



CITY OF OREGON CITY HISTORIC REVIEW BOARD AGENDA

Virtual

Tuesday, April 27, 2021 at 7:00 PM

This meeting will be held online via Zoom; please contact planning@orccity.org for the meeting link.

CALL TO ORDER

PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. To assist in tracking your time, refer to the timer at the dais. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. When the Chair calls your name, proceed to the speaker table and state your name and city of residence into the microphone. The Historic Review Board Officers do not generally engage in dialog with those making comments but may refer the issue to the City Manager.

PUBLIC HEARING

1. CONTINUANCE: GLUA-21-00015 and HR 21-00008: Historic Review for exterior alterations to a noncontributing home in the Canemah National Register District at 601 4th Avenue.

OTHER BUSINESS

2. Preservation Grant 21-02: Window Repair on the Francis C. Butler House at 924 4th Street.
3. Ruth McBride Powers Preservation Award
4. Compatible Change Project: Summary of Community Input
5. July 28, 2021 draft meeting minutes

COMMUNICATIONS

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Historic Review Board
From: Planner Kelly Reid

Agenda Date: 04/27/2021

SUBJECT:

GLUA-21-00015 and HR 21-00008: Historic Review for exterior alterations to a noncontributing home in the Canemah National Register District at 601 4th Avenue.

STAFF RECOMMENDATION:

Staff recommends that the HRB continue this item until May 25th, 2021.

EXECUTIVE SUMMARY:

New siding, decking, and porch railing were installed last year on this non-contributing home in the Canemah National Register District. The adopted HRB Policies do not allow for staff approval of the specific materials and design that were used; thus, HRB review is required. The applicant has requested a continuance to allow more time to provide additional information to the Board.

BACKGROUND:

The subject property in the Canemah National Register District is developed with a two-story house. The house is on a 5,000 square foot lot and was constructed in 1979. The period of significance for Canemah is 1850 to 1928; this home is considered non-contributing and out-of-period. The City did not have a historic overlay that required a historic certificate of appropriateness at the time this home was constructed.

New siding, decking, and porch railing were installed in 2020. The new siding includes fiber cement vertical 'board and batten' siding and textured fiber cement horizontal board siding on the bottom 1/3 of the home, the decking is composite material, and the porch railing is a metal railing. The adopted HRB Policies do not allow for staff approval of these elements; thus, HRB review is required.

The applicant has requested a continuance to allow more time to provide additional information to the Board.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Historic Review Board
From: Planner Kelly Reid

Agenda Date: 04/27/2021

SUBJECT:

Preservation Grant 21-02: Window Repair on the Francis C. Butler House at 924 4th Street.

STAFF RECOMMENDATION:

Staff Recommends awarding the grant for window repair.

EXECUTIVE SUMMARY:

The applicant is seeking approval for a preservation grant of up to \$500 for wood window repair on the Francis C. Butler House.

BACKGROUND:

The applicant is seeking approval for a preservation grant of up to \$500 for wood window repair on the Francis C. Butler House.

The applicant is seeking to repair a wood window in poor condition. The work involves replacing the broken glass in the upper section of the window, replacing the missing wooden sash stop, and installing control springs so that the window once again operates. One bid proposes installing a "SLIP" (Slim Line Insulating Pane) which adds a tempered pane directly to each sash overlaying the current glass. The frame of the SLIP™ is an attractive, low profile, pressed metal extrusion that blends into the sash. Building and installing the SLIP accounts for the significant price difference in the two bids.

OPTIONS:

1. Award the grant for window repair
2. Other action preferred by the Board

BUDGET IMPACT:

Amount: \$ 500

FY(s): 2020-2021

Funding Source(s): General Fund (\$5000 available each year for Preservation Grants)



OREGON CITY

Community Development – Planning

695 Warner Parrott Rd. | Oregon City OR 97045

Ph (503) 722-3789 | Fax (503) 722-3880

**PRESERVATION GRANT REQUEST
HISTORIC REVIEW BOARD
April 27, 2021**

FILE NO.: PG 21-02

**HEARING DATE /
LOCATION:** April 27, 2021
Virtual Meeting

**APPLICANT/
PROPERTY OWNER:** Janine Offut

LOCATION: 924 4th Street
Oregon City, Oregon 97045

REQUEST: The applicant is seeking approval for a preservation grant of up to \$500 for wood window repair on the Francis C. Butler House.

REVIEWER: Kelly Reid, AICP, Planner

RECOMMENDATION: Staff Recommends awarding the grant for window repair.

IF YOU HAVE ANY QUESTIONS ABOUT THIS APPLICATION, PLEASE CONTACT THE PLANNING DIVISION OFFICE AT (503) 722-3789.

Grant Proposal:

The applicant is seeking to repair a wood window in poor condition. The work involves replacing the broken glass in the upper section of the window, replacing the missing wooden sash stop, and installing control springs so that the window once again operates. The applicant stated that "The window was originally built with a metal peg that fit in a hole in the side stop to keep it open. This system no longer works, so the window must be propped open in warm weather. (Unlike most of the windows in the house, this one never had weights.)"

The applicant also added the following information about the two bids: In addition, BID #1 proposes installing a "SLIP" (Slim Line Insulating Pane) which adds a tempered pane directly to each sash overlaying the current glass. This essentially turns a single pane window into a simulated double paned window. The frame of the SLIP™ is an attractive, low profile, pressed metal extrusion that blends into the sash. Building and installing the SLIP accounts for the significant price difference in the two bids.

The applicant provided photos and a description demonstrating the condition of the windows.

Property Description and Statement of Significance:

This 1-1/2 story house sits under a cross gable roof on a stone foundation. The main gable runs north-south, and a secondary gable runs to the east from the south end of the main gable. The gables create an L-shaped plan that is disturbed by a one story addition to the south that dates to the 1920s. At the inside corner of the cross gables, a hip roofed porch supported by large square columns covers the main entry to the house. The main gables feature enclosed eaves with wide rake and frieze boards, while the southern addition features open eaves. Both the main house and the addition are clad with drop siding finished with cornerboards. The windows are all 1/1 double-hung wood sash with board surrounds, prominent hood moldings and apron blocks. The northern façade features apron boards instead of blocks. A fully developed water table encircles the main body of the house, and a corbelled brick chimney is located near the center of the north-south gable.



In 1895, Francis C. Butler purchased this lot and is credited with the construction of the residence. Ten years later, the property was deeded to W.A. Long, who in turn transferred to A.E. and Mary Fowler Little in 1907. Although couple owned the property until 1923, there is no evidence they ever occupied it. The next long-term titleholder, Katie Murray, from 1927 to 1943, also appears to have used the house as a rental. However, the next owners, Frank Mitchell and Bertha M. Skinner, proceeded to occupy this property for over a decade. In 1956, a deed recorded to Adrien C. Charriere, who resided in Clackamas. This house returned to its status of a rental and was occupied by Yvonne E. Killian for most of the 1960s.

Project Bids

Window Repair:

Bid #2 Chosen Wood Windows: \$1000 (includes SLIP)

Bid #2 Jeffrey Franz \$300

The bids are provided in the application materials.

Grant Funding:

A total of \$5,000 is available each fiscal year. The Board has awarded \$1775 so far, and an additional \$2000 if funding is left over at the end of the fiscal year.

If approved, the grant applicant would receive a grant amount up to 50% of the project cost, or up to \$500.

Staff Recommendation

Staff recommends approval of the window repair grant; the applicant provided two bids and the repair of the original wood window will contribute to the restoration of the property.

Staff Recommends the Following Conditions for Approval:

1. Any property receiving a grant must remain locally designated for at least five full years following completion of the project. If the property is removed from designation, the grant must be repaid in full. (note de-designation is evaluated on the merits of the building, not the desire of the property owner to be removed from regulation)
2. Grant recipients are required to display a sign (available from the Community Development Department) identifying the project as having received grant funding. The sign must be picked up from the Community Development Division prior to the work being performed on site and must be up 30 days after the completion of the project. Signs may be pick up at the Community Development Division, 698 Warner Parrott Rd.
3. **Projects must be completed by June 30, 2021.** Funds are distributed to the owner (not the contractor) upon completion of the project. If you have not completed the project before that date, contact the Planning Division to ensure that your funds can be distributed to you.
4. Grants are considered taxable income and must be reported on your income tax return as required by law.
5. Grants are not awarded for materials already purchased, or for work already in progress or completed.



CITY OF OREGON CITY

Item #2.

Historic Review Board

695 WARNER PARROTT ROAD
OREGON CITY, OREGON 97045
TEL (503) 722-3789
FAX (503) 722-3880

Historic Preservation Renovation Grant Application

Please Print Clearly

Grant Application File # _____ (staff to fill out)

Date: 4/15/2021 Applicant Name: Debra Janine Offutt

Site Address: 924 4th St. Oregon City OR 97045

Phone Number: 503-722-1627 E-mail address: j9hypnoziz@yahoo.com

Historic Name: Francis C. Butler House Architectural Style: Vernacular

Previous Grant Approval File #'s N/A Total Amount \$0

How did you hear about the program?: McLoughlin Neighborhood Association

Narrative: Attach a written narrative that addresses the following:

- 1. Project Description:** Briefly explain the proposed work and the materials to be used. If you are planning to paint your historic building, please attach a paint sample for approval. NOTE: SOME ALTERATIONS MAY REQUIRE HISTORIC REVIEW AND/OR BUILDING PERMITS. Please Contact Staff to determine if your project requires a building permit.
- 2. Historic Significance:** Describe how the project will enhance the historical nature of, or preserve, renovate or rebuild, the historical aspects of the structure.
- 3. Historical Documentation:** If applicable, include any physical evidence such as old paint lines, original moldings, historic photographs, etc. that support your request to alter the exterior.

