



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | Planning & Building 541-917-7550

# Notice of Decision

## Historic Review of New Construction

HI-12-23

October 6, 2023

### Application Information

Type of Application:	Historic Review of New Construction
Review Body:	Landmarks Commission (Type III review)
Property Owner/Applicant	Jacob & Lindsey Thompson; 640 4th Avenue SW, Albany, OR 97321
Address/Location:	640 4th Avenue SW, Albany, OR 97321
Map/Tax Lot:	Linn County Tax Assessor's Map No. 11S-04W-12AA-04400
Zoning:	Hackleman Monteith (HM)
Overlays:	Monteith National Register Historic District

### Decision

On October 4, 2023, the Albany Landmarks Commission **APPROVED WITH CONDITIONS** the application described above. The Landmarks Commission based its decision upon consideration of findings within the staff report, public testimony, and review criteria listed in the Albany Development Code (ADC). The supporting documentation relied upon by the City in making this decision is available for review at City Hall, 333 Broadalbin Street SW. For more information, please contact Alyssa Schrems, project planner, at [Alyssa.Schrems@cityofalbany.net](mailto:Alyssa.Schrems@cityofalbany.net) or 541-791-0176.

This approval expires in three years, unless a valid approved building permit exists for new construction or improvements and work has commenced, or unless an extension has been granted pursuant to ADC 1.320. The issuance of this approval by the City of Albany does not eliminate the need for compliance with other federal, state, or local regulations. It is the applicant's responsibility to contact other federal, state, or local agencies or departments to ensure compliance with all applicable regulations.

*Signature on file*

Landmarks Commission Chair

**Appeal Deadline:** **October 16, 2023**

**Approval Expiration Date (if not appealed):** **October 4, 2026**

### Conditions of Approval

**Condition 1 New Construction** – The proposed exterior alterations shall be performed and completed as specified in the revised submission packet received October 4, 2023.

**Condition 2 New Construction** – The six-foot-tall fence between the 4th Avenue frontage and the rear of the property shall be reinstalled.

## Appeal Procedure

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Appeal procedures are found in the Albany Development Code 1.410. The City's decision may be appealed to the City Council if a person with standing files a completed notice to appeal application and the associated filing fee no later than 10 days from the date the City mails the Notice of Decision. The applicants may proceed, at their own risk, prior to the end of the appeal period, provided they sign a Release and Indemnity Agreement with the City.

## Findings of Fact and Conclusions

### Historic Review of New Construction (ADC 7.270)

The Community Development Director or the Landmarks Commission must find that the request meets the following applicable criteria in order to approve the new construction request.

#### *Within the Monteith and Hackleman Districts (ADC 7.270(1))*

- 1. The development maintains any unifying development patterns such as sidewalk and street tree location, setbacks, building coverage, and orientation to the street.**
- 2. The structure is of similar size and scale of surrounding buildings, and as much as possible reflects the craftsmanship of those buildings.**
- 3. Building materials are reflective of and complementary to existing buildings within the district.**

- 3.1 Unifying Development Patterns (ADC 7.270(1)(a)). The applicant proposes to construct a 12-foot by 16-foot (192 square feet) accessory structure for tool storage in the front yard of the subject property. The primary dwelling on the subject property was constructed in 1870 with a major remodel in 1920. The style of the structure is vernacular, with decorative features consisting of a gable dormer over the front porch, a gable dormer on the east side of the structure and an interior chimney (Attachment B.1).

The applicant states “there are many homes with a range of different characteristics in this area. Some have street trees, some do not. Some homes face 4th street, others face the alley, and several lots in the area are industrial (such as the power plant/water treatment plant) or vacant. There are a number of homes with storage sheds, garages, basements, and garages converted to separate living units as well” (Attachment C.2.1).

The applicant's revised site plan (Attachment C.5.1) indicates that the proposed accessory structure would be located where an above-ground pool was previously located. This proposed location is approximately 20 feet from the south property line. Surrounding properties on the block have rear-loaded accessory structures located near the rear of the property. The Commission finds that the revised location matches the unifying development pattern of the surrounding area.

- 3.2 Size and scale (ADC 7.270(1)(b)): The applicant states that “the size/scale of buildings around the area consist mostly of 2 story homes with many having detached garages, sheds, and/or ADU's” (Attachment C.2.1). Based on aerial imagery, there appear to be eight outbuildings on the same block as the subject property. The largest accessory structure is approximately 1,000 square feet in size (432 Calapooia Street SW) and the smallest is approximately 185 square feet in size (617 5th Avenue SW). Based on these facts, the proposed structure appears to match the size and scale of other surrounding accessory structures.

The applicant states that “for this shed, I have chosen to select materials that reflect the craftsmanship of the surrounding buildings as much as possible. For example, the shed will have a gable style roof to match our home, double hung windows, flowerpots under windows, and matching paint/trim with our main home” (Attachment C.2.1). Based on the plans provided by the applicant, the accessory structure has a gable roof and double-hung windows, without being designed to create a false sense of time or place. The Commission finds that this criterion is met.

- 3.3 Building materials (ADC 7.270(1)(c)): The applicant states “the surrounding homes use a mixture of various building materials. For example, a survey of homes in the area shows that some of the siding used includes Dutch lap, clapboard, shake, T1-11, brick, and stucco. In some instances, homes use a combination of styles where they have been added on to. Windows appear to be mostly hung, however not all are this way. Roof materials appear to be primarily shingles, with some outbuildings and other structures having flat roofing material. Our shed will have a Gable style roof with asphalt shingles, double hung windows, T1-11 siding, with conventional stick-built framing. The front door will be a standard 36-inch by 80-inch entry 6 panel steel door. The rear doors will consist of French doors, allowing for larger tools to be taken in/out of the shed. And again, we will paint the shed to match our home” (Attachment C.2.2).

The applicant further stated at the hearing that a six-foot-tall fence would be re-installed between the front property line (4th Avenue SW) and the structure, preventing most of the structure from being visible from the public right of way. The roof of the structure, as well as approximately one foot of the wall will likely be visible upon re-installation of the fence. As a condition of approval, the applicant shall re-install the six-foot fence to diminish its visibility from the public right of way. The commission finds that with the surrounding survey of the area, as well as the re-installation of the fence proposed by the applicant, this condition is met.

## Attachments

- A. Location Map
- B. Historic Resource Survey
- C. Applicant’s Submittal:
  - 1. Historic Review of New Construction Form
  - 2. Additional Findings of Fact
  - 3. Building Plans
  - 4. Site Plan
  - 5. Revised packet (10/4/23)
- D. Aerial Analysis

## Information for the Applicant

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Please read the following requirements. This list is not meant to be all-inclusive; we have tried to compile requirements that relate to your specific type of development. These requirements are not conditions of the land use decision. They are Albany Municipal Code (AMC) or ADC regulations or administrative policies of the Planning, Engineering, Fire, or Building Departments that you must meet as part of the development process. You must comply with state, federal, and local law. The issuance of this permit by the City of Albany does not eliminate the need for compliance with other federal, state, or local regulations. It is the applicant's responsibility to contact other federal, state, or local agencies or departments to ensure compliance with all applicable regulations.

### Building

#### Permits

1. The proposed project may require permits that will need to be applied for at [www.cityofalbany.net/permits](http://www.cityofalbany.net/permits). For questions about permitting requirements, please email [cd.customerservice@cityofalbany.net](mailto:cd.customerservice@cityofalbany.net).

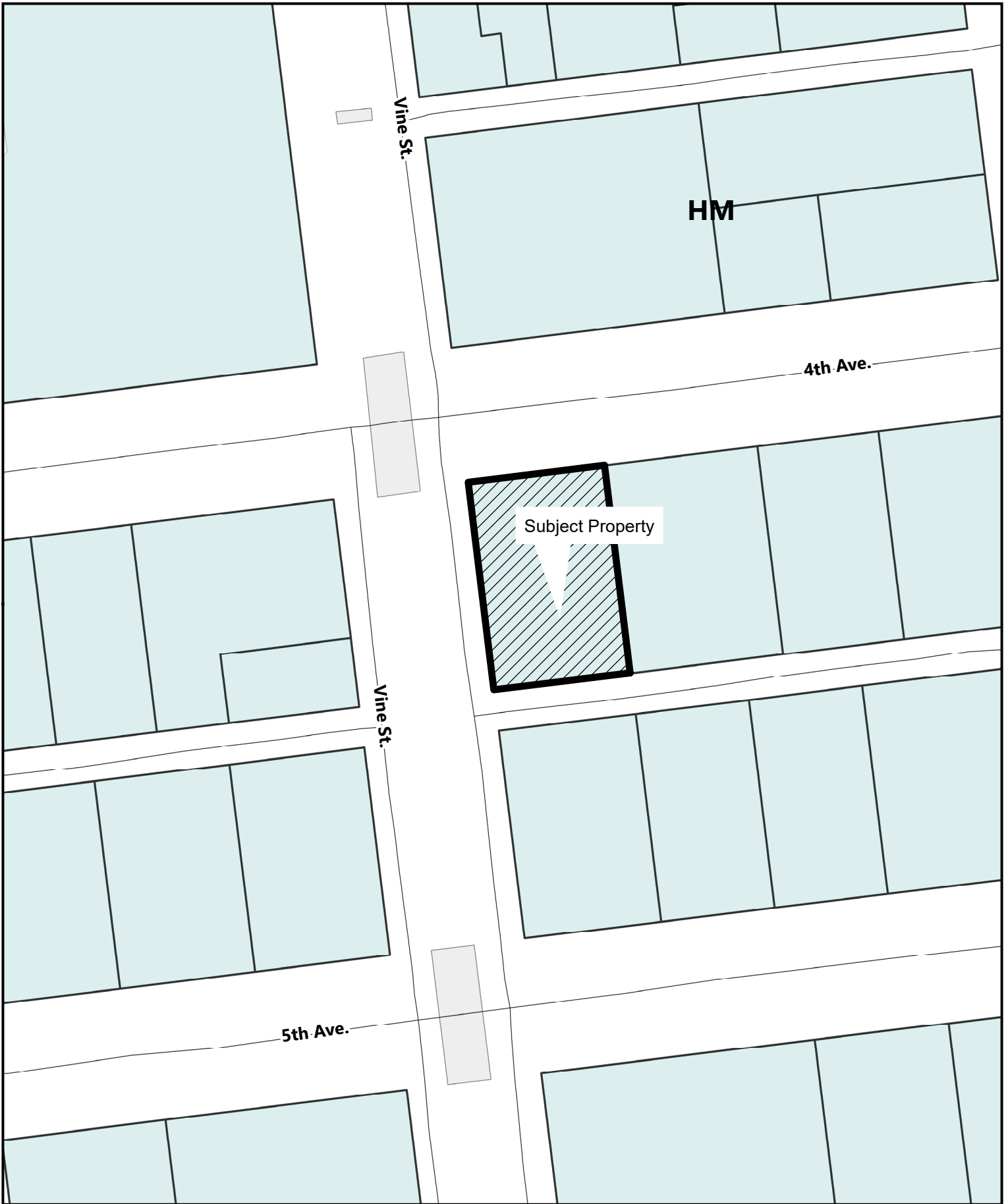
#### Plan Review for Permits

2. The proposed design has not been reviewed for code compliance with the Oregon Building Code and the design will need to meet the applicable Oregon Building Code requirement in effect at time of application.

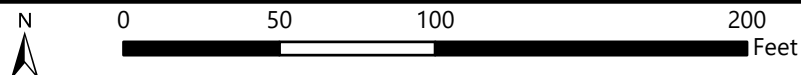
### Public Works – Engineering (Gordon Steffensmeier, 541-917-7647)

The City of Albany’s infrastructure records, drawings, and other documents have been gathered over many decades, using differing standards for quality control, documentation, and verification. All information provided represents the current information we have in a readily available format. While the information we

provide is generally believed to be accurate, occasionally this information proves to be incorrect, and thus we do not warrant its accuracy. Prior to making any property purchases or other investments based, in full or in part, upon the information provided, we specifically advise that you independently field verify the information contained within our records.



