

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 informacion, por favor llame
503-588-6173*

DECISION OF THE PLANNING ADMINISTRATOR

HISTORIC DESIGN REVIEW CASE NO.: HIS18-01

APPLICATION NO. : 18-101791-DR

NOTICE OF DECISION DATE: JANUARY 24, 2018

SUMMARY: A proposal to install skylights on the roof of an existing garage, adjacent to the Downs House (1925).

REQUEST: Minor Historic Design Review of a proposal to install 2 skylights on the roof of an existing garage, adjacent to the Downs House (1925), a historic contributing residence. The residence is located within the Gaiety Hills/Bush's Pasture Park National Register Historic District, on property zoned RS (Single Family Residential), and located at 2121 High Street SE, (Marion County Assessors Map and Tax Lot number: 073W34BD11400).

APPLICANT: Krista West

LOCATION: 2121 High Street SE

CRITERIA: SRC Chapter 230.025(e) Solar Panels, Rooftop Mechanical Devices and Skylights

FINDINGS: The findings are in the attached Decision dated January 24, 2018.

DECISION: The Planning Administrator **APPROVED** Historic Design Review HIS18-01 based upon the application materials and findings as present in this report.

*This Decision becomes effective on **February 9, 2018**. No work associated with this Decision shall start prior to this date unless expressly authorized by a separate permit, land use decision, or provision of the Salem Revised Code (SRC).*

The rights granted by this decision must be exercised by **February 9, 2020** or this approval shall be null and void.

Application Deemed Complete:	<u>January 23, 2018</u>
Notice of Decision Mailing Date:	<u>January 24, 2018</u>
Decision Effective Date:	<u>February 9, 2018</u>
State Mandate Date:	<u>May 23, 2018</u>

Case Manager: Kimberli Fitzgerald, kfitzgerald@cityofsalem.net; 503.540.2397

This decision is final unless written appeal from an aggrieved party is filed with the City of Salem Planning Division, Room 305, 555 Liberty Street SE, Salem, OR 97301, no later than **5:00 p.m., Thursday, February 8, 2018.**

The appeal must state where the decision failed to conform to the provisions of the historic preservation ordinance (SRC Chapter 230). The appeal must be filed in duplicate with the City of Salem Planning Division. 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 Salem 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 at the Planning Division office, Room 305, City Hall, 555 Liberty Street SE, during regular business hours.

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

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BEFORE THE PLANNING ADMINISTRATOR OF THE CITY OF SALEM

**HISTORIC DESIGN REVIEW CASE NO. HIS18-01
DECISION**

**IN THE MATTER OF APPROVAL OF) MINOR HISTORIC DESIGN REVIEW
HISTORIC DESIGN REVIEW)
CASE NO. HIS18-01)
2121 HIGH STREET SE) January 24, 2018**

In the matter of the application for a Minor Historic Design Review submitted by Krista West, 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 install skylights on the roof of an existing garage, adjacent to the Downs House (1925).

REQUEST: Minor Historic Design Review of a proposal to install 2 skylights on the roof of an existing garage, adjacent to the Downs House (1925), a historic contributing residence. The residence is located within the Gaiety Hills/Bush's Pasture Park National Register Historic District, on property zoned RS (Single Family Residential), and located at 2121 High Street SE, (Marion County Assessors Map and Tax Lot number: 073W34BD11400).

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

DECISION

APPROVED based upon the application materials deemed complete on January 23, 2018 and the findings as presented in this report.

FINDINGS

1. Minor Historic Design Review Applicability

SRC 230.020(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.

2. Analysis of Minor Historic Design Review Approval Criteria

Finding: The applicant is proposing to install two flat metal 21" x 38" Velux skylights flush with the roof on the western portion of the gabled roof to the south of the clipped front gable on the northern façade of the garage.

Staff finds that the applicant adequately demonstrated that this proposal complies with the applicable provisions of the Salem Revised Code (SRC) as follows:

Criteria: 230.025 (e) Roofs (3) Solar Panels, Rooftop Mechanical Devices, and Skylights. *Solar panels and other rooftop mechanical structures may be added to historic contributing buildings.*

(A) Materials.

