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## **CITY OF OREGON CITY HISTORIC REVIEW BOARD AGENDA**

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Hanlon Commission Chambers, Libke Public Safety Building, 1234 Linn Ave, Oregon City,  
OR 97045  
Tuesday, July 22, 2025 at 7:00 PM

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Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Attend the livestream of the meeting on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

- Register to provide electronic testimony (email [ocplanning@orc.city.org](mailto:ocplanning@orc.city.org) or call 503-722-3789 by 3:00 PM on the day of the meeting to register)
  - Email [ocplanning@orc.city.org](mailto:ocplanning@orc.city.org) (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)
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### **1. CALL TO ORDER AND ROLL CALL**

### **2. MEETING MINUTES**

- a. Meeting Minutes for approval for 6/24/2025

### **3. PUBLIC COMMENTS**

*Please see the public comment guidelines below.*

### **4. PUBLIC HEARINGS**

- a. GLUA-25-0002/HR-25-00010 at 505 10<sup>th</sup> Street. The addition of an enclosed corridor connecting the Guy Mount House to the Assisted Living Facility at 515 10<sup>th</sup> Street

### **5. DISCUSSION**

- a. Compatible Change- Prep for August 12 City Commission Worksession Presentation

### **6. COMMUNICATIONS**

### **7. ADJOURNMENT**

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## **PUBLIC COMMENT GUIDELINES**

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Complete a Comment Card prior to the meeting and submit it to the clerk. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence. Each speaker is given 3 minutes to speak. As a general practice, the committee does not engage in discussion with those making comments. Complaints shall be addressed at the department level prior to addressing the committee.

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## **ADA NOTICE**

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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](https://www.cityoforegoncity.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  
HISTORIC REVIEW BOARD  
MINUTES - Draft

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Hanlon Commission Chambers, Libke Public Safety Building, 1234 Linn Ave, Oregon City  
Tuesday, June 24, 2025, at 6:00 PM

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1. CALL TO ORDER AND ROLL CALL

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

Present: 5 – Board Member Gordon Lawrence (Virtual), Board Member Paul Edgar, Board Member Julia Fulkerson, Vice Chair Robert Green, Chair Tim Powell

Staffers: 3 - Senior Planner Christina Robertson-Gardiner, Planner Jude Thaddaeus, Administrative Assistant Kay Neumann

2. PUBLIC COMMENTS

- A. Chair Powell asked if there were any public comments other than what was on the agenda. Seeing none, the meeting proceeded to the next item.

3. MEETING MINUTES

- A. Approval for Meeting Minutes from 5/27/2025 Work Session and 5/27/2025 Regular Session.

Chair Powell noted that the minutes showed Board member Lawrence was not present, but he had come in late during the end of that meeting.

***Board Member Edgar moved to approve the meeting minutes. Board Member Green seconded the motion.***

***The motion was approved unanimously by roll call vote.***

4. PUBLIC HEARINGS

- A. HR-25-00009: Demolition of an Accessory Structure at Stevens-Crawford House (603 6th St)

Chair Powell read the statement for the public hearing on agenda item HR-25-00009, a request for approval of a demolition of an accessory structure at Stevens Crawford

House, 603 6th Street. The chair asked if any board members had conflicts of interest or ex parte contact regarding the application, or if anyone had visited the site. All board members confirmed they had visited the site and had no conflicts of interest or ex parte contact.

Jude Thaddaeus, a planner with the Oregon City Community Development Department, presented the findings report and recommended conditions of approval. He noted that no public comments had been received for this proposal to date. The applicant was seeking approval to demolish an existing 350 square foot accessory structure built between 1925 and 1950. The structure was in a state of disrepair and located along the interior side yard lot line shared with the Ermatinger house. The applicant planned to move existing plants near the structure to other areas of the site and reseed the grass to match the existing lawn.

Staff found that given the accessory structure's apparent lack of historical significance, its state of disrepair, and limited usability, the proposal was reasonable and would not adversely affect the historic significance of the Stevens Crawford house, neighboring historic landmarks, or the McLaughlin Conservation District. The staff recommended one condition of approval: that the applicant obtain all necessary permits for the proposed demolition.

Jude Thaddaeus provided detailed information about the Stevens-Crawford house and its surroundings, including nearby landmarks and the historical context of the area. He also presented images of the accessory structure in question and explained its construction timeline based on Sanborn maps.

Sarah, a member of the board of directors for the Stevens-Crawford House, spoke as the applicant. She explained that the structure was very dilapidated, with rotting wood and poor flooring conditions. When asked about potentially repurposing the building, Sarah stated that it would require significant expense to make it usable. She also mentioned that they were considering donating some of the salvageable materials, such as windows, to historical salvage companies.

Board members asked questions about the structure's foundation, roof condition, and the possibility of ADA compliance. Sarah clarified that there was only a partial concrete foundation and that the roof was in the best condition compared to the rest of the structure.

The board discussed the demolition request, with some members expressing concern about losing a potentially historic structure. However, they ultimately agreed that given the condition of the building and the financial constraints of the museum, approving the demolition was reasonable.

***Board Member Edgar moved to approve HR-25-00009 for demolition with conditions of approval. Board Member Fulkerson seconded the motion.***

***The motion was approved unanimously by roll call vote.***

## 5. DISCUSSION

### A. New Construction – Window Details and Template Conditions of Approval

Christina introduced the window project, explaining that this was the last night with Kristen Minor Consultants working on this project. She noted that the board needed to vote to approve this as the preferred condition for future new construction staff reports.

Kristen Minor presented the final draft of the window condition of approval template. She highlighted that the project had shown care to ensure windows at almost every price point were included, except for the very cheapest vinyl windows. The first three items (window material, window operation, and divided lights) remained unchanged from the previous meeting.

The board discussed the exterior trim and casing requirements, including the width and projection specifications. They agreed to keep the requirement for the sill to project beyond the casing by half an inch, as it provides more shadowing and character to the building.

The board also discussed removing "metal" from the list of acceptable window materials, as metal-clad windows were becoming less common in the market. They agreed to remove this option to avoid potential misunderstandings.

***Board Member Green moved to adopt the draft language with the change of removing metal from the list of acceptable window materials. Board Member Edgar seconded the motion.***

***The motion was approved unanimously by roll call vote.***

### B. Compatible change – New Construction Review in Historic Districts

Christina introduced the compatible change project, explaining that this was the last night of discussion on this topic. She outlined the process moving forward, including presenting the policy to the city commission and potentially creating a new HRB policy for stand-alone dwelling units.

Christina also provided an update on Senate Bill 974, which could impact design

standards for projects with more than 20 units. She explained that while this bill might affect some aspects of design review, it likely wouldn't significantly impact the compatible change policy for the McLoughlin district.

Kristen Miner presented the final draft of the compatible change policy recommendations.

The board discussed several aspects of the policy, including:

- Changing the initial look-back period from 2 years to 3 years for building permits.
- Clarifying the definition of "footprint area" and correcting a citation error.
- Removing the term "non-habitable" from the description of accessory buildings to avoid confusion.

After thorough discussion and some minor adjustments, the board was ready to vote on the policy recommendations.

***Board Member Edgar moved to approve and adopt the compatible change final draft policy recommendations. Board Member Fulkerson seconded the motion.***

***The motion was approved unanimously by roll call vote.***

## 6. COMMUNICATIONS

*Christina provided several updates:*

- *Carrie Richter, the city attorney, would be presenting in July regarding Senate Bill 974 and its potential impacts.*
- *A hearing next month would address a residential care facility project on 10th and Washington, specifically focusing on an enclosed hallway connecting the hospital to the designated historic Doctor Guy Mount house.*
- *Kay Neumann, a staff member, was leaving her position to work with her husband's insurance agency. Christina expressed gratitude for Kay's contributions and mentioned that the position would be opened up in the coming months after a new community development director is hired.*

## 7. ADJOURNMENT

*With no further business, Chair Powell adjourned the meeting at 8:40 p.m.*



## CITY OF OREGON CITY

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

### Staff Report

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**To:** Historic Review Board

**Agenda Date:** July 22, 2025

**From:**

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#### **SUBJECT:**

GLUA-25-0002/HR-25-00010 at 505 10<sup>th</sup> Street. The addition of an enclosed corridor connecting the Guy Mount House to the Assisted Living Facility at 515 10<sup>th</sup> Street

#### **STAFF RECOMMENDATION:**

Staff Recommendation Conditional Approval of the HR-25-00010

#### **EXECUTIVE SUMMARY:**

## Project Description:

In 2020, the applicant requested a legal non-conforming review to confirm that the assisted living facility for up to 50 residents qualifies as a legal nonconforming use. LN 20-03 approved the request for nonconforming use with a cap of 50 residents.

For this application, the applicant is proposing:

- A new enclosed accessible connection from the hospital building to the Dr. Guy Mount House. Windows are proposed inside the hallway elevation to ensure that the addition blends in and becomes a secondary element on the site and does not compromise the historic house.
- Replacement of a historic window with a new access door to the existing lower deck. There is currently no egress from the lower level of the Dr Mount House to the lower roof deck area. The existing door is from the hospital building.

Please note that the applicant did not provide detailed window and door specifications in the proposal. Staff has provided separate replacement conditions for the window removal/door installation on the historic Dr. Mount House (#1) and utilized the newly adopted generic condition for new construction windows and doors and the new hallway connection (#2) . As the historic house has metal divided-lite windows, they were added as an option on the new hallway addition.

The Hospital (515 10th Street) is not a designated resource in the local Conservation District, and exterior alterations themselves do not trigger a historic review. An addition of 30% or more to a non-designated building would require review by the Historic Review

Board. However, the proposed project's small additions will fall far below that threshold. The property line and historic boundary of the Dr. Mount House are at the main hospital building wall elevation.

## **BACKGROUND:**

### **Project Approval Process**

The application is now moving forward with a rehabilitation project to open a 50-unit residential assisted living/ residential care facility. The review will involve several discrete reviews to achieve full approval.

### **Planning Commission Variance – June 2025- Approved- June 2025**

Porte cochère drop-off area in front of the building. The Variance application for a drop-off area is the first of these reviews and is necessary to proceed with the project.

### **Historic Review Board- Summer 2025-**

A new enclosed accessible connection from the hospital building to the Dr. Guy Mount House (505 10th Street) - a locally designated resource in the McLoughlin Conservation District. Note that the Hospital (515 10th Street) is not a designated resource in the local Conservation District, and exterior alterations themselves do not trigger historic review. An addition of 30% or more to a non-designated building would require review by the Historic Review Board. However, the proposed project's small additions will fall far below that threshold.

### **Type II Staff Level Review- Summer 2025**

#### **Site Plan and Design Review**

- Geohazard review- any new construction onsite will be reviewed under the geohazard overlay direct regulation in OCMC 17.44
- Non-conforming use review to add the Dr. Guy Mount House to the previous non-conforming use review. The house was inadvertently omitted from the 2020 review, but was integrated into the hospital in the 1930/1940s and historically supported the hospital and residential care facility's non-conforming use. Office, reception, and some recreational spaces are being planned in the Dr. Mount House. No residential beds are being planned. The existing dwelling unit will remain for visitors.

## **NEXT STEPS:**

## **OPTIONS:**

1. Approve HR-25-00010 with the recommended conditions.
2. Approve HR-25-00010 with revised findings and conditions.
3. Deny HR-25-00010 and provide further direction to Staff.
4. Continue HR-25-00010 and keep the public record open until a date certain.

Historic Review  
Staff Report and Recommendation  
July 10, 2025

**FILE NO.:** GLUA-23-00001 and HR 23-00001 Historic Review

**HEARING DATE:** July 22, 2025 -7:00 P.M.

**APPLICANT/  
OWNER:** Nile Hagen  
1327 SE Tacoma St #394  
Portland OR 97202

**LOCATION:** 505 10<sup>th</sup> Street  
Oregon City, OR 97045  
Clackamas County Map 2-2E-31AA-05200

**ZONING:**

- R3.5 Dwelling District
- Geologic Hazards Overlay

**REQUEST:** GLUA-25-0002/HR-25-00010 505 10<sup>th</sup> Street. The addition of an enclosed corridor connecting the Guy Mount House to the Assisted Living Facility at 515 10<sup>th</sup> Street.

**REVIEWER:** Christina Robertson-Gardiner, Senior Planner

**RECOMMENDATION:** Approval with Conditions

**CRITERIA:** Administration and Procedures are set forth in Chapter 17.50, Chapter 17.40, Historic Overlay District in Chapter 17.40 of the Oregon City Municipal Code. The City Code Book is available on-line at [www.orcity.org](http://www.orcity.org).

This application is subject to the Administration and Procedures section of the Oregon City Code set forth in Chapter 17.50. The application and all supporting documents submitted by or on behalf of the applicant are available for inspection at no cost at the Oregon City Planning Division, 698 Warner Parrott Road, during regular business days (9 am- 4pm). Copies of these materials may be obtained for a reasonable cost. The staff report, with all the applicable approval criteria, will also be available for inspection seven days prior to the hearing. Copies of these materials may be obtained for a reasonable cost in advance. Any interested party may testify at the public hearing and/or submit written testimony at or prior to the close of the record by the Historic Review Board. Notice of the Historic Review Board's decision shall be sent to the applicant and to

those persons submitting comments and providing a return address. Any party who participated in the Historic Review Board proceedings may appeal the Historic Review Board's decision by filing a notice of appeal as required by OCMC 17.50.190. Any issue that is intended to provide a basis for appeal must be raised before the close of the Historic Review Board's proceeding, in person or by letter, with sufficient specificity to afford the City Commission and the parties an opportunity to respond to the issue. Failure to raise an issue with sufficient specificity will preclude any review of that issue. Parties with standing may appeal the decision of the City Commission to the Land Use Board of Appeals. The procedures that govern the hearing will be posted at the hearing and are found in OCMC Chapter 17.50 and ORS 197.763.

