



## SALEM HISTORIC LANDMARKS COMMISSION (HLC) COMMUNITY DEVELOPMENT DEPARTMENT

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services, please call 503.588.6173 (TTD/TTY 503-588-6439) at least two business days in advance.

### HLC COMMISSION

#### Commissioners

Carroll Cottingham  
Jessica Curteman  
Jennifer Maglinte-Timbrook  
Patricia Mulvihill  
Tracy Schwartz  
Kelly Thomas  
Andrew Zimmerman  
Jamie French – Chair  
Russell Schutte – Vice-Chair

#### City Staff

Lisa Anderson-Ogilvie –Deputy Community  
Development Director & Planning Administrator  
Natasha Zimmerman – Deputy City Attorney  
Kimberli Fitzgerald – Historic Preservation Officer  
Kirsten Straus – Planner I  
Zachery Cardoso – Recorder

Next Meeting: September 17, 2020

[www.cityofsalem.net/Planning](http://www.cityofsalem.net/Planning)

**\*\*Declare potential or actual conflicts of interest prior to each item on the agenda.**

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, and source of income, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

### DIGITAL MEETING AGENDA

Thursday, August 20, 2020

5:30 PM – 7:30 PM

ONLINE

Staff Reports and presentations for this meeting will be available at this link, see "Agendas and Meeting Minutes":

<https://www.cityofsalem.net/Pages/historic-landmarks-commission.aspx>

#### DIGITAL MEETING ACCESS:

To view this meeting LIVE on YouTube, please visit this link with your computer, tablet, or smartphone by clicking this link:

<https://bit.ly/planningpublicmeetings>

TO PROVIDE WRITTEN TESTIMONY AT THIS MEETING: Email written testimony to the Case Manager or mail to City of Salem Planning Division, 555 Liberty Street SE, Room 305, Salem, Oregon 97301. We recommend you email comments to ensure receipt before the public hearing.

TO SIGN UP TO PROVIDE IN-PERSON TESTIMONY: You may provide testimony digitally at the public hearing. To sign up to provide live testimony during a public hearing, please email [zcardoso@cityofsalem.net](mailto:zcardoso@cityofsalem.net) or call 503-540-2304 by August 20, 2020 at 3:00p.m.

*The City of Salem and the Salem Planning Commission thanks you for your support in slowing the spread of COVID-19 by attending this public meeting digitally.*

For any questions or concerns about the above information, please contact Zachery Cardoso, Admin Analyst I at [zcardoso@cityofsalem.net](mailto:zcardoso@cityofsalem.net) or 503-540-2304.

**DIGITAL MEETING AGENDA**  
**SALEM HISTORIC LANDMARKS COMMISSION**

Thursday, August 20, 2020

5:30 PM – 7:30 PM

ONLINE

1. Call to Order
2. Roll Call
3. Public Comment (for items not already on the agenda)  
Please contact Zachery Cardoso, Admin Analyst I at [zcardoso@cityofsalem.net](mailto:zcardoso@cityofsalem.net), 503-540-2304, or City of Salem Planning, Attn: Zachery Cardoso 555 Liberty St SE Rm 305, Salem OR 97301 to provide written testimony or sign up to provide in-person testimony.
4. Approval of Minutes: July 16, 2020
5. Public Hearings
  - a. **DELIBERATIONS ONLY, NO ADDITIONAL COMMENTS ACCEPTED - Historic Design Review – Case No. HIS19-15MOD1 for 189 Liberty St NE**  
Major Historic Design Review of a proposal to modify the original request approved under HIS19-15 to remove the non-historic awnings and modify the storefront, to include sliding windows on the exterior of the Reed Opera House (1869), a Historic Contributing Resource within Salem’s Downtown National Register Historic District, located at 189 Liberty Street NE (Marion County Tax Assessor Number 073W27AB05900).
  - b. **Code Amendment CA20-02 for Chapter 230 (Historic Preservation)**  
Purpose of Hearing: The Salem Historic Landmarks Commission will hold a public hearing to receive testimony regarding proposed update of Salem’s Historic Preservation Plan, a component of the Salem Comprehensive Plan, and amendments to Salem Revised Code Chapter 230 – Historic Preservation.
6. Action Items
  - a. **National Register Process Rulemaking**; Review of proposed changes from Oregon Parks and Recreation Department of the National Register Process – comment period extended.
7. Discussion Items:
  - a. Archaeology Administrative Policies and Procedures
  - b. Newsletter Assignments
  - c. Subcommittee Reports
8. Historic Preservation Officer Report

**SALEM HISTORIC LANDMARKS COMMISSION  
PUBLIC HEARING PROCEDURES**

THE PROCESS FOR THE PUBLIC HEARING will begin with the staff presentation, followed by the applicant's case presentation (*limited to a total of 15 minutes*), neighborhood organization comments (*limited to a total of 10 minutes*), testimony of persons either in favor or opposition (*limited to 5 minutes each, discretionary*), and a rebuttal opportunity for the applicant (*limited to 5 minutes*), should opposition be raised. The public testimony portion will then be closed and Commission deliberation follows.

THE APPLICANT HAS THE BURDEN OF PROOF to show that the approval criteria can be satisfied by the facts. Opponents may rebut the applicant's testimony by showing alternative facts or by showing that the evidence submitted does not satisfy the approval criteria. Any participant may request that the hearing be continued or that the record be left open for submission of additional evidence or testimony. The Commission may continue the hearing to another date and time, or leave the record open to receive additional evidence or written testimony.

HISTORIC LANDMARKS COMMISSION DECISIONS are based on the criteria contained in the Salem Revised Code (SRC) Chapter 230. Applications may be approved, conditionally approved, or denied on the basis of conformity with the applicable criteria. Conditions of approval, if any, shall be limited to project modifications required to enable the project to better meet the intent of the design guidelines or standards.

ALL ISSUES MUST BE RAISED AT THE HEARING. Failure to raise an issue, accompanied by statements or evidence sufficient to afford the parties an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) on that issue. A similar failure to raise constitutional issues relating to any proposed conditions of approval precludes an action for damages in Circuit Court.

Salem Revised Code (SRC) Chapter 230 and other informative documents may be accessed online at:  
[www.cityofsalem.net/Historic](http://www.cityofsalem.net/Historic)