



## LANDMARKS COMMISSION AGENDA

**Wednesday, August 7, 2024**

**6:00 p.m.**

This meeting includes in-person and virtual participation.

*Santiam Room*

*333 Broadalbin Street SW*

Or join the meeting here:

<https://council.albanyoregon.gov/groups/lac/zoom>

Phone: 1 (253) 215-8782 (long distance charges may apply)

Meeting ID: 891-3470-9381 Passcode: 530561

Please help us get Albany's work done.

Be respectful and refer to the rules of conduct posted by the main door to the Chambers and on the website.

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Approval of Minutes

- July 17, 2024 [Pages 3-6]

4. Business from the Public

*Persons wanting to provide comments may:*

- 1- *Email written comments to [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov), including your name, before **noon on the day of the meeting.***
- 2- *To comment virtually during the meeting, register by emailing [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov) before **noon on the day of the meeting**, with your name. The chair will call upon those who have registered to speak.*
- 3- *Appear in person at the meeting and register to speak.*

5. Scheduled Business

- A. (Continuance) HI-10-24, Type III – Quasi-Judicial Process [Pages 7-24]

Summary: Historic Review of New Construction to build new front stairs to an existing home.

(Project planner – Alyssa Schrems [alyssa.schrems@albanyoregon.gov](mailto:alyssa.schrems@albanyoregon.gov))

- B. HI-13-24/HI-14-24, Type III – Quasi-Judicial Process [Pages 25-55]

Summary: Historic Review of Exterior Alterations and Historic Review of Substitute Materials for a change in the roof slope and new fiber cement siding. (Project planner – Alyssa Schrems

[alyssa.schrems@albanyoregon.gov](mailto:alyssa.schrems@albanyoregon.gov))

[albanyoregon.gov/cd](https://albanyoregon.gov/cd)



- C. Grant Review [Pages 56-65]
- 6. Business from the Commission
- 7. Staff Updates
- 8. Next Meeting Date: September 4, 2024
- 9. Adjournment

*This meeting is accessible to the public via video connection. The location for in-person attendance is accessible to people with disabilities. If you have a disability that requires accommodation, please notify city staff at least 48 hours in advance of the meeting at: [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov) or call 541-917-7550*

*Testimony provided at the meeting is part of the public record. Meetings are recorded, capturing both in-person and virtual participation, and are posted on the City website.*



**MINUTES**

July 17, 2024

6:00 p.m.

Hybrid – Council Chambers

Approved: Draft

Call to Order

Chair Robinson called the meeting to order at 6:00 p.m.

Pledge of Allegiance

**6:00 p.m.**

Roll Call

Members present: Camron Settlemier, Mason Cox, Cathy Winterrowd, Bill Ryals, Richard Engeman, Rayne Legras, Chad Robinson

Members absent: (none)

Approval of Minutes

**6:02 p.m.**

**Motion:** Commissioner Legras moved to approve the minutes from June 5, 2024, as presented. Commissioner Cox seconded the motion which passed 7-0.

Business from the Public

**6:03 p.m.**

Albany Downtown Visitors Association, Executive Director, Lise Grato reported on upcoming events in Albany including the 45th Annual Summer Historic Homes Tour scheduled for July 27, 2024. She also reported that the Monteith River Park is now open.

Scheduled Business

Public Hearing Type III – Quasi-Judicial Process

File HI-10-24: Historic Review Application for New Construction for new front stairs at 925 Walnut Street SW.

***Chair Robinson opened the hearing at 6:06 p.m.***

Commission Declarations

No members declared a conflict of interest.

Commissioner Settlemier reported indirect ex-parte contact in an online search for photos of the home but didn't feel it would affect his participation.

Commissioners Settlemier, Engeman, Robinson and Cox reported site visits.

No members abstained from participation.

There were no challenges to participants in these proceedings.

Current Planning Manager David Martineau read the hearing procedures.

Staff Report

**6:03 p.m.**

Project Planner II Alyssa Schrems noted that there was a determination made by the Director to review this application with criteria for new construction rather than building exterior alteration. During the 2008 Expansion of the Monteith District the home was inventoried as having an irreversible lack of integrity and would be considered a non-contributing non-historic designation. As the project would be a fairly big change to the front façade of the home, they determined a review for new construction was the best direction to go to without having real information in the record. Focusing on compatibility would produce a better result. The applicant provided a photo with a similar porch design that the owner wanted to replicate on their home.

Commissioner Settlemier wanted clarification on the decision to use new construction criteria rather than exterior alteration as it is an alteration. He explained it is classified as historic contributing through the State Historic Preservation Office (SHPO). Schrems explained that the documentation they had indicated that it is non-historic but due to changes they lost all evidence of historic integrity. Commissioner Settlemier responded that the 2002 survey showed it as irreversible but now shows it as reversibly or partially eligible. But even in 2008 update it was included as potentially eligible so he considered the exterior alteration review would be more applicable.

Commissioner Robinson noted a lack of a specific detailed plan which would be more helpful to their decision. Schrems agreed that any approval could be tentative, and they could request more detail.

Applicant Testimony

**6:19 p.m.**

LeeAnne Stevens, homeowner and applicant testified to her experience renovating older houses and expressed her intent to maintain the historic integrity of the home in question. She noted the front façade was not historic or compatible with the age of the home. She testified it was difficult to provide more plan details until the siding was removed.

Commissioner Questions

Commissioner Cox appreciated the applicant's efforts to return the home's historic integrity and asked about the materials to be used. The applicant responded that the steps would be wood.

Commissioner Engeman asked whether the windowed porch would be opened up. Stevens affirmed that their intent is to open the enclosed porch.

Commissioner Settlemier asked whether they would be adding a pillar or leaving the center open. Applicant noted if there is evidence of an additional pillar, they will replace one. Settlemier asked why they decided to center the stairs rather than positioning them to line up with the door. Applicant shared that the stairs would be centered on the open porch as there are two doors.

Commissioner Robinson asked her to summarize her vision for the project and any changes.

Public Testimony

**6:26 p.m.**

None.

There was no Applicant Rebuttal, or additional Staff Response. And no procedural questions at that time.

***Chair Robinson called the public hearing to close at 6:29 p.m.***

Commission Deliberations

Commissioner Engeman expressed his desire to postpone until there are more details provided.

Commissioner Cox asked about the style of the stairs and railings. He assumed a craftsman-style and matching the style and scale of surrounding buildings. With the evidence and applicant intent he feels the size and scale and materials are complimentary to existing buildings in the district.

Commissioner Settlemier noted that the porch was probably enclosed in the 1940's. He still struggled with the review as new construction. He had concern with Criteria 7.160 but not having proof of what specific year the porch was enclosed, but prior to 1945, would have given it historic significance.

Commissioner Robinson had no problem with the confusion around the eligibility so didn't have an issue with evaluating it as new construction but would be basing his evaluation on compatibility. He emphasized the need for more detail on the project.

Commissioner Legras said she thought it was a pretty simple project, just removing windows but would prefer a wrought iron stair rail and wooden steps painted to match other homes in the area. She noted that without proof of the dates of historic alterations it's difficult to deny based on that.

Commissioner Winterrowd wanted clarification on the significance of the home but agreed that the alteration discussed would not adversely affect the district.

Commissioner Robinson was comfortable basing the decision on compatibility, but he wanted to see more detailed plans to review. Even just a rudimentary sketch.



Commissioner Legras noted that even if it was evaluated based on historic alterations or basing the decision on contributing or non-contributing, she didn't believe it would change the decision.

Chair Robinson asked for staff clarification on the pathway forward. Schrems suggested a continuance if the applicant can bring back additional information requested within the required date certain, of August 7, 2024, meeting.

The Chair asked to re-open the meeting to ask the applicant questions.

**Motion:** Commissioner Robinson motioned to re-open the hearing. Commissioner Winterrowd seconded the motion. The motion was approved 6-1 with Commissioner Ryals in opposition.

***The Public Hearing was reopened at 6:45 p.m.***

The Chair led the hearing asking the applicant about the timing and ability to supply additional details. The applicant asked if they could do a partial demolition to determine the plan details. Commissioners in general agreed that sketches would be okay, if information was provided on the two elevations and materials but shouldn't differ too much from the actual building plans but without exact measurements.

Commissioner Ryals affirmed that if copying certain elements, photos of similar details would be helpful.

Public Testimony

None.

Staff Response

Schrems verified that the intent is to continue the hearing on August 7, 2024.

***The Chair closed this hearing at 6:53 p.m.***

**Motion:** Commissioner Winterrowd offered a motion for continuance of this Quasi-Judicial Public hearing for file no. HI-10-24 to August 7, 2024, at 6:00 p.m. for the applicant to bring back the information discussed. Commissioner Engeman seconded the motion, which passed 7-0.

Chair Robison called for a brief recess at 6:55 p.m.

Grant Review

**6:58 p.m.**

Commissioner Settlemier abstained from participating in the review of the Cumberland Community Events Center application as he sits on the Cumberland Board.

Schrems began the discussion of the applications noting that both projects could only be partially funded relative to the amounts requested. She recommended a discussion of the merits of the applications and scoring by the Commission. She added that the Matching Grant Program remains open for a second round of applications until September, and projects completed by mid-May 2025.

The first application was for funds necessary for continued window restoration as part of the final phase of exterior restoration of the Cumberland Community Events Center.

The 934 Maple Street, Boyle House application is looking for funds for Phase 1, a French drain project to fix drainage issues causing mold and necessary foundation work which would be visible. And Phase 2 which involves painting of exterior walls and replacement of deck area.

Commissioner Ryals expressed his opinion that the grants usually are applied to projects with the greatest visual impact instead of just maintenance. Commissioner Cox agreed that they should focus on the visual elements. Commissioner Robinson noted it is good for the district to provide support in maintaining these properties.

There was discussion regarding the possibility of other applications arriving prior to the deadline. Staff agreed there could possibly be additional applications that come in. Schrems offered to contact the current applicants and ask about the effect of partial funding. Based on the scoring of the applications and discussion, most of the interest is in funding of the Cumberland application.

**Motion:** Commissioner Legras moved to award grant funding to the Cumberland Window Project for their full ask of \$1,674.00. Commissioner Ryals seconded the motion. The vote was 6-0 in favor of the award with Commissioner Settlemier recused from the vote.

The Boyle House application scored lower. There was some additional deliberation and a split decision on the two phases of the project. Commissioner Robinson was in favor of Phase 1 of the project for \$1,500. Commissioner Ryals still was uncertain of his support seeing it as mainly a maintenance issue. Commissioner Winterrowd agreed with Robinson that water ingress can be very damaging to the home. So, awarding \$1,500 seems like a reasonable amount to help that. Commissioner Cox suggested tabling the application until the next round to get a better read on the available funds after other applications are submitted. Commissioner Engeman believed it was worthwhile.

**Motion:** Commissioner Cox moved to table the discussion on the Boyle House application until the August 7, 2024, meeting. Commissioner Ryals seconded the motion. The vote was in favor 7-0 of tabling the discussion until August.

Survey Results from Owners of Historic Properties

**7:23 p.m.**

David Martineau provided his report of the survey results received from postcards sent out to 950 owners of historic properties. The survey had a return rate of 10 percent. A brief summary of the answers and comments were provided.

Staff will be setting up the focus groups and refining preliminary questions to frame the focus group discussions. Commissioner Winterrowd suggested that the Commission brainstorm incentives, workshops and other ways to assist homeowners with advice or information.

Commissioner Ryals summarized what he has gleaned from the comments mostly that historic preservation is an expensive undertaking and the costs and complexity of the process for the average person may mean necessary repairs aren't done. We want it done right but being too strict may mean nothing is done at all. Communication is important to decisions and policy.

Business from the Commission

**7:45 p.m.**

Commissioner Winterrowd reminded members of the talk by Dr. David Lewis on the Tribal Histories of the Albany Area on July 24, 2024, at 6:00 p.m. at the Public Library.