\\con.cityofalbany.net\homes\analysis\ss\Desktop\Notice Map\_Template.mxd



**640 4th Ave SW**

OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE SURVEY - ALBANY  
HISTORIC DISTRICT

Attachment B.1

COUNTY: Linn

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<b>HISTORIC NAME:</b> None	<b>ORIGINAL USE:</b> Residence
<b>COMMON NAME:</b> None	<b>CURRENT USE:</b> Residence
<b>ADDRESS:</b> 640 4th Ave. SW	<b>CONDITION:</b> Fair
<b>ADDITIONAL ADDRESS:</b> NONE	<b>INTEGRITY:</b> Poor <b>MOVED?</b> N
<b>CITY:</b> Albany	<b>DATE OF CONSTRUCTION:</b> c.1870/1920
<b>OWNER:</b> Lawrence Hobart/Harlow Hosford	<b>THEME</b> 19th Century Architecture
<b>CATAGORY:</b> Building	<b>STYLE:</b> Vernacular
<b>LOCATION</b> Monteith Historic District	<b>ARCHITECT</b> UNKNOWN
<b>MAP NO:</b> 11S04W12AA <b>TAX LOT:</b> 04400	<b>BUILDER:</b> UNKNOWN
<b>BLOCK:</b> 25 <b>LOT</b> 1	<b>QUADRANGLE</b> Albany <b>ASSESSMENT:</b> N
<b>ADDITION NAME:</b> Original Platt	<b>ORIGINAL RATING:</b> Secondary
<b>PIN NO:</b> 11S04W12AA04400 <b>ZONING</b> HM	<b>CURRENT RATING:</b> Historic Contributing

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<b>PLAN TYPE/SHAPE:</b> T-shaped	<b>NO. OF STORIES:</b> 1.5
<b>FOUNDATION MAT.:</b> Brick	<b>BASEMENT</b> N
<b>ROOF FORM/MAT.:</b> Cross gable	<b>PORCH:</b> Hipped

**STRUCTURAL FRAMING:** Wood

**PRIMARY WINDOW TYPE:** 6/1 double hung

**EXTERIOR SURFACING MATERIALS:** Asbestos siding

**DECORATIVE FEATURES:**

Gable dormer over front porch, gable dormer E. side, interior chimney

**EXTERIOR ALTERATIONS/ADDITIONS:**

Asbestos siding, porch enclosed, front west window enlarged.

*asbestos siding removed, house restoration, new foundation  
skylight on S roof not visible from street*

**NOTEWORTHY LANDSCAPE FEATURES:**

Located along Santiam canal

**ADDITIONAL INFO:**

Neighbor says this building was old Chinese laundry at one time

**INTERIOR FEATURES:**

None

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**LOCAL INVENTORY NO.:** M.025

**SHPO INVENTORY NO.:** None

**CASE FILE NUMBER:** None HI-11-11

**OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE SURVEY  
ALBANY**

Attachment B.2

**COUNTY : Linn**

<p><b>HISTORIC NAME :</b></p> <p><b>COMMON NAME :</b></p> <p><b>ADDRESS :</b> 640 4th Ave. SW</p> <p><b>CITY :</b> Albany</p> <p><b>OWNER :</b> Lawrence Hobart/Harlow Hosford</p> <p><b>CATAGORY :</b> Building</p> <p><b>LOCATION :</b> Monteith Historic District</p> <p><b>ASSOCIATED FEATURES :</b> 0</p> <p><b>MAP NO :</b> 11-4W-12AA      <b>TAX LOT :</b> 04400</p> <p><b>BLOCK :</b> 25      <b>LOT :</b> 1</p> <p><b>ADDITION NAME :</b> Original Platt</p> <p><b>PIN NO :</b> 11S04W12AA04400      <b>ZONING :</b> HM</p>	<p><b>ORIGINAL USE :</b> Residence</p> <p><b>CURRENT USE :</b> Residence</p> <p><b>CONDITION :</b> Fair</p> <p><b>INTEGRITY :</b> Poor      <b>Moved :</b> N</p> <p><b>DATE OF CONSTRUCTION :</b> c.1870/1920</p> <p><b>THEME :</b> 19th Century Architecture</p> <p><b>STYLE :</b> Vernacular</p> <p><b>ARCHITECT :</b></p> <p><b>BUILDER :</b></p> <p><b>QUADRANGLE :</b> Albany</p> <p><b>LOCAL RANKING :</b> Altered Historic</p> <p><b>SPECIAL ASSESSMENT :</b> N</p>
<p><b>PLAN TYPE/SHAPE :</b> "T"      <b>NO. OF STORIES :</b> 1.5</p> <p><b>FOUNDATION MAT.:</b> Brick      <b>BASEMENT :</b> N</p> <p><b>ROOF FORM MAT. :</b> Cross gable      <b>PORCH :</b> Hipped</p> <p><b>STRUCTURAL FRAMING :</b> Wood</p> <p><b>PRIMARY WINDOW TYPE :</b> 6/1 double hung</p> <p><b>EXTERIOR SURFACING MATERIALS:</b>                    <b>PRIMARY EXT :</b> Asbestos siding      <b>DECORATIVE :</b> None</p> <p><b>DECORATIVE :</b> Gable dormer over front porch, gable dormer E. side, interior chimney</p> <p><b>EXTERIOR ALTERATIONS/ADDITIONS :</b> Asbestos siding, porch enclosed, front west window enlarged.</p> <p><b>LANDSCAPE FEATURES :</b> Located along Santiam canal</p> <p><b>OTHER :</b> Neighbor says this building was old Chinese laundry at one time</p>	
<p><b>RECORDED BY :</b> Roz Keeney      <b>DATE :</b> 08/96</p> <p><b>LOCAL INVENTORY NO. :</b> M.025      <b>SHPO INVENTORY NO. :</b></p> <p><b>CASE FILE NO. :</b></p>	

**OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE SURVEY -ALBANY  
MONTEITH HISTORIC DISTRICT -PAGE TWO**

Attachment B.3

**NAME:** Lawrence Hobart/Harlow Hosford  
**ADDRESS:** 640 Fourth Ave. S.W.  
**QUADRANGLE:** Albany

**T/R/S:** T11-R4W-S12  
**MAP NO.:** 11-4W-12AA  
**TAX LOT:** 4400

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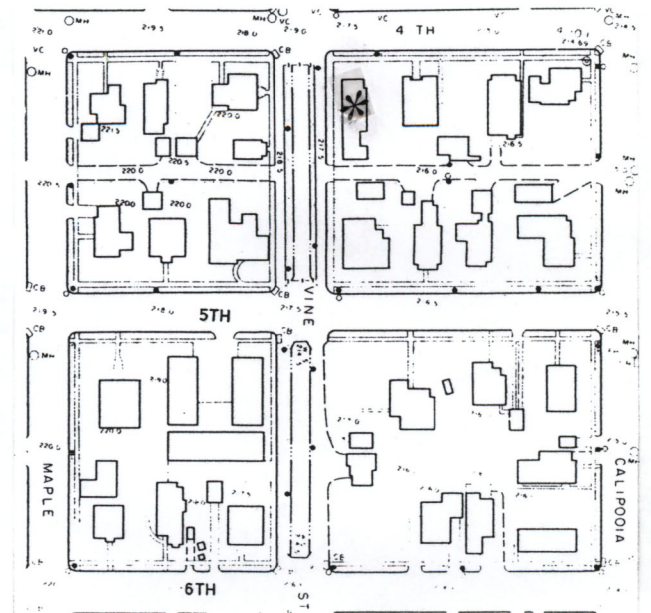
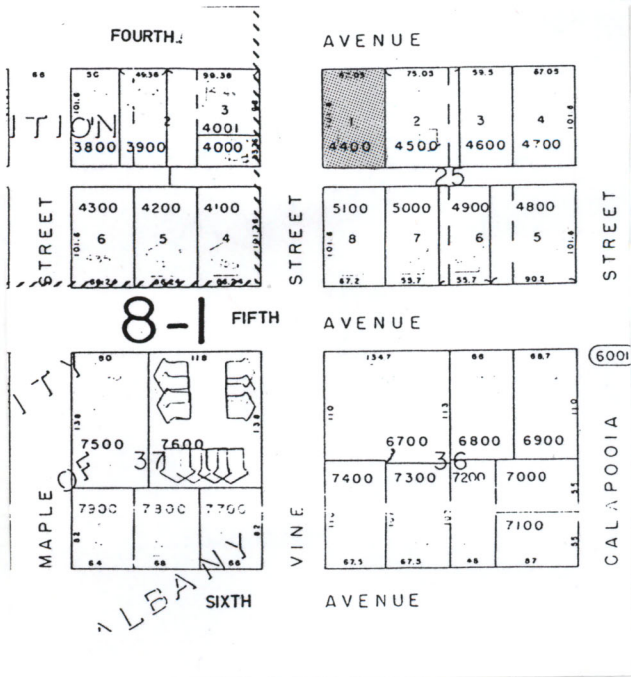


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**NEGATIVE NO.:** C-03

**SLIDE NO.:** MS.025

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**GRAPHIC & PHOTO SOURCES:** Albany Community Development Planning Division & Tanya Neel.



PERMITS Id: ASSR105 Keyword: UASSR User: PLANS 08/17/94  
Assessor Parcel File Maintenance

Enter Option: I  
Parcel No: 11S04W-12-AA-04400 Account No: 0131256

Status: A Active Retired(Y/N): N

Street Address: 640 Dir: SW St: 4TH AVENUE City:

Situs Location: 640 4TH AVENUE SW

Legal Desc:

Acres: .00

X-COORD:

Y-COORD:

Tax Rate Area: 220

ASSR Use Code: 1011 Assessed/Exempt: A

Pub Owned(Y/N): N

Primary Owner: HOBART, LAWRENCE L Phone:

Mailing Addr: C/O HARLOW & FRANCES HOSFORD

1528 SANTIAM HWY

ALBANY, OR

Zip: 973210000

Contract Owner: Percent/Ownership: .00

\*\*\* Press any key to continue \*\*\*

59. 640 SW Fourth Avenue  
Significance: Secondary  
Use: Residence  
Date: Pre-1900 - additions 1920

*John + Vicky Anderson* Attachment B.5

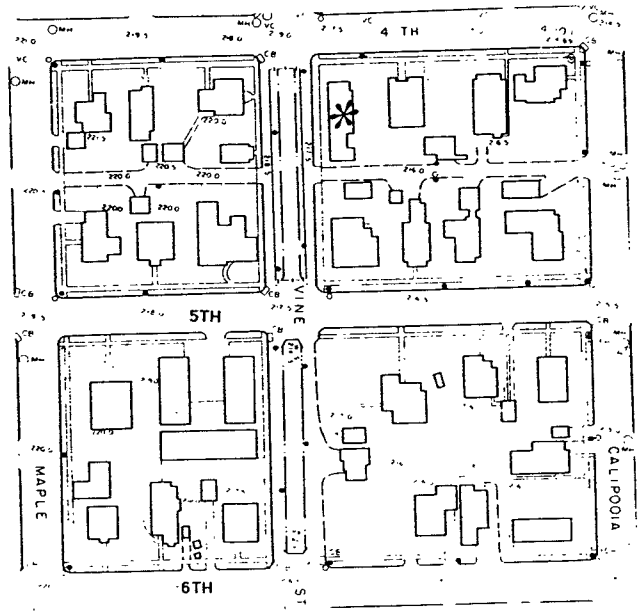
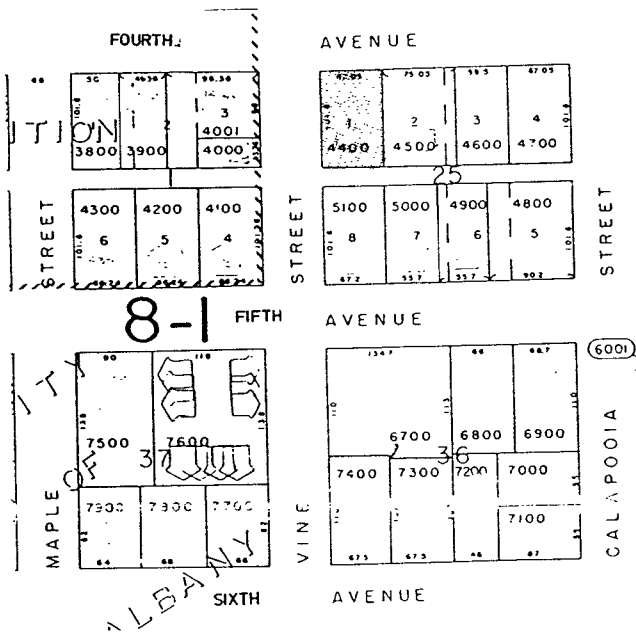
Present Owner: ~~Harry McCoy~~  
640 SW Fourth Avenue  
Tax Lot: 11-4W-12AA-4400

Description:

Two story structure with cross gable roof, interior chimney; two story portico on front elevation. Gable ends which have six over six lights and simple surrounds. Siding is asbestos. Rear side porch.

Remarks: The style is Rural Vernacular - modified, and condition is fair.

640  
Fourth



Attachment B-7  
Wayne Garrison

# ASN 4

# ASBESTOS WASTE SHIPMENT REPORT FORM



PLEASE PRINT OR TYPE! If you have questions, contact your local DEQ Regional Office in Portland at (503) 229-5364, Salem at (503) 378-8240 ext. 272, Medford at (541) 776-6010 ext. 235, or Bend at (541) 388-6146 ext. 226, OR call (800) 452-4011 for the location of your local regional DEQ office.

