

NOTICE OF DECISION

PLANNING DIVISION
555 LIBERTY ST. SE, RM 305
SALEM, OREGON 97301
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*Si necesita ayuda para comprender esta información, por favor llame
503-588-6173*

DECISION OF THE HISTORIC PRESERVATION OFFICER

CLASS 1 MINOR HISTORIC DESIGN REVIEW CASE NO.: HIS23-17

APPLICATION NO.: 23-117974-PLN

NOTICE OF DECISION DATE: October 26, 2023

SUMMARY: A proposal to replace skylights on the exterior of the Farrar Building(c.1917).

REQUEST: Class 1 Minor Historic Design Review of a proposal to replace four (4) skylights on the exterior of the Farrar Building (c.1917), a historic contributing resource within the Salem Downtown Historic District, in the CB (Central Business District) zone and located at 363 State Street (aka 351-373 State Street; Marion County Assessors Map and Tax Lot numbers: 073W27AB06500 and 073W27AB06600).

APPLICANT: David Mckay

LOCATION: 363 State St

CRITERIA: Salem Revised Code (SRC) Chapters 230.040(j) – Standards for Contributing Resources in Commercial Historic Districts

FINDINGS: The findings are in the attached Decision dated October 26, 2023.

DECISION: The **Historic Preservation Officer (a Planning Administrator designee)** **APPROVED** Class 1 Minor Historic Design Review Case No. HIS23-17 based on the application deemed complete on October 24, 2023.

The rights granted by the attached decision must be exercised, or an extension granted, by October 27, 2025, or this approval shall be null and void.

Application Deemed Complete:	<u>October 24, 2023</u>
Notice of Decision Mailing Date:	<u>October 26, 2023</u>
Decision Effective Date:	<u>October 27, 2023</u>
State Mandate Date:	<u>February 23, 2024</u>

Case Manager: Kimberli Fitzgerald, kfitzgerald@cityofsalem.net, 503-540-2397

This decision is final.

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. HIS23-17)
363 STATE ST) October 26, 2023

In the matter of the application for a Minor Historic Design Review submitted by David McKay, 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

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

FINDINGS

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 to repair four existing skylights which are showing evidence of internal condensation between the panes, signifying the seals have been broken. Should it not be feasible to repair these skylights, the applicant is proposing to replace them with a new metal framed thermal insulated skylight (ie. Velux product), which will be of metal and glass and will match the existing in overall design and appearance and fit within the existing skylight openings. The applicant is proposing to install any necessary metal trim, flashing or sealant around the frame of the skylights to ensure that they are sealed properly and do not leak. *230.040 (j) Standards for Contributing Resources in Commercial Historic Districts, (1) and (2)(E) and (G) Skylights* are applicable to this project.

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: 23 117974.

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; an excerpt 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. Salem Revised Code (SRC) 230.040 (j) *Standards for Contributing Resources in Commercial Historic Districts, (1) and (2)(E) and (G) Skylights* are applicable to this project.

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 Farrar Building was built in 1917 for Elizabeth Farrar and is a single-story brick masonry building with buff-colored pressed brick facing. The building was designed by Salem architect Fred A. Legg who had also designed the Boise Building in 1913. The Farrar Building is an excellent example of Beaux Arts eclecticism. The façade is organized into four shop bays with plate glass display windows that have ceramic tile faced bulkheads, recessed central entrances and leaded glass transom lights. A flat metal canopy extends below the transom windows over the storefronts.

3. Analysis of Minor Historic Design Review Approval Criteria

Staff determined that the following standards from Salem Revised Code (SRC) 230.040 (j) *Standards for Contributing Resources in Commercial Historic Districts, (1) and (2)(E) and (G) Skylights* are applicable to this project.

FINDINGS:

Sec. 230.040. - Standards for historic contributing buildings in Commercial Historic Districts (j) Mechanical equipment and service areas.

(1) Materials. *Materials shall be harmonious in type, color, scale, texture, and proportions with the building and the district generally.*

Findings: The applicant is proposing to repair four existing skylights which are in poor condition. Should it not be feasible to repair these skylights, the applicant is proposing to replace these with new metal and glass skylights (with a Velux Commercial style skylight or similar product) which will fit within the existing skylight openings. Overall, the replacement skylight will duplicate to the greatest degree feasible the appearance and structural qualities of the material being replaced, therefore staff finds that SRC 230.040(j)(1) has been met for the proposal.

(2) Design.

(E) Skylights shall be flat and shall not alter the existing profile of the roof. Bubble-type skylights are prohibited.

Findings: The proposed replacement skylights will match the existing in design and location. Each proposed skylight shall have a flat profile and be installed as a 2 light module to fit within the existing openings, which are raised slightly above the existing roofline. The applicant is not proposing to install bubble type skylights. Staff finds that SRC 230.040(j)(2)(E) has been met for the proposal.

