



APPROVED: June 4, 2008

**CITY OF ALBANY**  
**LANDMARKS ADVISORY COMMISSION**  
City Hall Municipal Court Chambers, 333 Broadalbin Street  
Wednesday, May 7, 2008  
6:30 p.m.

**MINUTES**

Landmarks Commissioners Present: Linda Herd, Oscar Hult, Derryl James, Roz Keeney, Dave Pinyerd and Robyn van Rossmann

Landmarks Commissioners Absent: Heidi Overman

Staff present: Planner II Anne Catlin, Administrative Assistant Sheena Dodson

Others present: Shawn Phillips, Thad Olivetti.

**CALL TO ORDER**

Chair Oscar Hult called the meeting to order at 6:34p.m.

**APPROVAL OF THE MINUTES**

Commissioner Derryl James made a motion to approve the April 2, 2008 minutes. Commissioner Roz Keeney seconded the motion. The motion **passed** 5:0.

Commissioner Dave Pinyerd arrived at 6:35 p.m.

**QUASI-JUDICIAL PUBLIC HEARING**

Hult called to order a public hearing on Planning file Hi-02-08 an exterior alteration to the alley side of the Sears building.

Declarations:

Hult asked if any members of the Landmarks Advisory Commission (LAC) wished to declare a conflict of interest, or report any significant *ex parte* contact or a site visit. Commissioner Robyn van Rossmann visited. Commissioners Roz Keeney and Linda Herd drove by the building.

Staff Report:

Planner II Anne Catlin summarized the staff report. She stated that the building is a historic contributing building in the Downtown Commercial District. She did not receive any public comment during the review period.

Catlin stated that the project is to replace the existing commercial style roll up door on the alley (back) side of the building. She said the building style is International, a simple commercial style. She noted that the applicant did not need the rollup door and would like to fill the space in with a wall and door. She added that Central Albany Revitalization Area's (CARA) architect, Robert Dortignacq, prepared a drawing of what the wall would look like (Exhibit A). She said the building has concrete block walls but

Dortignacq recommends filling the space with a framed wall. For security reasons, the applicant prefers a solid door. Catlin said there were various types of doors in the alley. Pinyerd asked if there were any two panel glass doors with lights. Catlin said there were.

Catlin summed up the findings noting that the proposal will be compatible with the architecture of the building and with other alley facades. She recommends approval of the application as submitted but noted the LAC may want to add a condition of approval.

Testimony in favor: Applicant Shawn Phillips stated that the American with Disabilities Act (ADA) requires that there is a ramp. Phillips desires an ADA approved door.

Opposing Testimony: None

Public Hearing closed at 6:42 p.m.

Commission Discussion:

**Motion:** Keeney moved to approve the application with the final door selection to be approved by Catlin. James seconded it.

Herd commended Phillips on working on the building. She stated that since the door has always been solid she did not see a need for a window. She asked about the width of the door. Phillips said it will be 36 inches for ADA requirements, for an emergency exit only door. Herd recommended 42 inches. She asked if Phillips would consider a motion censored light in the recess. Phillips agreed. James asked what the door next to the rollup door was. Phillips said it is a solid, flat wood door. Catlin asked if it had a raised panel. Phillips said no. Keeney said she thinks for security reasons that it does not have to have glass. Hult asked for Phillips preference. Phillips stated he would prefer a solid door. Keeney asked what the purpose of the recess was. Phillips said the reason is because of ADA regulations due to the door opening out.

Motion **passed** unanimously.

PROJECT CHANGES (HI-01-08): 240 1st Ave SW (Cusick Bank Building), Façade Restoration

Catlin stated that due to the discovery of a huge structural beam in the front corner of the building, minor revisions to the transom windows are needed. Catlin referred to a drawing by Dortignacq shows the location of the beam behind the proposed recessed arches. Due to the location of the beam, it is not possible to have a transom window in the recessed arch, so owner Thad Olivetti and Dortignacq suggest filling the arch with stucco.

Hult stated he stopped by and saw the Cusick building. Keeney drove by but did not go in.

James supported the architect's plan to put in a recessed arch since they were unable to put in an arched window. Olivetti commented that the change wouldn't be noticeable above the new corner entrance. Pinyerd asked how far they could provide a recess with a beam in the way. Olivetti stated he was unsure. Catlin asked Dortignacq about the depth of the existing beam and how it would cut into window; he told her it would look awkward to try to provide the transom window. Hult agreed.

Olivetti noted that there was a lot of metal on that side. His desire is that the recess the arch to the beam. Hult said the worst case scenario is that it would be the depth of the trim. Olivetti said there is a brick façade and he is hoping there is 3 inches.

Herd suggested duplicating the fan proposed for the second story arches. Olivetti stated that historically the fan was on the second story only.

Keeney agreed that glass would not look right. Hult thought it would be acceptable to do a flat recess instead of creating a look that wasn't there.

**Motion:** James moved that the recessed arch be maintained as much as possible as shown on Dortignacq's drawing. Herd seconded it.

Motion **passed** unanimously.

Olivetti asked for clarification that he can submit building plans. Catlin affirmed and reminded him to come back with the details of the front door design.