**WASTE GENERATOR:** (Contractor, Facility, or Operator)

- Asbestos removal site name and address: 640 4th Avenue SW  
 Street: \_\_\_\_\_ City/State: Albany, OR County: Linn Zip: 47540  
 Contact person: GAIL PARRESH Phone: 503/910-7336
- Operator's name and address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Street: \_\_\_\_\_ City/State: \_\_\_\_\_ County: \_\_\_\_\_ Zip: \_\_\_\_\_
- Waste disposal site: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Street: \_\_\_\_\_ City/State: \_\_\_\_\_ County: \_\_\_\_\_ Zip: \_\_\_\_\_
- Describe asbestos materials: Non-Friable asbestos cement siding material
- Containers: Number: \_\_\_\_\_ Type: \_\_\_\_\_
- Total quantity (cubic yards): \_\_\_\_\_

7. **OPERATOR'S CERTIFICATION:** I hereby declare that the contents of this consignment are fully and accurately described above by proper shipping name and are classified, packaged, marked and labeled, and are in all respects in proper condition for transport by highway according to all government regulations. All movement of this asbestos-containing material is recorded on this Waste Shipment Record Form.

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TRANSPORTER(S):**

- Transporter #1: (Acknowledgment of receipt of materials)  
 Agent: David Tramm Company: \_\_\_\_\_  
 Address: 1018 342nd Ave NW Phone: 5039991528  
 Signature: David Tramm Date: Aug 8, 2008
- Transporter #2: (Acknowledgment of receipt of materials)  
 Agent: \_\_\_\_\_ Company: \_\_\_\_\_  
 Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DISPOSAL:** (Certification of receipt of asbestos materials covered by this manifest, except as noted in item 11 below.)

- Waste Disposal Site: Brown Island  
 Name and Title: John Drager Date: 8/8/08  
 Signature: \_\_\_\_\_ Phone: (503) 588-5064

11. **DISCREPANCY SPACE:** (Add attachments as needed) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*Gayle's new  
email  
address*

*gp9710@gmail.com*

**Catlin, Anne**

**From:** Gayle M PARRISH [Gayle.M.Parrish@state.or.us]  
**Sent:** Monday, September 22, 2008 11:52 AM  
**To:** Catlin, Anne  
**Subject:** Re: accessory building use - 640 4th Ave SW

Hi, Anne. I am planning to keep two apartments in the second building, just as it is now (one on each floor). I'm not going to use the building for storage or garage purposes.

Also, the Planning Dept. issued the addresses of 409 Vine Street and 411 Vine Street for the two apartments, so that will clear up some of the confusion about them. I'll see if the County will make this change on the Plat Map in their records, so that everyone has the same information. (They had it listed as 638 Vine Street, which appeared to be incorrect.)

Thanks; let me know if you need anything else on this. We should be ready for the electrical inspection on Wednesday or Thursday of this week, so we are making progress!

Gayle Parrish

>>> "Catlin, Anne" <[anne.catlin@cityofalbany.net](mailto:anne.catlin@cityofalbany.net)> 9/22/2008 11:42 AM >>>  
Hi Gayle,

How are you going to use the second building on your property? The reason I ask is that in this zone, the Code allows one accessory apartment when one unit is owner-occupied (either the main house or the apartment).

I know we have researched when the building was built for historic review purposes, but we never talked about how you were going to use it. The Sanborn Fire Insurance map for 1949 shows that there were 2 units here. I researched the zoning history and this has been zoned single-family for as long as we have records (back into the 40s). The Code allowed accessory units - but it is unclear about an accessory "duplex" and the minimum land area requirements. I just spoke to Planning Manager Don Donovan about this and we decided that if the building has been used as a duplex for 60+ years, that we would allow it, but we need to add the building to the Code's special status list (which grandfather's these things in).

If you are only going to have one unit back there and use the rest for storage/garage/shop, then we don't need to add the building to the special status list.

Let us know how you plan to use the building. Thank you.

Anne Catlin, AICP

Albany Community Development Planner II

PO Box 490; Albany, OR 97321

(541) 917-7560; fax- (541) 917-7598

[anne.catlin@cityofalbany.net](mailto:anne.catlin@cityofalbany.net) <<mailto:anne.catlin@cityofalbany.net>>

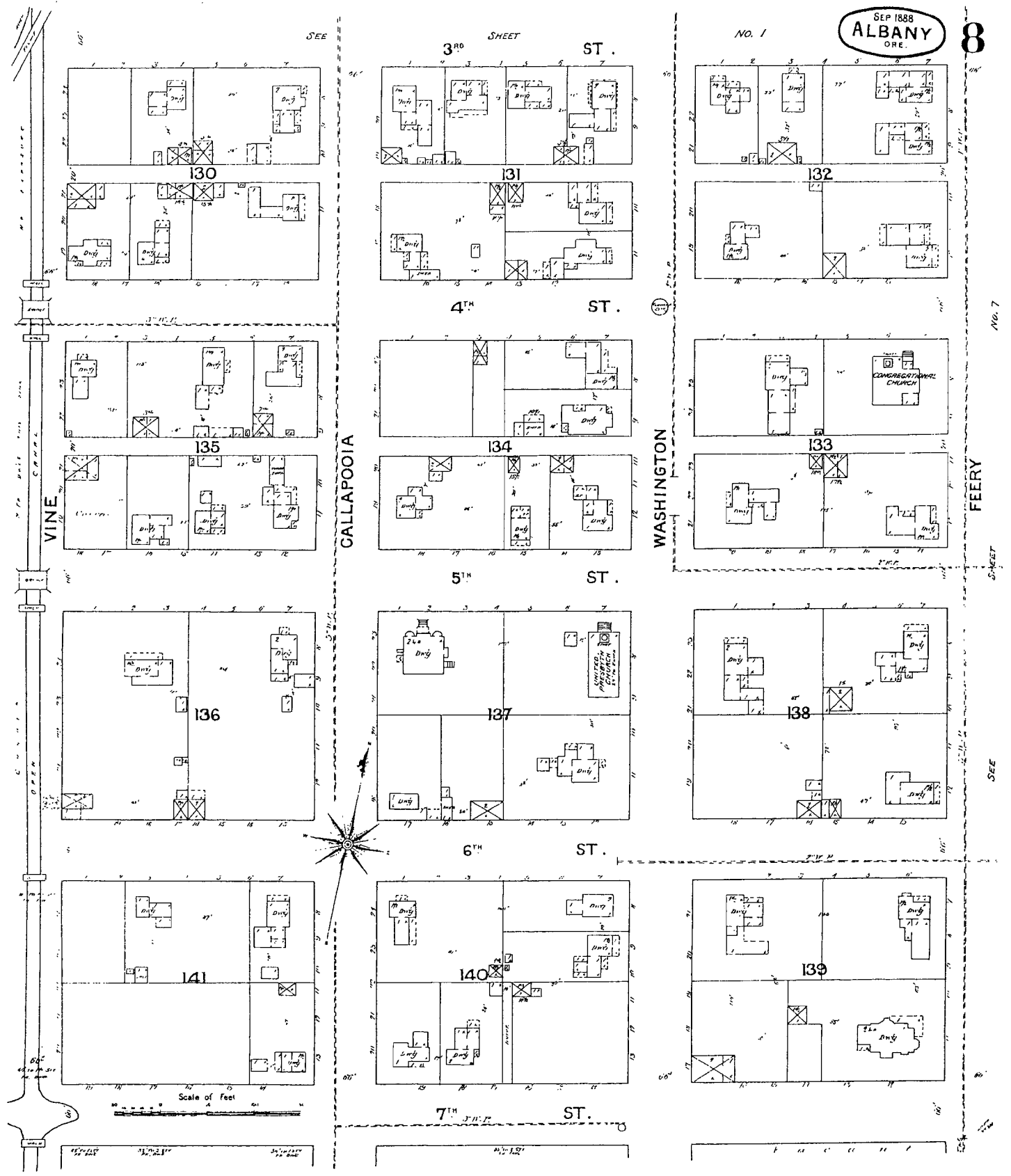
[www.cityofalbany.net](http://www.cityofalbany.net)

Historic Resources online - [www.cityofalbany.net/comdev/historic/](http://www.cityofalbany.net/comdev/historic/)



SEP 1888  
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ORE.

8



17/24/88









690 4<sup>th</sup>  
(back to front)  
W face (R)  
C-4



640 4<sup>th</sup>  
Eface ②  
C-2





PROVIDED BY CITY OF ALBANY



JESSE SKOUBO/DEMOCRAT-HERALD

This property at 2202 Willamette Ave. N.E. was cleaned up and the lot is now for sale.

8/17/09

# Meth lab rehab



JESSE SKOUBO/DEMOCRAT-HERALD

Gayle Parrish spent the weekend repainting the onetime drug house in historically accurate colors.

## Former drug factories livable again

BY ANNEMARIE KNEPPER  
ALBANY DEMOCRAT-HERALD

It's taken more than three years and hundreds of hours of work, but the city of Albany finally has received notice all nine homes listed by the state as contaminated by meth are certified safe to live in.

The buildings were scattered all over the city and some date back to the turn of the 20th century.

The state Department of Human Services generated the list in 2006. It showed only homes where meth manufacturing operations had been busted by law enforcement, not homes where meth was being used.



Parrish's new home before it was decontaminated.

"This isn't something that can just go in the Dumpster," she said.

Knowingly selling or renting a contaminated home is a felony.

Gayle Parrish bought her home in the 600 block of Fourth Avenue S.W. about a year ago.

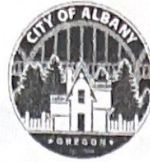
The seller disclosed the home had been decontaminated.

Parrish said she likes the idea of living in a place that has been tested and now has a clean bill of health.

Without it, she says, who knows what happened in your home before you lived there?

"At least this way, if it's been

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## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING &amp; PLANNING 541-917-7550

## PLANNING APPLICATION

## APPLICANT/OWNER &amp; AUTHORIZING SIGNATURES

To be included with ALL City of Albany planning submittalsSend completed application and checklist(s) to [cd.customerservice@cityofalbany.net](mailto:cd.customerservice@cityofalbany.net).

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Adjustment (AD)<br><input type="checkbox"/> Alternative Setback<br><input type="checkbox"/> Annexation (AN)<br><input type="checkbox"/> Comprehensive Plan Amendment (CP)<br><input type="checkbox"/> Map Amendment<br><input type="checkbox"/> Map Amendment; concurrent w/zoning<br><input type="checkbox"/> Text Amendment<br><input type="checkbox"/> Conditional Use, circle one: Type II or III<br><input type="checkbox"/> Existing Building: expand or modify<br><input type="checkbox"/> New Construction<br><input type="checkbox"/> Home Business (Type III only)<br><input type="checkbox"/> Development Code Text Amendment (DC)<br><input type="checkbox"/> Floodplain Development Permit (FP)<br><input checked="" type="checkbox"/> Historic Review (HI)<br><input type="checkbox"/> Exterior Alteration – residential, not visible from street (Type I)<br><input type="checkbox"/> Exterior Alteration – all commercial and residential visible from street (Type III)<br><input type="checkbox"/> New Construction (Type III or I-L)<br><input type="checkbox"/> Demolition or Moving (Type III)<br><input type="checkbox"/> Substitute Materials (Type III)<br><input type="checkbox"/> Interpretation of Code (CI) | <input type="checkbox"/> Quasi-Judicial (Type II)<br><input type="checkbox"/> Legislative (Type IV)<br><input type="checkbox"/> Land Division (check all that apply)<br><input type="checkbox"/> Partition (PA)<br><input type="checkbox"/> Tentative Plat (Type I-L)<br><input type="checkbox"/> Tentative Plat PD or CD (Type III)<br><input type="checkbox"/> Final Plat (Type I)<br><input type="checkbox"/> Subdivision (SD)<br><input type="checkbox"/> Tentative Plat (Type I-L)<br><input type="checkbox"/> Tentative Plat PD or CD (Type III)<br><input type="checkbox"/> Final Plat (Type I)<br><input type="checkbox"/> Tentative Re-plat Type I-L (RL)<br><input type="checkbox"/> Modification to Approved Site Plan or Conditional Use<br><input type="checkbox"/> Natural Resource Boundary Refinement (NR)<br><input type="checkbox"/> Natural Resource Impact Review (NR)<br><input type="checkbox"/> Non-Conforming Use (MN)<br><input type="checkbox"/> Planned Development (PD)<br><input type="checkbox"/> Preliminary (Type III)<br><input type="checkbox"/> Final (Type I)<br><input type="checkbox"/> Property Line Adjustment (LA)<br><input type="checkbox"/> Site Plan Review (SP)<br><input type="checkbox"/> Accessory Building<br><input type="checkbox"/> Change of Use, Temporary or Minor Developments | <input type="checkbox"/> Manufactured Home Park<br><input type="checkbox"/> Modify Existing Development<br><input type="checkbox"/> Parking Area Expansion (only)<br><input type="checkbox"/> New Construction<br><input type="checkbox"/> Tree Felling<br><input type="checkbox"/> Temporary Placement (TP)<br><input type="checkbox"/> Urban Growth Boundary (UGB)<br><input type="checkbox"/> Vacation (VC)<br><input type="checkbox"/> Public Street or Alley<br><input type="checkbox"/> Public Easements<br><input type="checkbox"/> Variance (VR)<br><input type="checkbox"/> Major Variance (Type II)<br><input type="checkbox"/> Minor Variance (Type I-L)<br><input type="checkbox"/> Willamette Greenway Use (WG)<br><input type="checkbox"/> Zoning Map Amendment (ZC)<br><input type="checkbox"/> Quasi-Judicial (Type IV)<br><input type="checkbox"/> Legislative (Type IV)<br><input type="checkbox"/> <b>Other Required (check all that apply)</b><br><input type="checkbox"/> Design Standards<br><input type="checkbox"/> Hillside Development<br><input type="checkbox"/> Mitigation<br><input type="checkbox"/> Parking/Parking Lot<br><input type="checkbox"/> Traffic Report<br><input type="checkbox"/> Other _____ |
|--|---|--|