### **Recommended Conditions of Approval**

1. The proposed door replacement on the rear window of the Dr. Mount House shall match the design materials and dimensions to the extent practicable of the historic house. The applicant shall provide the window details to staff before placing orders or installing them to demonstrate compliance with this condition, if a replacement metal door cannot match the existing materials and dimensions. Staff will work with the applicant to modify where not feasible and utilize condition #2 as design direction for alternative materials/designs.
2. The proposed windows and doors for the proposed addition shall be designed as follows, or provide staff with a design that matches the Guy Mount House dimensional standards and materials. The applicant shall provide the window details to staff before placing orders or installing them to demonstrate compliance with this condition
  - (a) Windows shall be painted wood, fiberglass, metal, or a composite of several materials. Vinyl composites are allowed, but 100% vinyl windows are not allowed.
  - (b) Allowed window operation types include single- or double-hung, casement, fixed, hopper, or awning; but sliding windows are not allowed.
  - (c) If the applicant desires the look of divided lights, simulated divided lights must use a dimensional exterior grid (at least ¼" thick from face of glazing) plus a window spacer grid (between the panes of an insulated glass unit). Simulated divided lights using window spacer grids only are not allowed.
  - (d) Windows will be finished with exterior trim (casing) of at least 3.5" wide on at least three sides (head and jambs) that projects outward from the wall by at least 3/8" more than the face of the window frame/sash at the jamb. Even wider trim than 3.5" is strongly encouraged, such as 4.5". However, if the exterior siding surrounding the window is proposed to be stucco, brick, or stone and the face of the exterior siding will be an inch or more outboard of the face of the window frame jamb, the casing trim is not a requirement.
  - (e) Windows will be installed with a sloped, exterior sill that projects outward from the wall by at least ½" more than the outer face of the exterior trim/casing. The width of the sill must lap beyond the casing width on both sides of the window by ½" minimum. For projects with no exterior trim/casing, the sill must project outward from the face of finish wall by at least ½".

## I. BACKGROUND/PROPOSAL:

### Existing Conditions:

The subject is a single-family house in the Low-Density Residential – R3.5 zone. The house is a designated structure within the McLoughlin Conservation District and is integrated into the abutting Oregon City Hospital/Retirement Center.

505 and 515 10th street combined are approximately  $\frac{3}{4}$  of an acre in size and are developed with existing buildings; the Dr. Guy Mount House built in 1925 and the Oregon City Retirement Center constructed in the 1930's. These two structures have been physically, functionally and operationally tied to one another since the hospital's construction. They are joined by the garage between, as well as other hospital infrastructure (boiler room, laundry, etc). However, there is currently no accessible egress between the two buildings. The mansion served as the administrative offices and supplemental common areas to the assisted living facility since the 1970's per the former owner, Ralph Tidwell.

### Project Description:

In 2020, the applicant requested a legal non-conforming review to confirm that the assisted living facility for up to 50 residents qualifies as a legal nonconforming use. LN 20-03 approved the request for nonconforming use with a cap of 50 residents.

For this application, the applicant is proposing:

- A new enclosed accessible hallway connection from the hospital building to the Dr. Guy Mount House. Windows are proposed inside the hallway elevation to ensure that the addition blends in and becomes a secondary element on the site and does not compromise the historic house.
- Replacement of a historic window with a new access door to the existing lower deck. There is currently no egress from the lower level of the Dr Mount House to the lower roof deck area. The existing door is from the hospital building.

**Please note that the applicant did not provide detailed window and door specifications in the proposal. Staff has provided separate replacement conditions for the window removal/door installation on the historic Dr. Mount House (#1) and utilized the newly adopted generic condition for new construction windows and doors and the new hallway connection (#2) . As the historic house has metal divided-lite windows, they were added as an option on the new hallway addition.**

The Hospital (515 10th Street) is not a designated resource in the local Conservation District, and exterior alterations themselves do not trigger a historic review. An addition of 30% or more to a non-designated building would require review by the Historic Review Board. However, the proposed project's small additions will fall far below that threshold. The property line and historic boundary of the Dr. Mount House are at the main hospital building wall elevation.

### Project Approval Process

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GLUA-25-0002/HR-25-00010 Historic Review

A new enclosed accessible connection from the hospital building to the Dr. Guy Mount House (505 10th Street) - a locally designated resource in the McLoughlin Conservation District. Note that the Hospital (515 10th Street) is not a designated resource in the local Conservation District, and exterior alterations themselves do not trigger historic review. An addition of 30% or more to a non-designated building would require review by the Historic Review Board. However, the proposed project's small additions will fall far below that threshold.

## **Type II Staff Level Review- Summer 2025**

### Site Plan and Design Review

- Geohazard review- any new construction onsite will be reviewed under the geohazard overlay direct regulation in OCMC 17.44
- Non-conforming use review to add the Dr. Guy Mount House to the previous non-conforming use review. The house was inadvertently omitted from the 2020 review, but was integrated into the hospital in the 1930/1940s and historically supported the hospital and residential care facility's non-conforming use. Office, reception, and some recreational spaces are being planned in the Dr. Mount House. No residential beds are being planned. The existing dwelling unit will remain for visitors.



Figure 1- Vicinity map



*Figure 2- 3d Aerial View (note upper and lower deck locations)*



*Figure 3- Street view of property.*



PROPOSED  
LOCATION  
OF ADDITION

*Figure 4- location of addition*

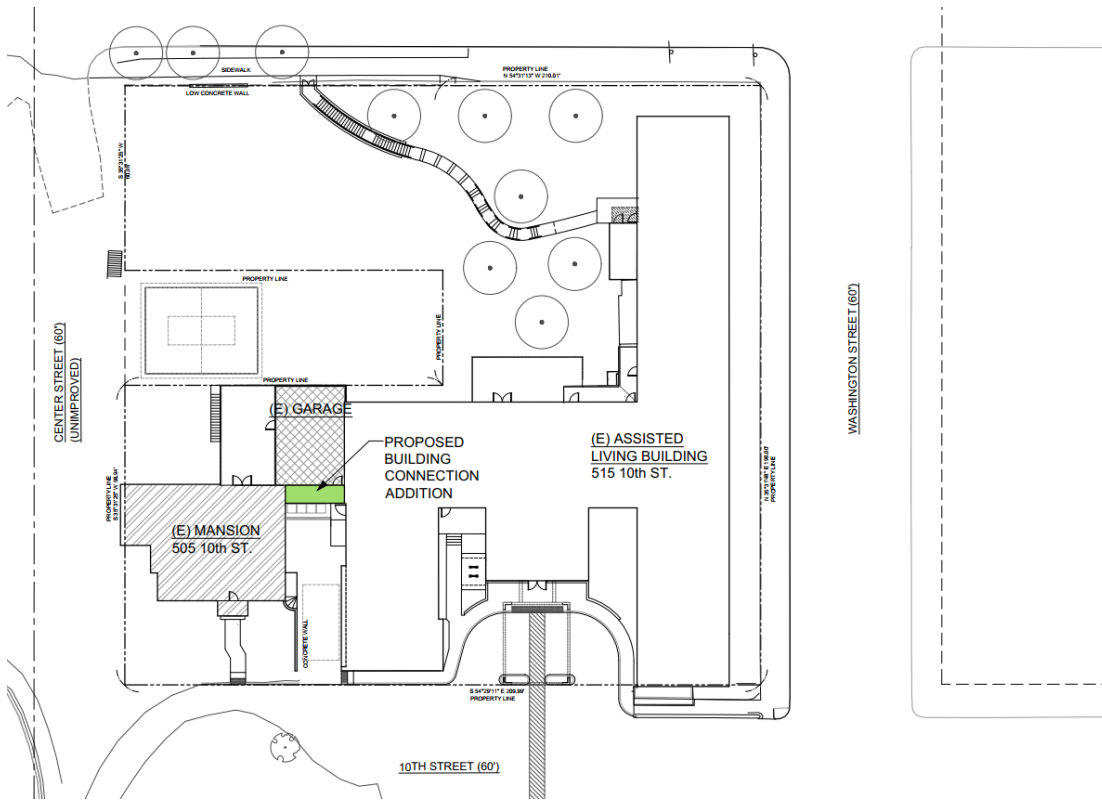


Figure 5- proposed site plan  
**Historic Resource Boundary**



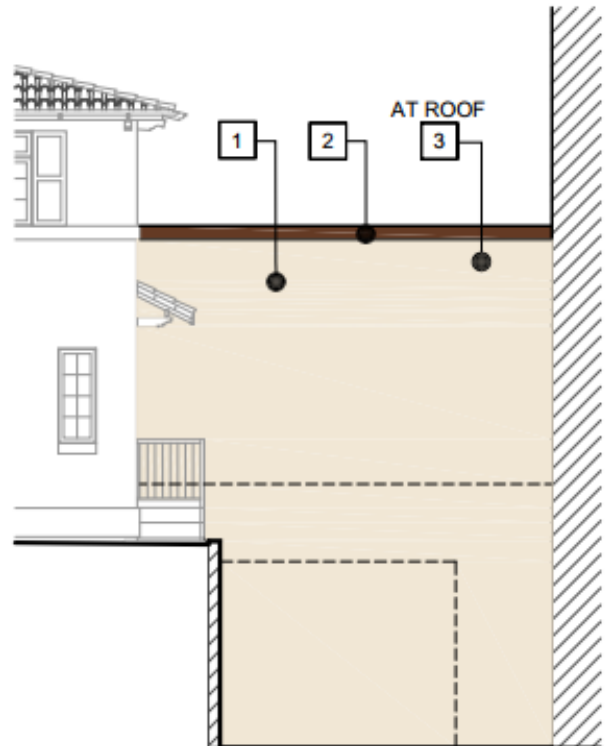
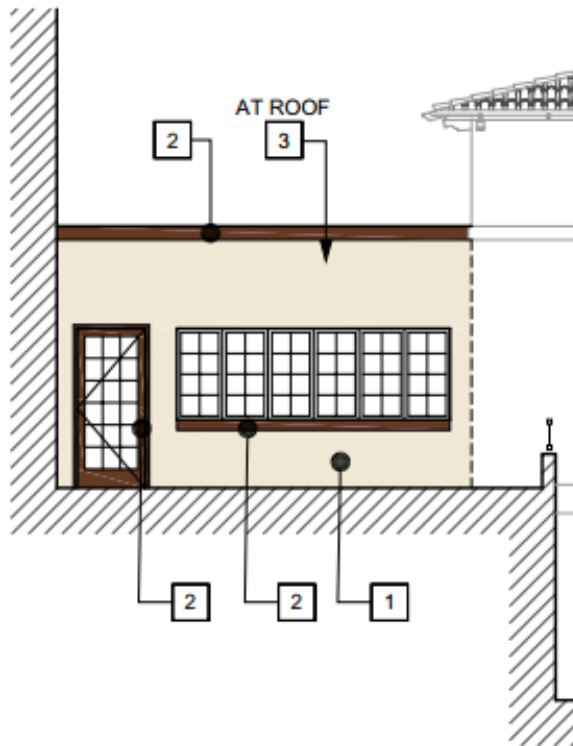
Figure 6- Looking northwest at the location of the proposed connector hallway (Fence location)



*Figure 7-Looking southwest at the location of the proposed connector hallway (fence location on upper deck)*



*Figure 8 Looking northwest at the location of the window removal and door replacement at the lower deck. Note historic metal window .*



### 1) SIDING\_FIBER CEMENT PANEL

MFR: James Hardie Arch. Panel  
 STYLE: FINE SAND (PRIMED)  
 COLOR: TAN (RGB 241, 231, 213)



