MINUTES

September 29, 2026
6:00 p.m.
Hybrid – Council Chambers
Approved: November 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, Mason Cox, Rayne Legras, (remote) Henry Ryals
Members absent:	None

Approval of Minutes for September 2, 2026
Commissioner Settlemier motioned for approval of the September 2, 2026 meeting minutes. Commissioner Legras seconded the motion. All voted and motion passed 7-0.

Comment
Lonna Capaci, Visitor Service/Historic Resources Manager for the Albany Visitors Association (AVA). As a representative of the Albany Downtown Association, she shared all the upcoming opportunities at the Montieth House as well as in other areas of Albany. These include Carriage of Shadows, Trolly of Terror, VIP Paranormal Investigations, Ghost Walks, History through the Headstones and Downtown Trick or Treat, as well as the Calapooia Brewery Artists Reception. She also had flyers to share for the Christmas Parlor tours and a list of upcoming activities associated with the Montieth House.

As a public comment, she expressed her concern over the painting of historic surfaces. Her concern is how Albany protects the historic surfaces when those buildings are painted. She referenced a building she noticed had glitter paint on the street-facing exterior of a potentially historic building within the Historic Downtown area. Seeing the paint made her wonder how an exterior paint treatment could be applied without consideration of the historic district's character, even on buildings that are rebuilt. She understood that buildings need maintenance to help a building survive. Her concern is painting previously unpainted historic brick and painting over ghost signs. Ghost Signs are the fading advertisements that tell us who owned and used the building, and the types of products or services offered there. She noted that once those are covered up, recovering these features is difficult or even impossible. She then referred to a previous discussion on an exemption on paint color or even painting unless it affects a character defining feature. She asked when and how a feature is determined to be a character defining or whether original brick or a surviving ghost sign would be considered a character defining feature, before it is painted over or destroyed. She asked if original, bare brick or painted signs are protected in any way and if the commission could find ways to identify clear, practical guidance on maintenance while giving original masonry and ghost signs a chance to be evaluated before they are covered. She reminded the group that these features are a part of Albany's history and decisions about them deserve to be recognized and protected before they are lost.

Scheduled Business

Quasi-Judicial Public Hearing on Planning File HI-15-26 - Historic Review of Exterior Alterations to infill an existing opening on the 2nd floor of the alley side of the building with brick to match the existing brick, located at 420 1st Ave 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
- Engeman, Cox, Settlemier, Robinson reported a drive/walk
- 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 for a historic review of exterior alterations for the E.H. Rhodes Building, located at 420 1st Ave SW.

Staff questions
Settlemier asked if the opening is from a period of significance. He followed up by asking if the review was just for the opening and not a roofline extension above it.

Applicant Testimony
Scott Lepman and Lisa Kanaski provided additional information on the proposal, work already completed and timeline for current work. Lepman provided some historical information on the two original buildings and the need to complete the proposed in-fill on the south facing side of the building, which will protect the original masonry from further deterioration. McDermott asked if there was a way to in-set the bricks to show the original opening area. Michael Brandas, Project Manager for Lepman Properties, provided reasoning why having an inset in that area, being on the south facing side of the building could pose a problem because of the pooling of water at the inset. This “water ledge” would eventually allow the water to penetrate the historic masonry on a 100-year-old building. He noted that the location of the hole is also an area that the water is evacuated from the roof. He explained that while they could place flashing in the area, it would not be period correct. Legras asked about using a different color grout to distinguish the area. Brandas said this could be done, but within a couple of years of weather it would not be distinguishable. He referenced the rendering and explained how they had proposed to replace some of the surrounding bricks to blend the area and not show the hole, but if the commission preferred they could fill the hole in a way that would show the original hole instead. Robinson acknowledged the challenges, but reiterated the other commissioner’s questions, asking if there was a condition that would show where the original hole was. Brandas said that they could do the work in a way that the hole could still be identified but still seal the void. Settlemier referenced an old photo that had a sill on the bottom of the opening. Brandas noted that he remembered seeing the sill and said that there could be a sloped sill, but there would need to be steel flashing.

