

**TO:** Historic Landmarks Commission

**THROUGH:** Lisa Anderson-Ogilvie, AICP, Deputy Community Development Director and Planning Administrator

**FROM:** Kimberli Fitzgerald, AICP, Historic Preservation Officer

**HEARING DATE:** June 15, 2023

**CASE NO.:** Historic Design Review Case No. HIS23-05

**APPLICATION SUMMARY:** A proposal to install security gates and replace the tile at the storefront entrance(s) of the Odd Fellows Annex Building (c.1900).

**LOCATION:** 456 and 466 Court Street NE (See Attachment A)

**REQUEST** Class 3 Major Historic Design Review of a proposal to install 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.

**APPLICANT(S):** Sierra Willis, ODEC Driving on behalf of Paradigm Business Management Group, LLC

**APPROVAL CRITERIA:** Salem Revised Code (SRC) 230.040(d) Storefronts

**RECOMMENDATION:** Open the Hearing and Continue to July 20,2023

### **BACKGROUND**

The applicant submitted their proposal to install two security gates and replace the front entry tile on April 19, 2023. The application was deemed complete for processing on May 24, 2023. Notice of public hearing was sent by mail to surrounding property owners and tenants pursuant to Salem Revised Code (SRC) requirements on May 24, 2023. Public hearing notice was not posted on the property in accordance with the posting provision outlined in SRC 300.620. The City of Salem Historic Landmarks Commission will hold a public hearing for the case on June 15, 2023 at 5:30 p.m., in Council Chambers, Civic Center at 555 Liberty Street SE, Room 240. (<https://bit.ly/planningpublicmeetings>).

On June 5, 2023, the applicant submitted a request to increase the scope of work to add consideration of their proposal to add new signage to the exterior of the Odd Fellows Hall Annex Building, and further requested that the hearing be opened on June 15, 2023, and

continued to July 20, 2023 in order to allow time for re-notice of the increased scope. The state-mandated 120-day deadline to issue a final local decision, including any local appeals in this case is September 21, 2023. However, the applicant granted an extension until November 20, 2023 (Attachment B).

Attachments: A. Vicinity Map  
B. Request for Continuance  
C. Applicant's Submittal Materials (Excerpt)  
D. Email testimony from CANDO