Business from Staff

Schrems noted that on July 27th the window in the Cumberland Church will be completed and ready to view. She also promoted the Historic Home tour.

Next Meeting Date

Wednesday, August 7, 2024, at 6:00 p.m. in the Santiam Room.

Adjournment

Hearing no further business Chair Robinson adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Reviewed by,

Susan Muniz  
Recorder

David Martineau  
Current Planning Manager

*\*Documents discussed at the meeting that are not in the agenda packet are archived in the record. The documents are available by emailing [cdaa@albanyoregon.gov](mailto:cdaa@albanyoregon.gov).*



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING & PLANNING 541-917-7550

# Staff Report

## Historic Review of New Construction

HI-10-24

July 10, 2024

### Summary

This staff report evaluates a Historic Review of New Construction for reconstruction of a porch on a non-contributing home within the Monteith National Register Historic District (Attachment A). The applicant proposes to reconstruct a porch where no photographic evidence of previous design exists.

### Application Information

Review Body:	Landmarks Commission (Type III review)
Staff Report Prepared By:	Alyssa Schrems, Planner II
Property Owner/Applicant:	Lee Anne Stevens; 731 Elm Street SW, Albany, OR 97321
Address/Location:	925 Walnut Avenue SW, Albany, OR 97321
Map/Tax Lot:	Linn County Tax Assessor's Map No. 11S-04W-12AD-11600
Zoning:	Hackleman Monteith (HM) District (Monteith National Register Historic District)
Total Land Area:	3,485 square feet
Existing Land Use:	Single Unit Residential
Neighborhood:	Central Albany
Surrounding Zoning:	North: HM- Hackleman Monteith East: HM- Hackleman Monteith South: HM- Hackleman Monteith West: HM- Hackleman Monteith
Surrounding Uses:	North: Residential, Single Unit East: Residential, Single Unit South: Residential, Single Unit West: Residential, Single Unit
Prior History:	N/A

### Notice Information

On July 3, 2024, a notice of public hearing was mailed to property owners within 100 feet of the subject property. On July 5, 2024, notice of public hearing was posted on the subject site. As of July 10, 2024, no public testimony has been received.

### Analysis of Development Code Criteria

#### Historic Review of New Construction (ADC 7.270)

The Community Development Director or the Landmarks Commission must find that the request meets the following applicable criteria in order to approve the new construction request.



### *Within the Monteith and Hackleman Districts (ADC 7.270(1))*

- a. **The development maintains any unifying development patterns such as sidewalk and street tree location, setbacks, building coverage, and orientation to the street.**
- b. **The structure is of similar size and scale of surrounding buildings, and as much as possible reflects the craftsmanship of those buildings.**
- c. **Building materials are reflective of and complementary to existing buildings within the district.**

### Background Information

The subject property is rated as “Altered-Irretrievable Lack of Integrity” on the Historic Inventory Survey. There is no visual evidence (photos, drawings, etc.) of what the house looked like prior to the alterations. Based on this information, the Community Development Director determined that the reconstruction of the porch should be subject to the criteria found in Historic Review of New Construction in order to assure visual compatibility with the surrounding area, while acknowledging the lack of information regarding the previous design of the house.

### Findings of Fact

- 1.1 Unifying Development Patterns (ADC 7.270(1)(a)): The applicant proposes to change the design of the front porch and steps on the dwelling, using the house at 116 Cleveland Street as a reference (Attachment C.4). The dwelling on the subject property was constructed in 1910 with major renovations occurring over time, leading to a designation of Altered-Irretrievable Lack of Integrity. The style of the structure is Craftsman Bungalow, with decorative features consisting of a bargeboard, exposed rafter tails, decorative brackets, cornerboards, water table and cap, interior chimney, and boxed posts incorporated into the front entrance (Attachment B.2).  
  
The applicant states “a defining characteristic of Craftsman houses is their use of tapered porch columns, typically made of wood. This proposal seeks to restore the original steps to their historic location, based on visible seams in the siding where the steps once connected. Additionally, new columns will be installed to match the existing tapered column, maintain the handcrafted aesthetic” (Attachment C.4). The applicant further states “although photographs of the original house are unavailable, a comparable property built by the same builder in the same year (116 Cleveland SE, Albany, OR) provides a reference point for the restoration design. Attached pictures showcase this comparable property”. Based on the evidence submitted by the applicant, the proposed porch restoration maintains the development pattern of other local craftsman style buildings.
- 1.2 Size and scale (ADC 7.270(1)(b)): The applicant states that “the new columns will be installed to match the existing tapered column, maintaining the handcrafted aesthetic” (Attachment C.4). The proposed new columns of the porch are proposed to match the size and scale of the existing features of the house and as much as possible reflect the craftsmanship of those features. This proposed detail is in keeping with the size and scale of other Craftsman-style homes in the area.
- 1.3 Building materials (ADC 7.270(1)(c)): The applicant does not address the proposed building materials but will have the opportunity to discuss them at the public hearing.

### Overall Conclusions

This proposal seeks to reconstruct a porch where no photographic evidence of previous design exists.

Staff finds that applicable criteria are met for the new construction.

### Options and Recommendations

The Landmarks Commission has three options with respect to the subject application:

- Option 1: Approve the request as proposed;
- Option 2: Approve the request with conditions of approval;
- Option 3: Deny the request.

Based on the discussion above, staff recommends the Landmarks Commission pursue Option 2 approve the request with conditions of approval. If the Landmarks Commission accepts this recommendation, the following motion is suggested.

## Motion

*I move to approve the application for new construction as detailed in planning file no. HI-10-24. This motion is based on the findings and conclusions in the July 10, 2024, staff report and findings made by the Landmarks Commission during deliberations on this matter.*

## Conditions of Approval

- Condition 1    **New Construction** – The proposed porch reconstruction shall be performed and completed as specified in the staff report and application as submitted. Deviations from these descriptions may require additional review.
- Condition 2    **New Construction** – A final historic inspection is required to verify that the work has been done according to this application. Please call the historic planner (541-791-0176) a day or two in advance to schedule.

## Attachments

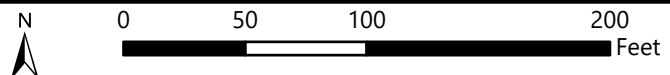
- A.     Location Map
- B.     Historic Resource Survey
- C.     Applicant's Submittal

## Acronyms

- ADC         Albany Development Code
- HM         Hackleman Monteith District



\\con.cityofalbany.net\home\julyssos\Desktop\Notice Map Template.mxd



**925 Walnut Ave SW**

Date: 6/25/2024 Map Source: City of Albany

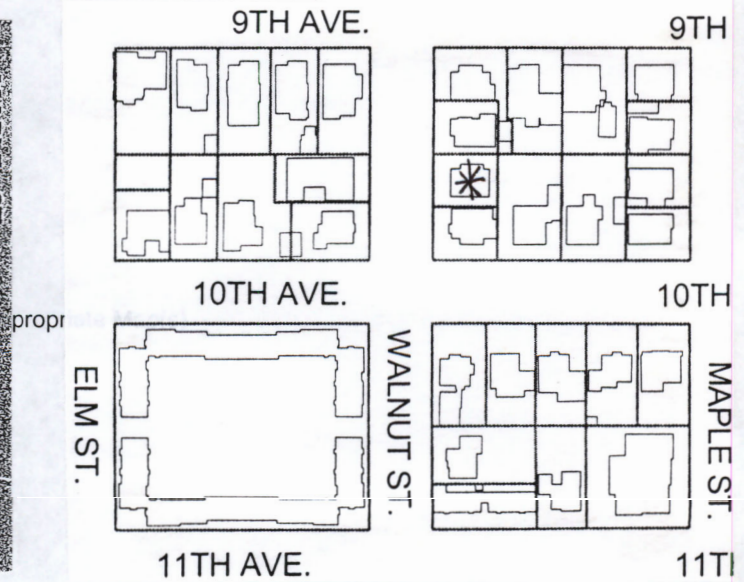
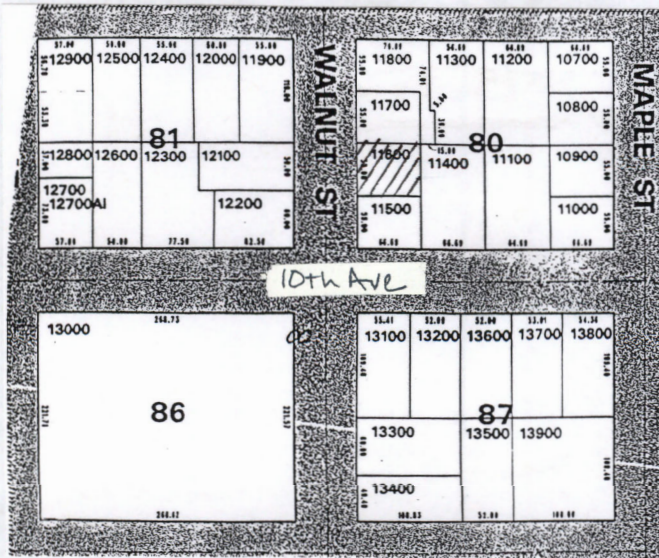
Location Map



Street Address:  
925 Walnut

City:  
Albany

Attachment B.1



\*Researcher/ Organization:  
David Pinyerd, Historic Preservation Northwest

Date Recorded:  
9/27/2002

\*Photo Roll #:  
1

\*Frame #(s):  
13

Local Designation #:

SHPO #:

Note: For properties 35 years old and newer, starred (\*) sections are the only required fields.

						*County: Linn	Attachment B.2
*Street Address: 925 Walnut					*City Albany		
USGS Quad Name: Albany			GPS Latitude:		Longitude:		
Township: 11S	Range: 4W	Section: 12	Block/Lot: AD		Tax Lot #: 11600		
*Date of Construction: c 1915		Historic Name:		Historic Use or Function: sfr			
Grouping or Cluster Name:		*Current Name or Use: sfr		Associated Archaeological Site:			
Architectural Classification(s): Bungalow		Plan Type/Shape: Square		Number of stories: 1			
Foundation Material: Concrete		Structural Framing:		Moved? No			
Roof Type/Material: Gable w/comp shingles			Window Type/Material: 1/1 double-hung wood				
Exterior Surface Materials Primary: Lap		Secondary:		Decorative:			
Exterior Alterations or Additions, Approximate Date: Front porch enclosed. Front steps and hand rail. Rear door, steps and rail added.							
Number and Type of Associated Resources: None							
Integrity: Fair		Condition: Good		Local Ranking:		National Register Listed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown	
<b>Preliminary National Register Findings:</b> <u>Potentially Eligible:</u> <input type="checkbox"/> Individually or <input type="checkbox"/> As a contributing resource in a District <u>Not Eligible:</u> <input type="checkbox"/> Intact but lacks distinction <input checked="" type="checkbox"/> Altered (Choose one) : <input type="checkbox"/> Reversible/ potentially eligible <input type="checkbox"/> Individually or in a district <input type="checkbox"/> Reversible/ ineligible, lacks distinction <input checked="" type="checkbox"/> Irretrievable lack of integrity  <input type="checkbox"/> Not 50 years old							
Description of Physical and or Landscape Features: Faces west, mid-block. Third house south of 9th, a busy residential street.							
Statement of Significance: [Required only for Intensive Level Surveys] (Use additional sheets if necessary) On 1925 Sanborn Basement Bargeboard, exposed rafter tails, decorative brackets. Cornerboards. Water table and cap. Interior chimney. Boxed posts incorporated into front entrance.							
*Researcher/ Organization: David Pinyerd, Historic Preservation Northwest					Date Recorded: 9/27/2002		
*Photo Roll #: 1	*Frame #(s): 13		Local Designation #:		SHPO #:		
						*County: Linn	





## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | Building & Planning 541-917-7550

### APPLICANT/OWNER & AUTHORIZING SIGNATURES

To be included with ALL City of Albany planning submittals

Send completed signature page and checklist(s) to [cd.customerservice@cityofalbany.net](mailto:cd.customerservice@cityofalbany.net).

