



CITY OF REDMOND
Community Development Department

411 SW 9th Street,
Redmond OR 97756
541-923-7758
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www.ci.redmond.or.us

REDMOND HISTORIC LANDMARKS COMMISSION
411 SW 9th Street, Conference Room 200
June 27, 2019
4:30pm – 6:00pm

Agenda

**RHLC
MEMBERS**

**Charles
Rucker
Chair**

**Trish
Pinkerton,
Vice Chair**

**Tonia
Cain**

**Deborah
Cook**

**Drew
Roberts**

**Shannon
Farnsworth
Rose**

Vacant

**Vacant
Ex Officio**

TIME ITEM

4:30 PM **CALL TO ORDER/INTRODUCTIONS**

4:32 PM **CITIZEN COMMENTS**

4:35 PM **ACTION ITEMS**

A. Approval of Minutes

a. April 4, 2019 (Exhibit 1)

b. April 22, 2019 (Exhibit 2)

B. Redmond Hotel – Review Additional Change to the Exterior Sign (Exhibit 3)

DISCUSSION ITEMS

4:40 PM A. Redmond Historic Resources of Redmond MPD Update

4:55 PM B. History Walk Update

5:20 PM C. CLG Grant Update

5:50 PM **COMMISSIONER COMMENTS/ANNOUNCEMENTS**

5:55 PM **STAFF COMMENTS**

6:00 PM **ADJOURN**

Next Historic Landmarks meeting in July 25, 2019

*Please note that these documents are also available on the City's website www.ci.redmond.or.us; click on City Government, hover on Commissions and Committees, click on Redmond Historic Landmarks Commission. You may also request a copy at City Hall from Scott Woodford at 541-923-7758 or Jackie Abslag at 923-7763.

The City of Redmond encourages all citizens to participate in its programs and activities. This meeting location is accessible to people with disabilities. Requests for accommodation may include sign language interpreter service, assistive listening devices, materials in an alternate format or any other accommodation. If any accommodations are needed, please contact the ADA Coordinator at 541-504-3036 or access@ci.redmond.or.us. Requests should be made as soon as possible, but at least 3 business days prior to the scheduled meeting.



DRAFT

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REDMOND HISTORIC LANDMARKS COMMISSION MINUTES

April 4, 2019

Redmond City Hall – Room 200, 411 SW 9th Street, Redmond, Oregon

Commissioners Present: Chair Charles Rucker, Vice-Chair Trish Pinkerton, Tonia Cain, Deborah Cook, Drew Roberts, Shannon Farnsworth Rose

Youth Ex Officio: **Vacant**

City Staff: Scott Woodford, *Senior Planner*; Cameron Prow, *TYPE-Write II*

Visitors: None

Media: None

(Agenda items appear in discussion order. The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)

CALL TO ORDER – INTRODUCTIONS

Chair Rucker called the regular meeting of the Redmond Historic Landmarks Commission (HLC) to order at 4:36 p.m., Thursday, April 4, 2019, with a quorum present (5 of 6 commissioners). Mr. Roberts arrived at 4:45 p.m. after approval of the minutes, increasing the quorum to 6 of 6 commissioners.

CITIZEN COMMENTS

None.

ACTION ITEMS

A. Approval of Minutes

1. December 19, 2018

Motion 1 (5/0/0): Commissioner Pinkerton moved to approve the minutes of December 19, 2018, as presented. Commissioner Cain seconded the motion which passed unanimously.

2. January 24, 2019

Motion 2 (5/0/0): Commissioner Pinkerton moved to approve the minutes of January 24, 2019, as presented. Commissioner Rose seconded the motion which passed unanimously.

3. February 21, 2019

Motion 3 (5/0/0): Commissioner Pinkerton moved to approve the minutes of February 21, 2019, as presented. Commissioner Cain seconded the motion which passed unanimously.

DISCUSSION ITEMS

A. Redmond Historic Resources MPDF (Multiple Property Document Form) Update

Mr. Woodford presented Kerry Davis's first draft of the Historic Resources of Redmond MPDF. Ms. Davis sent this form to the State Historic Preservation Office on March 4, 2019, requesting SHPO feedback. Once approved, the MPDF will become the basis for owners to submit individual properties for National Register recognition. He read excerpts from Ms. Davis's e-mail which

summarized the work remaining to be done. He requested feedback on the yellow-highlighted areas and said he would forward commissioner comments to Ms. Davis.

Commissioner concerns included when development spread west of the Dry Canyon. Vice-Chair Pinkerton offered to help Ms. Davis with address corrections.