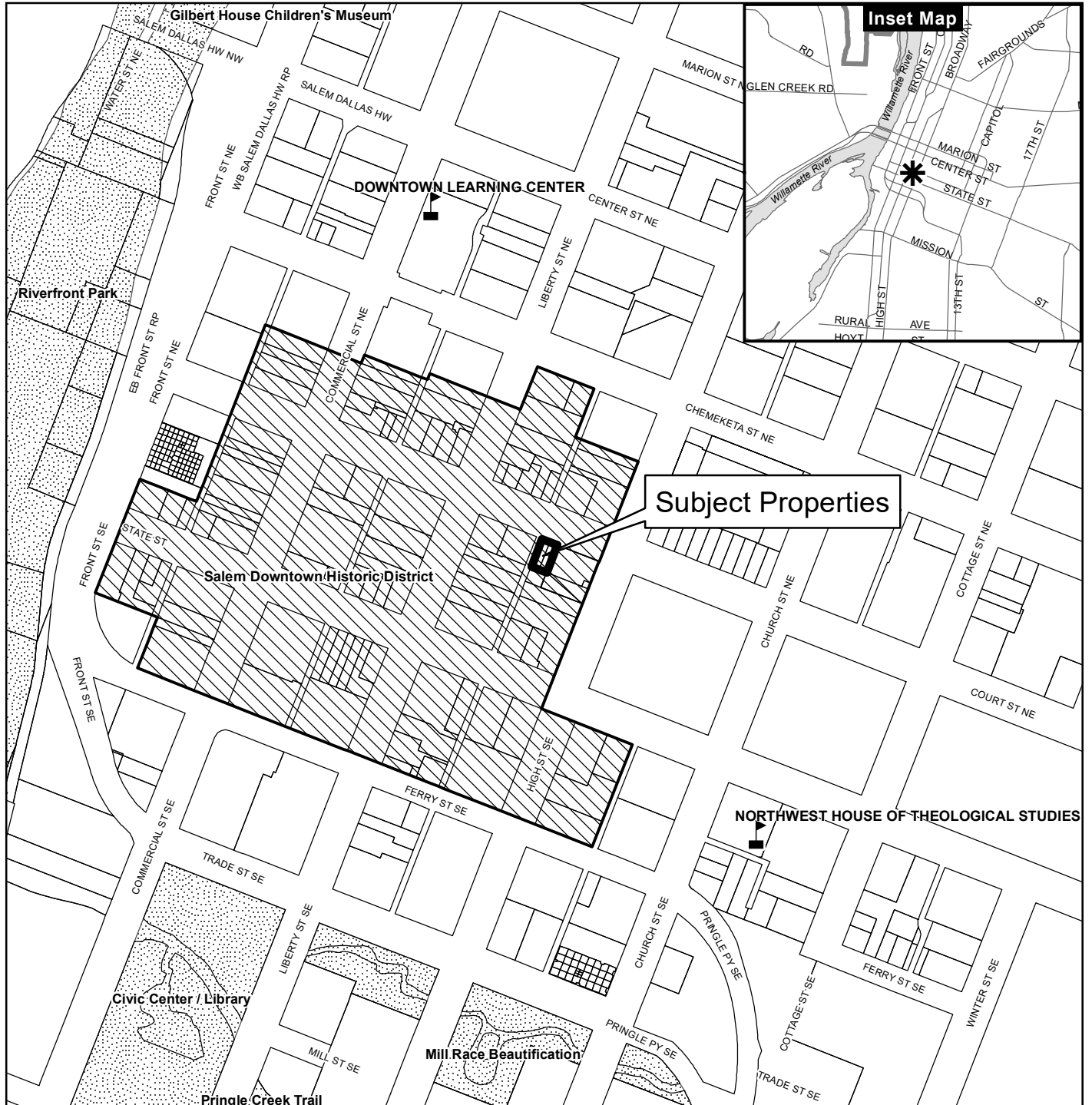
Prepared by Kimberli Fitzgerald, Historic Preservation Officer

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# Vicinity Map

## 456 & 466 Court Street NE

### (073W27AB90004 & 073W27AB90005)



**Legend**

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



0 100 200 400 Feet



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## Kimberli Fitzgerald

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**From:** swillis@odecdriiving.com  
**Sent:** Monday, June 5, 2023 1:16 PM  
**To:** Kimberli Fitzgerald  
**Cc:** Zachery Cardoso  
**Subject:** HIS23-05 466 Court Street NE

Good Afternoon,

It is the thinking & desire by all parties involved in the 456-466 Court Street project (HIS23-05) to expand the current proposal under review to include installation of a new signage, proposed for placement on the existing parapet wall and attached to the awning(s), into our proposed submittal. We therefore request that the public hearing on this case initially noticed and posted for schedule on Thursday June 15, 2023, be opened and then continued to the July 20, 2023 HLC meeting. We also authorize the extension of the 120 days an additional 60 days from September 21, 2023 to November 20, 2023 in order to allow adequate time to ensure the complete processing of this land use action.

Sincerely,

**Sierra Willis**

VP of Operations | Oregon Driver Education Center  
Senior Business Management Consultant | Paradigm Business Management Group

222 High St SE  
Salem, OR 97301  
(503) 581-3783





Legend

- Centerline (Labels)
- Historic Buildings
- ▣ Historic Districts
- ▣ Annexations (delayed)
- ▣ Taxlots
- Creeks
  - 50 - 200
  - 200 - 640
  - 640 - 6400
  - GT 6400
- Hydrology
- Street Class
  - Future Minor Arterial
  - Future Collector
  - Major Arterial
  - Minor Arterial
  - Parkway
  - Collector
  - Highway/Freeway
- Overlay Zones
  - ▣ Overlay Zones
  - ▣ Compact Development Overlay Zone
  - ▣ Mixed-Use Overlay Zone
  - ▣ Urban Growth Boundary
  - ▣ City Limit

