

# 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.:** HIS18-17

**APPLICATION NO. :** 18-111747-DR

**NOTICE OF DECISION DATE:** AUGUST 10, 2018

**SUMMARY:** A proposal to install a new gate and replace 34 windows on the Downs House (1925).

**REQUEST:** Minor Historic Design Review of a proposal to install a new gate and to replace 34 existing vinyl windows with 34 custom wood windows on the Downs House (1925), an individually listed Local Landmark, 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:** Salem Revised Code Chapter 230.025(f) Missing Features.  
Salem Revised Code Chapter 230.025(b) Windows.

**FINDINGS:** The findings are in the attached Decision dated August 10, 2018.

**DECISION:** The Historic Preservation Officer (a Planning Administrator Designee) **APPROVED** Historic Design Review Case No. HIS18-17 based upon the application materials deemed complete on August 9, 2018 and the findings as presented in this report.

*This Decision becomes effective on **August 28, 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 **August 28, 2020** or this approval shall be null and void. A copy of the decision is attached.

Application Deemed Complete: August 9, 2018  
Notice of Decision Mailing Date: August 10, 2018  
Decision Effective Date: August 28, 2018  
State Mandate Date: December 7, 2018

Case Manager: Kimberli Fitzgerald, [kfitzgerald@cityofsalem.net](mailto: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., Monday, August 27, 2018.**

HIS18-17 Decision  
August 10, 2018  
Page 2

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 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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503-588-6173***

**BEFORE THE PLANNING ADMINISTRATOR OF THE CITY OF SALEM**

**HISTORIC DESIGN REVIEW CASE NO. HIS18-17  
DECISION**

**IN THE MATTER OF APPROVAL OF ) MINOR HISTORIC DESIGN REVIEW  
HISTORIC DESIGN REVIEW )  
CASE NO. HIS18-17 )  
2121 HIGH STREET SE ) AUGUST 10, 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 a new gate and replace 34 windows on the Downs House (1925).

**REQUEST:** Minor Historic Design Review of a proposal to install a new gate and to replace 34 existing vinyl windows with 34 custom wood windows on the Downs House (1925), an individually listed Local Landmark, 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 August 9, 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 a new gate and replace 34 windows on the Downs House.

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

### **GATE**

**Criteria 230.025(f) Missing Features.** *Features that were present on a historic contributing building during the period of significance but which were later removed may be reconstructed.*

**(1) Materials.** *Materials used in the replacement shall match as closely as practicable the composition, design, texture, and other visual qualities of the materials of the missing feature.*

**Finding:** The applicant is proposing to install a new wooden gate replacing a pre-existing gate in this location. The gate is of wood, a traditional material available during the period of significance for this house, thereby meeting this standard.

**(2) Design.** *The design accurately duplicates the missing feature. The design shall be substantiated by historic, physical, or pictorial evidence. Evidence does not include conjectural designs, or the appearance of features or different elements from other buildings or structures built during the period of significance.*

**Finding:** The proposed gate duplicates the missing feature to the greatest degree feasible based upon historic evidence, thereby meeting this standard.

### **WINDOWS**

**Criteria: 230.025(b) Windows.** *Replacement of windows in historic contributing buildings shall be allowed only where the owner has attempted to repair the original window, but repair was not feasible due to the poor condition of the original materials. If the window is not original then every effort shall be made to replicate the original window; the effort shall be substantiated by historic, physical, or pictorial evidence. If the window cannot be replicated then it should be of a compatible design and material.*

**Finding:** The applicant is proposing to replace thirty-four (34) non-original vinyl windows with wood (Douglas Fir) sash windows designed to replicate the design of the existing or original windows as follows:

Double hung 8 over 8: six windows

Mulled double hung 6 over 6: four windows

Double hung 6 over 6: eleven windows

Mulled double hung 6 over 6: three windows

Double hung 1 over 1: two windows

6 light casement: one window

20 light fixed: one window

French casement 6 over 6: one window

French casement 4 over 4: one window

Casement (outswing): four windows

**(1) Materials.** *All features of the window, including the window frame, sash, stiles, rails, muntins, lamb's tongues and glass, are replaced with materials that duplicate, to the greatest degree possible, the appearance and structural qualities of the original.*

**Finding:** The applicant is proposing to replace the existing non-original vinyl windows with custom designed Douglas Fir single paned windows designed to replicate, to the greatest degree possible, the material of the original windows, thereby meeting this standard.

