



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION
411 SW 9th Street, Conference Room 200
June 22, 2017
4:30pm – 6:00pm
Agenda

**RHLC
MEMBERS**

**Judy
Fessler,
Chair**

**Trish
Pinkerton,
Vice Chair**

**Tonia
Cain**

**Leaha
Moon**

**Shannon
Farnsworth
Rose**

**Charles
Rucker**

**Karla
Mora
Ex Officio**

TIME	ITEM
4:30 PM	CALL TO ORDER / INTRODUCTIONS
4:30 PM	CITIZEN COMMENTS
4:35 PM	ACTION ITEMS A. Approval of Minutes a. May 4, 2017 (<i>Exhibit 1, pg. 2-4</i>) b. May 25, 2017 (<i>Exhibit 2, pgs. 5-6</i>)
4:40 PM	B. Use of Donated Money from Samuel S. Johnson Foundation in honor of Bob Whittier
4:50 PM	DISCUSSION ITEMS A. Preservation Code Amendments-Work Session (continuation-bring your copy of the code)
5:50 PM	COMMISSIONER COMMENTS/ANNOUNCEMENTS
5:55 PM	STAFF COMMENTS
6:00 PM	ADJOURN

Next Historic Landmarks meeting will be July 27, 2017

*Please note that these documents are also available on the City's website www.ci.redmond.or.us; click on City Government, hover on Commissions and Committees, click on Redmond Historic Landmarks Commission. You may also request a copy at City Hall from Scott Woodford at 541-923-7758 or Jackie Abslag at 923-7763.

Anyone needing accommodation to participate in the meeting must notify ADA Coordinator, at least 48 hours in advance of the meeting at 541-504-3036, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.



DRAFT

CITY OF REDMOND
Community Development Department

REDMOND HISTORIC LANDMARKS COMMISSION
MINUTES
May 4, 2017

411 SW 9th Street, City Hall Conference Room 200, Redmond, Oregon

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

Youth Ex Officio: *absent – Karla Mora*

City Staff: Scott Woodford, *Senior Planner*; Cameron Prow, *TYPE-Write II*

Visitors: None

Media: None

(Agenda items appear in the order discussed. 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 regular meeting of the Redmond Historic Landmarks Commission (HLC) at 4:37 p.m. with a quorum of commissioners (5 of 6) present.

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes

1. **January 19, 2017**

Motion 1 (5/0/0): Commissioner Rose moved to approve the minutes of January 19, 2017, as written. Commissioner Pinkerton seconded the motion which passed unanimously.

2. **March 23, 2017**

Motion 2 (5/0/0): Commissioner Pinkerton moved to approve the minutes of March 23, 2017, as written. Commissioner Cain seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Downtown Historic District Update

Mr. Woodford summarized changes made to the nomination by Kerry Davis (City consultant) following comments from commissioners and Diana Painter from the State Historic Preservation Office. Though Ms. Davis included the buildings at 416 and 418 SW 6th Street in the nomination, she classified them “Noncontributing” structures even though Ms. Painter felt they were “Contributing.” He noted the façades on the buildings were not original materials but had been improved in 2007 through the City’s façade improvement grant program. He reported letters had been sent to property owners. The State review board will meet in Redmond on June 15 and is hoping to tour the downtown area.

Commissioner concerns included the impact of residential changes to the W. Franks Building at the corner of 5th Street/Evergreen Avenue, nomination timeline, and impact of the Downtown Overlay District on HLC protections. Chair Fessler requested copies of photos taken by Kerry Davis. Following discussion, commissioners agreed by consensus they wanted the Piggly Wiggly parking lot remain with the Piggly Wiggly store.

B. Preservation Month Planning Update

Commissioners reviewed progress on activities and identified tasks remaining to be done:

- **3rd annual Hunt for History (H4H) – Saturday, May 13, 2017, 10 a.m.-2 p.m.** (Commissioners Moon and Pinkerton, Ms. Mora): **Ms. Commissioner** Pinkerton requested feedback on the promotional brochure. Commissioners discussed adding a storybook version on the back of the brochure. Chair Fessler reported Ms. Mora was helping with brochure distribution.
- **2nd annual This Place Matters Historic Photo Contest** (Commissioners Fessler and Rose): **Ms. Commissioner** Rose discussed the photos she has posted on Facebook and storyboards and said single women had security concerns about submitting photos of their houses. Chair Fessler reported contacting all realtors. Commissioners generally approved the brochure layout and agreed to e-mail additional concerns to Chair Fessler and Mr. Woodford.
- **Publicity** (Commissioner Rucker, City Communications Manager Heather Cassaro): Commissioners suggested brochure distribution outlets (Cascade A&E, Coffee Clatter). Mr. Woodford suggested directly e-mailing past H4H participants about this year's event and notifying owners of historic properties on the H4H tour route prior to the event date.
- **Volunteers:** Chair Fessler said Ms. Mora recruited a Redmond Proficiency Academy student.
- **Refreshments:** bottled water.
- **Entertainment:** music.
- **Award/gift ideas:** adult and youth participants, buttons, stickers.
- **Setup/Teardown:** Potential to close off streets. Chair Fessler offered her van to store and move necessary materials/equipment between the new City Hall and Centennial Park. Commissioners reviewed the list of materials and equipment needed including cluebooks. Work group members agreed to meet at City Hall on Friday, May 12, 10 a.m.

Mr. Woodford passed around the "Heritage 2017 Excellence Award" which the City received for its work on the new City Hall.

