing building or new construction in a historic district shall be erected, altered, restored, moved or demolished until historic design review approval has been granted on the basis of the project's conformity with the applicable criteria in SRC 230. Conditions of approval, if any, shall be limited to project modifications required to meet the applicable criteria.

According to SRC 230.020(f), historic design review approval shall be granted if the application satisfies the applicable standards set forth in Chapter 230. For Class 1 and Class 2 Minor Historic Design Review decisions HLC staff, the Historic Preservation Officer (a designee of the Planning Administrator), shall render their decision supported by findings that explain conformance or lack thereof with relevant design standards, state the facts relied upon in rendering the decision, and explain justification for the decision.

### **2. Historic Significance**

The Oregon Historic Sites database notes this house was constructed in 1962, in the Ranch style and designed and constructed by architect Jed Steward (**Attachment B**). However, George and Ruth Rhoten lived in the house for over 25 years, until 1990. George was an attorney in Salem, founder of a prestigious law firm in 1927 after graduating from Willamette University. Rhoten received the distinguished law alumnus award from Willamette in 1978.

### **3. Neighborhood and Citizen Comments**

The subject property is located within the South-Central Association of Neighbors (SCAN). A Request for Comments was sent to the neighborhood association, and surrounding property owners within 250 feet of the property pursuant to Salem Revised Code (SRC) requirements on August 17, 2022. Jon Christenson, Chair of the SCAN Historic Preservation, Parks and Gardens Committee, submitted a response that SCAN had no concerns with the proposal.

#### 4. City Department and Public Agency Comments

The Building and Safety Division indicates that the applicant must obtain required permits. The Planning Division, the Fire Department and Public Works had no concerns regarding the proposal.

#### 5. Historic Design Review

Chapter 230.030(b) – *Window Standards* for historic non-contributing buildings in Residential Historic Districts and are the applicable criteria for evaluation of this proposal. Table 230-1 defines window replacement on a non-contributing resource as a Class 2 Minor Historic Design Review. Historic Landmarks Commission staff reviewed the project proposal and has the following findings for the applicable criterion.

#### FINDINGS:

##### **Criteria: 230.030(b) Windows**

##### **(1) Materials.**

**(A)** *The replacement window shall be constructed with materials that duplicate, to the greatest degree possible, an appearance and structural qualities consistent with windows in buildings in the district.*

**Finding:** The applicant is proposing to install double paned wood clad windows, which are consistent, with windows that can be found throughout the Gaiety Hill/Bush's Pasture Park Historic District. Staff finds that SRC 230.030(b)(1)(A) has been met for this proposal.

##### **(2) Design.**

**(A)** *Window openings shall maintain a similar size to the existing windows in the building.*

**Finding:** The applicant is proposing to install the replacement windows within existing openings, while retaining the existing exterior trim. Staff finds that SRC 230.030(b)(2)(A) has been met.

**(B)** *Window styles and types shall be similar to the styles and types of buildings in the district.*

**Finding:** The applicant is proposing to install double hung windows throughout the resource. This style of window replicates the style of the original windows throughout the resource and is also a style that can be typically found throughout the Gaiety Hill/Bush's Pasture Park Historic District. Staff finds that SRC 230.030(b)(2)(B) has been met.

**(C)** *Windows should be simple in shape, arrangement, and detail.*

**Finding:** The proposed replacement windows are simple in shape and detail. The arrangement and placement of the replacement windows replicates the existing window placement and will utilize the existing trim, and no new openings are proposed. Staff finds that SRC 230.030(b)(2)(C) has been met.

**(D)** *Windows shall be finished with trim elements in a manner consistent with buildings in the district.*

**Finding:** The applicant is not proposing to finish the replacement windows with new trim, but will utilize the existing original wood trim surrounding the window openings. Staff finds that SRC 230.030(b)(2)(D) has been met.

**(E)** *The number of different window styles in the building shall be limited.*

**Finding:** The proposed new replacement windows are limited to a single, wood clad double hung window style, which is compatible in design and scale with the resource, and the surrounding historic district. Staff finds that SRC 230.030(b)(2)(E) has been met.

