



CITY OF OREGON CITY HISTORIC REVIEW BOARD AGENDA

Commission Chambers, 625 Center Street, Oregon City
Tuesday, January 26, 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.

OTHER BUSINESS

1. Election of Chair: The officers shall consist of a chairperson and any other officer deemed necessary by the board. Officers shall be elected by the board members. No individual shall hold the same office for more than two consecutive years.
2. Opportunity for HRB Input on the City Commission Goals and/or Budget
3. HRB 101: Design Guidelines, Anatomy of a Staff Report, and HRB Application Types
4. April 28, 2020 HRB Minutes

COMMUNICATIONS

5. HRB Member Updates
6. Preservation Planner Updates

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: 01/26/2021

SUBJECT:

Opportunity for HRB Input on the City Commission Goals and/or Budget

STAFF RECOMMENDATION:

No recommendation.

EXECUTIVE SUMMARY:

The existing city goals and budget are in place through June 30, 2021, with a new two-year biennium budget expected to be adopted prior to expiration. In preparation for the next biennium, the HRB has an opportunity to provide suggested goals and/or budget requests to the City Commission for their consideration for the 2021-2023 biennium.

BACKGROUND:

The City of Oregon City goals and budget cover a two-year duration. The existing biennium goals and associated budget to implement the goals will end on June 30, 2021.

The following excerpt is provided from the existing budget:

The Budget is designed to enhance Core Services provided for the citizens of Oregon City. These core services include police protection, parks and recreation, community planning and safe buildings, maintenance of streets, and the provision of safe drinking water and sewer treatment services. In addition, Oregon City has an award-winning library and a growing tourism program.

Along with prioritization of core services, the City Commission is dedicated to improving livability in the community through the accomplishment of City Commission Goals and Priorities. The budget includes funding for several priorities that were established by the City Commission during their biennial goal setting workshop.

The purpose of this discussion is to identify if the HRB would like to provide written suggested goals and/or budget requests to the City Commission for their consideration for the 2021-2023 biennium. As the City Commission must balance the needs of the City with overall availability of funds and limited staff resources, a prioritized list may be most

beneficial.

If the HRB would like to pass along priorities, staff can work with 1-2 HRB members to draft a short letter including the items identified by the group.



**CITY OF OREGON CITY
CITY COMMISSION
2019 - 2021 GOALS, PRIORITIES AND MILESTONES**
Adopted by the City Commission on April 17, 2019

Vision: Embrace and advance Oregon City's historic role as a regional leader.

Mission: Build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance.

GOAL 1: Cultivate an Environment for Successful Economic Development	
Priority	Milestones
Willamette Falls Legacy Project	Complete the Federal, State and Local permit approval process for phase 1 of the Riverwalk and begin construction in the spring of 2020. Continue to work with the property owner to determine future private development on the site including funding, infrastructure, parking and development strategies.
Cove Project – Phase II	Work with the Cove development team to implement the approved Disposition and Development Agreement and to complete the habitat restoration and mitigation assessment.
Railroad Quiet Zone	Complete design and construction drawings of required quiet zone improvements at 10th and 11th Streets. Identify a funding strategy to construct the quiet zone improvements.
Beavercreek Employment Area	Identify additional funding opportunities to provide needed infrastructure to serve this area. Continue partnership with the Chamber of Commerce, Clackamas Community College and Clackamas County Business and Economic Development to continue the marketing and development initiative efforts to bring investment and employment opportunities to this area.
City-wide Economic Development Plan	Develop City-wide Economic Development Strategy. Intensify recruitment efforts by participating in Team Oregon, working with local companies with plans for expansion and connecting with site selectors.

Urban Renewal District	Determine how to proceed with the Urban Renewal Program in Oregon City through further discussion with the Urban Renewal Commission and public outreach/input.
Tourism Plan	Implement the City's adopted Tourism Plan through a coordinated, collaborative effort with all stakeholders.