**Location/Description of Subject Property(s)**Site Address(es): 640 SW 4th Ave, Albany OR 97321Assessor's Map No(s): 11504W12-AA-04400 Tax Lot No(s): 00846-131256Comprehensive Plan designation: residential low density Zoning designation: Hackleman/MantleSize of Subject Property(s): 6,767 sq ft Related Land Use Cases: (3) Hi-02-14, Hi-04-03, Hi-11-11Project Description: Construct small 12x16 shed for tool storage Historic Overlay Natural Resource Overlay District Floodplain or Floodway Overlay[cd.cityofalbany.net](http://cd.cityofalbany.net)

**Applicant Information (must be signed)**

Name: Jacob Thompson Signature: [Signature]  
 Mailing Address: 640 SW 4th Ave Date: \_\_\_\_\_  
 City: Albany State: OR Zip: 97321  
 Phone #: 253-590-7861 Fax #: \_\_\_\_\_ Email: jake.thompson592@gmail.com

File #(s): \_\_\_\_\_ Date Fee & Application Received: \_\_\_\_\_  
 Pre-App File #(s): \_\_\_\_\_ Pre-App Meeting Date: \_\_\_\_\_  
 Amount Paid: \_\_\_\_\_ Received By: \_\_\_\_\_

**Property Owner Information (must be signed)**

Same as Applicant

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Authorized Agent or Representative (must be signed, if applicable)**

Choose One:  Engineer  Architect  Other \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Relationship to property owner(s): \_\_\_\_\_

**Electronic Plans Representative (if different from applicant)**

IF MORE THAN ONE, PROVIDE THE FOLLOWING INFORMATION FOR EACH; THEY WILL BE SENT ALL CITY NOTICES

Choose One:  Engineer  Architect  Other \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Other Representative (must be signed, if applicable)**

Choose One:  Engineer  Architect  Other \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ Date: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_  
 Email: \_\_\_\_\_



## COMMUNITY DEVELOPMENT

333 Broadalbin Street SW, PO Box 490, Albany, Oregon 97321-0144 | BUILDING &amp; PLANNING 541-917-7550

# Historic Review of New Construction

## Checklist, Overview, and Review Criteria

### INFORMATION AND INSTRUCTIONS:

- See fee schedule for filing fee (*subject to change every July 1*): staff will contact you for payment after submittal.
- All plans and drawings must be to scale, and review criteria responses should be provided as specified in this checklist.
- Email all materials to [cd.customerservice@cityofalbany.net](mailto:cd.customerservice@cityofalbany.net). Please call 541-917-7550 if you need assistance.
- Depending on the complexity of the project, paper copies of the application may be required.
- Before submitting your application, please check the following list to verify you are not missing essential information. An incomplete application will delay the review process.

### HISTORIC REVIEW OF NEW CONSTRUCTION SUBMITTAL CHECKLIST

**PLANNING APPLICATION FORM WITH AUTHORIZING SIGNATURES.**

**PROPERTY AND PROJECT INFORMATION.** See page 2.

**REVIEW CRITERIA RESPONSES.**

On a separate sheet of paper, prepare detailed written responses, using factual statements (called findings of fact), to explain how the new construction complies with each of the following review criteria (ADC 7.270). Each criterion must have at least one finding of fact and conclusion statement. See page 2 for criteria and page 3 for an example.

The Community Development Director or the Landmarks Commission must find that the request meets the following applicable criteria in order to approve the new construction request:

1. Within the Monteith and Hackleman Districts:
  - a. The development maintains any unifying development patterns such as sidewalk and street tree location, setbacks, building coverage, and orientation to the street.
  - b. The structure is of similar size and scale of surrounding buildings, and as much as possible reflects the craftsmanship of those buildings.
  - c. Building materials are reflective of and complementary to existing buildings within the district.
2. Within the Downtown District:
  - a. The development maintains the horizontal elements of adjacent buildings. (These horizontal elements can include an alignment of window frames, roof lines, facades, and clear distinction between first floors and upper floors.)
  - b. The development maintains other historic patterns, such as the horizontal/vertical pattern of upper story windows and the pattern of entrances along the street.
  - c. Building materials are reflective of and complementary to existing historic buildings within the district.
  - d. Lot coverage, setbacks, and building orientation to the street are consistent with the surrounding

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development patterns.

- e. The development maintains the pedestrian scale and orientation of the Downtown District.

- A **SITE PLAN** showing the location of the structure on the site, setbacks, building dimensions, the location of driveways and landscape areas, and the general location of structures on adjacent lots.
- CONSTRUCTION PLANS/ELEVATION DRAWINGS** showing detailed building elevations, dimensions, materials, and architectural elements.

**Note:** Some properties may have covenants or restrictions, which are private contracts between neighboring landowners. These frequently relate to density, minimum setbacks, or size and heights of structures. While these covenants and restrictions do not constitute a criterion for a City land use decision, they may raise a significant issue with regard to the City's land use criteria. It is the responsibility of the applicant to investigate private covenants or restrictions.

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### PROPERTY AND PROJECT INFORMATION

Submit the following information (separately or on this sheet):

1. Historic District:
    - Monteith     Hackleman     Downtown     Local Historic     Commercial/ Airport
  2. Historic rating:
    - Historic Contributing     Historic Non-Contributing     Non-Historic (post 1945)
  3. Architectural Style(s): Vernacular      Constructed: 1870
  4. Please describe the proposal: Construct small 12x16 shed for tool storage
- 

### HISTORIC REVIEW PROCESS OVERVIEW

The City reviews new structures over 100 square feet within historic districts in order to ensure they are compatible with the character of that district. The Director will approve applications for new construction but may decide to refer the application the landmarks commission for a decision. For staff level reviews, the applicant and property owners within 100 feet of the subject property will receive notice of the proposal. For commission reviews, the notice area is 300 feet.

**Before submitting your application**, a pre-application meeting with the preservation planner is recommended. Projects other than single-unit uses may also require other land use reviews and a pre-application meeting with a team of City representatives to determine what land use issues exist and if any other land use approvals may be required.

New construction will be approved if the review body finds the application satisfied the review criteria (on page 2), possibly with conditions of approval. Staff may require guarantees and evidence that conditions are complied with.

Landmarks Commission decisions may be appealed to the Albany City Council. Staff decisions may be appealed to the Landmarks Commission.

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### EXAMPLE OF FINDINGS OF FACT

#### Criteria for Findings of Fact:

Land use applications must include information that explains the intent, nature, and proposed use of the development, and other pertinent information that may have bearing on the action to be taken by the review authority. To be approved, a Historic Review application must address and demonstrate compliance with the applicable review criteria in Article 7 and related requirements. If the applicant's submittal is unclear or insufficient to demonstrate the review criteria are satisfied, the application will be delayed or denied.

**Format for Findings of Fact:**

Statements addressing individual criteria must be in a “finding of fact” format. A finding of fact consists of two parts:

- Factual information such as the distance between buildings, the width and type of streets, the particular operating characteristics of a proposed use, etc. Facts should reference their source: on-site inspection, a plot plan, City plans, etc.
- An explanation of how those facts result in a conclusion supporting the criterion.

**Example:**

**Criterion:** The proposed alteration will cause the structure to more closely approximate the historical character, appearance, or material composition of the original structure than the existing structure.

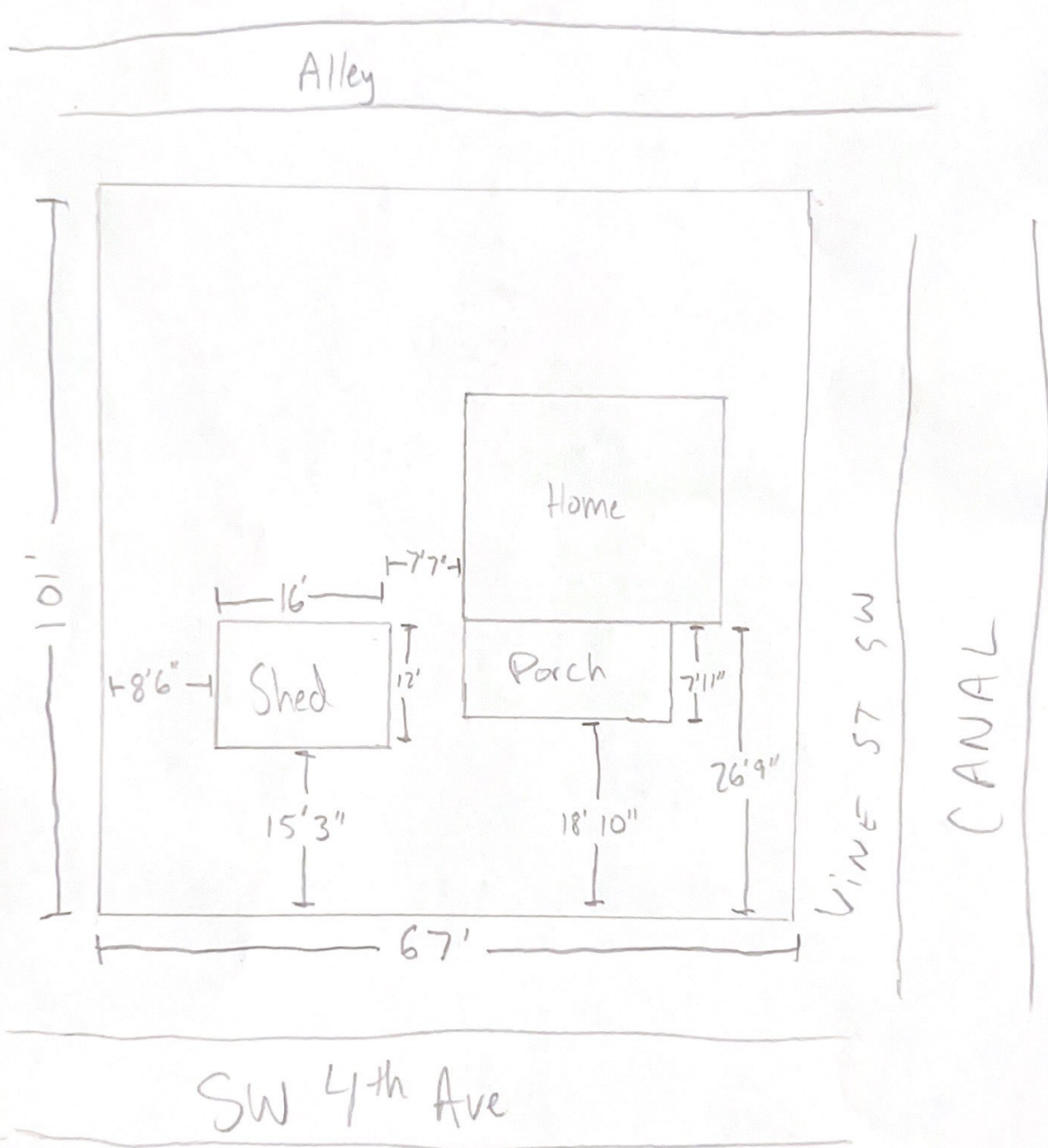
**Fact:** The Cultural Resource Inventory indicates that the house was constructed c.1885 and the style is a Western Farmhouse. The decorative features noted are rectangular bays on the north and east sides with panels, turned porch columns, and a fixed window with a diamond shaped pattern on the east side. Sanborn Fire map research indicates that the porch originally extended the full length of the west wing of the house.

This application proposes to restore the front porch to the full length of the west wing of the house. Additional porch columns are proposed to match the existing turned porch columns; a hipped roof is proposed consistent with existing entry and bays and Sanborn maps. The current porch, which now only covers the front door, is more of a covered entry than a porch. The balusters are a connected “sawn” design (rather than turned) that was typical in the late 19th century. (SEE ATTACHED DRAWING.)

**Conclusion:** Extending the porch to its original size will cause the structure to more closely approximate its historic character and appearance.

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# 640 SW 4<sup>th</sup> Ave Site Plan



### **Review Criteria**

**Criterion:** The development maintains any unifying development patterns such as sidewalk and street tree location, setbacks, building coverage, and orientation to the street.

**Fact:** There are many homes with a range of different characteristics in this area. Some have street trees, some do not. Some homes face 4th street, others face the alley, and several lots in the area are industrial (such as the power plant/water treatment plant) or vacant. There are a number of homes with storage sheds, garages, basements, and garages converted to separate living units as well.

**Conclusion:** The addition of a storage shed will not cause a disruption to the development pattern of the neighborhood. No trees will need to be removed, and all proper setbacks are adhered to.