Photographs: Submit a "before" photo of the project site. An "after" photograph is required upon completion of the project. **Digital photos should be submitted via an e-mail attachment.**

Project Costs: Attach the contractor's bids, or a list of detailed estimates for materials. labor costs are limited to those performed by a licensed contractor in the state of Oregon. (Example of materials estimates: Paint: 10 gallons @ \$25/each = \$250; Siding (drop lap): 600 feet, 1" x 6" @ \$1/foot = \$600).

Item #2.

Cost Estimate/Bid #1: \$1,000

Cost Estimate/Bid #2: \$300

Total grant amount requested (up to 50% of project cost, maximum \$1000): 50% of project

Project Scheduling:

Beginning Date: unknown at this time Completion Date: within the grant cycle

Projects must be completed within the grant cycle of July 1 – June 30. Contact staff if you need an extension. Contact staff when you actually begin the proposed work, and when you finish the project. Preservation staff will inspect the work when the project is completed.

I have read the Oregon City Design Guidelines for Exterior Alterations and agree to do the project as submitted and approved within the grant cycle. I will notify the Board when I begin the project and when the project is completed.

Signature: Debra Janine Affelt Date: 4/16/2021

This grant program has been funded with the assistance of a matching grant-in-aid from the Oregon State Historic Preservation Office and the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, D.C. 20240.

Project Description:

- Both proposals involve replacing the broken glass in the upper section of the window, replacing the missing wooden sash stop, and installing control springs so that the window once again operates. The window was originally built with a metal peg that fit in a hole in the side stop to keep it open. This system no longer works, so the window must be propped open in warm weather. (Unlike most of the windows in the house, this one never had weights.)

In addition, BID #1 proposes installing a "SLIP" (Slim Line Insulating Pane) which adds a tempered pane directly to each sash overlaying the current glass. This essentially turns a single pane window into a simulated double paned window. The frame of the SLIP™ is an attractive, low profile, pressed metal extrusion that blends into the sash.

Building and installing the SLIP accounts for the significant price difference in the two bids.

- **Historic Significance:**
- Both proposals work to preserve the integrity of the windows of this 1895 Vernacular style home. According to the Historic Review Board "original windows should be retained and repaired whenever possible," and that is the goal of this project.
- If the bid from Chosen Wood Windows is accepted, the storm window will be removed and then the window will return to a more original, historic look.
- -----

- **Attachments include:**

OREGON CITY HISTORIC RESOURCE SURVEY FORM

Property Zoning Report

interior and exterior photos of window to be repaired

CHOSEN

WOOD WINDOW MAINTENANCE, INC.

Item #2.

Estimate - 6899

Chosen Wood Window Maintenance

OR CCB#132834

WA CCB#CHOSEWW008KJ

Date of Proposal: Monday, March 1, 2021

Billing Address

Offutt, Janine
924 4th st
Oregon City, OR
5037221627

Job Site

Offutt, Janine
924 4th st
Oregon City, OR
5037221627

100% Customer Satisfaction is our Goal!

If you have any questions or concerns regarding any aspect of our estimate, please call our office and share them with us

Estimated Job
Completion Hours 7

Job Cost \$1,000.00

Tax \$0.00

Job Total \$1,000.00

Line #	Room	Side + Level	Service	Description	Qty	Amount
1	Office	2-F	Glass Replace	DS/CL/Annl 27 x 35 Cut to size on site	1	\$324.00
2			Dry Rot	Sash stop (1 1/2 Wide)-6,6,3,	1	\$86.00
3			SLIP™	Double Hung: DL 23 5/8 x 31 5/8, Top sash fixed shut, Hidden balances and weatherstrip bottom sash.	1	\$560.00
4						
5						

Bid #2

Janine Offutt
924 4th Street
Oregon City OR 97045
503-722-1627

Estimate/Contract

Repair of one 2nd floor double hung top sash window pane will require cutting the top sash free from the exterior and interior in order to remove it.

The deglazing may take place off-site. The sash will be returned the same day. The glass pane is 24" x 32"

Contractor will install one new piece of stop 1-5/8" wide by 69" long.

Contractor will install control springs so that the window operates.

The price of this work is \$300, which is payable at the end of the day.

Contractor is licensed under the Oregon CCB. Work will be scheduled in the order of which it requested amongst other jobs large and small that have been scheduled.

Owner.....date.....

Contractor.....date.....

Jeffrey G Franz
Sole Proprietor, CCB
1230 SE Morrison, Suite 408
Portland OR 97214
503-234-9641







Taxlot Detail Report

2-2E-31DA-0

Item #2.

Taxlot Information

Parcel Number (APN) 2-2E-31DA-05100
Primary Situs Address 924 4TH ST
OREGON CITY, OR 97045
County CLACKAMAS
Section T2S R2E S31
Latitude 45.352307
Longitude -122.604324
R Number (Alt ID) 00579234
Approx. Size (acres) 0.25192827
USGS Quad Name Oregon City
Within Oregon City Limits? Y
Urban Growth Boundary (UGB) Inside

Political Boundaries

Jurisdiction OREGON CITY
Voting Precinct 2.00000000
US Congressional District 5
Oregon House District 40
Oregon Senate District 20
Metro Council District 2
Metro Councilor Christine Lewis
Metro Councilor Email christine.lewis@oregonmetro.gov

Assessment & Value Information

Taxmap: 2S2E31DA
Land Value (Mkt) \$151,295
Building Value (Mkt) \$191,420
Exempt Amount \$0
Net Value (Mkt)
Assessed Value \$166,325
Year Built (if known) 1916
Sale Date 199606
Sale Price \$113,000
Document Date 1996-06-01 00:00
Document Number 1996-047154
State General Property Code 101
County Tax Code 062002

Census Information

Census Tract 224.00000000
Census Block Group 3
Census Block Grp. Pop. (2010) 611

Land Use and Planning

Zoning R-6
Comprehensive Plan LR
Subdivision CLACKAMAS COUNTY ADDITION
Subdivision Plat Number 1
PUD (if known) 0
Partition Plat Number 0
Neighborhood Association MCLOUGHLIN
Urban Renewal District NONE
Historic District MCD
Historic Designated Structure? MCD
Concept Plan Area NONE
In SDC Discount Area? N
In Thayer Rd Pond Fee Area? N
In Beaver Creek Rd Access Area? N
In Willamette River Greenway? N
In Geologic Hazard? Y
In High Water Table Area? N
In Nat. Res. Overlay District (NROD)? N
In 1996/FEMA 2008 100-yr Floodplain? N
In FEMA Floodway? N
In Barlow Trail Area? N
In Vertical Housing Dev. Zone? N
In Enterprise Zone? N
In Opportunity Zone? Y

Watershed Abernethy Creek-Willamette River
Sub-Watershed Tanner Creek-Willamette River
Basin Willamette
Sub-Basin Middle Willamette

Urban/Rural Reserve
Reserve Name

Service Districts

Elementary School CANDY LANE/JENNINGS LODGE
Middle School GARDINER MIDDLE
High School OREGON CITY HIGH
School District OREGON CITY
Oregon Dept. of Ed. Dist. ID 1928
Natl. Cntr for Ed. Stats Dist. ID 4109330
Water District
Park District
Sewer District Tri-City Service District
Fire District Clackamas Fire District #1
Fire Management Zone 6597
Transit District Tri-County Metropolitan
Garbage Hauler Oregon City Garbage Co.
Garbage Hauler Phone (503) 656-8403

OREGON CITY HISTORIC RESOURCE SURVEY FORM

Street Address: 924 4TH ST				City: OREGON CITY			
USGS Quad Name: Oregon City			GPS Latitude: 45 21 09 N		Longitude: 122 36 16 W		
Township: 02S	Range: 02E	Section: 31	Block: 133	Lot: 1x, 2x	Map #: 22E31DA	Tax Lot #: 5100	
Date of Construction: c. 1895		Historic Name: Butler, Francis C., House			Historic Use or Function: Domestic - single dwelling		
Grouping or Cluster Name: NA		*Current Name or Use: Domestic - single dwelling			Associated Archaeological Site: Unknown		
Architectural Classification(s): Front gable and wing				Plan Type/Shape: Complex		Number of Stories: 1.5	
Foundation Material: Stone				Structural Framing: Unknown		Moved? No	
Roof Type/Material: Cross gable / Composition shingle				Window Type/Material: 1/1 wood double-hung			
Exterior Surface Materials Primary: Drop				Secondary:		Decorative:	
Exterior Alterations or Additions/Approximate Date: Rear wing to south							
Number and Type of Associated Resources: None							
Integrity: Good		Condition: Good		Local Ranking: Designated Historic Site		National Register Listed? No	
Potentially Eligible: ☐ Individually or ☒ As a contributing resource in a district Not Eligible: ☐ Intact but lacks distinction ☐ Altered (choose one): ☐ Reversible/Potentially eligible individually or in district ☐ Reversible/Ineligible as it lacks distinction ☐ Irretrievable loss of integrity ☐ Not 50 years old							
Description of Physical and Landscape Features:							
This 1-1/2 story house sits under a cross gable roof on a stone foundation. The main gable runs north-south, and a secondary gable runs to the east from the south end of the main gable. The gables create an L-shaped plan that is disturbed by a one story addition to the south that dates to the 1920s. At the inside corner of the cross gables, a hip roofed porch supported by large square columns covers the main entry to the house. The main gables feature enclosed eaves with wide rake and frieze boards, while the southern addition features open eaves. Both the main house and the addition are clad with drop siding finished with cornerboards. The windows are all 1/1 double-hung wood sash with board surrounds, prominent hood moldings and apron blocks. The northern façade features apron boards instead of blocks. A fully developed water table encircles the main body of the house, and a corbelled brick chimney is located near the center of the north-south gable.							
Statement of Significance:							
In 1895, Francis C. Butler purchased this lot and is credited with the construction of the residence. Ten years later, the property was deeded to W.A. Long, who in turn transferred to A.E. and Mary Fowler Little in 1907. Although couple owned the property until 1923, there is no evidence they ever occupied it. The next long-term titleholder, Katie Murray, from 1927 to 1943, also appears to have used the house as a rental. However, the next owners, Frank Mitchell and Bertha M. Skinner, proceeded to occupy this property for over a decade. In 1956, a deed recorded to Adrien C. Charriere, who resided in Clackamas. This house returned to its status of a rental and was occupied by Yvonne E. Killian for most of the 1960s.							

