

Minutes
Bend Landmarks Commission
February 20, 2024
6:00 PM Regular Meeting
Virtual Zoom meeting platform and in person
in the Council Chambers.



Minutes shall be prepared with sufficient detail to meet their intended uses. Verbatim minutes are not required.

REGULAR MEETING 6:00 p.m.

A. Roll Call:

Voting

Commissioners:

Kathy Nagel Hood	<i>Present (Virtually)</i>
Jim Figurski	<i>Present</i>
Derek Stevens	<i>Present</i>
Andy Coughlin	<i>Excused</i>
Tom Schmidt	<i>Present</i>

Alternate

Commissioners:

Heidi Slaybaugh	<i>Excused</i>
Sean Quinlivan	<i>Present (Virtually)</i>

Staff Present:

Heidi Kennedy	<i>Senior Planner</i>
Ian Leitheiser	<i>Assistant City Attorney</i>

- 1. Call to Order/ Roll Call.** Commissioner Stevens called the meeting to order at approximately 6:00 PM and conducted roll call. Commissioner Stevens welcomed the newest member Sean Quinlivan to the Commission. Commissioner Quinlivan was asked to introduce himself. He introduced himself and provided some general background on what draws him to the Commission.

2. WORK SESSION 6:00PM

Review of Land Use Processes and Procedures – Ian Leitheiser

Ian Leitheiser provided a presentation regarding the land use process and procedures for the Landmarks Commission. Mr. Leitheiser also covered public meetings, public records and ethics topics. Commissioners and staff asked various questions of staff.

3. Regular Meeting 7:00PM

Commissioner Stevens called the regular meeting to order at approximately 7:20.

4. General comments and questions from public. (Topics not on agenda)

Gary Johansen asked for feedback or general guidance from the Commissioners on a potential future project at 466 NW Kansas Avenue. Mr. Johansen provided some background and questions and the Commissioners provided some broad feedback.

5. Approval of Minutes: December 2023 draft Minutes.

Ms. Kennedy asked for details on the minutes as the sound cut out in the recording of the meeting. Commissioner Figurski made a motion to approve draft minutes as presented with the addition of the details on who motioned approval of the December draft minutes. Commissioner Schmidt seconded the motion. Commissioner Quinlivan abstained as he was not in attendance. All other Commissioners present approved the minutes.

6. Election of Chair and Vice-Chair from 2024.

The Commissioners discussed electing a chair and vice-chair and decided to put off making a decision until a larger body is present at a meeting. The decision of who to elect as chair and vice-chair has been postponed until the next meet.

7. Grant Update – Bend Historic Code audit project – Heidi Kennedy and Peter Meijer

Mr. Meijer provided a presentation on the work Peter Meijer Architect, PC has conducted since the last Landmarks Commission meeting in which feedback and comments on the Preservation Code language were solicited from the Commissioners. The presentation included outlining briefly how graphics within the Preservation Code could be beneficial as well as outlining recommended code language changes to the Preservation Code. It is also recommended that the City of Bend consider adopting design guidelines as part of any future code changes. Commissioners had a few questions for Mr. Meijer and thanked him for his time.

8. Communications: Reports from Landmarks Commissioners.

Commissioner Figurski reminded everyone of the Oregon State webinar on window restoration work. There is also another webinar on substitute materials for historic buildings in the future. Commissioner Stevens announced that he may be moving out of State in the future and just wanted to let everyone know. No firm plans have been made yet.

9. Adjourn: The meeting was adjourned at 8:15 pm.

Commissioner Figurski made a motion to adjourn and Commissioner Schmidt seconded the motion. All present approved the motion.