



LANDMARKS COMMISSION AGENDA

Wednesday, July 17, 2024

6:00 p.m.

This meeting includes in-person and virtual participation.

Council Chambers

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
 - June 5, 2024 [Pages 3-6]
4. Business from the Public

Persons wanting to provide comments may:

 - 1- *Email written comments to 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 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. HI-10-24, Type III – Quasi-Judicial Process [Pages 7-18]

Summary: Historic Review of New Construction to build new front stairs to an existing home.
(Project planner – Alyssa Schrems alyssa.schrems@albanyoregon.gov)
 - B. Grant Review [Pages 19-39]
 - C. Survey Results from Owners of Historic Properties
6. Business from the Commission
7. Staff Updates

albanyoregon.gov/cd



8. Next Meeting Date: August 7, 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 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

June 5, 2024

6:00 p.m.

Hybrid – Council Chambers

Approved: Draft

Call to Order

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

Pledge of Allegiance

Roll Call

Members present: Camron Settlemier, Mason Cox, Cathy Winterrowd, Bill Ryals (arrived 6:02 p.m.),
Richard Engeman

Members absent: Rayne Legras (excused); Chad Robinson (excused)

Approval of Minutes

6:02 p.m.

Motion: Commissioner Engeman moved to approve the minutes from May 1, 2024, as presented.

Commissioner Cox seconded the motion, which passed 5-0.

Business from the Public

6:03 p.m.

None.

Scheduled Business

Public Hearing—Type III—Quasi-judicial Process

File HI-04-24: Historic Review application for use of substitute materials to replace the existing siding at 906 11th Avenue SW. This is a continuation of the May 1, 2024, hearing.

Vice Chair Settlemier opened the hearing at 6:03 p.m.

Commission Declarations

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

Commissioners Settlemier and Cox reported site visits.

No members abstained from participation.

There were no challenges to participants in these proceedings.

David Martineau read the hearing procedures.

Staff Report

6:08 p.m.

Project Planner II Alyssa Schrems began by instructing the Commission to include the testimony received at the last meeting as well as any testimony heard during this continuation in their decision. Commission was to review the application using Review Criteria Eligibility Standards 7.170 – 7.210. She noted the applicant submitted descriptions of two different materials for the commission's consideration.

Applicant Testimony

6:08 p.m.

The applicant referenced additional photographs* he provided documenting the damaged siding. He pointed out in the photos provided where the window casings and cedar siding showed weather damage around the dormers. He stated his goal wasn't to re-side the entire house but only to replace the damaged siding. He estimated he would be replacing approximately 20 to 30 percent of the siding. He mentioned that one contractor noted that some of the siding had lead paint and was advised that using specialty cedar

panels would be very expensive and the cedar shingles locally available weren't the same as what is currently on the home and the reveal and look would not be uniform.

Commissioner Questions

Commissioner Winterrowd appreciated that he had reduced the scope of the project but had a question about lead paint on any of the siding that would be replaced. He noted that he would need to have a licensed contractor to do the painting to deal with any lead paint present.

Commissioner Cox asked about siding option 2 and how that choice was made. The applicant noted he was aware of the GAF (fiber cement) siding prior to the application and considered that preferable.

Commissioner Settlemier asked if the cedar on the home were panels or individual cedar shakes. The applicant noted that the cedar seems to be panels rather than single shakes.

Public Testimony

6:21 p.m.

None.

There was no Applicant Rebuttal, or additional Staff Response or procedural questions.

Vice Chair Settlemier called the public hearing closed at 6:22 p.m.

Commission Deliberations

Commissioner Winterrowd was still unclear on the true scope of the project and the amount of material that needs to be replaced. She wondered how specific the project description needs to be and how the staff could be assured the project is completed as proposed. Commissioner Ryals offered that it is difficult to estimate the scope of a restoration project without beginning the work and suggested that they must rely on applicant to provide an estimate.

Commissioner Settlemier noted that with exterior siding generally the exposed surface is the best indication of the level of deterioration.

Commissioner Engeman wanted to bring up the issue of combining two different types of materials and the wear and weathering over time. Commissioner Cox agreed. Commissioners Ryals agreed noting that historic buildings generally evolve over time in the use of different materials, and it is up to the installers to match materials up. Commissioner Cox voiced his opinion that the substitute material did a good job mimicking the siding being replaced.