- |  |   |   |
|--|---|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Adjustment (AD)</li> <li><input type="checkbox"/> Alternative Setback</li> <li><input type="checkbox"/> Annexation (AN)</li> <li><input type="checkbox"/> Comprehensive Plan Amendment (CP)                         <ul style="list-style-type: none"> <li><input type="radio"/> Map Amendment</li> <li><input type="radio"/> Map Amendment; concurrent w/zoning</li> <li><input type="radio"/> Text Amendment</li> </ul> </li> <li><input type="checkbox"/> Conditional Use, circle one: Type II or III                         <ul style="list-style-type: none"> <li><input type="radio"/> Existing Building: expand or modify</li> <li><input type="radio"/> New Construction</li> <li><input type="radio"/> Home Business (Type III only)</li> </ul> </li> <li><input type="checkbox"/> Development Code Text Amendment (DC)</li> <li><input type="checkbox"/> Floodplain Development Permit (FP)</li> <li><input checked="" type="checkbox"/> Historic Review (HI)                         <ul style="list-style-type: none"> <li><input type="radio"/> Exterior Alteration – residential, not visible from street (Type I)</li> <li><input checked="" type="radio"/> Exterior Alteration – all commercial and residential visible from street (Type III)</li> <li><input type="radio"/> New Construction (Type III or I-L)</li> <li><input type="radio"/> Demolition or Moving (Type III)</li> <li><input type="radio"/> Substitute Materials (Type III)</li> </ul> </li> <li><input type="checkbox"/> Interpretation of Code (CI)</li> </ul> | <ul style="list-style-type: none"> <li><input type="radio"/> Quasi-Judicial (Type II)</li> <li><input type="radio"/> Legislative (Type IV)</li> <li><input type="checkbox"/> Land Division (check all that apply)                         <ul style="list-style-type: none"> <li><input type="checkbox"/> Partition (PA) - Expedited                                 <ul style="list-style-type: none"> <li><input type="radio"/> Tentative Plat (Type I-L)</li> <li><input type="radio"/> Tentative Plat PD or CD (Type III)</li> <li><input type="radio"/> Final Plat (Type I)</li> </ul> </li> <li><input type="checkbox"/> Subdivision (SD) - Expedited                                 <ul style="list-style-type: none"> <li><input type="radio"/> Tentative Plat (Type I-L)</li> <li><input type="radio"/> Tentative Plat PD or CD (Type III)</li> <li><input type="radio"/> Final Plat (Type I)</li> </ul> </li> <li><input type="checkbox"/> Tentative Re-plat Type I-J. (RJ.)</li> <li><input type="checkbox"/> Modification to Approved Site Plan or Conditional Use</li> <li><input type="checkbox"/> Natural Resource Boundary Refinement (NR)</li> <li><input type="checkbox"/> Natural Resource Impact Review (NR)</li> <li><input type="checkbox"/> Non-Conforming Use (MN)</li> <li><input type="checkbox"/> Planned Development (PD)                                 <ul style="list-style-type: none"> <li><input type="radio"/> Preliminary (Type III)</li> <li><input type="radio"/> Final (Type I)</li> </ul> </li> <li><input type="checkbox"/> Property Line Adjustment (LA)</li> <li><input type="checkbox"/> Site Plan Review (SP)                                 <ul style="list-style-type: none"> <li><input type="radio"/> Accessory Building</li> <li><input type="radio"/> Change of Use, Temporary or Minor Developments</li> </ul> </li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li><input type="radio"/> Manufactured Home Park</li> <li><input type="radio"/> Modify Existing Development</li> <li><input type="radio"/> Parking Area Expansion (only)</li> <li><input type="radio"/> New Construction</li> <li><input type="radio"/> Tree Felling</li> <li><input type="checkbox"/> Temporary Placement (TP)</li> <li><input type="checkbox"/> Urban Growth Boundary (UGB)</li> <li><input type="checkbox"/> Vacation (VC)                         <ul style="list-style-type: none"> <li><input type="radio"/> Public Street or Alley</li> <li><input type="radio"/> Public Easements</li> </ul> </li> <li><input type="checkbox"/> Variance (VR)                         <ul style="list-style-type: none"> <li><input type="radio"/> Major Variance (Type II)</li> <li><input type="radio"/> Minor Variance (Type I-L)</li> </ul> </li> <li><input type="checkbox"/> Willamette Greenway Use (WG)</li> <li><input type="checkbox"/> Zoning Map Amendment (ZC)                         <ul style="list-style-type: none"> <li><input type="radio"/> Quasi-Judicial (Type IV)</li> <li><input type="radio"/> Legislative (Type IV)</li> </ul> </li> <li><input type="checkbox"/> Other Required (check all that apply)                         <ul style="list-style-type: none"> <li><input type="radio"/> Design Standards</li> <li><input type="radio"/> Hillside Development</li> <li><input type="radio"/> Mitigation</li> <li><input type="radio"/> Parking/Parking Lot</li> <li><input type="radio"/> Traffic Report</li> </ul> </li> <li><input type="checkbox"/> Other _____</li> </ul> |
|--|---|---|

**Location/Description of Subject Property(s)**

Site Address(es): 925 SW Walnut, Albany, OR 97321

Assessor's Map No(s): 11504W12-AD-11600 Lot No(s): \_\_\_\_\_

Comprehensive Plan designation: \_\_\_\_\_ Zoning designation: RES

Size of Subject Property(s): 3485 Related Land Use Cases: \_\_\_\_\_

Project Description: 1910 Craftman House, front facade has been heavily altered

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Historic Overlay       Natural Resource Overlay District       Floodplain or Floodway Overlay

[cd.cityofalbany.net](http://cd.cityofalbany.net)



**Applicant Information (must be signed)**

Name: LeeAnne Stevens Signature: LeeAnne Stevens  
 Mailing Address: 731 Elm SW Date: 5/21/24  
 City: Albany State: OR Zip: 97321  
 Phone #: 541-990-1445 Fax #: \_\_\_\_\_ Email: leeanne.spivey@gmail.com

File #(s): \_\_\_\_\_ Date Fee & Application Received: \_\_\_\_\_  
 Pre-App File #(s): \_\_\_\_\_ Pre-App Meeting Date: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_ Received By: \_\_\_\_\_

**Property Owner Information (must be signed)**

Same as Applicant  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Authorized Agent or Representative (must be signed, if applicable)**

Choose One:  Engineer  Architect  Other \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Relationship to property owner(s): \_\_\_\_\_

**Electronic Plans Representative (if different from applicant)**

IF MORE THAN ONE, PROVIDE THE FOLLOWING INFORMATION FOR EACH; THEY WILL BE SENT ALL CITY NOTICES  
 Choose One:  Engineer  Architect  Other Same as applicant  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Other Representative (must be signed, if applicable)**

Choose One:  Engineer  Architect  Other \_\_\_\_\_  
 Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING &amp; PLANNING 541-917-7550

# Historic Review of Exterior Alterations

## Checklist and Review Criteria

### INFORMATION AND INSTRUCTIONS:

- See fee schedule for filing fee (*subject to change every July 1*): staff will contact you for payment after submittal.
- All plans and drawings must be to scale, and review criteria responses should be provided as specified in this checklist.
- Email all materials to [communitydevelopment@albany.or.gov](mailto:communitydevelopment@albany.or.gov). Please call 541-917-7550 if you need assistance.
- Depending on the complexity of the project, paper copies of the application may be required.
- Before submitting your application, please check the following list to verify you are not missing essential information. An incomplete application will delay the review process.

### HISTORIC REVIEW OF EXTERIOR ALTERATIONS SUBMITTAL CHECKLIST:

**PLANNING APPLICATION FORM WITH AUTHORIZING SIGNATURES.**

**PROPERTY AND PROJECT INFORMATION.**

Submit the following information (separately or on this page):

1. Historic District:

- Monreith     Hackleman     Downtown     Local Historic     Commercial/Airport

2. Historic rating:

- Historic Contributing     Historic Non-Contributing     Non-Historic (post 1945)

3. Year Built: 1910 Architectural Style(s): Craftsman

4. Years of exterior alterations, if any: unknown before 1980

5. Please describe the proposed alteration(s) and the purpose of the alterations: \_\_\_\_\_

Propose to re-instate the stairs to the front porch

**PHOTOGRAPHS.** Provide photographs that show the current condition of the area you intend to alter.

**CONSTRUCTION PLANS/ELEVATION DRAWINGS.** Provide construction plans, architectural drawings or schematics showing detailed building elevations and exterior plans, and dimensions of all altered or new elements, including foundation, windows, and the setbacks to the property lines, materials proposed, profile/design, etc. If construction plans or drawings are not applicable to your project, then submit an accurate alteration description, including photographs, or other information that describes the project.

[cd.cityofalbany.net](http://cd.cityofalbany.net)

116 Cleveland St.

## **Preserving the Craftsman Character: A Proposal for Porch Restoration**

This document proposes the restoration of the original front porch steps to a Craftsman house located at 925 Walnut SW, Albany, OR 97321. Historical evidence suggests the steps were removed sometime before 1980.

### **Historical Significance:**

- Cultural Resource Inventory confirms the house as a Craftsman bungalow built around 1910.
- On-site inspection and research at the Albany Regional Museum revealed modifications to the porch, including the removal of the original steps and railing.

### **Craftsman Style and Proposed Restoration:**

- A defining characteristic of Craftsman houses is their use of tapered porch columns, typically made of wood.
- This proposal seeks to restore the original steps to their historic location, based on visible seams in the siding where the steps once connected.
- Additionally, new columns will be installed to match the existing tapered column, maintaining the handcrafted aesthetic.

### **Supporting Evidence:**

- Although photographs of the original house are unavailable, a comparable property built by the same builder in the same year (116 Cleveland SE, Albany, OR) provides a reference point for the restoration design. Attached pictures showcase this comparable property.

### **Conclusion:**

Restoring the front porch steps to their original design and location will significantly enhance the home's architectural integrity and recapture the essence of the Craftsman style. This restoration will not only improve the property's aesthetics but also preserve its historical value.



116 Cleveland SE Example property



Evidence of step removal





Subject property : 925 Walnut SW

Lee Anne Stevens  
731 Elm St SW  
Albany, OR 97321  
(541) 990-1445

Dear Alyssa,

Thank you so much for attending the hearing this week. Attached are additional documents the Landmarks Commission requested. I am on my way out the door to go on vacation and this is all I had time to put together. I hope this will be sufficient enough for a final decision. I will be back for the second hearing.

Thank you again,

Lee Anne Stevens



Subject property : 925 Walnut SW





Sample property 1220 Ferry St SW





North side of subject house before temporary steps were installed

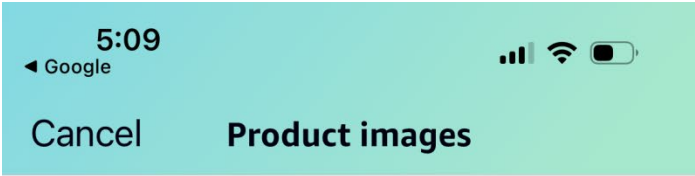


Proposed restoration front elevation



Proposed restoration north side elevation





Proposed stair rail



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | COMMUNITY DEVELOPMENT 541-917-7550

# Staff Report

## Historic Review of Exterior Alterations and Substitute Materials

HI-13-24 & HI-14-24

July 31, 2024

### Summary

This staff report evaluates a Historic Review of Substitute Materials and Exterior Alterations for a residential structure on a developed lot within the Hackleman National Register Historic District (Attachment A). The applicant proposes to modify the roof line on the east side of the house and to replace the existing T-111 siding with a fiber cement siding.