Researcher/Organization: Alex McMurry / HPNW				Date Recorded: 4/12/2002			
Survey Form Page 1		Address: 924 4TH ST		Local Designation #		SHPO #	



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Historic Review Board
From: Planner Kelly Reid

Agenda Date: 4/27/2021

SUBJECT:

Ruth McBride Powers Preservation Award

STAFF RECOMMENDATION:

Nominate an individual or organization for the Ruth McBride Powers Preservation Award

EXECUTIVE SUMMARY:

The Historic Review Board awards the Ruth McBride Powers Preservation Award yearly during Preservation Month to citizens, building/business owners and others who show passion for preservation.

BACKGROUND:

Ruth McBride was born in Michigan in 1903, graduating from Stanford University in California. According to a 1980 OHS oral history interview, she became interested in history when “as a young bride” she moved to the Coos County lumber town, Powers, Oregon, named after her husband’s family.

In the final 25 years of her life Mrs. Powers divided her time between The McCarver House and the Rose Farm. She often opened the latter for fund-raising tours and it was placed on the National Register of Historic Places in 1973.

The McCarver House (Locust Farm) 1852, the 1847 William and Louisa Holmes House (“Rose Farm”), and the Captain John Ainsworth House built in 1852. Are the three remaining settlement-era houses built in the Mt. Pleasant area of Clackamas County. The survival of all three is due to the preservation efforts of a single benefactor, Mrs. Ruth McBride Powers.



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Historic Review Board
From: Planner Kelly Reid

Agenda Date: 4/27/2021

SUBJECT:

Compatible Change Project: Summary of Community Input

STAFF RECOMMENDATION:

Work Session only. Provide direction to staff regarding next steps.

EXECUTIVE SUMMARY:

This work session focuses on community input for the Compatible Change Project.

Staff will provide a summary of what we heard and seek direction on next steps.

BACKGROUND:

The scope of the Compatible Change Project includes:

1. In both historic districts: Clarify the meaning of “major public improvements” in City code in order to define which public right-of-way improvements in both districts should trigger a Type III review process through HRB—and whether any can be exempt.
2. In the McLoughlin Conservation District: Decide and/or clarify when an addition or alteration to any non-contributing structure should trigger Type III review.

The public involvement phase of the Compatible Change Project occurred between November of 2020 and March of 2021, with a focus on receiving stakeholder and public input on the development of alternatives evaluation goals/objectives and the development of recommendations for any potential code amendments.

Summaries of overall public engagement efforts, and summaries for each of the two Compatible Change topic areas are attached to the agenda.

Compatible Change Project:

Ensuring Compatibility in Oregon City's Historic Districts

There are two types of historic districts in Oregon City.

The Canemah National Historic District and the McLoughlin Local Conservation District.

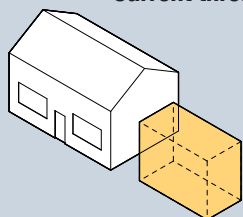
The regulation of structures is different in each district.

In Canemah, all changes to structures are subject to historic design guidelines. In the event of new construction, demolition, addition, or exterior alteration, the action must gain approval through historic review.

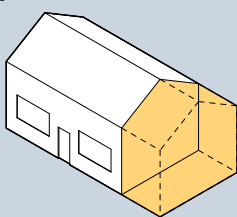
In McLoughlin, structures are regulated differently based on whether they are *designated* or *non-designated*.

- *Designated* structures are treated the same as structures in Canemah, requiring historic review for new construction, demolition, addition, or exterior alteration.
- *Non-designated* structure additions or exterior alterations do not have to meet historic guidelines, unless those changes reach a certain threshold. If a threshold is passed, the action is considered new construction and is subject to historic review.

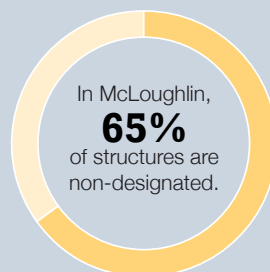
Current thresholds:



Any new, separate structure larger than 200 square feet.



Any addition that is 30% + in area of the original structure.



THE PROBLEM: In City code, the “new construction” threshold based on area is not well-defined. As a result, it can be interpreted differently and can lead to significant additions or changes to non-designated structures that do not have to meet historic guidelines.

Public improvements are reviewed the same way in both districts.

All major public improvements in both districts are subject to historic review.

THE PROBLEM: In City code, “major public improvements” is defined broadly. As a result, all improvements in the public realm can be interpreted to be subject to historic review. These can include everything from traffic signals to new park equipment.

What changes are needed to help clarify these problems while ensuring continued compatible changes in our historic districts?

Engagement opportunities are available now through Spring 2021.

To learn more, visit the project webpage:

www.orcity.org/planning/compatible-change

Have questions?

Contact Kelly Reid, Project Manager, at:
kreid@orcity.org or 503-496-1540



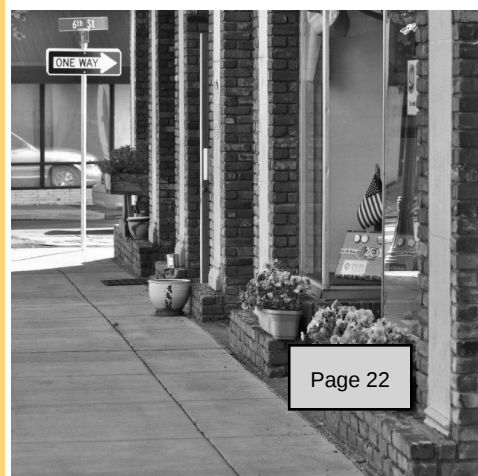
What is compatibility?

“Compatibility” refers to consideration of the materials, features, scale, size, proportion, and massing of new structures or changes to ensure they fit into historic districts. However, compatibility is very subjective in many cases.



Your input is needed!

Your assistance is essential to the success and community-supported outcome of this project. Due to the COVID-19 pandemic, engagement opportunities will be provided remotely.



Compatible Change: Historic Code Amendments

Oregon City, OR

DRAFT Summary of Public Involvement – March 15, 2021 – Shawn Canny, Intern

Overview

The public involvement phase of the Compatible Change Project occurred between November of 2020 and March of 2021, with a focus on receiving stakeholder and public input on the development of alternatives evaluation goals/objectives and the development of recommendations for any potential code amendments. The limitations of engagement opportunities as a result of the COVID-19 pandemic required the utilization of remote/virtual methods that complied with state health guidelines while still reaching as much of the affected community as possible. The project team also ensured that residents lacking access to virtual engagement had opportunities for alternatives via telephone as requested or needed. For all public meetings, a minimum notice of two weeks was provided.

Public Outreach and Feedback

The Compatible Change Project affects a broad swath of neighbors and stakeholders in Oregon City. These include:

- City of Oregon City Agencies, including Public Works and Planning;
- City of Oregon City Advisory Bodies, including the Historic Review Board (HRB);
- Heritage Groups, such as the Museum of the Oregon Territory/Clackamas County Historical Society;
- Local Partners, including the Canemah Neighborhood Association and the McLoughlin Neighborhood Association;
- Interested members of the general public, including residents, business operators, and property owners.

Public Engagement Summary

Event or Meeting	Date	Approx. # of Attendees
McLoughlin Neighborhood Association	11/5/2020	8
Certified Local Government (CLG) Workshop	11/16/2020	40
Stakeholder Interviews/Community Conversations	12/1 – 1/4	6
Staff Focus Group	12/22/2020	6
HRB Interviews	1/1 – 1/31	2
Alternatives Assessment Online Overview and Survey	1/4 – 1/27	3
Online Open House Synchronous Kick-Off Meeting	2/10/2021	10
Online Open House Asynchronous Webpage and Surveys	2/10 – 3/8	18

Neighborhood and Committee Presentations

Project staff offered presentations to share project information and solicited feedback at meetings of the McLoughlin Neighborhood Association, the Canemah Neighborhood Association, the Citizen Involvement Committee, and the Historic Review Board. When meetings were canceled or postponed as a result of the COVID-19 public health crisis, information was provided to group chairs for dissemination among community members.

Interviews/Community Conversations

Due to the nature of remote engagement, the project team focused on in-depth, qualitative interviews/conversations with residents who live in Oregon City's historic districts in order to better understand their views on compatibility, concerns or experiences regarding development or public improvements in their districts, experiences with the historic review process, and priorities in the project's assessment evaluation goals. Similar interviews were conducted with two HRB members to gauge their experience and opinions on the project, process, and any recommendations they had for the project team.