B. Historic Preservation Month Planning

Chair Rucker said a draft countywide event list was posted on the Des Chutes Historical Museum website. The Deschutes County Historic Preservation Month Planning Committee, at its last meeting, finalized a light pole banner design for downtown Bend. Des Chutes Historical Museum Executive Director Kelly Cannon-Miller has said she will make that design available to Redmond Communications Manager Heather Cassaro to use for Centennial Park banners.

Upcoming Historic Preservation Month events included:

- **May 11** (Saturday): “Window Restoration Workshop,” 9 a.m.-5 p.m., Redmond City Hall. Lunch provided. Instructor: Chris Gustafson, *Vintage Window Restorations*.
- **May 15** (Wednesday): Historic preservation panel. Facilitator: Kelly Cannon-Miller.

Chair Rucker said he was designing a flyer to promote the window restoration workshop. He will forward e-mails about last year’s events to Mr. Woodford to share with commissioners.

Commissioner concerns included potential attendees of the window restoration workshop (contractors, homebuilders), options to demolishing older buildings, posting “Then & Now” photos of historic resources in vacant downtown buildings, Downtown Redmond Historic District promotion (temporary painted designs on downtown sidewalks), historic photo sources (Redmond Spokesman, Mr. Woodford, Ms. Cassaro), and poster information about Odem Theater Pub.

Chair Rucker said he would contact the Redmond Chamber of Commerce about coordinating with downtown businesses.

Commissioners Pinkerton and Rose and Mr. Woodford agreed to tour downtown on April 8, 2019, to identify vacant buildings appropriate for window displays and Facebook posts.

Mr. Woodford said he had been working to get a sign on US Highway 97, directing motorists to the Downtown Redmond Historic District. He will contact Public Works to learn what other options might be available.

C. Discuss Facebook Posts

Chair Rucker commended Vice-Chair Pinkerton’s work to outline potential Facebook posts about historic preservation month events during May 2019. He suggested adding photos.

Commissioners discussed scheduling a workshop to plan Facebook posts and sources of historic photos (“Then & Now,” Redmond Spokesman, and “You Know You’re From Redmond If”).

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Chair Rucker reported a lot of new businesses downtown and a lot of people doing “cool” things with old buildings. He suggested checking out the new addition to the Old Presbyterian Church (scale, windows, siding) and discussed benefits to historic preservation awards.

STAFF COMMENTS

Mr. Woodford reported Commissioner Roatch resigned.

Mr. Woodford said the next regular meeting date (April 25) conflicted with the Oregon Heritage Conference dates. Following discussion, commissioners decided to meet on April 22 instead.

Next HLC meeting: Monday, April 22, 2019, 4:30 p.m.

ADJOURN

With no further business, Chair Rucker adjourned the meeting at 5:46 p.m.

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day of _____, 2019.

ATTEST:

Charles Rucker
Chair

Scott Woodford
Senior Planner



DRAFT

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REDMOND HISTORIC LANDMARKS COMMISSION MINUTES

April 22, 2019

Redmond City Hall – Room 200, 411 SW 9th Street, Redmond, Oregon

Commissioners Present: Chair Charles Rucker, Vice-Chair Trish Pinkerton, Tonia Cain, Deborah Cook, Drew Roberts (*absent: Shannon Farnsworth Rose; 1 vacancy*)

Youth Ex Officio: Vacant

City Staff: Scott Woodford, *Senior Planner*; Cameron Prow, *TYPE-Write II*

Visitors: None

Media: None

(Agenda items appear in discussion order. The 3 digits after a motion title show the number of commissioners voting in favor/opposed/abstaining.)

CALL TO ORDER – INTRODUCTIONS

Chair Rucker called the regular meeting of the Redmond Historic Landmarks Commission (HLC) to order at 4:34 p.m., Thursday, April 22, 2019, with a quorum present (4 of 6 commissioners). Commissioner Roberts arrived at 4:37 p.m., increasing the quorum to 5 of 6 commissioners.

CITIZEN COMMENTS

None.

ACTION ITEMS

- A. Approval of Minutes
None.