GOAL 2: Address Critical Facility/Operations Needs	
Priority	Milestones
City-wide Facility Planning	Develop a long-term strategy for City facilities including new buildings in design/construction phases. Conduct public outreach to inform the development of a Facilities Plan and to educate residents on City facilities/public meeting spaces.
Public Works and Parks Operations Center	Complete the redevelopment of the Fir Street property to accommodate the needs of Parks Maintenance and the Public Works Department. Determine the future use of the Public Works Operation Center property that is located on Center Street, including the upper yard, as part of a holistic facilities strategy.
Meyers Road and Molalla Avenue Projects	Complete the design and begin construction of the Meyers Road Extension and the Molalla Avenue Reconstruction Projects.
Beavercreek Road Concept Plan Area	Identify the preferred location, funding methods and necessary agreements to construct a new Beavercreek Reservoir and Pump Station to meet the distribution system needs in this area.
Parks Deferred Maintenance	Determine revenue options for the long-term maintenance of City Parks and Recreational Facilities and the prioritization of projects to be completed. Determine outreach plan and communication strategy to gather input from the community to guide the Commission decisions.
Information Technology	Complete a strategic plan for short-term and long-term Information Technology infrastructure improvements and management needs to ensure the viability and security of the City's system.
Police, Commission, and Court Facility	Complete the final design and begin construction of the new Facility.

GOAL 3: Enhance the Livability of the Community	
Priority	Milestones
Community Members Experiencing Homelessness	Work with regional partners to identify additional funding and provide increased education on resources available to reduce and prevent homelessness in the community.
Waterfront Master Plan	Revisit a portion of the Waterfront Master Plan, including Clackamette Park, the boat ramp location, the RV Park and the City-owned properties across from Clackamette Park.
Construction Excise Tax	Review the potential implementation of an affordable housing construction excise tax and how revenues could be distributed and invested into programs and projects to reduce housing costs and provide affordable housing opportunities.
Ermatinger House	Work with strategic partnerships and stakeholders to establish a long-term operation and maintenance plan. Work to connect the House with the tourism plan and economic development.
Comprehensive Plan Update	Identify grant opportunities and begin the process to update the Oregon City Comprehensive Plan.

GOAL 4: Pursue Opportunities to Increase Transparency and Encourage Citizen Participation	
Priority	Milestones
City-wide Communications Strategy	Create and implement a City-wide Communications plan.
Electronic Records Management and Information Governance	Conduct a City-wide records inventory and make the information readily available, which will increase public access to City records and information.
Oregon Library Association Public Library Standards	Create and implement a consistent method to survey and assess the community to meet the Oregon Library Association Public Library Standards and ensure the Library provides appropriate resources and services.

GOAL 5: Maintain Fiscal Health and Long-Term Stability	
Priority	Milestones
Deferred Water Infrastructure	Begin community outreach and communications regarding long-term water rates and the need for infrastructure replacement. Prepare for possible ballot measure to address degraded water system.
Parks and Recreation Master Plan	Update the Parks and Recreation Master Plan, Capital Improvement Plan and complete a System Development Charge analysis for the City's park system. Adopt the appropriate System Development Charge to implement the projects identified in the Master Plan.
Stormwater Master Plan	Update the Stormwater Master Plan, Capital Improvement Plan and complete a Rate Study and System Development Charge analysis for the City's stormwater system. Adopt the appropriate System Development Charge to implement the projects identified in the Master Plan.



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: 01/26/2021

SUBJECT:

Work Session - HRB 101: Design Guidelines, Anatomy of a Staff Report, and HRB Application Types

STAFF RECOMMENDATION:

No recommendation.

EXECUTIVE SUMMARY:

Staff will lead a work session to introduce new HRB members and refresh continuing HRB members about three topics:

- An overview of various types of review processes and applications that the HRB will be reviewing, including preservation grants, design advice items, and quasi-judicial review items
- A brief overview of adopted design guidelines, including [Design Guidelines for Alterations](#) and [Design Guidelines for New Construction](#)
- Anatomy of a staff report: This topic will cover the various sections of a typical staff report and a brief discussion of findings and conditions of approval

BACKGROUND:

N/A



City of Oregon City

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

Item #4.

Meeting Minutes

Historic Review Board

Tuesday, April 28, 2020

7:00 PM

Commission Chambers

1. Call to Order

Chair McLoughlin called the meeting to order at 7:00 PM.

Present: 3 - Grant Blythe, Jon McLoughlin and Ken Baysinger

Absent: 2 - Ray Stobie and Claire Met

Staffers: 2 - Christina Robertson-Gardiner and Carrie Richter

2. Public Comments

There were no comments on non-agenda items.

3. Public Hearing

3a. GLUA-20-00009 and HR 20-05: Historic Review For a New Detached Garage in the McLoughlin Conservation District at 420 4th Street.