Commissioner Settlemier noted there are two eligibility requirements for the use of substitute materials. First, that the materials are damaged beyond repair. The other is that the use of original materials would be cost prohibitive. He acknowledged that the burden of proof is up to the applicant. But, given the information provided he wasn't convinced that using cedar siding was cost prohibitive.

Commissioner Cox wanted more background on the 'cost prohibitive' term. Commissioner Ryals suggested it has more to do with the scope than the actual expense. Commissioner Settlemier doubted whether that requirement had been adequately addressed.

Commissioner Engeman asked what conditions might be added to facilitate approval of the application. The commissioners discussed the wording of any additional conditions and potential enforcement scenarios as a basis for approval. Staff assured the Commissioners that there will be a final historic inspection done based on the plans submitted. Staff suggested limiting the use of substitute materials to specific locations of damage.

Commissioner Ryals moved to reopen the hearing. Settlemier seconded the motion, passing 5-0.

The Public Hearing was reopened at 7:11 p.m.

Commissioner Ryals voiced his concern that substitute materials should be applied in a way that matches the existing siding and doesn't result in additional damage of materials that might still be useable, asking the applicant if that was feasible. The applicant answered that the broken pieces could be cut out and that

they purposely overestimated the scope but were trying to err on the side of caution if there is more damage found than what they saw.

Commissioner Settlemier asked if the substitute material was a single row panel or multiple stacked rows. The applicant answered it was a single row panel which could be cut to size. He reported emphasizing to the contractor that the blending of materials should be as seamless as possible. Commissioner Settlemier also asked about the options suggested by the Friends of Historic Albany for matching and cost. The applicant stated that the cedar shingles suggested were small and not the same style.

Public Testimony

None.

Vice Chair Settlemier reclosed the hearing at 7:22 p.m.

There was some additional deliberation. Schrems roughly drafted some amended conditions of approval defining the location of the repairs. Some Commissioners wanted a quantitative parameter for any additional damaged areas, others noted it should remain somewhat flexible, leaving it to the discretion of the applicant.

Motion: Commissioner Cox moved to approve the use of substitute materials for siding option two including conditions of approval as noted in the staff report for application planning file no. HI-04-24. The Commission also moved to include additional conditions that the scope of replacement shall be limited to the dormers of the house, garage/carport and the first and second row of siding on the bottom of the house and other small areas equally as deteriorated as needed and a final historic inspection is also required to verify that the work has been done according to the application. This motion is based on the findings and conclusions in the April 24, 2024, staff report and findings in support of the application made by the Landmarks Commission during deliberations on this matter. Commissioner Ryals seconded the Motion, which passed 4-1 with Settlemier voting in opposition.

Public Hearing—Type III—Quasi-judicial Process

File HI-06-24: Application for exterior alterations to install solar panels on the roof at 310 7th Avenue SW.

Vice Chair Settlemier called the public hearing to order at 7:37 p.m.

Commission Declarations

No members declared a Conflict of Interest or an ex-parte contact.

Commissioners Settlemier, Cox, Winterrowd, and Settlemier reported site visits.

No members abstained from participation. There were no challenges to Commissioners in these proceedings.

David Martineau read the hearing procedures.

Staff Report

Project Planner II Alyssa Schrems reported on the public notice and review criteria (7.120-7.165 and ADC 7.160).

Commissioner Cox asked whether the panels will be visible from the primary and secondary facades. Staff answered there may be a few panels visible from the back, but the majority won't be visible.

Applicant Testimony

7:43 p.m.

Property owner, James Anderson, testified with his contractor, Peter Greenburg.

Commissioner Settlemier asked if the panels will be above or below the peak of the roof, which they answered below. It was also asked if the new meter box would be visible on the east peak of the roof. The contractor answered just a small 16-inch by 16-inch shut-off box and necessary conduit.

Public Testimony

7:46 p.m.

None.

There were no additional procedural questions. No rebuttal testimony or additional staff response.

Vice Chair Settlemier closed the public hearing at 7:47 p.m.

There was no further deliberation by the Commissioners.

Motion: Commissioner Winterrowd moved to approve the exterior alterations for solar panels as described in planning file no. HI-06-24, with the conditions as described in the staff report and include that a final historic inspection is required to verify that the work has been done according to this application. This motion is based on the findings and conclusions in the May 29, 2024, staff report, and findings made by the Landmarks Commission during deliberations on this matter. Commissioner Engeman seconded the motion, which passed 5-0.

Business from the Commission

7:50 p.m.

