



CITY OF ALBANY
LANDMARKS COMMISSION

MINUTES

Wednesday, March 4, 2020

6:00 p.m.

Council Chambers, City Hall

Approved: May 6, 2020

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

6:03 p.m.

Chair McQuillin called the meeting to order at 6:03 p.m.

ROLL CALL

Commissioners present: Kerry McQuillin; Claudia Dean; Bill Ryals; Cathy LeSuer; Keith Kolkow; Chad Robinson; Jolene Thomson

Commissioners absent:

Staff present: Laura LaRoque, planner III; David Martineau, planning manager; Tony Mills, planner I; Jennifer Sullivan, administrative assistant I

Others Present: Camron Settlemier; David Abarr; Kim Jackson; Marlena Thomas (arrived at 6:13 p.m.)

APPROVAL OF MINUTES

6:03 p.m.

Commissioner Ryals moved to approve the February 5, 2020, minutes as presented. Commissioner LeSuer seconded the motion, and it passed 7 – 0.

SCHEDULED BUSINESS

6:04 p.m.

a. Welcome Commissioner Chad Robinson

6:05 p.m.

Robinson introduced himself and talked about his background in the building industry.

b. Business from the Public

6:05 p.m.

None

c. Business from the Commission

6:05 p.m.

None

d. Election of Chair, Vice Chair, and Temporary Chair

6:05 p.m.

Ryals nominated McQuillin for Chair, LeSuer seconded, a vote was taken, and the nomination passed 7-0.

Ryals nominated Kolkow for Vice-Chair, Thomson seconded, a vote was taken, and the nomination passed 7-0.

After some discussion Ryals nominated Thomson for Temporary Chair, LeSuer seconded, a vote was taken, and the nomination passed 7-0.

McQuillin reviewed the public hearing process.

e. Quasi-Judicial Public Hearing (Tony Mills)

6:10 p.m.

- Marlena Thomas; 1105 1st Avenue NE

- ◆ HI-03-20: Historic Review of Exterior Alterations to the railing for two separate exterior staircases and associated patios.
No conflicts, no ex-parte contact. Site visits declared by LeSuer and Robinson.

Meeting procedures read by Planning Manager David Martineau.

The Staff Report was presented by Planner Tony Mills. Mills provided an overview of the review criteria and hearing process (see PowerPoint).

Discussion about the substitute material request ensued.

LeSuer referenced photographs she had taken earlier in the day that showed the bottom porch siding and railing have already been removed. Mills advised that these alterations were previously approved by staff (see file no. HI-18-19).

McQuillin asked about the type of hardi-plank siding being proposed. Robinson said that he was concerned about that as well and would like clarification from the applicant.

Discussion ensued about the current railing and the proposed replacement railings. Ryals asked if the applicant would like approval for the lower railing heights instead of the height required by current building code.

The applicant, property manager Marlena Thomas said the skirting will be cedar siding not hardi-plank. Thomas said the steps and rails had to be remedied due to safety reasons and dry rotting but that worked stopped after getting the safety issues addressed. Ryals suggested the commission approve railings built to traditional railing heights instead of the height required by current building code.

Dean asked if the home is a multi-family residence. Thomas confirmed that it is a three-unit property. Ryals said that because it is residential, not commercial, an exemption can be made to have lower railing height. Ryals said it is the building official's call, but a recommendation for lower railing heights can be made.

Further discussion ensued regarding the railing height and gaps (spacing) between rails.

McQuillin asked for public testimony.

In favor: None

Opposition: None

Neutral: Camron Settlemier commented that the agenda packet did not include the application. He said he likes the idea of the lower handrails.

Applicant rebuttal of testimony: None

Commission LeSuer asked if it is ok for the siding to be stained as opposed to painted, Thomas said it will be painted and provided a copy of the pictures of what it will look like once it is painted.

Staff response: None

Public Meeting closed 6:39 p.m.

Motion: Thomson motioned to approve including conditions to allow the height of 36 inches for the porch railing and 30 inches for the stair handrail and the siding be cedar. Kolkow seconded and the motion passed 7-0.

- f. **Pass-Through Grant** 6:43 p.m.
LaRoque provided information regarding the pass-through grant and previous grant recipients. She reviewed the grant selection criteria, the grant award amount of \$5,000, and timeline from application to grant receipt.

Kolkow recommended splitting the award into two amounts of \$2,500. Discussion ensued about limiting the amount, funds matching by recipient, and sweat equity. The commissioners agreed that limiting the grant amount to no less than \$1,000 and no more than \$5,000 is the best guideline.

Commissioners would like applicants to present their projects to the Commission when applying.

LaRoque reviewed the grant scoring criteria. LeSuer asked if the funds are limited to national registry resources. LaRoque will verify. McQuillin said the commissioners should consider the flaws of the grant scoring criteria. Martineau suggested the commissioners discuss the matrix and make changes as they feel necessary. Ryals suggested using more of a checklist for applicants than a guideline for approving applications. Further discussion ensued about the grant scoring criteria, its usefulness, flaws, flexibility, and transparency. Ryals said he likes the scoring criteria but does not want to be bound by it. LeSuer recommended making the new list a question and answer form allowing applicants to provide specific information. Commissioners agreed that the grant scoring criteria should be revisited at the next meeting allowing them time to review it and make suggestions as to how to modify it.

- g. **Historic Preservation Month (May 2020)** 7:08 p.m.
McQuillin reviewed who had volunteered to head projects including displays, events, tours, and marketing.

LeSuer wants to focus on displays within hotels in Albany. She is looking for pictures and artifacts from those hotels. Ryals said he might have some St. Francis items available. Jolene offered to help with obtaining items for the displays.

The Historic preservation nomination awards will be announced at the City Council meeting on May 13, 2020 at 7:00 p.m. Discussion regarding recommendations for nominations ensued.

The commission discussed the Unseen Albany Tour, trolley tour, coloring contest, wine walk, cemetery tour, tweed ride, newsletter, and a potential historic home tour called "Back from the Brink".

Camron Settlemier and David Abarr with Friends of Historic Albany said they will have a Farmers market booth Saturday, May 2. Camron said he will be providing a class on how to research your own house that will be limited to 15 attendees.

Items h and i on the agenda were not discussed due to time constraints.

- ~~h. The conversation surrounding plans for the Historic Resource Re-Survey Project continued. McQuillin summarized the historic resource survey topics that seem to be the most important to the commissioners, including:~~
- ~~1. Re-survey historic resources within the districts~~
 - ~~2. Reviewing existing records for data inconsistencies/inaccuracies and missing information~~
 - ~~3. Update photographs of resources~~
 - ~~4. Identify and included information on accessory structures~~
- ~~i. Historic designations were reviewed~~

NEXT MEETING DATE

7:59 p.m.

The next regularly scheduled meeting will be held **Wednesday, April 1, 2020**. (Due to COVID-19 this meeting was canceled).

ADJOURNMENT

7:59 p.m.

There being no other business, the meeting was adjourned at 7:59 p.m.

Respectfully submitted,

Reviewed by,

Signature on File

Signature on File

Jennifer Sullivan
Administrative Assistant

Laura LaRoque
Planner III