Online Open House

To gather input from residents and other interested stakeholders on their preference for potential alternatives and their evaluation more broadly, the project team organized an online open house with two opportunities for engagement:

- A synchronous Zoom meeting on February 10 utilizing collaborative brainstorming (Image 1) and online polling (Image 2);
- An asynchronous Open House webpage and two online surveys overviewing Major Public Improvements and Thresholds for New Construction in McLoughlin that stakeholders could visit and take at their convenience.

Information Sharing Tools

In order to disseminate information to the public about the project at key phases, a variety of tools were utilized. They include:

- **Project webpage:** A project webpage on Oregon City's website overviewing the project, its timeline, opportunities for engagement, frequently asked questions, and key documents was developed, maintained, and updated regularly.
- **Information Sheet:** A one-page fact sheet was created for the project webpage and was also sent to interested parties during outreach efforts and in response to inquiries.
- **Informational Video:** A brief video overviewing the project and its scope was developed and shared via the project webpage, the online assessment alternatives survey, and the online open house.
- **Social media:** Key project engagement opportunities were shared via Facebook and Nextdoor with a minimum two-week period between post and input opportunity.
- **Oregon City Trail News:** Project updates were provided via the City's quarterly newsletter and engagement opportunities were shared via the City's monthly e-newsletter.
- **Open House Mailer:** A postcard was developed and mailed to 1185 affected properties prior to the online Open House.
- **Email Updates:** An interested stakeholder list was updated throughout the project and updates were sent to the list prior to key engagement opportunities.

Image 1. Online Jamboard Collaborative Brainstorm

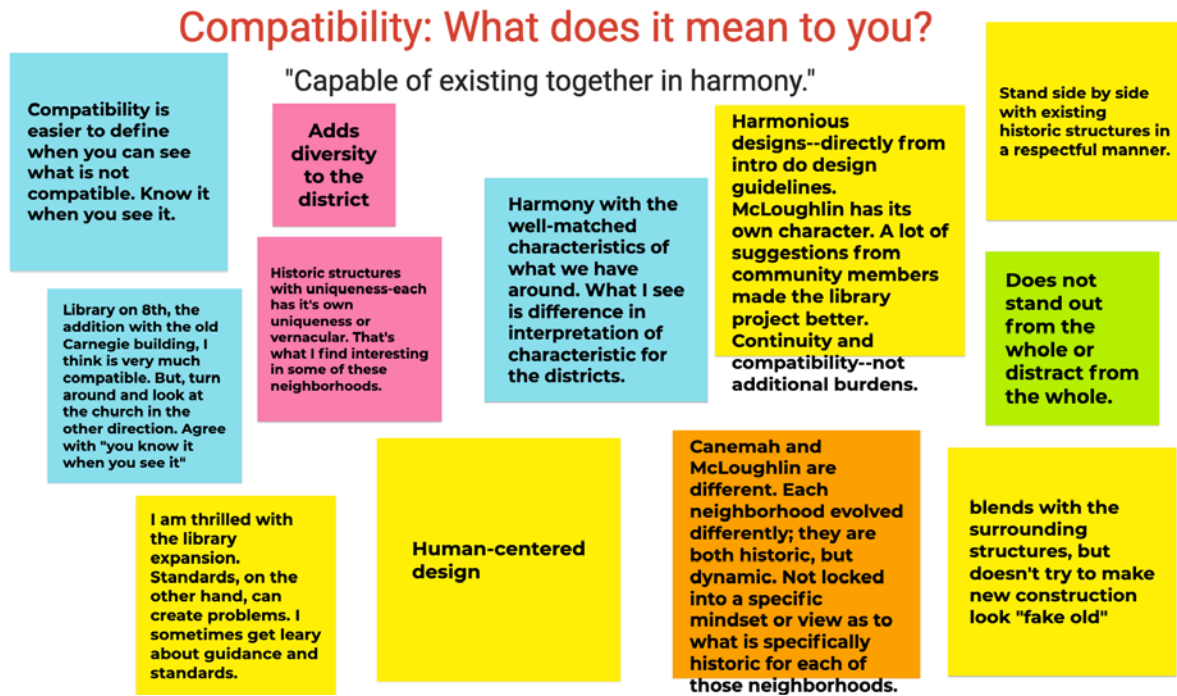
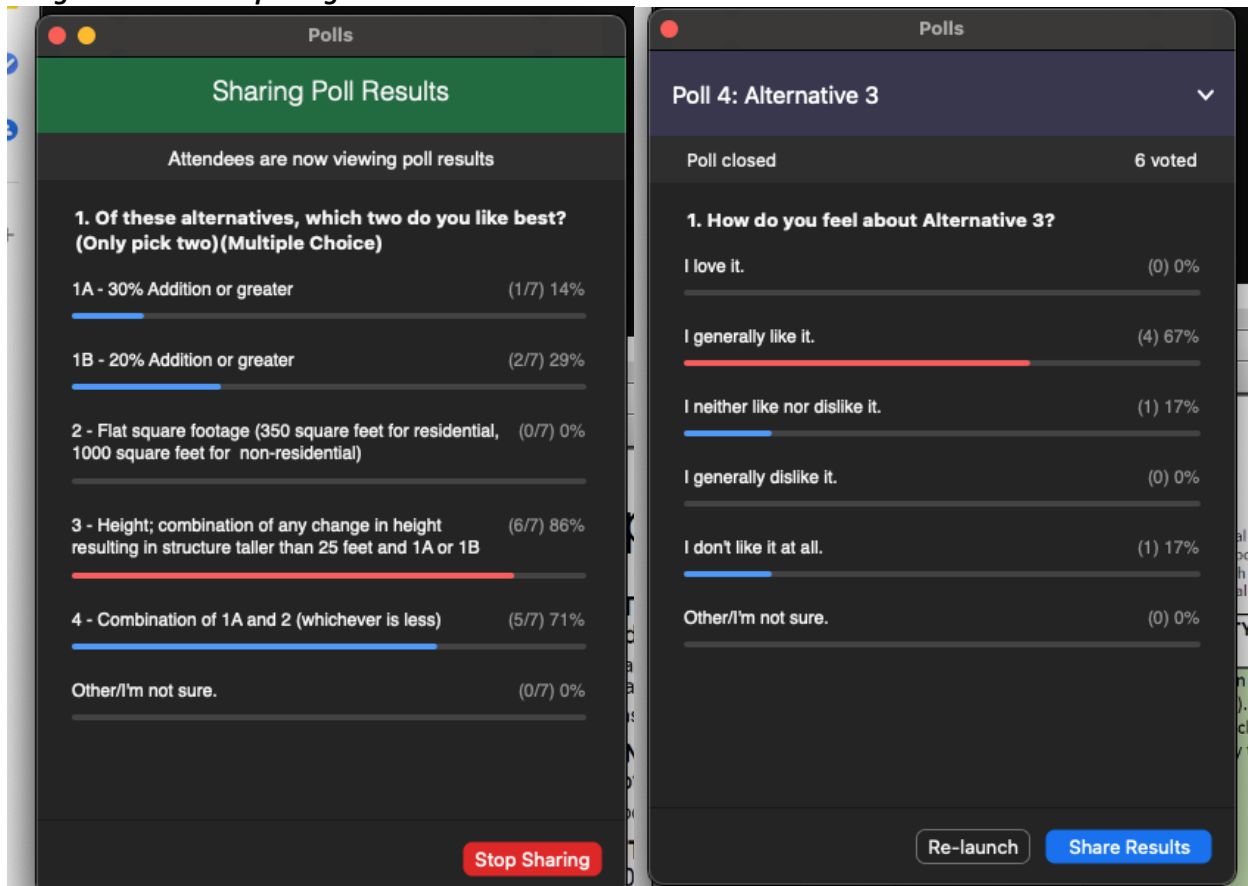


Image 2. Live online polling via Zoom



Compatible Change: Historic Code Amendments

Oregon City, OR

DRAFT Online Open House Summary: Thresholds for New Construction – March 15, 2021 – Shawn Canny, Intern

Overview

The Online Open House synchronous kick-off meeting was held via Zoom on February 10, 2021 at 7pm. For those unable to attend, a corresponding Open House webpage and two surveys were developed; they were live from February 11 through March 8 via a webpage and links on the Oregon City website.

The Open House was separated into two segments: 1) Thresholds for New Construction; and 2) Major Public Improvements. Each segment included a brief overview for participants prior to soliciting their feedback. This Summary focuses on takeaways from the first segment. Both synchronous and asynchronous responses to questions have been combined for this summary.

Compatibility: What does it mean to you?