Commissioner Winterrowd wanted to follow up on the Native American presentation in July to determine a date. Schrems checked the calendar and proposed some dates. She suggested July 24, 2024, at 6 p.m. at the library. Commissioners agreed.

Business from Staff

Schrems recommended moving the next meeting to July 17, 2024. She suggested business can include looking at the grant review process for pass-through grants.

Current Planning Manager, David Martineau reported that the 1000 survey postcards are being printed to be sent out to all owners of historic properties regarding getting public feedback on historic preservation. Responses are due from June 10 to June 30, 2024.

Next Meeting Date

Wednesday, July 17th, 2024, at 6:00 p.m. in the Council Chambers.

Adjournment

Hearing no further business, Vice Chair Settlemier adjourned the meeting at 8:01 p.m.

Respectfully submitted,

Reviewed by,

Susan Muniz
Recorder

David Martineau
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.*



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

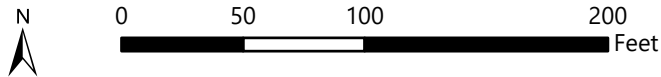
- A. Location Map
- B. Historic Resource Survey
- C. Applicant's Submittal

Acronyms

- ADC Albany Development Code
- HM Hackleman Monteith District



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



925 Walnut Ave SW

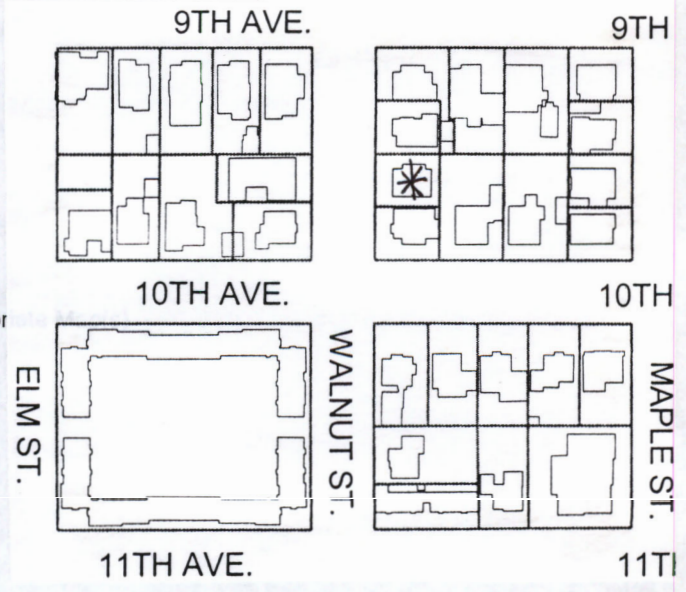
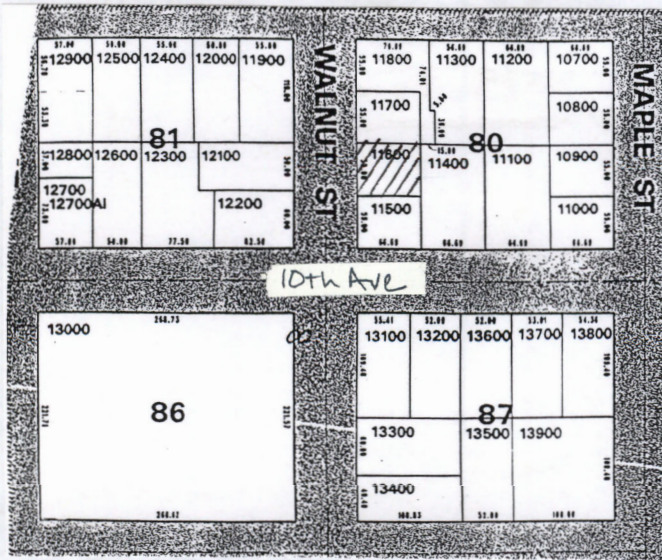
Date: 6/25/2024 Map Source: City of Albany

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	
Preliminary National Register Findings: <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.