### **(3) Improvements to create Energy Efficiency.**

**(A)** *The use of weather-stripping, insulation, or materials to either repair or improve the energy efficiency of shall be evaluated as means to achieve the desired energy efficiency objectives prior to seeking authorization to replace a window.*

**Finding:** The applicant determined that weatherstripping and insulation would not adequately improve the energy efficiency of the existing original windows, and that it was necessary to replace the existing single paned windows with more energy efficient, insulated double paned windows with tempered glass. Staff finds that SRC 230.030(b)(3)(A) has been met.

**(B)** *If an owner wishes to improve the energy efficiency of windows in a non-contributing resource, this is allowed provided the proposed improvements are compatible and do not permanently alter any historic contributing features of the resource.*

**Finding:** While the existing single paned windows are original to the structure and these original features will be lost, the proposed replacement windows are compatible with the existing resource and the proposed new windows generally match the original windows in design and fit within existing openings. Staff finds that SRC 230.030(b)(3)(B) has been met.

## **DECISION**

Based upon the application materials deemed complete on August 17, 2020 and the findings as presented in this report, the application for HIS22-22 is **APPROVED**.



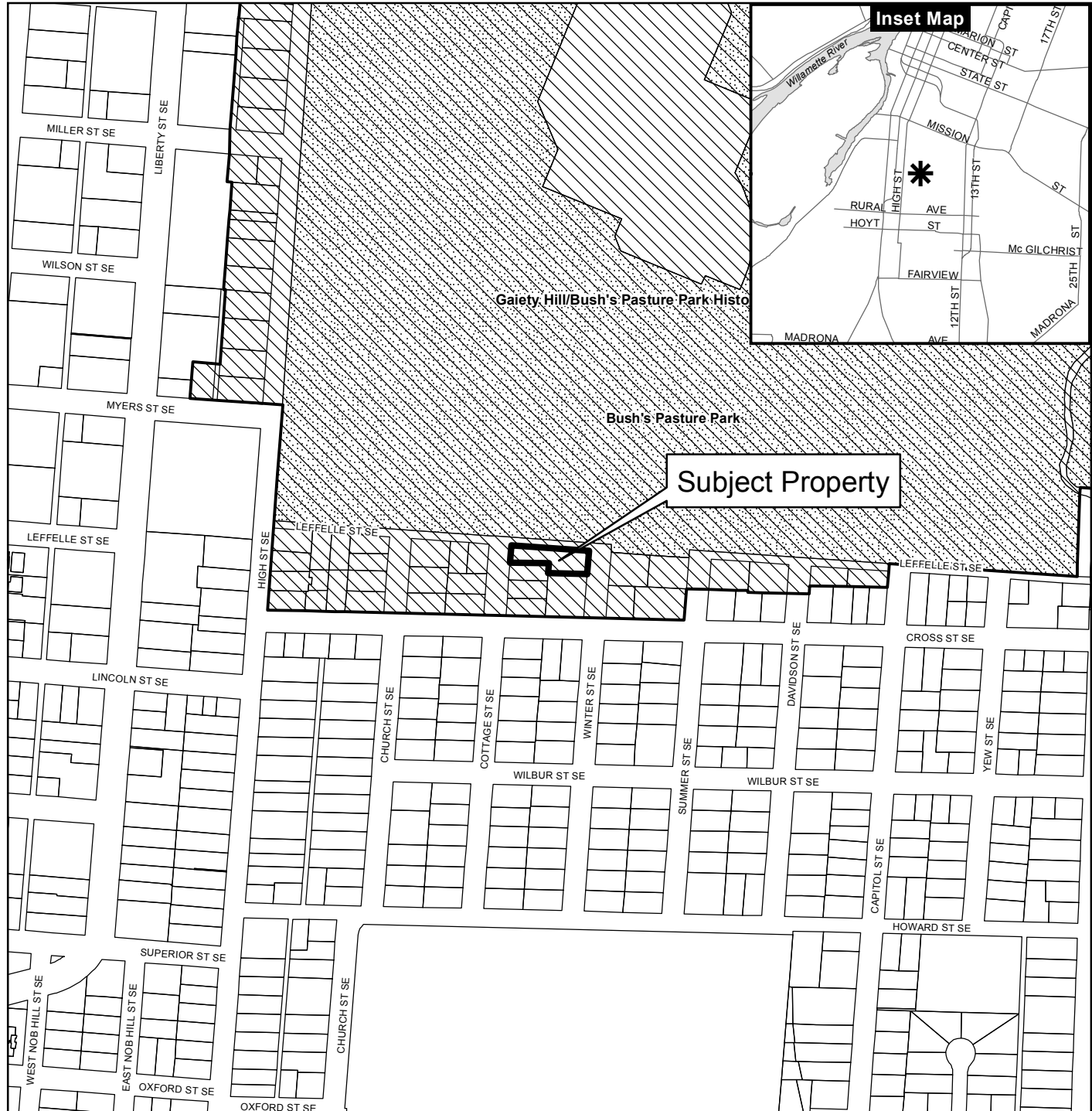
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Kimberli Fitzgerald, AICP  
Historic Preservation Officer  
Planning Administrator Designee