- (i) Non-reflective glass and metal panels are allowed.*
- (ii) Reflective glass and plastic frames are prohibited.*

Finding: The applicant is proposing to install two metal framed skylights with non-reflective glass, thereby meeting this standard.

(B) Design.

- (i) Solar panels shall not alter the existing profile of the roof, and shall be mounted parallel to the roof plane on rear-facing roofs or placed on the ground in an inconspicuous location.*

Finding: The applicant is not proposing to install solar panels, therefore this standard is not applicable to the evaluation of this proposal.

- (ii) Satellite dishes, TV antennae and other rooftop mechanical structures shall be installed so they are not visible from the street and do not damage or obscure significant architectural features of the resource.*

Finding: The applicant is not proposing to install satellite dishes, TV antennae and other rooftop mechanical structures, therefore this standard is not applicable to the evaluation of this proposal.

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

Finding: The applicant is proposing to install two flat metal 21" x 38" Velux skylights flush with the roof on the western portion of the gabled roof. Once installed they will be minimally visible from the right of way. The skylights are not Bubble-type and will not alter the existing profile of the roof, thereby meeting this standard.

DECISION

Based upon the application materials deemed complete on January 23, 2018 and the findings as presented in this report, the application for HIS18-01 is **APPROVED**.



Kimberli Fitzgerald, AICP
Historic Preservation Officer
Planning Administrator Designee

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

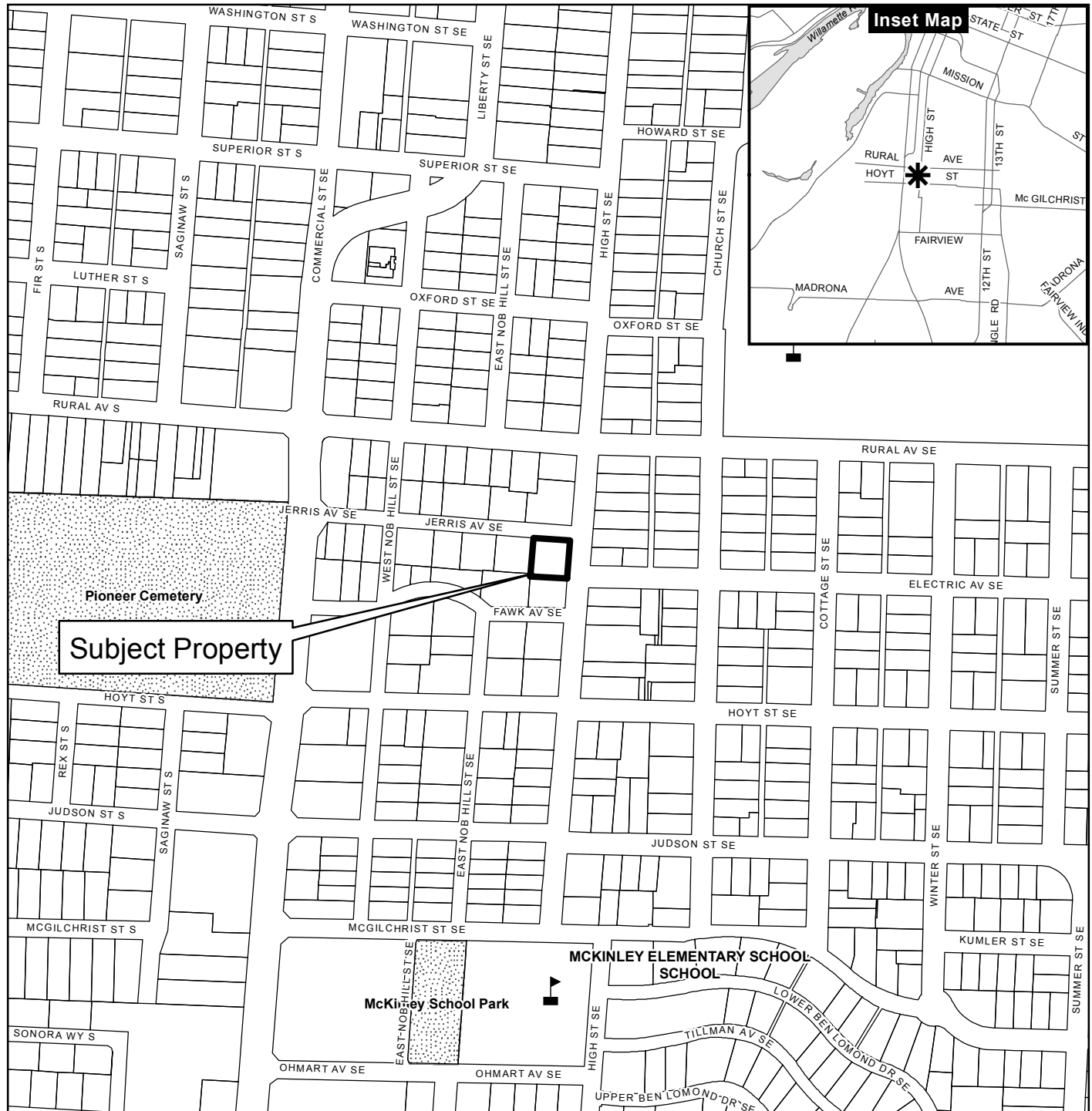
Application Deemed Complete: January 23, 2018
Notice of Decision Mailing Date: January 24, 2018
Decision Effective Date: February 9, 2018
State Mandate Date: May 23, 2018

