



APPROVED: _____

CITY OF ALBANY
LANDMARKS ADVISORY COMMISSION
City Hall Municipal Court Chambers, 333 Broadalbin Street
Wednesday, January 16, 2008
6:30 p.m.

MINUTES

Landmarks Commissioners present: Linda Herd, Oscar Hult, Derryl James, Roz Keeney, Heidi Overman, and Robyn van Rossmann

Staff present: Planner II Anne Catlin and Administrative Assistant Sheena Dodson, Urban Renewal Coordinator Kate Porsche

Others present: Tom Hinckley, Rebecca Bond

CALL TO ORDER

Chair Oscar Hult called the meeting to order at 6:32 p.m.

WELCOME NEW MEMBER

Commissioner Oscar Hult welcomed new member Robyn van Rossmann.

HONORING TOM HINCKLEY

Planner Anne Catlin presented a plaque to former Commissioner Tom Hinckley, who is “retiring” after serving on the Landmarks Advisory Commission for 12 years.

APPROVAL OF DECEMBER MINUTES

Commissioner Linda Herd moved to approve the December minutes. Commissioner Oscar Hult agreed with one change. Commissioner seconded the motion, which passed 6:0.

ELECTION OF OFFICERS

Commissioner Derryl James nominated Dave Pinyerd as Secretary. Herd seconded. Herd nominated Oscar Hult as Chair. Herd stated that Hult has done a great job in this position. James seconded the nomination. There were no other nominations. Catlin agreed with Herd and said that she liked how Hult kept meetings moving forward. Oscar believed it was important to hear people out. The nominations passed 6:0.

REVIEW NOTEBOOK CONTENT

Catlin reviewed the items in the Landmarks Advisory Commission (LAC) notebook. She stated that the next couple of LAC meetings would be for housekeeping and planning. She explained that the meetings were returning to the first Wednesday of the month because Commissioner Hult had been appointed to be on the Central Albany Revitalization Area (CARA) Advisory Board. Catlin asked if 6:30 p.m. was a good meeting time. Others agreed that it was.

Urban Renewal Coordinator Kate Porsche came to announce and welcome Commissioner Hult as a CARA member.

Catlin continued with reviewing the order and contents of the notebook. She stated that in the future she could suggest articles that could be read before the meetings. She suggested that future agendas be three-hole punched and could be kept in the notebooks. Commissioner Keeney expressed admiration that Hult brought and used old meeting information as a reference. Hult suggested that the Secretary be responsible for bringing a notebook with all the information from the past year.

PLANNING SESSION

Catlin said the Residential Rehabilitation Grant Program would be similar to what has been done in previous years. She said there was approximately \$10,000 to award this year. She said that the grant money was not from the Historic Preservation Office (SHPO), adding that last year it was a struggle to spend the state's money. She said the good news this year is that not all the money needs to be awarded and spent since it is not from SHPO, and there is more flexibility. She asked the LAC if they wanted to change the grant criteria and the kinds of projects that would be eligible, such as opening it up to all local historic inventory properties and/or properties in the proposed expansion area to the Monteith District. Discussion followed. In summary the LAC decided to have the grant requirements the same with a maximum award of \$3,000 based on the project's impact. Catlin recommended that grant applications be due by the end of March. She suggested having an open house at the March meeting for grant applicants to come and ask questions.

Catlin stated that it is still unknown if the Monteith District expansion will be supported by the State Advisory Committee on Historic Preservation (SACHP). She said the SHPO had mailed a notice to the property owners in December. She said that in order to stop it, 51 percent of the property owners would have to object to it. She had not heard of any complaints at this time. She said the SACHP meeting is February 22, at 9:00 a.m. She and Kimberli Fitzgerald would be attending and will work on a presentation. She suspects the committee will have recommendations for amendments to the nomination LAC would work on them and return them to SHPO, which would delay the decision until June. Discussion followed.

Catlin asked for some workshop or event ideas for the next newsletter, which will be mailed in February. After some discussion, it was decided that Dave Pinyerd should be interviewed. She asked the LAC to consider topic ideas between now and the February meeting. Herd asked if fence issues could be in the next newsletter. Catlin said it was a possibility. She believed that it may go to Planning Commission in February and then to City Council in March. Hult said it would be a good topic idea for that newsletter because people would be thinking of fence projects around that time.

