

TO: HISTORIC LANDMARKS COMMISSION

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

FROM: Kimberli Fitzgerald, AICP, Historic Preservation Officer

SUBJECT: Annual Report and 2024 Historic Landmarks Commission Workplan

ISSUE:

Approve the 2023 Annual Report and 2024 Historic Landmarks Commission Workplan

SUMMARY AND BACKGROUND:

The Historic Landmarks Commission (HLC) adopts an annual workplan every December/January and presents the accomplishments of the previous year along with the workplan for the upcoming year to the City Council. The annual workplan is typically based upon goals adopted as part of the adopted Historic Preservation Plan. In 2020, the City of Salem, a Certified Local Government (CLG), updated Salem's 2010-2020 Historic Preservation Plan, and a new 2020-2030 Historic Preservation Plan was adopted as part of Salem's Comprehensive Plan.

The updated 2020-2030 Historic Preservation Plan has six goals with 57 actions related to improving public outreach and community education; streamlining historic code; increasing financial support; protecting the cultural landscapes and archaeological resources; encouraging sustainability; and surveying historic resources. The 2024 Work Plan includes 19 actions within these six goals. Our key new project for 2024 is planned to be working with the new Heritage Neighborhood, the SCAN Neighborhood Association. The work will be grant funded and supported by city staff.

FACTS AND FINDINGS:

1. At their January 19, 2023 meeting, the HLC accepted the 2022 Accomplishments and 2023 Work Plan and voted to forward both onto the City Council for their consideration.
2. Historic Landmarks Commission Chair Andrew Zimmerman attended the February 27, 2023 City Council Meeting and spoke briefly about the HLC Accomplishments and Work Plan for the upcoming year. The City Council responded positively to the HLC's accomplishments and plans.
3. Throughout 2023 the HLC and staff began working on a National Register nomination for the Jason Lee archaeological site and began development of a Disaster Resilience Plan for Cultural and Heritage Resources in collaboration with the University of Oregon. We continued to offer key programming to the public and historic property owners, including continuing with the Residential Toolbox grant and the annual HLC Historic Photo Contest as well as completing their regular monthly historic design reviews and archaeology roundtable, with twenty-nine historic design reviews and twenty-four archaeological compliance reviews.

RECOMMENDATION:

Accept the 2023 Annual Report and 2024 HLC Workplan and forward onto City Council for their consideration at their next available meeting.

A handwritten signature in blue ink, reading "Kimberli Fitzgerald", enclosed in a thin black rectangular border.

Kimberli Fitzgerald, AICP, RPA
Historic Preservation Officer

Attachments A. 2023 Annual Report and 2024 Workplan

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Attachment A
**Salem Historic
Landmarks Commission**

**2023 Accomplishments &
2024 Work Plan**



Message from the Chair



Dear Mayor Hoy and Council Members,

We are pleased to present you with our 2023 Accomplishments and 2024 Work Plan from the Salem Historic Landmarks Commission (HLC). Partnering with City Staff, we have achieved a variety of accomplishments in 2023. With their continued help, I believe we can complete our 2024 goals.

This year we resumed meeting in person and have enjoyed the opportunity to see each other face to face.

In 2023 we implemented our work on our Historic Code Amendments and Historic Preservation Plan update. I am proud that the Historic Landmarks Commission is one of just two Salem commissions that hold quasi-judicial public hearings. Our work is primarily focused upon historic design review for alterations, demolition, and new construction within Salem's four National Register Historic Districts. Our work is only possible because a majority of our Mayoral appointed members are highly trained professionals who are uniquely suited to complete the often complex historic design reviews required to ensure that the integrity of our historic resources are retained.

The historic Residential Toolbox Grant Program continues to provide residential property owners with much needed financial support. This program is possible thanks to our generous donor and the commitment of Salem's City Council to assist property owners with the maintenance of their historic resources, which includes grants to help offset the cost of having their historic homes seismically upgraded and retrofitted. We've also established a new Cultural Landscape Award, acknowledging the maintenance/restoration of a historic or cultural landscape.

The HLC had its ninth successful year hosting the Historic Photo Contest! After returning to Chambers for our meetings, we continued a new tradition of being able to give awards to each winner in person at the location of their photos.