Attachments: A. Vicinity Map  
B. Oregon Historic Sites Form  
C. Applicant's Submittal Materials

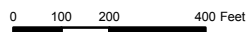
# Vicinity Map

## 750 Leffelle Street SE (073W34AB01000)



**Legend**

-  Taxlots
-  Urban Growth Boundary
-  City Limits
-  Outside Salem City Limits
-  Historic District
-  Schools
-  Parks

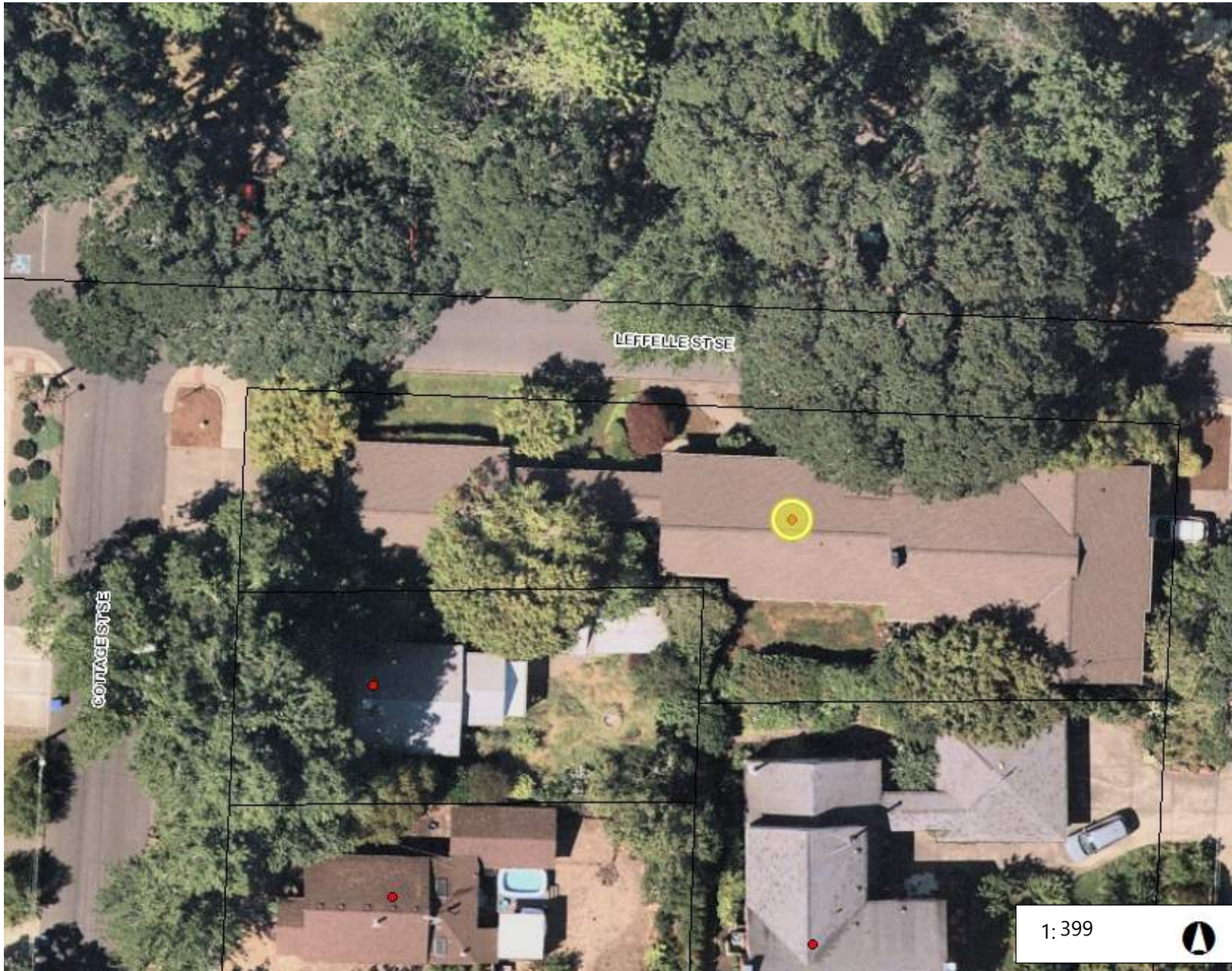


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## Oregon Historic Site Record

| LOCATION AND PROPERTY NAME  |   |                            |                             |
|---|---|----------------------------|-----------------------------|
| address:  | 750 Lefelle St SE<br>Salem, Marion County | historic name:             |                             |
| assoc addresses:  |   | current/other names:       |                             |
| location descr:   |   | block/lot/tax lot:         |                             |
|   |   | twshp/rng/sect/qtr sect:   | 7S 3W 34                    |
| PROPERTY CHARACTERISTICS  |   |                            |                             |
| resource type:  | Building                                  | height (stories):          | 1.0                         |
| elig evaluation:  | not eligible/out of period                | total elig resources:      |                             |
| prim constr date:   | 1962                                      | NR Status:                 | Listed in Historic District |
|   | second date:                              | date indiv listed:         |                             |
| primary orig use:   | Single Dwelling                           | orig use comments:         |                             |
| second orig use:  |   | prim style comments:       |                             |
| primary style:  | Ranch (Type)                              | sec style comments:        |                             |
| secondary style:  |   | siding comments:           |                             |
| primary siding:   | Wood:Other/Undefined                      | architect:                 | Jed Steward/Salem, OR       |
| secondary siding:   |   | builder:                   |                             |
| plan type:  |   |                            |                             |
| comments/notes:   |   |                            |                             |
| Ranch Style - 1962; an "L" shaped, single story, wooden structure with multiple gable roof with rough wooden shakes. There are casement windows with plain trim. According to the current owners in response to a request for updated information in June 2 |   |                            |                             |