### PRESEVATION PLANNING ACTIVITIES

- Signs in Downtown - Catlin commented that a possible tenant of the Cusick Bank Building asked her about signs. She commented that CARA has sign guidelines that start on page 52 of the CARA Design Guidelines (Exhibit B). Catlin said most signs will be blade signs that project from the wall. She stated that the tenants want to do a wall sign on the trim between the storefront window and the transom windows. She said that she had not had a request for a sign in this location and wanted input from the LAC. The sign would not cover any of the building details. Hult, referring to historical photographs, noted that there is precedence for this. The LAC thought a sign under the transom seemed reasonable.
- Canvas Carports – Catlin said she had a call about installing a canvas carport in the driveway of a Hackleman district home. Herd said that canvas carports are popping up all over but are not permanent. Catlin agreed. Catlin explained that typically structures greater than 100 square feet require historic review, but it is questionable if the carports are structures, especially given their temporary nature. She asked if the LAC was concerned about the canvas carports and felt they would be hard to regulate since they did not need a building permit. She talked with the City of Corvallis and they do not allow them in the historic districts. Catlin stated that they would still have to meet setbacks.

Hult commented that the house behind Whitespires church has three canvas carports. Keeney did not think they should be allowed as they are inconsistent with the character of the historic neighborhood.

Hult commented that some of the current canvas carports do not meet setback requirements. Catlin said to contact Code compliance staff for those situations.

Catlin suggested setting some guidelines of where the canvas carports should be located. Keeney suggested that the canvas carports could be allowed in the back of the building. The LAC concluded that regulating canvas carports and requiring historic review was too challenging.

Catlin suggested when developing the residential design guidelines and looking into other changes to the Development Code, getting public input on some standards. Keeney suggested that the design guidelines have a section that addresses this. Catlin will continue encourage that canvas carports are located out of sight.

- Preservation Awards

Catlin noted that the Manleys, Olivettis and Whitespires church are currently nominated for preservation awards:

Marc and Anni Manley for Flinn and Ames building rehabilitation;  
Thad and Shannon Olivetti for Cusick Bank addition rehabilitation; and  
Whitespires Berean Fellowship Church for painting Whitespires church.

She asked if there were any other nominations. Hult gave some suggestions:

- 904 9th Avenue SW, Jeremy and Jamie Carlton for the rehabilitation and painting of their Bungalow.
- The Historic Interior Home Tour committee for restoration of the transom window above the Central School's main doors.
- 832 Broadalbin Street SW, Allen Nelson for his paint job.
- 817 Ferry Street SW, Cara Daffenbach and Jared Leach, for their house restoration and improvements, including paint and front stairs, windows in basement and adding a living basement living space.
- 316 6th Avenue SW, Torri and Kela Lynn for reconstruction of front stairs and chimney restoration.
- 637 5th Avenue SW, Zella Mae Packard for doing the best job on routine maintenance, windows, and constantly doing stuff. Hult also noted that she is the daughter of the builder.
- 532 Baker Street SW. Hult recommended giving him award for a daunting project. James agreed saying to call it the preservation impossible award. It was decided to do the Baker Street house when the work was completed.
- Keeney suggested the Calapooia Brewery for their paint job.

Hult volunteered to be the emcee.

Catlin asked if the LAC wanted to do a small reception for the preservation awards beforehand. It was decided that the LAC would host a reception at 6:45 p.m. before the Council meeting on May 28, 2008.

Catlin stated that she was working on the annual report to the City Council and asked if the LAC had any input. She said it would be a short informational report to the Council on May 28.

- Preservation Month Activities

Catlin reported on activities planned for the month including the lecture by Robert Kraft and a Monteith District walking tour.

- Design Standards RFP

Catlin asked for input on what to include in the request for proposals for historic district design standards. She also expressed concerns for developing commercial design standards given there are already standards in place in the Development Code and for projects receiving CARA funding. Keeney stated that she thought commercial was not going to be done at this time. Keeney didn't think there was enough funding for both residential and the commercial standards. Pinyerd agreed. Others agreed to focus on residential standards this time.

Catlin wanted ideas of categories that needed to be included. She believed key elements would focus

on guidelines for new construction and additions to address height, width, setback, building location, horizontal rhythms of windows, architectural details and materials, and what to do and not to do. She stated that we already have good information on architectural styles that could be included in an appendix or separate document. Keeney suggested a paragraph per style. Discussion followed it was decided to have the styles be in the guidelines with an appendices, bibliography and glossary.

Catlin said elements like landscaping could be added even though it is not regulated. Hult would like to see fences and garden structures included in the standards. Keeney suggested concentrating on windows, porches, siding, paint colors and other issues the public is continually asking about. Herd asked if the city regulated roofs. Catlin said that they have not been requiring review unless the roof material was unique. Keeney said roofs have been seen as maintenance. Discussion followed. It was decided to include, windows, siding, doors, roofs and possibly ones on landscaping.

Pinyerd suggested that Catlin develop the proposal for the LAC to review. Catlin suggested that a requirement be that the consultant meets with the LAC before getting into the project.

Herd asked if there was a relationship between LEED certified properties and historic preservation restoration. Keeney affirmed. Herd desired to give an award to those that are making their buidlings more efficient. Catlin noted that the last newsletter addressed preservation as "green." The focus was that by being a historic homeowner they are already doing sustainable things by preserving an older home. Discussion followed.

#### OTHER BUSINESS

Catlin reminded the LAC that if a quorum of the LAC was at a function to not discuss potential historic review cases. Hult stated that the LAC members in attendance of the Friends of Historic Albany meeting had done a good job of not discussing LAC issues.

Keeney thought the booth at the Saturday Market was a success. Keeney also mentioned preservation month activities in Corvallis.

#### NEXT MEETING DATE

The next meeting of the Landmarks Advisory Board is scheduled for Wednesday, June 4, 2008, at 6:30 p.m.

#### ADJOURNMENT

Chair Hult adjourned the meeting at approximately 8:00 p.m.

Submitted by

Reviewed by

*Signature on file*

*Signature on file*

Sheena Dodson  
Administrative Assistant

Anne Catlin  
Planner II