



COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | Planning & Building 541-917-7550

Notice of Decision

Historic Review of Exterior Alterations

HI-15-23

October 6, 2023

Application Information

Type of Application:	Historic Review of Exterior Alterations for installation of staircase railings.
Review Body:	Landmarks Commission (Type III review)
Property Owner/Applicant:	William & Barbara Orleman 306 6th Avenue SE, Albany, OR 97321
Address/Location:	306 6th Avenue SE
Map/Tax Lot:	Linn County Assessor's Map No. 11S-03W-07BA-07000
Zoning & Historic District:	Hackleman Monteith (HM) Zoning District, Hackleman National Historic District Overlay

Decision

On October 4, 2023, the Albany Landmarks Commission **APPROVED WITH CONDITIONS** the application described above. The Landmarks Commission based its decision upon consideration of findings within the staff report, public testimony, and review criteria listed in the Albany Development Code (ADC). The supporting documentation relied upon by the City in making this decision is available for review at City Hall, 333 Broadalbin Street SW. For more information, please contact Alyssa Schrems, project planner, at Alyssa.schrems@cityofalbany.net or 541-791-0176.

This approval expires in three years, unless a valid approved building permit exists for new construction or improvements and work has commenced, or unless an extension has been granted pursuant to ADC 1.320. The issuance of this approval by the City of Albany does not eliminate the need for compliance with other federal, state, or local regulations. It is the applicant's responsibility to contact other federal, state, or local agencies or departments to ensure compliance with all applicable regulations.

Signature on file

Landmarks Commission Chair

Must be Appealed by Date: **October 16, 2023**
Approval Expiration Date (if not appealed): **October 4, 2026**

Conditions of Approval

Condition 1 Exterior Alterations – The proposed exterior alterations shall be performed and completed as specified in the staff report and application as submitted. Deviations from these descriptions may require additional review.

Appeal Procedure

Appeal procedures are found in the Albany Development Code 1.410. The City's decision may be appealed to the City Council if a person with standing files a completed notice to appeal application and the associated filing fee no later than 10 days from the date the City mails the Notice of Decision. The applicants may proceed, at their own risk, prior to the end of the appeal period, provided they sign a Release and Indemnity Agreement with the City.

Information for the Applicant

Please read the following requirements. This list is not meant to be all-inclusive; we have tried to compile requirements that relate to your specific type of development. These requirements are not conditions of the Land use Decision. They are Albany Municipal Code (AMC) or ADC regulations or administrative policies of the Planning, Engineering, Fire, or Building Departments that you must meet as part of the development process. You must comply with state, federal, and local law. The issuance of this permit by the City of Albany does not eliminate the need for compliance with other federal, state, or local regulations. It is the applicant's responsibility to contact other federal, state, or local agencies or departments to ensure compliance with all applicable regulations.

Building

Permits

1. The proposed project may require permits that will need to be applied for at www.cityofalbany.net/permits. For questions about permitting requirements, please email cd.customerservice@cityofalbany.net.