**(2) Design.** *Overall design of the window profile of all parts of the window shall reproduce the appearance of the original window.*

**Finding:** The applicant is proposing to replace thirty (30) of the existing non-original vinyl windows with custom designed Douglas Fir single paned windows designed to replicate, to the greatest degree possible, the design and appearance of the existing windows, thereby meeting this standard. Four of the non-original vinyl windows (three double hung 8 over 8 and one double hung 4 over 4) do not reflect the design of the original historic windows and will not be replicated. Instead, the applicant is proposing to restore the appearance of these windows to the original (outswing casement windows). Staff finds that this standard 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 is proposing to evaluate the energy efficiency of the new windows and install weather stripping as appropriate, thereby meeting this standard.

**(B)** *If an owner wishes to improve the energy efficiency of windows located on the primary façade, only energy efficiency measures that are removable and do not permanently alter the resource, including, but not limited to, exterior storm windows and weather-stripping, shall be used on the primary façade.*

**Finding:** The applicant is proposing to install removable single paned wood framed storm windows on the exterior of the windows throughout the Downs House, thereby meeting this standard.

**(C)** *If an owner wishes to improve the energy efficiency of windows located on a façade other than the primary façade, measures that are removable and do not permanently alter the resource, including, but not limited to, exterior storm windows and weather-stripping, shall be used. Reuse of the original window frame and sash with replacement by glass that maintains the overall design and appearance of the window is allowed. Example: Replacement of single pane glass with new energy efficient double-paned glass is permissible, so long as the window is in satisfactory condition, muntins are wide enough to hold the double-paned glass, the double paned glass can*

*be inserted into the original window sash, there are only minor alterations to the overall design of the window, and the double-paned glass is not visibly tinted or reflective.*

**Finding:** The applicant is proposing to install removable single paned wood framed storm windows on the exterior of the windows throughout the Downs House, thereby meeting this standard.

## DECISION

Based upon the application materials deemed complete on August 9, 2018 and the findings as presented in this report, the application for HIS18-17 is **APPROVED**.



Kimberli Fitzgerald, AICP  
Historic Preservation Officer  
Planning Administrator Designee

Attachments: A. Vicinity Map  
B. Excerpt from Historic Resource Documents  
C. Applicant's Submittal Materials

Application Deemed Complete: August 9, 2018  
Notice of Decision Mailing Date: August 10, 2018  
Decision Effective Date: August 28, 2018  
State Mandate Date: December 7, 2018

