

MINUTES
HISTORIC LANDMARKS COMMISSION WORK SESSION
August 17, 2023

COMMISSIONERS PRESENT

Juliana Inman
Chris Morris
Steven Ponce
Kirsten Straus
Connie Strong
Andrew Zimmerman, Chair

STAFF PRESENT

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

COMMISSIONERS ABSENT

Jessica Curteman
Brett Fuller
Jennifer Maglinte-Timbrook

1. CALL TO ORDER:

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

2. Roll call was taken and quorum was established.

3. PUBLIC COMMENT:

4. APPROVAL OF MINUTES

a. Minutes of June 15, 2023

Motion: Move to approve the minutes.

Motion by: Commissioner Inman

Seconded by: Commissioner Straus

Questions or Comments by: None

Vote:

Aye: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Nay:

Absent: Curteman, Fuller, Maglinte-Timbrook,

Abstentions:

Action: Moved to approve the minutes.

VOTE:

Yes 6 No 0 Abstain () Absent 0 (Curteman, Fuller, Timbrook)

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5. DESIGN REVIEWS

a) Historic Design Review – Case No. HIS23-05 for 456 and 466 Court St NE

Class 3 Major Historic Design Review of a proposal to install new signage, two security gates and replace the tile at the storefront entrance(s) of the Odd Fellows Hall Annex Building, a historic contributing building in Salem’s Downtown Historic District, zoned CB (Central Business District), and located at 456 and 466 Court Street NE; 97301; Marion County Assessors Map and Tax Lot number: 073W27AB-90004 and 90005.

The Chair opened the public hearing at 5:33 p.m, asked the staff to read the criteria, and called for any conflicts of interest. There were none.

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 the staff report, staff recommends that the Historic Landmarks Commission APPROVE the proposal with the following condition:

Condition 1: The applicant shall not install the metal security gate base bar on top of the inlaid clay tile at the storefront entryway(s).

Questions for Staff by: Commissioners Morris, Strong, Straus

Applicant Testimony: None

Questions for the Applicant by: None

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal: None

Additional questions for staff: None

The Chair closed the public hearing 5:46 p.m. and the Commission proceeded to deliberations.

Motion: Motion to continue the hearing to the next meeting.

Motion by: Commissioner Straus

Seconded by: Commissioner Morris

Questions or Comments by: Commissioner Inman, Straus, Morris, Strong, Ponce

Commissioner Straus Amended her motion: Motion to approve staff recommendation with an additional condition:

Condition 2: The mounting of the gate shall not obscure character defining features at the top of the storefront entryways.

Motion by: Commissioner Straus

Seconded by: Commissioner Morris

Vote:

Aye:

Nay: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Absent: Curteman, Fuller, Maglinte-Timbrook

Abstentions:

VOTE:

Yes 0 No 6 Abstain 0 Absent 3 (Curteman, Fuller, Maglinte-Timbrook)

The motion failed and the Chair called for a new motion.

Motion: Approve staff recommendation with the addition of the following conditions:

Condition 2: The mounting of the gate shall not obscure character defining features at the top of the storefront entryways

Condition 3: The gate shall be black or bronze and shall be of the mesh design.

Motion by: Commissioner Straus

Seconded by: Commissioner Inman

Questions or Comments by: Commissioner Morris, Strong,

Commissioner Straus made a motion to: Amend the motion to be: Motion to approve staff recommendation with the addition of the following conditions:

Condition 2: The mounting of the gate shall not obscure character defining features at the top of the storefront entryways

Condition 3: The gate shall be black or bronze.

Motion by: Commissioner Straus

Seconded by: Commissioner Inman

Vote:

Aye: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Nay:

Absent: Curteman, Fuller, Maglinte-Timbrook

Abstentions:

VOTE:

Yes 6 No 0 Abstain 0 Absent 3 (Curteman, Fuller, Maglinte-Timbrook)

Action: Amend the motion.

Motion: Motion to approve staff recommendation with the addition of the following conditions:

Condition 2: The mounting of the gate shall not obscure character defining features at the top of the storefront entryways.

Condition 3: The gate shall be black or bronze.