Plan Review for Permits

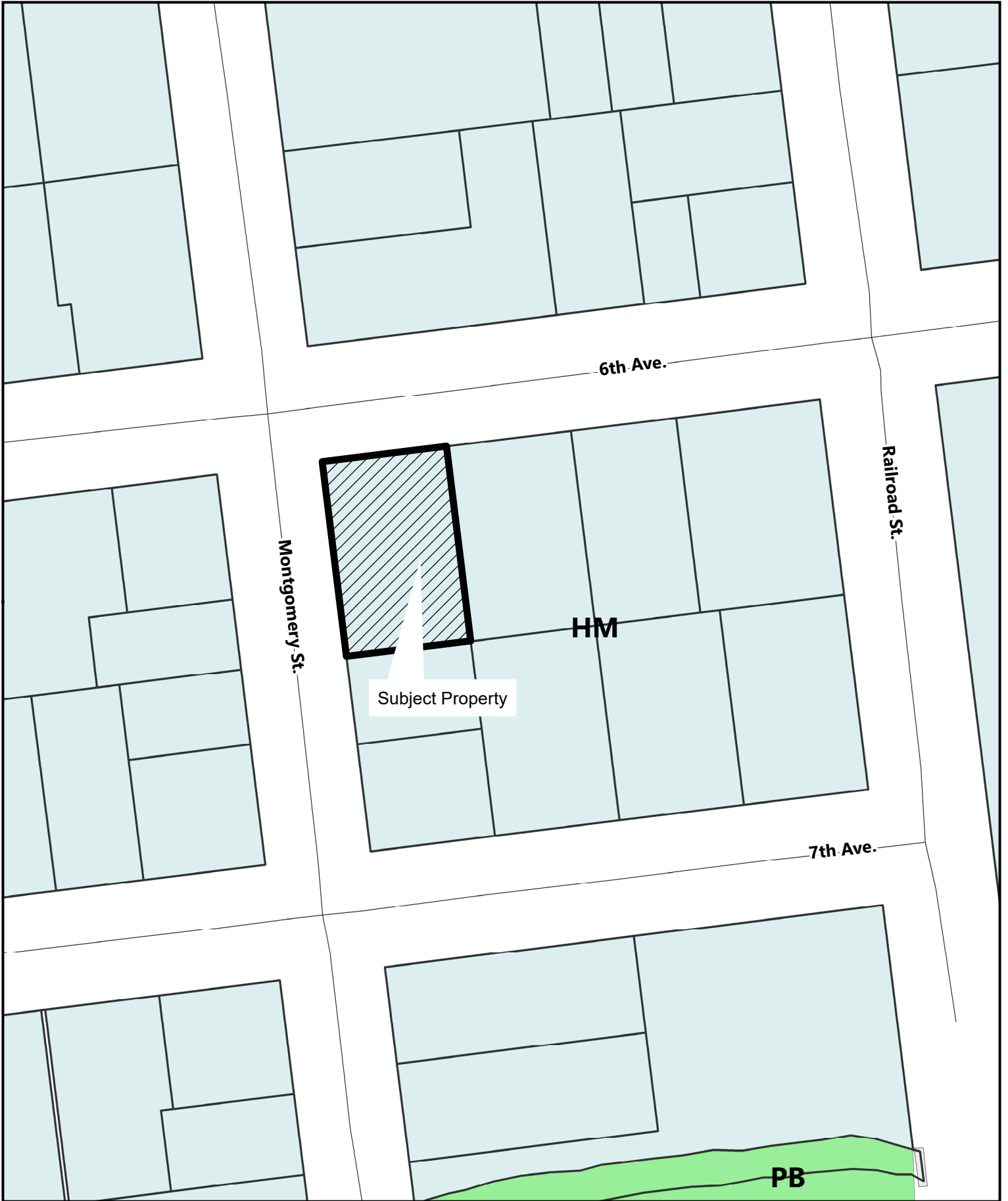
2. The proposed design has not been reviewed for code compliance with the Oregon Building Code and the design will need to meet the applicable Oregon Building Code requirement in effect at time of application.

Public Works – Engineering (Gordon Steffensmeier, 541-917-7647)

The City of Albany's infrastructure records, drawings, and other documents have been gathered over many decades, using differing standards for quality control, documentation, and verification. All information provided represents the current information we have in a readily available format. While the information we provide is generally believed to be accurate, occasionally this information proves to be incorrect, and thus we do not warrant its accuracy. Prior to making any property purchases or other investments based, in full or in part, upon the information provided, we specifically advise that you independently field verify the information contained within our records.

Attachments

- A. Location Map
- B. Application Packet



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306 6th Ave SE



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Historic Review of Exterior Alterations

Checklist and Review Criteria

INFORMATION AND INSTRUCTIONS:

- See fee schedule for filing fee (*subject to change every July 1*): staff will contact you for payment after submittal.
- All plans and drawings must be to scale, and review criteria responses should be provided as specified in this checklist.
- Email all materials to cd.customerservice@cityofalbany.net. Please call 541-917-7550 if you need assistance.
- Depending on the complexity of the project, paper copies of the application may be required.
- Before submitting your application, please check the following list to verify you are not missing essential information. An incomplete application will delay the review process.

HISTORIC REVIEW OF EXTERIOR ALTERATIONS SUBMITTAL CHECKLIST:

PLANNING APPLICATION FORM WITH AUTHORIZING SIGNATURES.

PROPERTY AND PROJECT INFORMATION.

Submit the following information (separately or on this page):

1. Historic District:

- Monteith Hackleman Downtown Local Historic Commercial/Airport

2. Historic rating:

- Historic Contributing Historic Non-Contributing Non-Historic (post 1945)

3. Year Built: 1911 Architectural Style(s): AMERICAN FOUR SQUARE

4. Years of exterior alterations, if any: _____

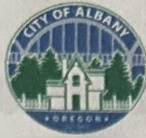
5. Please describe the proposed alteration(s) and the purpose of the alterations: _____

TWO RAILINGS FOR FRONT STEPS
SAFETY REASONS

PHOTOGRAPHS. Provide photographs that show the current condition of the area you intend to alter.

CONSTRUCTION PLANS/ELEVATION DRAWINGS. Provide construction plans, architectural drawings or schematics showing detailed building elevations and exterior plans, and dimensions of all altered or new elements, including foundation, windows, and the setbacks to the property lines, materials proposed, profile/design, etc. If construction plans or drawings are not applicable to your project, then submit an accurate alteration description, including photographs, or other information that describes the project.