Salem continued our collaboration with Willamette University and the Confederated Tribes of the Grand Ronde and the Confederated Tribes of the Siletz Indians to complete our work on the Indian Manual Labor Training School, a public archaeology project which was started in 2022.

You will find more accomplishments in this document but these are my highlights. The Commission greatly appreciates the Mayor and City Council for supporting our historic efforts to maintain Salem's historic resources as well as your continued faith in our Commission to successfully complete the good work of the City.

Sincerely,

Andrew Zimmerman, Outgoing HLC Chair

Commission Purpose & Historic Preservation Plan

The Salem Historic Landmarks Commission provides expertise on identifying, designating, and preserving significant properties related to the community's prehistory and history by encouraging the rehabilitation and ongoing viability of historic buildings and structures; strengthening public support for historic preservation efforts within the community; fostering civic pride; encouraging cultural heritage tourism; and promoting the continued productive use of recognized resources, and implementing the policies contained in the Salem Area Comprehensive Plan for the preservation of historic resources.

In 2020 the Salem Historic Landmarks Commission adopted a Historic Preservation Plan update with the following Goals:

1. Improve Public Outreach and Community Education
2. Streamline Historic Code, Process, and Enforcement
3. Increase Financial Support
4. Protect Cultural Landscapes and Archaeological Resources
5. Encourage Sustainable Practices
6. Survey and Designate Historic Resources

All of the work identified in the Commission's Annual Work Plan relates directly to these goals which were approved by Salem City Council, when the Historic Preservation Plan update was adopted.

The HLC is comprised of nine members appointed by the Mayor. As a Certified Local Government (CLG), it is required that a majority of the members meet the United States Secretary of Interior's Historic Preservation Qualifications Standards, to the extent that candidates are available in the community. Professional fields for consideration may include archaeology, architectural history, conservation, cultural anthropology, curation, engineering, folklore, historic architecture, historic landscape architecture, historic preservation, historic preservation planning, and history.

Six members of the HLC currently met these qualification standards in 2023. The professional positions are held by one archaeologist, two architects, a historic preservation professional, a historian and an archivist. The HLC currently has no vacancies. Two new members have joined our HLC for 2024, a historian and a developer.

Commission Members

Jessica Curteman – Commissioner Curteman was appointed as a Professional member to the HLC in July 2019. She holds a M.A. in Archaeology from Oregon State University and has worked in archaeology for state and federal agencies, private contract firms, and Tribal government around the northwest. She lives with her family in south Salem and currently works at Oregon Department of Transportation as an Archaeologist and Tribal Liaison. She enjoys continuing to be an advocate for the people of Oregon's cultural heritage resources and educating others in how to become proactive and learn more about the history of their cities and state.

Brett Fuller – Commissioner Fuller serves as a Professional member and works at the Oregon State Archives. He holds B.A.s in Anthropology and History and an M.A. in Public History from Texas State University. Before joining Salem's HLC, he worked and volunteered with various historic archives, historic preservation and cultural resource management programs, and museums. 2021 was Brett's first year on the HLC.

Juliana Inman – Commissioner Inman has almost 50 years of experience in historic preservation in the areas of construction, advocacy, regulatory compliance, planning, ordinances and architecture. Since 1990, Juliana has worked as an architect, completing over 205 architectural commissions; 165 historic resource reports and CEQA documents; 35 use permits, zoning or general plan amendments and planning studies. Her volunteer work has also been extensive and includes serving as a Napa City Councilor and Vice Mayor; President of the Napa County Landmarks Inc as well as serving on the Board of Directors and as the Board Secretary; Serving on the City of Napa Planning Commission and their Cultural Heritage Commission, among many other volunteer activities.

Jennifer Maglinte-Timbrook – Commissioner Maglinte-Timbrook serves as an At-Large member and works at the State of Oregon Department of Revenue. She has a B.A. in History and pursued a M.S. in Historic Preservation and Urban Planning from Eastern Michigan University. Before joining Salem's HLC, she served as a Commissioner on the West Chicago HLC for six years. This is Jennifer's second time serving on the HLC. She previously served as a Commissioner from 2015-2020, where she served as Vice-Chair of the Commission beginning in 2017.