### Application Information

Review Body:	Landmarks Commission (Type III review)
Staff Report Prepared By:	Alyssa Schrems, Planner II
Property Owner/Applicant:	Ben Taskinen
Address/Location:	740 4th Avenue SE, Albany, OR 97321
Map/Tax Lot:	Linn County Tax Assessor's Map No. 11S-03W-07AB-08700
Zoning:	Hackleman Monteith (HM) District (Hackleman National Register Historic District)
Total Land Area:	7,400 square feet
Existing Land Use:	Single Unit Residence
Neighborhood:	Willamette
Surrounding Zoning:	North: HM East: HM South: HM West: HM
Surrounding Uses:	North: Residential single unit East: Residential single unit South: Residential single unit West: Residential single unit
Prior History:	N/A

### Notice Information

On July 17, 2024, a notice of public hearing was mailed to property owners within 100 feet of the subject property. On July 26, 2024, notice of public hearing was also posted on the subject site. As of July 29, 2024, no public testimony has been received.

### Analysis of Development Code Criteria

#### Historic Review of Exterior Alterations Generally (ADC 7.120)

Albany Development Code (ADC) review criteria for Historic Review of Exterior Alterations Generally (ADC 7.120) are addressed in this report for the proposed development. The criteria must be satisfied to grant



approval for this application. Code criteria are written in **bold** followed by findings, conclusions, and conditions of approval where conditions are necessary to meet the review criteria.

### Exterior Alteration Criteria (ADC 7.100-7.165)

Section 7.150 of the ADC, Article 7, establishes the following review criteria in **bold** for Historic Review of Exterior Alterations applications. For applications other than the use of substitute materials, the review body must find that one of the following criteria has been met in order to approve an alteration request.

1. **The proposed alteration will cause the structure to more closely approximate the historical character, appearance, or material composition of the original structure than the existing structure; OR**
2. **The proposed alteration is compatible with the historic characteristics of the area and with the existing structure in massing, size, scale, materials, and architectural features.**

### Findings of Fact

- 1.1 Location and Historic Character of the Area. The subject property is located at 740 4th Avenue SE in the Hackleman Monteith (HM) zoning district within the Hackleman National Register Historic District. The surrounding properties are in the HM zoning district and are developed with residential single unit dwellings.
- 1.2 Historic Rating. The subject building is rated as a Historic Contributing resource in the Hackleman National Register Historic District. The building was constructed in 1890.
- 1.3 History and Architectural Style. The nomination form lists the architectural style of the building as Gothic Revival. Previous exterior alterations include new siding, most windows replaced with sliding aluminum, and the front porch deck and railing changed.
- 1.4 Proposed Exterior Alterations. The applicant proposes to change the slope of a rear facing roof that is visible from the east façade of the house in order to accommodate making the room a usable space. The applicant also proposes to replace the existing T-111 siding with a fiber cement siding. Proposed use of substitute materials is discussed further in ADC 7.170-7.225.

ADC 7.150 further provides the review body will use the Secretary of the Interior's Standards for Rehabilitation as guidelines in determining whether the proposed alteration meets the review criteria. Conclusions for ADC 7.150 and 7.160 will be discussed below.

### Secretary of Interior's Standards for Rehabilitation – (ADC 7.160)

The following standards are to be applied to rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. **A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.**
2. **The historic character of a property shall be retained and preserved. The removal of historic material or alteration of features and spaces that characterize a property shall be avoided.**
3. **Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.**
4. **Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.**
5. **Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.**
6. **Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.**
7. **Chemical or physical treatments, such as sandblasting, that cause damage to historic material shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.**

8. **Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.**
9. **New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.**
10. **New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.**

## Findings of Fact

- 2.1 Building Use (ADC 7.160(1)). The property is currently used as a single unit residential dwelling. The applicant does not propose any changes to the building's use. Based on these facts, this criterion is met.
- 2.2 Historic Character (ADC 7.160(2)). The structure was constructed in a Gothic Revival style, with alterations to the building including new siding, most windows replaced with sliding aluminum and the front porch deck and railing changed. The applicant states that he would like to install fiber cement siding in a style similar to the wood siding of a house across the street, and to change the roof pitch on the back of the house (visible from the east façade) to make the room usable. Based on these facts, criterion ADC 7.160(2) is met.
- 2.3 Historic Record & Changes (ADC 7.160(3) and (4)). The structure was originally constructed in 1890, in a Gothic Revival style. The applicant proposes to replace the existing T-111 siding with fiber cement siding and to change the roof pitch on the back of the house to make the room usable. The applicant proposes to use fiber cement siding with a similar profile to the wood siding of a house across the street. The applicant also proposes the roof pitch change in order to make a room in the house a functional space. Based on these facts, criterion ADC 7.160(3 and 4) are met.
- 2.4 Distinctive characteristics (ADC 7.160(5)). There are no inventoried distinctive historic features listed in the Historic Inventory Survey.
- 2.5 Deteriorated Features (ADC 7.160(6)). The applicant states that all historic features that can be repaired will be repaired. When an element or material requires replacement, the new element will match historic intent in design, color, texture, and other visual qualities and where possible, materially. Use of substitute materials is addressed below. Based on these facts, criterion ADC 7.160(6) is met.
- 2.6 Use of Chemical or Physical Treatments (ADC 7.160(7)). The applicant states they will not use chemical or physical treatments. Based on this, the criterion is met.
- 2.7 Significant Archaeological Resources (ADC 7.160(8)). The applicant states there are no known archeological resources located at or near this site. Based on these facts, this criterion appears to be met.
- 2.8 Historic Materials (ADC 7.160(9)). The house has been heavily modified over the years, with the windows and siding already being replaced once before. The applicant is proposing to replace the non-historic T-111 siding with fiber cement siding that more closely approximates the type of siding found in the surrounding area. The applicant also proposes to change the roof pitch on the back side of the house in order to make the room functional. The proposed roof change would not adversely affect historic materials on the property. Based on these facts, this criterion is met.
- 2.9 New Additions (ADC 7.160(10)). The applicant is not proposing any new construction. Based on these facts, this criterion is met.

## Conclusions

- 2.1 The proposed exterior alterations will restore deteriorated and/or missing character-defining features on the front façade.
- 2.2 The rear roof alteration is compatible with the historic characteristics of the surrounding area, and the existing structure.

- 2.3 The proposed siding alterations will cause the structure to more closely approximate the original historic character of the area satisfying ADC 7.150(2) and is consistent with the Secretary of the Interior's Standards in ADC 7.160.
- 2.4 The proposed rear roof alteration is compatible with the historic characteristics of the area and with the existing structure in massing, size, scale, materials, and architectural features, satisfying ADC 7.150(2) and is consistent with the Secretary of the Interior's Standards in ADC 7.160.

### Historic Review of the Use of Substitute Materials (ADC 7.170-7.225)

ADC eligibility for the use of substitute materials (ADC 7.200(1)) and review criteria for Historic Review of the Use of Substitute Materials (ADC 7.200) are addressed in this report for the proposed development. The criteria must be satisfied to grant approval for this application. Code criteria are written in **bold** followed by findings, conclusions, and conditions of approval where conditions are necessary to meet the review criteria.

### Eligibility for the Use of Substitute Materials (ADC 7.200)

**The City of Albany interprets the Secretary of Interior's Standards for Rehabilitation on compatibility to allow substitute siding and windows only under the following conditions:**

**The building or structure is rated historic non-contributing; OR**

**In the case of historic contributing buildings or structures, the existing siding, windows or trim is so deteriorated or damaged that it cannot be repaired and finding materials that would match the original siding, windows or trim is cost prohibitive.**

**Any application for the use of substitute siding, windows, and/or trim will be decided on a case-by-case basis. The prior existence of substitute siding and/or trim on the historic buildings on the Local Historic Inventory will not be considered a factor in determining any application for further use of said materials.**

The applicant is proposing fiber cement siding to replace the T-111 siding on the full extent of the house.

### Findings of Fact

- 3.1 Eligibility. The subject building is rated as a Historic Contributing resource in the Hackleman National Register Historic District. The structure has been heavily altered, with T-111 siding being added to the house at a later date. The applicant proposes to replace the T-111 siding with fiber cement siding to resemble siding on houses across the road. The applicant will have an opportunity at the hearing to discuss the state of the T-111 siding. The applicant shall have the opportunity to expand on their eligibility for substitute materials at the hearing.
- 3.2 Existing Conditions. The applicant shall have the opportunity to expand on the existing conditions at the hearing.
- 3.3 Substitute Materials. The applicant proposes to replace T-111 siding with fiber cement siding on the full extent of the house.

### Conclusions

- 3.1 The building is rated as a Historic Contributing resource in the Hackleman National Historic District and is therefore not eligible for review under the first threshold in ADC 7.200.
- 3.2 The applicant would like to replace the non-historic T-111 siding with fiber cement siding that more closely resembles siding on houses across the street. There is no known evidence of the siding that was on the house prior to the T-111.
- 3.3 Based on the above analysis, staff recommends that additional information regarding eligibility and existing conditions be provided by the applicant at the hearing. The applicant may be eligible under the second threshold in ADC 7.200, but at this time the information in the record appears insufficient to fully support this conclusion.



## Design and Application Criteria for the Use of Substitute Materials (ADC 7.210)

### Criterion 1

**The proposed substitute materials must approximate in placement, profile, size, proportion, and general appearance of the existing siding, windows or trim.**

#### Findings of Fact

- 1.1 The applicant is also applying to change the style of siding as part of the exterior alteration with this review.
- 1.2 There is no evidence in the record of what the previous siding on the house looked like, however vertical siding on a gothic revival house was not common in Albany

### Conclusions

- 1.1 Based on the style of the house, vertically installed siding was unlikely to have been original, however it is up to the commission to determine if this criterion is met.

### Criterion 2

**Substitute siding, windows and trim must be installed in a manner that maximizes the ability of a future property owner to remove the substitute materials and restore the structure to its original condition using traditional materials.**

#### Findings of Fact and Conclusions

- 2.1 The applicant states all substitute materials will be installed to maximize the ability to be removed in the future.
- 2.1 This criterion has been satisfied.

### Criterion 3

**The proposed material must be finished in a color appropriate to the age and style of the house, and the character of both the streetscape and the overall district. The proposed siding or trim must not be grained to resemble wood.**

#### Findings of Fact and Conclusions

- 3.1 The applicant states that a fiber cement siding is proposed.
- 3.2 This criterion is satisfied as a condition of approval.

### Criterion 4

**The proposed siding, windows or trim must not damage, destroy, or otherwise affect decorative or character-defining features of the building. Unusual examples of historic siding, windows and/or trim may not be covered or replaced with substitute materials.**

#### Findings of Fact and Conclusions

- 4.1 The applicant states that substitute materials will not damage, destroy, or otherwise affect decorative or character-defining features of the building. Unusual examples of historic siding, windows, and/or trim will not be covered or replaced with substitute materials.
- 4.2 Based on these facts, the criterion appears to be satisfied.

### Criterion 5

**The covering of existing historic wood window or door trim with substitute trim will not be allowed if the historic trim can be reasonably repaired. Repairs may be made with fiberglass or epoxy materials to bring the surface to the original profile, which can then be finished, like the original material.**

#### Findings of Fact and Conclusions

- 5.1 The applicant states that there is no remaining historic siding, trim, or wood windows.
- 5.2 Based on these facts, this criterion is satisfied.