**Criterion:** The structure is of similar size and scale of surrounding buildings, and as much as possible reflects the craftsmanship of those buildings.

**Fact:** The scale/size of buildings around the area consist mostly of 2 story homes with many having detached garages, sheds, and/or ADU's.

The craftsmanship/style of the homes varies widely. For example, some homes use gable style roofs, and others use hip pitch. Some homes have bay windows, others do not. Additionally, there is a power plant directly across the street, and a vacant lot a couple of houses down.

For this shed, I have chosen to select materials that reflect the craftsmanship of the surrounding buildings as much as possible. For example, the shed will have a gable style roof to match our home, double hung windows, flower pots under windows, and matching paint/trim with our main home.

**Conclusion:** Building this shed will allow our home to more closely approximate the surrounding buildings (to the extent possible), and especially our own home. It will not cause a disruption in the flow of the neighborhood.

**Criterion:** Building materials are reflective of and complementary to existing buildings within the district.

**Fact:** The surrounding homes use a mixture of various building materials. For example, a survey of homes in the area show that some of the siding used includes dutch lap, clapboard, shake, T-111, brick, and stucco. In some instances, homes use a combination of styles where they have been added on to. Windows appear to be mostly hung, however not all are this way. Roofing materials appear to be primarily shingles, with some outbuildings and other structures having flat roofing material.

Our shed will have Gable style roof with asphalt shingles, double hung windows, T-111 siding, with conventional stick built framing. The front door will be a standard 36" x 80" entry 6 panel steel door. The rear doors will consist of french doors, allowing for larger tools to be taken in/out of the shed. And again, we will paint the shed to match our home.

**Conclusion:** The building materials of the shed are reflective and complementary to existing buildings in the area.



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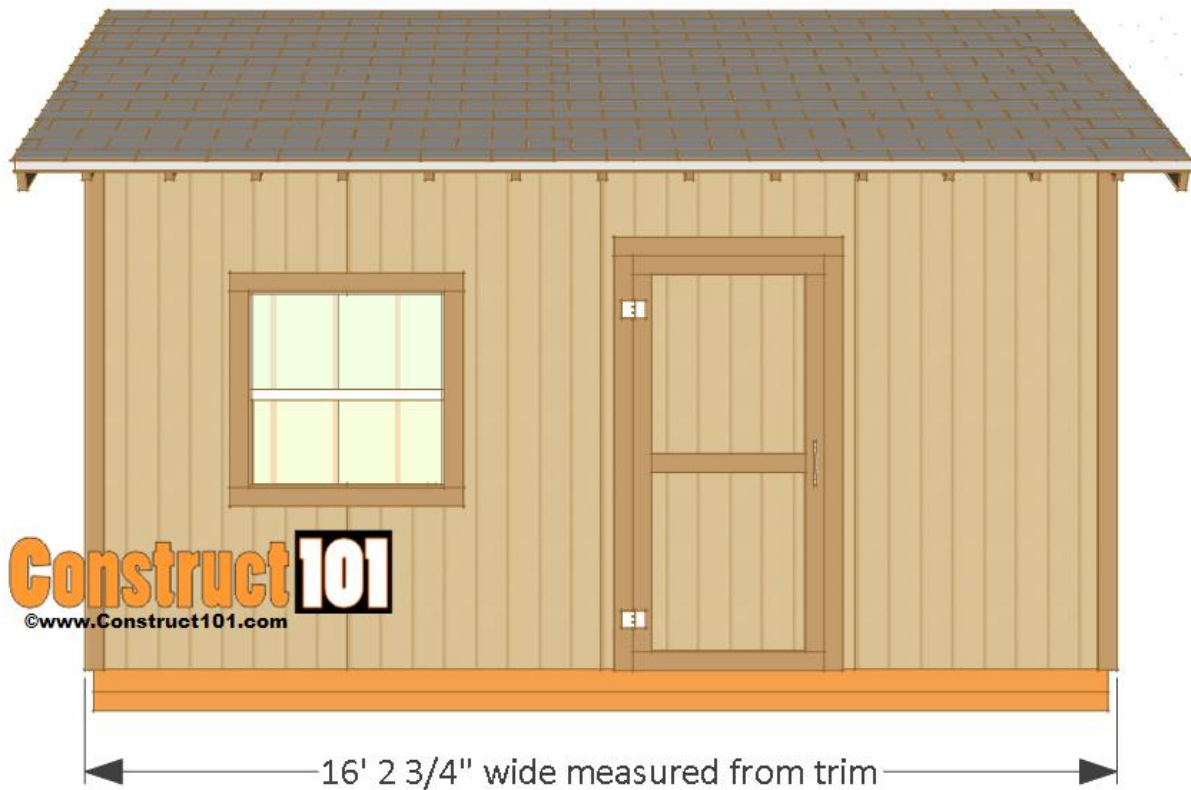
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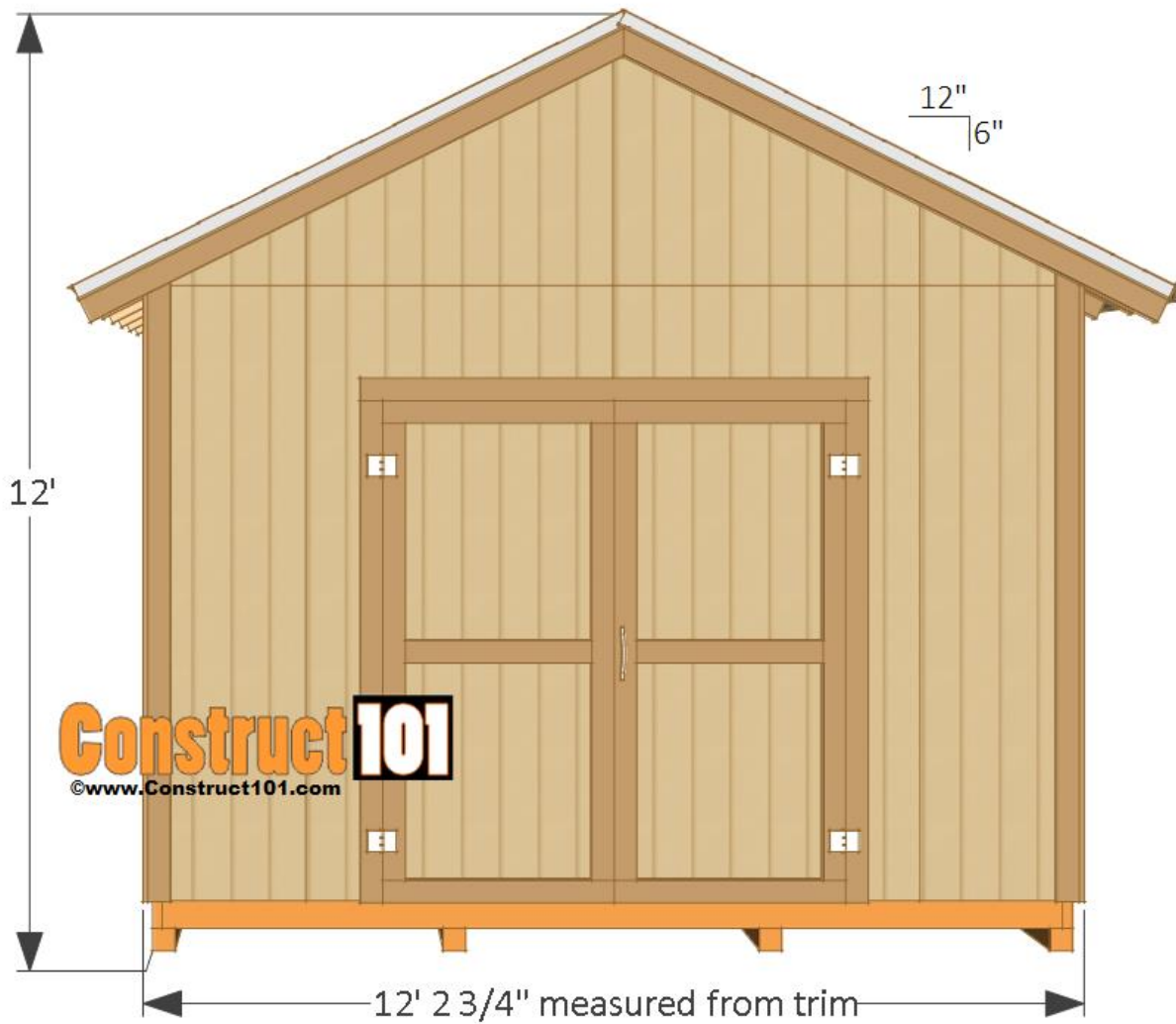
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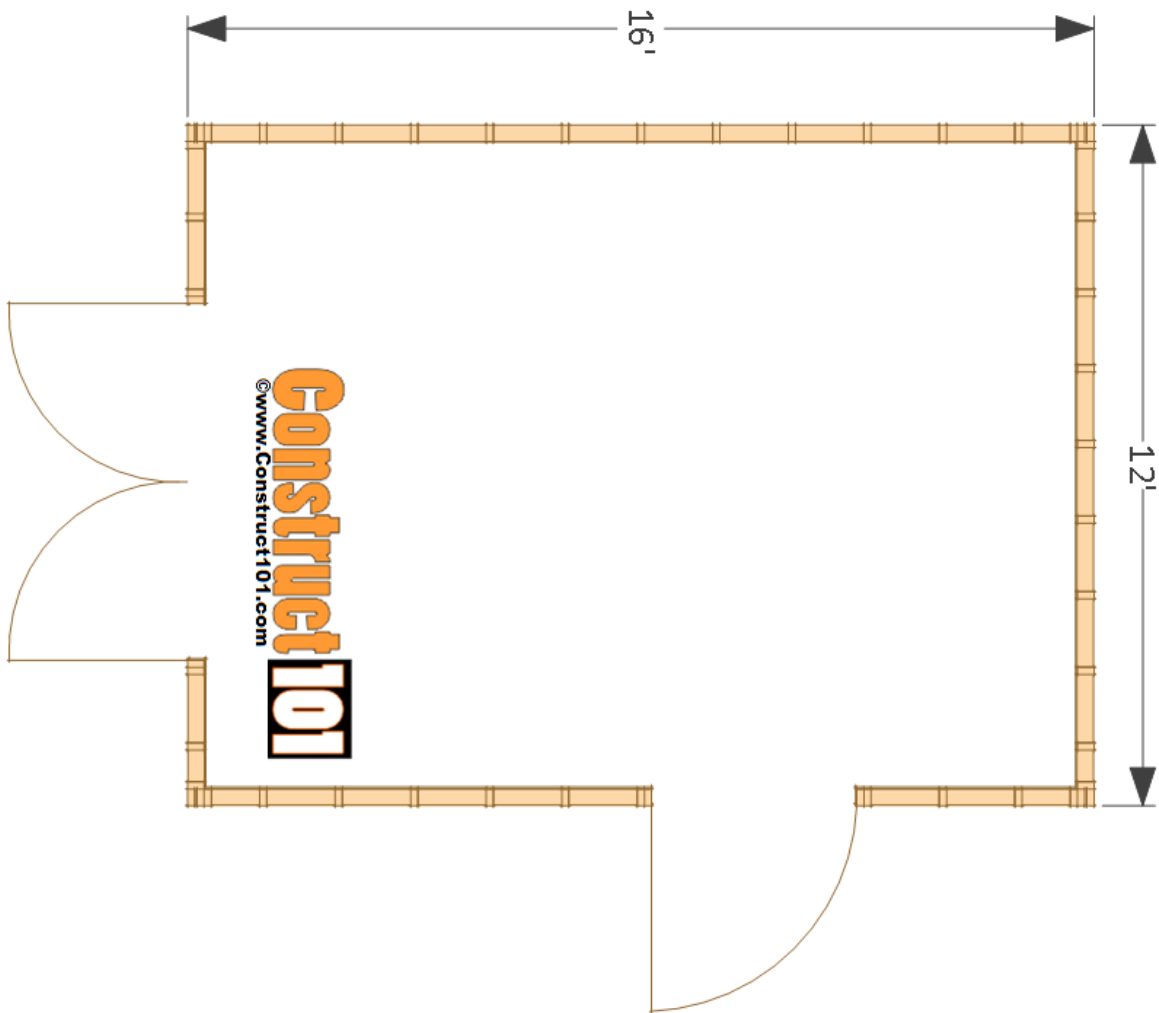
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## 12x16 Shed Plans – Gable Design











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## 12x16 Shed Plans – Gable Design – Material List

### Shopping List

2 – pressure treated 2x6 – 16'

13 – pressure treated 2x6 – 12'

4 – pressure treated 4x4 – 16'

6 – 2x4 – 16'

93 – 2x4 – 8'

19 – 2x4 – 12'

4 – 2x6 – 8'

10 – 1x4 – 8'