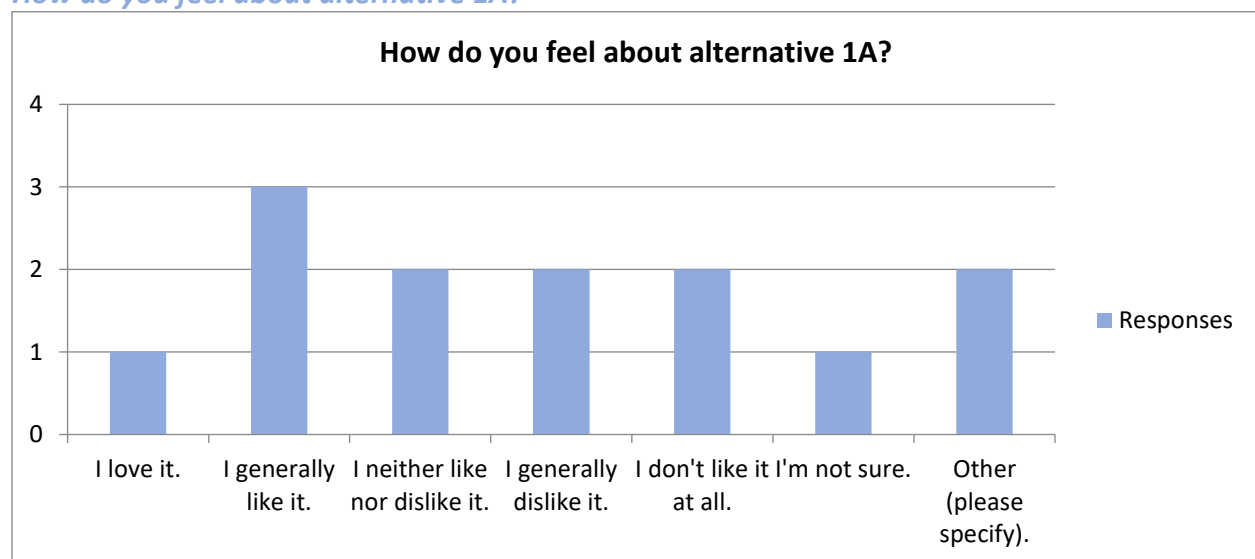
Due to the qualitative and subjective nature of this question, participant responses varied. There was no goal for the project team or participants to achieve consensus. Rather, the point was to facilitate some thoughts and discussion as to varied interpretations of the meaning. Some key takeaways include (there is a full list of responses at the end of this summary (Appendix A)):

- A few participants agreed that it's easier to define by seeing what is not compatible.
- Participants generally agreed that the library addition is a good example of compatible change.
- There was a focus on harmony versus the exact replication of historic structures.

Thresholds for New Construction

As part of this segment, the project team presented an overview of the alternative thresholds for new construction being considered; the team also explained rejected alternatives. Full descriptions of alternatives assessed and rejected are available at the end of this summary (Appendix B).

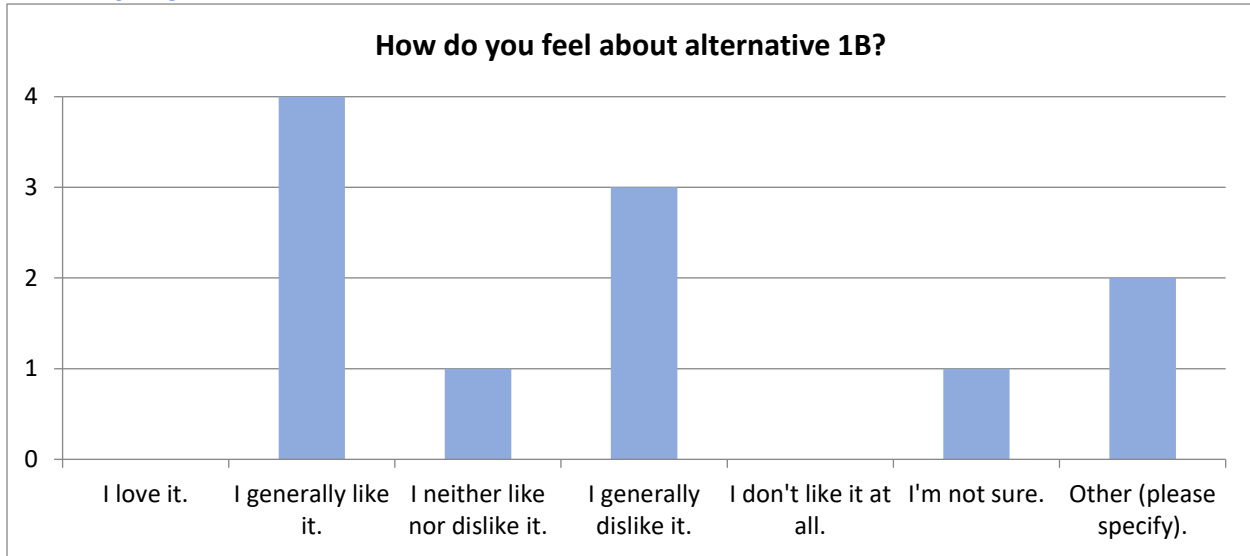
How do you feel about alternative 1A?



Alternative 1A: responses for “Other (please specify)”:

- Clarity has been the biggest issue and improved definition is what is needed.
- Too large in either sense.

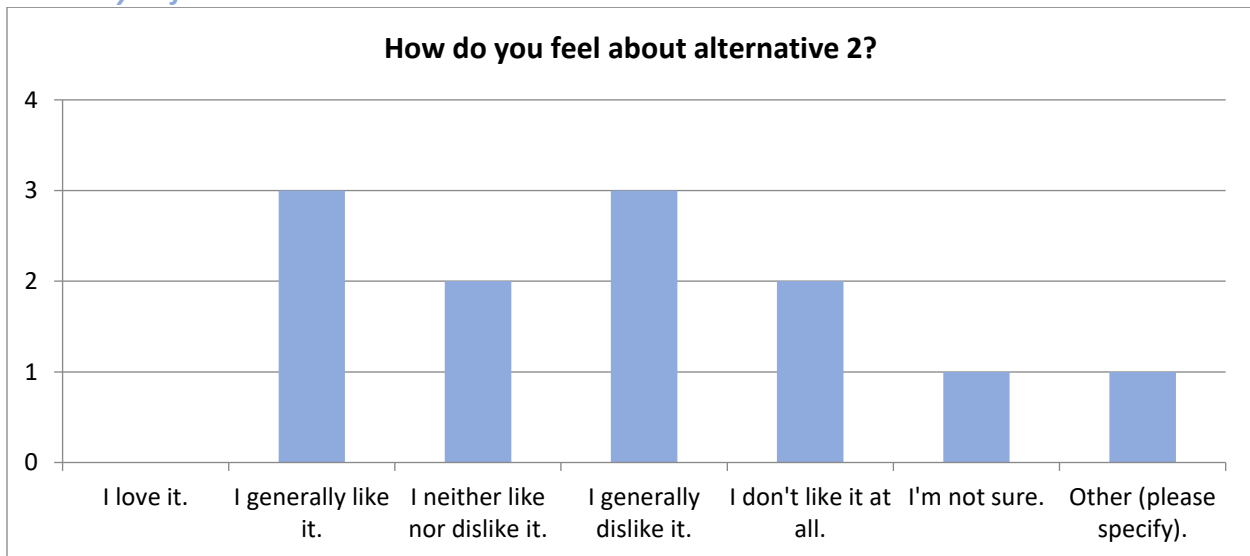
How do you feel about alternative 1B?



Alternative 1B: responses for “Other (please specify)”:

- Why is the change needed? There's no good reason other than subjective.
- The stand-alone structure shouldn't be allowed.

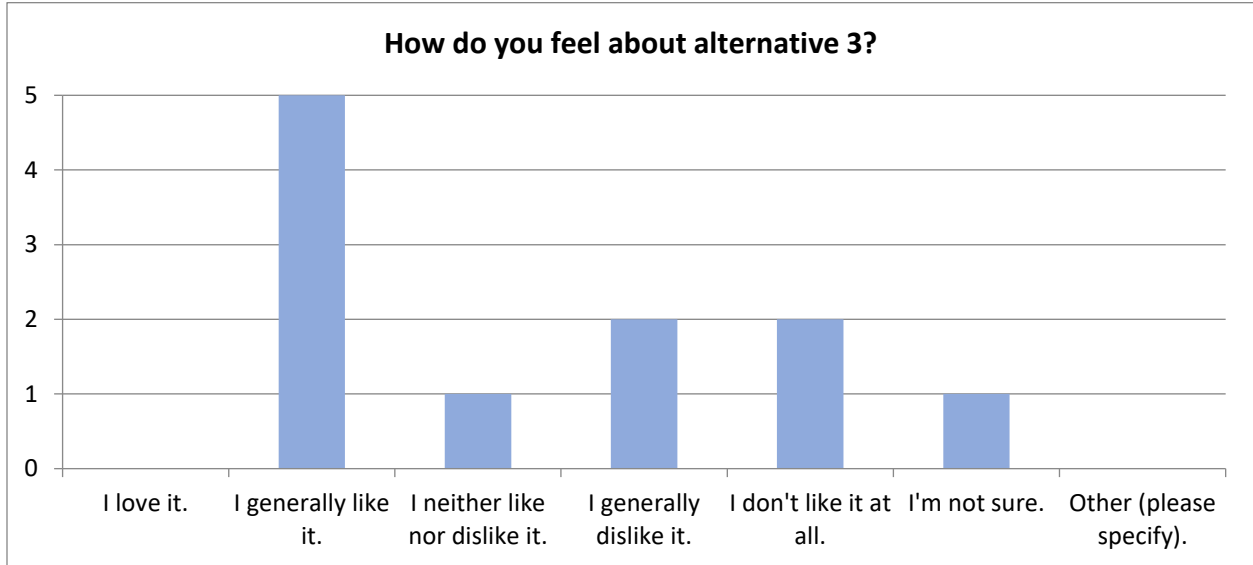
How do you feel about alternative 2?