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

Location/Description of Subject Property(s)	
Site Address(es):	<u>925 SW Walnut, Albany, OR 97321</u>
Assessor's Map No(s):	<u>11504W12-AD-11600</u> Lot No(s): _____
Comprehensive Plan designation:	Zoning designation: <u>RES</u>
Size of Subject Property(s):	<u>3485</u> Related Land Use Cases: _____
Project Description:	<u>1910 Craftman House, front facade has been heavily altered</u>
<input checked="" type="checkbox"/> Historic Overlay <input type="checkbox"/> Natural Resource Overlay District <input type="checkbox"/> Floodplain or Floodway Overlay	

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: leeanne3piley@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 & 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. 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

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

2024 RESIDENTIAL REHAB GRANT APPLICATION SCORING SHEET

POINT RANGE	CRITERIA
0 to 7 points	Architectural Integrity. Projects that restore integrity by removing incompatible features and/or restore missing or altered features visible from the street.
0 to 7 points	Project Need: Will the structure sustain damage if the project is not done.
0 to 4 points	Neighborhood Impact: Projects that have a particularly positive influence on other threatened or poorly maintained properties, especially in the Hackleman District.
0 to 3 points	Historic Significance. 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	Residential. The project helps restore a residential structure.
0 to 2 points, + or -	Miscellaneous. 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.

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

2024 RESIDENTIAL REHAB GRANT APPLICATION SCORING SHEET

--	--	--	--	--	--	--	--	--	--



COMMUNITY DEVELOPMENT

333 Broadalbin 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: 1400 SANTIAM ROAD SE

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

Applicant

Applicant Name: JOEL ORTON

Street Address: P.O. BOX 2495

City: ALBANY Zip Code: 97321

Phone Number: 908-413-5846 Email Address: JOEL.ORTON3@GMAIL.COM

Owner

Owner Address: NAME CUMBERLAND COMMUNITY EVENTS CENTER

Street Address: 1400 SANTIAM ROAD SE

City: ALBANY Zip Code: 97321

Phone Number: 541-905-0545 Email Address: CONTACT@ALBANYCUMBERLAND.ORG

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: \$ 3,348

Total Material Cost: \$ 171

Total Labor Cost (Calculated at the current minimum wage rate): \$ 3,177

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

\$ 1,674

Section IV. Project Schedule

Beginning Date: 9-1-2024 Completion Date: 11-1-2024

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): JOEL ORTON

Property Owner Signature: 

Date: 7-5-2024

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.

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

**2024-2025 Renovation Matching Grant Program
Grant Application
Cumberland Community Events Center**

Project Description

This project, involving window restoration, is a part of the final phase of exterior repair & restoration of the Cumberland Community Events Center (formerly known as the Cumberland Church). Over the past 18 months the roof has been replaced, the bell tower reinstalled, siding repaired and the building exterior has been painted. The final step in this phase is restoration of the original windows. There are a total of 21 windows in the building, 14 are part of the original 1892 structure and 7 are part of the 1917 addition.

The window restoration work was initially bid in August 2022 with proposals received from Vintage Window Restoration and Willamette Window Restoration. Willamette Window Restoration was the successful bidder and the seven 1892 windows on the north façade were restored in 2023. In May 2024 the five 1917 windows on the west façade were restored. This work is being done on an incremental basis as funds become available.

This request will fund 50% of the cost to restore one of the 1892 windows. The window is on the east side of the building facing Pine Street, making it highly visible from the street.

Project Budget

The work involves a double-hung, 11 light over 15 light, wooden window and so labor is the primary cost element. This work includes:

- Remove both sash and boarding-up the opening.
- Scrape and sand the sash, stops, parting beads and jambs.
- Prime and paint (2 coats) the exterior portions of the window.
- Stain and shellac the interior portions of the window to match the original 1892 finish.
- Add glazing putty or wood stops.
- Replace sash rope and reattach to existing window counter-weights.
- Reinstall both sash.

The material costs include a replica Victorian sash lock and pull and an allowance for a minimal amount of replacement glass.

The 2022 estimate from Willamette Window Restoration was updated in 2023 and is included for reference. They have agreed to hold this pricing for 2024. Note that the original scope involved painting both the interior and exterior portions of the 1892 windows until it was discovered that the original interior finish was stain and shellac. It was decided to refinish the interior surfaces of the 1892 windows to match the original finish which added a 10% upcharge to the initial pricing. This is not reflected in the estimate (dated 4/19/2023).