6 – 3/4" tongue and groove plywood – 4'x8' sheets

17 – t1-11 exterior siding plywood – 4'x8' sheets

10 – 1/2" plywood – 4'x8' sheets

shingles

roof tacks

roofing felt

staples

drip edge

3 1/2" galvanized nails

1 1/4" galvanized finishing nails

2" galvanized nails

2" deck screws

6 – door hinges

2 – door handles



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## Cutting List

2 – pressure treated 2x6 – 16'

13 – pressure treated 2x6 – 11' 9"

4 – pressure treated 4x4 – 16'

4 – 2x4 – 16'

2 – 2x4 – 15' 5"

54 – 2x4 – 7' 6"

15 – 2x4 – 12'

4 – 2x4 – 11' 5"

26 – 2x4 – 7' 8 11/16"

13 – 2x4 – 2' 8 3/8"

16 – 2x4 – 2' 1 3/4"

4 – 2x6 – 7' 8 11/16"

10 – 1x4 – 8' ( cut to size )

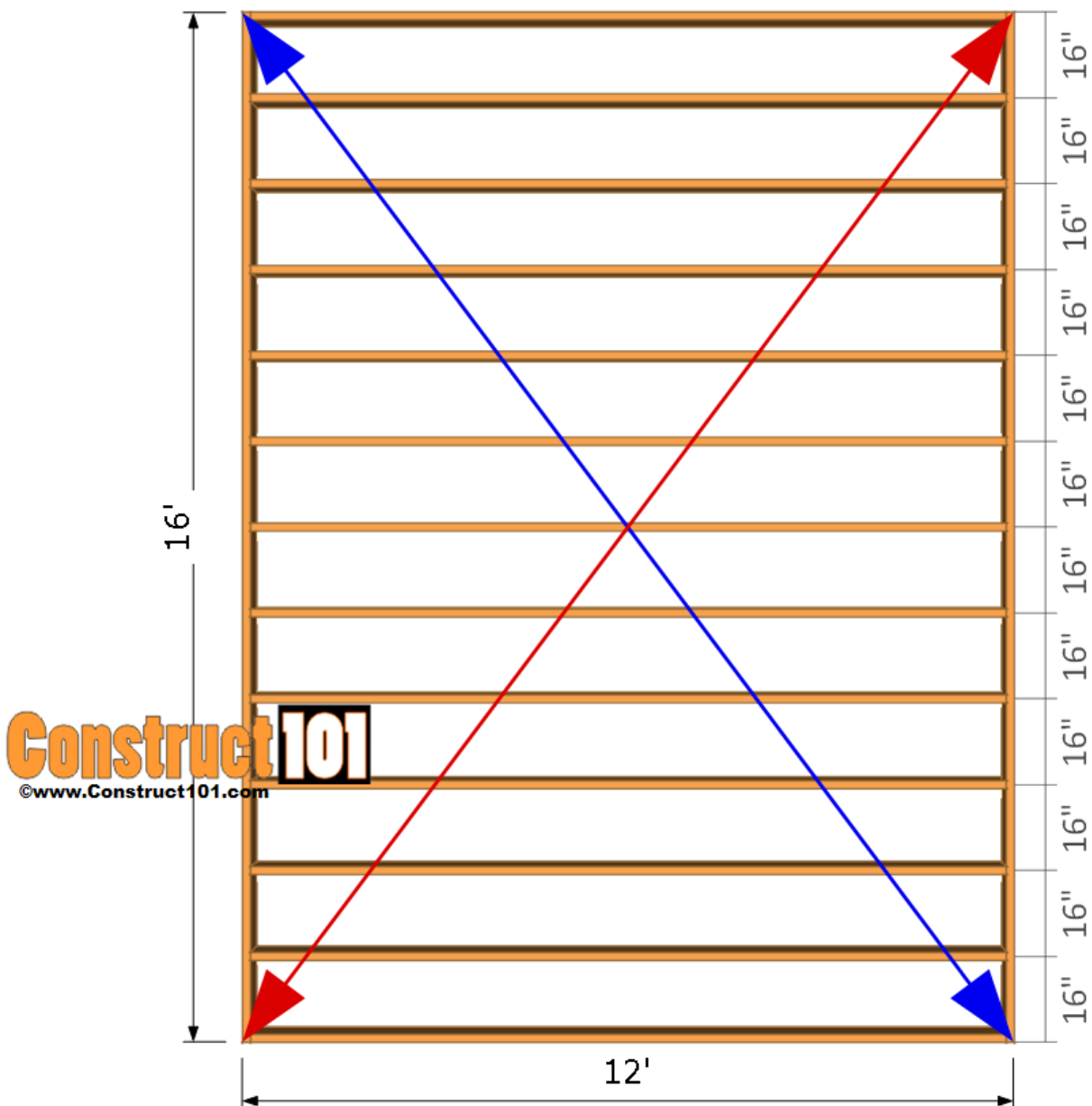
6 – 3/4" tongue and groove plywood – 4'x8' sheets ( cut to size )

17 – t1-11 exterior siding plywood – 4'x8' sheets ( cut to size )

10 – 1/2" plywood – 4'x8' sheets ( cut to size )

# Construct 101

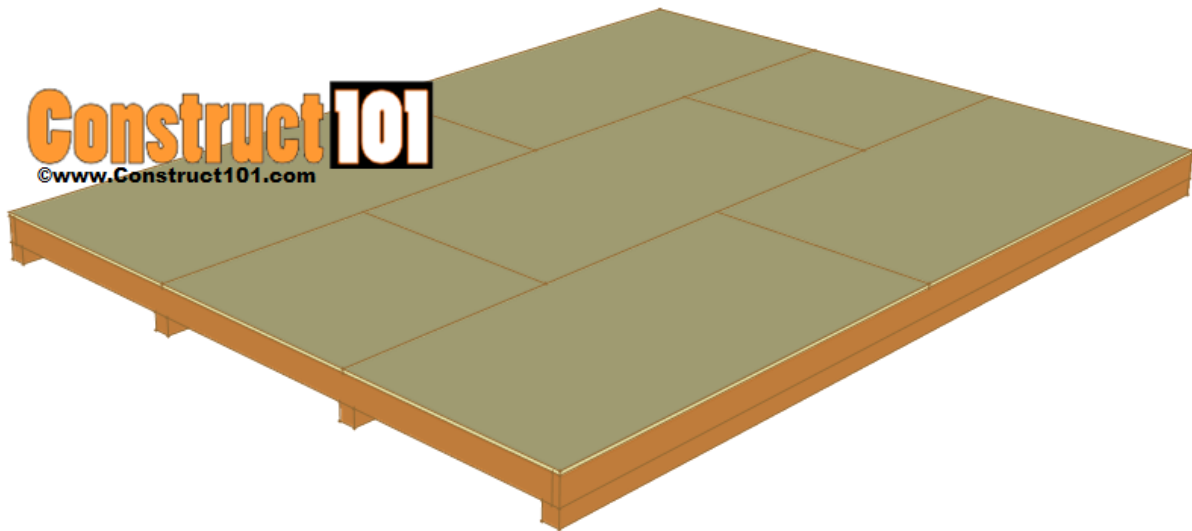
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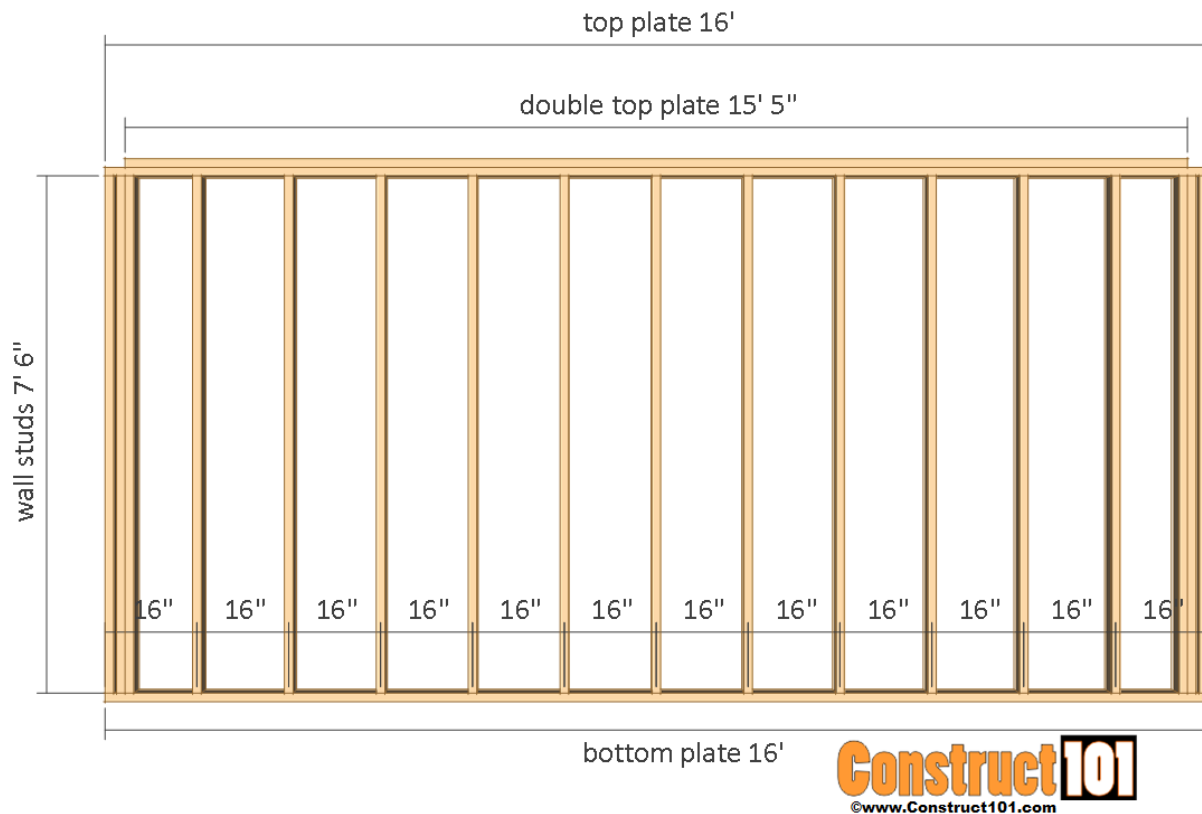
The shed floor is built with pressure treated 2x6's and pressure treated 4x4's.

Cut two 2x6's to 16' long for the band. Cut thirteen 2x6's to 11' 9" long for the floor joist. Nail 3 1/2" nails through the 2x6 band and into the floor joist. Floor joist 16" O.C.

Attach the 16' long 4x4 pressure treated skids to the bottom of the floor frame. Square out the floor frame by measuring diagonally until both sides measure the same. Secure the 4x4 skids by nailing 3 1/2" nails through the floor frame and into the 4x4 skids.



Cut to size and install the 3/4" tongue and groove plywood. Secure the floor plywood with 2" deck screws.



The front and back wall frame is built using 2x4 lumber.

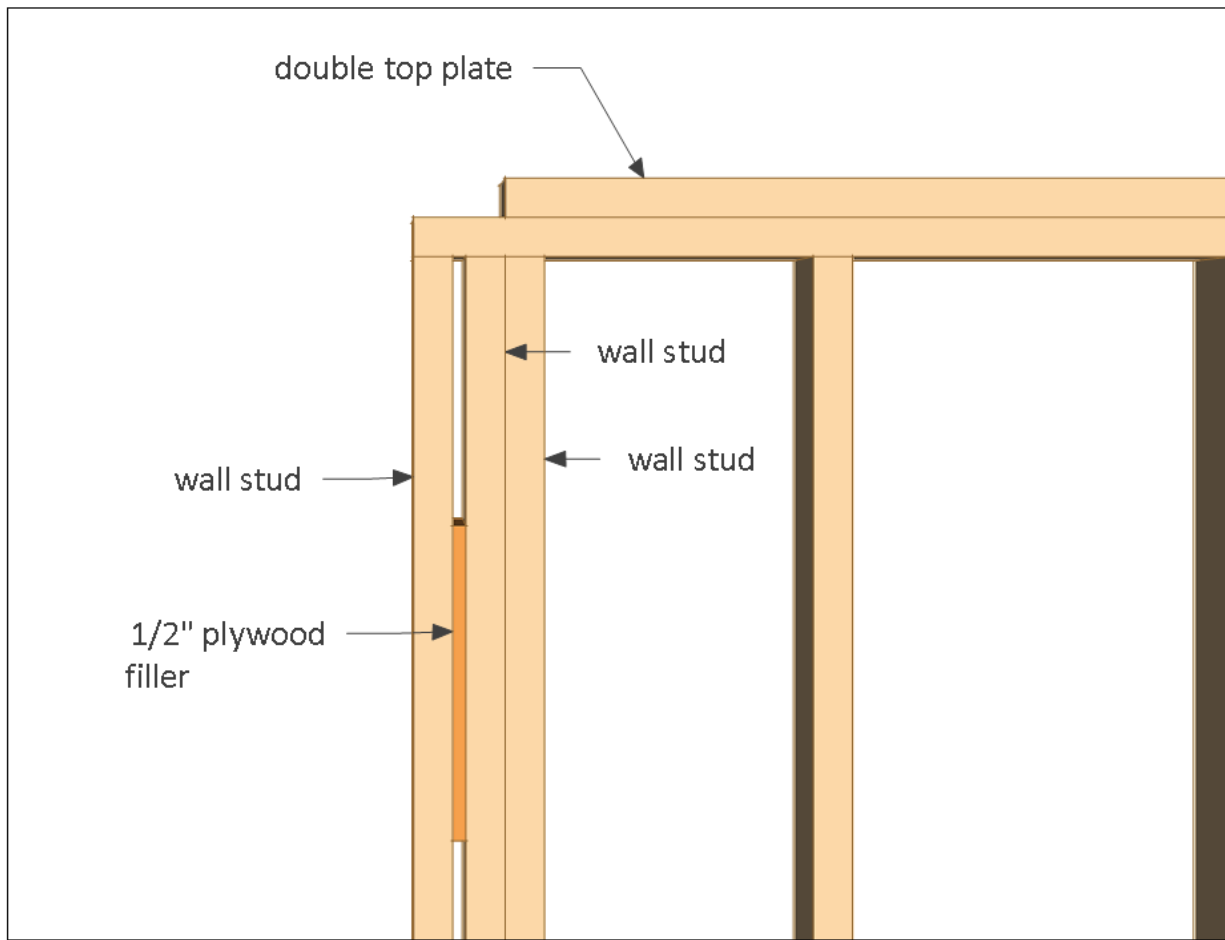
The wall studs are 16" O.C.