## Criterion 6

**Substitute siding or trim may not be applied over historic brick, stone, stucco, or other masonry surfaces;**

### Findings of Fact

6.1 There is no brick, stone, stucco, or other masonry surfaces on the house.

### Conclusions

6.1 There is no historic brick, stone, or stucco on the building.

## Criteria 7 - 14

**For the application of substitute siding and trim only:**

### Criterion 7

**The supporting framing that may be rotted or otherwise found unfit for continued support shall be replaced in kind with new material.**

#### Findings of Fact and Conclusions

7.1 The contractor will replace any unfit supporting framing with new material.

7.2 This criterion is satisfied as a condition of approval.

### Criterion 8

**The interior surface of the exterior wall shall receive a vapor barrier to prevent vapor transmission from the interior spaces.**

#### Findings of Fact and Conclusions

8.1 The contractor will install a vapor barrier as necessary to comply with this criterion.

8.2 This criterion is satisfied as a condition of approval.

### Criterion 9

**Walls to receive the proposed siding shall be insulated and ventilated from the exterior to eliminate any interior condensation that may occur.**

#### Findings of Fact and Conclusions

9.1 The applicant states they will comply with this criterion as applicable.

9.2 This criterion is satisfied as a condition of approval.

### Criterion 10

**Sheathing of an adequate nature shall be applied to support the proposed siding material with the determination of adequacy to be at the discretion of the planning staff.**

#### Findings of Fact and Conclusions

10.1 The applicant states they shall comply with this criterion as applicable.

10.2 This criterion is satisfied as a condition of approval.

### Criterion 11

**The proposed siding shall be placed in the same direction as the historic siding.**

#### Findings of Fact and Conclusions

11.1 The applicant states they shall comply with this criterion as applicable.

11.2 This criterion is satisfied.

### Criterion 12

**The new trim shall be applied so as to discourage moisture infiltration and deterioration.**

#### Findings of Fact and Conclusions

12.1 The applicant states they shall comply with this criterion as applicable.

12.2 This criterion is met.

## Criterion 13

**The distance between the new trim and the new siding shall match the distance between the historic trim and the historic building.**

### Findings of Fact and Conclusions

- 13.1 Evidence in the Historic Inventory Survey indicates that the historic siding was removed prior to the 1980s.
- 13.2 The distance between the new trim and new siding will match the historic intent.
- 13.3 This criterion has been met.

## Criterion 14

**A good faith effort shall be made to sell or donate any remaining historic material for architectural salvage to an appropriate business or non-profit organization that has an interest in historic building materials.**

### Findings of Fact and Conclusions

- 14.1 All existing windows and doors not reused in the project will be sold or donated to architectural salvage.
- 14.2 This criterion has been met.

## Summary – Substitute Materials

The applicant proposes to replace the full extent of the siding on the house with fiber cement siding.

## Overall Conclusions

The applicant proposes to replace the existing T-111 siding with fiber cement siding on the full extent of the house, as well as to change the roof pitch on the back of the house (visible from the east façade).

Staff finds all applicable criteria are met for the exterior alterations. For the use of substitute materials, staff recommend additional information regarding eligibility be provided by the applicant at the hearing. All other criteria for the use of substitute materials are satisfied.

## Options and Recommendations

The Landmarks Commission has five options with respect to the subject application:

- Option 1: Approve the requests as proposed;
- Option 2: Approve the requests with conditions of approval;
- Option 3: Approve the Exterior Alteration request but deny the Use of Substitute Materials;
- Option 4: Approve the Use of Substitute Materials but deny the Exterior Alteration; or
- Option 5: Deny the requests.

Based on the discussion above, staff recommends the Landmarks Commission pursue Option 2 and approve both the Exterior Alteration request and the Use of Substitute Materials request with conditions. If the Landmarks Commission accepts this recommendation, the following motion is suggested.

## Motion

*I move to approve the exterior alterations and use of substitute materials including conditions of approval as noted in the staff report for application planning files no. HI-13-24 & HI-14-24. This motion is based on the findings and conclusions in the July 31, 2024 staff report and findings in support of the application made by the Landmarks Commission during deliberations on this matter.*

## Conditions of Approval

- Condition 1 **Exterior Alterations** – The proposed exterior alterations shall be performed and completed as specified in the staff report. Deviations from these descriptions may require additional review.
- Condition 2 **Use of Substitute Materials** – Proposed siding may not be wood grained.

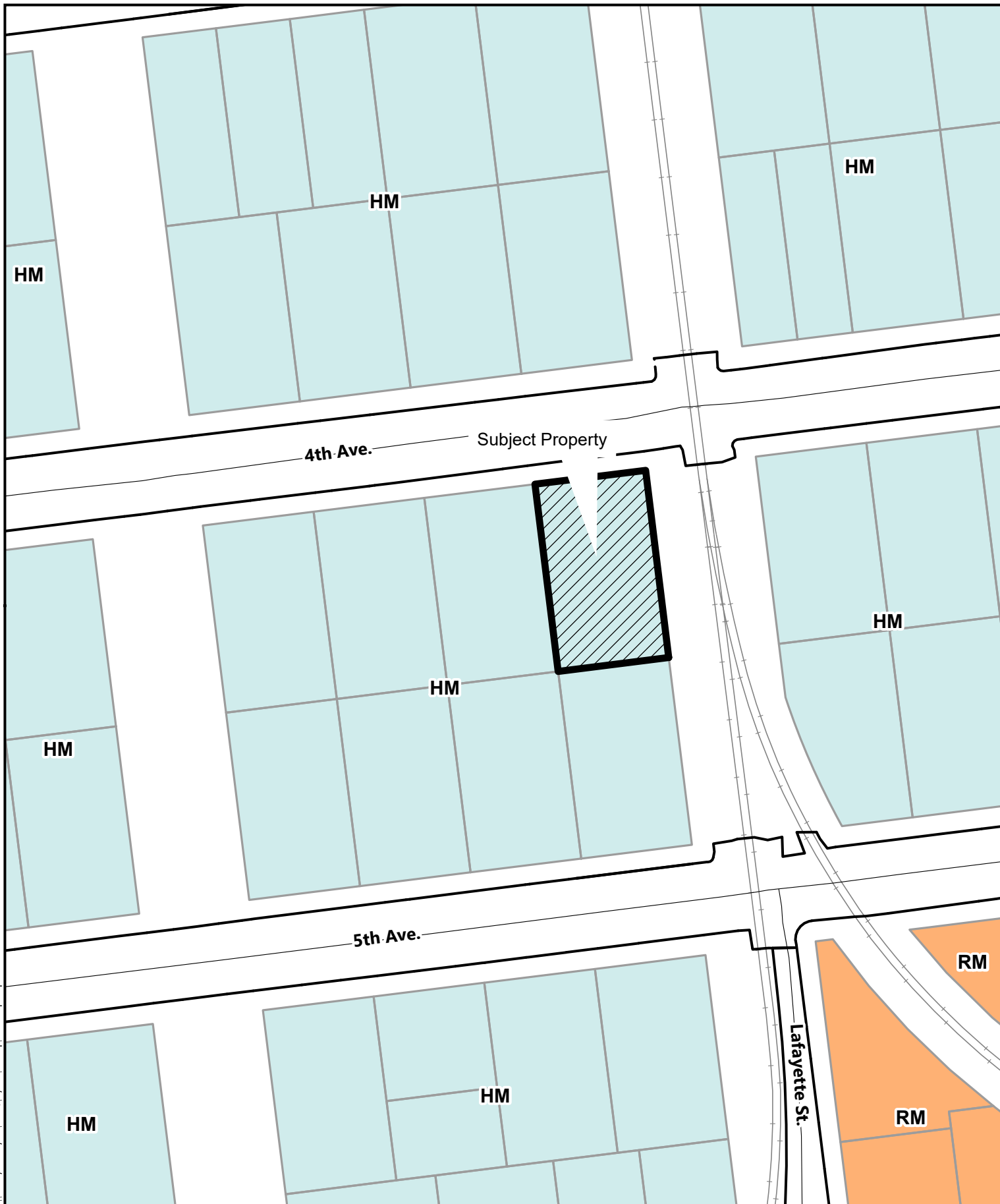
- Condition 3     **Use of Substitute Materials** – Support framing that is rotted or otherwise unfit for continued support shall be replaced in kind with new material.
- Condition 4     **Use of Substitute Materials**– A vapor barrier shall be added to the interior surface of the exterior wall to prevent vapor transmission from the interior spaces.
- Condition 5     **Use of Substitute Materials**–Where substitute siding is used, the walls shall be insulated and ventilated from the exterior to eliminate any interior condensation.
- Condition 6     **Use of Substitute Materials**–Sheathing shall be applied to support the new siding material. Additional information shall be provided to staff prior to issuance of building permits.

## Attachments

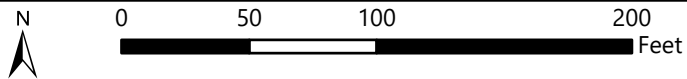
- A.     Location Map
- B.     Historic Resource Survey
- C.     Applicant Submittal

## Acronyms

- ADC           Albany Development Code
- HM            Hackleman Monteith District



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**740 4th Ave SE**

Date: 7/15/2024 Map Source: City of Albany

Location Map

OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE SURVEY - ALBANY  
HISTORIC DISTRICT

COUNTY: Linn

---

<b>HISTORIC NAME:</b> None	<b>ORIGINAL USE:</b> Residence
<b>COMMON NAME:</b> None	<b>CURRENT USE:</b> Residence
<b>ADDRESS:</b> 740 4th Ave. SE	<b>CONDITION:</b> Fair
<b>ADDITIONAL ADDRESS:</b> NONE	<b>INTEGRITY:</b> Poor <b>MOVED?</b> N
<b>CITY:</b> Albany	<b>DATE OF CONSTRUCTION:</b> c.1890
<b>OWNER:</b> Everett Meredith	<b>THEME</b> 19th Century Architecture
<b>CATAGORY:</b> Building	<b>STYLE:</b> Gothic Revival
<b>LOCATION</b> Hackleman Historic District	<b>ARCHITECT</b> UNKNOWN
<b>MAP NO:</b> 11S03W07AB <b>TAX LOT:</b> 08700	<b>BUILDER:</b> UNKNOWN
<b>BLOCK:</b> 35 <b>LOT</b> N/A	<b>QUADRANGLE</b> Albany <b>ASSESSMENT:</b> N
<b>ADDITION NAME:</b> Hackleman's Second Addition	<b>ORIGINAL RATING:</b> Secondary
<b>PIN NO:</b> 11S03W07AB08700 <b>ZONING</b> HM	<b>CURRENT RATING:</b> Historic Contributing

---

<b>PLAN TYPE/SHAPE:</b> Irregular	<b>NO. OF STORIES:</b> 2
<b>FOUNDATION MAT.:</b> Concrete	<b>BASEMENT</b> N
<b>ROOF FORM/MAT.:</b> Gable	<b>PORCH:</b> Shed
<b>STRUCTURAL FRAMING:</b> Balloon	
<b>PRIMARY WINDOW TYPE:</b> Sliding Aluminum	
<b>EXTERIOR SURFACING MATERIALS:</b> T1-11	
<b>DECORATIVE FEATURES:</b> None	

**EXTERIOR ALTERATIONS/ADDITIONS:**

New siding, most windows replaced w/ sliding aluminum, front porch deck & railing changed

**NOTEWORTHY LANDSCAPE FEATURES:**

None

**ADDITIONAL INFO:**

None

**INTERIOR FEATURES:**

None

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**LOCAL INVENTORY NO.:** H.067