Map

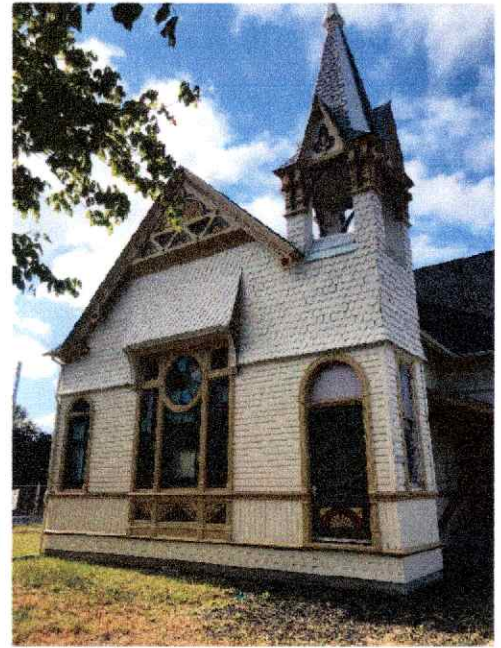


2024-2025 Renovation Matching Grant Program
Grant Application
Cumberland Community Events Center

Photographs



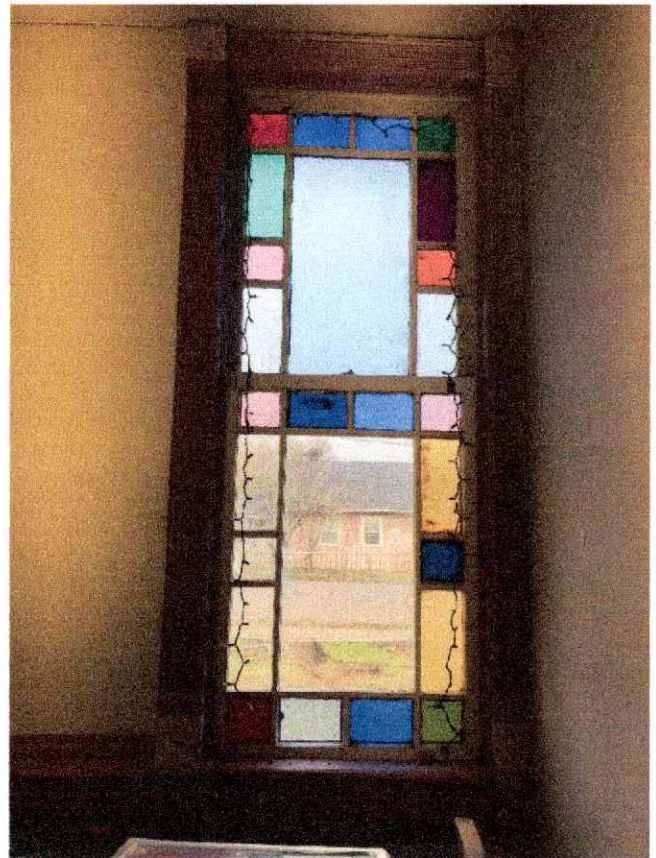
Southeast Façade Showing Subject Window



North Façade Showing Restored Windows



Subject Window – Exterior View



Subject Window – Interior View

Willamette Window Restoration, LLC
 325 N Brooklyn St
 Eugene, OR 97403 US
 541-514-8417
 julie@willamettewindowrestoration.com
 Willamettewindowrestoration.com



Estimate

ADDRESS

Cumberland Community
 Events Center
 401 Main Street SE
 Albany, OR

ESTIMATE # 142

DATE 04/19/2023

EXPIRATION DATE 12/31/2023

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Restoration Double Hung	5	1,928.00	9,640.00
	13.5 Restore single sash board	3	783.00	2,349.00
	13.5 Restore single sash board	1	918.00	918.00
	13.5 Restore single sash board	1	1,712.00	1,712.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	jamb, paint portions of jamb, install sash. 9 light round fixed sash, N-3E.			
Restoration Double Hung	Remove both sash and board up opening. Process sash, stops and parting beads. Scrape all paint, sand, prime, add glazing putty or wood stops, 2 coats finish paint. sand jambs, paint portions of jamb, replace/add rope. install sash. 9 light over 15 light sash, N-2A.	1	2,922.00	2,922.00
Restoration Double Hung	Remove both sash and board up opening. Process sash, stops and parting beads. Scrape all paint, sand, prime, add glazing putty or wood stops, 2 coats finish paint. sand jambs, paint portions of jamb, replace/add rope. install sash. 10 light over 12 light sash, N-3A & N-3C.	2	2,876.00	5,752.00
Restoration Double Hung	Remove both sash and board up opening. Process sash, stops and parting beads. Scrape all paint, sand, prime, add glazing putty or wood stops, 2 coats finish paint. sand jambs, paint portions of jamb, replace/add rope. install sash. 10 light over 13 light, W-1.	1	3,510.00	3,510.00
Restoration Double Hung	Remove both sash and board up opening. Process sash, stops and parting beads. Scrape all paint, sand, prime, add glazing putty or wood stops, 2 coats finish paint. sand jambs, paint portions of jamb, replace/add rope. install sash. 11 light over 15 lights, E-1, E-2, W-2, W-8, & W-9.	5	2,888.00	14,440.00
Restoration Double Hung	Remove both sash and board up opening. Process sash, stops and parting beads. Scrape all paint, sand, prime, add glazing putty or wood stops, 2 coats finish paint. sand jambs, paint portions of jamb, replace/add rope. install sash. 16 light over 21 light, N-3B	1	4,387.00	4,387.00
Restoration Double Hung	Remove both sash and board up opening. Process sash, stops and parting beads. Scrape all paint, sand, prime, add glazing putty, 2 coats finish paint. sand	2	1,620.00	3,240.00