Public Testimony
None.

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

Chair Robinson called the public hearing closed at 6:29 p.m.

Commission Deliberation
Engeman supports a simple approach to filling the hole and Cox agrees. Settlemier is ok with an infill but wants there to be a delineation for the opening. Legras prefers a delineation but is ok without one. McDermott agrees with delineation, was drawn to an inset but understands the challenges with doing that. Robinson would also like a delineation. Ryals said that from his experience, the infill will still be visible for a time and agrees that an in-set would be problematic with water penetration. He referenced a building on Water Street that has an infilled where a window once was and the area is still visible.

Motion: Commissioner Settlemier motioned to approve the exterior alterations, including the conditions of approval. An additional condition would be that the brick pattern clearly delineates the opening edges. McDermott asked how the delineation would be done. Settlemier stated that it would be up to the applicant to decide on what that delineation would be. Commissioner Cox seconded. The vote passed with 7-0 in favor.

Scheduled Business
Quasi-Judicial Public Hearing on Planning File HI-18-26 - Historic Review of Exterior Alterations to rehabilitate and restore store fronts on 111-113 1st Ave NW.

Chair called the public hearing to order at 6:36 p.m.

Commission Declarations
- Members McDermott & Ryals reported a potential Conflict of Interest – (both explained potential conflict, but neither would benefit from this project)
- No members declared any Ex-Parte Contact
- McDermott, Robinson, Settlemier, Cox reported a drive/walk by
- No member 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 historic review of exterior alterations to rehabilitate and restore store front on 111-113 1st Ave NW.

Applicant Testimony
Josh Mitchell, with Albany Civic Theater, referred to the slides to explain the proposed changes for the project. McDermott asked about the awning design and clarified how this project is different from the previous theater project. He also asked about the type of windows to be used. Settlemier asked about the dimensions of the transom as well as asking about the awning. Ryals asked about the windows and if they were original. Dean Keeling came forward and answered questions about the windows and doors, regarding style, size and placement.

Public Testimony
None.

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

Staff Questions
None.

The Chair called the public hearing closed at 6:55 p.m.

Commission Deliberation
Commissioners expressed support for the project and look forward to seeing it completed.

Motion: Commissioner Settlemier made a motion to approve the exterior alteration, including conditions of approval. Cox seconded and all voted to approve. Motion passed 7-0.

Business from the Commission
Cox asked about getting printed agenda packet. Staff let Commissioners know that they are welcome to request a printed copy of the agenda. Cox asked about ghost signs and original brick. Robinson also expressed concern and reiterated the lack of code to review it. Engeman noted that this could be an issue in other communities and wondered how they deal with it. Schrems will check with the director and report back to the group. Commissioners supported her efforts to identify language to protect these historic characteristics. Robinson asked for clarification on a property that is in a historic district and who the project was not under review. Staff and Commissioners discussed who the date of construction determination to consider for historic review, historic inventory guidelines and potential issues with expanding the dates of construction.

Business from Staff
Martineau shared that he had received comments from most of the Commissioners. He now plans to compile the notes and comments from everyone and share the document with the group. He asked everyone to review it and include any additional comments. After November 5th he will take all the comments and share with Schrems and Kuri Gill, with SHPO. From there, it will move to the hearings process. McDermott asked for clarification on entering supporting comments. Martineau expressed the importance of moving forward with this in a timely manner. Schrems reminded everyone of the Volunteer Appreciate event on the next evening, September 30th and encouraged everyone to attend.

Next Meeting Dates
The next meeting is scheduled for Thursday, November 5, 2026, at 6:00 p.m.

Adjournment
Chair Robinson adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Talley Richardson
Administrative Assistant

Reviewed by,

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.*