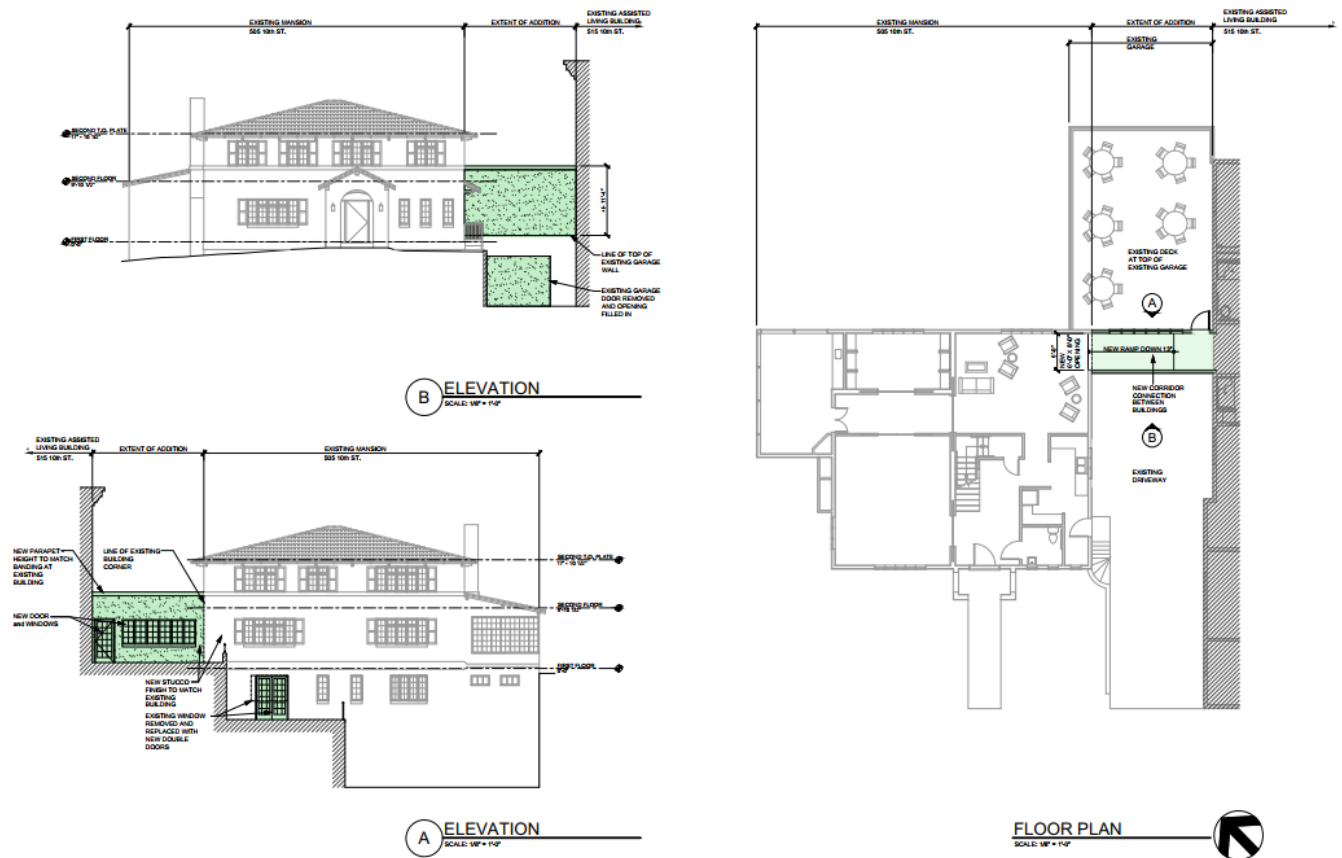
### 2) ACCENT/ BAND & WINDOW TRIM\_FIBER CEMENT

MFR: James Hardie Arch. Panel  
 STYLE: FINE SAND (PRIMED)  
 COLOR: DARK BROWN (RGB 101, 58, 37)



### 3) FLAT MEMBRANE ROOFING

MFR: GAF  
 STYLE: SINGLE PLY MEMBRANE  
 COLOR: WHITE



## Building Connection Addition

505 and 515 10th St, Oregon City, OR

### Historic Description and Statement of Significance: 505 10<sup>th</sup> Street – Dr Guy Mount House



**DR. GUY MOUNT HOUSE** -- Statement of Significance: Guy Mount purchased this property from the Oregon City Hospital Company in 1925, about the time the house was constructed. Mount was one of the "Mount Doctors", a team of brothers who owned and operated the Oregon City Hospital. He was one of 14 children born to Henry Duckwall Mount and Rebecca (Stevens) Mount. This residence remained in the Mount family until 1965, when it was sold to the Swan Corporation. At that time, Gordon P. Swan was the president of the Oregon City Hospital. The house is significant for its architecture and its association with Dr. Guy Mount and the Oregon City Hospital.

This large building sits under a hip roof and is 2-1/2 stories high. The house rests on a poured concrete foundation and is finished primarily with stucco. A small gable extends out from the center of the south façade,  
GLUA-25-0002/HR-25-00010 Historic Review

covering the main entry to the building. This gable, as well as the main hip, is covered with round clay tile roofing. The eaves of the main hip are partially enclosed, with large scroll cut modillions at the enclosed portion of the eave and exposed rafter tails projecting through the eave enclosures. The exposed rafter tails support the original wood gutters that are still in use on the house. The windows are primarily steel casements, appearing either singly or in pairs. The first-floor windows have slightly projected weathered stucco sills, and the second-floor sills are linked by a slightly projecting string course that encircles the building. The second-floor windows feature two light transoms above the casements. Many of the windows have seen the addition of decorative wood shutters. At the main entry, an arched opening lead to a wide door with sidelights and a leaded transom window in a spider web pattern.

**Notice and Public Comment:**

A public notice was sent to neighbors within 300 feet of the subject property, posted online, emailed to various entities, and posted on site. No public comments have been received for this application. Public comments received after the staff report is reviewed will be forwarded to the Historic Review Board before their July 22, 2025, hearing.

**II. APPLICABLE STANDARDS AND FINDINGS**

*17.40.060 - Exterior alteration and new construction.*

- A. *Except as provided pursuant to subsection I of this section, no person shall alter any historic site in such a manner as to affect its exterior appearance, nor shall there be any new construction in an historic district, conservation district, historic corridor, or on a landmark site, unless a certificate of appropriateness has previously been issued by the historic review board. Any building addition that is thirty percent or more in area of the historic building (be it individual or cumulative) shall be considered new construction in a district. Further, no major public improvements shall be made in the district unless approved by the board and given a certificate of appropriateness.*

**Applicable:** The proposal for exterior alteration/addition in a historic district is being reviewed by the Historic Review Board.

- B. *Application for such a certificate shall be made to the planning staff and shall be referred to the historic review board. The application shall be in such form and detail as the board prescribes.*

**Complies as Proposed:** The applicant submitted the required materials.

- D. *[1.] The historic review board, after notice and public hearing held pursuant to Chapter 17.50, shall approve the issuance, approve the issuance with conditions or disapprove issuance of the certificate of appropriateness.*

**Applicable:** The proposal is being reviewed by the Historic Review Board.

2. *The following exterior alterations to historic sites may be subject to administrative approval:*  
a. *Work that conforms to the adopted Historic Review Board Policies.*

**Not Applicable:** The proposal is not subject to administrative approval.

- F. *For exterior alterations of historic sites in an historic district or conservation district or individual landmark, the criteria to be used by the board in reaching its decision on the certificate of appropriateness shall be:*

*17.40.060.F(1) - The purpose of the historic overlay district as set forth in Section 17.40.010;*

**Staff Finding: Complies as Proposed.** The subject property will remain as a locally designated structure.

17.40.060.F (2) - *The provisions of the city comprehensive plan; Section 5 Open Spaces, Scenic and Historic Areas, and Natural Resources Policy 5.3.8*

Preserve and accentuate historic resources as part of an urban environment that is being reshaped by new development projects.

**Staff Finding: Complies as Proposed.** The historic structure is being preserved.

17.40.060.F (3) - *The economic use of the historic site and the reasonableness of the proposed alteration and their relationship to the public interest in the structure's or landmark's preservation or renovation;*

**Staff Finding: Complies as Proposed.** The historic use of the site is a single-family residence which was amended over time to include the administration office and resident common room for the hospital and retirement home.

- A new enclosed accessible connection from the hospital building to the Dr. Guy Mount House. Windows are proposed inside the hallway elevation to ensure that the addition blends in and becomes a secondary element on the site and does not compete with the historic house.
- Replacement of a historic window with a new access door to the existing lower deck. There is currently no egress from the lower level of the Dr Mount House to the lower roof deck area. The existing door is from the hospital building.

The proposal adds value to the structure and preserves it for continued economic use.

17.40.060.F (4) *The value and significance of the historic site;*

**Staff Finding: Complies as Proposed.** The house is a designated structure in good condition with almost all of the original elements intact. The proposal adds value to the structure and preserves it for continued economic use.

17.40.060.F (5) - *The physical condition of the historic site;*

**Staff Finding: Complies as proposed.** The house is a designated structure in good condition, with almost all of the original elements intact.

17.40.060.F (6) - *The general compatibility of exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used with the historic site;*

**Staff Finding: Complies with Conditions.** Windows are proposed inside the hallway elevation to ensure that the addition blends in and becomes a secondary element on the site and does not compete with the historic house. Replacement of a historic window with a new access door to the existing lower deck. There is currently no egress from the lower level of the Dr Mount House to the lower roof deck area. The existing door is from the hospital building. The addition will be as small as possible to meet egress needs and to differentiate this as an addition to the historic structure.

17.40.060.F (7) *Pertinent aesthetic factors as designated by the board;*

**Staff Finding: Not Applicable.** The Board has not identified any additional factors beyond the adopted guidelines.

17.40.060.F (8) *Economic, social, environmental and energy consequences; and*

**Staff Finding: The proposal complies as Proposed.** It is expected to have a positive effect on economic, social, environmental, and energy factors. As the House is integrated into the Oregon City

The hospital/retirement home's long-term retention is tied to the rehabilitation of the hospital/retirement center into a 50-unit residential care center. This project is a key element of a successful rehabilitation and was specifically designed to have a minimal impact on the resource and meet the needs for accessible access.

The proposed improvement will conform to current Energy Code requirements, increasing the energy efficiency of the structure.

*17.40.060.F (9) Design guidelines adopted by the historic review board*

**Staff Finding: Complies with Conditions:**

## **Design Guidelines for Alterations and Additions**

### ***Secretary of Interiors Standards for Rehabilitation***

**1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.**

**Staff Finding: Complies as Proposed.** The use is not proposed to change.

**2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.**

**Staff Finding: Complies with the condition.** The applicant has provided an addition design that is subordinate to the historic building's size and simplified design.

**3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.**

**Staff Finding: Complies as Proposed.** No conjectural features are proposed.

**4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.**

**Staff Finding: Complies as Proposed.** The existing small addition will be incorporated on the side of the building setback onto the garage/boiler room addition to the hospital. Major design elements are proposed to be removed. The rear window on the bottom floor lower deck will be replaced with a designative door and does not adversely affect the significance of the building.

**5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.**

**Staff Finding: Complies** No distinctive materials, features, finishes, and construction techniques or examples of craftsmanship not already found on the historic house will be removed.

**6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.**

**Staff Finding: Complies as Proposed.** No historic features are deteriorated.

**9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work**

**shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.**

**Staff Finding: Complies with Condition.** The distinction between new and old can be achieved through design, location, materials, or a combination of these elements. With this approach, the applicant has chosen to pursue a simple, accessible hallway that connects the historic house to the retirement center. While the two buildings are currently connected in mass, the connections are limited to the boiler room, garage, laundry room, and garage as back-of-house functions.

The applicant has chosen to utilize a small hyphen access hallway with materials (Hardy Board stucco) that will match the historical retirement center rehab materials rather than the Dr. Mount house historic stucco to further differentiate the connection and avoid creating a false sense of history. The design also pushes the windows and door access to the north elevation to allow for access to the roof deck and to not compete with the historic resource when looking from 10th Street.

As conditioned, the applicant has proposed a great example of the balancing need of Secrecy for Interior standard #9.

### ***Design Guidelines: Alterations – Additions***

#### ***A. Site***

*1. In addition to the zoning requirements, the relationship of new additions to the street and to the open space between buildings shall be compatible with adjacent historic buildings and with the historic character of the District*

**Complies as Proposed.** The proposed addition is at the side/rear of the building and away from the 10th Street façade.

*2. New additions shall be sited so that the impact to the primary facade(s) is kept to a minimum. Additions shall generally be located at the rear portions of the property or in such locations where they have the least visual impact from public ways.*

**Complies as Proposed.** The addition is proposed at the rear of the side elevation on top of a non-continuing attached garage. The visual impact is limited as designed.

#### ***B. Landscape***

*1. Traditional landscape elements evident in the District (grass, trees, shrubs, picket fences, etc.) should be preserved, and are encouraged in site redevelopment.*

**Complies as Proposed.** The addition will not require any landscape removal.

*2. Inappropriate landscape treatments such as berms and extensive ground cover are discouraged.*

**Not applicable.** No new landscaping is proposed with this application, although some landscaping amendments may be made as part of the Site Plan and design Review.

#### ***C. Building Height***

*1. In addition to the zoning requirements, the height of new additions shall not exceed the height of the historic building, or of historic buildings in the surrounding area.*

**Complies as Proposed.** The proposed height of the new addition will not exceed the height of the existing structure.

#### *D. Building Bulk*

1. *New additions smaller than the historic building or the historic buildings in the surrounding area are encouraged.*

a. *Where new additions must be larger, the new addition shall be articulated in such a manner that no single element is visually larger than the historic building or surrounding historic buildings.*

**Complies as Proposed.** The volume and massing of the addition are diminutive to the house.

#### *E. Proportion and Scale*

1. *The relationship of height to width of new additions and their sub-elements such as windows and doors and of alterations shall be compatible with related elements of the historic building, and with the historic character of the District.*

**Complies as Proposed.** Generally, the placement of the windows and doors is appropriate. Placing windows on the 10th street Academy could create visual clutter and conflict with the historic resource.

2. *The relationship of solids to voids (wall to window) shall be compatible with related elements on the historic building, and with the historic character of the District.*

**Finding: Complies as Proposed.** The applicant proposes windows and doors on the addition with a window rhythm that matches the historic volume. Placing windows on the 10th street Academy could create visual clutter and conflict with the historic resource.

#### *F. Exterior Features*

##### *1. General*

a. *To the extent practicable, original historic architectural elements and materials shall be preserved.*

b. *Architectural elements and materials for new additions shall be compatible with related elements of the historic building and with the historic character of the District.*

c. *The preservation, cleaning, repair and other treatment of original materials shall be in accord with the Secretary of Interior's Standards of Rehabilitation and Guidelines for Rehabilitating Historic Buildings.*

**Finding: See findings in Secretary of Interior Standards #5, #6, and #9.**

## **IV. CONCLUSIONS AND RECOMMENDATIONS**

Based on the following findings, staff recommends that the Historic Review Board approve the proposed development of GLUA-23-00001 and HR 23-00001 Historic Review 505 10<sup>th</sup> Street. Alterations & Additions on a Historic Structure (Dr Guy Mount House) in the McLoughlin Conservation District with conditions.

