



# City of Oregon City

625 Center Street  
Oregon City, OR 97045  
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## Meeting Minutes

### Historic Review Board

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Tuesday, October 27, 2015

6:00 PM

Commission Chambers

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#### 1. Call to Order

*Chair Metson called the meeting to order at 6:00 p.m. Claire Met arrived at 6:36 p.m.*

#### 2015-2016 Goals

*Christina Robertson-Gardiner, Planner, reviewed the final draft of the draft work plan included in the agenda packet compiled by the Historic Review Board in previous meetings. Highlights included:*

- 1. May - Preservation Month. Ms. Robertson-Gardiner suggested roundtable collaborative discussion with area heritage organizations to share ideas on preservation and heritage issues. Jonathan Stone noted that the Museum of the Oregon Territory's upcoming year-long exhibit would be the building blocks of architecture, and he encouraged continued partnership with the MOOT.*
- 2. Apply for Certified Local Government Grant 2016 and begin discussion at Nov. 2015 HRB work session. Ms. Robertson-Gardiner stated the City was allowed up to \$20,000 in projects, and suggested using some of the funds, if granted, to provide education to help the MOOT's exhibit be successful and educational. The grant funds may be used for survey and inventory; National register nominations; construction projects for National listed properties; and education materials including speakers and conferences. The Community Development Department would match the grant amount received. Access to the grant funds would be early summer.*
- 3. Delist Landmarks that have irretrievable loss of integrity and/or were demolished; perform a staff audit to determine how they were allowed to be altered without HRB approval. There are approximately six buildings to evaluate. The Board agreed to address this issue during March 2016.*
- 4. Inform and include the HRB on stakeholder issues relating to the Willamette Falls Legacy Project. Ms. Robertson-Gardiner gave a brief overview of the WFLP including the choice of the design company for Phase I. Approximately \$18M was secured to date. As the schematic design begins, emphasis will be on building an inviting and catalytic Phase I. She stated the riverwalk was going through schematic design and the property owner was refining their plan.*
- 5. Revise city website historic resources to be more user friendly and include the following information:*
  - Upload City-wide Survey data*
  - Make public information available buildings.*
  - Make public information available about the downsides of such things as painting brick, applying vinyl siding over wood siding, and installing vinyl windows.*
  - Provide more information on preservation incentives, including state and federal programs. Work with Oregon City GIS on new mapping platform that will be*

able to access all existing survey forms

Derek Metson asked if the grant funds could be used to help with website improvements and Ms. Robertson-Gardiner agreed to look into that.

**6. Policy Discussions:**

The policy discussions would take place at noticed HRB work sessions and may consist of literature searches, presentation by preservation professionals, city staff, city attorneys or neighborhood association members. Any proposed actions resulting from these discussions would be coordinated with the City Commission. Compatibility of breezeways in historic districts would be discussed.

**Motion by Ken Baysinger, Second by Robert Siewert, to adopt the draft work plan as presented.**

**Review Home Owner Education Packets and Historic Public Facilities Brochures**

The Historic Review Board reviewed the draft homeowner education packets and historic public facilities brochures created as part of the 2014-2015 CLG grant process. Jonathan Stone suggested the brochures be designed to fit into brochure stands, such as the elevator rack. Chair Metson noted the white frame around the lower photo was not centered on the back of the McLoughlin Promenade brochure. He also suggested a start/end map of the Promenade in place of a photo. Ms. Robertson-Gardiner referred to the homeowner education packet and noted that the USGS map was laid out in the center and other pages inserted in the folders. Additional information can be inserted in the center as needed. She suggested asking the Canemah and McLoughlin neighborhoods to hand-deliver the packets. Ken Baysinger stated the County belongs to RMLS, and there are staff hired to search for new listings online and he proposed partnering with them to obtain the new listings for distribution of packets. Ms. Robertson-Gardiner would look into his suggestion. She stated she would work with City staff to get the brochures printed and distributed.

## **2. Communications**

Ms. Robertson-Gardiner reported she had not received any new grant applications.

Jonathan Stone reported that an open house would be held on November 9, 2015 for tourism sponsored by the Oregon City Tourism Council. A key component of the tourism strategy plan was how to leverage historic resources for tourism and economic development. The Council reaffirmed that heritage was the most important aspect of the city and needed more focus. A presentation would be given on how Oregon City can move forward with actionable steps in developing its tourism infrastructure around heritage.

## **3. Adjournment**

Chair Metson adjourned the meeting at 6:42 p.m.