1:399



0.01 0 0.01 0.01 Miles

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

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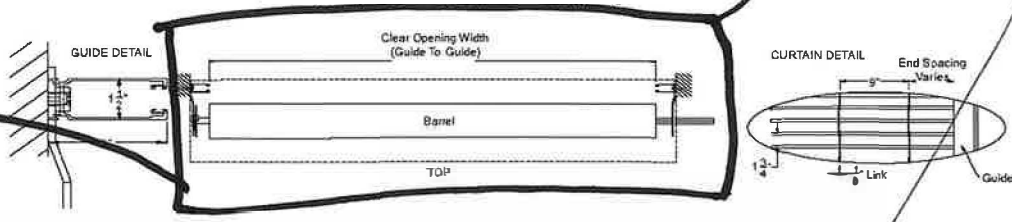


Lifts up and pulls down

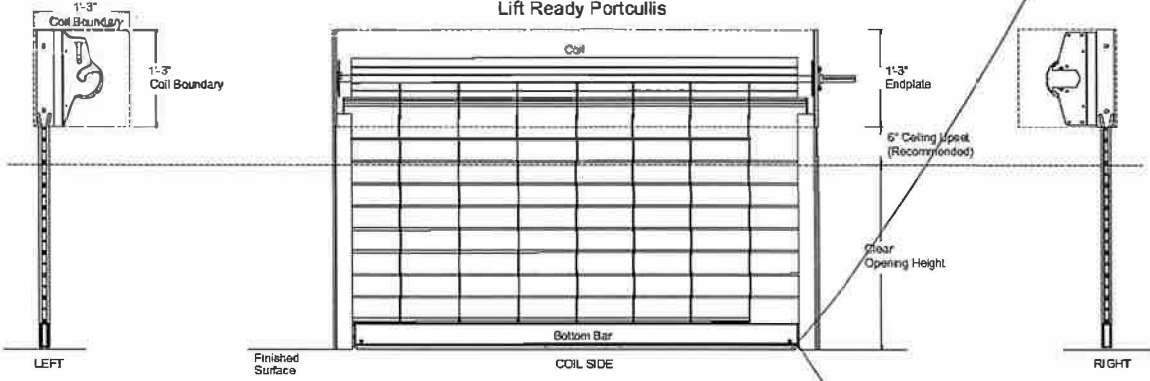


Locks at top bar

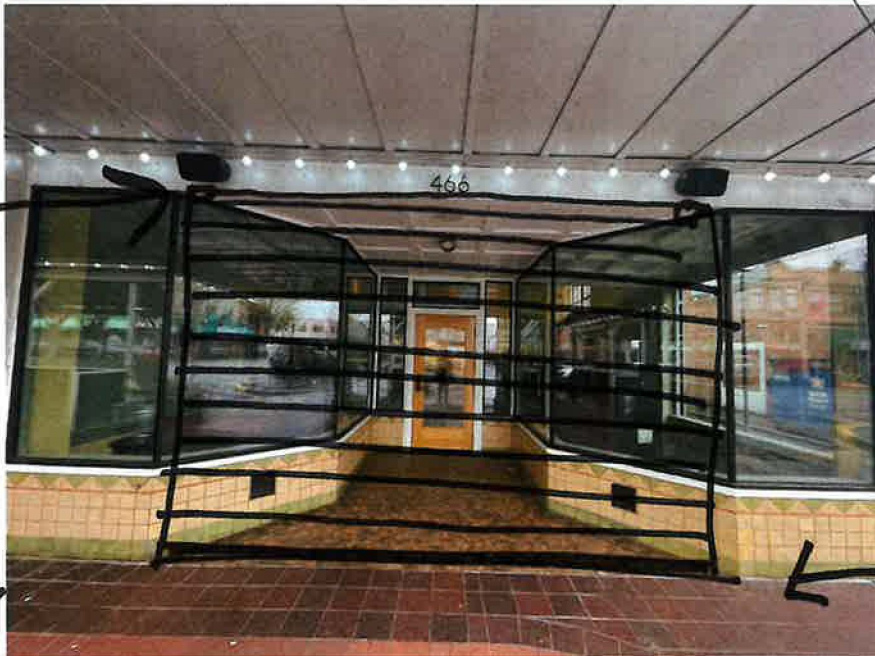
bottom bar



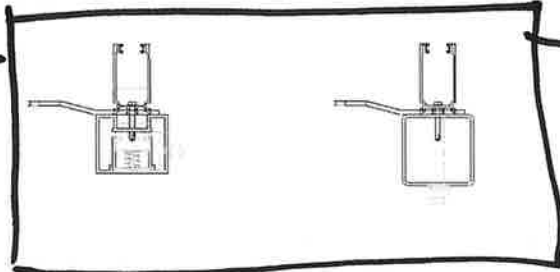
Lift Ready Portcullis



Lifts up and pulls down



bottom bar



**Lift Ready  
Telescoping Tubes**

Typically used when no wall support is available and headroom is limited

**3x3 Steel Mounting  
Tubes**