### **Exhibits**

1. Applicant's Submission
2. Inventory Forms (1982, 2002)
3. Preservation Brief 14- New Exterior Additions to Historic Buildings: Preservation Concerns



### LAND USE APPLICATION FORM

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Type I (OCMC 17.50.030.A)</b><br><input type="checkbox"/> Compatibility Review<br><input type="checkbox"/> WRG<br><input type="checkbox"/> Comm. Fac<br><input type="checkbox"/> Lot Line Adjustment<br><input type="checkbox"/> Non-Conforming Use Review<br><input type="checkbox"/> Natural Resource (NROD)<br><input type="checkbox"/> Verification<br><input type="checkbox"/> Minor Site Plan & Design Review<br><input type="checkbox"/> Extension of Approval<br><input checked="" type="checkbox"/> Historic Review - Remodel<br><input type="checkbox"/> Detailed Dev. Plan (DDP) | <b>Type II (OCMC 17.50.030.B)</b><br><input type="checkbox"/> Master Plan / PUD / GDP or Amendment<br><input type="checkbox"/> Detailed Development Plan (DDP)<br><input type="checkbox"/> Floodplain Review<br><input type="checkbox"/> Geologic Hazard Overlay<br><input type="checkbox"/> Minor Partition (<4 lots)<br><input type="checkbox"/> Minor Site Plan & Design Review<br><input type="checkbox"/> Non-Conforming Use Review<br><input type="checkbox"/> Site Plan and Design Review / DDP<br><input type="checkbox"/> Subdivision (4+ lots)<br><input type="checkbox"/> Minor Variance<br><input type="checkbox"/> Natural Resource (NROD) Review<br><input type="checkbox"/> Public Improvement Modification<br><input type="checkbox"/> Willamette Greenway<br><br><b>ELD Process (OCMC 17.50.030.E)</b><br><input type="checkbox"/> Expedited Land Division | <b>Type III / IV (OCMC 17.50.030.C &amp; D.)</b><br><input type="checkbox"/> Annexation<br><input type="checkbox"/> Code Interpretation / Similar Use<br><input type="checkbox"/> Master Plan / PUD / GDP Amendment<br><input type="checkbox"/> Conditional Use<br><input type="checkbox"/> Comprehensive Plan / Legislative Amendment (Code /Map)<br><input type="checkbox"/> Detailed Development Plan DDP<br><input type="checkbox"/> Historic Review<br><input type="checkbox"/> Municipal Code Amendment<br><input type="checkbox"/> Parking Adjustment<br><input type="checkbox"/> Variance <input type="checkbox"/> Sign Variance<br><input type="checkbox"/> Natural Resource (NROD) Review<br><input type="checkbox"/> Zone Change (Text/Map)<br><input type="checkbox"/> Willamette Greenway<br><br><b>Legislative Action (OCMC 17.50.170)</b><br><input type="checkbox"/> Legislative |
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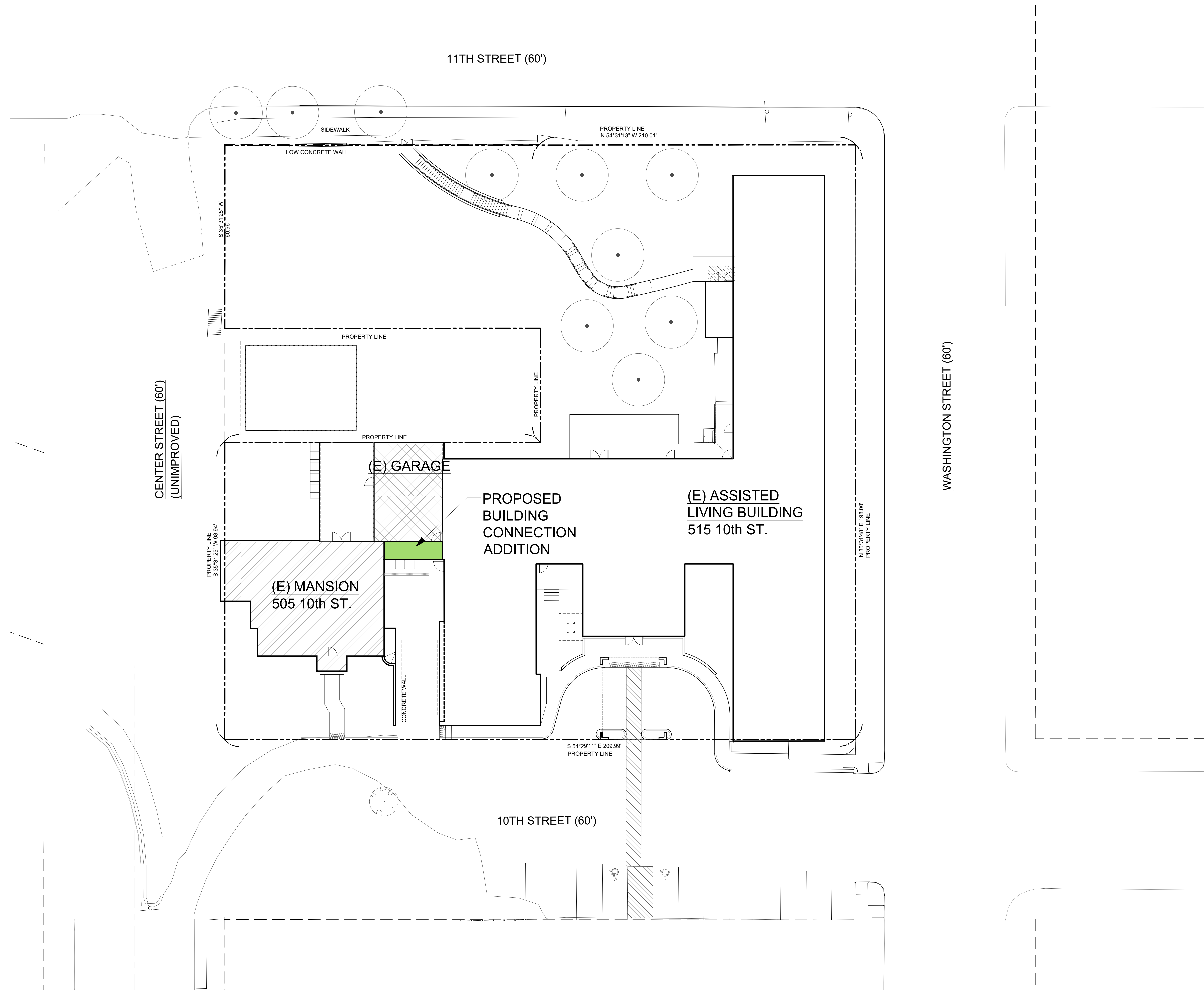
|                                                                                |                                              |
|--------------------------------------------------------------------------------|----------------------------------------------|
| <b>File Number(s):</b>                                                         | <b>Application Date:</b>                     |
| <b>Project Name:</b> Oregon City Retirement Center                             |                                              |
| <b>Proposed Land Use or Activity:</b> Continued use: ALF/RCF                   | <b># of Lots Proposed (If Applicable):</b> 1 |
| <b>Physical Address(es) of Site:</b> 505 10th Street, Oregon City, OR 97045    |                                              |
| <b>Clackamas County Map and Tax Lot Number(s):</b> Map 2-2E-31AA, Tax Lot 5200 |                                              |

|                                                                  |      |                            |
|------------------------------------------------------------------|------|----------------------------|
| <b>Applicant(s)</b>                                              |      |                            |
| Applicant(s) Signature: <i>Nile L Hagan</i>                      |      |                            |
| Applicant(s) Name Printed: Nile Hagan                            |      | Date: 6/12/2025            |
| Mailing Address: 1327 SE Tacoma St. #394, Portland, Oregon 97202 |      |                            |
| Phone: (503) 290-8539                                            | Fax: | Email: Nilehagen@gmail.com |

|                                                                    |      |                            |
|--------------------------------------------------------------------|------|----------------------------|
| <b>Property Owner(s) - See reverse for more than two Owners</b>    |      |                            |
| <b>Property Owner #1</b>                                           |      |                            |
| Property Owner#1 Signature: <i>Nile L Hagan</i>                    |      |                            |
| Property Owner#1 Name Printed: Nile Hagan                          |      | Date: 6/12/2025            |
| Mailing Address: 1327 SE Tacoma St. #394                           |      |                            |
| Ownership Address: 1327 SE Tacoma St. #394, Portland, Oregon 97202 |      |                            |
| Phone: (503) 290-8539                                              | Fax: | Email: Nilehagen@gmail.com |

|                                |      |        |
|--------------------------------|------|--------|
| <b>Property Owner #2</b>       |      |        |
| Property Owner#2 Signature:    |      |        |
| Property Owner#2 Name Printed: |      | Date:  |
| Mailing Address:               |      |        |
| Ownership Address:             |      |        |
| Phone:                         | Fax: | Email: |

|                                                                     |      |                                      |
|---------------------------------------------------------------------|------|--------------------------------------|
| <b>Representative(s)</b>                                            |      |                                      |
| Representative(s) Signature: <i>David Hulbert</i>                   |      |                                      |
| Representative(s) Name Printed: David Hulbert - Lenity Architecture |      | Date: 6/12/2025                      |
| Mailing Address: 3150 Kettle Ct SE, Salem, OR 97301                 |      |                                      |
| Phone: (503) 399-1090                                               | Fax: | Email: davidh@lenityarchitecture.com |

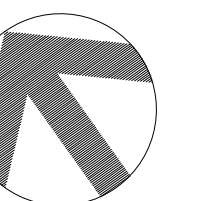
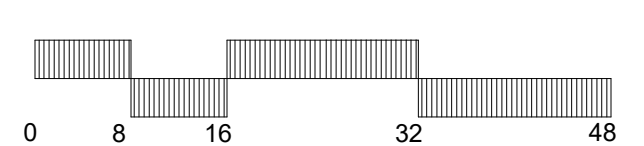