Commissioner Rucker said he had offered to do a slide show of historic photos of the airport to help support Deschutes County historic preservation events.

C. Preservation Code Amendments Work Session

Mr. Woodford presented his staff report which included a recap of commissioner discussion at the February 23, 2017, meeting. He recommended commissioners e-mail grammatical changes to him. He will forward commissioner comments on desired code changes to Ms. Davis.

Commissioner discussion points:

- Request guidelines from Ms. Davis on types of code changes needed.
- What do we want to achieve with the historic code?
- How can we educate the public about the value of design review?

- Balance enforceability of new guidelines for buildings not included in a local historic district.
- Page 151, #7: Is historic integrity lost if building is moved? What are other consequences?
- Page 151, #11: Improve definitions for “Historic Resource” and “Historic District.”
- Page 152: Last line about designating structures is confusing.
- Page 153: #9 and clarifying designation of historic districts (national vs. local).
- Page 154, #5A: Clarify design review guidelines.

Straw Poll 1: Is it the will of the HLC to mandate design standards for properties within Redmond’s Downtown National Historic District? Commissioners unanimously (0/5/0) opposed this option.

Straw Poll 2: Is it the will of the HLC to provide design guidance for properties within Redmond’s Downtown National Historic District by recommendations? Commissioners unanimously (5/0/0) supported this option.

Commissioner Rucker said he intended to e-mail **an summary** of the existing code (what it covers and doesn’t cover) **and e-mail** to Mr. Woodford for HLC review at the next meeting.

- D. City Historic Preservation Website Project Intro
Chair Fessler postponed discussion on this topic due to lack of time.

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Commissioner Pinkerton said she would be absent from the May 25 meeting.

STAFF COMMENTS

Next meeting: Thursday, May 25, 2017, 4:30 p.m.

ADJOURN

With no further business, Chair Fessler adjourned the meeting at 6:40 p.m.

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

ATTEST:

Judy Fessler
Chair

Scott Woodford
Senior Planner



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CITY OF REDMOND
Community Development Department

REDMOND HISTORIC LANDMARKS COMMISSION

MINUTES

May 25, 2017

411 SW 9th Street, City Hall Conference Room 200, Redmond, Oregon

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

Youth Ex Officio: Karla Mora

City Staff: Scott Woodford, *Senior Planner*; Cameron Prow, *TYPE-Write II*

Visitors: None

Media: Dave Morgan, *RedmondNewsToday.com*

(Agenda items appear in the order discussed. 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 regular meeting of the Redmond Historic Landmarks Commission (HLC) at 4:34 p.m. without a quorum of commissioners (3 of 6) present.

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes

1. **May 4, 2017**

Chair Fessler postponed approval of the May 4, 2017, minutes due to lack of a quorum.

DISCUSSION ITEMS

A. Downtown Historic District Update (June 15-16 public hearing)

Mr. Woodford presented a map of the City's proposed Downtown Historic District and color photos of some structures. The State Advisory Committee on Historic Preservation (SACHP) will meet in Redmond City Hall Room 207, 411 SW 9th Street, Redmond, Oregon, on June 15-16, 2017. He reviewed agenda topics for the two-day meeting. Of special note on the June 15 agenda: 9 a.m., SACHP tour of new City Hall and proposed Redmond Downtown Historic District; 1:15 p.m., review of the Redmond Downtown Historic District nomination to the National Register of Historic Places.

Commissioners suggested posting this event on the City website and requesting letters of support from citizens including property and business owners. Mr. Woodford agreed to check with Kerry Davis (City consultant) about the level of support she would like from the HLC.

B. Preservation Code Amendments Work Session

Commissioners reviewed the current Preservation of Historic Resources code and suggested the following changes for consideration at the June HLC meeting:

- *Section 8.0832:* Correct “require” to “required.”
- *Appendix A, Rating Sheet:* Explain how to use. Need more objective rating system, less ambiguity. Assess condition of exterior materials at time of designation and include photos for documentation. Encourage citizens to view the HLC as a resource.
- *Demolition at Site of Historic Interest:* Minimum number of days required for notice to HLC. The applicant, not the City, must prove financial hardship.
- *National Historic District:* Add note that City design guidelines don’t apply.
- *Definitions:* Define “major alteration” and “minor alteration.”
- *Minor alterations:* Specify responsibility as nonvisible staff review or leave to HLC discretion.
- *Section 8.0855:* Add design review guidelines to review criteria. Add 5.G – “Compliance with local design guidelines.”

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Commissioner Rucker said a Klamath Falls museum partners with the community’s parks and recs department, the City, and other organizations to put on educational events that encourage people to use the museum. He discussed this with Annie McVay, City Public Works Department, and Katie Hammer, Redmond Area Park and Recreation District. He said Ms. McVay and Ms. Hammer were planning a similar event along a wagon road north and west of Redmond to help promote the Homestead Trail.

Mr. Woodford noted the Klamath Falls program has been very successful in getting the community to increase the property tax (twice) to help support the museum. Instead of trying to draw people into the museum, this program focuses on making museum exhibits more accessible outside the museum.

Mr. Morgan commented that a great website helped in publicizing events.

STAFF COMMENTS

None.

Next meeting: Thursday, June 22, 2017, 4:30 p.m.

ADJOURN

With no further business, Chair Fessler adjourned the meeting at 6:05 p.m.

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

ATTEST:

Judy Fessler
Chair

Scott Woodford
Senior Planner