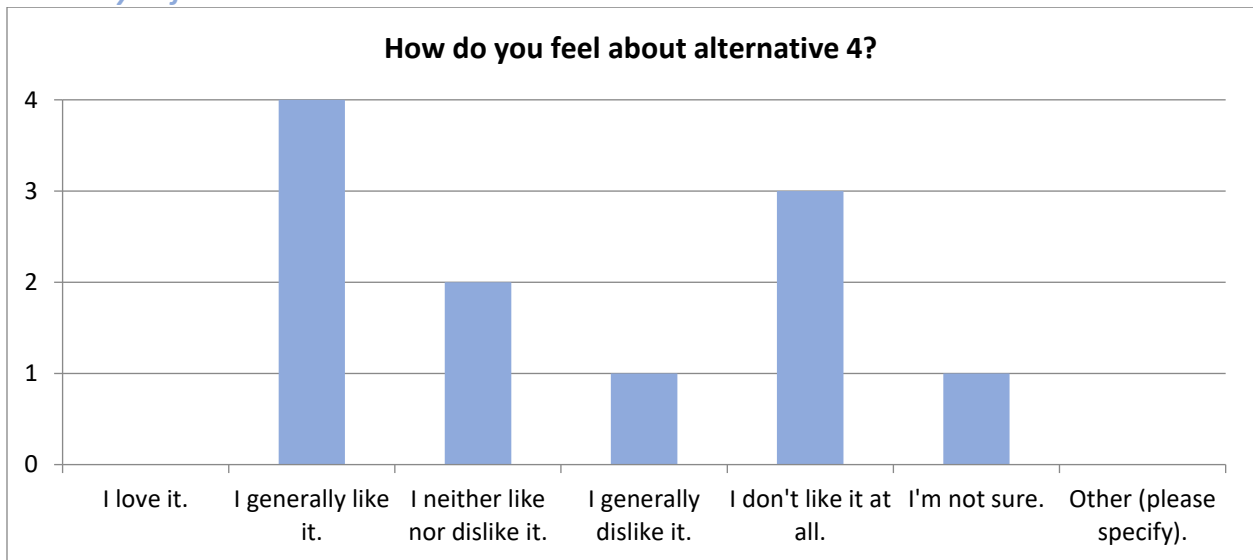
Alternative 2: responses for “Other (please specify)”:

- There’s no need for the change. One size doesn’t fit all with a flat square footage.

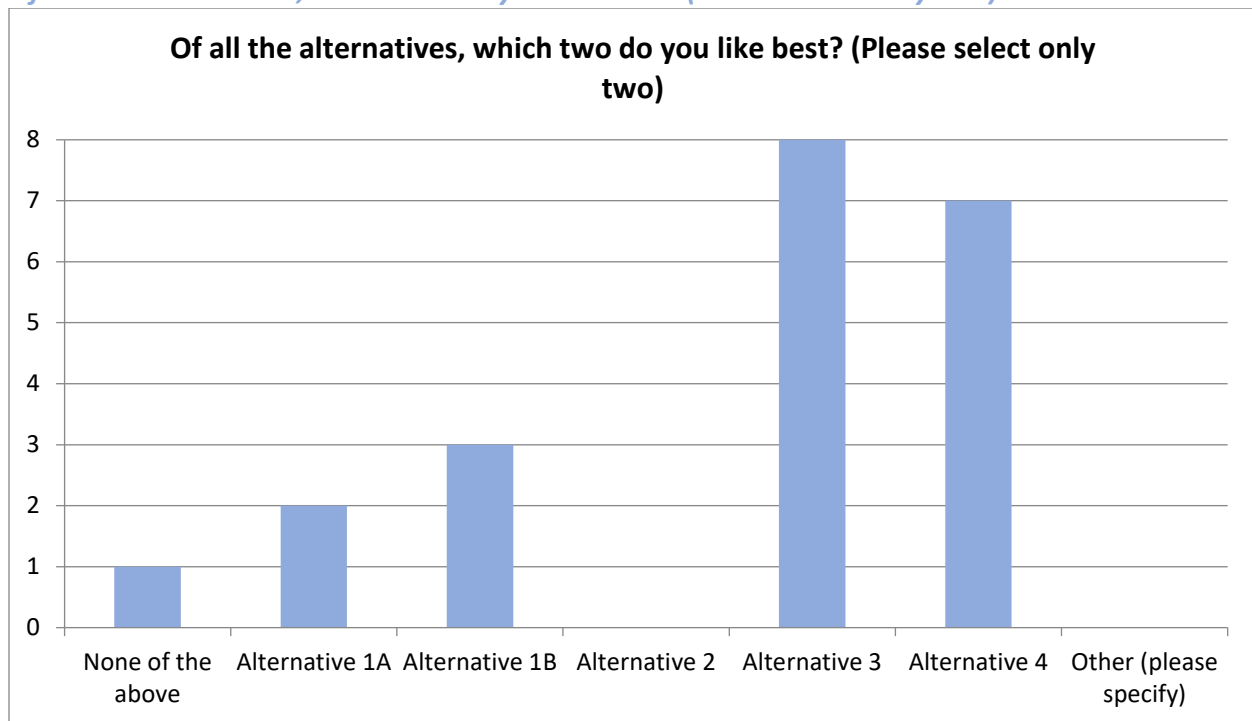
How do you feel about alternative 3?



How do you feel about alternative 4?



Of all the alternatives, which two do you like best? (Please select only two)



Is there anything else you'd like to share regarding these alternatives?

- Clarity is really all that is needed in the code. No need to change the playing field for others who have property and don't get the same consideration as those prior.
- Infilling our city is a big step towards more crime and a strain on resources. No amount of taxes garnered by the city can compensate for the burden more housing or increased size building will put on our city.

Do you have any other questions, comments, or concerns?

- The HRB doesn't need their hands in every detail. Once approved the city is more than qualified to oversee rather than having to go through the hoops repeatedly of HRB, especially when the board changes as do their subject views.

Key Takeaways from Thresholds for New Construction

- Alternatives 3 and 4 are the most popular based on participant sentiment; both of these alternatives combine an existing or modified threshold based on addition of floor area percentage (currently 30% or greater, though 1B considers a reduction to 20%) and an additional threshold based on either height change or a flat square footage.
- For those who offered additional feedback, clarification of language in existing Code is a priority.
- Some participants expressed concern at the thresholds being considered without real world examples of projects that would hypothetically trigger review under that alternative.

Appendix A

All responses to “Compatibility: What does it mean to you in this context?”

- Compatibility is easier to define when you can see what is not compatible. Know it when you see it.
- Adds diversity to the district.
- Historic structures with uniqueness. Each has its own uniqueness or vernacular. That’s what I find interesting in some of these neighborhoods.
- Library on 8th, the addition with the old Carnegie Building, I think is very much compatible. But, turn around and look at the church in the other direction. Agree with “you know it when you see it.”
- I am thrilled with the library expansion. Standards, on the other hand, can create problems. I sometimes get leery about guidance and standards.
- Harmony with the well-matched characteristics of what we have around. What I see is difference in interpretation of characteristics for the districts.
- Harmonious designs—directly from intro to design guidelines. McLoughlin has its own character. A lot of suggestions from community members made the library project better. Continuity and compatibility—not additional burdens.
- Human-centered design.
- Canemah and McLoughlin are different. Each neighborhood evolved differently; they are both historic, but dynamic. Not locked into a specific mindset or view as to what is specifically historic for each of those neighborhoods.
- Stand side by side with existing historic structures in a respectful manner.
- Does not stand out from the whole or distract from the whole.
- Blends with the surrounding structures, but doesn’t try to make new construction look “fake old.”
- It’s not an exact replica but meshes well with existing. Also keep in mind historic now refers to homes built in the 1920s, allowing an entire new realm of design options. It’s all just not the 1800’s look.
- It remains true to the local construction of historic homes so that the feel of the neighborhood is preserved.
- New structures/changes need to be from the same time period and style as the original building.
- Compatibility, in this instance, means blending in to where there are no differences in form, function, or appearance.
- Less burdensome on home owner.
- It flows and works as if it was always there in the first place.

Appendix B

Alternatives Considered and Evaluated

Alternative Approaches for New Construction Thresholds

1. **1A. Status quo with improved definition in code.** Addition of 30% floor area or greater, new detached structure of 200 square feet or more.
 - a. Floor area to include above-ground finished space/habitable space only (no basements, unfinished attics, or garages included in the calculation).
 - b. Capture both new construction AND reconstruction (when floor area is completely eliminated and then rebuilt).
1. **1B. Reduce percentage in existing code to 20% with improved definition in code.** Addition of 20% floor area or greater, new detached structure 200 square feet or more.
 - c. Same rules as 1A above.
2. **Flat square footage.** Any new structure or addition larger than 350 square feet for residential uses, or 1000 square feet for non-residential uses.
3. **Combination of any change in height resulting in structure taller than 25 feet AND 1A OR 1B above.** This alternative considers a clarified percentage paired with a rule that any addition planned resulting in a structure taller than 25 feet be subject to approval through HRB.
4. **Combination of 1A and 2.** Addition of 30% or greater floor area, or 350 square feet, whichever is less.
 - a. Non-residential uses would use 30% or 1000 square feet as the threshold.

Alternatives Considered but Ultimately Rejected

- **Reduce percentage in existing code to 10% with improved definition.** Gross floor area of 10% or greater (excluding unfinished storage areas).
 - Rejected because this percentage could require review for very small additions, which ultimately leads to the treatment of non-designated structures more like designated structures. This threshold reduction was not supported by many stakeholders interviewed.
- **Add Type II review process.** Add a Type II Staff Review paired with standards for additions on non-designated sites.
 - Rejected because it would require writing clear and objective standards for a Type II process; these standards would lack the flexibility of design guidelines. This change would also not make the review process any faster in most cases.
- **All front additions.** Any addition on the front façade of a structure or visible from the right of way, paired with Alternative 1 (A or B) or 2.
 - Rejected because it could be confusing for staff, property owners, and residents to define what is considered a front addition. We also heard from some stakeholders that all sides of the structure are important.