*This Decision becomes effective on **February 9, 2018**. No work associated with this Decision shall start prior to this date unless expressly authorized by a separate permit, land use decision, or provision of the Salem Revised Code (SRC).*

The rights granted by this decision must be exercised by **February 9, 2020** or this approval shall be null and void.

This decision is final unless written appeal from an aggrieved party is filed with the City of Salem Planning Division, Room 305, 555 Liberty Street SE, Salem, OR 97301, no later than **5:00 p.m., Thursday, February 8, 2018**. The appeal must state where the decision failed to conform to the provisions of the historic preservation ordinance (SRC Chapter 230). The appeal must be filed in duplicate with the City of Salem Planning Division. 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 Salem 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.

Vicinity Map 2121 High Street SE



Legend

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

0 100 200 400 Feet



CITY OF Salem
AT YOUR SERVICE
Community Development Dept.

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Case No. _____

Historic Alteration Review - General Resource Worksheet

Site Address: 2121 High St SE Resource Status: ☐ Contributing
☐ Individual Landmark ☐ Non- Contributing

Type of Work Activity Proposed

Major ☐ Minor ☒

Replacement, Alteration, Restoration or Addition of:

Architectural Feature:

- ☐ Deck
☐ Door
☐ Exterior Trim
☐ Porch
☐ Roof
☐ Siding
☐ Window(s) Number of windows: _____

Landscape Feature:

- ☐ Fence
☐ Retaining wall
☐ Other Site feature
☐ Streetscape

New Construction:

- ☐ Addition
☐ New Accessory Structure
☐ Sign
☐ Awning

☒ Other architectural feature (describe) skylights on garage west side

Will the proposed alteration be visible from any public right-of-way? ☒ YES ☐ NO

Project's Existing Material: comp shingles Project's New Material:
new Velux skylights

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:

Add 2 small skylights to studio apartment in
garage to increase light in apartment. This angle of garage
is only visible from a distance so this does not affect the
appearance of the garage or house from the street. We are
using Velux skylights that meet the criteria.