Chair McLoughlin opened the public hearing and read the hearing statement. He asked if any Board member had ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

Board Member Baysinger was a realtor and helped buyers and sellers of residential property. None of the properties they were talking about tonight were on the market or had been on the market and he had no involvement with any of them at any time.

All Board members had visited the site.

Christina Robertson-Gardiner, Senior Planner, presented the staff report. This was a request for a new detached garage for 420 4th Street. It was a non-designated structure in the McLoughlin Conservation District. The applicant came to the Board in February but because of the location of the garage, it was determined that they would need a preservation incentive to reduce the setback. She showed pictures of the property and neighboring historic resources. The applicant proposed two setback options, one with the garage located with a five foot setback and other with the garage located with a 10 foot setback from Center Street. Public Works and Planning staff did not support the 10 foot setback option for safety concerns and recommended the five foot setback. She reviewed the proposed changes to the conditions. Staff recommended approval with the revised conditions and five foot setback.

There was discussion regarding Condition #9, allowing a larger garage door and mitigating it with additional design elements to make it appear like a carriage door.

Laura Swearingen, applicant, was there to answer any questions. Regarding the five foot setback, it would make the space too small to get a wheelbarrow to the back yard due to the trees. She asked if it could be larger.

Chair McLoughlin did not think there was a way to make it larger.

Chair McLoughlin closed the public hearing.

A motion was made by Board Member Baysinger, seconded by Board Member Blythe, to approve GLUA-20-00009/HR 20-05: Historic Review for a new detached garage in the McLoughlin Conservation District at 420 4th Street with the revised conditions. The motion carried by the following vote:

Aye: 3 - Grant Blythe, Jon McLoughlin and Ken Baysinger

3b.

GLUA-20-00007/HR 20-04: Historic Review Board review of a new single-family home and detached garage in the Canemah National Register Historic District on 4th Avenue.

Chair McLoughlin opened the public hearing and read the hearing statement. He asked if any Board member had ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

Board Member Baysinger met the applicants at the neighborhood association meeting. They had a discussion about the property but he did not participate in the discussion.

Board Member Blythe said his property, his neighbor's property, and this property had a covenant for the shared driveway on Hedges between 4th and 5th Avenues. The outcome of this hearing did not affect the responsibilities of the covenant.

All Board members had visited the site.

Ms. Robertson-Gardiner provided the staff report. This was a request for a new single family home and detached garage on 4th Avenue in the Canemah National Register Historic District. The application had come to the Board in February and was continued. She discussed the revised plans, public comments, and alternative approach plans that had been received after the agenda was published. There had been a request to extend the 120 day deadline, but only the applicant could choose to extend it. Currently the deadline was May 20, 2020. She reviewed the options for the application. She then explained the alternative approach plans submitted by Board Member Baysinger, site location, topography, adjacent houses, tree preservation/removal, revised site and floor plans, and recommended conditions.

Board Member Baysinger described the alternative approach plans he had submitted. These plans reduced the width of the front elevation, took off the gabled dormer over the front porch, and suggested a less ostentatious presentation on the entries.

Carrie Richtor, City Attorney, gave guidance on the decision, need for revised findings, meeting the deadlines, and the options for the Board.

Lyudmila Ezersky, applicant, was open to feedback and making this application work.

Board Member Baysinger asked what she thought of his alternative. Ms. Ezersky said she had not been able to get feedback from her architect about the feasibility due to

the topography.

Board Member Blythe asked if she was open to extending the 120 day deadline. Ms. Ezersky was concerned about getting permits on time to excavate before the summer season was over.

Ron Bistline, resident of Oregon City, was representing the Canemah Neighborhood Association. The Association had not been able to meet to discuss the new design. He would like the hearing to be continued so they could discuss it.

Chair McLoughlin closed the public hearing.

Ms. Robertson-Gardiner said the applicant's geologic hazard review was incomplete and she was unsure if construction could happen this summer. She explained the process for getting the building permits and that excavation had to be completed by October 31.

Chair McLoughlin reopened the public hearing and asked if the applicant would extend the 120 day deadline and if the applicant's architect would be able to review the alternative and be ready for the May HRB meeting.

Ms. Ezersky was willing to extend the deadline to June 20, 2020 and her architect would be ready for the May 26 HRB meeting.

Chair McLoughlin thought the applicant should follow the conditions recommended by staff.