DISCUSSION ITEMS

- A. Redmond Historic Resources MPDF (Multiple Property Documentation Form) Update
Mr. Woodford reported he was still awaiting SHPO (State Historic Preservation Office) feedback.
- B. Historic Preservation Month Planning
Commissioners reported progress in gathering historic photos and information for use in marketing May 2019 historic preservation events:
- Vice-Chair Pinkerton said she was working with Geoff Folsom, The Redmond Spokesman, to unearth photos related to material she previously sent to staff. She should know by this weekend which photos these will be. She shared written information from January 13, 1921 (W.B. Curtiss house), September 20, 1934 (Redmond Grade School; Principal John Tuck), and June 8, 1939 (The Redmond Spokesman), and December 10, 1940 (Safeway Store).
 - Chair Rucker said he was making a flyer for Deschutes County.

Exhibit 2

Mr. Woodford said he and Commissioner Rose met with City Communications Manager Heather Cassaro. He presented a flyer about the free Redmond Historic Wood Window Workshop scheduled for Saturday, May 11, 2019, 9 a.m.-5 p.m., at City Hall. Lunch will be provided. Attendance will be on a first-come/first-served basis (maximum: 15).

Commissioner discussion covered promotional opportunities including Facebook teaser and invitation, displaying flyers where contractors gather, streaming, City utility newsletter, press release, Redmond Chamber of Commerce "Coffee Clatter," Deschutes County events calendar, and direct mail to historic house owners.

C. Discuss Facebook Posts

Chair Rucker discussed scheduling posts to assure there was something new every day, the importance of getting "likes," and how to buy additional posts (direct purchase by the City of Redmond vs. reimbursing Landmarks commissioners).

COMMISSIONER COMMENTS – ANNOUNCEMENTS

Chair Rucker expressed concern about a massive renovation project on a downtown building. Can the Landmarks Commission be notified about all ownership changes within the Redmond Downtown Historic District? The Landmarks Commission could then send a welcome letter to new property owners, including an incentive for them to contact the City before starting improvement projects. Mr. Woodford suggested adding a historic review requirement to the façade improvement application. Commissioner Cook asked how to protect properties if the owners didn't apply for a façade improvement grant. Mr. Woodford said he would research how the Urban Renewal Agency markets its programs.

STAFF COMMENTS

Commissioner Vacancy: Mr. Woodford reported Commissioner Roatch e-mailed her resignation on March 28, 2019.

Interdepartmental Coordination: Mr. Woodford said he had been working to improve coordination between the HLC and Redmond Urban Renewal Agency to assure façade improvements protect historic integrity of older buildings. He will now have the opportunity to review façade improvement projects in the Downtown Urban Renewal District when applications come in.

Oregon Heritage Conference: Mr. Woodford reported Commissioners Cain, Cook, and Rose were attending this year's conference with him on April 25-26 (Thursday-Friday), 2019.

Historic District Signage: Mr. Woodford summarized his unsuccessful efforts to work with ODOT (Oregon Department of Transportation) and/or Travel Oregon to install historic district signage along Highway 97, directing visitors to the Redmond Downtown Historic District. Public Works Director Bill Durden was "on board" with this idea. Funding options considered included Public Works, Redmond Urban Renewal Agency, and CLG (Certified Local Government). He suggested high school students might be interested in manufacturing the signs.

Commissioner discussion covered contacting other Oregon cities to learn how they achieved this goal and Redmond Chamber's interest in historic wayfinding signage.

ADJOURN

Next HLC meeting: Thursday, May 23, 2019, 4:30 p.m.

With no further business, Chair Rucker adjourned the meeting at 5:14 p.m.

Exhibit 2

APPROVED by the Redmond Historic Landmarks Commission and SIGNED by me this _____ day
of _____, 2019.

ATTEST:

Charles Rucker
Chair

Scott Woodford
Senior Planner



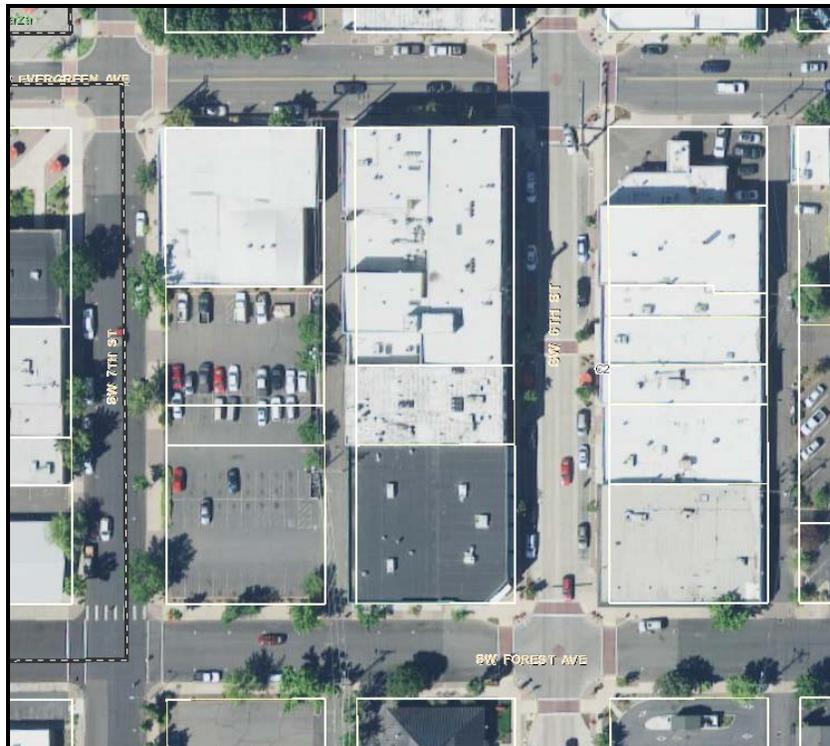
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REDMOND PLANNING STAFF
FINDINGS AND DECISION
Exterior Alteration
711-19-000107-HLA
New Redmond Hotel – Changes to the Sign

- DATE:** June 27, 2019
- APPLICANT:** AWI Deschutes, LLC
101 S. El Camino Real, Suite 202
San Clemente, CA 92672
- OWNER:** Same as above
- STAFF:** Scott Woodford, Senior Planner
- REQUEST:** The applicant is requesting approval for an Exterior Alterations to the New Redmond Hotel to add company logo to new sign
- LOCATION:** 521 SW 6th Street in Redmond, Oregon. The subject property is also identified as 151316AC00100 of the Deschutes County Tax Assessor's Map.

Aerial Photograph



Summary:

The New Redmond Hotel is planned to open as a hotel in the near future and the following alteration is proposed:

1. Add the company logo to the bottom of the replica Redmond Hotel sign

Background:

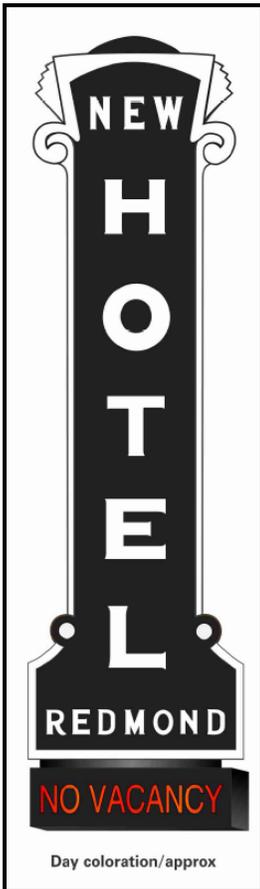
A three story "Georgian" brick masonry building, the New Redmond Hotel was opened in 1928. It has been operated as a hotel off and on since then but has been vacant for over 15-20 years. The building was designated a local Historic Landmark Building by the Redmond City Council on July 22, 1986 after a recommendation from the Deschutes County Historic Landmarks Commission and was placed on the National Register of Historic Places in 1980. Because the hotel is on the Local Redmond Historic Landmarks Inventory it is required to request a Certificate of Approval from the City of Redmond for any exterior changes.

Recently, the City of Redmond Historic Landmark Commission has approved the following alteration requests for the hotel:

1. Remove the exterior sign on the front façade due to its poor condition and replacing it with a new, replica sign
2. A 739-square foot addition to the roof of the hotel for a bar, storage, elevator structure, secondary emergency access enclosure (at the northwest corner of the building), and outdoor seating area.
3. Tuckpoint exterior brick
4. Repair all exterior windows on property line facades
5. Replace all windows in alcoves with new similar windows - alternate is to only rebuild new windows where the original windows no longer exist, and the replacement window is not operable.
6. Remove fire escapes

Proposal:

Add the hotel owner company logo to the bottom of the new, replica sign that was recently approved by the Redmond Historic Landmarks Commission (see photo below).



Comments:

Public notice of the neighbors is not required in Section 8.0865 of the Redmond Development Code (Exterior Alteration and New Construction), therefore no public comments from noticed neighbors were solicited or received by the Planning Department.

Exhibits:

The following exhibits are on-file and make up the record in this matter:

1. Application, site plan, building elevations and other miscellaneous information.

Attachments:

Exhibit A – Staff Findings

Conclusions:

In all land use proceedings, the “burden of proof” rests with the applicant to demonstrate compliance with the land use regulations. After reviewing all available evidence submitted by the applicant, staff concludes that the request complies fully with the Redmond Development Code standards and criteria.