(G) New skylights and vents shall be placed behind and below the parapet level.

Findings: The existing skylights are located at the center of the roof, on the northern side of the center roofline, well behind and below the building parapets. The skylights are not visible from the right of way. Staff finds that SRC 230.040(j)(2)(G) has been met for the proposal.

DECISION

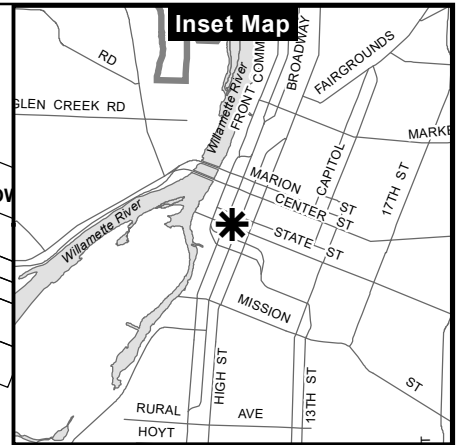
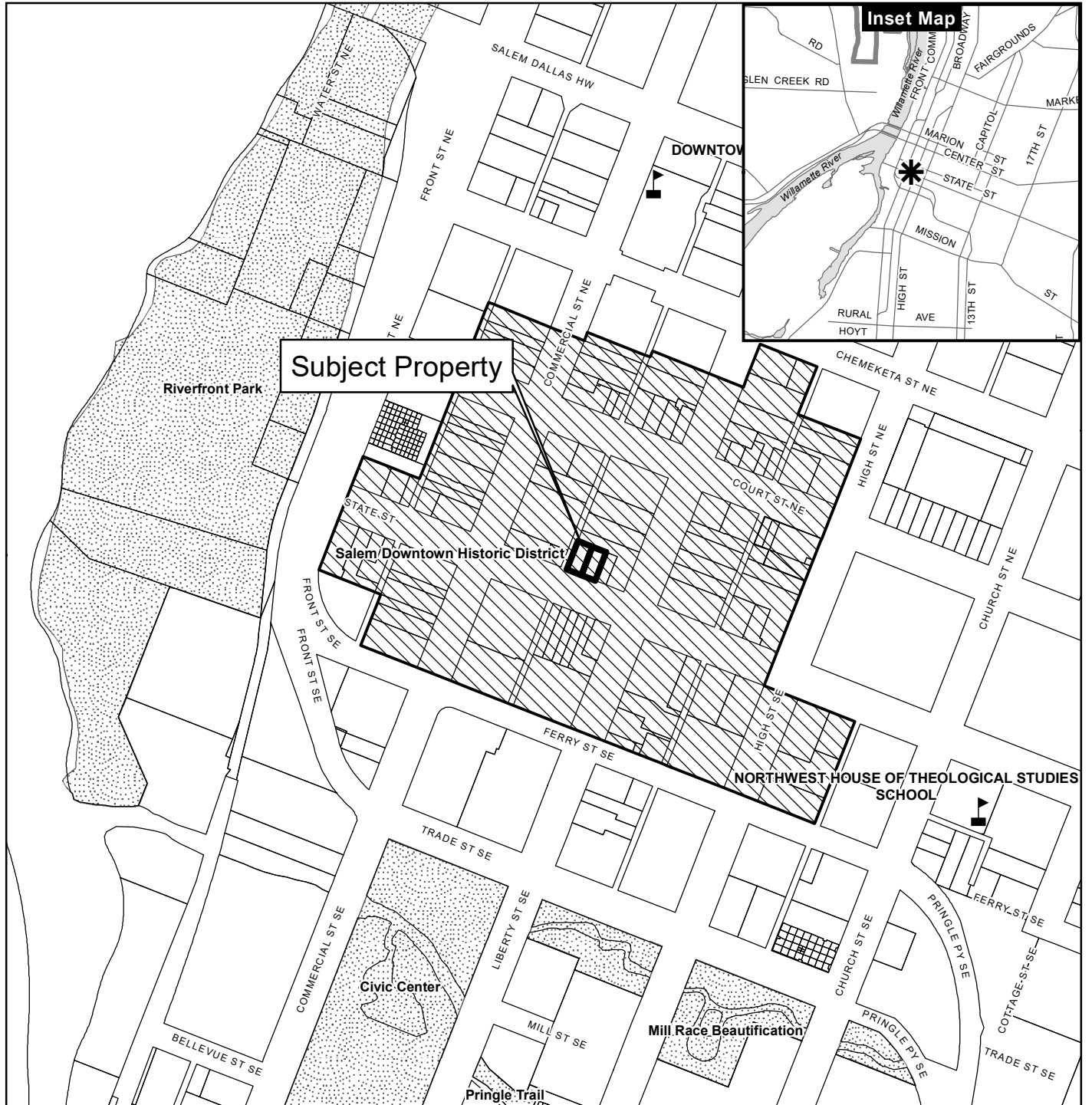
Based upon the application materials deemed complete on October 24, 2023 and the findings as presented in this report, the application for HIS23-17 is **APPROVED**.