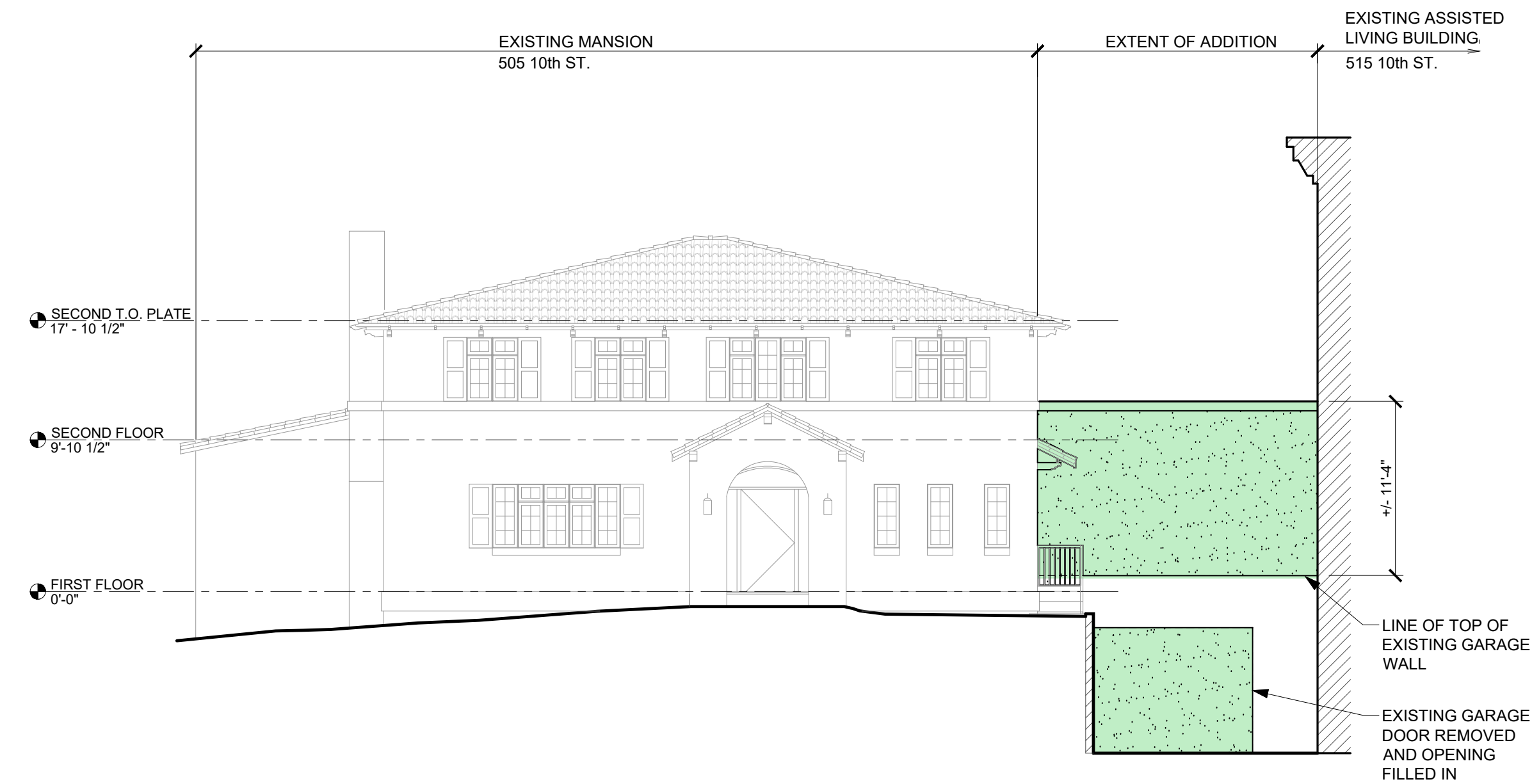
# Building Connection Addition

505 and 515 10th St, Oregon City, OR

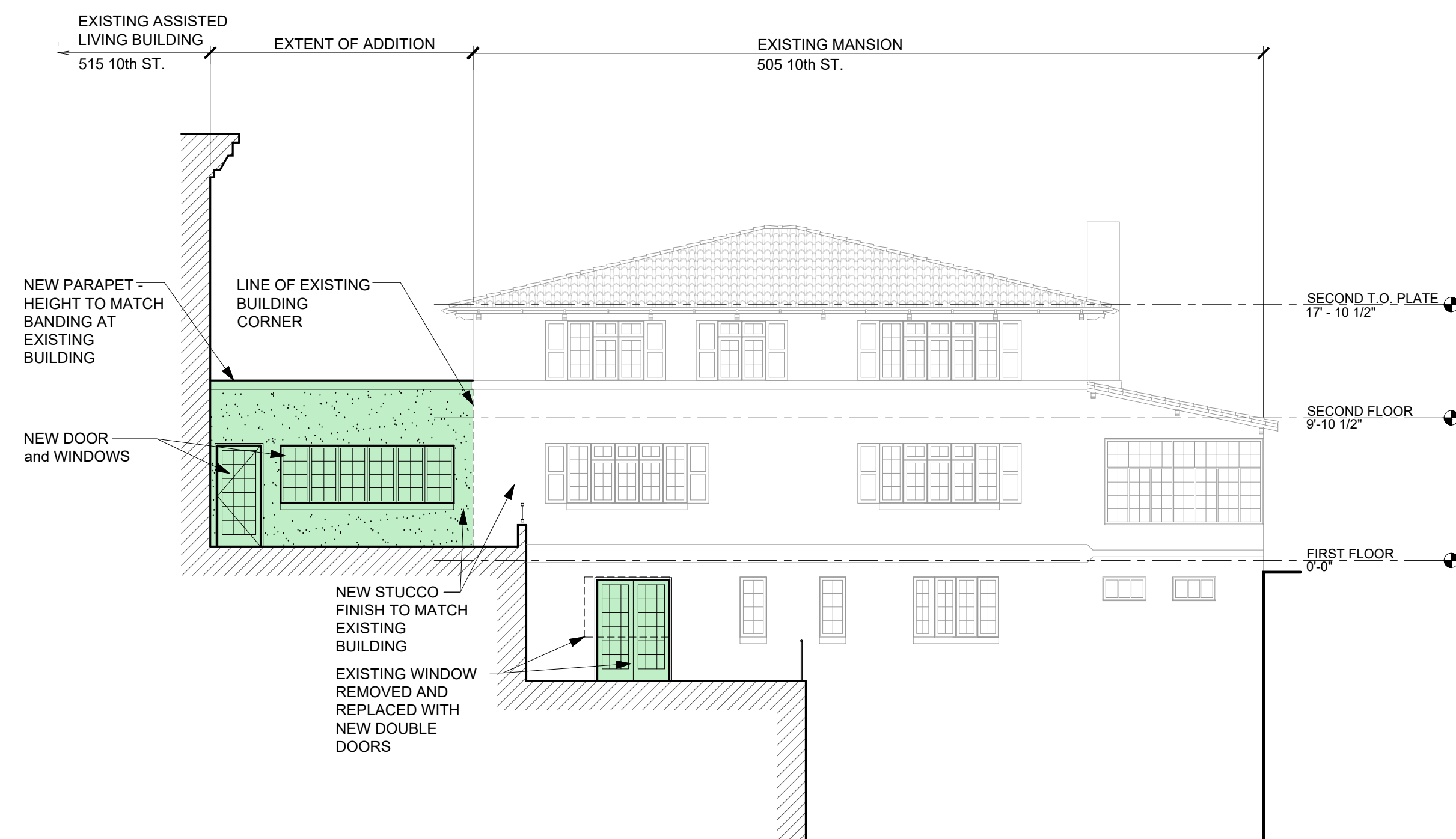
**SITE PLAN**

SCALE: 1/16" = 1'-0"

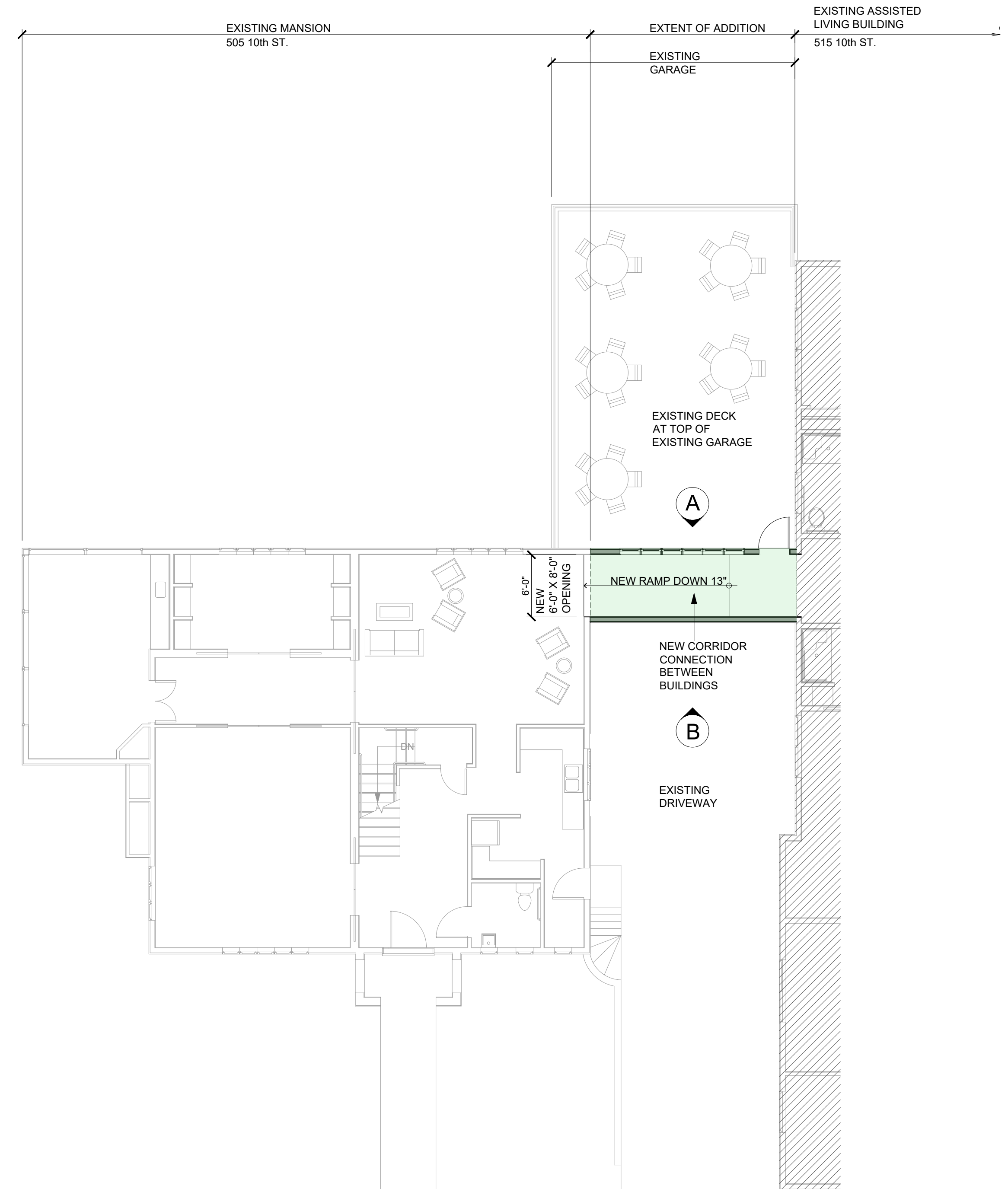




**B** ELEVATION  
SCALE: 1/8" = 1'-0"



**A** ELEVATION  
SCALE: 1/8" = 1'-0"



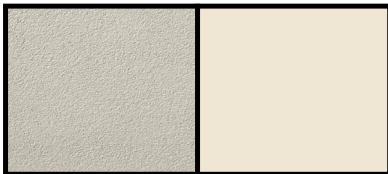
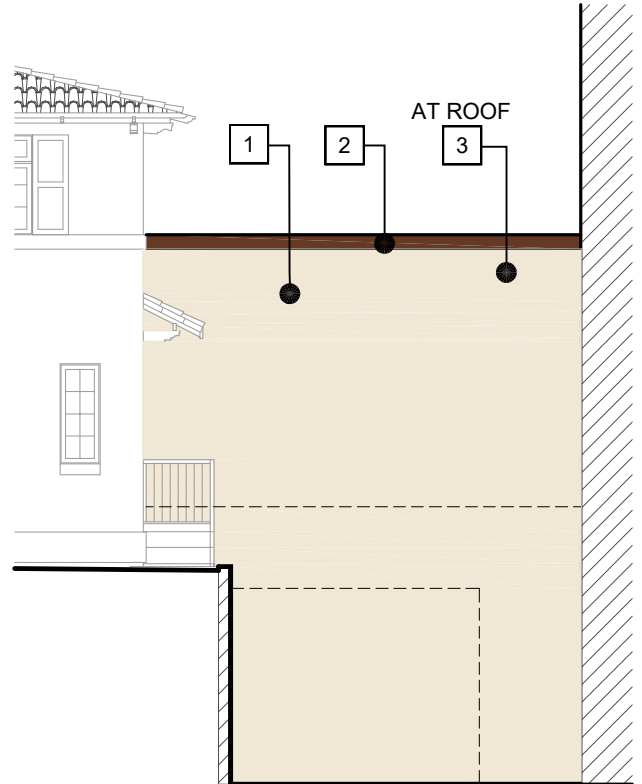
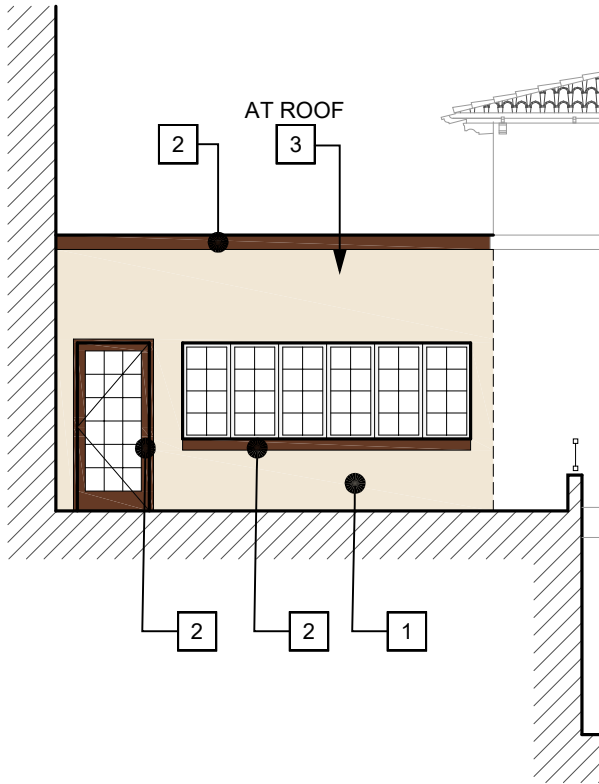
**FLOOR PLAN**  
SCALE: 1/8" = 1'-0"

**lenity**  
architecture, inc.

3150 Kettle Court SE, Salem, Oregon 97301  
P 503 399 1090 F 503 399 0565 W lenityarchitecture.com

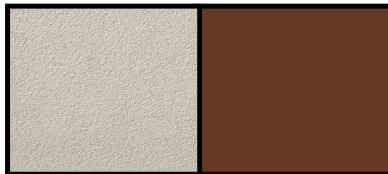
# Building Connection Addition

505 and 515 10th St, Oregon City, OR



### 1) SIDING\_FIBER CEMENT PANEL

MFR: James Hardie Arch. Panel  
 STYLE: FINE SAND (PRIMED)  
 COLOR: TAN (RGB 241, 231, 213)



### 2) ACCENT/ BAND & WINDOW TRIM\_FIBER CEMENT

MFR: James Hardie Arch. Panel  
 STYLE: FINE SAND (PRIMED)  
 COLOR: DARK BROWN (RGB 101, 58, 37)



### 3) FLAT MEMBRANE ROOFING

MFR: GAF  
 STYLE: SINGLE PLY MEMBRANE  
 COLOR: WHITE

**lenity**  
 architecture, inc.

3150 Kettie Court SE, Salem, Oregon 97301  
 P 503 399 1090 F 503 399 0565 W lenityarchitecture.com

**WILLAMETTE VALLEY  
 ASSISTED LIVING  
 515 10TH STREET**

OREGON CITY, OREGON

**HISTORIC REVIEW  
 MATERIALS BOARD**

**1 OF 1**

SCALE: N.T.S.  
 DATE: 06/20/25

DRAWN BY: DH

U:/.../APPLICATIONS&SUBMITTALS/LANDUSE/SITE DESIGN REVIEW/HISTORIC/DRAWINGS/MATERIALS\_BOARD



FRONT VIEWS FACING 10TH STREET



PROPOSED  
LOCATION  
OF ADDITION

|                                                                                                                                                         |                                                                                                                 |                                |                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------|
| <p><b>lenity</b><br/>architecture, inc.</p> <p>3150 Kettle Court SE, Salem, Oregon 97301<br/>P 503 399 1090 F 503 399 0565 W lenityarchitecture.com</p> | <p>WILLAMETTE VALLEY<br/>ASSISTED LIVING<br/>515 10TH STREET</p> <p>OREGON CITY, OREGON</p> <p>DRAWN BY: DH</p> | <p>PHOTOS<br/>505 10th ST.</p> | <p>1 OF 1</p> <p>SCALE: N.T.S.<br/>DATE: 06/20/25</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|--------------------------------|-------------------------------------------------------|

City of Oregon City  
Historic Review for Alterations to a Historic Structure  
Standards and Guidelines Template

**Instructions: Please fill out project description and provide a response under each section where “applicant response” is written. Some example responses are provided; please remove or edit the example responses. Contact [ocplanning@orc.org](mailto:ocplanning@orc.org) with any questions.**

The full Guidelines document can be found online: <https://www.orcity.org/planning/design-guidelines-alterations-additions>

**PROJECT DESCRIPTION:**

The proposed construction of an additional connection on the top of the existing garage that serves as access between the 505 and 515 10<sup>th</sup> Street buildings for residents and staff.

