

Minutes
Bend Landmarks Commission
November 19, 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</i>
Jim Figurski	<i>Excused</i>
Heidi Slaybaugh	<i>Present</i>
Andy Coughlin	<i>Present</i>
Tom Schmidt	<i>Present</i>

Alternate

Commissioners:

Sean Quinlivan	<i>Excused</i>
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Council Liaison:

Councilor Mike Riley	<i>Present</i>
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Staff Present:

Heidi Kennedy	<i>Senior Planner</i>
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- 1. Call to Order/ Roll Call.** Commissioner Coughlin called the meeting to order at approximately 6:00 PM and conducted roll call.
- 2. Visitors:** General comments and questions from the public. (Topics not on the agenda) *Note: Public Presentations and Oral Testimony may be limited to five minutes.*

No comments from the general public.

- 3. PUBLIC HEARING:** PLHIS20240531
APPLICANT: Katherine Hayden-Lewis
LOCATION: 248 NW GEORGIA AVE
REQUEST: Historic Review application for a request to demolish an existing Accessory Dwelling (ADU) Unit on the subject property zoned Medium Density Residential (RS). (Type III Quasi-judicial Review process before the Landmarks Commission).

STAFF REVIEWER: Heidi Kennedy, Senior Planner,
hkennedy@bendoregon.gov; 541-617-4524

Commissioner Coughlin, read the public hearing preliminary statement for the public hearing scheduled and then started the public hearing for file PLHIS20240531. Commissioner Coughlin asked Commissioners if they had any prehearing exparte contacts, biases, conflicts of interest to disclose regarding this application. Commissioner Nagel Hood declared that she had a conversation with the applicant when conducting her site visit prior to the meeting this evening but the conversation was brief and would not have any sway on her when hearing the applications this evening. In addition, no one from the audience challenged any Commissioners.

Commissioner Coughlin asked Heidi Kennedy to provide a staff report. In addition to the staff report, there were two emails received in response to the public notice for the applications that were included in the public record. One email was in general support of the proposals and one email raised concerns about parking for the proposed ADU, potential short term rental use and concerns about blockage of the public alley. Following the presentation, commissioners had questions for staff. Following a brief response, commissioner Coughlin proceeded with the public hearing. The property owner, Lorin Hayden, provided testimony in support of the application PLHIS20240531. Commissioners asked the owners questions. No public testimony was received in favor or against this proposal. Commissioner Coughlin closed the public hearing at 7:15. Commissioner Coughlin asked the Commissioners for their thoughts on the proposal. Commissioners provided testimony and were in general support of the demolition proposal due to the evidence in the record that the building appears to not be the original historic structure and given the poor condition of the structure. Commissioner Coughlin asked for a motion. Commissioner Slaybaugh made a motion to approve the demolition application for PLHIS20240531 the Accessory Dwelling Unit (ADU) on the back of the Hayden Lewis residence at 252 NW Georgia Avenue. Commissioner Schmidt seconded the motion. All other Commissioners present approved the motion.

4. PUBLIC HEARING: PLHIS20240529

APPLICANT: Katherine Hayden-Lewis

LOCATION: 248 NW GEORGIA AVE

REQUEST: Applicant is seeking to construct an accessory dwelling unit on the property zoned Residential Medium Density. (Type III Quasi-judicial Review process before the Landmarks Commission)

STAFF REVIEWER: Heidi Kennedy, Senior Planner
hkennedy@bendoregon.gov; 541-617-4524

Commissioner Coughlin, started the public hearing for file PLHIS20240531. The public hearing statement read for the previous public hearing also applies to this application. All present for this public hearing were in attendance during the first public hearing and heard Commissioner Coughlin read the general public hearing statement. Commissioner Coughlin asked Commissioners if they had any prehearing exparte contacts, biases, conflicts of interest to disclose regarding this application. Commissioner Nagel Hood stated that her declaration from the previous hearing also applies to this public hearing. In addition, no one from the audience challenged any Commissioners.

