



COMMUNITY DEVELOPMENT

DESCHUTES COUNTY HISTORIC LANDMARKS COMMISSION

5:30 PM, MONDAY, NOVEMBER 01, 2021

Barnes Sawyer Rooms - Deschutes Services Bldg - 1300 NW Wall St – Bend

This meeting was conducted by telephone and electronically. For further details please read the meeting format notes below.

MINUTES

MEETING FORMAT

The Historic Landmarks Commission conducted this meeting electronically, by phone, in person, and using Zoom.

Members of the public may view this meeting in real time via the Public Meeting Portal at www.deschutes.org/meetings.

Members of the public may listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge. To login to the electronic meeting online using your computer, copy this link:

<https://us02web.zoom.us/j/88175330679?pwd=SXNmZDVGd2huUUVvN3hXU3Z0OHArDz09>

Passcode: 099559

Using this option may require you to download the Zoom app to your device.

Members of the public can access the meeting via telephone, dial: 1-312-626-6799. When prompted, enter the following Webinar ID: 881 7533 0679 and Passcode: 099559. Written comments can also be provided for the public comment section to planning@deschutes.org by 5:00 p.m. on November 1. They will be entered into the record.

I. CALL TO ORDER

The meeting was called to order at 5:30 p.m. by Chair Kelly Madden, who attended in person. Historic Landmarks Commissioners present via Zoom: Sharon Leighty, Christine Horting-Jones, Rachel Stemach, Dan Ellingson, Dennis Schmidling. Staff present: Peter Gutowsky – Planning Manager, and Tanya Saltzman - Senior Long Range Planner.

II. APPROVAL OF MINUTES - August 5, 2021

Chair Madden entertained a motion to approve the minutes with no further amendments. Commissioner Ellingson moved to approve; Commissioner Stemach seconded, and the HLC voted unanimously to approve.

III. PUBLIC COMMENT

No public comment.

IV. ACTION ITEMS

1. City of Sisters Check-In (Scott Woodford, City of Sisters Community Development Director, and Emelia Shoup, Assistant Planner)

Scott and Emelia (Emme) provided an overview of current and future historic preservation projects in the City of Sisters, particularly in relation to the CLG grant. Emme previously worked with the Historical Society, which provided helpful background to many of the projects.

CLG projects are primarily geared to public education:

- Printed 1,000 copies of the new Sisters Historic Landmarks brochure; worked with the Historical Society to develop the narrative. There has been high demand for these brochures throughout.
- 2018 Historic Resource Survey: this was originally performed by Diana Painter, and now Sisters will be publicizing that information. One of the goals of the grant is to get that information out to the public into the property owners' hands so they can better understand the value of their properties.
- This survey included 274 properties. 20% were found to be Eligible Significant or Eligible Contributing, but not a sufficient concentration to warrant a historic district. Scott illustrated a couple of historic properties (National and local), including the Old Forest Service Building.
- Future StoryMap will illustrate these properties as well as the RLS recommendations (i.e. consider an Intensive Level Survey; engage residents to learn about preservation), using a mix of maps and information from the RLS and the Historical Society to tell the story of those properties.
- Historical Society also recommended a few more uses for future grant funds: equipment for oral history for instance.
- Chair Madden offered to share additional information she has with the City of Sisters.

2. Updates from Bend and Redmond HLCs

In a new effort, staff has reached out to neighboring HLCs for updates on their activities. Staff will continue to do this for each meeting.

Bend

The Bend HLC cancelled their monthly meeting this month, and had no public hearings scheduled. Lately they have been working on single family dwelling additions only. The Bend HLC has not had an in person meeting since February 2020, and has been meeting virtually via Zoom.

Redmond

The past few months the Redmond Historic Landmarks Commission has been up to the following:

- 1) Finalized implementation of CLG grant activities, which included:
 - a. Created streetlight banners to be hung during historic preservation month in historic downtown district.
 - b. Re-surveyed 90 properties previously listed as 'undetermined' status in a 1997/8 survey.
 - c. Created a best practices manual for historic preservation that includes best practices for alterations, additions, and relocations. This new resource will be referenced in the historic preservation ordinance.
 - d. Multiple Property Documentation and Swanson House are scheduled for nomination for listing on in the National Register of Historic Places (State Advisory Committee on Historic Preservation meeting last week was cancelled due to unforeseen circumstance).
 - 2) Currently reviewing a request to list a residential home on their local landmark register.
 - 3) Will begin to plan for 2022 activities, which among other potential tasks, includes updating the City's historic preservation plan.
- Separately, Chair Charles Rucker (Redmond) mentioned the idea of potentially holding a joint meeting or workshop. Commissioner Stemach suggested combining the tours/field trips that would be held in the springtime. Commissioner Ellingson mentioned the idea of other HLCs joining as well.
 - Staff can introduce the two chairs and they can coordinate.
3. HLC Policies and Procedures Manual
 - The subcommittee did a number of edits on the draft manual, which has been supplied to the larger group for this meeting.
 - Staff will solicit edits/suggestions from the group by January 5, approximately a month before the next meeting. Staff can then compile them and parse out what might need additional discussion.
 - Chair Madden: wants a new image for the cover. Everyone should consider potential images. Could be a collage or a map with images too.
 - Staff will look into providing as a shareable Google document
 - Commissioner Leighty asked if there'd be a benefit in having other HLC look at or comment on the draft, but Chair Madden suggested maybe sharing with them once it is complete instead.
 - Staff offered to share the links with Bend and Redmond HLCs in case they are interested in providing any insight.

IV. HISTORIC LANDMARKS COMMISSION AND STAFF COMMENTS

Tanya introduced Peter Gutowsky as the new Community Development Director, and noted that he went through a rigorous interview process (this was seconded by Chair Madden). Peter re-introduced himself and thanked the commissioners for their support. He noted that the County is lucky to have such great commissions as well as staff and wants to make sure everyone has the support they need to continue with their tasks.

The HLC will continue to think about potential field trips for the spring.

The next meeting will be on February 7, 2022.

V. ADJOURN

The meeting was adjourned at 6:12 p.m.