Vmmw
 Signature of Applicant

1/2/18
 Date Submitted/Signed

Alban and Krista West
2121 High St.
Salem OR 97302
1-3-18

Specifications of project:

- 1) Two Velux VSC04 skylights with white factory enameled frames and tempered/laminated low-e glass will be installed.
- 2) They will have screens, crank handles and manual venetian blinds.
- 3) The skylights will be placed between the rafters so no structural alterations will be made.
- 4) The existing interior finish will be replicated with Masonite sheet and hemlock trim. No painting is included.
- 5) They will be placed side by side on the west slope of the roof.
- 6) The aluminum exterior cladding has a dark grey finish.
- 7) They will be flashed with Velux factory flashing kits that are made for these skylights and application.
- 8) The units measure 21"x38". There is a 2 ½ " gutter between them so the total width will be 46 ½".
- 9) A specification sheet from the Velux website is being sent with a separate message. If any further data is required please contact me with specific questions.
- 10) Clean up and remove debris. 100% No Leak Guarantee.

Sincerely,

Stephen Dyer

Dyer Skylights Inc. ccb#178646
1075 Cheshire Ave. Eugene OR 97402
www.DyerSkylights.com **541 912-5061**

Skylight Proposal for 2121 High Street SE, Salem OR 97302

Owners: Alban and Krista West

Project: to add two small skylights to west side of garage roofline to allow more light in studio apartment that is already in the upper story of the garage. The Velux skylights meet the criteria in SRC Chapter 230 both for materials (non-reflective glass and metal panels) and design (they are flat and will not alter the existing profile of the roof). They will be installed by Dyer Skylights of Eugene, Oregon. The project will take 2-3 days and is currently scheduled for Jan 23-25, 2018.



Side view of 2121 High St, garage on right



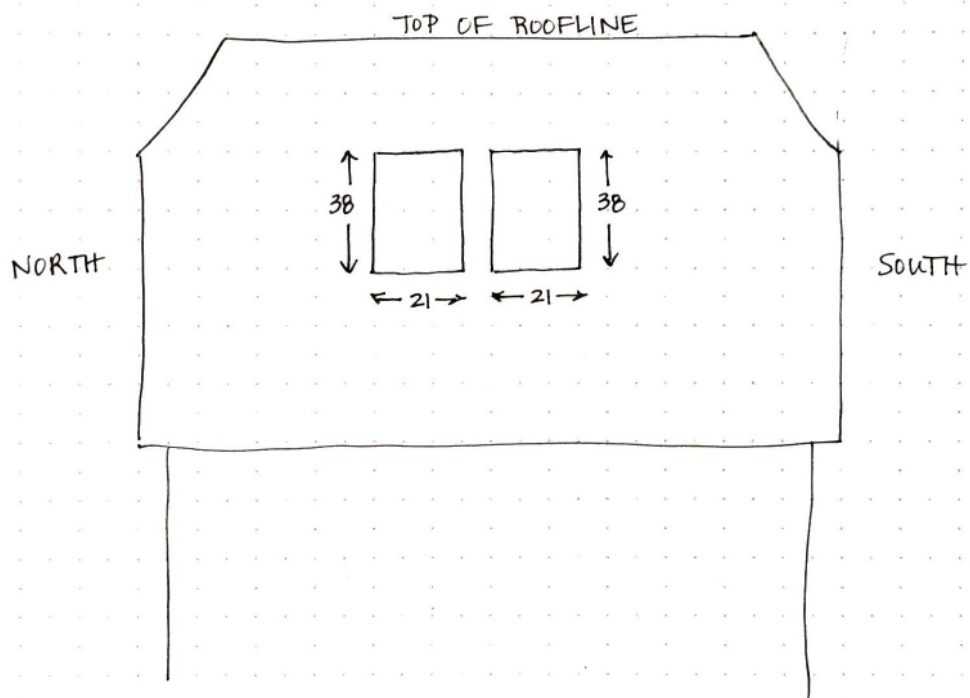
View of garage from street, note that roofline with proposed skylights is barely visible

Sketch showing skylights positioned within roofline:

KRISTA WEST

2121 HIGH ST SE

SKYLIGHT PROPOSAL - SKYLIGHT POSITIONING



ALL MEASUREMENTS IN INCHES

Alban and Krista West
2121 High St.
Salem OR 97302
1-3-18

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Sincerely,

Stephen Dyer

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www.DyerSkylights.com **541 912-5061**