SUBJECT WINDOW

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	jamb, paint portions of jamb, replace/add rope. install sash. Smaller 1 over 1 light double hung sash, W-4 & W-6			
21.6 Paint	Finish Paint-I estimate you will need 5 gallons of paint at approximately \$75 per gallon to complete the window sash.	5	79.00	395.00
30Reimb Group	Materials not included in restoration charges-replica Victorian sash locks run approximately \$22 each (Including shipping charges).	6	24.00	144.00
20.2 Rail and stile replacement	Small carpentry repairs are included in the restoration costs unless you need a entire new component milled like a bottom rail. I do charge \$180 to mill a new component plus the cost of the fir. I would estimate that a project this size would require 5-6 new components.	6	185.00	1,110.00
21 Materials	Clear Vertical Grain Doug-fir per lineal foot	20	8.00	160.00

Costs don't include material costs for replacement glass. Cost includes cleaning and lubricating existing hardware.
 Costs reflect the removal of sash with interior ceilings cut away by building owner prior to us removing sash. There are 3 openings that will need the ceiling removed; they are N3, and I believe W3 and W7.

TOTAL

\$50,679.00

Accepted By

Accepted Date



COMMUNITY DEVELOPMENT
333 Broadalbin 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: 934 Maple St SW, Albany 97321

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

Applicant

Applicant Name: Kathleen Owrey

Street Address: 934 Maple St SW

City: Albany Zip Code: 97321

Phone Number: 541-602-3601 Email Address: kowrey@comcast.net

Owner

Owner Address: Kathleen Owrey

Street Address: 934 Maple St SW

City: Albany Zip Code: 97321

Phone Number: 541-602-1314 Email Address: kowrey@comcast.net

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.

- see attached -

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: - see attached -

Total Material Cost: - see attached -

Total Labor Cost (Calculated at the current minimum wage rate): _____

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

- see attached -

Section IV. Project Schedule - see attached -

Beginning Date: _____ Completion Date: _____

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): Kathleen Owsrey

Property Owner Signature: Kathleen Owsrey

Date: July 5, 2024

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.

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

2024-2025 Renovation Matching Grant Program
Grant Application for 934 Maple Street Southwest, Albany 97321

Property Location: 934 Maple Street Southwest, Albany, OR 97321
Historic District: Monteith

Applicant Name: Kathleen Owrey
Street Address: 934 Maple St SW, Albany 97321
Phone: 541-602-3601
Email Address: kowrey@comcast.net

Please forward all email correspondence to both applicant and alternate contact.

Alternate Contact: Jeff Owrey
Phone: 541-602-1314
Email: jeff@intravisions.com

Owner Name: Kathleen Owrey
Street Address: 934 Maple St SW, Albany 97321
Phone: 541-602-3601
Email Address: kowrey@comcast.net

Introduction

The lovely 1916 Boyle House sits at the corner of Maple Street and 10th Avenue in Albany's historic Monteith district. Listed as built in 1922, the Boyle House represents the classic, bungalow style characteristic of the early Monteith neighborhood. Circa 1995 the current owner finished the basement area into separate living quarters complete with separate bath, kitchen, living room, and kitchen.

However, this charming house is in need of some tender loving care. Specifically the western side needs repainting, and a French drain needs to be installed along the southern basement wall. As the paint on the western side is peeling off, repainting is necessary to maintain the beauty of this historic home. As water, due cracks and hydrostatic pressure is beginning to seep into the basement living quarters, a French drain is necessary to prevent mold and damage and to maintain the home in a habital condition.