Typically used when no wall support is available and headroom is plentiful.



## Lift Ready Series Portcullis

www.dynamicclosures.com

### Product Data

Description	Aluminum Rod & Link
Max Height	150 (3810)
Max Width	288 (7315)
Panel Height	1.75 (44)
Curtain Weight	0.786 lb/ft <sup>2</sup> [5 kg/m <sup>2</sup> ]
Header Plate	15" (381)

### Color Options

• Anodized finishes come in black, bronze, light bronze, and champagne.



Clear



Black



Bronze



Light Bronze

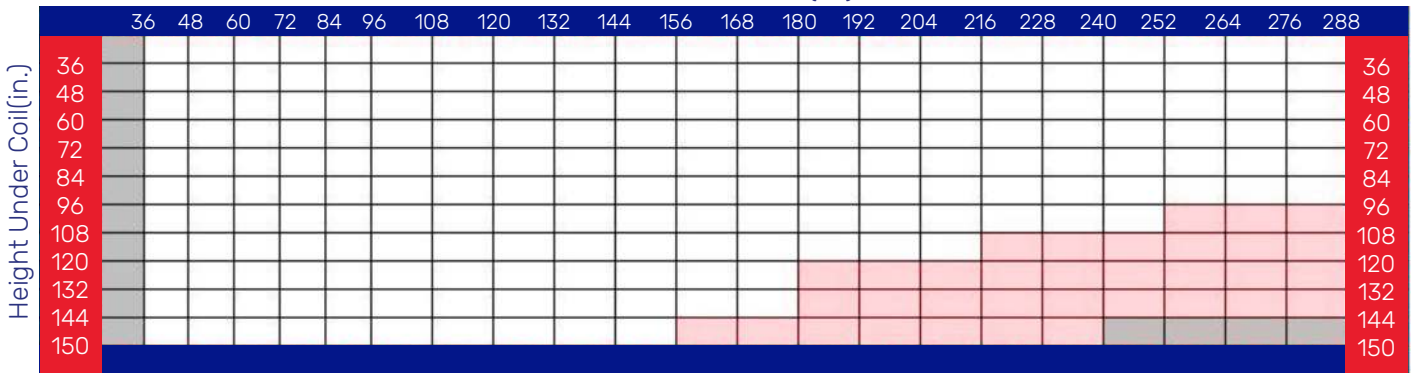


Champagne

### Sizing Options

#### Lift Ready Portcullis

Width Between Guide (in.)