| GROUPINGS / ASSOCIATIONS  |   |                            |                             |
| Survey/Grouping Included In:  | Type of Grouping                          | Date Listed                | Date Compiled               |
| Gaiety Hill/Bush's Pasture Park Historic District   | Listed Historic District                  | 10/10/1986                 | 1986                        |
| SHPO INFORMATION FOR THIS PROPERTY  |   |                            |                             |
| NR date listed:   | N/A                                       | 106 Project(s):            | None                        |
| ILS survey date:  |   | Special Assess Project(s): | None                        |
| RLS survey date:  |   | Federal Tax Project(s):    | None                        |
| ARCHITECTURAL / PROPERTY DESCRIPTION  |   |                            |                             |
| <i>(Includes expanded description of the building/property, setting, significant landscape features, outbuildings and alterations)</i>  |   |                            |                             |
| Refer to scanned documents links.   |   |                            |                             |
| HISTORY   |   |                            |                             |
| <i>(Chronological, descriptive history of the property from its construction through at least the historic period - preferably to the present)</i>  |   |                            |                             |
| Refer to scanned documents links.   |   |                            |                             |
| RESEARCH INFORMATION  |   |                            |                             |
| Title Records   | Census Records                            | Property Tax Records       | Local Histories             |
| Sanborn Maps  | Biographical Sources                      | SHPO Files                 | Interviews                  |
| Obituaries  | Newspapers                                | State Archives             | Historic Photographs        |
| City Directories  | Building Permits                          | State Library              |                             |
| Local Library:  |   | University Library:        |                             |
| Historical Society:   |   | Other Respository:         |                             |
| Bibliography:   |   |                            |                             |