Chair McLoughlin closed the public hearing.

Board Member Baysinger asked if his alternative would satisfy the code regarding the width of the front of the house. Ms. Robertson Gardiner was concerned that the six foot setback would not be enough to reduce the massing.

Chair McLoughlin thought landscaping would help mitigate the massing.

Board Member Blythe suggested making the windows smaller, not having a main centered entrance, and using partial stone on the basement level exterior.

Chair McLoughlin reopened the public hearing.

Ms. Ezersky asked about not being able to meet the conditions due to the topography. Ms. Richter suggested the applicant work with staff to come up with alternatives if needed.

Chair McLoughlin closed the public hearing.

A motion was made by Board Member Baysinger, seconded by Board Member Blythe, to continue GLUA-20-00007/HR 20-04: Historic Review Board review of a new single-family home and detached garage in the Canemah National Register Historic District on 4th Avenue to May 26, 2020. The motion carried by the following vote:

Aye: 3 - Grant Blythe, Jon McLoughlin and Ken Baysinger

3c.

GLUA-20-00005 and HR 20-01: Historic Review for a new live/work unit

in the McLoughlin Conservation District on 5th Street

Chair McLoughlin opened the public hearing and read the hearing statement. He asked if any Board member had ex parte contacts, conflicts of interest, bias, or any other statements to declare including a visit to the site.

All Board members had visited the site.

Ms. Robertson-Gardiner presented the staff report. She entered items into the record, discussed how the 120 day deadline ended on June 2, and discussed the options for the Board. She reviewed the site location, zoning and topography, live/work requirements, street views, adjacent historic resources, and revised site plan and elevations. She then discussed the two main questions the Board had to answer, one regarding the appropriateness of the massing and the other regarding compliance of the garage location. She explained the recommended conditions of approval.

There was discussion regarding the requirements for a residential care facility.

Ms. Richter discussed where the application was procedurally. The HRB would either have to make a decision tonight or the applicant would need to extend the 120 day deadline.

John Delson, Delson Engineering, was representing the applicant. He discussed the topography of the site, garage location, the residential/commercial space, parking, and entrances. He showed pictures of other homes in the neighborhood as well as classic foursquare style homes and garages. This lot was not flat and was residential/commercial. The only visible portion would look like a one and a half story building. It was a typical style that was in the neighborhood.

Jilene Modlin, resident of Oregon City, said her house faced this property. She was concerned about it being a three story building from the backside and how it did not look like a historic building except for the front facade. She was also concerned that there was not enough parking being provided. Just because there were other 1960/1970s bad architecture buildings similar to this, they did not need to have another building that did not match the neighborhood. There were no other houses that were three stories and ten bedrooms. It was much larger than anything in the neighborhood.

Denyse McGriff, resident of Oregon City, did not think the application met code. New construction should enhance the visual character by constructing harmonious design that reflected and supported the character and style of the buildings during the historic period of the McLoughlin Conservation District. This proposal was out of scale and its massing was not appropriate. The building was trying to do too many things and it was not appropriate for the District.

Mr. Delson provided rebuttal. He said regarding the height of the building, because it was a sloping lot they took the average elevation for the height. He thought the average height was below two stories. It was a one and a half story building with a studio in the daylight basement.

Ms. Robertson-Gardiner read the City's definition of height into the record. She reviewed the options for the Board on this application.

The Board discussed how this application did not meet the design guidelines for residential or commercial and that there was a lack of parking.

Chair McLoughlin asked if the applicant was willing to extend the 120 day deadline. The applicant agreed to the extension to August 6, but asked for more guidance on the design.

The Board discussed the height, massing, and garage.

Chair McLoughlin closed the public hearing.

The Board discussed whether the design should be residential or commercial and options for making it a two story building. The Board suggested the applicant review the design guidelines for both residential and commercial and for the one they choose to include why they thought it was appropriate. The applicant should also address the issues of it being in a transitional part of the historic district and surrounding structures.

A motion was made by Board Member Blythe, seconded by Board Member Baysinger, to continue GLUA-20-00005/HR 20-01: Historic Review for a new live/work unit in the McLoughlin Conservation District on 5th Street to May 26, 2020. The motion carried by the following vote:

Aye: 3 - Grant Blythe, Jon McLoughlin and Ken Baysinger

4. Adjournment

Chair McLoughlin adjourned the meeting at 9:53 PM.