505 and 515 10th street combined are approximately ¾ of an acre in size and are developed with existing buildings; the Dr. Guy Mount House built in 1925 and the Oregon City Retirement Center constructed in the 1930's. These two structures have been physically, functionally and operationally tied to one another since the hospital's construction. They are joined by the garage between, as well as infrastructure. The mansion served as the administrative offices and supplemental common areas to the assisted living facility since the 1970's per the former owner, Ralph Tidwell.

**COMPLIANCE WITH OREGON CITY MUNICIPAL CODE Chapter 17.40:**

**17.40.060 – Exterior Alteration and new construction**

*E. For exterior alterations of historic sites in an historic district or conservation district or individual landmark, the criteria to be used by the board in reaching its decision on the certificate of appropriateness shall be:*

*17.40.060.E (1) - The purpose of the historic conservation district as set forth in Section 17.40.010;*

**Applicant response:**

**Applicant to meet the intent of the criteria as outlined in drawings and responses below.**

*17.40.060.E (2) -The provisions of the city comprehensive plan;*

STRATEGY 2.3.C Encourage property owners to preserve historic structures in a state as close to their original construction as possible while allowing the structure to be used in an economically viable manner.

**Applicant response:**

**Applicant to keep the character and design elements of the original structure as is and construct no other alterations to the building other than the proposed access and cosmetic paint and necessary improvements to existing deterioration.**

17.40.060.E (3) - The economic use of the historic site and the reasonableness of the proposed alteration and their relationship to the public interest in the structure's or landmark's preservation or renovation;

**Applicant response:**

The historic use of the mansion served as the administrative offices and supplemental common areas to the assisted living facility next door. This will be the continued use.

17.40.060.E (4) The value and significance of the historic site;

**Applicant response:**

It is significant as a commercial building that is in fair condition and has not been significantly altered. The entryway, storefront, upper story windows, and architectural detailing have all been preserved over time and are in good condition. The structure is one of the few intact, contributing, commercial buildings in the McLoughlin District. The proposed changes are on a secondary façade of the east side of the building that currently faces the existing assisted living building, at the rear of the building.

17.40.060.E (5) - The physical condition of the historic site;

**Applicant response:**

The existing structure is currently in fair conditions and shows signs of deterioration at the roof eaves and corbels.

17.40.060.E (6) - The general compatibility of exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used with the historic site;

**Applicant response:**

The existing exterior is proposed have minor cosmetic modifications that will include paint and updating any existing damaged or deteriorating features.

17.40.060.E (7) Pertinent aesthetic factors as designated by the board;

**Applicant response:**

The Board has not identified any additional factors beyond the adopted guidelines.

17.40.060.E (8) Economic, social, environmental and energy consequences;

**Applicant response:**

The alterations proposed meeting adopted design standards do not impact economic and social or environmental value of the district.

17.40.060.E (9) Design guidelines adopted by the historic review board

**Applicant response:**

Applicant to meet the intent of the design guidelines as outlined in drawings and responses below.

### **Design Guidelines for Alterations and Additions**

<https://www.orcity.org/planning/design-guidelines-alterations-additions>

#### **Secretary of Interiors Standards for Rehabilitation**

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

**Applicant response:**

This building at 505 10<sup>th</sup> and the one next door at 515 10<sup>th</sup> have been physically, functionally and operationally tied to one another since the hospital's construction. Changes to the historic building will be minimal.

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

**Applicant response:**

**The applicant does not anticipate removal or alternation of features other than paint or superficial treatments. The applicant is not proposing to alter the overall size and shape of the building.**

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

**Applicant response:**

**There are to be no added conjectural features.**

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

**Applicant response:**

**No changes that have acquired historic significant are proposed to be altered.**

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

**Applicant response:**

**The applicant proposes removal and replacement of any elements with extensive deterioration and rot. Replacement will match existing to maintain the existing look.**

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

**Applicant response:**

**Noted in #5 above.**

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible.

**Applicant response:**

**All treatments, if any, will be applied carefully to preserve the integrity of the façade and historic look of the structure.**

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

**Applicant response:**

**Ground disturbance is limited to landscaping and tree removal. A new sidewalk will be install to provide access to the building.**

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

**Applicant response:**

**The new work proposed will be limited to the side/rear of the building and will be limited in scope and size. All materials proposed to be used will match with the existing building finishes and colors.**

*10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

**Applicant response:**

**Due to nature, location and size of the addition, this will be achievable.**

## *Design Guidelines: Alterations – Additions*

### *A. Site*

*1. In addition to the zoning requirements, the relationship of new additions to the street and to the open space between buildings shall be compatible with adjacent historic buildings and with the historic character of the District.*

*2. New additions shall be sited so that the impact to the primary facade(s) is kept to a minimum. Additions shall generally be located at the rear portions of the property or in such locations where they have the least visual impact from public ways.*

**Applicant response:**

**The proposed addition is at the side/rear of the building and away from the 10<sup>th</sup> Street façade.**

### *B. Landscape*

*1. Traditional landscape elements evident in the District (grass, trees, shrubs, picket fences, etc.) should be preserved, and are encouraged in site redevelopment.*

**Applicant response:**

**Landscaping will follow city standards and be limited to the 10<sup>th</sup> Street side of the structure.**

*2. Inappropriate landscape treatments such as berms and extensive ground cover are discouraged.*

**Applicant response:**

**Landscaping will follow city standards and utilize very limited ground cover.**

### *C. Building Height*

*1. In addition to the zoning requirements, the height of new additions shall not exceed the height of the historic building, or of historic buildings in the surrounding area.*

**Applicant response:**

**The proposed height of the new addition will not exceed the height of the existing structure.**

### *D. Building Bulk*

*1. New additions smaller than the historic building or the historic buildings in the surrounding area are encouraged.*

*a. Where new additions must be larger, the new addition shall be articulated in such a manner that no single element is visually larger than the historic building or surrounding historic buildings.*

**Applicant response:**

**The proposed addition will be much smaller than the existing building.**

*E. Proportion and Scale*

*1. The relationship of height to width of new additions and their sub-elements such as windows and doors and of alterations shall be compatible with related elements of the historic building, and with the historic character of the District.*

**Applicant response:**

**All proportions of the addition will be compatible with the related elements of the building.**

*2. The relationship of solids to voids (wall to window) shall be compatible with related elements on the historic building, and with the historic character of the District.*

**Applicant response:**

**Window sizes and locations are not be changing at the existing structure. The window sizes and wall relationship at the addition will mimic the existing structure for compatibility.**

*F. Exterior Features*

*1. General*

*a. To the extent practicable, original historic architectural elements and materials shall be preserved.*

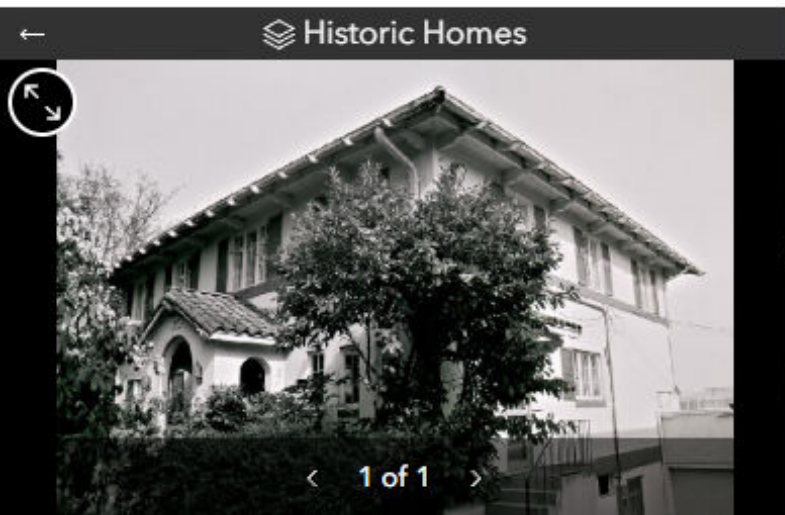
*b. Architectural elements and materials for new additions shall be compatible with related elements of the historic building and with the historic character of the District.*

*c. The preservation, cleaning, repair and other treatment of original materials shall be in accord with the Secretary of Interior's Standards of Rehabilitation and Guidelines for Rehabilitating Historic Buildings.*

**Applicant response:**

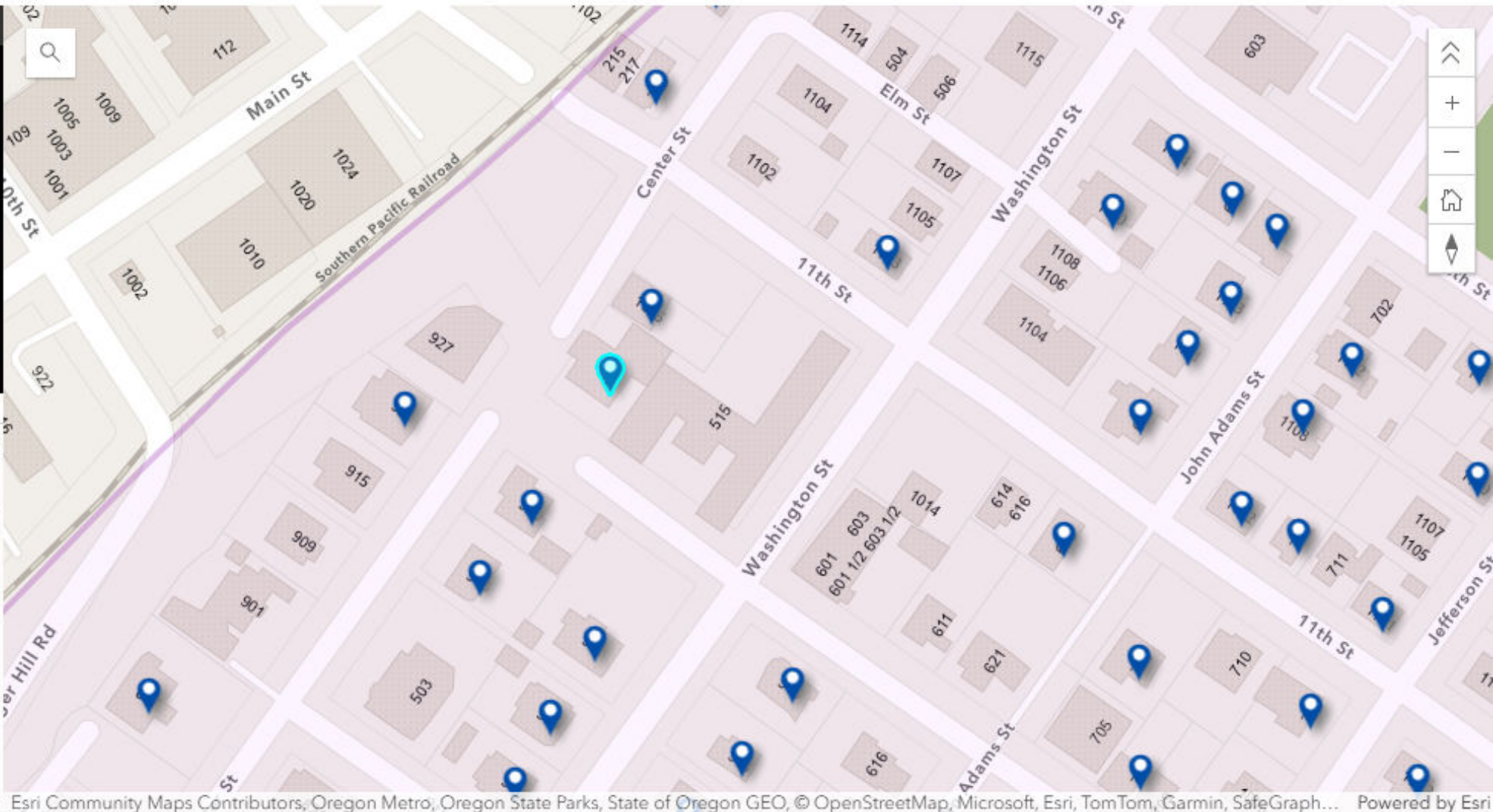
**The intent is to follow all Standards regarding original materials.**

## Historic Resources: McLoughlin Conservation District



### Mount, Dr. Guy, House (c.1925)

|         |                                                                                                                                                  |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| Address | 505 10th St                                                                                                                                      |
| Summary | Prairie School style, built in 1925. A Designated Historic Site                                                                                  |
| Details | This large building, now part of the Oregon City Retirement Center, sits under a hip roof and is 2-1/2 stories high. The house rests on a poured |



# 505 10TH STREET

---

## **DR. GUY MOUNT HOUSE** -- Statement of

Significance: Guy Mount purchased this property from the Oregon City Hospital Company in 1925, about the time the house was constructed. Mount was one of the "Mount Doctors", a team of brothers who owned and operated the Oregon City Hospital. He was one of 14 children born to Henry Duckwall Mount and Rebecca (Stevens) Mount. This residence remained in the Mount family until 1965, when it was sold to the Swan Corporation. At that time, Gordon P. Swan was the president of the Oregon City Hospital. The house is significant for its architecture and its association with Dr. Guy Mount and the Oregon City Hospital.