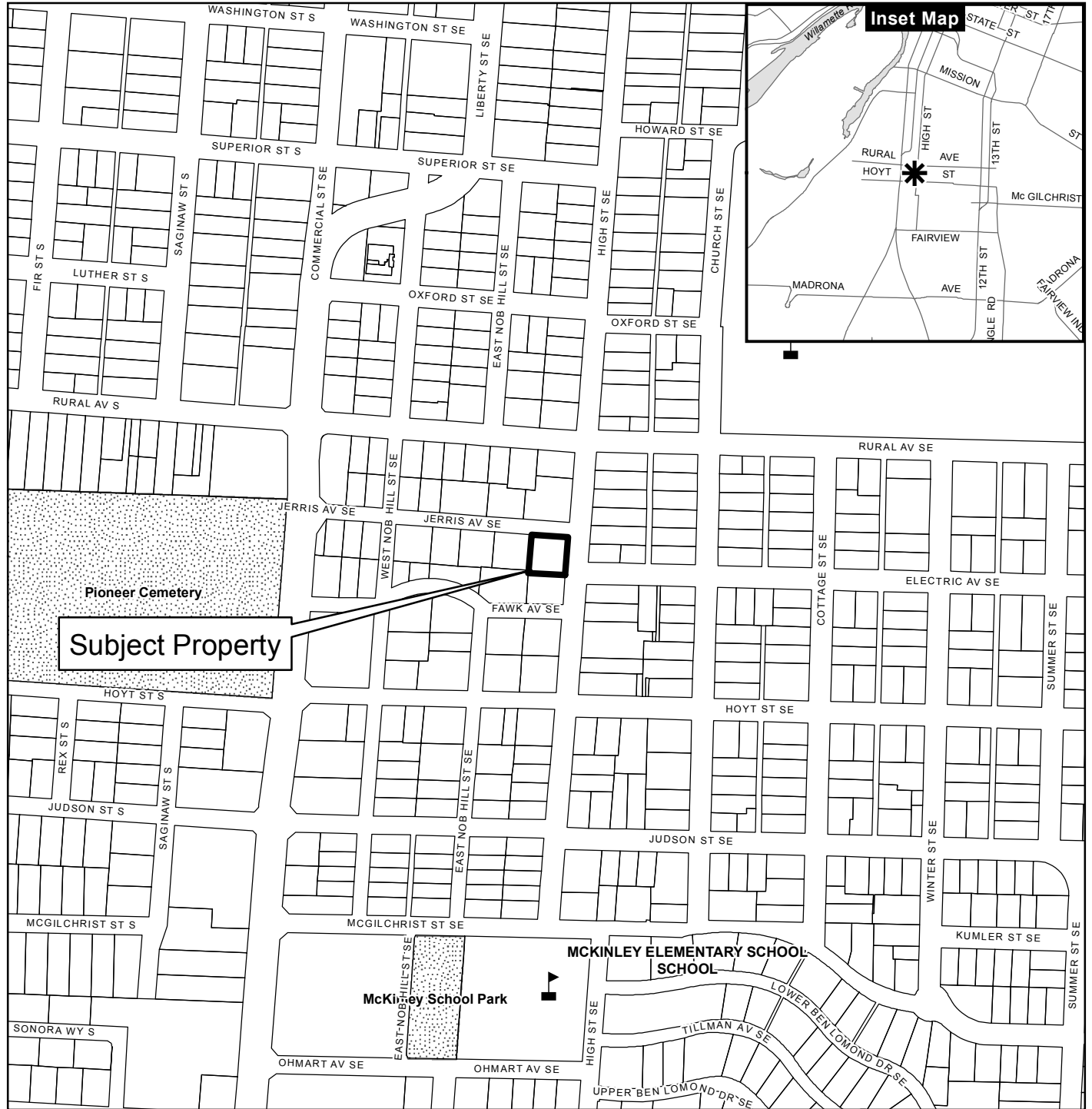
*This Decision becomes effective on **August 28, 2018**. No work associated with this Decision shall start prior to this date unless expressly authorized by a separate permit, land use decision, or provision of the Salem Revised Code (SRC).*

The rights granted by this decision must be exercised by **August 28, 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., Monday, August 27, 2018.**

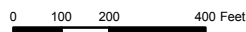
The appeal must state where the decision failed to conform to the provisions of the historic preservation ordinance (SRC Chapter 230). The appeal must be filed in duplicate with the City of Salem Planning Division. The appeal fee must be paid at the time of filing. If the appeal is untimely and/or lacks 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



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OREGON INVENTORY OF HISTORIC PROPERTIES  
 HISTORIC RESOURCE SURVEY FORM  
 COUNTY: Marion

HIST. NAME: Downs House  
 COMMON NAME:  
 ADDRESS: 2121 High Street SE  
 CITY: Salem, Oregon  
 OWNER: James & Anna Russo  
 2121 High St. SE; Salem, OR 97302  
 T/R/S: 07\3W\34  
 MAP NO: 34BD TAX LOT: 11400  
 ADDITION: Nob Hill  
 BLOCK: 30 LOT: frB30 QUAD: Salem  
 TAX ACCOUNT NUMBER: 83730-940