Legend

- Centerline (Labels)
- Historic Buildings
- Annexations (delayed)
- Taxlots
- Creeks
  - 50 - 200
  - 200 - 640
  - 640 - 6400
  - GT 6400
- Hydrology
- Street Class
  - Future Minor Arterial
  - Future Collector
  - Major Arterial
  - Minor Arterial
  - Parkway
  - Collector
  - Highway/Freeway
- Urban Growth Boundary
- City Limit

1:399



0.01 0 0.01 0.01 Miles

WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
City of Salem, Oregon

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Enter notes here...

### Historic Alteration Review Worksheet

Site Address: 750 LEFFELLE ST SE SALEM, OREGON 97302

Resource Status: Contributing  Non- Contributing  Individual Landmark

Type of Work Activity Proposed: Major  Minor

Chose One: Commercial District  Individual Resource  Public District   
Residential District  Sign

#### Replacement, Alteration, Restoration or Addition of:

**Architectural Feature:**

- Awning
- Door
- Exterior Trim, Lintel
- Other architectural feature
- Roof/Cornice
- Masonry/Siding
- Storefront
- Window(s) Number of windows: 19

**Landscape Feature:**

- Fence
- Streetscape
- Other Site feature (describe) \_\_\_\_\_

**New:**

- Addition
- Accessory Structure
- Sign
- Mural
- Accessibility Ramp
- Energy Improvements
- Mechanical Equipment
- Primary Structure

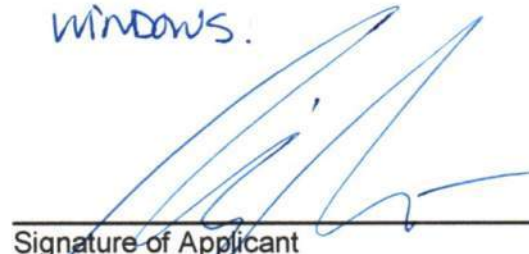
Will the proposed alteration be visible from any public right-of-way?  Yes  No

Project's Existing Material: WOOD Project's New Material: SITELINE CLAD-WOOD

#### Project Description

Briefly provide an overview of the type of work proposed. Describe how it meets the applicable design criteria in SRC Chapter 230. Please attach any additional information (i.e., product specification sheets) that will help staff and the HLC clearly understand the proposed work:

SINGLE PANE WINDOWS WILL BE REPLACED WITH DOUBLE PANE. THE EXISTING WOOD WINDOWS WILL BE REPLACED CLAD-WOOD WHICH WILL BE MORE DURABLE, BUT LOOK LIKE EXISTING WINDOWS.



Signature of Applicant

07/13/2022

Date Submitted/Signed

Jeremy Anderson

QUOTE BY : Jeremy Anderson

SOLD TO : Reeves, Merle

PO# :

Ship Via : Ground

QUOTE # : JW2207008F1 - Version 0

SHIP TO :

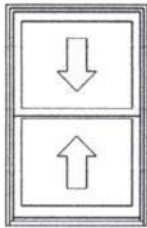
PROJECT NAME:

REFERENCE :

