



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION

MINUTES

January 28, 2016

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

Commissioners Present: Chair Trish Pinkerton, Vice-Chair Judy Fessler, Tonia Cain, Leaha Moon, Shannon Farnsworth Rose

Youth Ex Officio: Vacant

City Staff: Heather Richards, *Community Development Director*, Scott Woodford, *Associate Planner*; Cameron Prow, *TYPE-Write II*

Council Liaison: None assigned

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 Pinkerton opened the meeting at 4:34 p.m. with a quorum of commissioners (4 of 5) present. Commissioner Rose arrived at 4:36 p.m.

ELECTION OF CHAIR/VICE-CHAIR

Chair Pinkerton opened nominations for **Chair** for calendar year 2016. Commissioner Moon nominated Commissioner Pinkerton. Commissioner Pinkerton agreed to serve. Commissioner Rose nominated Commissioner Fessler. Commissioner Fessler agreed to serve. Commissioner Pinkerton received one vote. Commissioner Fessler received three votes.

Chair Pinkerton turned control of the meeting over to new Chair Fessler.

Chair Fessler opened nominations for **Vice-Chair** for calendar year 2016. Commissioner Fessler nominated Commissioner Pinkerton.

Motion 1 (3/0/2): Commissioner Fessler moved to close the nominations and elect Commissioner Pinkerton as Vice-Chair for 2016. Commissioner Cain seconded the motion which passed with Commissioners Cain, Fessler, and Rose voting in favor and Commissioners Moon and Pinkerton abstaining.

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes

Mr. Woodford requested correction of Sentence 1 under Staff Comments in the November 2015 minutes to read: "Commissioners discussed changing the meeting schedule to accommodate Commissioner Moon's new work schedule."

Motion 2 (5/0/0): Commissioner Cain moved to approve the minutes of November 13, 2015, as amended. Commissioner Pinkerton seconded the motion which passed unanimously.

Motion 3 (5/0/0): Commissioner Cain moved to approve the minutes of December 22, 2015, as written. Commissioner Pinkerton seconded the motion which passed unanimously.

B. CLG Grant Items

Mr. Woodford presented the staff report. He discussed how the City has benefited from the Certified Local Government program in the past and identified types of projects that qualify for CLG funding. The submission deadline for the next CLG grant application is February 26, 2016.

Commissioner concerns included use of the Residential Toolbox Grant Program to pay for small exterior repairs of homes on the local historic register, status of the City's nonprofit organization, City's ability to accept donations, City's fund-raising policy (asking commercial establishments for gifts to use as prizes vs. requesting monetary donations), flexibility of CLG funds, CLG application process and timeline, and projects to include in the next CLG application.

Ms. Richards stated CLG grant funds were available only for approved uses which did not include the Toolbox program and discussed project types that could be funded. She outlined the City's policy for accepting gifts and cautioned commissioners to not accept gifts over \$50. Staff will ask the City's controller if tax write-offs are available for gifts (donated collateral) for City events as is done for monetary donations.

Motion 4 (5/0/0): Commissioner Rose moved to recommend the City submit a Certified Local Government grant request in the amount of \$12,000 (to be matched by the City) with the total amount of \$24,000 to be allocated as noted in the record: Downtown Redmond Historic District Nomination, \$8,000; completing the Art Deco/Art Moderne National Register District, \$2,500; Reconnaissance Level Survey for a Residential District (150 bungalow structures), \$2,000; training, \$3,000; development code rewrite, \$5,000; and educational activities, \$3,500. Commissioner Pinkerton seconded the motion which passed unanimously.

C. Art Moderne Context Statement

Ms. Richards said the University of Oregon professor whose students, through the Sustainable Cities Initiative Program, were working on the multiple-property historic district nomination district needed the context statement by February 15, 2016.

Commissioner Pinkerton summarized the changes she made in the context statement to address concerns of the State Historic Preservation Office. Commissioner concerns included getting permission from the affected property owners.

Motion 5 (5/0/0): Commissioner Pinkerton moved to approve the revised Streamline Moderne Context Statement, subject to removing the Safeway Store (716 SW Evergreen Avenue), and forward it to the State Historic Preservation Office. Commissioner Moon seconded the motion which passed unanimously.

D. Creamery Building

Mr. Woodford summarized Dennis and Naomi McClay's application to make exterior alterations to the Central Oregon Creamery Co-Op Building at 640 SW Evergreen Avenue (Deschutes County Assessor's Map 15-13-16AC-00500). The creamery building is on the local Redmond Inventory of Historic Buildings. The McClays, who own the Creamery Building, want to remove the roof over the loading dock, install a parapet flashing cap, install appropriate-sized gutter from the parapet scudder down the wall into a newly constructed landscape drainage swale, remove two unusable doors and frames and close the space with pumice block matching the existing walls, and repaint the walls using the same colors as existing. His review included the background, key architectural features of the building, review criteria, and staff findings.

Commissioner discussion covered extent of the proposed alterations, architectural features on the front façade, structural soundness, parking, removal of the alley awning, and the date the display windows were added.

Motion 6 (5/0/0): Commissioner Rose moved that the Historic Landmark Commission approve the request for a Certificate of Approval for exterior alterations to the Central Oregon Creamery Co-Op Building located at 640 SW Evergreen Avenue. Commissioner Cain seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Work Plan – 6-Month Review

Mr. Woodford reviewed the status of actions on the adopted 2015-2016 Work Plan. He explained the relationship of the work plan to the annual budget and recommended commissioners begin discussing what should be included on the 2016-2017 Work Plan at the February 2016 meeting. He asked commissioners to inform him about training opportunities they were interested in on/before April 30, 2016.

Commissioner concerns included when the City would learn whether its CLG grant request had been approved, getting better photos for the walking tour brochure (Commissioner Rose, Redmond Historical Museum; Commissioner Pinkerton, property files donated by the Redmond Spokesman to the City), and the potential of Kailey Fisicaro writing newspaper articles in The Bulletin about historic preservation efforts in Redmond.

LIAISON COMMENTS

None. No liaison has been assigned.

Commissioners suggested approaching individual councilors who might be open to becoming a liaison for this commission. Mr. Woodford said he would speak to the city manager about this situation and report back to the commission.

COMMISSIONER COMMENTS

Chair Fessler presented an article by Ken Bernstein entitled "The Top Ten Myths About Historic Preservation" and requested the commission's permission to deliver this educational article to city councilors' mailboxes. She read aloud a cover statement that would be included with the article. Following discussion, commissioners agreed by consensus with Chair Fessler's proposal. Commissioner Rose offered to retype the article before it was distributed.

STAFF COMMENTS

Next meeting: Friday, February 25, 2016, 4:30 p.m.

ADJOURN

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

APPROVED by Redmond Historic Landmarks Commission and SIGNED by me this 31st day of March, 2016.

ATTEST:

/s/ Judy Fessler
Judy Fessler
Chair

/s/ Heather Richards
Heather Richards
Community Development Director