DATE OF CONSTRUCTION: c.1925  
 ORIGINAL USE: Residence  
 PRESENT USE: Residence  
 ARCHITECT: Clarence L. Smith  
 BUILDER:  
 THEME: Architecture  
 STYLE: French Renaissance

BLDG: X STRUC: DIST: SITE OBJ:

PLAN TYPE/SHAPE: rectangular with wing  
 FOUNDATION MATERIAL: concrete  
 ROOF FORM & MATERIALS: perpendicular gables with steep pitch composition  
 WALL CONSTRUCTION: wood frame  
 PRIMARY WINDOW TYPE: 6\6 and 8\8 double-hung  
 three gabled dormers on front (east) el., large shed dormer in rear  
 EXTERIOR SURFACING MATERIALS: wood shingles  
 DECORATIVE FEATURES: one exterior and one interior stuccoed chimneys;  
 OTHER: paneled entry door with sidelights covered with decorative screen  
 CONDITION GOOD: X FAIR: POOR: MOVED: (DATE):

NO. OF STORIES: 1 & 1\2  
 BASEMENT (Y/N): yes  
 STRUCTURAL FRAME: stud

**EXTERIOR ALTERATIONS/ADDITIONS (DATED):**

**NOTEWORTHY LANDSCAPE FEATURES:** native locust and cedar trees; box hedge; curved sidewalk with low steps and wrought iron railing  
**ASSOCIATED STRUCTURES:** detached garage in rear with breezeway passage way to house  
**KNOWN ARCHEOLOGICAL FEATURES:**

**SETTING:** house faces east on southwest corner of High and Jerris Streets; residential area on busy two-way two-lane street

**STATEMENT OF SIGNIFICANCE (Historical and/or architectural importance, dates events, persons, contexts)**

This house was constructed for Dr. Chester and Marian Downs. Dr. Downs graduated from Johns Hopkins Medical School in 1914 and in 1916 practiced medicine at Yale Medical School in China. He served in the U. S. Army in England and France during World War I. Dr. Downs returned to Salem and with colleagues Dr. R. R. Ross and Dr. H. L. Stockwell formed the Salem Clinic in 1925 where he practiced for nearly 40 years. Dr. Down's medical career was in general practice and orthopedic surgery. He served as asst. medical examiner for the State Industrial Accident Commission and was president of the Marion County Medical Society in 1920-21. He was a Salem school board member and was active in Cherrians, Rotary, Community Concert Assn. and Chemeketans. His first wife, Marian Downs, (see following page)  
**SOURCES:** Salem Inventory, 1987; Salem City Directories; Marion County Tax Assessor records, Ticor Title Company; Sue Morrison information, 1993.

NEGATIVE NO.:  
 SLIDE NO.:

RECORDED BY: Marianne Kadas  
 DATE: June 1993

SHPO INVENTORY NO.: 305

**ADDRESS:** 2121 High Street SE

**SIGNIFICANCE:** was the president of the Salem Library Board. After Marian Downs' death in 1944, Dr. Downs married Esther Parovnagian Barnes (widow of newspaperman Ralph Barnes), and they lived in the house until 1964. Other owners were Scofields, Lawrence and Linda Morrow, Ginger and Barnes Rogers, Elspershaus, and current owners Anna and James Russo.

OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE SURVEY FORM - TWO

NAME: Downs House  
ADDRESS: 2121 High St. SE  
Salem, OR 97302

T/R/S: 07\3W\34  
MAP NO: 34BD TAX LOT:11400  
QUADRANGLE: Salem

\*\*\*\*\*

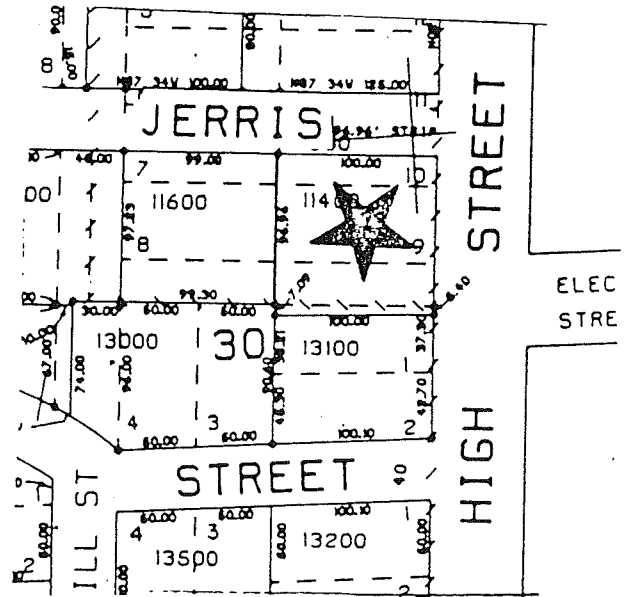
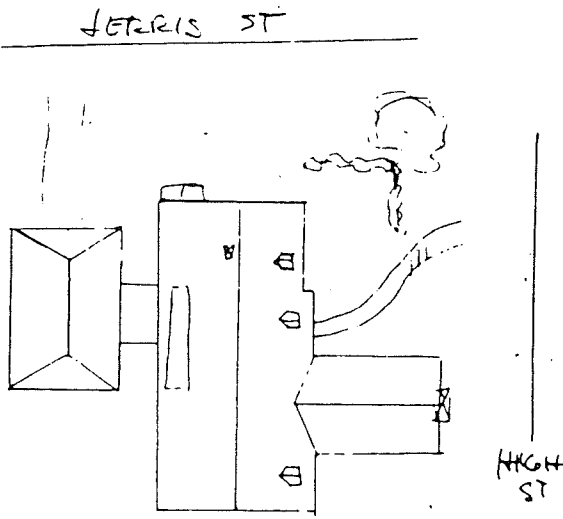


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NEGATIVE NO. :

SLIDE NO. :

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GRAPHIC AND PHOTO SOURCES: City of Salem, Community Development

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

##### Landscape Feature:

- Fence
- Retaining wall
- Other Site feature
- Streetscape

##### New Construction:

- Addition
- New Accessory Structure
- Sign
- Awning

Window(s) Number of windows: 3304 total  
 Other architectural feature (describe) \_\_\_\_\_

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

Project's Existing Material: vinyl Project's  New  Material:  
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:

In 2012, the original wood windows in the house were replaced with poor quality vinyl. We want to install historically-accurate windows custom made for the house.

[Signature]  
Signature of Applicant

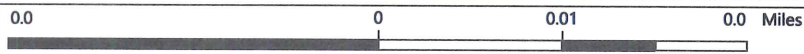
5/22/18  
Date Submitted/Signed



**Legend**

- Historic Buildings
- Annexations (delayed)
- Street Labels
- Taxlots
- Creeks
  - 50 - 200
  - 200 - 640
  - 640 - 6400
  - GT 6400
- Hydrology
- Street Class
  - STREET-PARKWAY
  - STREET-ART-MAJ
  - STREET-FREEWAY
  - STREET-ART-MIN
  - STREET\_COLLECTOR
  - - FUTURE-STREET-ART-MIN
  - - FUTURE-STREET\_COLLECTOR
- Overlay Zones
  - ☐ Overlay Zones
  - ☒ Compact Development Overlay Zor
  - ▣ Mixed-Use Overlay Zone
  - ▤ Historic Districts
- Edgewater/Wallace Road Over
- Zoning Designation
  - EFU - Exclusive Farm Use
  - RA - Residential Agriculture
  - RS - Single Family Residential