This large building sits under a hip roof and is 2-1/2 stories high. The house rests on a poured concrete foundation and is finished primarily with stucco. A small gable extends out from the center of the south façade, covering the main entry to the building. This gable, as well as the main hip, is covered with round clay tile roofing. The eaves of the main hip are partially enclosed, with large scroll cut modillions at the enclosed portion of the eave and exposed rafter tails projecting through the eave enclosures. The exposed rafter tails support the original wood gutters that are still in use on the house. The windows are primarily steel casements, appearing either singly or in pairs. The first-floor windows have slightly projected

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weathered stucco sills, and the second-floor sills are linked by a slightly projecting string course that encircles the building. The second-floor windows feature two light transoms above the casements. Many of the windows have seen the addition of decorative wood shutters. At the main entry, an arched opening lead to a wide door with sidelights and a leaded transom window in a spider web pattern.

*This property is a locally designated historic site located within the McLoughlin Conservation District.  
Contact [ocplanning@orccity.org](mailto:ocplanning@orccity.org) for more information.*

## Historic Inventory Form

- 505 10th



Government Websites by [CivicPlus®](#)

Hi I'm Ellee 🙋, how can I help?

OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE INVENTORY FORM - TWO

NAME: Dr. Guy Mount Residence

T/R/S: 2-2E-31AA TAX LOT 5200

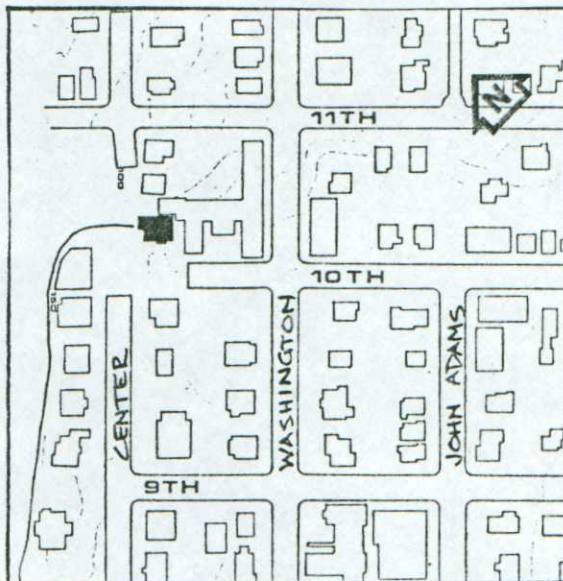
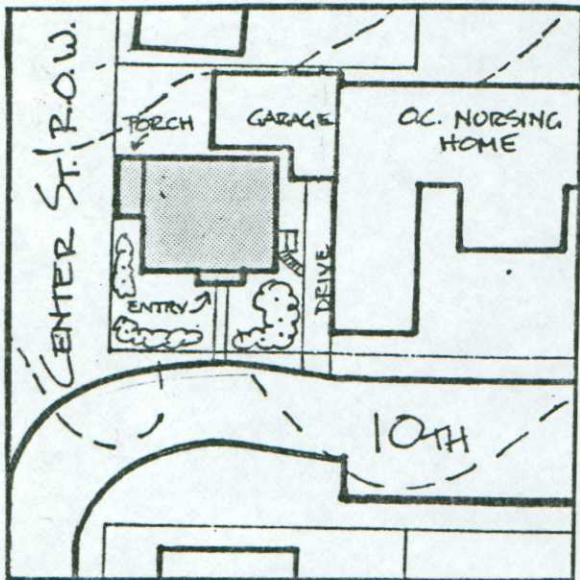
ADDRESS: 505 - 10th Street

QUADRANGLE: Oregon City



NEGATIVE NO. Roll B, #11, 12

SLIDE NO. \_\_\_\_\_



GRAPHIC AND PHOTO SOURCES: Base Map of McLoughlin Neighborhood, 1986.  
Dennis Egner Photograph, 1986.

SHPO INVENTORY NO.: 1396

OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE INVENTORY FORM

HISTORIC NAME: Dr. Guy Mount Residence

DATE OF CONSTRUCTION: c. 1925

COMMON NAME: \_\_\_\_\_

ORIGINAL USE: Residence

ADDRESS: 505 - 10th Street

PRESENT USE: Residence

OWNER: Siegfried Siebeneich, 505 - 10th Street

ARCH./BLDR.: Unknown

T/R/S: 2-2E-31AA TAX LOT: 5200

STYLE: Prairie MEDITERRANEAN

ADDITION: Plat of Oregon City

BLDG. STRUC. DIST. SITE OBJ. (CIRCLE)

LOT: Pt. 4 BLOCK: 50 QUAD: Oregon City

THEME: Architecture - 20th Century;

Medicine; Oregon City Development

PLAN TYPE/SHAPE: Rectangular

NO. OF STORIES: 2 1/2 2.0

FOUNDATION MATERIAL: Concrete

BASEMENT (Y/N): Yes

ROOF FORM & MATERIALS: Hip (almost flat). Tile.

WALL CONSTRUCTION: Wood

STRUCTURAL FRAME: Studs

PRIMARY WINDOW TYPE: Multi-pane casements.

SURFACING MATERIALS: Stucco.

DECORATIVE FEATURES: Exposed decorative rafters and beams. Original wrought-iron railing

OTHER: (cont.) at side entry steps. Corner sunroom of multi-pane casements.

CONDITION: EXCELLENT \_\_\_\_\_ GOOD X FAIR \_\_\_\_\_ DETERIORATED \_\_\_\_\_ MOVED \_\_\_\_\_ (date)

EXTERIOR ALTERATIONS/ADDITIONS (dated): None apparent.

NOTEWORTHY LANDSCAPE FEATURES: Heavily landscaped.

ASSOCIATED STRUCTURES: Oregon City Retirement Center.

KNOWN ARCHAEOLOGICAL FEATURES: None.

GEOGRAPHIC SETTING: Isolated location at intersection of 10th Street and unbuilt section of Center Street. Behind old Oregon City Hospital (now retirement center). Shares Block 50 with other landmark buildings - 1016 Center Street (Justin Residence, c. 1914), and 1018 Center Street (Francis Ermatinger Residence, c. 1845).

STATEMENT OF SIGNIFICANCE: (Historical and/or architectural importance, dates, events, persons, contexts): Guy Mount was one of the "Mount Doctors", a team of brothers who owned and operated the Oregon City Hospital. He was one of 14 children born to Henry Duckwall Mount and Rebecca (Stevens) Mount. This is the only true example of the Prairie style in Oregon City, and is significant for this fact. Also, it is well designed and executed. The house is also significant for its association with Guy Mount and the Oregon City Hospital.

SOURCES: Sanborn Insurance Map, 1925. Mountain View Cemetery Records, 1930. Pioneer National Title Company Records, Oregon City. Oregon City City Directory, 1916. Lockley, Fred. "History of Columbia River Valley from The Dalles to the Sea". 1928, pp. 156-57.

NEGATIVE NO: Roll B, #11, 12

RECORDED BY: Patricia Erigero

SLIDE NO: \_\_\_\_\_

DATE: August 1982

SHPO INVENTORY NO.: 1396

## OREGON CITY HISTORIC RESOURCE SURVEY FORM

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|--|-------------------------------------------------------------|--|----------------|---------------------------------------------------------------------|--------|--|--------------------------------------------------------------------------------------|--------------------|--------|--|------------|--|
| Street Address:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  | City:                                                       |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
| USGS Quad Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  | GPS                                                         |  | Latitude:      |                                                                     |        |  | Longitude:                                                                           |                    |        |  |            |  |
| Tow nship:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |  |  | Range:                                                      |  | Section:       |                                                                     | Block: |  | Lot:                                                                                 |                    | Map #: |  | Tax Lot #: |  |
| Date of Construction:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  |  |  | Historic Name:                                              |  |                |                                                                     |        |  | Historic Use or Function:                                                            |                    |        |  |            |  |
| c. 1925                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |  |  |  |  |  | Mount, Dr. Guy, House                                       |  |                |                                                                     |        |  | Domestic - single dwelling                                                           |                    |        |  |            |  |
| Grouping or Cluster Name:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |  |  |  | *Current Name or Use:                                       |  |                |                                                                     |        |  | Associated Archaeological Site:                                                      |                    |        |  |            |  |
| NA                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |  |  |  |  | Health - nursing home                                       |  |                |                                                                     |        |  | Unknown                                                                              |                    |        |  |            |  |
| Architectural Classification(s):                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |  |  |  |                                                             |  |                | Plan Type/Shape:                                                    |        |  |                                                                                      | Number of Stories: |        |  |            |  |
| Foundation Material:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |  |  |  |  |  |                                                             |  |                | Structural Framing:                                                 |        |  |                                                                                      | Moved?             |        |  |            |  |
| Roof Type/Material:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |  |  |  |                                                             |  |                | Window Type/Material:                                               |        |  |                                                                                      |                    |        |  |            |  |
| Exterior Surface Materials Primary:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |  |  |  |                                                             |  |                | Secondary:                                                          |        |  |                                                                                      | Decorative:        |        |  |            |  |
| Exterior Alterations or Additions/Approximate Date:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |  |  |  |  |                                                             |  |                | Plywood shutters added, c. 1985; patio added to NE corner, c. 1970. |        |  |                                                                                      |                    |        |  |            |  |
| Number and Type of Associated Resources:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |  |  |  |  |                                                             |  |                | Oregon City Retirement Center (1)                                   |        |  |                                                                                      |                    |        |  |            |  |
| Integrity:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |  |  | Condition:                                                  |  | Local Ranking: |                                                                     |        |  | National Register Listed?                                                            |                    |        |  |            |  |
| Potentially Eligible:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |  |  |  |  |  | As a contributing resource in a district                    |  |                |                                                                     |        |  |  |                    |        |  |            |  |
| Not Eligible:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |  |  |  |  | Reversible/Potentially eligible individually or in district |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  | Reversible/Ineligible as it lacks distinction               |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  | Irretrievable loss of integrity                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
| Description of Physical and Landscape Features:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
| This large building, now part of the Oregon City Retirement Center, sits under a hip roof and is 2-1/2 stories high. The house rests on a poured concrete foundation, and is finished primarily w ith stucco. A small gable extends out from the center of the south façade, covering the main entrance to the building. This gable, as well as the main hip, is covered w ith round clay tile roofing. The eaves of the main hip are partially enclosed, w ith large scroll cut modillions at the enclosed portion of the eave and exposed rafter tails projecting through the eave enclosures. The exposed rafter tails support the original wood gutters that are still in use on the house. The windows are primarily steel casements, appearing either singly or in pairs. The first floor window s have slightly projecting weathere d stucco sills, and the second floor sil ls are linked by a slightly projecting string course that encircles the building. The second floor window s feature two light transoms above the casements. Many of the window s have seen the addition of decorative wood shutters. At the main entry, an arched opening leads to a wide door w ith sidelights and a leaded transom window in a spider web pattern. |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
| Statement of Significance:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |
| Guy Mount purchased this property from the Oregon City Hospital Company in 1925, about the time the house was constructed. Mount was one of the "Mount Doctors", a team of brothers who owned and operated the Oregon City Hospital. He was one of 14 children born to Henry Duckwall Mount and Rebecca (Stevens) Mount. This residence remained in the Mount family until 1965, when it was sold to the Swan Corporation. At that time, Gordon P. Swan was the president of the Oregon City Hospital. The house is significant for its architecture and its association with Dr. Guy Mount and the Oregon City Hospital.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |  |  |  |  |                                                             |  |                |                                                                     |        |  |                                                                                      |                    |        |  |            |  |

|                                                     |                             |                                 |        |
|-----------------------------------------------------|-----------------------------|---------------------------------|--------|
| Researcher/Organization: <b>Alex McMurry / HPNW</b> |                             | Date Recorded: <b>4/12/2002</b> |        |
| <b>Survey Form Page 1</b>                           | Address: <b>505 10TH ST</b> | Local Designation #             | SHPO # |

# 14 PRESERVATION BRIEFS

## New Exterior Additions to Historic Buildings: Preservation Concerns

Anne E. Grimmer and Kay D. Weeks



National Park Service  
U.S. Department of the Interior  
Technical Preservation Services



A new exterior addition to a historic building should be considered in a rehabilitation project only after determining that requirements for the new or adaptive use cannot be successfully met by altering non-significant interior spaces. If the new use cannot be accommodated in this way, then an exterior addition may be an acceptable alternative. Rehabilitation as a treatment “is defined as the act or process of making possible a compatible use for a property through repair, alterations, and *additions* while preserving those portions or features which convey its historical, cultural, or architectural values.”

The topic of new additions, including rooftop additions, to historic buildings comes up frequently, especially as it

relates to rehabilitation projects. It is often discussed and it is the subject of concern, consternation, considerable disagreement and confusion. Can, in certain instances, a historic building be enlarged for a new use without destroying its historic character? And, just what is significant about each particular historic building that should be preserved? Finally, what kind of new construction is appropriate to the historic building?

The vast amount of literature on the subject of additions to historic buildings reflects widespread interest as well as divergence of opinion. New additions have been discussed by historians within a social and political framework; by architects and architectural historians in terms of construction technology and style; and

by urban planners as successful or unsuccessful contextual design. However, within the historic preservation and rehabilitation programs of the National Park Service, the focus on new additions is to ensure that they preserve the character of historic buildings.

