



MINUTES

June 3, 2026

6:00 p.m.

Hybrid – Council Chambers

Approved: 7/1/2026

Call to Order

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

Pledge of Allegiance

Roll Call

Members present: Camron Settlemier, Chad Robinson, Richard Engeman, Vance McDermott, Rayne Legras

Members absent: Mason Cox and Cathy Winterrowd - excused

Approval of Minutes for May 6, 2026

Commissioner Settlemier noted one change to the minutes. Engeman motioned for approval of the minutes with changes. Commissioner Settlemier seconded the motion. All were in favor and motion passed.

Public Comment – 6:01 p.m.

Alyssa Schrems provided Public Comments on behalf of Lonna Capaci, Visitor Service/Historic Resources Manager for the Albany Visitors Association (AVA). May was a great month for Historic Preservation Month. Lorna attended the Linn County Courthouse tour as well as Sybaris and Hackleman district tour. The Linn County Master Gardeners will host the "Through the Garden Gate" tour on June 20th. On June 28th Albany Pride 2026 will be at Monteith River Park.

Scheduled Business

Quasi-Judicial Public Hearing on Planning File HI-03-26 - Historic Review of Exterior Alterations to change the style of garage doors on the accessory structure at 737 10th Avenue SW.

Chair called the public hearing to order at 6:07 p.m.

Commission Declarations

- No members declared any Conflict of Interest
- No members declared any Ex-Parte Contact
- Members Settlemier, McDermott, Legras and Robinson did a drive/walk by of the property
- No members abstained from the deliberation
- There were no public challenges to participation of commission members

Reading of Hearing Procedures

Planning Manager, David Martineau, read the hearing procedures.

Staff Report – 6:09 p.m.

Planner II, Alyssa Schrems - Project Planner, read the staff report. This is a proposal to install carriage style doors to the detached garage, where there is currently the roll-up door. Slides* were shared to show the current and proposed changes.

Applicant Testimony

Applicant did not attend to provide testimony

Public Testimony

None.

Commission Questions

Members had questions for the applicant, but because the applicant did not attend to provide testimony. Settlemier asked staff if the applicant had provided details on what materials would be used for the garage door. McDermott asked what options were available if there were unanswered questions.

Chair Robinson called the public hearing closed at 6:14 p.m.

Commission Deliberation

Robinson noted that he was inclined to leave the record open to the next public hearing. Settlemier agreed and with only having limited information, it could lead to problems later. Robinson agreed that the group needs specifics and had questions to ask the applicant. Other Commissioners agreed.

Motion: Commissioner Engeman made a motion to close the hearing to July 1, 2026, but to leave the record open. McDermott seconded motion. All were in favor.

Quasi-Judicial Public Hearing: HI-07-26 - Historic Review of Exterior Alterations at 111, 113, 121 and 129 1st Avenue NW, to rehabilitate and restore the store fronts of 111 1st Avenue NW (Albany Civic Theater)

Chair called the public hearing to order at 6:18 p.m.

Commission Declarations

- Commissioner McDermott declared a potential Conflict of Interest, due to working on windows
- Settlemier declared Ex-Parte Contact with two people affiliated with the theater when doing a walk-by, but stated that he did not engage in conversation regarding the proposal and felt he could remain impartial when rendering a decision
- All Commissioners did a drive/walk by of the property
- No members abstained from the deliberation
- There were no public challenges to participation of commission members

Reading of Hearing Procedures

Planning Manager, David Martineau, read the hearing procedures.

Staff Report – 6:09 p.m.

Planner II, Alyssa Schrems - Project Planner, read the staff report. This is a proposal to restore the façade and storefronts of the property. Slides* were shared to show the current and proposed changes.

Commission Questions

Settlemier asked to see high resolution photos of the location.

Applicant Testimony

Josh Mitchell, with Albany Civic Theater, gave an overview of the project which entails redoing the façade of the structure on the west-most building, including the two vacant sections and "Act Three" that share the same roof line. This will be to replace the three storefronts, the west side windows and install a picture window in the front.

Commission Questions

Member Settlemier asked what storefronts the application included, more details on the materials to be used for the new awnings and more information on the plans for the entrance at 129 1st Avenue. Dean Keeling provided more information on the storefront materials. McDermott asked about the transom windows and about the picture window on the west façade. Robinson asked about more detail on the window, door materials and awnings design.

Public Testimony

Oscar Hult spoke on his support of the renovations and restorations to the Albany Civic Theater as well as the history of the building and the building's designer.

Chair Robinson called the public hearing closed at 6:40 p.m.

Commission Deliberation

Settlemier appreciated the details of the application. McDermott mentioned the level of craftsmanship in the window provider that they were using. He also noted the need to add an awning, even if it was not original. Robinson and Legras were pleased with the project.

Motion: Commissioner Settlemier made a motion to approve the alterations. Legras seconded the motion. All were in favor.

Staff Report – 6:46 p.m.

Planner David Martineau talked through the work plan for the Article 7 discussion. He explained the differing colors of the definitions when asked about how the definitions were confusing to the Commissioners.

General Discussion – McDermott commented on how best to disseminate the current and future code. Settlemier asked for a packet with page numbers and the group asked for physical copies of the packet. Robinson was in favor of adopting the new codes, even if there seemed to be redundancy in it. There was discussion on articles relating to demolition, accessory structures, new construction in a historical district as well as defining what constitutes new construction and refining compatibility definitions. Discussed potential work sessions dates to dive deeper as well as public comment opportunities regarding the changes.

Business from the Commission – Legras and McDermott attended and enjoyed Settlemier's most recent talk. Engeman shared about a recent donation to the Albany Public Library to allow them to add a historic section. McDermott will be hosting a historic window workshop in Salem on June 27th. Settlemier attended the recent tour at the Linn County Courthouse.

Business from Staff – none

Next Meeting Dates

The next meeting is scheduled for July 1, 2026, at 6:00 p.m.

Adjournment

Hearing no further business Chair Robinson adjourned the meeting at 7:20 p.m.

Respectfully submitted,

Reviewed by,

Talley Richardson
Administrative Assistant

Alyssa Schrems
Planner II

**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.*