1: 564



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

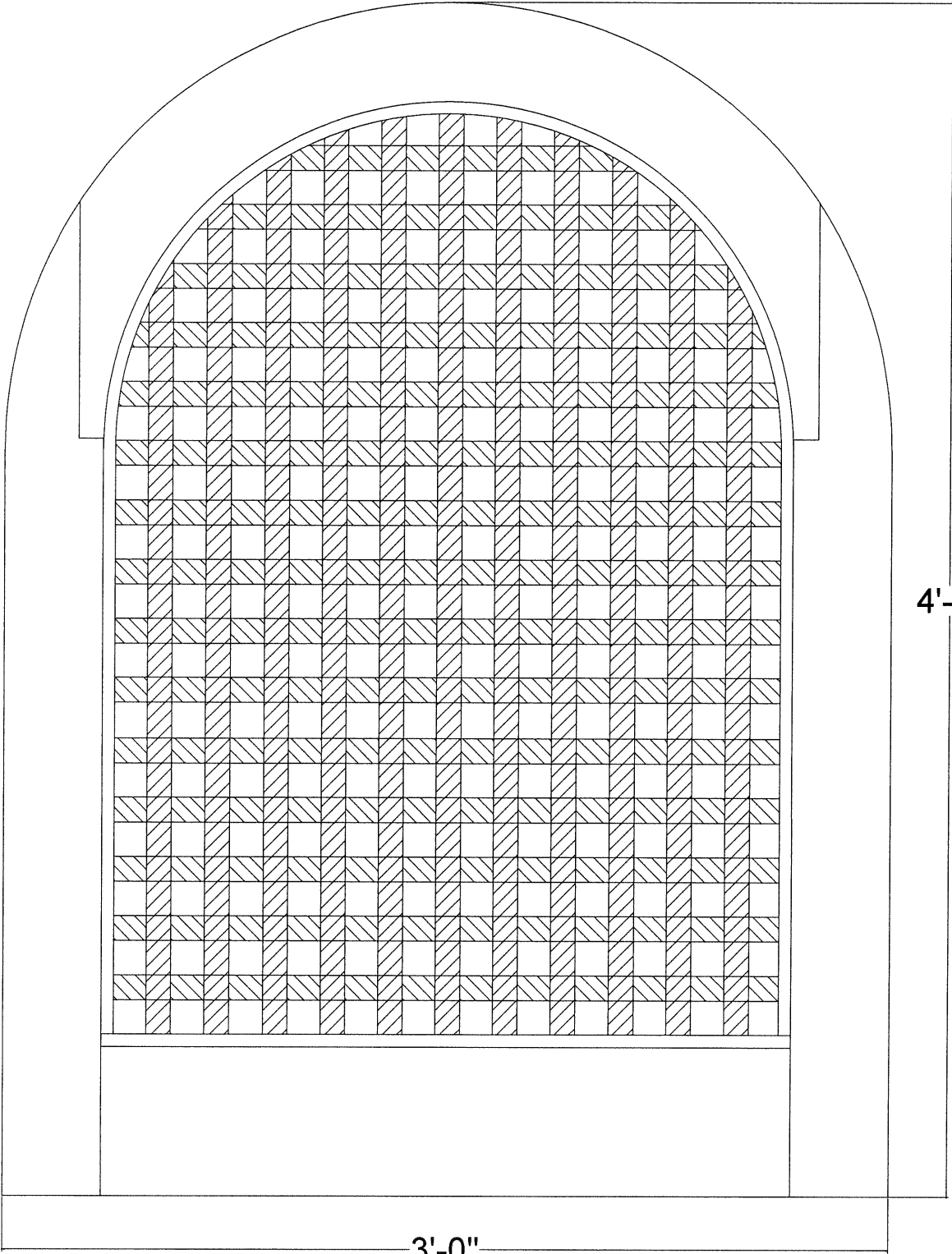
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

**THIS MAP IS NOT TO BE USED FOR NAVIGATION**

**Notes**

Enter notes here...

