



**CITY OF REDMOND**  
Community Development Department

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**REDMOND HISTORIC LANDMARKS COMMISSION**  
**MINUTES**

**January 19, 2017**

716 SW Evergreen Avenue, City Hall Conference Room A, Redmond, Oregon

**Commissioners Present:** Chair Judy Fessler, Vice-Chair Trish Pinkerton, Tonia Cain, Shannon Farnsworth Rose, Charles Rucker (*absent: Leah Moon; 1 vacancy*)

**Youth Ex Officio:** Karla Mora

**City Staff:** Scott Woodford, *Senior Planner*; Jason Neff, *Deputy Director of Central Services/Human Resources & Budget Manager*; Heather Cassaro, *Communications Manager*; Cameron Prow, *TYPE-Write II*

**Visitors:** None

**Media:** None

*(The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)*

**CALL TO ORDER – INTRODUCTIONS**

Chair Fessler opened the special meeting of the Redmond Historic Landmarks Commission (HLC) meeting at 10:03 a.m. with a quorum of commissioners (5 of 6) present.

**CITIZEN COMMENTS – SWEAR IN NEW COMMISSIONERS**

Chair Fessler postponed swearing in new commissioners to the January 26 meeting.

**ACTION ITEMS**

A. Approval of Minutes  
None.

B. New Redmond City Hall, 411 SW 9<sup>th</sup> Street – Exterior Alteration Request to a Landmark Structure to Add Exterior Signage

Mr. Woodford presented the staff report and the applicant's request to add signage to the main building of the former Redmond Union High School (Deschutes County Assessor's Map 15-13-16AB-12700). City Council designated the main building as a local Historic Landmark on August 13, 1991. On November 13, 2015, the HLC approved minor alterations to this building and the site plan to accommodate the new city hall. Included in his summary were the background of the main building and signage, designer (Lee Arden Thomas), architectural style (Renaissance Revival), review criteria, and courses of action open to the commissioners.

Mr. Neff discussed the applicant's progress and historic interior features of the building that are being preserved. He requested commissioner assistance with conducting tours following the ribbon-cutting ceremony on February 21, 2017, 10 a.m.

Ms. Cassaro explained design elements of the proposed signage and responded to commissioner and staff concerns about lighting, sign design, and sign content.

**Motion 1** (5/0/0): Commissioner Pinkerton moved that the Redmond Historic Landmarks Commission approve the request for a Certificate of Approval for exterior alterations to add the proposed signage to the Redmond Union High School building located at 411 SW 9<sup>th</sup> Street. Commissioner Cain seconded the motion which passed unanimously.

Chair Fessler invited Mr. Neff and Ms. Cassaro to attend the January 26 meeting to discuss commissioner assistance with tours of the new city hall.

**COMMISSIONER COMMENTS – ANNOUNCEMENTS**

Public outreach/awareness: Chair Fessler shared a packet of information for commissioners to use in educating property owners about benefits of a National Register Historic District. She also presented a preliminary list of contributing buildings (historic resources) being considered for inclusion in the City’s first historic district.

Mr. Woodford said he would e-mail an updated map of the proposed historic district boundary to all commissioners and Ms. Mora.

Commissioner concerns covered the best approach to use in contacting property owners of historic buildings (guidance from Kerry Davis, traditional and social media, personal outreach, networking citizens at Coffee Clatters and other community events/activities), timing, content of information packets shared with property owners (economic advantages of historic district listing; funding available; testimonials from Redmond’s façade improvement program participants and residents of other communities), concerns of building owners, and building on the excitement of siting the new Redmond City Hall in a landmarked building. Following discussion, commissioners agreed to meet with individual property owners before the January 26 meeting to get their feedback about the feasibility of a downtown historic district:

<u>Outreach Volunteers</u>	<u>Contact Person</u>	<u>Resource</u>
Cain, Rucker.....	Eric Sande .....	J. D. Butler Building
Fessler, Rose, Woodford .....	Mike Prescott .....	Ehert Building
Fessler, Rucker .....	B. J. Fowler-Gretler .....	Creamery Building

Ms. Mora volunteered to assist in property owner outreach.

**STAFF COMMENTS**

Mr. Woodford said commissioners and City staff were scheduled to meet with owners of historic properties on Wednesday, February 22, 2017. He also announced the submission deadline for nominations for Oregon Heritage Awards: Friday, January 27, 2017.

Next meeting: Thursday, January 26, 2017, 4:30 p.m.

**ADJOURN**

With no further business, Chair Fessler adjourned the meeting at 11:24 a.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this 23rd day of January, 2017.

ATTEST:

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/s/ Judy Fessler  
Judy Fessler  
Chair

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/s/ Scott Woodford  
Scott Woodford  
Senior Planner