

MINUTES
HISTORIC LANDMARKS COMMISSION WORK SESSION
January 16, 2020

COMMISSIONERS PRESENT

Carroll Cottingham
Jessica Curteman
Jennifer Maglinte-Timbrook
Tracy Schwartz
Kelly Thomas
Andrew Zimmerman
Russell Schutte, Vice-Chair
Jamie French, Chair

COMMISSIONERS ABSENT

Patricia Mulvihill, excused

STAFF PRESENT

Kimberli Fitzgerald, Historic Preservation
Officer
Kirsten Straus, Recorder

1. CALL TO ORDER:

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

Commissioner Schutte moved to reorder the agenda to place item 3, Roll Call, before item 4, Elections. Maglinte-Timbrook seconded. The motion passed unanimously.

2. Roll call was taken and quorum was established.

For the record, Commissioner Cottingham arrived just after official Roll Call was taken.

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3. Elections

2020 Officer Elections

a. Chair

Motion: Move to elect Jamie French and Russell Schutte to a second term as Chair and Vice-Chair of the Salem Historic Landmarks Commission.

Motion by: Commissioner Maglinte-Timbrook

Seconded by: Commissioner Schwartz

Questions or Comments by: none.

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Schwartz, Thomas, Zimmerman, Schutte

Nay:

Absent: Mulvihill

Abstentions:

Action: Moved to elect Jamie French and Russell Schutte to a second term as Chair and Vice-Chair of the Salem Historic Landmarks Commission.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Mulvihill)

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4. PUBLIC COMMENT: None

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5. APPROVAL OF MINUTES

a. Minutes of November 21, 2019

Motion: Move to approve the minutes with a numbering correction.

Motion by: Commissioner Thomas

Seconded by: Commissioner Schwartz

Questions or Comments by: none.

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Schwartz, Thomas, Zimmerman, Schutte

Nay:

Absent: Mulvihill

Abstentions:

Action: Moved to approve the minutes with a numbering correction.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Mulvihill)

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6. ALTERATION REVIEWS

a. Historic Design Review –Case No. HIS18-28MOD1 for 260 State St

Major Historic Design Review of a proposal to modify a previous historic design review approval (HIS18-28) to modify the previously approved window types to be installed as part of the construction of a new mixed use apartment building on a vacant lot within Salem's Downtown Historic District, in the CB (Central Business District) zone, and located at 260 State Street (Marion County Assessors Map and Tax Lot number: 073W27BA00100).

The Chair opened the public hearing at 5:34 p.m. and directed staff to read the applicable criteria into the record. The Chair asked if there were any conflicts of interest or exparte contacts. 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.

Case Manager Kimberli Fitzgerald summarized the testimony for this case and was available to answer questions.

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.

Questions for Staff by: None

Persons Testifying:

Applicant: Joshua Scott, 1830 Bickford Ave, Ste 201, Snohomish, WA

At this time, the applicant presented an example of the window type being considered in this case. He also presented an example of the vinyl window material originally applied for but that did not meet the applicable standards.

Questions for the applicant: Commissioners Schwartz, Curteman, and Schutte

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal: None

Additional questions for staff: Schwartz

With no further questions, the chair closed the public hearing at 5:50 p.m.

Motion: Move to approve Staff recommendation.

Motion by: Commissioner Schutte

Seconded by: Commissioner Cottingham

Questions or Comments by: Schutte, Cottingham, French

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Schwartz, Thomas, Zimmerman, Schutte

Nay:

Absent: Mulvihill

Abstentions:

Action: Moved to approve Staff recommendation.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Mulvihill)

b. Historic Design Review –Case No. HIS19-40 for 114 Marion St NE

A Major Historic Design Review of a proposal to construct two new accessory structures, replace existing ramps and fencing, and install security cameras at the Gilbert House Children's Museum campus, which includes the A.T. Gilbert House (1887), individually listed on the National Register, the Rockenfield-Bean House (1883), and Parrish House (1860), all designated Salem Local Landmarks, located at 116 Marion St. NE, 97301 (Marion County Assessor Map and Tax Lot number: 073W22DB 07400).

The Chair opened the public hearing at 5:53 p.m. and directed staff to read the applicable criteria into the record. The Chair asked if there were any conflicts of interest or exparte contacts. 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 this staff report, staff recommends that the Historic Landmarks Commission APPROVE the proposal.

Questions for Staff by: Commissioners Schwartz

Persons Testifying:

Applicant: Alicia Bay, 3071 Dogwood Dr S, 97302

Questions for the applicant: Commissioner Zimmerman

Neighborhood Association: None

Support: None

Oppose: None

Neutral: None

Rebuttal: None

Additional questions for staff: Schwartz, French

With no further questions, the chair closed the public hearing at 6:10 p.m.

Motion: Move to approve Staff recommendations.