Vote:

Aye: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Nay:

Absent: Curteman, Fuller, Maglinte-Timbrook

Abstentions:

VOTE:

Yes 6 No 0 Abstain 0 Absent 3 (Curteman, Fuller, Maglinte-Timbrook)

Action: Approve staff recommendation with the addition of the following conditions:

Condition 2: The mounting of the gate shall not obscure character defining features at the top of the storefront entryways

Condition 3: The gate shall be black or bronze.

b) Historic Design Review – Case No. HIS23-13 for 1840 Court St NE

Class 3 Major Historic Design Review of a proposal to rehabilitate the exterior of the Hewitt House, including replacing the front porch and stairs, enclosing the back porch, repairing and replacing exterior shingle siding and replacing windows throughout the exterior of the Hewitt House (c.1907) a historic contributing resource in the Court Chemeketa National Register Historic District located at 1840 Court Street NE (Marion County Assessor Map and Tax Lot Number: 073W27AC03400).

The Chair opened the public hearing at 6:14 p.m, asked the staff to read the criteria, and called for any conflicts of interest. Commissioner Inman lives within the notification area but can remain impartial.

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: The applicant shall complete a condition assessment, and provided the original material comprising the post retains over 50% structural integrity,

the decorative square front porch post shall be repaired with in kind materials.

Condition 2: The applicant shall replicate the original material and design of the decorative square front porch post upon authorization that the post can be replaced at the time of Building permit submittal. The Historic Preservation Officer shall authorize removal and replacement of the decorative porch post should the condition assessment illustrate that over 50% of the structural integrity of the post has been compromised and repair of the post is not feasible.

Condition 3: The replacement basement window on the primary façade of the Hewitt house shall fit within the existing 40" x 21" opening for the original window in this location. The sash and frame material shall have the appearance of wood and be paintable. The proposed replacement window material and specifications shall be provided to the Historic Preservation Officer at the time of building permit submittal.

Questions for Staff by: Commissioner Inman, Straus, Strong, Ponce

Applicant Testimony: Alan Vanderhoff, 1500 Skyline Blvd Unit, Portland OR

Questions for the Applicant by: Commissioner Inman, Straus, Strong, Morris

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal: None

Additional questions for staff: Commissioner Inman

The Chair asked if anyone would like to keep the record open for additional testimony.

With no request, the Chair closed the public hearing 7:16 p.m. and the Commission proceeded to deliberations.

Motion: Move to approve staff recommendation.

Motion by: Commissioner Straus

Seconded by: Commissioner Ponce

Questions or Comments by: Commissioner Straus, Ponce, Inman

Commissioner Straus moved to amend the motion: Add window and railing to condition 1

Motion by: Commissioner Straus

Seconded by: Commissioner Morris

Vote:

Aye: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Nay:

Absent: Curteman, Fuller, Maglinte-Timbrook

Abstentions:

Action: Amend the motion.

Motion: Move to approve staff recommendation with the inclusion of the window and railings in Condition 1

Commissioner Straus made a motion to amend her motion to include the railings in Condition 2.

Motion by: Commissioner Straus

Seconded by: Commissioner Inman

Vote:

Aye: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Nay:

Absent: Curteman, Fuller, Maglinte-Timbrook

Abstentions:

Action: Amend the motion

Motion: Move to approve staff recommendation with inclusion of the window and railings in Condition 1 and the railings in Condition 2

Vote:

Aye: Inman, Morris, Ponce, Straus, Strong, Zimmerman

Nay:

Absent: Curteman, Fuller, Maglinte-Timbrook

Abstentions:

Action: Approve staff recommendation with the inclusion of the window and railings in Condition 1 and the railings in Condition 2.

VOTE:

Yes 6 No 0 Abstain 0 Absent 3 (Curteman, Fuller, Maglinte-Timbrook)

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6. ACTION ITEMS:
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7. DISCUSSION ITEMS:

- a. Toolbox Grant Request
 - a. There were two odd circumstances that staff wanted the Commission to provide input on. Both requests were approved by the Commission.

- b. Subcommittee Updates
- c. Newsletter Check-In
 - a. Fall issue goes out in September
 - b. Theme is subjects of the photo contest

8. HISTORIC PRESERVATION OFFICER REPORT

- a) Commissioner Timbrook attended the NAPC Camp
- b)

With no further business to discuss, the meeting was adjourned at 8:01 p.m.

Prepared by: *Zachery Cardoso, Recorder*
August 17, 2023

APPROVED: October 19, 2023