U-Factor Weighted Average: 0.27

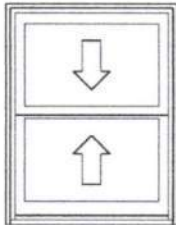
SHGC Weighted Average: 0.27

| LINE   | LOCATION<br>SIZE INFO | BOOK CODE<br>DESCRIPTION   | NET UNIT<br>PRICE | QTY | EXTENDED<br>PRICE |
|--------|-----------------------|--|-------------------|-----|-------------------|
| Line 1 |                       | Siteline Clad Double Hung, Auralast Pine, Pocket Unit,<br>Pocket Opening = 30 1/8 X 45 3/4<br>Ivory Exterior,<br>Natural Interior,<br>No Trim/No Nail Fin,<br>3 1/4 Jamb, 14 Deg Sill,<br>Tan Jambliner, Concealed Jambliner<br>Chestnut Bronze Hardware, No Finger Lifts,<br>US National-WDMA/ASTM, PG 35,<br>Insulated SunStable with HeatSave Annealed Glass, Neat, Protective Film,<br>Black Spacer, Argon Filled, Traditional Glz Bd,<br>BetterVue Mesh Ivory Screen,<br>3 1/2" Bottom Rail<br>IGThick=0.698(3/32 / 3/32), Clear Opening:25.8w, 18.9h, 3.4 sf<br>U-Factor: 0.27, SHGC: 0.26, VLT: 0.49, CR: 49.00, CPD: JEL-N-903-00571-00001<br>PEV 2022.2.0.3871/PDV 6.642 (06/13/22)NW | \$1,265.14        | 15  | \$18,977.10       |



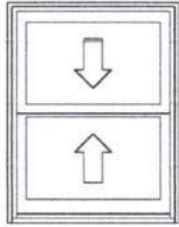
Viewed from Exterior. Scale: 1/2" = 1'

|        |       |   |            |   |            |
|--------|-------|---|------------|---|------------|
| Line 2 | Baths | Siteline Clad Double Hung, Auralast Pine, Pocket Unit,<br>Pocket Opening = 30 1/8 X 37 1/2<br>Ivory Exterior,<br>Natural Interior,<br>No Trim/No Nail Fin,<br>3 1/4 Jamb, 14 Deg Sill,<br>Tan Jambliner, Concealed Jambliner<br>Chestnut Bronze Hardware, No Finger Lifts,<br>US National-WDMA/ASTM, PG 35,<br>Insulated SunStable Matte Frost (Acid Etch) Tempered Glass, Neat, Black<br>Spacer, Argon Filled, Traditional Glz Bd,<br>BetterVue Mesh Ivory Screen,<br>3 1/2" Bottom Rail<br>IGThick=0.726(1/8 / 1/8), Clear Opening:25.8w, 14.8h, 2.6 sf<br>U-Factor: 0.31, SHGC: 0.33, VLT: 0.49, CR: 60.00, CPD: JEL-N-903-00700-00004<br>PEV 2022.2.0.3871/PDV 6.642 (06/13/22)NW | \$1,769.10 | 2 | \$3,538.20 |
|--------|-------|---|------------|---|------------|




Viewed from Exterior. Scale: 1/2" = 1'

| LINE   | LOCATION<br>SIZE INFO | BOOK CODE<br>DESCRIPTION   | NET UNIT<br>PRICE | QTY | EXTENDED<br>PRICE |
|--------|-----------------------|--|-------------------|-----|-------------------|
| Line 3 | Laundry               | Siteline Clad Double Hung, Auralast Pine, Pocket Unit,<br>Pocket Opening = 30 1/8 X 37 1/2<br>Ivory Exterior,<br>Natural Interior,<br>No Trim/No Nail Fin,<br>3 1/4 Jamb, 14 Deg Sill,<br>Tan Jambliner, Concealed Jambliner<br>Chestnut Bronze Hardware, No Finger Lifts,<br>US National-WDMA/ASTM, PG 35,<br>Insulated SunStable with HeatSave Tempered Glass, Neat, Protective Film,<br>Black Spacer, Argon Filled, Traditional Glz Bd,<br>BetterVue Mesh Ivory Screen,<br>3 1/2" Bottom Rail |                   |     |                   |
|        |                       | IGThick=0.726(1/8 / 1/8), Clear Opening:25.8w, 14.8h, 2.6 sf<br>U-Factor: 0.27, SHGC: 0.26, VLT: 0.48, CR: 48.00, CPD: JEL-N-903-00701-00001<br>PEV 2022.2.0.3871/PDV 6.642 (06/13/22)NW   |                   |     |                   |
|        |                       |  | \$1,405.17        | 2   | \$2,810.34        |
|        |                       |  | <b>Total:</b>     |     | \$25,325.64       |



Viewed from Exterior. Scale: 1/2" = 1'

**Total Units:** 19

 Protect yourself when you choose JELD-WEN Auralast pine products backed by a limited lifetime warranty against wood rot and termite damage.



