

BEND LANDMARKS COMMISSION

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MINUTES

Tuesday November 15, 2016 6:00 p.m.

Bend City Council Chambers, 710 NW Wall Street, Bend OR 97701

Voting

Commissioners:

Robin Vora	<i>Present</i>
Janel Chapman, Secretary	<i>Present</i>
Heidi Slaybaugh, Chair	<i>Present</i>
Jerry Sebestyen	<i>Present</i>
Bill Olsen	<i>Excused</i>

Alternate

Commissioners:

Paul Claeysens	<i>Present</i>
Jason S. Offutt	<i>Present</i>

Staff Present:

Heidi Kennedy	<i>Senior Planner-Bend</i>
Gary Firestone	<i>Assistant City Attorney</i>

WORK SESSION 6:00 PM

1. **Call to Order/ Roll Call.** Commissioner Slaybaugh called the work session to order at 6:00 PM.
2. **Land Use Processes and procedures.** Commissioner Slaybaugh turned the meeting over to Gary Firestone, Assistant City Attorney, who provided a presentation addressing procedures for the Landmarks Commission. The Commissioners asked general questions throughout the presentation. Commissioner Sebestyen requested a copy of the power point presentation at the end of the presentation and discussion. Staff will email the power point presentation to Commissioners.

REGULAR MEETING

3. **Call to Order/ Roll Call.** Commissioner Slaybaugh called the regular meeting to order at 7:23 PM and conducted another Roll Call.

Voting

Commissioners:

Robin Vora	<i>Present</i>
Janel Chapman, Secretary	<i>Present</i>
Heidi Slaybaugh, Chair	<i>Present</i>
Jerry Sebestyen	<i>Present</i>
Bill Olsen	<i>Excused</i>

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Staff Present:

Heidi Kennedy
Gary Firestone

Senior Planner-Bend
Assistant City Attorney

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

Note: Public Presentations or Oral Testimony may be limited to five minutes.

Nunzie Gould provided general comments about the City's new website design. Specifically, Ms. Gould expressed difficulty in finding the Landmarks Commission agenda and materials on the City's website and encouraged the Landmarks Commissioners to visit the website. It was also recommended that, since the Bend Landmarks Commission has oversight over nationally registered resources that the City provide a link on the web page to the National Park Service website. Also, Ms. Gould recommended that any written testimony from the City of Bend to the Governor, DLCD or the RAC Committee regarding the Goal 5 proposed changes be made available to the Bend Landmarks Commission.

Commissioner Slaybaugh mentioned that the City's new website just went live yesterday. Many of the links have gotten lost in the transition to the new website. Ms. Gould also recommended that the Commission do outreach to the Builders Association and the Realtors Association to assist in their understanding Historic Preservation.

Commissioner Slaybaugh mentioned that she provided a talk at the Central Realtors Association in May and Heidi Kennedy mentioned that she presented a talk at the Women's Realtors Association this year as well.

- 5. APPROVAL OF MINUTES:** August Minutes. Commissioner Claeysens made a motion to approve the August minutes as presented. Commissioner Sebestyen seconded the motion. All present approved the motion with the exception of Commissioner Chapman and Commissioner Vora who were not in attendance during the August meeting.

6. COMMUNICATIONS: Staff

- **Oregon Goal 5 rule changes:** Commissioner Chapman provided a brief overview based on some online research conducted prior to the meeting. The Commissioners discussed the proposed changes. Mr. Firestone also provided comments and answered general questions the Commissioners had regarding the proposed changes. Commissioner Claeysens volunteered to attend the public hearing in Redmond. Ms. Gould recommended the Commission read all the words in the proposed rule changes and recommended the Commission conduct an inventory for Bend and update the Goal 5 list on a regular basis. Commissioners provided additional general comments and determined that November 8th is the deadline to make it into the packets for the meeting. Commissioners need to get comments to Heidi Kennedy by noon on Thursday in order to give Ms. Kennedy time to compile comments to be

presented at the public hearing.

Ms. Gould provided additional comments/suggestions regarding the definition of demolition. A clear definition of demolition is extremely important and being mindful of what is being saved when reviewing demolition applications is also important. Are there portions of a building that are more important than other portions of the building? In addition, Ms. Gould provided comments on how important the new proposed State language is to the City of Bend. Commissioner Chapman asked when the last time someone asked to be listed locally. Ms. Kennedy indicated that it was the Nels Andersen house in 2009. Mr. Firestone was excused from the public hearing and left the Council Chambers at 8:16.

- **Review Deschutes County and City of Sisters Historic Preservation Program 2015-2020 Strategic Plan – Should the City of Bend have a Strategic Plan?** Commissioner Claeysens provided comments on the existing Strategic Plan. There was general commissioner discussion and it was decided that it would be best to focus efforts on updating the City's webpage and making it more user friendly. Web page research is more practical and the Commission recommended focusing on collaborating with the County and their story map as well.

Ms. Gould asked if the Landmarks Commission is aware of the City's Preservation Plan. Ms. Gould said the City Council held a meeting on February 8th and now have a work plan for 2017 that references heritage square. She recommends someone from the Commission be appointed to the committee once it gets underway and recommends using CLG funds to bring a preservation specialist to the Community to discuss/encourage preservation efforts. Ms. Gould asked, of all the Goal 5 listed properties, how many are taking advantage of tax benefits programs that are provided by the State of Oregon. Ms. Gould also included additional comments/suggestions on other preservation tools/options such as using current photos in any future story map project.

- **Commission Review of possible changes to Landmarks Application forms and submittal process – staff**

Process

Completeness Check

Requirements

Types of applications – Demolition, Exterior Alteration (Provide link to Standards for Preservation, Rehabilitation, Restoration and Reconstruction?) and New Construction.

The Commission and staff had a general discussion on all the forms and what is not working with the forms. Commissioner Slaybaugh provided an example of a Design Guideline document from another jurisdiction. There was a general discussion about options for CLG grant funds. The Commission discussed including best practices information from the

National Parks Service on the City's website. The final conclusion was that the Commission will continue to pursue code updates, design guidelines and updates to the application forms and will schedule a work session to focus on these items. Commissioner Chapman will send links to Heidi Kennedy of guidelines from the National Parks Service webpages.

- **State Historic Preservation Plan Survey.** Commissioner Slaybaugh encouraged all the Commissioners to take the survey.
7. Commissioner Slaybaugh announced that there would be no monthly meeting in December. Commissioner Vora discussed Troy Field and passed around a brochure that was recently put together by a support group. He also discussed possible options for Troy Field going forward. There are many options currently being explored. Heidi Kennedy mentioned the letter that was written by the Commission to the School District and the City Council early in 2016. The Commissioners discussed options for encouraging preservation of Troy Field and requested that the support group provide an update to the Commission. Commissioner Slaybaugh asked if Ms. Gould could provide an update on Troy Field at the January 2017 regular meeting. Ms. Gould agreed to provide an update on Troy Field and asked if any of the Commissioners have been on the downtown walking tour. Ms. Gould provided additional historical information related to Troy Field.
 8. Commissioner Slaybaugh wished everyone a very happy holiday and made a motion to adjourn the meeting at 9:03 P.M. Commissioner Claeysens seconded the motion. All those present approved the motion.