**SHPO INVENTORY NO.:** None

**CASE FILE NUMBER:** None

Report printed 02/22/2001



### HISTORIC RESOURCE SURVEY -ALBANY HACKLEMAN HISTORIC DISTRICT -PAGE TWO

**NAME:** Everett Meredith  
**ADDRESS:** 740 Fourth Ave. SE  
**QUADRANGLE:** Albany

**T/R/S:** T11-R3W-S07  
**MAP NO.:** 11-3W-07AB  
**TAX LOT:** 08700

\*\*\*\*\*

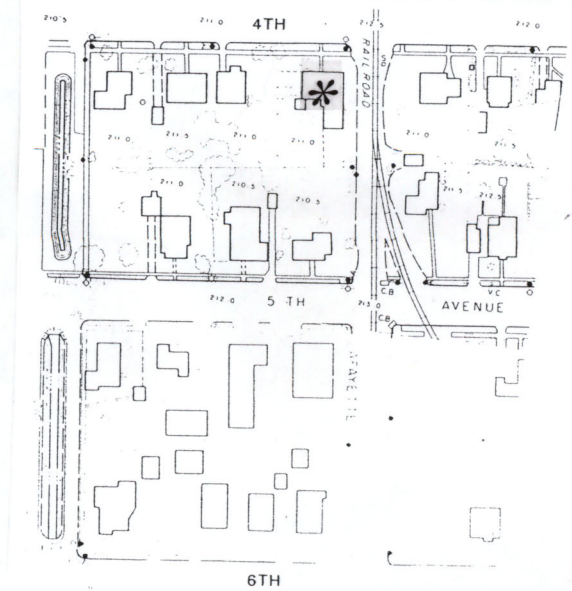
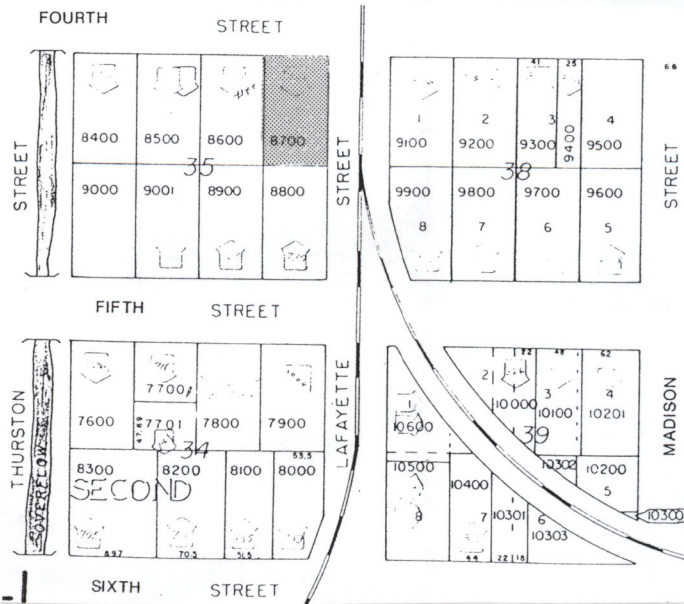


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**NEGATIVE NO.:** S-33

**SLIDE NO.:** H.067

\*\*\*\*\*



**GRAPHIC & PHOTO SOURCES:** Albany Community Development Planning Division & Tanya Neel.



**OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE SURVEY  
ALBANY**

COUNTY: Linn

HISTORIC NAME:

ORIGINAL USE: Resi

COMMON NAME:

CURRENT USE: Resi

ADDRESS: 740 4<sup>th</sup>

CONDITION: Fair

CITY: Albany

INTEGRITY: poor MOVED:

OWNER: Everett Meredith

DATE OF CONSTRUCTION: c. 1890

CATAGORY:

THEME: 19th Century Architecture

LOCATION: Monteith Historic District

STYLE: Vernacular Gothic Revival

ASSOCIATED FEATURES:

ARCHITECT:

MAP NO: 11-3W-07AB TAX LOT: 08700

BUILDER:

BLOCK: 35

LOT:

QUADRANGLE: Albany

ADDITION NAME: HACK 2<sup>nd</sup>

LOCAL RANKING: (Secondary) Altered historic

PIN NO.:

ZONING: Hm

SPECIAL ASSMENT:

PLAN TYPE/SHAPE: irregular

NUMBER OF STORIES: 2

FOUNDATION MATERIAL: concrete

BASEMENT: N

ROOF FORM MATERIALS: gable

PORCH: shed

STRUCTURAL FRAMING: wood Balloon

PRIMARY WINDOW TYPE: Sliding aluminum

EXTERIOR SURFACING MATERIALS:

PRIMARY: T1-11

DECORATIVE:

DECORATIVE:

EXTERIOR ALTERATIONS/ADDITIONS:

New siding, <sup>most</sup> windows replaced with sliding Alum. front porch deck & railing changed

NOTEWORTHY LANDSCAPE FEATURES:

OTHER:

RECORDED BY: Roz Keeney

DATE: 07/96

LOCAL INVENTORY NO.: H.067

SHPO INVENTORY NO.:

CASE FILE NO.:



## Linn County Tax Data File

Tax lot #..... 11S03W07AB08700  
 Tax acct #..... 0087938  
 Site address.. 740 4TH AVE SE

In-City? Y

Owner..... MEREDITH, EVERETT L  
 Address-1..... 740 4TH AVE SE  
 Address-2..... ALBANY OR 97321-0000  
 Address-3.....  
 Address-4.....  
 Address-5.....

Property class... 1010      Tax Code #1...0801  
 Stat class..... 000      Tax Code #2...0000

Land market value...      22,770  
 Imp. market value...      42,800

134. 740 Fourth S.E.  
 Significance: Secondary  
 Use: Residence  
 Date: c. 1890

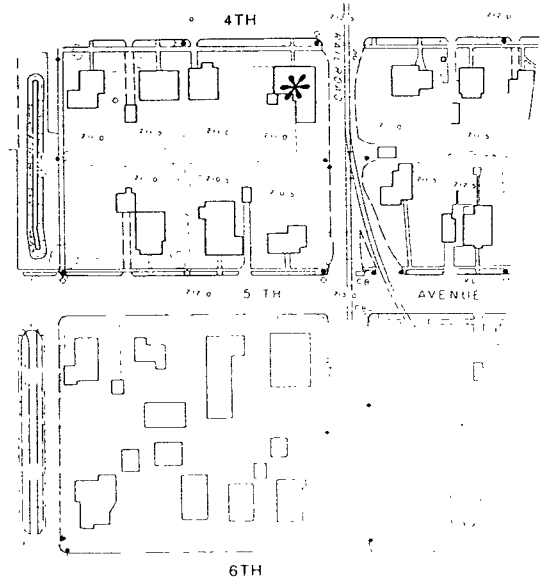
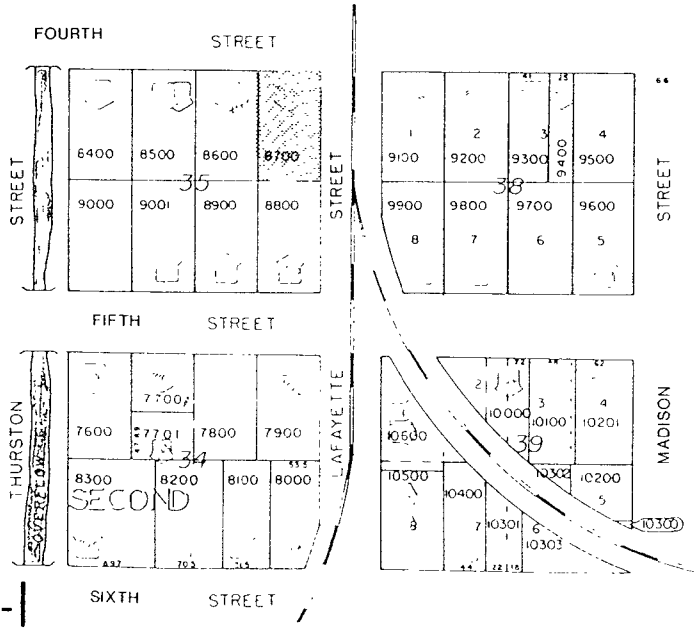
Present Owner: ~~Ella Meier~~ *Everett*  
~~c/o E. L. Meredith, Agt~~  
~~740 Fourth S.E.~~ *2317 Wauvyle St.*  
 Tax Lot: 11-3W-7AB, TL 8700. *SE*

Description: :

Two story, wood frame structure; new vertical wood siding; gable roof; boxed cornices; partial corner board left. Shed roof entryway extends around to side elevation. Overhang supported by wrought iron. Windows are double-hung, one over one; also aluminum frame sliding windows. Additions in rear of house. Wall dormer on front elevation.

Remarks: The style is Rural Vernacular-Modified, and the condition is fair. The building has been vastly altered.

740 4th E



740 4<sup>th</sup>  
w. face (R)  
S-32 '97





740 4<sup>th</sup>  
E. face (L)  
S-34 '97



740 4<sup>th</sup>  
Back (S)  
S-35 '97





740 4<sup>th</sup>  
M10



740 4<sup>th</sup>  
m9





C-29  
740 4<sup>th</sup>





COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING & PLANNING 541-917-7550

# Historic Review of Exterior Alterations

## Checklist and Review Criteria

### INFORMATION AND INSTRUCTIONS:

- See fee schedule for filing fee (*subject to change every July 1*): staff will contact you for payment after submittal.
- All plans and drawings must be to scale, and review criteria responses should be provided as specified in this checklist.
- Email all materials to [cd.customerservice@cityofalbany.net](mailto:cd.customerservice@cityofalbany.net). Please call 541-917-7550 if you need assistance.
- Depending on the complexity of the project, paper copies of the application may be required.
- Before submitting your application, please check the following list to verify you are not missing essential information. An incomplete application will delay the review process.

### HISTORIC REVIEW OF EXTERIOR ALTERATIONS SUBMITTAL CHECKLIST:

**PLANNING APPLICATION FORM WITH AUTHORIZING SIGNATURES.**

**PROPERTY AND PROJECT INFORMATION.**

Submit the following information (separately or on this page):

1. Historic District:

- Monteith    Hackleman    Downtown    Local Historic    Commercial/Airport

2. Historic rating:

- Historic Contributing    Historic Non-Contributing    Non-Historic (post 1945)

3. Year Built: 1900? Architectural Style(s): ?

4. Years of exterior alterations, if any: ?

5. Please describe the proposed alteration(s) and the purpose of the alterations: UPDATE EXISTING T-III SIDING TO HARDI-BOARD SIDING TO MORE CLOSELY MATCH PERIOD OF HOME.

**PHOTOGRAPHS.** Provide photographs that show the current condition of the area you intend to alter.

**CONSTRUCTION PLANS/ELEVATION DRAWINGS.** Provide construction plans, architectural drawings or schematics showing detailed building elevations and exterior plans, and dimensions of all altered or new elements, including foundation, windows, and the setbacks to the property lines, materials proposed, profile/design, etc. If construction plans or drawings are not applicable to your project, then submit an accurate alteration description, including photographs, or other information that describes the project.

[cd.cityofalbany.net](http://cd.cityofalbany.net)



**Note:** Some properties may have covenants or restrictions, which are private contracts between neighboring landowners. These frequently relate to density, minimum setbacks, or size and heights of structures. While these covenants and restrictions do not constitute a criterion for a City land use decision, they may raise a significant issue with regard to the City's land use criteria. It is the responsibility of the applicant to investigate private covenants or restrictions.

**REVIEW CRITERIA RESPONSES.**

On a separate sheet of paper, prepare detailed written responses, using factual statements (called findings of fact), to explain how the historic exterior alteration complies with each of the following review criteria. Each criterion must have at least one finding of fact and conclusion statement. On a separate sheet of paper, prepare detailed written responses, using factual statements (called findings of fact), to explain how the historic exterior alteration complies with each of the following review criteria. Each criterion must have at least one finding of fact and conclusion statement. (See Example Findings of Fact starting on last page.)