For this reason, this grant application is divided into two sections:

- Phase 1, installation of the French drain along the southern basement wall
- Phase 2, repainting the western side and southern deck area exterior walls

Completing phase 1 before phase 2 prevents dust and dirt from construction work on the French drain from damaging the painting done in phase 2.

Phase 1 – French Drain

Property Description

A french drain needs to be installed to stop water leaking into the lower, basement living quarters. Leaking has caused mold, damage to carpet and furniture (see photo). The french drain is absolutely required to prevent molds, damage to carpet and furniture in the basement living quarters, to maintain health living conditions and to keep the house habitable.

Work consists of removing a section of the patio concrete slab (see photo). Excavating four feet deep along side of the southern facing basement concrete wall. Installing a French drain with sump and sump pump. Pressure washing concrete wall, applying sealant to prevent leaking, install piping to pump water to street or to garden beds. Installing new paver patio where existing patio concrete slab was removed. No alteration of original material is necessary. The patio concrete slab was poured in 2011 and is not original material.

Project Budget

As we are still in the initial bid phase of the project we do not have a detailed, itemized breakout of materials and labor. For the sake of this application we are using a bid given us by Ryan Matteson, LLC, a general contractor (see attached bid). The contractor estimates that 60% of the cost will be for labor and 40% for materials. Using this breakdown

Total project budget for phase 1: \$21,500
Total Material Cost: \$8,600
Total Labor Cost: \$12,900
Total Grant Amount Requested for phase 1: \$10,750

Project Schedule

We expect to begin work on the French drain in the August – September time frame, and to have work completed by October, before rainy season arrives. That is,

Begin Date: mid August, 2024
Completion Date: mid September, 2024

Phase 2 – Painting the Western Side and Southern Deck Area Exterior Walls

Property Description

Work consists of scrapping off old paint where peeling. Following removal of old paint, a primer coat followed by the final coat will be applied. The color of the final coat will match the light yellow color of the rest of the house. Our goal is to maintain as closely as possible the current color scheme of the

2024-2025 Renovation Matching Grant Program
Grant Application for 934 Maple Street Southwest, Albany 97321

exterior walls and trim (see photo). Painting will restore the western wall to look as it did before the paint began to chip and blister away. Other than paint, no alteration of original materials is necessary.

Project Budget

Approximately 620 sq feet needs painting. We estimate the following tools and supplies will be needed

Line item	Quantity	Description	Price each	Line total
1	5	Sherwin-Williams Primer coat (one gallon)	60.49	302.45
2	5	Sherwin-Williams Top coat mixed (one gal)	98.99	494.95
3	1	Sherwin-Williams Salmon Trim (one gal)	98.99	98.99
4	1	Sherwin-Williams Teal Trim (one gal)	98.99	98.99
5	1	Sherwin-Williams White Trim (one gal)	98.99	98.99
6	4	Wooster 3" brushes	17.47	69.88
7	3	Wooster Roller 3 pack	11.48	34.44
8	2	Warner Glazier Knife	12.34	24.68
11	4	paint pan 3 pack	7.99	31.96
12	2	Roller frame	18.69	37.38
			Total	1,292.71

We estimate two people working four eight hour days to complete the project. Labor cost based on 64 man-hours at \$14.20 per hour.

Total project budget for phase 2: \$2201.51

Total Material Cost: \$1,292.71

Total Labor Cost: \$908.80

Total Grant Amount Requested for phase 2: \$1,121.00

Project Schedule

We expect to begin work on repainting sometime in the mid September, 2024, time frame, and to have work completed by mid October, 2024, before the rainy season arrives. That is,

Begin Date: mid September, 2024

Completion Date: mid October, 2024

Signed Kathleen H Owrey Date 07-05-2024
Kathleen Owrey, Property Owner

Prepared For

Jeff Owrey
934 Maple St Se
Albany, Or 97321
(541) 602-1314



Matteson Contracting LLC

3074 Marion St Se
Albany, Or 97322
Phone: (541) 971-1987
Email: ryan@mattesoncontracting.com
Web: www.mattesoncontracting.com