Keeney suggested the landscape workshop, which had not been held yet. Catlin said she would call landscape architect Bill Marshall who had told her that February was a good month. She said that Marshall's preference would be to talk about small gardens, but she could ask him to talk about something else related to landscaping. She suggested that LAC consider him for one of the preservation month activities unless they thought May would be too late. Hult said that March was a good month for gardeners. After some discussion, the LAC decided to go ahead with March.

Hult suggested another newsletter topic could be "paint problems." He referred to a paint issue where houses have big paint bubbles on the side of the house. Hult suggested calling the article "How to solve paint problems." Discussion followed.

Catlin noted that May is preservation month. She asked Rebecca Bond if the first Friday was always the “Upstairs Downtown” tour. Bond affirmed that it was May 2nd this year. Herd said that May would be a good time to have the Bob Pott’s memorial. She believed that a brass plaque on the sidewalk in front of the former Duedall Potts building would be nice. Catlin thanked Herd for her leadership on this project. Herd asked if anyone had any other ideas or knew of others that might want to be involved. Hult said that the Hills, who live in Pott’s house, might be interested. Catlin said if there were ideas for the Bob Pott’s Memorial there would need to be coordination with the Regional Museum. Catlin believed that the Regional Museum would have the most time to dedicate to this and would have a collection of stories. Bond agreed. Keeney believed the museum had multiple boxes of Pott’s stuff. Herd asked if the museum had received Pott’s postcard collection. Bond said that a lot had been given to the museum to go through. Hult volunteered to work on the memorial project.

Catlin recommended doing another window rehabilitation workshop. Hult suggested having examples of windows at a workshop, and have on display those in bad and good condition, those repaired, and wood and vinyl. Commissioner Overman said she would help with the process. James said that he has three windows of three different kinds on his porch. Catlin said examples had been used in the past. She said workshops have showed how to remove and repair windows, and have provided materials for participants. She recommends that the LAC talk about windows in more detail and suggested holding an information session for the LAC and other homeowners concerning windows. Discussion followed.

Catlin said she did some research on muntins and multi-light windows. She said it was not possible to get thin muntins from a large dealer, it would need to be from a smaller custom shop. She thought window examples would be helpful for people to see. Catlin asked if the LAC wanted to try and be more specific in window standards. She believes it would be helpful for the public and make it easier to review window requests. Discussion followed.

Catlin reviewed the budget for the current Certified Local Government (CLG) grant. She said money is left to spend on topical brochures done professionally. Hult thought a brochure should be published. Keeney suggested doing one quarterly. Herd agreed. Keeney believed it would not cost much. Catlin believed most people could get them off the Web. Discussion followed.

Catlin asked the LAC to come up with ideas for the SHPO grant, which is due by February 19. She suggested that LAC discuss ideas at the next meeting. Keeney suggested design guidelines.

Keeney asked about the project the LAC had been working on to take photos of the historic properties and put them on the Website. She said she had taken those on her list but had not renamed them by address. She suggested they make finishing the project a priority. Hult and Herd said they also had taken pictures. Catlin said burning a CD of the pictures for her would be helpful. She agreed it would be nice to have the historic database online with property information and photographs. Hult stated it would be helpful for the LAC when someone said that vinyl windows were on a house the LAC could look and see if there were vinyl windows at the time the photos was taken. Catlin said that she needs to meet with the City’s webmaster with regards to putting the database online. Discussion followed.

OTHER BUSINESS

Catlin asked if the LAC wanted to meet February 6. Herd said she would not be there. Catlin suggested discussing ideas for the SHPO grant and budget. She will have the matching grant program guidelines criteria for review and a draft of topic ideas for the newsletter. She said they could also have a topical discussion.

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Hult asked if Assistant Building Official Melanie Adams could give an update on Code compliance cases. Keeney asked about 532 Baker Street SE. Catlin said new owner Tim Vaughn is working on it. She walked through the house with SHPO staff and described what he has done and deadlines. Discussion followed.

NEXT MEETING DATE

The next meeting of the Landmarks Advisory Commission is scheduled for Wednesday, February 6, 2008, at 6:30 p.m.

ADJOURNMENT

Chair Hult adjourned the meeting at approximately 8:20 p.m.

Submitted by

Signature on file

Sheena Dodson
Administrative Assistant

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Reviewed by

Signature on file

Anne Catlin
Planner II