



LANDMARKS COMMISSION

MINUTES

July 1, 2026

6:00 p.m.

Hybrid – Council Chambers

Approved: August 5, 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, Cathy Winterrowd, Rayne Legras

Members absent: Mason Cox

Approval of Minutes for June 3, 2026

Commissioner Settlemier motioned for approval of the June 3, 2026 meeting, as presented. Commissioner McDermott seconded the motion. All voted in favor and motion passed 6-0.

Public Comment

Lonna Capaci, Visitor Service/Historic Resources Manager for the Albany Visitors Association (AVA) reported that the 19th annual Summer Passport program just kicked off and has had more entries than any previous year. Albany Crazy Days begins this next Thursday. This has been an Albany tradition since 1898, when it was known as Bargain Days. The name evolved to Crazy Days after WWII. At the end of July, the 47th annual Interior Home Tour will be happening. On Saturday, July 4th, the Farmers Market will be happening. Free ice cream will be served from 9-noon or until they run out.

Scheduled Business

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

Chair called the public hearing to order at 6:05 p.m.

Commission Declarations

- No members declared any Conflict of Interest
- No members declared any Ex-Parte Contact
- Settlemier, McDermott, Engeman, Robinson and Legras reported a drive/walk by of the home
- 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

Project Planner, Alyssa Schrems presented the staff report and slides*. This is a continuance of HI-03-26. Located at 737 10th Avenue SW. The proposed work is to change the style of garage door to carriage style doors.

Applicant Testimony

Jeff Sitton, the contractor for the project, attended virtually and provided information about the proposed project. Settlemier asked questions about details of the proposal on style, materials to be used. Legras asked clarifying questions on the scope. McDermott asked if there was to be other work done to the structure. Engeman asked how long the structure was without a door. Sitton responded that it had been removed last fall. Robinson noted that typically there was more information provided, rather than a represented image and he had a discussion with Sitton that the group could be making decisions based on the information and this could limit the final decision of the project.

Public Testimony

None.

Waiver

Chair asked if the applicant wished to waive the 7-day waiting period for submitting additional written arguments. agreed to waive the waiting period.

Chair Robinson called the public hearing closed at 6:20 p.m.

Commission Deliberation

Main discussion by Commissioners was about dislike of the blacked out windows and heavy hardware. Engeman agreed, but noted that there was much speculation on the original door. Robinson agreed. He explained how garages of that era had windows since there was rarely electricity in garages. He didn't have issue with the windows and mentioned that the house and garage were from two separate time periods. He reiterated that the door would be made of wood construction and that would need to reflect the photo provided. There was discussion over the details of the proposed door.

Motion: Commissioner Winterrowd made a motion to approve the exterior alterations. Settlemire asked to amend the motion to include the condition that it be constructed of wood. Settlemire seconded and all approved the motion.

Quasi-Judicial Public Hearing on Planning File HI-08-26 - Historic Review of Exterior Alterations to install wood siding that is more appropriate for the style of the house at 615 6th Ave SE.

Commission Declarations

- No members declared any Conflict of Interest
- No members declared any Ex-Parte Contact
- Members that did a drive/walk by of the home – Engeman, Settlemier, Robinson, Legras
- 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

Planner II, Alyssa Schrems presented Staff Report. Explained the proposed scope of work and provided slides*.

Questions for Staff

Settlemier asked Staff about the differing style that the house is listed with SHPO.

Chair called the public hearing to order at 6:41 p.m.

Applicant Testimony

Stephanie Martinenko-Ray, owner of property. She explained the needs of the home and the scope of work. Settlemier asked about the condition of the siding on the house. She noted the many different types of siding material used on the house. Larry Preston, contractor consultant, provided testimony on the materials currently on the home. He noted that the style of house had evolved over the years and that there are seven different types of materials on the home, several not appropriate to be used as siding. The proposal is to cover the current siding that will provide longevity to the home. He also noted the proposed changes to the roof to tie trim in and the correct angles and seal it better. The siding will be smooth cedar siding that is appropriate for the timeframe and this area. Questions from the group was focused on the siding currently in place, the evolution of the house, trim proposals, dormers as they currently are and proposed new materials.

Public Testimony

None in person or on line. They noted the receipt of the testimony letter.

Waiver

Chair asked if the applicant wished to waive the 7-day waiting period for submitting additional written arguments. agreed to waive the waiting period.

Chair Robinson called the public hearing closed at 6:57 p.m.

Commission Deliberation

Commission Settlemier focused on the style of home that it was listed as and how it resembles something different. Robinson agreed that it isn't tied to any one style of home. Winterrowd was unsure of how to identify the style of the home, given the number of updates made it difficult to give it one style. Engeman noted how the extensive evolution of the home has made it difficult to focus on one style and how the different owners that have made updates to the home has changed the style of the home.

Motion: Commissioner Legras made a motion to approve the alterations including conditions of approval, including smooth, cedar shakes for all areas proposed. Commissioners asked for clarification. Engeman seconded motion. Roll call vote. Yes votes: Robinson, Engeman, Legras No votes: Settlemier, McDermott, Winterrowd. Motion fails.

Commission Deliberation

Discussion focused on siding issues and how to resolve the numerous types and which to pick as original. Robinson reiterated what Engeman had noted about the changes to the home. Winterrowd didn't like the idea of changing the siding without historic reference. The group looked for ways to come to a consensus to move forward.

Motion: Commissioner McDermott made a motion to approve exterior alterations including conditions of approval, including retaining siding on dormer on the front facade, but approving smooth cedar siding on the rear ends and rear dormer. Legras seconded motion. Roll call vote. Yes votes: Settlemier, McDermott, Robinson, Engeman, Legras, Winterrowd. Motion passes.

Article 7 Discussion

Planning Manager, David Martineau, shared copies. A Work Session was scheduled for July 15th and the process for the discussion. Martineau asked for the group to email him with their notes and he would compile them.

Business from the Commission

McDermott hosted a window workshop in Salem and it was well attended. Legras will be placing her house on the historic tour.

Business from Staff

Discussion on upcoming hearing, cancelled meetings and potential opportunities for the group to focus on in addition to hearings.

Next Meeting Dates

The next meeting is a scheduled Work Session for July 15, 2026, at 6:00 p.m.

Adjournment

Hearing no further business Chair Robinson adjourned the meeting at 7:38 p.m.

Respectfully submitted,

Signature on file

Talley Richardson
Administrative Assistant

Reviewed by,

Signature on file

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.*