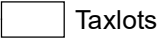




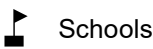

Kimberli Fitzgerald, AICP
Historic Preservation Officer
Planning Administrator Designee

Attachments: A. Vicinity Map
B. Applicant's Submittal Materials- Excerpt

Vicinity Map 353-369 State Street (AKA 363 State Street)



Legend

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

CITY OF Salem
AT YOUR SERVICE
Community Development Dept.

0 100 200 400 Feet

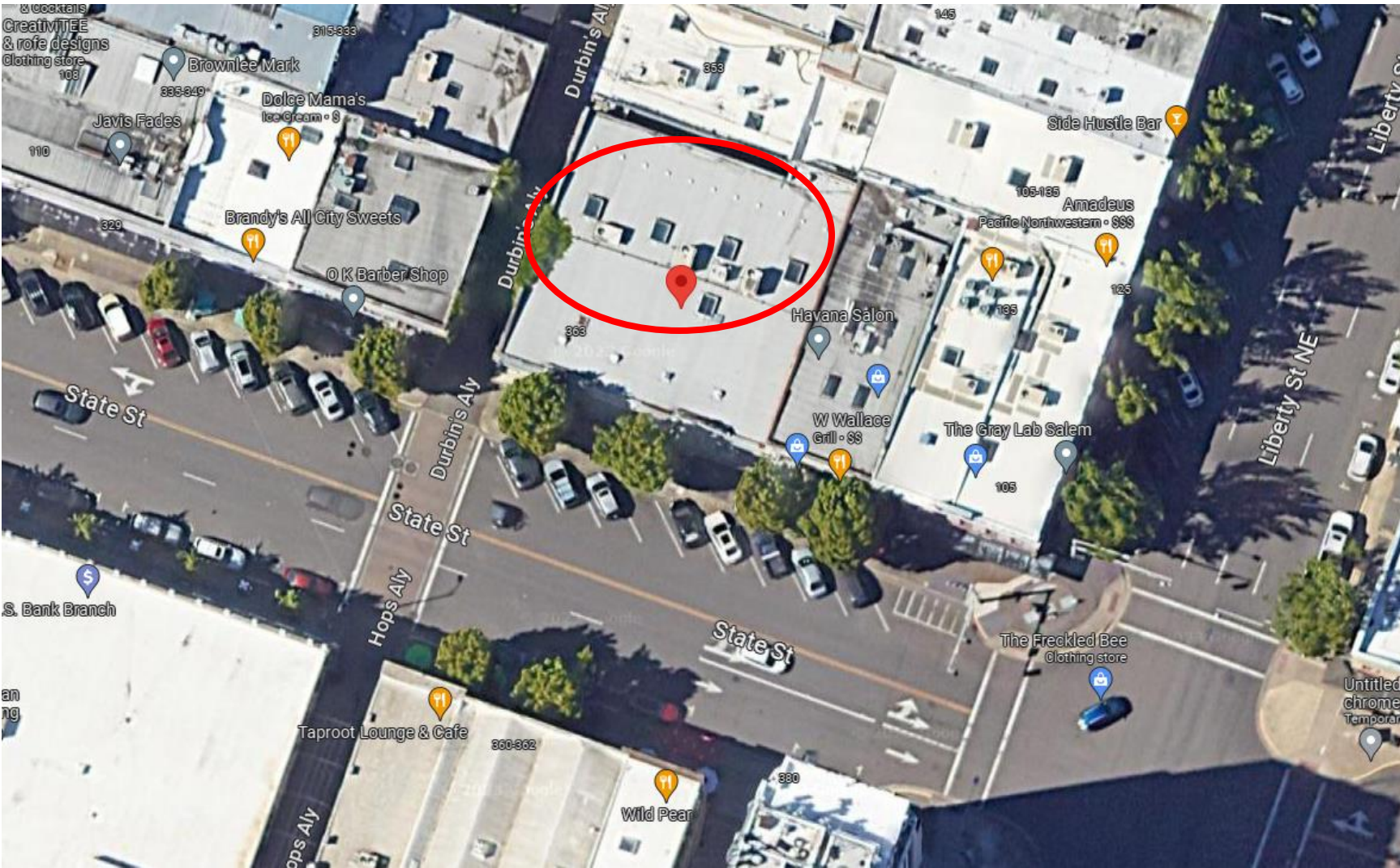


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HIS23-17 363 State Street

Site Plan

Skylight Replacement



Case No. _____

Historic Alteration Review Worksheet

Site Address: _____

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: _____

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: _____ Project's New Material: _____

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:

Member

Signature of Applicant

Date Submitted/Signed

Narrative Response Class 1 or Class 2 Administrative Historic Design Review
Commercial Contributing Historic Resources

230.040(j) Mechanical Equipment and Service Areas. *Addition and replacement of mechanical equipment, including, but not limited to heating and cooling systems, solar panels and telecommunications equipment, and service areas including, but not limited to dumpster enclosures, is permitted.*

(1) Materials. *Materials shall be harmonious in type, color, scale, texture, and proportions with the building and the district generally.*

Response:

The proposed new skylights will match the material of the existing- metal and glass.