Alternative Courses of Action:

1. The Historic Landmark Commission approves the request for a Certificate of Approval to add the company logo to the sign; or,
2. The Historic Landmark Commission continues the request for a Certificate to add the company logo to the sign to the next available Historic Landmarks Commission agenda and requests additional information to make the decision; or,
3. The Historic Landmark Commission denies the request for a Certificate of Approval to add the company logo to the sign.

Recommendation/Suggested Motion:

I move the Historic Landmark Commission approve the request for a Certificate of Approval to add the company logo to the replica sign.

EXHIBIT A – STAFF FINDINGS

In order to approve an application for the alteration of a Landmark, the Commission must find that the proposal meets the following guidelines as applicable:

1. A property shall be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships; and/or
 - **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria. There will be no change to the proposed (and historical) use of the property as a hotel and there will be minimal change to the materials and space.**
2. The historic integrity of a property shall be retained and preserved. The relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided; and/or
 - **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria. The historic integrity of the property will be retained with the small addition to the sign.**
3. A property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken; and/or
 - **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria.**
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved; and/or
 - **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria. No changes have acquired historic significance.**
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved; and/or
 - **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria. There will be no change on the hotel to distinctive materials, features and finishes.**
6. Deteriorated historic features shall be repaired rather than replaced. If the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence; and/or
 - **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria. There will be no changes to deteriorated historic features.**
7. Chemical and physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used; and/or

- **Staff Finding: Staff has examined the record in this matter and that the criteria is not applicable to the request.**
- 8. Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken; and/or
- **Staff Finding: Staff has examined the record in this matter and that the criteria is not applicable to the request, as no archeological resources are involved.**
- 9. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment; and/or
- **Staff Finding: Staff has examined the record in this matter and finds the applicant has met the criteria. The historic integrity of the property will largely be retained and preserved with the sign addition.**
- 10. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
- **Staff Finding: Staff has examined the record in this matter and finds the criteria is not applicable to the request, as no addition is being proposed.**

In addition to meeting the applicable guidelines in 3(a) through 3(j) of this Section, in order to approve an application for the alteration of a Landmark the Commission must find that the proposal meets the following design standards as applicable:

1. Vacant buildings shall be weather- and vandal-proofed in order to minimize further deterioration and the threat to public safety; and/or
2. Rehabilitation work, especially on the exterior and the principal facades shall preserve the existing historic features or replace them if absolutely necessary with features and materials known to have existed on the building through verifiable evidence such as photographs. Alterations to Landmarks shall not be based on speculation, but instead on documentary evidence; and/or
3. New additions shall be subordinate to the original building, meaning lower in height, attached to the rear or set back along the side, smaller in scale, and have less architectural detail; and/or
4. Height, width, setback, roof shape, and the overall scale and massing of new buildings within historic districts and on lots with existing Landmarks, or additions to Landmarks shall be compatible with the existing historic building(s) and, in the case of historic districts, the overall streetscape; and/or
5. In locally designated historic districts and on lots with existing Landmarks, materials on at least the primary façade(s) of new buildings shall be similar in size, shape, color, and texture to the original materials on the facades of surrounding historic buildings; and/or
6. Architectural details on new construction (including wood or metal trim, porches, cornices, arches, and window and door features, etc.) shall be complimentary, but shall not replicate historic features on surrounding historic buildings; and/or
7. Window and door opening should be similar in size and orientation (vertical to horizontal) to openings on historic buildings and shall take up about the same

percentage of the overall façade as those on surrounding historic buildings;
and/or

8. In Locally Designated historic districts and on lots with existing Landmarks, the relationship of the width to the height of the principal elevations for new buildings and additions to existing Landmarks shall be in scale with the surrounding structures and streetscape. Wider new building can be divided into segments that more closely resemble the façade widths of historic buildings; and/or
 9. In Locally Designated historic districts and on lots with existing Landmarks, the roof shape of new buildings and additions to existing Landmarks shall be visually compatible with the surrounding structures and streetscape. Unusual roof shapes, materials, and pitches are discouraged; and/or
 10. Moving Landmarks shall be avoided, especially to create artificial groupings; and/or
 11. The demolition of Landmarks shall be avoided whenever possible; and/or
 12. Design guidelines in Appendix A.
- **Staff Finding: Staff has examined the record in this matter and finds the criteria is not applicable to the request, as no addition is being requested.**