Assemble the back wall frame as shown on illustration above ( see illustration below for close up view ).

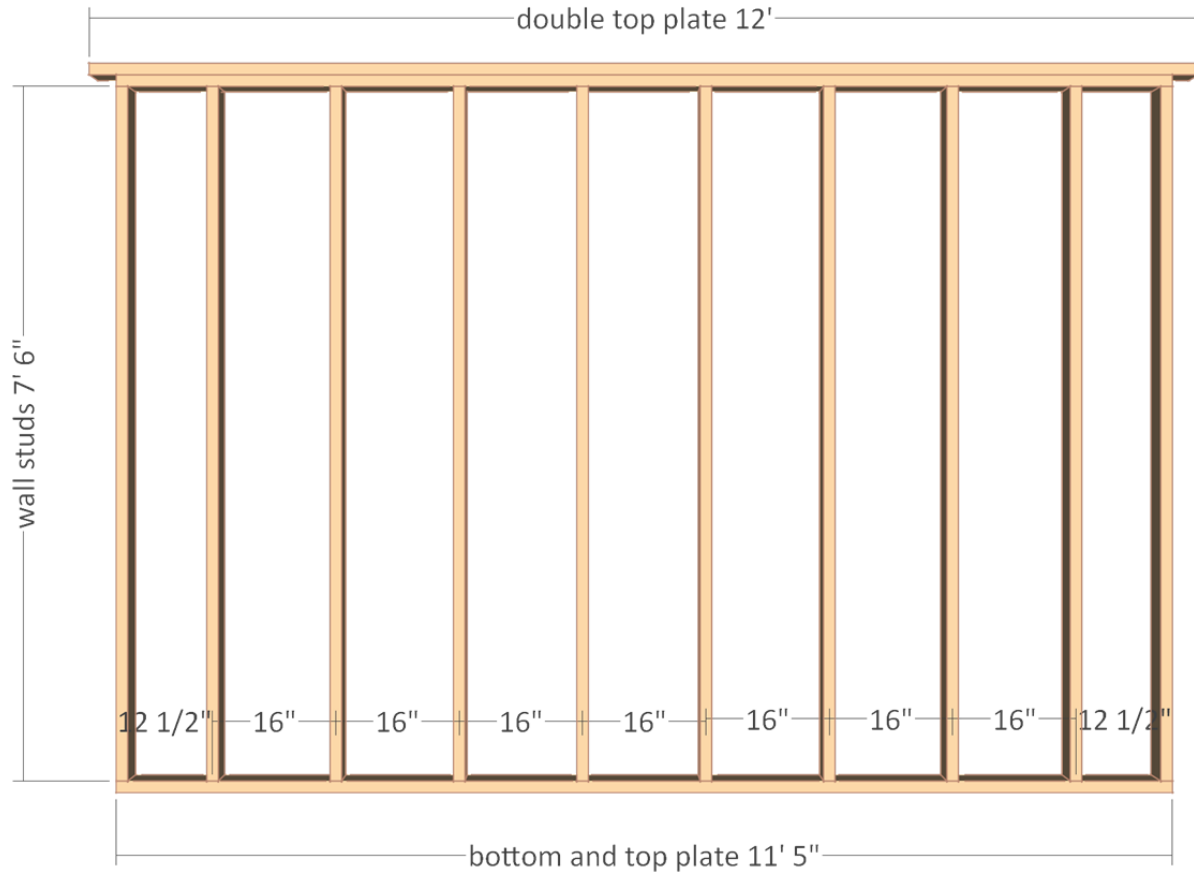
The front wall frame will have a door and window, for instructions on framing the door and window see attached pages:

- Shed Door Plans
- Wall Framing – Adding a Shed Window

Assemble the front and back wall frame using 3 1/2" nails.



Here is a close up look of the front and back wall frame ends.



Cut the 2×4's as shown on illustration above for the side walls.

Wall studs are 16" O.C.

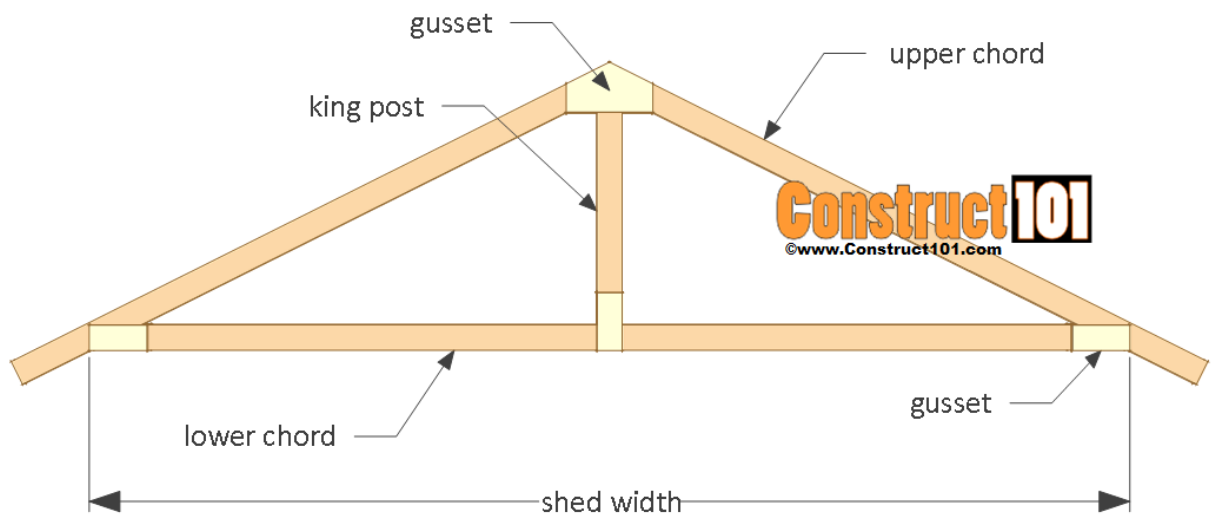
If you will be adding a double door to the side wall of the shed see the page attached for details: Shed Door Plans

Assemble the side wall frame using 3 1/2" nails.

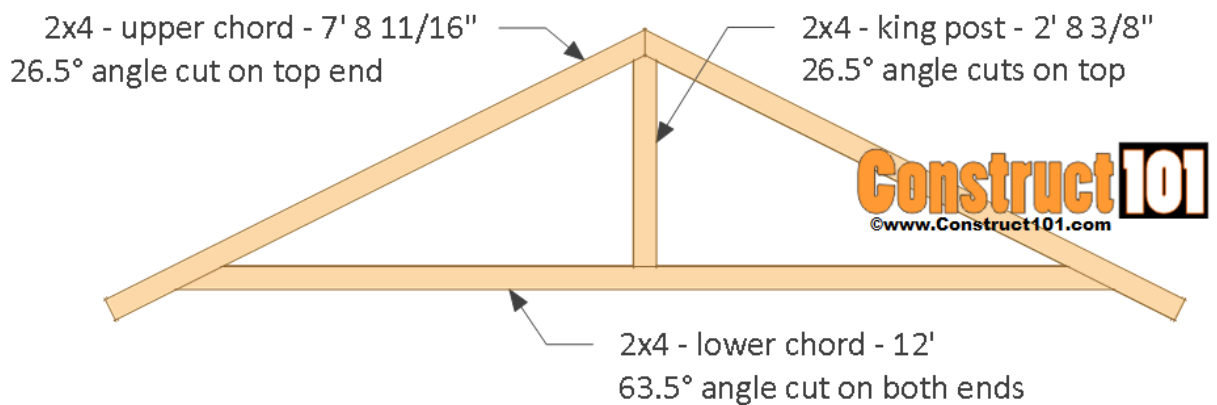


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See illustration above for truss details.

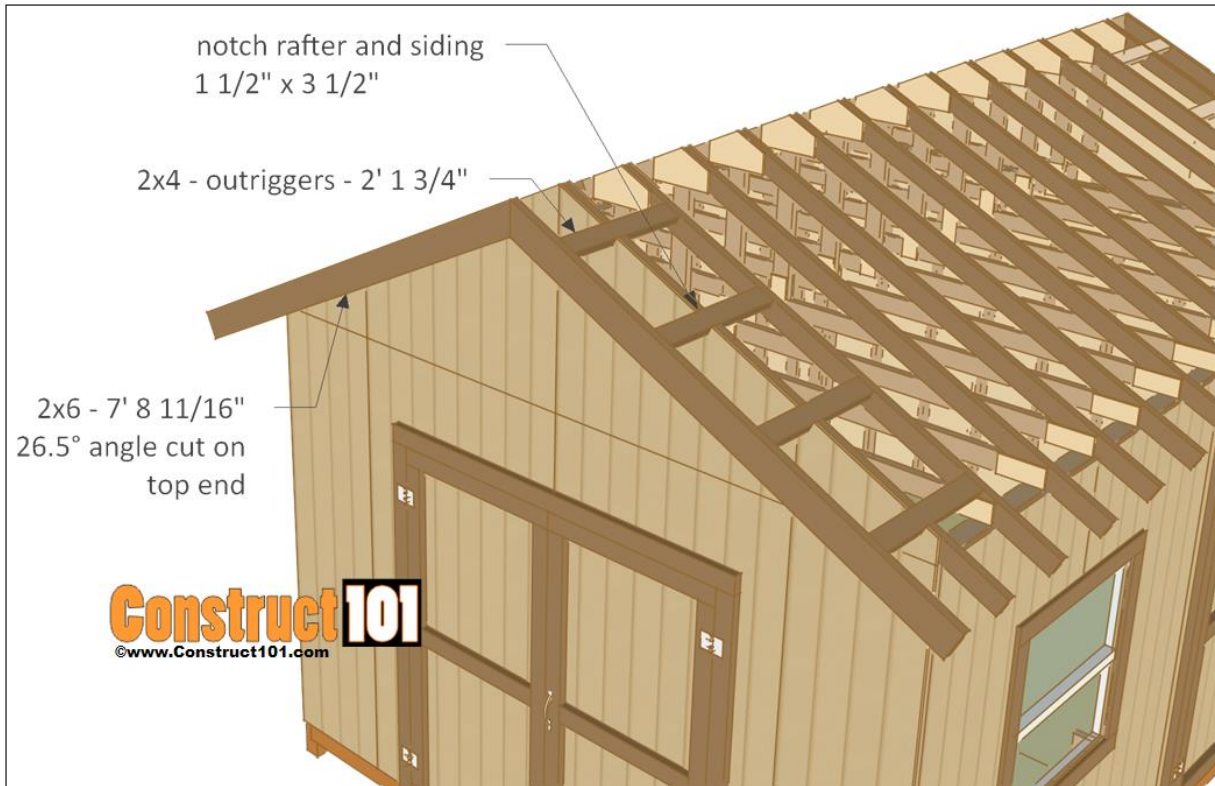


The truss is built using 2x4's.

Cut the 2x4's as shown on illustration above. The truss are assembled using 1/2" plywood gussets. Nail 2" nails through the gusset and into the truss.