(2) Design.

(A) *Mechanical equipment and service areas should be located out of public view and designed as an integral part of the overall building design.*

Response:

NA

(B) *Mechanical equipment and service areas should be placed at the rear of the building, recessed on the roof of the building, or screened by appropriate fencing.*

Response:

NA

(C) *Low-profile mechanical units and elevator shafts may be placed on rooftops if they are not visible from the street, or set back and screened from view.*

Response:

NA

(D) *Solar panels should have low profiles and not be visible from right-of-way, other than alleys, and shall be installed in a manner that minimizes damage to historic materials.*

Response:

NA

Narrative Response Class 1 or Class 2 Administrative Historic Design Review
Commercial Contributing Historic Resources

(E) Skylights shall be flat and shall not alter the existing profile of the roof. Bubble-type skylights are prohibited.

Response:

The proposed replacement skylights will be flat—not a Bubble Type

(F) Mechanical equipment placed at street level should be screened in a manner that is compatible with the streetscape and adjacent buildings.

Response:

NA

(G) New skylights and vents shall be placed behind and below the parapet level.

Response:

The proposed replacement skylights are not visible from the street – located at the back side of the roof.

(H) Any new or replacement communication device(s), including, but not limited to, dishes, antennas, and associated equipment, collocated on existing sites shall not exceed the total number and cumulative size of the dishes, antennas, and associated equipment which have been approved for installation under the most recent historic design review approval for such devices.

Response:

NA

Additional Required Submittal Materials

Photos (Historic pictures or photos of Existing Porch (Prior to Alteration))

Site Plan and Renderings

Material Spec Sheets and/or photos of proposed new materials

Historic Alteration Worksheet

Photo's of the four failed skylights.

SKYLIGHT SEAL(S) BROKEN

ROOF

The seals have failed in the four skylights nearest to the back side of the roof. There are condensation remnants between the panes in the skylights, which signifies that the seals have been broken, allowing air flow into the space between the panes. Though this does not diminish the protection of the skylights from the elements, it does impact the insulation properties of the skylights. We recommend a licensed window contractor evaluate and replace as needed.

Recommendation

Contact a qualified window repair/installation contractor.

Recommendation



Skylight Seals Failed - Roof



Skylight Seal(s) Failed - Roof (Close-Up)



Skylight Seal(s) Failed - Roof (Close-Up)

Products details

- In short
- Functions and sizes
- Details
- Glazing
- Performance
- Additional solutions

A Longlight solution is a single row of modules that lights up hallways, corridors and large rooms with natural daylight. Multiple rows of Longlights form an ideal glass roof for large open areas, e.g. atriums. Install the Longlights to follow the interior floor plan to optimise daylight and ventilation in every corner of the room.

The modular Longlights allow fast and easy closure of the roof to reduce cost and speed up the interior works.

VELUX modular skylights are delivered with a 10-year guarantee on modules and flashings.

VELUX skylight specialists offer support throughout design, specification and installation, including design of the sub-construction needed for installation. Please note that sub-constructions are not included in the VELUX delivery.

[Learn more about sub-constructions](#)



Longlight solution

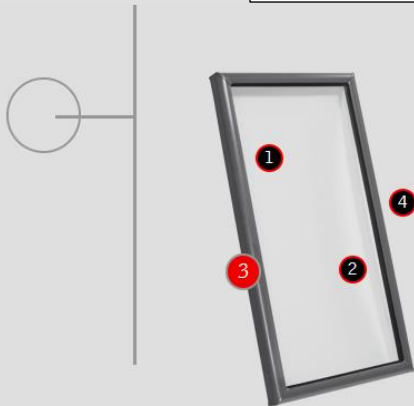


Longlight solution installed in flat roof with sub-construction.

2 module windows proposed within each opening—to match existing design and fit within existing openings.

Product Features

Flat profile, Fixed Skylights



①	▼	Choose Your Glass
②	▼	Daylight
③	^	No Leak Promise
<p>The No Leak Skylight carries a 10-year installation warranty, plus 20 years on glass, 10 years on product, and 5 years on blinds and controls.</p>		
④	▼	Roof Pitch