



MINUTES

April 2, 2025

6:00 p.m.

Hybrid – Council Chambers

Approved: May 7, 2025

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, Chad Robinson, Cathy Winterrowd, Jim Jansen, Richard Engeman

Members absent: Rayne Legras (excused), Mason Cox (excused)

Approval of Minutes for March 5, 2025

Commissioner Settlemier motioned to approve the minutes for March 5, 2025. Commissioner Winterrowd seconded the motion, which passed 5-0.

Public Comment

None.

Scheduled Business

6:02 p.m.

Public Hearing Type III-Quasi-Judicial Process File No. HI-01-25:

Historic Review of Exterior Alterations for the installation of rooftop solar panels in residence at 525 6th Avenue SW.

Chair Robinson opened the hearing at 6:02 p.m.

Commission Declarations

No members declared any Conflict of Interest, or Ex-parte contact

All commissioners reported a site visit.

No members abstained from participating in the deliberation.

There were no challenges.

David Martineau read the hearing procedures.

Staff Report

David Martineau provided the staff report sharing slides*. Solar panels would be installed relative to the front side and rear sides of the residence. The structure is Historic Non-Contributing.

Applicant Testimony

6:06 p.m.

Applicant representative, Miles Henderson, with Pure Energy Group, noted that they avoided placing panels on the south facing roof planes to the street.

Kerry McQuillin, homeowner, testified that historic preservation is important to her, so they were careful to ensure proper installation and placement of the panels. She noted that the panels are removable. To mitigate the visual impacts, they re-did the roof in a charcoal color to help the panels blend in black on black and low profile.

Commissioner Settlemier asked if the edges of the panels were black as well. The installer responded that the panels are black with black edges not white or silver and are made out of anti-reflective material.

Commissioner Jansen asked for other examples in the district, and how the conduit is situated. Miles Henderson answered that there is a waterproof junction box and no visible conduit.

Commissioner Winterrowd thanked them for the completeness of the application and their testimony.

Public Testimony

None.

Rebuttal/Staff Response

None.

Procedural Questions

None.

Chair Robinson declared public hearing closed at 6:13 p.m.

Commission Deliberation

In general Commissioners felt that all the criteria had been met. Commissioner Settlemier was appreciative that the panels were not put in the front which would have been visible from the street.

Motion: Commissioner Winterrowd moved to approve the exterior alterations including conditions of approval as noted in the staff report for application planning file no. HI-01-25. This motion is based on the findings and conclusions in the March 26, 2025, staff report and findings in support of the application made by the Landmarks Commission during deliberations on this matter. Commissioner Engeman seconded the motion, which passed 5-0.

Public Hearing Type III-Quasi-Judicial Process File No. HI-02-25:

Historic Review of Exterior Alterations for a change in window size and Historic Review of Use of Substitute Materials for the replacement of four windows on an existing accessory structure at 632 Washington Street SW with minor changes to window size.

Chair Robinson called public hearing to order at 6:15 p.m.

Commission Declarations

No commissioners declared a conflict of interest or ex-parte contact.

All commissioners reported a site visit.

No commissioners abstained from participating.

There were no challenges to the declarations or participation of commissioners.

David Martineau read the hearing procedures.

Staff Report

6:17 p.m.

Martineau presented the staff report sharing slides* He noted the Decision Criteria and Eligibility Standards and that the home is Historic Contributing.

Applicant Testimony

6:19 p.m.

Jason and Jessica Roeser, homeowners, wanted to provide context for the application for replacement of four windows. Two of the windows on the second level are nailed in by the previous owner and the wrong size. The lower two double-hung windows would be replaced to match and for fit.

Commission Questions

Commissioner Settlemier asked about the origin of the two upper windows (that were nailed in) and how old the windows are and what condition they are in. Also, whether they had done a cost analysis between wood and composite. Roeser responded that the windows pre-date their ownership and they didn't know the history of the windows. The commissioner then asked about the condition of the lower windows and

whether they were beyond repair. As there wasn't any professional determination of deterioration, the contractor just suggested it should be replaced at the same time.

Commissioner Jansen asked if the carriage house was livable space. Roeser said it was not. The commissioner asked what substitute material was composed of, and if it matches the same style. The homeowner said the composite was a pine material with Ultrax Coating over it that would be painted matching in the same design.

Commissioner Winterrowd asked the applicant why they choose to use the composite and whether they have any cost for wood or information. Roeser responded that he listened to contractor recommendations and thought composite would be easier to source. Commissioner Winterrowd referenced the Friends of Historic Albany letter asking about the difference between the windows on the carriage house and the main house and what the appropriate style should be.

Commissioner Jansen stated with the lack of historical reference there is no way to tell what was original.

Commissioner Settlemier asked if there was going to be siding work as well. The applicant agreed they planned to replace some damaged siding with like materials, but it would be on a separate application.

Staff Response/Rebuttal

None.

Public Testimony

None.

Procedural Questions

None.

The Chair closed the Public Hearing at 6:27 p.m.

Commission Deliberation

Commissioner Jansen offered that if not original... but there needs to be a cost analysis.

Commissioner Winterrowd agreed that there needs to be a cost analysis provided, especially if one over one and what would be appropriate sizing and style. But she didn't necessarily have an issue with composite.

Commissioner Robinson didn't have a problem with the windows. He reiterated that they should have a cost analysis of repair and typically need to have a cost analysis between wood and composite. As he wasn't sure there was enough information provided to base a decision on.

Commissioner Settlemier had a couple of concerns. First noting that the two upper windows certainly aren't original as the size is off and nailed in so not from the period of significance. It was probably cheaper back then to construct six over six than one over one because of the pane size. Settlemier agreed that the windows aren't original and that the six over six are original to the house and contributing. He also was concerned with a lack of evidence that the windows are beyond repair as that is part of the criteria and are also missing information on cost prohibitive factors.

Commissioner Engeman questioned whether the carriage house was original with the home or constructed at a time after the period of significance. He agreed that the windows probably aren't original. But there isn't enough information and no history on the accessory building.

Commissioner Winterrowd asked about holding the hearing open for more information.

Chair Robinson called for a vote for reopening the Hearing to ask the applicant to bring additional information to the next meeting. All voted in favor of reopening the hearing in a roll call vote 5-0.

The Public Hearing was re-opened at 6:35 p.m.

The Chair offered the applicant additional testimony and asked if they could return to the next meeting with the additional information requested.

Chair Robinson called for a vote to continue the hearing on the next meeting date May 7, 2025. All commissioners voted in favor of the continuation, 5-0.

Business from the Commission

6:39 p.m.

Commissioner Winterrowd shared that she had contacted David Lewis, Associate Anthropology Professor at Oregon State University about doing a new presentation for History Month and he agreed. She agreed to coordinate it.

Commissioner Settlemier acknowledged that he is still planning his talk on how to research a home's history for Historic Preservation Month in May. They are looking for a date and venue.

Commissioner Robinson thanked the Commissioners for helping to get the letters authored and signed. He asked Martineau when they planned on doing the Recognition awards. Staff agreed to invite the mayor and any interested Council members to a Landmarks presentation. He also acknowledged the publication of the new Preservation Post newsletter.

Staff Updates

None.

Next Meeting Date

The next meeting is scheduled for May 7, 2025, in the Council Chambers at 6:00 p.m.

Adjournment

Hearing no further business Chair Robinson adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Reviewed by,

Signature on file

Signature on file

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.*