Compatible Change: Historic Code Amendments

Oregon City, OR

DRAFT Online Open House Summary: Major Public Improvements – March 19, 2021 – Shawn Canny, Intern

Overview

The Online Open House synchronous kick-off meeting was held via Zoom on February 10, 2021 at 7pm. For those unable to attend, a corresponding Open House webpage and two surveys were developed; they were live from February 11 through March 8 via a webpage and links on the Oregon City website.

The Open House was separated into two segments: 1) Thresholds for New Construction; and 2) Major Public Improvements. Each segment included a brief overview for participants prior to soliciting their feedback. This Summary focuses on takeaways from the second segment. Unlike the Summary of Thresholds for New Construction, however, responses have not been combined for this summary for the following reasons:

- The synchronous open house, the survey and the Open House survey regarding thresholds for new construction, and this survey all asked the same question: “Compatibility: What does it mean to you?” In order to avoid repeats, this summary only includes responses from the online survey regarding major public improvements for that question.
- The questions asked via poll at the Online Open House synchronous kick-off meeting regarding major public improvements were organized differently than those in the online survey. This is because the project team responded to feedback regarding the questions at that meeting and tried to improve them for the online survey to avoid confusion. The differences are outlined in the sections below.

Compatibility: What does it mean to you?

Due to the qualitative and subjective nature of this question, participant responses varied. There was no goal for the project team or participants to achieve consensus. Rather, the point was to facilitate some thoughts and discussion as to varied interpretations of the meaning. Some key takeaways include (there is a full list of responses at the end of this summary (Appendix A)):

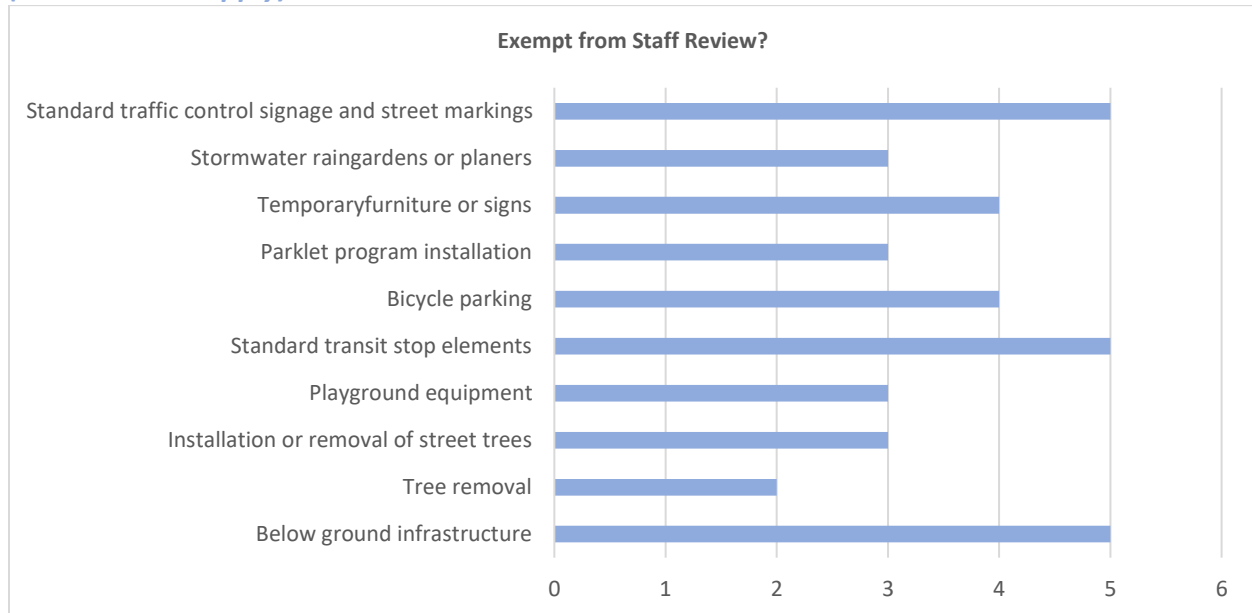
- An overarching theme from respondents was the idea that blending/meshing with existing historic homes in the neighborhood constituted compatibility.
- Opinions otherwise varied significantly.

Major Public Improvements: Synchronous Kick-Off Meeting

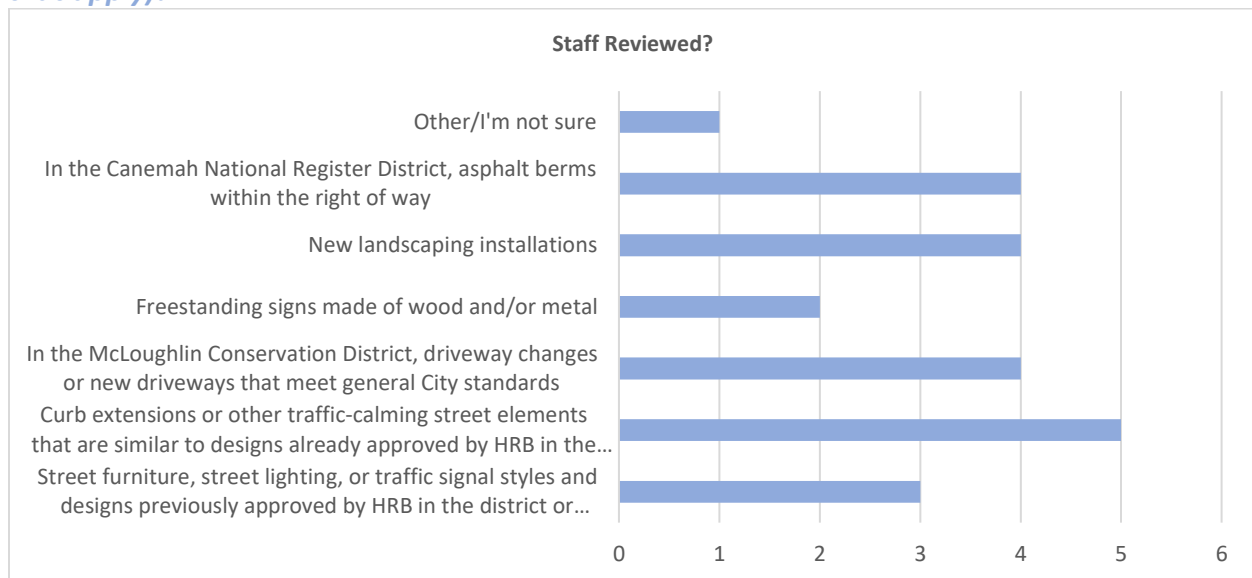
At the synchronous kick-off meeting, the polls provided separated potential public improvements into project team recommended categories of: exempt from review; staff review; and subject to Historic Review Board (HRB) approval. Attendees had the opportunity to agree or disagree with the project team’s recommendations for each of the items. However, due to this organization, participants expressed some confusion and frustration around the polls.

In review, while feedback was solicited for each item being considered for each of the three categories, this process could have been viewed as the production of leading questions seeking particular responses. As such, this section has been kept separate from the subsequent Online Open House survey results. It is important to note, however, that part of the challenge with phrasing these questions was the limitations of Zoom polling.

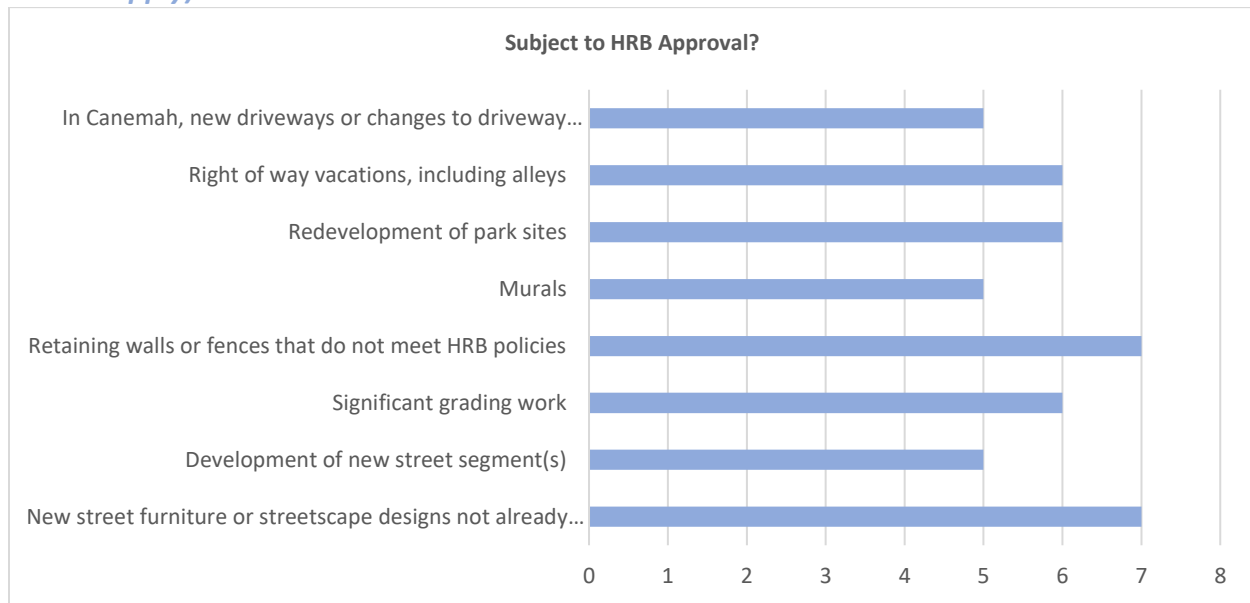
Which of the following improvements do you think should be exempt from historic review (select all that apply)?