1. The Community Development Director will approve **residential** alteration applications if one of the following criteria is met:
  - a. There is no change in historic character, appearance, or material composition from the existing structure.
  - b. The proposed alteration materially duplicates the affected exterior building features as determined from an early photograph, original building plans, or other evidence of original building features.
  - c. The proposed alteration is not visible from the street.
2. For all other exterior alteration requests, except for the use of substitute materials\*, and including all **non-residential** requests, the review body must find that one of the following criteria has been met to approve an alteration request:
  - a. The proposed alteration will cause the structure to more closely approximate the historical character, appearance, or material composition of the original structure than the existing structure, or
  - b. The proposed alteration is compatible with the historic characteristics of the area and with the existing structure in massing, size, scale, materials, and architectural features.

*\*There is a different application for the use of substitute materials. The review criteria for the use of substitute siding, windows, and trim shall be as found in ADC Sections 7.170-7.225.*

The review body will use the Secretary of the Interior's Standards of Rehabilitation as guidelines in determining whether the proposed alteration meets the review criteria [ADC Section 7.160].

The Secretary of the Interior's Standards for Rehabilitation. The following standards are to be applied to rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic material or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic material shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old, and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired [ADC Section 7.160].

## HISTORIC REVIEW OF EXTERIOR ALTERATIONS – PROCESS AND PROCEDURE

**Purpose (ADC 7.100).** The purpose of reviewing alterations to historic landmarks is to encourage the preservation of characteristics that led to their designation as historic landmarks. Review is required for exterior alterations or additions to buildings or structures classified as historic contributing and historic non-contributing within the historic districts, and to landmarks outside the districts.

**Exemption from Review (ADC 7.110).** Historic review is not required for buildings or structures originally constructed after 1945 or for changes to paint color to any home or structure.

**Procedure (ADC 7.120).** A request for an exterior alteration is reviewed and processed by either the Community Development Director or the Landmarks Commission. The Landmarks Commission replaces the Hearings Board or Planning Commission as the review body. Any exterior or interior alteration to buildings participating in Oregon's Special Assessment of Historic Property Program will also require review and approval by the State Historic Preservation Office.

1. The Director will approve residential alteration requests if one of the following criteria is met:
  - a. There is no change in historic character, appearance, or material composition from the existing structure.
  - b. The proposed alteration materially duplicates the affected exterior building features as determined from an early photograph, original building plans, or other evidence of original building features.
  - c. The proposed alteration is not visible from the street.
2. For all other requests, the Landmarks Commission will review and process the alteration proposal. The applicant and adjoining property owners within 100 feet will receive notification of the Landmarks Commission public hearing on the proposal. The Landmarks Commission will accept written and verbal testimony on the proposal. For buildings on the Special Assessment of Historic Property Program, the Landmarks Commission decision will be forwarded to the State Historic Preservation Office.

## EXAMPLE OF FINDINGS OF FACT

### Criteria for Findings of Fact

Land use applications must include information that explains the intent, nature, and proposed use of the development, and other pertinent information that may have bearing on the action to be taken by the review authority. To be approved, a Historic Review application must address and demonstrate compliance with the



applicable review criteria in Article 7 and related requirements. If the applicant's submittal is unclear or insufficient to demonstrate the review criteria are satisfied, the application will be delayed or denied.

### Format for Findings of Fact

Statements addressing individual criteria must be in a "finding of fact" format. A finding of fact consists of two parts:

1. Factual information such as the distance between buildings, the width and type of streets, the particular operating characteristics of a proposed use, etc. Facts should reference their source: on-site inspection, a plot plan, City plans, etc.
2. An explanation of how those facts result in a conclusion supporting the criterion.

### Example:

**Criterion:** The proposed alteration will cause the structure to more closely approximate the historical character, appearance, or material composition of the original structure than the existing structure.

**Facts:** The Cultural Resource Inventory indicates that the house was constructed c.1885 and the style is a Western Farmhouse. The decorative features noted are rectangular bays on the north and east sides with panels, turned porch columns and a fixed window with a diamond shaped pattern on the east side. Sanborn Fire map research indicates that the porch originally extended the full length of the west wing of the house.

This application proposes to restore the front porch to the full length of the west wing of the house. Additional porch columns are proposed to match the existing turned porch columns; a hipped roof is proposed consistent with existing entry and bays and Sanborn maps. The current porch, which now only covers the front door, is more of a covered entry than a porch. The balusters are a connected "sawn" design (rather than turned) that was typical in the late 19<sup>th</sup> century. (SEE ATTACHED DRAWING.)

**Conclusion:** Extending the porch to its original size will cause the structure to more closely approximate its historic character and appearance.



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | Building & Planning 541-917-7550

### APPLICANT/OWNER & AUTHORIZING SIGNATURES

To be included with ALL City of Albany planning submittals

Send completed signature page and checklist(s) to [cd.customerservice@cityofalbany.net](mailto:cd.customerservice@cityofalbany.net).

- |   |   |  |
|---|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Adjustment (AD)</li> <li><input type="checkbox"/> Alternative Setback</li> <li><input type="checkbox"/> Annexation (AN)</li> <li><input type="checkbox"/> Comprehensive Plan Amendment (CP)                             <ul style="list-style-type: none"> <li><input type="radio"/> Map Amendment</li> <li><input type="radio"/> Map Amendment; concurrent w/zoning</li> <li><input type="radio"/> Text Amendment</li> </ul> </li> <li><input type="checkbox"/> Conditional Use, circle one: Type II or III                             <ul style="list-style-type: none"> <li><input type="radio"/> Existing Building: expand or modify</li> <li><input type="radio"/> New Construction</li> <li><input type="radio"/> Home Business (Type III only)</li> </ul> </li> <li><input type="checkbox"/> Development Code Text Amendment (DC)</li> <li><input type="checkbox"/> Floodplain Development Permit (FP)</li> <li><input checked="" type="checkbox"/> Historic Review (HI)                             <ul style="list-style-type: none"> <li><input type="radio"/> Exterior Alteration – residential, not visible from street (Type I)</li> <li><input type="radio"/> Exterior Alteration – all commercial and residential visible from street (Type III)</li> <li><input type="radio"/> New Construction (Type III or I-L)</li> <li><input type="radio"/> Demolition or Moving (Type III)</li> </ul> </li> <li><input checked="" type="checkbox"/> Substitute Materials (Type III)</li> <li><input type="checkbox"/> Interpretation of Code (CI)</li> </ul> | <ul style="list-style-type: none"> <li><input type="radio"/> Quasi-Judicial (Type II)</li> <li><input type="radio"/> Legislative (Type IV)</li> <li><input type="checkbox"/> Land Division (check all that apply)                             <ul style="list-style-type: none"> <li><input type="checkbox"/> Partition (PA) - Expedited                                     <ul style="list-style-type: none"> <li><input type="radio"/> Tentative Plat (Type I-L)</li> <li><input type="radio"/> Tentative Plat PD or CD (Type III)</li> <li><input type="radio"/> Final Plat (Type I)</li> </ul> </li> <li><input type="checkbox"/> Subdivision (SD) - Expedited                                     <ul style="list-style-type: none"> <li><input type="radio"/> Tentative Plat (Type I-L)</li> <li><input type="radio"/> Tentative Plat PD or CD (Type III)</li> <li><input type="radio"/> Final Plat (Type I)</li> </ul> </li> <li><input type="checkbox"/> Tentative Re-plat Type I-L (RL)</li> <li><input type="checkbox"/> Modification to Approved Site Plan or Conditional Use</li> <li><input type="checkbox"/> Natural Resource Boundary Refinement (NR)</li> <li><input type="checkbox"/> Natural Resource Impact Review (NR)</li> <li><input type="checkbox"/> Non-Conforming Use (MN)</li> <li><input type="checkbox"/> Planned Development (PD)                                     <ul style="list-style-type: none"> <li><input type="radio"/> Preliminary (Type III)</li> <li><input type="radio"/> Final (Type I)</li> </ul> </li> <li><input type="checkbox"/> Property Line Adjustment (LA)</li> <li><input type="checkbox"/> Site Plan Review (SP)                                     <ul style="list-style-type: none"> <li><input type="radio"/> Accessory Building</li> <li><input type="radio"/> Change of Use, Temporary or Minor Developments</li> </ul> </li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li><input type="radio"/> Manufactured Home Park</li> <li><input type="radio"/> Modify Existing Development</li> <li><input type="radio"/> Parking Area Expansion (only)</li> <li><input type="radio"/> New Construction</li> <li><input type="radio"/> Tree Felling</li> <li><input type="checkbox"/> Temporary Placement (TP)</li> <li><input type="checkbox"/> Urban Growth Boundary (UGB)</li> <li><input type="checkbox"/> Vacation (VC)                             <ul style="list-style-type: none"> <li><input type="radio"/> Public Street or Alley</li> <li><input type="radio"/> Public Easements</li> </ul> </li> <li><input type="checkbox"/> Variance (VR)                             <ul style="list-style-type: none"> <li><input type="radio"/> Major Variance (Type II)</li> <li><input type="radio"/> Minor Variance (Type I-L)</li> </ul> </li> <li><input type="checkbox"/> Willamette Greenway Use (WG)</li> <li><input type="checkbox"/> Zoning Map Amendment (ZC)                             <ul style="list-style-type: none"> <li><input type="radio"/> Quasi-Judicial (Type IV)</li> <li><input type="radio"/> Legislative (Type IV)</li> </ul> </li> <li><input type="checkbox"/> <b>Other Required (check all that apply)</b> <ul style="list-style-type: none"> <li><input type="radio"/> Design Standards</li> <li><input type="radio"/> Hillside Development</li> <li><input type="radio"/> Mitigation</li> <li><input type="radio"/> Parking/Parking Lot</li> <li><input type="radio"/> Traffic Report</li> <li><input type="checkbox"/> Other _____</li> </ul> </li> </ul> |
|---|---|--|

#### Location/Description of Subject Property(s)

Site Address(es): 740 4th AVE SE, ALBANY, OR 97322

Assessor's Map No(s): \_\_\_\_\_ Tax Lot No(s): \_\_\_\_\_

Comprehensive Plan designation: \_\_\_\_\_ Zoning designation: \_\_\_\_\_

Size of Subject Property(s): 1 1/2 story Related Land Use Cases: \_\_\_\_\_

Project Description: UPDATE EXISTING T-III SIDING TO HARDI-BOARD SIDING W/ APPROX 4" REVEAL TO MORE CLOSELY MATCH PERIOD OF HOUSE CONVT.

- Historic Overlay     
  Natural Resource Overlay District     
  Floodplain or Floodway Overlay



**Applicant Information (must be signed)**

Name: BEN TASKINEN Signature: [Signature]  
Mailing Address: 1645 9th AVE SE #291 Date: 6/28/24  
City: ALBANY State: OK Zip: 97322  
Phone #: 541-990-6102 Fax #: \_\_\_\_\_ Email: CME1SHOP@GMAIL.COM

File #(s): \_\_\_\_\_ Date Fee & Application Received: \_\_\_\_\_  
Pre-App File #(s): \_\_\_\_\_ Pre-App Meeting Date: \_\_\_\_\_  
Amount Paid: \_\_\_\_\_ Received By: \_\_\_\_\_

**Property Owner Information (must be signed)**

Same as Applicant  
Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_

**Authorized Agent or Representative (must be signed, if applicable)**

Choose One:  Engineer  Architect  Other \_\_\_\_\_  
Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_  
Relationship to property owner(s): \_\_\_\_\_

**Electronic Plans Representative (if different from applicant)**

IF MORE THAN ONE, PROVIDE THE FOLLOWING INFORMATION FOR EACH; THEY WILL BE SENT ALL CITY NOTICES  
Choose One:  Engineer  Architect  Other \_\_\_\_\_  
Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_

**Other Representative (must be signed, if applicable)**

Choose One:  Engineer  Architect  Other \_\_\_\_\_  
Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_

## Orman, Vitsi

---

**From:** Schrems, Alyssa  
**Sent:** Monday, July 1, 2024 9:00 AM  
**To:** Orman, Vitsi  
**Subject:** FW: Historic Siding Review - 740 4th Ave SE  
**Attachments:** 6282024-233017.pdf; 6282024-232944.pdf; 20240628\_153011.jpg; 20240628\_153029.jpg; 20240628\_153051.jpg

Hi Vitsi,

Here's the applications for 740 4<sup>th</sup> Ave SW. Could you please set these up when you have a chance? There will be a substitute materials and an exterior alterations Type III.