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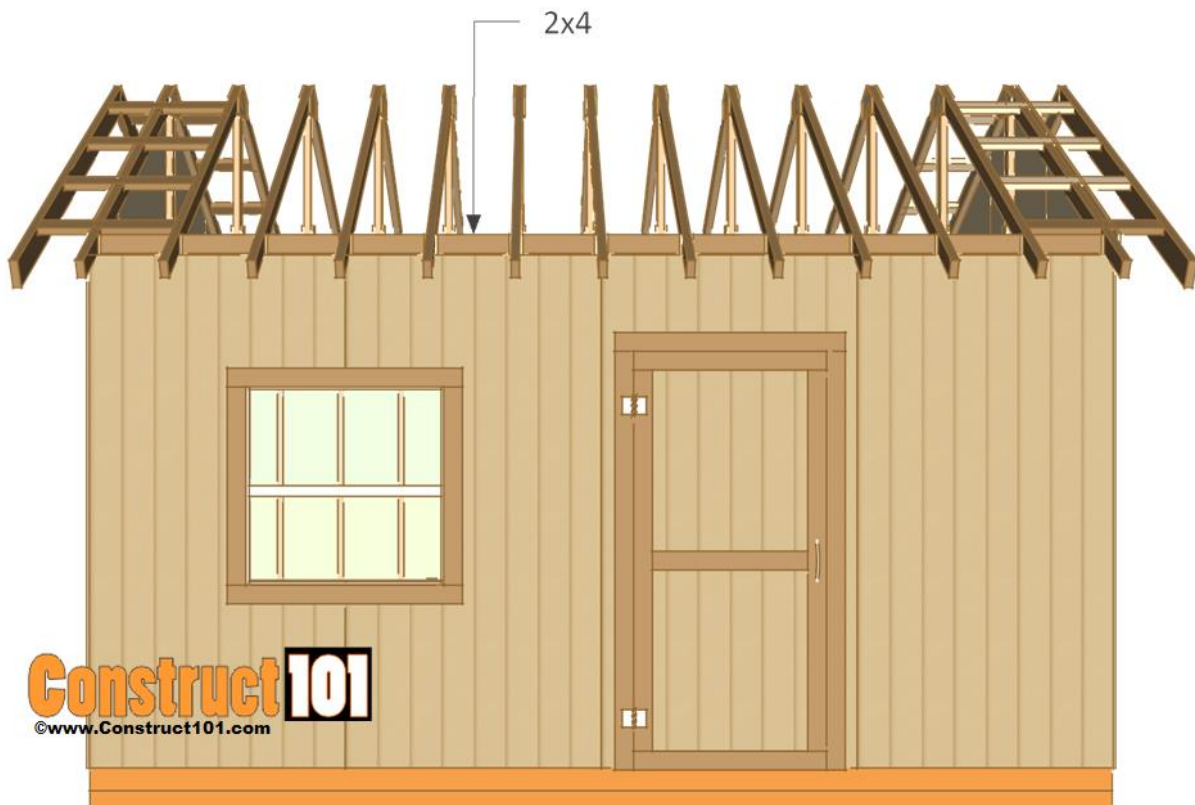
Attach the truss to the shed 16" O.C. Toenail 3 1/2" nails through the truss and into the wall frame.

To build the 1' overhand cut 2x4's to 2' 1 3/4" long for the outriggers. Notch as shown on illustration above and install the outriggers using 3 1/2" nails.

Once the outriggers have been installed cut to size the 2x6 roof trim as shown above and install with 3 1/2" nails.

Install siding using 1 1/4" finishing nails.

Install doors, and windows.



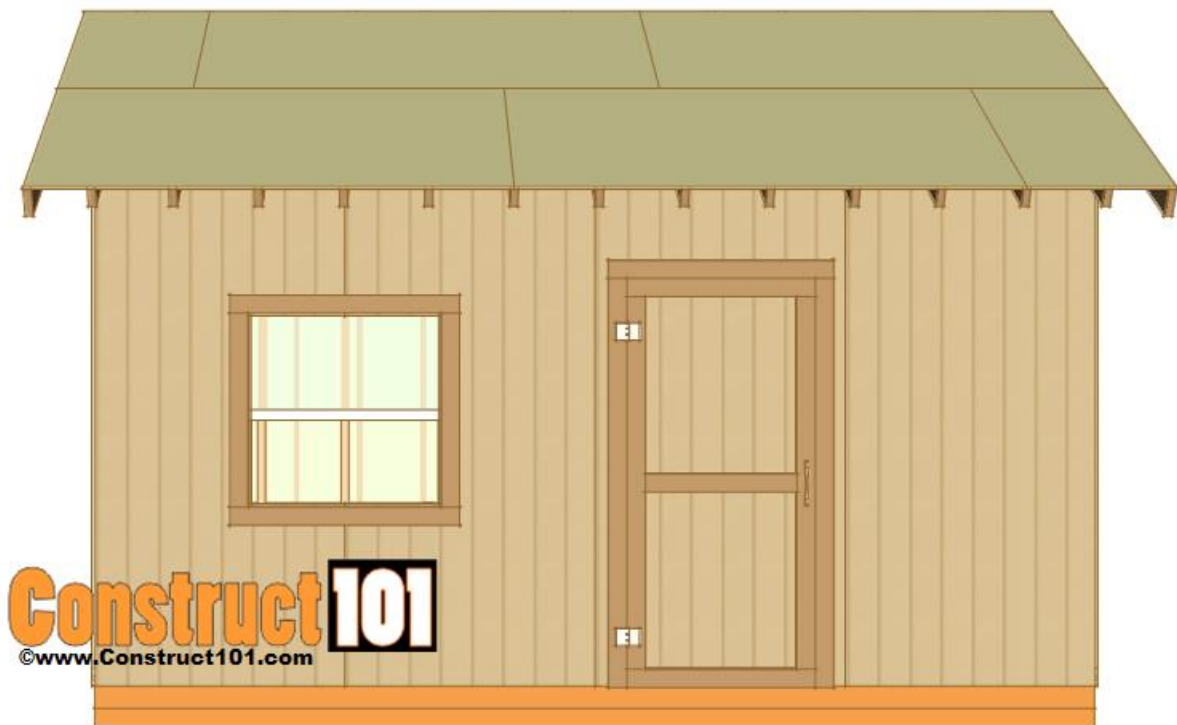
Cut 2x4's to size and install between the rafters with 3 1/2" nails.

# Construct 101

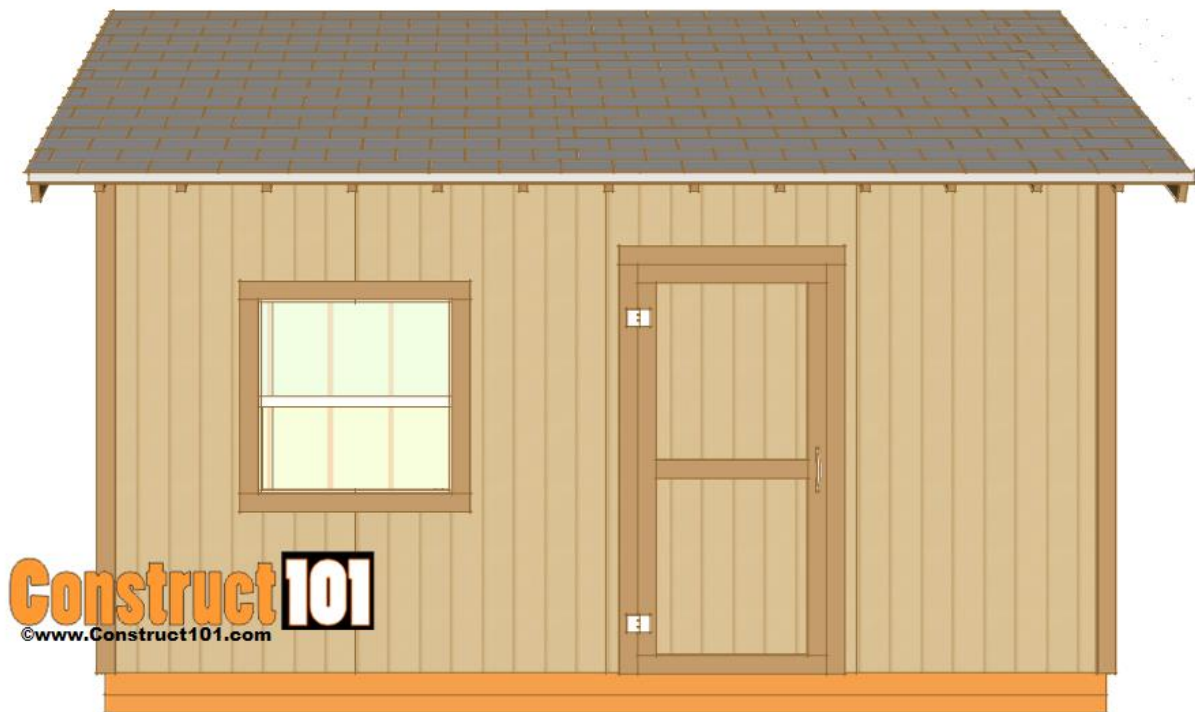
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Cut t1-11 siding to size and install between the rafters. Use 1 1/4" finishing nails to install.



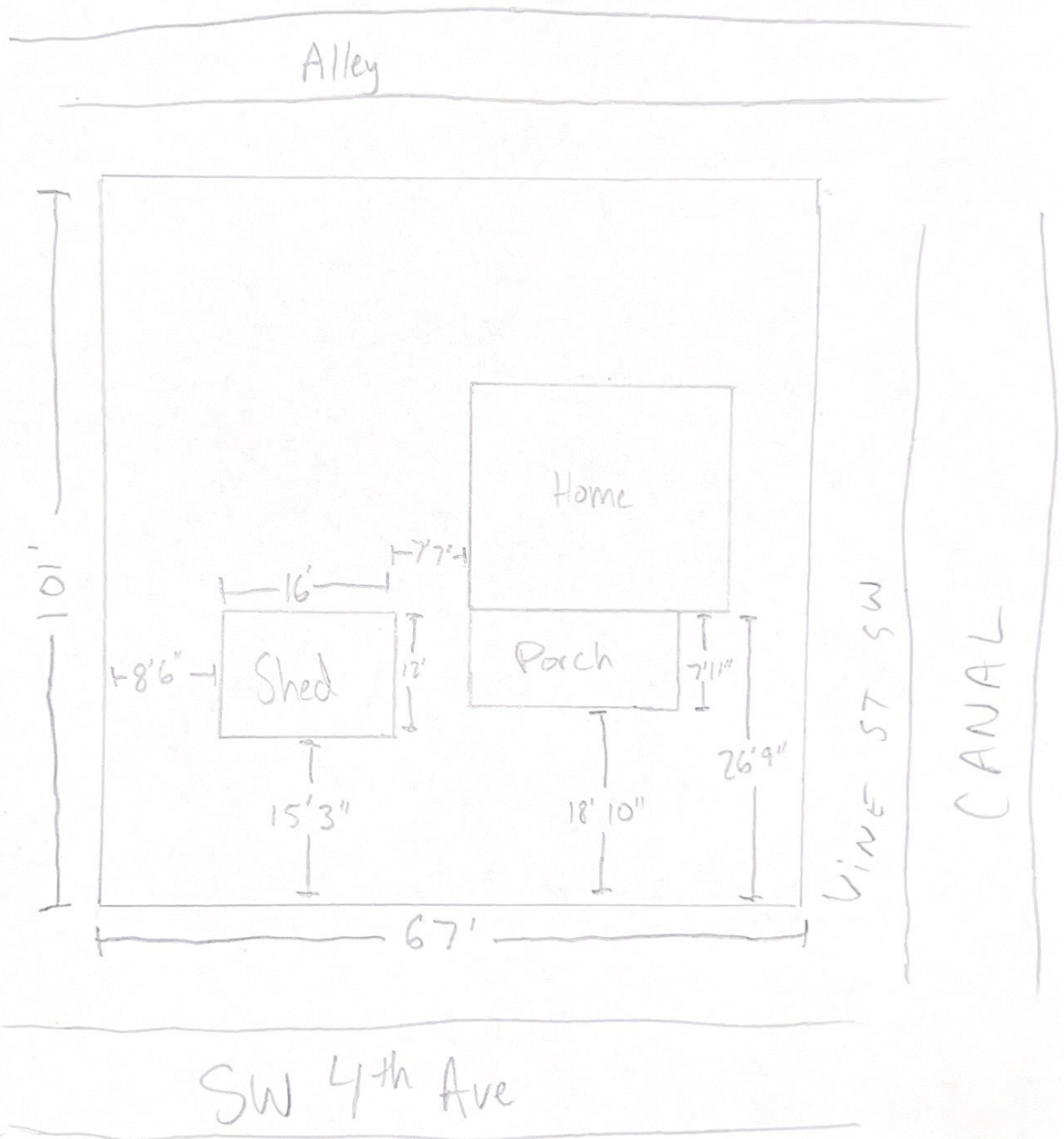
Measure, cut, and install the 1/2" plywood for the roof deck.



Install roofing felt, drip edge, and shingles.

Install 1×4 trim.

# 640 SW 4<sup>th</sup> Ave Site Plan





New proposed location at rear of property





Street view with fence, shed will not be visible



Another street view



Shaker style siding - 5th near Vine



T-111 Siding - 5th and Vine



Combination of brick and vinyl siding - Corner of 5th and Vine



Garage vinyl siding, house wood - corner of 4th and Maple



Stucco siding - corner of 4th and Vine



Unattractive substation - corner of 4th and Vine (Directly across from site)



Brick siding - corner of 4th and Vine