Chris Morris – Commissioner Morris serves as a Professional member. He is rejoining the commission for another term, having previously served for five years. He has a Bachelors in Architecture from University of Kansas and has been an architect in Salem for over 30 years. Throughout this time he has worked with many historic property owners for work on restoring their historic structures.

Steve Ponce – Commissioner Ponce serves as an At-Large member Steve works for the State of Oregon Department of Administrative Services. Steve comes from a background in construction and has a love for retaining local history. Before joining the HLC, he served the Salem community through volunteer efforts in city parks, and local food banks. 2021 was Steve's first year on the HLC.

Kirsten Straus – Commissioner Straus as a Professional member. She is currently an architectural historian working for ODOT and is also a trained Public Historian. She has a Masters in Public History from Portland State University and has a history working with the city and supporting historic preservation. During her time she helped develop materials for the Heritage Neighborhood program and interpretive panels found throughout the city. This is her first term on the commission.

Connie Strong – Commissioner Strong as an At-Large member. She was appointed this year for her first term serving on the commission. She is a resident of one of our residential historic districts and has spent many years renovating her home, both inside and out, to bring it closer to its original design. Her dedication to accessible historic preservation is evident in the care and quality she places in maintaining her own historic resource.

Andrew Zimmerman (Chair) – Commissioner Zimmerman was appointed to the HLC in December 2018 as a Professional member. A lifelong Salem resident, he wrote a column about Salem-area history for the Statesman Journal from 2013-18. He served on the Oregon Century Farm and Ranch program board from 2015-20, with his last year as chair. Andy enjoys sharing his love of local history with the community. He works for the Oregon Department of Agriculture as a Publications and Web Specialist.

2023 Accomplishments

Between January 2023 and December 2023, the Salem Historic Landmarks Commission held ten public meetings and eight public hearings. Out of a total of twenty-seven Historic Design Reviews processed, twenty-two were Minor Administrative Alteration Reviews completed by staff while the other nine went before the HLC as Major Historic Design Reviews. Historic Preservation staff also held a regular monthly archaeology roundtable with interested Tribal representatives and completed twenty-four archaeological compliance reviews and four City owned historic property reviews.

2023 Projects

Salem Landmark - HLC Newsletter

Publication of quarterly newsletters with articles written by the HLC Commissioners has continued. This year the newsletter was distributed through a new electronic newsletter service and the HLC has successfully created, printed, and distributed four newsletters to over 600 Salem residents in both hard copy and electronically from January to December 2023. Themes from this year's newsletter included history of locations that were subjects in the Historic Photo Contest, the State Fair, and a gardens and landscapes.

Origins of the Salem Public Library and Civic Center

by Brett Fuller, HLC Commissioner

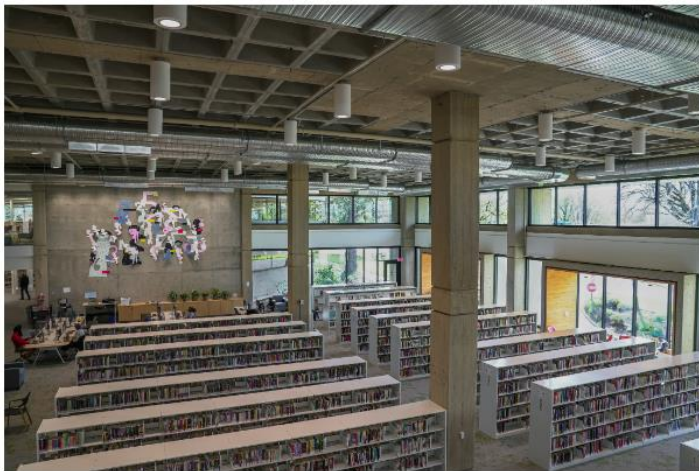


Photo submitted for HLC Historic Photo Contest by Stephen Custer

Long before Salem joined its public library and city services together in a commanding Civic concrete and glass, there was in its place a gentle hill. Springs wept from its flanks while an crown. The hill stood over Chimikiti, a Kalapuya settlement nestled between two creeks which river below. They gathered on this hill to treat the sick, and it remains important to Indigenous

Photos: Screenshots from our 2022 issues of the Landmark.