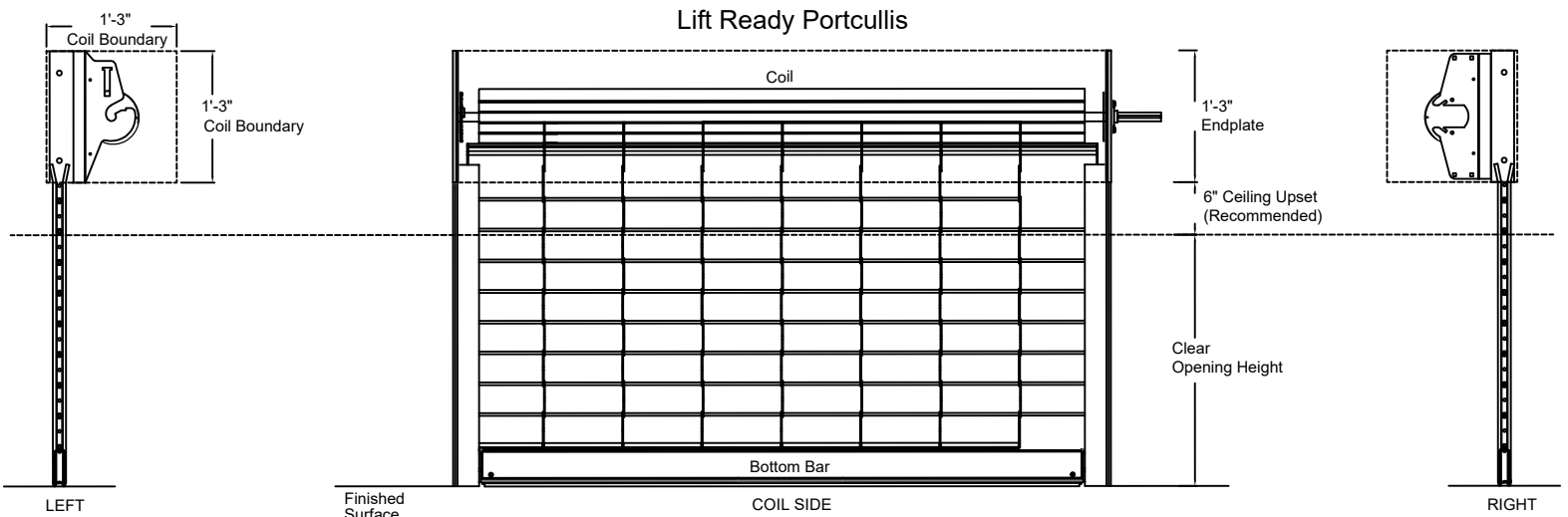
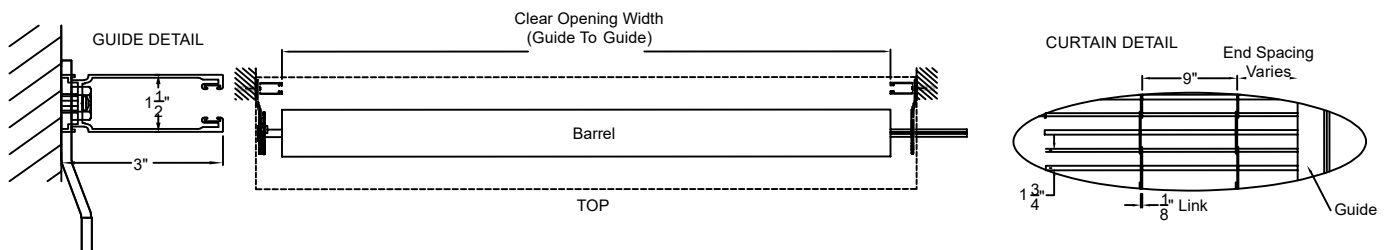
Operator Not Required