Motion by: Commissioner Schutte

Seconded by: Commissioner Zimmerman

Questions or Comments by: Schutte, Zimmerman, Schwartz, French

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Schwartz, Thomas, Zimmerman, Schutte

Nay:

Absent: Mulvihill

Abstentions:

Action: Moved to approve Staff recommendation.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Mulvihill)

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At 6:12 P.M., the Commission called for a short break. The Commission reconvened at 6:15 P.M.
At this time, Commissioner Schwartz was excused from the rest of the meeting.

7. ACTION ITEMS:

a. South Salem High School Mitigation Informational Report

Proposed Mitigation for the South Salem High School Redevelopment

The Chair asked if there were any conflicts of interest or exparte contacts:

Commissioner Zimmerman has written about the school in his role as reporter.

Commissioner Curteman's office has reviewed the project but she has not reviewed it personally. Commissioner French has issued an archaeological permit but not reviewed the overall project. All feel they can remain objective in their evaluation of this request.

Historic Preservation Officer Kimberli Fitzgerald summarized and presented the issue as reported in the Staff Report and asked for direction from the Historic Landmarks Commission on how to respond.

Questions for Staff: Commissioner French

At this time, a representative from the school district presented their goals for the project.

- Joel Smallwood, 3630 State St
- Karma Krouse, 6997 Keizer Court NE

Questions for the applicant: Commissioners Zimmerman, French, Curteman, Schutte

Questions for Staff: Commissioners Curteman, French

Motion: Move to direct staff to write a letter of support for the materials presented at this meeting.

Motion by: Commissioner Schutte
Seconded by: Commissioner Maglinte-Timbrook

Questions or Comments by: Schutte, Maglinte-Timbrook, Zimmerman, Curteman, French

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Schwartz, Thomas, Zimmerman, Schutte

Nay:

Absent: Mulvihill

Abstentions:

Action: Moved to direct staff to write a letter of support for the materials presented at this meeting.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Mulvihill)

Commissioner Zimmerman volunteered to help with the mitigation process.

At 6:48 PM, the Commission recessed for a short break. They reconvened at 6:52 PM.

b. 2020 HLC Annual Report and Workplan

Historic Preservation Officer Kimberli Fitzgerald summarized the year's work presented in the work plan.

Staff Recommendation: Accept the 2019 Annual Report and 2020 HLC Workplan and forward onto City Council for their consideration at their next available meeting.

Motion: Move to accept the report and forward it to the City Council with a representative at the Council Meeting.

Motion by: Commissioner Schutte
Seconded by: Commissioner Zimmerman

Questions or Comments by: Schutte, French, Zimmerman

Vote:

Aye: Cottingham, Curteman, French, Maglinte-Timbrook, Schwartz, Thomas, Zimmerman, Schutte

Nay:

Absent: Mulvihill

Abstentions:

Action: Move to accept the report and forward it to the City Council with a representative at the Council Meeting.

VOTE:

Yes 8 No 0 Abstain 0 Absent 1 (Mulvihill)

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8. DISCUSSION ITEMS:

- a. African American History Month – January
 - i. Commissioner French suggested inviting someone from the Oregon Black Pioneers to speak at the Feb. HLC. Another option would be asking Kuri Gill from the SHPO as she is working on putting together an MPD featuring the history of the African American community in Oregon.
 - ii. Commissioner Cottingham mentioned that it's important to think about the history of exclusion of the African American population in Oregon.
- b. Salem Public Library Retrofit Mitigation
 - i. The Commission is being consulted for mitigation for an adverse effect to the Salem Public Library as a result of the retrofit project.
 - ii. The Commission suggested a free-standing interpretive panel, and/or wrapping the book drop with historic photos.

Aaron Kimsey, Public Works Project Manager, City of Salem, was present to answer questions about the project.

- iii. Commissioner Schutte suggested a time-lapse video of the construction.
 - iv. Other suggestions were the history of libraries in the area such as the Carnegie Library and older libraries
 - v. Another suggestion was the nomination of the Civic Center that would encompass brutalist architecture and civic improvements of Mill Creek
 - vi. Incorporation of the Civic Center Appeal from Mayor Vern Miller (recording) for the interpretation
- c. Subcommittee Selection
 - i. The Commission elected the following Commissioners to each respective subcommittee:
 - 1. Public Outreach Committee: Zimmerman, Maglinte-Timbrook, Schwartz, Thomas
 - 2. Economic Recognition: Cottingham, Schutte, Mulvihill
 - 3. Promote Heritage Tourism: Thomas, Curteman
 - 4. Survey and Inventory Committee: French, Schwartz, Maglinte-Timbrook
 - d. Subcommittee Updates
 - i. At this time, the Commissioners updated Staff and the rest of the Commission on their respective subcommittee activities.
 - e. Newsletter
 - i. Commissioner Zimmerman will write about some of the recent projects coming through the HLC.
 - 1. Happening in Salem: Historic Preservation Fair and Photo Contest feature, Salem Pioneer Cemetery clean up feature
 - 2. Staff was directed to include an older historic preservation article

9. HISTORIC PRESERVATION OFFICER REPORT

With no further business to discuss, the meeting was adjourned at 7:41 p.m.

Prepared by: *Kirsten Straus, Recorder*
January 16, 2020

APPROVED: February 20, 2020