The Liberty Bell Visits Salem in 1915

by Andy Zimmerman, HLC Commissioner



A bell usually gets attention when it's rung. People in Salem, however, weren't looking to hear a bell in 1915, they wanted to see one.

Nearly 40,000 people came to Salem on July 15, 1915, to see a bell steeped in history make a 45-minute stop on the way to San Francisco.

In summer 1915, the Liberty Bell made a trip west to the Panama-Pacific International Exposition in San Francisco, stopping at towns along the train route. The bell was ordered in 1751 to celebrate the 50th anniversary of William Penn's

Historic Photo Contest

The HLC had a ninth successful year hosting the Historic Photo Contest! We 22 entries into the contest, this year with a mix of adult and youth submissions. Awards were offered in the following categories: Historic Exterior, Historic Interior, Historic Landscape/Streetscape/Feature, and Portrait or Animal with a Historic Feature or Building, and Chair’s Choice. Winners were selected at the May HLC meeting and photos were taken on location of the HLC Chair presenting awards to the winners; those photos are included below.



HLC Annual Awards

In 2010, the HLC established the Benjamin Maxwell Award to recognize outstanding contributions to the preservation of Salem’s historic resources. In 2013, the Virginia Green Award was established to recognize exemplary service on behalf of Historic Preservation within the Salem Community. In 2021, the HLC introduced a new award, the Cultural Landscape Award, to recognize outstanding interpretation of preservation of a cultural landscape.

We took photos with each of the award recipients, which you can see below.

Benjamin I. Maxwell Award

This year, the Ben Maxwell Award went to the Justice Building Restoration completed by DAS, SERA Architects, and Pence Contractors.



A second award was given to the Slaem Housing Authority for work on renovating and restoring Yaquina Hall.

Virginia P. Green Award

This year, the Virginia P. Green Award was given to Kylie Pine at the Willamette Heritage Center for her work supporting public archaeology as well as her interpretation and curation of collections for the public.

Cultural Landscape Award

This year, the Cultural Landscape Award was given to volunteers of the Oregon Archaeological Society for work done on the Parsonage and Jason Lee Archaeological site over the past several years.

Residential Toolbox Grant Program

Another goal of the adopted Salem Historic Preservation Plan is to develop both economic and recognition incentives for historic property owners. In June 2011, City Council adopted Resolution 2011-52, approving guidelines for the historic Residential Toolbox Grant program and directing staff to implement the program consistent with these guidelines. In 2025, \$7,875.00 of grant funding was awarded to private residential property owners. Since it began, this program has provided over \$ 119,00.00 since 2011 to private homeowners to help them maintain and preserve their historic homes. The HLC and historic preservation staff are currently working to develop additional educational and outreach materials to encourage sustainable practices in the redevelopment and rehabilitation of historic structures.



Photos: Recipients of Toolbox Grants

Public Archaeology

In 2023 work continued on the Public Archaeology project at the Willamette Heritage Center uncovering the original site of the Methodist parsonage. City staff, and volunteers from partnering organizations worked at the site during the month of April.

Exciting progress was made locating a portion of the foundation wall edge as well as other artifacts from the period.

In addition to uncovering history, we also held public two public archaeology days, including one for junior archaeologists, where members of the public could come and experience what an archaeological dig is like and learn about the types of artifacts that are found and how to handle them.

2024 SALEM HLC WORK PLAN

Goal 1: Improve Public Outreach & Community Education

STRATEGY One: *Improve community engagement and acknowledgement of excellence in historic preservation*

ACTION: Continue to celebrate Historic Preservation Month in May with awards and educational programming (#22)

ACTION: Continue "This Place Matters" photo contest with awards (#23)

ACTION: Work with Neighborhood Associations to establish and celebrate 'Historic Neighborhood Day' (#38)

STRATEGY TWO: *Develop interpretation and coordinate educational programming about Salem's diverse local history*

ACTION: Organize history talks and walking tours featuring Salem's history and historic resources in partnership with Travel Salem and local non-profits. Including school groups (#1)

ACTION: Develop interpretation and educational programming about Salem's traditionally underrepresented communities, history, and cultural landscapes (#37)