Which of the following improvements do you think should be subject to staff review (select all that apply)?



Which of the following improvements do you think should be subject to HRB approval (select all that apply)?



Key Takeaways from Major Public Improvements: Synchronous Kick-Off Meeting

As previously mentioned, there was some confusion around these polls. As such, general sentiment is possible to deduce overall. However, it does appear that, overall, participants supported the items that the project team recommended be subject to HRB review and approval. For staff review and exemptions, it is hard to make any claims.

Major Public Improvements: Online Survey

In consideration of the limitations mentioned above, the project team reformulated the questions regarding major public improvements for the online survey to allow for respondents to answer the following question for each of the project types being considered: “Of the following project types being considered, which level of review do you think is best to ensure that the character of the historic district is protected?” The options provided included: HRB review; staff review; exempt from review; not sure.

The list of project types being considered and listed in the survey include:

- New street furniture designs or streetscape designs;
- Development of a new street connection where a street does not currently exist;
- Significant grading work;
- New parks or redevelopment of park sites;
- Vacation of right-of-way (Including alleys);
- In the Canemah National Register District, new driveways or changes to driveway approaches;
- In the McLoughlin Conservation District, new driveways or changes to driveway approaches;
- Stormwater detention ponds;
- Freestanding signs (excluding standard traffic control signs);
- New landscaping installations;

- Removal of public trees (not on private property);
- Playground equipment;
- Standard transit stop elements;
- Bicycle racks in the right-of-way;
- Parklet program installations;
- Stormwater raingardens or planters;
- In the McLoughlin Conservation District, curb extensions to shorten pedestrian crossing distances.

Of the following project types being considered, which level of review do you think is best to ensure that the character of the historic district is protected?

	HRB Review	Staff Review	Exempt	Not Sure
New street furniture designs or streetscape design	6	2	0	0
Development of a new street connection where a street does not currently exist	4	4	0	0
Significant grading work	2	6	0	0
New parks or redevelopment of park sites	5	2	1	0
Vacation of right-of-way (Including alleys)	2	6	0	0
In the Canemah National Register District, new driveways or changes to driveway approaches	1	6	1	0
In the McLoughlin Conservation District, new driveways or changes to driveway approaches	1	5	1	0
Stormwater detention ponds	1	7	0	0
Freestanding signs (excluding standard traffic control signs)	1	5	1	1
New landscaping installations	1	3	3	1
Removal of public trees (not on private property)	1	6	1	0
Playground equipment	2	4	1	1
Standard transit stop elements	2	4	2	0
Bicycle racks in the right-of-way	2	6	0	0
Parklet program installations	2	6	0	0
Stormwater raingardens or planters	1	6	1	0
In the McLoughlin Conservation District, curb extensions to shorten pedestrian crossing distances	1	5	1	0

Would you like to add anything else about major public improvements?

- HRB is too subjective over time with the changing of board members and their personal perspectives. They aren't experts but volunteers. You are more likely to end up with a patchwork of designs depending on the year of the board members. City has the knowledge of codes and aesthetics and are better suited to determine what is compatible.
- HRB involvement should be restricted to only specific historic issues regarding structures/building.
- There is an important difference between the McLoughlin Conservation and a National Register Historic District with Historic Places status, where virtually everything needs HRB review.
- Staff will have input as to public funds that are available to complete the projects.
- OCMC is already far too complex with regard to property development. Ordinary citizens, developers, and sometimes even planning staff do not (and cannot) understand everything that is in city code.

- I voted for HRB oversight in most cases because I lack trust in the decisions of City Staff. I am hoping for some better decisions by the new HRB. Past decisions have been terrible for Canemah. I would rather see stricter adherence to present codes in both McLaughlin and Canemah. Current law needs to be enforced fairly without politics.

Do you have any other questions, comments, or concerns?

- The HRB drags things out with their indecisions and differing opinions. We don't need opinions but clarity in code for the city to be able to do their job.
- The City staff of trained professionals are better equipped to make decisions requiring a high level of expertise. They leave personal preferences out of decisions, such as "I don't like laurels," etc.
- McLoughlin Conservation District has a different review threshold of review of Public Improvements and facilities to Canemah, where virtually everything in new construction and alterations to the landscape must be reviewed.
- There seems to be a huge "gray area" regarding what is permissible within a historic area for a non-historic home that is less than 50 years old. Guidelines should be more defined and specific if the City is going to control and enforce particular rules related to changes made on private property so homeowners have a clear understanding of what is and what is not "allowed" for a non-historic home within a historic district. Very confusing.
- Those who own homes maintain them, people to purchase homes redo them. Funds are not always available to current homeowners to redo them. Have someone else dictate to what scale the job needs to be done, sometimes make repairs unaffordable.

Key Takeaways from Major Public Improvements: Online Survey

- In general, respondents support some level of review for most of the project types being considered. Larger project types typically correlate to a higher number of respondents expecting staff or HRB review.
- There is a general disagreement between respondents about an emerging theme regarding review and the roles of staff and HRB. Some respondents mentioned trusting staff more than HRB for most review, while others expressed the opposite. For some, HRB processes are cumbersome and their decisions inconsistent.

Appendix A

All responses to “Compatibility: What does it mean to you in this context?”

- Compatibility to me means how well new changes or additions to a structure mesh with or blend/fit in with the structure they are being made to itself. As well as how the changes mesh with or blend/fit in with surrounding structures or even any other structures within the district to preserve the overall integrity of the district.
- Compatibility is still subjective and one size doesn't fit all. New technologies must be considered as compatible. I heard the comment benches can't be made of plastic. There are options that allow them to look like real wood & provides less maintenance over time. I bench that needs to be replaced due to deterioration just doesn't make sense in looks or financially.
- It means that clear specific standards exist in code so that people are well aware of what is permitted. As board members change, so do opinions of “compatibility,” often judged by volunteer appointed board members who have little to no understanding of what they’re doing and the potentially devastating financial impact on applicants. There is little to no “historic preservation” possible unless owners have very deep pockets.
- 1. There should be a clear distinction between historic structures and new builds. The current standards, over time, will result in these new builds to look as if they are actually historic houses. 2. Compatibility has run amuck. Meanwhile there are few who can afford to improve their historic and/or modern properties. A much grander grant system needs to be developed, one that does not require the property owner to first put up money they don’t have.
- With regard to historic preservation, as long as a property does not make grossly outlandish changes that stand out or create an eyesore, (painting a house hot pink or being too modern) and as long as it improves the look of the property in a way that is not extreme or out of place for the rest of the neighborhood, than it could only make the overall look of the street better.
- Looking like other homes in the neighborhood.
- Compatibility means blending in without distracting. IT does not mean mimicking historic structures or creating a visual false history.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Minutes - Draft

Historic Review Board

Monday, July 28, 2020

6:00 PM

Commission Chambers

1. Convene Regular Meeting and Roll Call

Vice Chair Baysinger called the meeting to order at 6:00 PM.

Present: 3 - Board Member Ken Baysinger, Board Member Grant Blythe, and Board Member Ray Stobie

Absent: 1 - Board Member Claire Met

Staffers: 2 - Community Development Director Laura Terway and Planner Kelly Reid

2. Public Comment — None

4. Design Advice for New Construction in Canemah at 616 4th Avenue

Levy Moroshan, applicant, was planning to put in four homes and this would be the first of the four. Before finalizing the plans, he wanted to get some feedback from the Board about the proposed design.

There was discussion regarding the setbacks.

Kelly Reid, Planner, explained the subject site, site plan, elevations, and comparison to the approved home at 708 4th.

There was further discussion regarding the elevations, similarity to the home at 708 4th, design of the other three homes proposed for the site, proposed attached garage, possible improvements to Apperson Street, and topography of the site.

There was consensus that it was acceptable for this house to be similar to the 708 4th house but the applicant should add a few elements to differentiate it, a detached garage was preferred and would meet the standards, and a window in the garage on the Apperson Street side was suggested.

3. Work Session on Thresholds for HRB Review of Non-Contributing Structures

Ms. Reid gave the presentation. She explained the difference between historic district and conservation district, current review threshold, examples, levels of review, review thresholds in other jurisdictions, major public improvements, questions for the Board, and next steps.

There was consensus that clarifications should be made to the current review threshold, that staff should look further at what other jurisdictions did such as Aurora and Corvallis, exclusions for things that did not need to come to the Board should be added, and the issuance of revocable right-of-way permits should be reviewed.

5. HRB Minutes

A motion was made by Board Member Blythe, seconded by Board Member Stobie, to approve the April 23, May 28, and June 25, 2019 minutes. The motion carried by the following vote:

Aye: 3 - Vice Chair Baysinger, Board Member Stobie, and Board Member Blythe

6. Communications

Ms. Reid said Chair McLoughlin's term ended last month and at the next meeting they would vote for a new chair. Staff had been advertising the vacancy, but there had been no applicants. They did have applicants from last year and she would reach out to them to see if they were interested. The National Alliance of Preservation Commission Forum would be held virtually next month and the grant the City received would pay for any Board member who wanted to attend.

7. Adjournment

Vice Chair Baysinger adjourned the meeting at 7:17 PM.