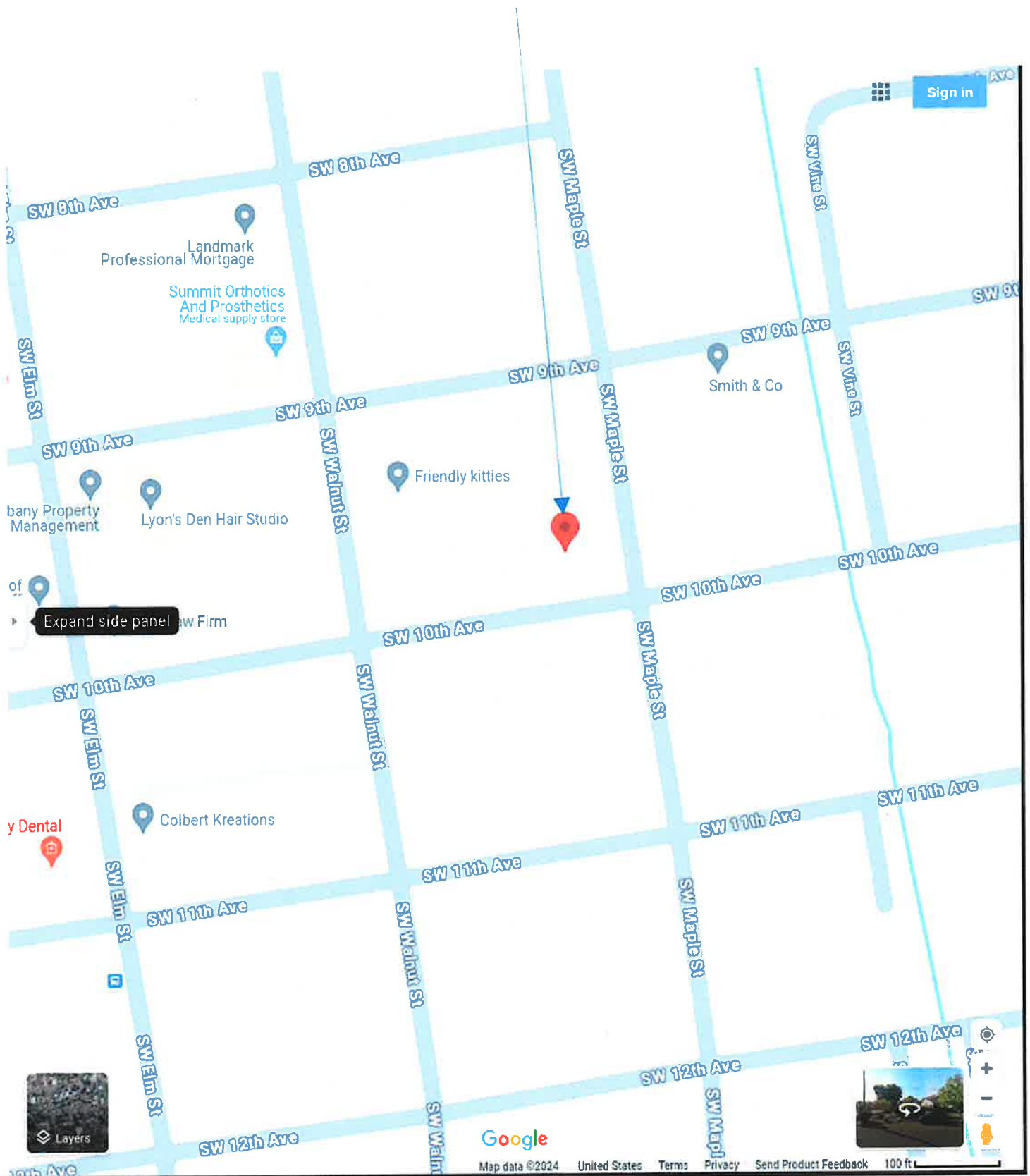
Estimate # 100424
Date 06/19/2024
Business / Tax # CCB# 249540

Description	Total
CONTRACTOR NOTES	\$21,500.00
Remove concrete slab. Excavate 4' deep along side of concrete wall. Install French drain with sump and sump pump. Pressure wash concrete wall apply sealant to prevent leaking, Install piping to pump water to street or to garden beds. Install new paver patio where existing concrete slab was.	
Included is removing all of the debris and dump fees.	
	Subtotal \$21,500.00
	Total \$21,500.00

Thank you for your business!

Historic Boyle House, 934 Maple St SW, Albany 97321

Google Map Location



Historic Boyle House, 934 Maple St SW, Albany 97321



North Front Entrance and South Wall Overview



Close-up of deck area South Wall showing paint peeling off



West and South Walls Overview (deck is off south wall)



Close-up of lower right West Wall showing paint peeling off



South basement wall where French drain will be installed



Indoor picture showing water and mold damage to carpet