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PLANNING APPLICATION APPLICANT/OWNER & AUTHORIZING SIGNATURES

To be included with ALL City of Albany planning submittals

Send completed application and checklist(s) to cd.customerservice@cityofalbany.net

- Adjustment (AD)
- Alternative Setback
- Annexation (AN)
- Comprehensive Plan Amendment (CP)
 - Map Amendment
 - Map Amendment, concurrent w/zoning
 - Text Amendment
- Conditional Use, circle one: Type II or III
 - Existing Building: expand or modify
 - New Construction
 - Home Business (Type III only)
- Development Code Text Amendment (DC)
- Floodplain Development Permit (FP)
- Historic Review (HI)
 - Exterior Alteration – residential, not visible from street (Type I)
 - Exterior Alteration – all commercial and residential visible from street (Type III)
 - New Construction (Type III or I-L)
 - Demolition or Moving (Type III)
 - Substitute Materials (Type III)
- Interpretation of Code (CI)
- Quasi-Judicial (Type II)
- Legislative (Type IV)
- Land Division (check all that apply)
 - Partition (PA)
 - Tentative Plat (Type I-L)
 - Tentative Plat PD or CD (Type III)
 - Final Plat (Type I)
 - Subdivision (SD)
 - Tentative Plat (Type I-L)
 - Tentative Plat PD or CD (Type III)
 - Final Plat (Type I)
 - Tentative Re-plat Type I-L (RL)
 - Modification to Approved Site Plan or Conditional Use
- Natural Resource Boundary Refinement (NR)
- Natural Resource Impact Review (NR)
- Non-Conforming Use (MN)
- Planned Development (PD)
 - Preliminary (Type III)
 - Final (Type I)
- Property Line Adjustment (LA)
- Site Plan Review (SP)
 - Accessory Building
 - Change of Use, Temporary or Minor Developments
- Manufactured Home Park
- Modify Existing Development
- Parking Area Expansion (only)
- New Construction
- Tree Felling
- Temporary Placement (TP)
- Urban Growth Boundary (UGB)
- Vacation (VC)
 - Public Street or Alley
 - Public Easements
- Variance (VR)
 - Major Variance (Type II)
 - Minor Variance (Type I-L)
- Willamette Greenway Use (WG)
- Zoning Map Amendment (ZC)
 - Quasi-Judicial (Type IV)
 - Legislative (Type IV)
- Other Required (check all that apply)
 - Design Standards
 - Hillside Development
 - Mitigation
 - Parking/Parking Lot
 - Traffic Report
 - Other _____

Location/Description of Subject Property(s)

Site Address(es): 306 6TH AVE SE

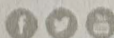
Assessor's Map No(s): 11S03W07BA Tax Lot No(s): D7000

Comprehensive Plan designation: _____ Zoning designation: HM

Size of Subject Property(s): 3852 HOUSE Related Land Use Cases: _____
784 LOT

Project Description: _____
TWD HANDRAILS FOR FLOWT STEPS

- Historic Overlay
- Natural Resource Overlay District
- Floodplain or Floodway Overlay



Applicant Information (must be signed)

Name: BARBARA + WILLIAM DRLEMAN Signature: [Signature]
Mailing Address: 306 6TH AVE SE Date: 8.29.2023
City: ALBANY State: OR Zip: 97321
Phone # 541.915.2594 Fax #: _____ Email: bkorleman@gmail.com

File #(s): _____ Date Fee & Application Received: _____
Pre-App File #(s): _____ Pre-App Meeting Date: _____
Amount Paid: _____ Received By: _____

Property Owner Information (must be signed)

Same as Applicant

Name: _____ Signature: _____
Mailing Address: _____ Date: _____
City: _____ State: _____ Zip: _____
Phone #: _____ Fax #: _____
Email: _____

Authorized Agent or Representative (must be signed, if applicable)

Choose One: Engineer Architect Other _____
Name: _____ Signature: _____
Mailing Address: _____ Date: _____
City: _____ State: _____ Zip: _____
Phone #: _____ Fax #: _____
Email: _____
Relationship to property owner(s): _____

Electronic Plans Representative (if different from applicant)

IF MORE THAN ONE, PROVIDE THE FOLLOWING INFORMATION FOR EACH; THEY WILL BE SENT ALL CITY NOTICES

Choose One: Engineer Architect Other _____
Name: _____ Signature: _____
Mailing Address: _____ Date: _____
City: _____ State: _____ Zip: _____
Phone #: _____ Fax #: _____
Email: _____

Other Representative (must be signed, if applicable)

Choose One: Engineer Architect Other _____
Name: _____ Signature: _____
Mailing Address: _____ Date: _____
City: _____ State: _____ Zip: _____
Phone #: _____ Fax #: _____
Email: _____



Attachment B

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