Commissioner Coughlin asked Heidi Kennedy to provide a staff report. In addition to the staff report, there were two emails received in response to the public notice for this application as well as the previous application that were included in the public record. One email was in general support of the proposals and one email raised concerns about parking for the proposed ADU, potential short term rental use and concerns about blockage of the public alley. Following the presentation, Commissioner Coughlin declared that he had a previous discussion with staff regarding the proposed design plans for the new building prior to the application being submitted but felt that meeting would not bias him in any way to be able to hear this proposal. Commissioners had questions for staff. Following a brief staff response, Commissioner Coughlin proceeded with the public hearing. The property owner, Lorin Hayden and Matt Mefford the project designer, provided testimony in support of the application PLHIS20240531. Commissioners asked the owner and designer questions. No additional public testimony was received in favor or against this proposal. Commissioner Coughlin closed the public hearing at 7:01. Commissioner Coughlin asked the Commissioners for their thoughts on the proposal. There was general discussion on the proposal among all the Commissioners. Following commissioner discuss, Commissioner Coughlin asked for a motion. Commissioner Slaybaugh made a motion to approve PLHIS20240529 the request to construct a new Accessory Dwelling Unit (ADU) (including the proposed 2 to 3 inch flare at the foundation to cover up the added insulation at the foundation) at 252 NW Georgia Avenue with the following conditions of approval in addition to staff recommended two conditions of approval:

Condition 3: *The applicant shall submit, to staff for review and approval, a landscape plan indicating details for the retaining wall around the parking location and details for any screening of mechanical units that would be proposed on site. The landscape plan shall also indicate any other proposed modification in the rear area of the property.*

Condition 4: *The applicant shall submit, to staff for review and approval, cut sheets for any exterior light fixtures and also include information on the proposed location for light fixtures.*

Condition 5: *The building elevations shall be modified to include a vertical trim board on the north and south elevations to delineate the shed from the rest of the building.*

Commissioner Schmidt seconded the motion. All other Commissioners present approved the motion.

5. CONTINUED DISCUSSION OF THE BEND HISTORIC CODE AUDIT PROJECT MATERIALS CREATED BY PETER MEIJER ARCHITECT, PC – Heidi Kennedy

Staff and the Commission continued to review the audit project materials. Staff provided a revised draft code with recommendations for language changes in red that incorporated commissioner's comments from the September work session into one document. Commissioners can provide feedback to staff directly on the rough draft dated November 19, 2024. There was commission discuss regarding adopting

design guidelines to accompany the preservation code. Commissioner Slaybaugh recommended looking to the National Parks Service definitions for use in the code. Staff tried to include the National Park Service definitions when possible.

6. APPROVAL OF MINUTES: [September 17, 2024 Draft Minutes](#)

Commissioner Coughlin made a motion to approve draft minutes as presented. Commissioner Slaybaugh seconded the motion. All other Commissioners present approved the minutes.

7. COMMUNICATIONS:

Reports from Landmarks Commissioners

Commissioner Coughlin reminded the Commission of the event scheduled for January 14, 2025 with the City Council. The event includes dinner and starts at 4:30. Please RSVP by January 7, 2025. The Landmarks Commission should submit one questionnaire regarding Commission goal setting. Commissioner Coughlin created a draft attempting to answer the questionnaire and presented it to staff. There was general discussion on the Council goals. Staff was asked to fact check some of the items in the draft and then pass along to the other Commissioners for feedback prior to submittal to the City Council.

Commissioner Nagel Hood mentioned a recent trip to Oaxaca Mexico and their robust historic district. She is traveling back to Oaxaca in January and plans to try and meet with someone to go over their historic guidelines in January and will report back.

Staff briefly discussed State Historic Grant options available now and next spring and provided a brief update on the recent CLG workshop in Dallas, Oregon.

Commissioner Slaybaugh provided an update on the State advisory committee on the historic preservation quarterly meeting that was held in October in Astoria. The meeting highlighted rehabilitated buildings that were able to leverage several grants to support rehabilitation work. Commissioner Slaybaugh also collected a list of grant and funding resources to share with anyone that is interested.

Commissioner Coughlin mentioned attending a fundraiser recently at the Boys and Girls Club building and considered the building one of Bend's best historic assets.

8. Adjourn: Commissioner Slaybaugh made a motion to adjourn. Commissioner Coughlin seconded the motion. All present approved the motion. The meeting was adjourned at 7:34 pm.