



City of Oregon City

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

Meeting Minutes Historic Review Board

Tuesday, March 26, 2024

6:45 PM

Commission Chambers

1. Convene Regular Meeting and Roll Call

Vice Chair Powell called the meeting to order at 6:45 PM.

Present: 4 - Board Member Robert Green, Board Member Tim Powell, Board Member Paul Edgar, and Board Member Gordon Lawrence

Absent: 1 - Board Member Sabrina Ferry

Staffers: 3 - Senior Planner Christina Robertson-Gardiner, Community Development Director Aquila Hurd-Ravich, and Assistant Planner Molly Gaughran

2. Ceremonies – Mayor McGriff administered the Oath of Office to new HRB member Gordon Lawrence.

3. Public Comment – None.

4. Public Hearing: GLUA-23-00041/ HR-23-00012 Proposal to replace windows on the Petzold Richard B. Building located at 714 Main Street.

Vice Chair Powell 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 visited the site.

Molly Gaughran, Assistant Planner, presented the staff report. This was a request for replacement of 24 windows on the Petzold Building. She added a public comment from Denyse McGriff into the record. She discussed HRB Policy #10: window repair and replacement, site location, existing conditions, proposed window elevations, window details, and conditions of approval. If the Board wanted to see additional information regarding the feasibility of window repair, staff recommended continuing the hearing to the next meeting.

Thea Cutsforth, Jacob Corey, and Jenna Edginton, applicants, said they wanted to keep the architectural integrity of the building. They discussed the benefits of the aluminum clad Marvin windows as opposed to all wood window replacements. They were planning to replace, not repair the windows. The replacement would be within

the current pocket of the windows. They could repair the exterior trim and sloped sills with the same detail profile. The wood sashes would have to be replaced. They had investigated repair, but it was not feasible and very few companies did repairs. They were concerned about adding the sash lugs due to cost. They were already putting in higher-end windows and the lugs would not be seen on the upstairs windows.

There was discussion regarding window installation, sill replacements, matching the trim, repairing the windows instead, and reviewing the existing windows to determine if they all needed to be replaced.

Vice Chair Powell closed the public hearing.

The HRB deliberated on the application, taking environmental standards into consideration, looking into other options for full wood windows that would be more appropriate, handling the street façade differently and putting lugs on those windows and not the rest, benefits of the aluminum clad windows, continuing the hearing to assess the conditions of the windows to determine which should be replaced, economic viability for a downtown building, importance of it being a historic register building, requiring wood windows on the front façade only and the aluminum clad acceptable for the other three sides, and if they continued the hearing for a window assessment report and recommended repair approach with cost estimate, they should ask for 1 bid from a reputable historic repair company.

Ms. Edginton was concerned about doing something different with the front windows. She wanted to disrupt the tenants as little as possible.

Ms. Cutsforth asked for clarification on the windows.

The HRB clarified lugs were not required on the three non-main street elevations and those windows could be replaced with the aluminum clad windows. The applicant would either repair the existing main street elevation windows or replace them in kind with wood windows that had integral ogee lugs built in. If the applicant could do that, they would not have to come back. If they could not, they would need to come back to the HRB.

A motion was made by Board Member Green, seconded by Board Member Lawrence, to approve GLUA-23-00041/ HR-23-00012 Proposal to replace windows on the Petzold Richard B. Building located at 714 Main Street with the revised conditions. The motion carried by the following vote:

Aye: 4 – Board Member Edgar, Board Member Powell, Board Member Green, and Board Member Lawrence

5. Preservation Grant: PG 24-01 819 7th Street- Window Repair

Ms. Robertson-Gardiner explained the proposed window repair for the Henry Hornschuh House. Staff recommended approval.

Qi Shen (Sandy), applicant, had just purchased the house and the windows needed to be repaired so they could open. She also needed to replace the garage door, and she asked if it must be wood or could look like wood but was a different material.

Ms. Robertson-Gardiner said the applicant could work with staff on the garage. Fiberglass could be used if it looked like wood.

A motion was made by Board Member Edgar, seconded by Board Member

Lawrence, to approve PG 24-01 819 7th Street- Window Repair up to 50% match by the end of the fiscal year. If there was additional funding, it could be applied to this application. The motion carried by the following vote:

Aye: 4 – Board Member Edgar, Board Member Powell, Board Member Green, and Board Member Lawrence

Board Member Lawrence left the meeting at 7:30 PM.

6. Work Session: Improving the Historic Review Approval Process - Revisit HRB Policy #12 Solar Panels – HRB Direction to Staff

Ms. Robertson-Gardiner discussed the HRB direction needed for the HRB's solar panel policy. She asked if they wanted to proceed with a public outreach process and adopt revisions to the policy or if they should retain the current policy and continue to monitor the issue throughout the 2023-2025 work plan. She explained the work to date.

There was discussion regarding the timing with the compatible change project outreach, making minor changes to the policy instead, separating the main building and accessory building, how there might be an increase in solar panels due to electricity rates going up, differences between Type I and Type III, and Chair Ferry's recommendations.

Ms. Robertson-Gardiner noted Chair Ferry recommended a Type I be allowed on a visible side gable roof unless it was on the front third.

There was consensus for staff to come back to the May HRB meeting with red lines that incorporated Chair Ferry's recommendations into the existing policy and let neighborhood associations know about the revisions. After HRB tentative approval, the revisions would be sent to the City Commission, and then back to the HRB for adoption.

7. Communications

Ms. Robertson-Gardiner said May was Preservation Month and she would like Ruth Powers Award nominations.

8. Adjournment

Vice Chair Powell adjourned the meeting at 8:04 PM.