Thanks!



### Alyssa Schrems

Planner II

#### Community Development

City of Albany, Oregon

333 Broadalbin St SW, Albany, Oregon 97321

[www.cityofalbany.net](http://www.cityofalbany.net)

*she, her, hers*

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**From:** Ben Taskinen <ben@fivestarsecurity.net>  
**Sent:** Friday, June 28, 2024 4:50 PM  
**To:** Schrems, Alyssa <Alyssa.Schrems@albanyoregon.gov>  
**Subject:** Historic Siding Review - 740 4th Ave SE

Alyssa,

Please see application. Let me know if you need more. I have included a street side view of my house as well as the neighbors house across the street from me. I believe they were built about the same time and I am using that house as a guide of sorts to try to match my home more closely too. The last owner did an amazing job of restoring that home inside and out. I have also included a side shot to show the slight roof change on the back of the house.

I will look for spec sheets on the hardi board. I am looking at 5 ¼" with a 4" reveal, which will match the neighbors reveal across the street.

The windows are pretty much going back in almost exactly like they came out. Some slight adjustments, but mostly the same sizing/placement. The upstairs windows will be slightly wider for egress and life safety.

Sincerely,

Ben J. Taskinen, Sr.

*"Five Star Service Every Step of the Way"*

Five Star Security, LLC  
 1645 9th Ave. SE #291

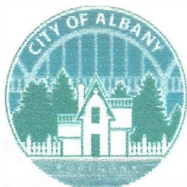












COMMUNITY DEVELOPMENT  
333 Broadwater Street SW, PO Box 490, Albany, Oregon 97321

## 2024-2025 Renovation Matching Grant Program Grant Application Due Monday, July 8, 2024

### Section I. Property & Grant Information

#### Property Location

Property address:

406 6th Ave SW Albany

Historic District:  Hackleman  Monteith  Downtown  On Nat'l Reg, Individually

#### Applicant

Applicant Name: Liz & Chad Shinn

Street Address: 406 6th Ave SW

City: Albany Zip Code: 97321

Phone Number: 541-602-7249 Email Address: info@camronridge.com

#### Owner

Owner Address: 406 6th Ave SW

Street Address: \_\_\_\_\_

City: Albany Zip Code: 97321

Phone Number: 541-602-7249 Email Address: info@camronridge.com

### Section II. Property Description

Please provide a description of the proposed work identifying issues being addressed and how. Be sure to include how the work will be done and discuss any original materials that will be altered, removed, or replaced. This section is intended to provide our reviewers with a "before and after" understanding of the project, how the building looks versus how it will look once the project is complete. Note some Alterations may require Historic Reviews and/or Building Permits.

### Section III. Project Budget

Please provide a detailed description of how you intend to use the grant funding provided and how this compares with the overall funding for the project. Be sure to include a complete project budget and project budget narrative. Attach copies of any bids, or a list of detailed estimates for materials. (Example: Paint: 10-gallons @ \$35/gallon + \$350; Siding (drop lap) 600 feet, 1' X 6" @ \$2/foot = \$1,200).

Total Project Budget: \$4970.00

Total Material Cost: \$1320.00

Total Labor Cost (Calculated at the current minimum wage rate): \$3650

Total Grant Amount Requested (Up to 50% of costs, but may not pay for in kind labor hours):  
\$2485

### Section IV. Project Schedule

Beginning Date: 11/1/24 Completion Date: 11/30/24

Since funding is limited, you must contact City staff if you cannot start your project within 90 days of the scheduled beginning date to apply for a beginning time extension. Projects must be completed by May 1, 2025, with all reporting and receipts provided to the City by May 16, 2025.

### Section V. Additional Information & Attachments

- Project Description
- Photographs
  - At least 2 photographs that provide an overview of the exterior of the property
  - At least 2 close-ups of the part(s) of the property where the project will happen
- Map
  - Please include a topographic, Google, or Bing map that clearly shows the location of the property.
- Budget
  - Please include a budget, budget narrative, and copies of any bids
- Additional Information (if available)
  - Design plans
  - Product/material information sheets
  - Examples of similar completed projects

Other

**Section VI. Property Owner Authorization**

Property Owner Name (please print): Chad Shovel

Property Owner Signature: 

Date: 7/29/24

Applications may be hand delivered, mailed, or emailed and must be received no later than 5:00 p.m., Monday, July 8, 2024 to: Alyssa Schrems, City of Albany Community Development, 333 Broadalbin Street SW, Albany, OR 97321, [alyssa.schrems@albanyoregon.gov](mailto:alyssa.schrems@albanyoregon.gov).

This grant program has been funded with Federal funds from the National Park Service, U.S. Department of Interior. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination on the basis of race, color, national origin, disability or age. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by the recipient of Federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, D.C. 20240



## Section II

The proposed project involves the front porch, steps, and railing.

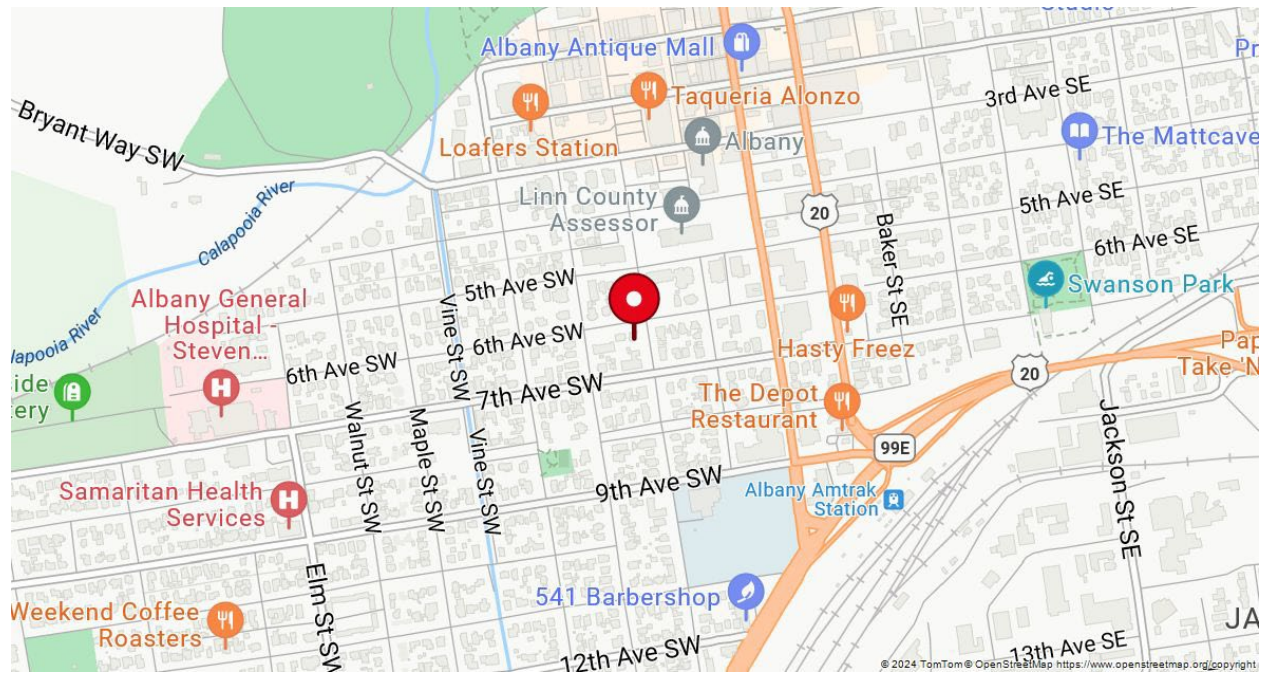
Current porch boards from the front door to stairs are worn, warped and nails are loose. Only these boards are to be replaced, ready to be stained or painted. The dimension of the area is 8'x7'5". The rest of the porch boards are intact, and no replacement is needed.

The porch stairs, which are 8'6" wide will be replaced and ready for stain or paint. The railings that are currently in place are old and rotting which makes them loose and unstable. The replacement railings will be made of cedar, with 2x4 tops and bottom rails and 2x2 pickets. There will be 6x6 posts at the bottom of the stairs that will be wrapped to mimic columns that are at the top of the stairs and around the entire porch. This will bring cohesiveness and add to historic elements that are currently a part of the house.

## Section III

The funds will be used to hire a local contractor to complete the project from demolition to finish. The funds will also be used to purchase the materials needed to complete the project.













**TNT Builders**  
 620 Queen Ave SW  
 Albany, OR 97322  
 541-926-3117  
 info@tntbuildersinc.com  
 www.tntbuildersinc.com



**ADDRESS**

Shinn, Liz and Chad  
 406 6th Ave SW  
 Albany, OR 97321  
 United States

**SHIP TO**

Shinn, Liz and Chad  
 406 6th Ave SW  
 Albany, OR 97321  
 United States

**Estimate/Contract 1103**

**DATE 06/25/2024**

[Redacted]

QTY	DESCRIPTION	COST	TOTAL
1	Demolition, Removal and Disposal of Existing Wood Deck in Front of Door - Surface Only.	390.00	390.00
1	All labor and materials to resurface part of existing front porch deck and stairs. Porch to be re-surfaced with tongue and groove finger jointed fir. Stairs - 7 treads 8'6" wide to be resurfaced with cedar. Not to include stain, paint, or sealant.	3,260.00	3,260.00
15	Lineal Feet - Cedar Stair Hand Rail. All labor and materials necessary to build 36" hand rail using Cedar materials. Hand rail to consist of 6x6 pt posts at base of stairs wrapped to match porch columns, 2x4 top & bottom rails, with 2x2 pickets. Not to include paint, stain or sealant.	88.00	1,320.00

This Estimate subject to acceptance within 30 days and is void thereafter at contractor's discretion.

**TOTAL \$4,970.00**

**Acceptance of Estimate**

The above prices, specifications and conditions are hereby accepted. TnT is contracted to do the work as specified. Payment will be made as follows: 50% upon delivery of materials, Balance due upon Completion. I acknowledge receipt of " Notice of Procedure", " Consumer Protection Notice", and " Information Notice to Owner".

Accepted By

Accepted Date

Acceptance of Estimate

The above prices, specifications and conditions are hereby accepted. TnT is contracted to do the work as specified.

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**2024 RESIDENTIAL REHAB GRANT APPLICATION SCORING SHEET**

<b>POINT RANGE</b>	<b>CRITERIA</b>
0 to 7 points	<b>Architectural Integrity.</b> Projects that restore integrity by removing incompatible features and/or restore missing or altered features visible from the street.
0 to 7 points	<b>Project Need:</b> Will the structure sustain damage if the project is not done.
0 to 4 points	<b>Neighborhood Impact:</b> Projects that have a particularly positive influence on other threatened or poorly maintained properties, especially in the Hackleman District.
0 to 3 points	<b>Historic Significance.</b> The project helps restore or maintain one of Albany's most unique and/or historically significant structures, which are those that are eligible for the National Register individually.
0 to 2 points	<b>Residential.</b> The project helps restore a residential structure.
0 to 2 points, + or -	<b>Miscellaneous.</b> Other unique aspects of the project not covered above; or previous applicants that did not receive enough funding to proceed or that received funding and this is the second grant request for the same property.

<b>Address and notes:</b>	<b>Project Scoring</b>						<b>TOTAL SCORE</b>	Total Budget	Grant Request	Grant Award
	Arch. Integrity	Project Need	Nhbrd Impact	Historic Signif	Misc.					