**SPECIFICATION**



4'-0"

3'-0"











Very Good Windows & Doors

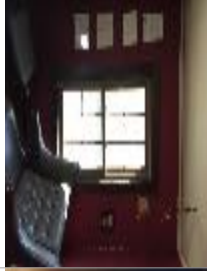



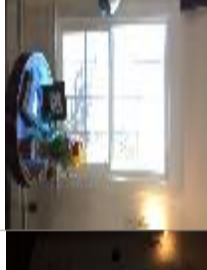


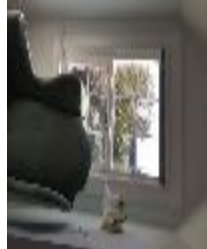
REF. # :		SPECIES :	Douglas Fir
CUSTOMER :	KRISTA WEST	FINISH :	PRIMED
SALESMAN :	Mackenzie Strawn	REV. :	1
LOCATION :	2121 HIGH ST, SALEM	QTY :	1
		SERIES :	GARDEN GATE
		SCALE :	2"=1'
		DATE :	4.16.18




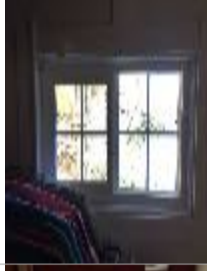

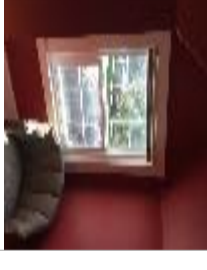








2121 Se High St Salem, OR — — — Krista West

item number	location	width	height	notes	cost			
1	dining room east	44.25	56.25	double hung, 8-over-8	\$1,729			
2, 3	dining room north	34.25	56.25	mulled double hung, 6-over-6	\$2,676			
4	kitchen north	44.25	56.25	double hung, 8-over-8	\$1,729			
5, 6	kitchen west	30.25	42.25	double hung, 1-over-1	\$1,775			
7,8	room with a tv	34.25	56.25	mulled double hung, 6-over-6	\$2,676			
9	main level bath	34.25	44.25	double hung, 6-over-6	\$1,052			
10	main level southwest corner bedroom west wall	34.25	56.25	double hung, 6-over-6	\$1,338			
11,12	main level southwest corner bedroom south wall	34.25	56.25	mulled double hung, 6-over-6	\$2,676			



item number	location	width	height	notes	cost			
13	main level office	34.25	56.25	double hung, 6-over-6	\$1,338			
14	main level office	34.25	56.25	double hung, 6-over-6	\$1,338			
15	room with a piano	44.25	56.25	double hung, 8-over-8	\$1,729			
16	room with a piano	44.25	56.25	double hung, 8-over-8	\$1,729			
17	room with a piano	44.25	56.25	double hung, 8-over-8	\$1,729			
18	room with a piano	44.25	56.25	double hung, 8-over-8	\$1,729			
			1.25		\$0			
19	upper level dormer at top of steps	30.25	46.25	double hung, 6-over-6	\$972			
20	upper level north bedroom dormer	30.25	46.25	double hung, 6-over-6	\$972			

item number	location	width	height	notes	cost			
21, 22	north bedroom	30.25	46.25	mulled double hung, 6-over-6	\$1,943			
23	north bedroom closet	21.5	37.125	6 light Casement	\$554			
24, 25, 26	west bedroom	41.25	48.25	mulled double hung, 8-over-8 was probably outswing casement originally	\$4,146			
27	bath	30.25	50.25	double hung, 6-over-6	\$1,056	No photo		
28	south bedroom closet	21.5	37.125	double hung, 4-over-4. was probably 6 light outswing casement originally	\$554			
29,30	south bedroom south wall	30.25	50.25	mulled double hung, 6-over-6	\$2,111			
31	south bedroom east wall	30.25	50.25	double hung, 6-over-6	\$1,056			
32	back porch south	56.25	43.25	20 light fixed, 4-1/4" top and bottom rail	\$1,689			

item number	location	width	height	notes	cost			
33	garage south	48	43.25	6 x 6 french casement	\$1,442			
34	garage south	48	31.25	was probably 4 x 4 french casement originally	\$1,042			
35	repair door jamb	-	-	remove and re-install strike side door jamb	\$300	No photo		
35	wood/coal chute cover	45	26	steel frame/tempered safety glass	\$567			
36	entry gate	36	48	see photos of gates i think would go well there	\$900			
				<b>total</b>	\$44,543			