STRATEGY THREE: *Improve historic program's web and social media presence*

ACTION: Use social media to regularly share the HLC newsletter, information about the Historic Preservation program and Salem's Local History (#4)

ACTION: Share information about Salem's underrepresented history and communities through social media (Action #57)

STRATEGY FOUR: *Provide technical training*

ACTION: Coordinate homeowner FORUM meetings, so owners can share experiences, information (#5)

ACTION: Collaborate with other organizations (SHPO, University of Oregon, Willamette University, Restore Oregon, local community colleges) to sponsor regular annual workshops on such topics as seismic retrofitting, mitigating lead paint, window and door repair and replacements, and radon gas testing (#36)

STRATEGY SIX: *Educate the Public About Designation*

ACTION: Educate neighborhoods within the Salem Heritage Neighborhood Program, which allows historic preservation staff to work with Neighborhood Associations directly to develop educational products related to their neighborhood history and teach them about the survey and designation process (#33)

Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
10	Ongoing	NO	Education	HLC Subcommittee/STAFF

Goal 2: Streamline Historic Code: Criteria, Process & Enforcement

STRATEGY ONE: Improve Enforcement Policy

ACTION: Coordinate regularly with Neighborhood Associations (ie. CANDO, NEN and SCAN) to review and update existing historic enforcement policy and implementation (#27)

STRATEGY TWO: Improve and clarify education about design review process and criteria

ACTION: Monthly HLC Meeting Public Hearings and Roundtable (#6)

Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
2	ONGOING	NO	Education/Code	STAFF

Goal 3: Increase Financial Support

STRATEGY TWO: Improve financial support for historic property owners

ACTION: Continue to fund and offer the annual Historic Residential Toolbox grant (#28)

ACTION: Identify sustainable city funding source in order to expand the Historic Residential Toolbox grant program (i.e. explore the feasibility of a permanent allocation from the City Council through Transient Occupancy Tax (TOT) funding) (#35)

ACTION: Identify additional non-profit community sources in order to expand the Historic Residential Toolbox grant program (#43)

Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
3	Ongoing	YES	GRANT/Fee	STAFF

Goal 4: Protect Cultural Landscapes & Archaeological Resources

STRATEGY ONE: Encourage the preservation of archaeological resources

ACTION: Hold monthly Historic and Cultural Resource Compliance Coordination Meetings (#14)

ACTION: Celebrate Archaeology Month annually in October (#56)

STRATEGY TWO: Encourage preservation of cultural landscapes

ACTION: Celebrate Historic Landscape Architecture Month annually in April (#29)

ACTION: Develop and offer a "Cultural Landscape Award" acknowledging maintenance/restoration of a historic or cultural landscape (#30)

ACTION: Identify opportunities to collaborate with Parks (Salem’s Public Works Department) on educational programming to educate the public about Salem’s cultural landscapes (#41)

Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
5	ONGOING	NO	EDUCATION	STAFF/HLC SUBCOMMITTEE

Goal 5: Encourage Sustainable Practices

STRATEGY TWO: Establish Financial Incentives and Educational Opportunities to encourage sustainable practices in the rehabilitation and redevelopment of historic structures.

ACTION: Establish and offer a Historic Preservation Green Fund Grant to provide grants for window restoration, energy efficiency improvements and solar panel installation (#32)

ACTION: Offer an annual speakers’ series to educate the public about sustainable practices in historic preservation. Collaborate with regional partners (i.e. the National Trust Preservation Green Lab in Seattle) on the development of educational programming (#44)

Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
2	ONGOING	YES	GRANT	STAFF

Goal 6: Survey and Designate Historic Resources

STRATEGY ONE: Work with Neighborhoods to identify, survey and designate archaeological sites, historic structures, sites and landscapes that are significant and meaningful.

ACTION: Spotlight key surveyed resources or buildings featured within the Salem Heritage Neighborhood Architectural Guide through the HLC newsletter and social media outlets (#21)

Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
1	ONGOING	NO	SURVEY/EDUCATION	HLC SUBCOMMITTEE/STAFF

TOTALS- 2024

Overall Total Actions	TIMELINE	FUNDING NEEDED?	PROJECT TYPE	LEAD
23	Various	YES	Various	HLC SUBCOMMITTEE/STAFF