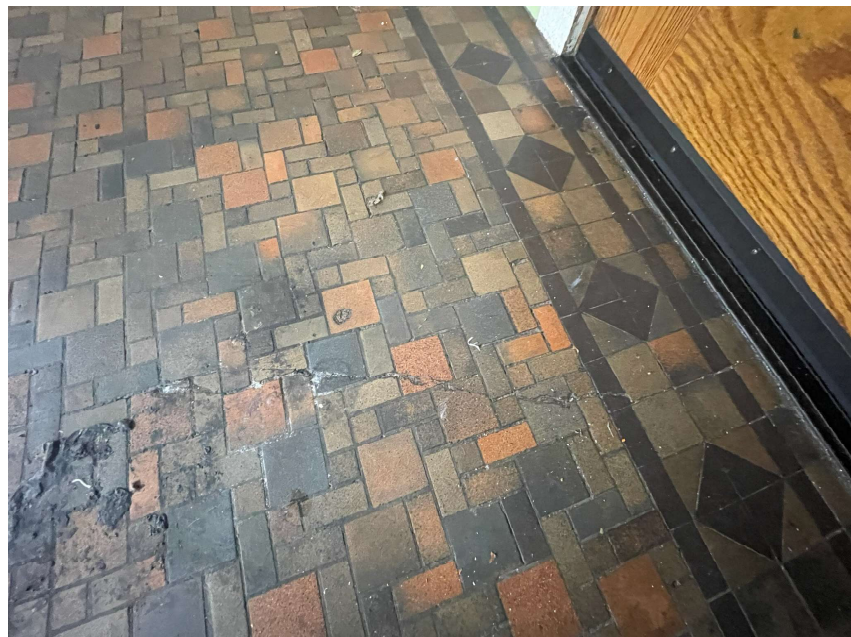
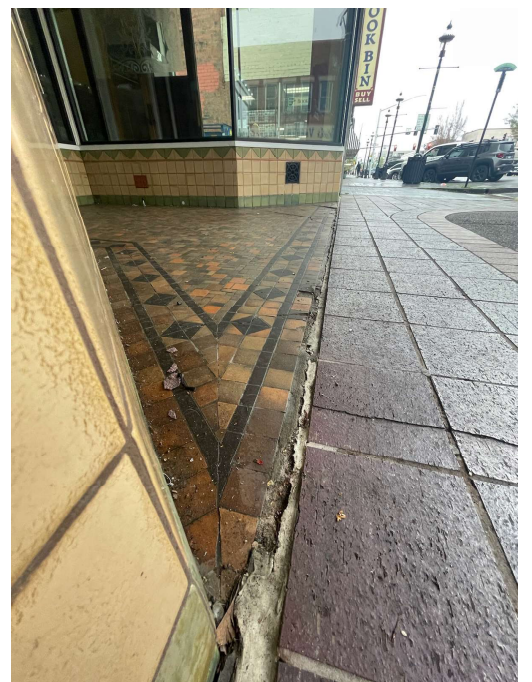
Operator Required



Not Available







**Kimberli Fitzgerald**

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**From:** MICHAEL LIVINGSTON <michaellivingston1@comcast.net>  
**Sent:** Friday, June 2, 2023 10:43 AM  
**To:** Zachery Cardoso  
**Cc:** Kimberli Fitzgerald; Irma Coleman; Owens, Sarah  
**Subject:** Re: Request for Comments - Case No. HIS23-05 for 456 and 466 Court St NE

ZACHERY,

On behalf of CANDO, I am submitting this comment in response to your request below in Case No. HIS23-05 for 456 and 466 Court St NE :

**CANDO supports the proposal to install security gates and replace the tile at the storefront entrance(s) of the Odd Fellows Annex Building (c.1900). Both changes will preserve, rather than detract from, the historic qualities of the building**

Michael Livingston  
CANDO Chair

On 05/24/2023 10:57 AM PDT Zachery Cardoso <zcardoso@cityofsalem.net> wrote:

Hello,

The Request for Comments for Historic Design Review Case No. HIS23-05 for 456 and 466 Court St NE is attached for your information. Comments are due **Wednesday, June 7, 2023 by 5:00 p.m.** Hard copies go out in the mail today for those of you who are to receive one.

Application Summary: A proposal to install security gates and replace the tile at the storefront entrance(s) of the Odd Fellows Annex Building (c.1900).

Please direct questions or comments to the **CASE MANAGER:**

**Kimberli Fitzgerald**

[kfitzgerald@cityofsalem.net](mailto:kfitzgerald@cityofsalem.net)

503-540-2397