Most historic districts or neighborhoods are listed in the National Register of Historic Places for their significance within a particular time frame. This period of significance of historic districts as well as individually-listed properties may sometimes lead to a misunderstanding that inclusion in the National Register may prohibit any physical change outside of a certain historical period—particularly in the form of exterior additions. National Register listing does not mean that a building or district is frozen in time and that no change can be made without compromising the historical significance. It does mean, however, that a new addition to a historic building should preserve its historic character.



*Figure 1. The addition to the right with its connecting hyphen is compatible with the Collegiate Gothic-style library. The addition is set back from the front of the library and uses the same materials and a simplified design that references, but does not copy, the historic building. Photo: David Wakely Photography.*



Figure 2. The new section on the right is appropriately scaled and reflects the design of the historic Art Deco-style hotel. The apparent separation created by the recessed connector also enables the addition to be viewed as an individual building.

## Guidance on New Additions

To meet Standard 1 of the *Secretary of the Interior's Standards for Rehabilitation*, which states that "a property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment," it must be determined whether a historic building can accommodate a new addition. Before expanding the building's footprint, consideration should first be given to incorporating changes—such as code upgrades or spatial needs for a new use—within secondary areas of the historic building. However, this is not always possible and, after such an evaluation, the conclusion may be that an addition is required, particularly if it is needed to avoid modifications to character-defining interior spaces. An addition should be designed to be compatible with the historic character of the building and, thus, meet the *Standards for Rehabilitation*. Standards 9 and 10 apply specifically to new additions:

(9) "New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment."

(10) "New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired."

The subject of new additions is important because a new addition to a historic building has the potential to change its historic character as well as to damage and destroy significant historic materials and features. A new addition also has the potential to confuse the public and to make it difficult or impossible to differentiate the old from the new or to recognize what part of the historic building is genuinely historic.

The intent of this Preservation Brief is to provide guidance to owners, architects and developers on how to design a compatible new addition, including a rooftop addition, to a historic building. A new addition to a historic building should preserve the building's *historic character*. To accomplish this and meet the *Secretary of the Interior's Standards for Rehabilitation*, a new addition should:

- Preserve significant historic materials, features and form;
- Be compatible; and
- Be differentiated from the historic building.

Every historic building is different and each rehabilitation project is unique. Therefore, the guidance offered here is not specific, but general, so that it can be applied to a wide variety of building types and situations. To assist in interpreting this guidance, illustrations of a variety of new additions are provided. Good examples, as well as some that do not meet the Standards, are included to further help explain and clarify what is a compatible new addition that preserves the character of the historic building.



Figure 3. The red and buff-colored parking addition with a rooftop playground is compatible with the early-20th century school as well as with the neighborhood in which it also serves as infill in the urban setting.

## *Preserve Significant Historic Materials, Features and Form*

Attaching a new exterior addition usually involves some degree of material loss to an external wall of a historic building, but it should be minimized. Damaging or destroying significant materials and craftsmanship should be avoided, as much as possible.

Generally speaking, preservation of historic buildings inherently implies minimal change to primary or "public" elevations and, of course, interior features as well. Exterior features that distinguish one historic building or a row of buildings and which can be seen from a public right of way, such as a street or sidewalk, are most likely to be the most significant. These can include many different elements, such as: window patterns, window hoods or shutters; porticoes, entrances and doorways; roof shapes, cornices and decorative moldings; or commercial storefronts with their special detailing, signs and glazing patterns. Beyond a single building, entire blocks of urban or residential structures are often closely related architecturally by their materials, detailing, form and alignment. Because significant materials and features should be preserved, not damaged or hidden, the first place to consider placing a new addition is in a location where the least amount of historic material and character-defining features will be lost. In most cases, this will be on a secondary side or rear elevation.

One way to reduce overall material loss when constructing a new addition is simply to keep the addition smaller in proportion to the size of the historic building. Limiting the size and number of openings between old and new by utilizing existing doors or enlarging windows also helps to minimize loss. An often successful way to accomplish this is to link the addition to the historic building by means of a hyphen or connector. A connector provides a physical link while visually separating the old and new, and the connecting passageway penetrates and removes only a small portion of the historic wall. A new addition that will abut the historic building along an entire elevation or wrap around a side and rear elevation, will likely integrate the historic and the new interiors, and thus result in a high degree of loss of form and exterior walls, as well as significant alteration of interior spaces and features, and will not meet the Standards.



Figure 4. This glass and brick structure is a harmonious addition set back and connected to the rear of the Colonial Revival-style brick house. Cunningham/Quill Architects. Photos: © Maxwell MacKenzie.

### *Compatible but Differentiated Design*

In accordance with the Standards, a new addition must preserve the building's historic character and, in order to do that, it must be differentiated, but compatible, with the historic building. A new addition must retain the essential form and integrity of the historic property. Keeping the addition smaller, limiting the removal of historic materials by linking the addition with a hyphen, and locating the new addition at the rear or on an inconspicuous side elevation of a historic building are techniques discussed previously that can help to accomplish this.

Rather than differentiating between old and new, it might seem more in keeping with the historic character

simply to repeat the historic form, material, features and detailing in a new addition. However, when the new work is highly replicative and indistinguishable from the old in appearance, it may no longer be possible to identify the “real” historic building. Conversely, the treatment of the addition should not be so different that it becomes the primary focus. The difference may be subtle, but it must be clear. A new addition to a historic building should protect those visual qualities that make the building eligible for listing in the National Register of Historic Places.

The National Park Service policy concerning new additions to historic buildings, which was adopted in 1967, is not unique. It is an outgrowth and continuation of a general philosophical approach to change first expressed by John Ruskin in England in the 1850s, formalized by William Morris in the founding of the Society for the Protection of Ancient Buildings in 1877, expanded by the Society in 1924 and, finally, reiterated in the 1964 Venice Charter—a document that continues to be followed by the national committees of the International Council on Monuments and Sites (ICOMOS). The 1967 *Administrative Policies for Historical Areas of the National Park System* direct that “...a modern addition should be readily distinguishable from the older work; however, the new work should be harmonious with the old in scale, proportion, materials, and color. Such additions should be as inconspicuous as

possible from the public view.” As a logical evolution from these Policies specifically for National Park Service-owned historic structures, the 1977 *Secretary of the Interior’s Standards for Rehabilitation*, which may be applied to **all** historic buildings listed in, or eligible for listing in the National Register, also state that “the new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.”

### *Preserve Historic Character*

The goal, of course, is a new addition that preserves the building’s historic character. The historic character of each building may be different, but the methodology of establishing it remains the same. Knowing the uses and functions a building has served over time will assist in making what is essentially a physical evaluation. But, while written and pictorial documentation can provide a framework for establishing the building’s history, to a large extent the historic character is embodied in the physical aspects of the historic building itself—shape, materials, features, craftsmanship, window arrangements, colors, setting and interiors. Thus, it is important to identify the historic character before making decisions about the extent—or limitations—of change that can be made.



Figure 5. This addition (a) is constructed of matching brick and attached by a recessed connector (b) to the 1914 apartment building (c). The design is compatible and the addition is smaller and subordinate to the historic building (d).



Figure 6. A new addition (left) is connected to the garage which separates it from the main block of the c. 1910 former florist shop (right). The addition is traditional in style, yet sufficiently restrained in design to distinguish it from the historic building.

A new addition should always be subordinate to the historic building; it should not compete in size, scale or design with the historic building. An addition that bears no relationship to the proportions and massing of the historic building—in other words, one that overpowers the historic form and changes the scale—will usually compromise the historic character as well. The appropriate size for a new addition varies from building to building; it could never be stated in a square or cubic footage ratio, but the historic building's existing proportions, site and setting can help set some general parameters for enlargement. Although even a small addition that is poorly designed can have an adverse impact, to some extent, there is a predictable relationship between the size of the historic resource and what is an appropriate size for a compatible new addition.

Generally, constructing the new addition on a secondary side or rear elevation—in addition to material preservation—will also preserve the historic character. Not only will the addition be less visible, but because a secondary elevation is usually simpler and less distinctive, the addition will have less of a physical and visual impact on the historic building. Such placement will help to preserve the building's historic form and relationship to its site and setting.

Historic landscape features, including distinctive grade variations, also need to be respected. Any new landscape features, including plants and trees, should be kept at a scale and density that will not interfere with understanding of the historic resource itself. A traditionally landscaped

property should not be covered with large paved areas for parking which would drastically change the character of the site.

Despite the fact that in most cases it is recommended that the new addition be attached to a secondary elevation, sometimes this is not possible. There simply may not be a secondary elevation—some important freestanding buildings have significant materials and features on all sides. A structure or group of structures together with its setting (for example, a college campus) may be of such significance that any new addition would not only damage materials, but alter the buildings' relationship to each other and the setting. An addition attached to a highly-visible elevation of a historic building can radically alter the historic form or obscure features such as a decorative cornice or window ornamentation. Similarly, an addition that fills



Figure 7. A vacant side lot was the only place a new stair tower could be built when this 1903 theater was rehabilitated as a performing arts center. Constructed with matching materials, the stair tower is set back with a recessed connector and, despite its prominent location, it is clearly subordinate and differentiated from the historic theater.



Figure 8. The rehabilitation of this large, early-20th century warehouse (left) into affordable artists' lofts included the addition of a compatible glass and brick elevator/stair tower at the back (right).



Figure 9. A simple, brick stair tower replaced two non-historic additions at the rear of this 1879 school building when it was rehabilitated as a women's and children's shelter. The addition is set back and it is not visible from the front of the school.



Figure 10. The small size and the use of matching materials ensures that the new addition on the left is compatible with the historic Romanesque Revival-style building.

in a planned void on a highly-visible elevation (such as a U-shaped plan or a feature such as a porch) will also alter the historic form and, as a result, change the historic character. Under these circumstances, an addition would have too much of a negative impact on the historic building and it would not meet the Standards. Such situations may best be handled by constructing a separate building in a location where it will not adversely affect the historic structure and its setting.

In other instances, particularly in urban areas, there may be no other place but adjacent to the primary façade to locate an addition needed for the new use. It may be possible to design a lateral addition attached on the side that is compatible with the historic building, even though it is a highly-visible new element. Certain types of historic structures, such as government buildings, metropolitan museums, churches or libraries, may be so massive in size that a relatively large-scale addition may not compromise the historic character, provided, of course, the addition is smaller than the historic building. Occasionally, the visible size of an addition can be reduced by placing some of the spaces or support systems in a part of the structure that is underground. Large new additions may sometimes be successful if they read as a separate volume, rather than as an extension of the historic structure, although the scale, massing and proportions of the addition still need to be compatible with the historic building. However, similar expansion of smaller buildings would be dramatically out of scale. In summary, where any new addition is proposed, correctly assessing the relationship between actual size and relative scale will be a key to preserving the character of the historic building.



Figure 11. The addition to this early-20th century Gothic Revival-style church provides space for offices, a great hall for gatherings and an accessible entrance (left). The stucco finish, metal roof, narrow gables and the Gothic-arched entrance complement the architecture of the historic church. Placing the addition in back where the ground slopes away ensures that it is subordinate and minimizes its impact on the church (below).

## Design Guidance for Compatible New Additions to Historic Buildings

There is no formula or prescription for designing a new addition that meets the Standards. A new addition to a historic building that meets the Standards can be any architectural style—traditional, contemporary or a simplified version of the historic building. However, there must be a balance between differentiation and compatibility in order to maintain the historic character and the identity of the building being enlarged. New additions that too closely resemble the historic building or are in extreme contrast to it fall short of this balance. *Inherent in all of the guidance is the concept that an addition needs to be subordinate to the historic building.*

A new addition **must preserve significant historic materials, features and form, and it must be compatible but differentiated from the historic building.** To achieve this, it is necessary to carefully consider the **placement or location** of the new addition, and its **size, scale and massing** when planning a new addition. To preserve a property's historic character, a new addition must be visually distinguishable from the historic building. This does not mean that the addition and the historic building should be glaringly different in terms of design, materials and other visual qualities. Instead, the new addition should take its design cues from, but not copy, the historic building.



A variety of design techniques can be effective ways to differentiate the new construction from the old, while respecting the architectural qualities and vocabulary of the historic building, including the following:

- Incorporate a simple, recessed, small-scale hyphen to physically separate the old and the new volumes or set the addition back from the wall plane(s) of the historic building.
- Avoid designs that unify the two volumes into a single architectural whole. The new addition may include simplified architectural features that reflect, but do not duplicate, similar features on the historic building. This approach will not impair the existing building's historic character as long as the new structure is subordinate in size and clearly differentiated and distinguishable so that the identity of the historic structure is not lost in a new and larger composition. The historic building must be clearly identifiable and its physical integrity must not be compromised by the new addition.



Figure 12. This 1954 synagogue (left) is accessed through a monumental entrance to the right. The new education wing (far right) added to it features the same vertical elements and color and, even though it is quite large, its smaller scale and height ensure that it is secondary to the historic resource.



Figure 13. A glass and metal structure was constructed in the courtyard as a restaurant when this 1839 building was converted to a hotel. Although such an addition might not be appropriate in a more public location, it is compatible here in the courtyard of this historic building.



Figure 14. This glass addition was erected at the back of an 1895 former brewery during rehabilitation to provide another entrance. The addition is compatible with the plain character of this secondary elevation.

- Use building materials in the same color range or value as those of the historic building. The materials need not be the same as those on the historic building, but they should be harmonious; they should not be so different that they stand out or distract from the historic building. (Even clear glass can be as prominent as a less transparent material. Generally, glass may be most appropriate for small-scale additions, such as an entrance on a secondary elevation or a connector between an addition and the historic building.)
- Base the size, rhythm and alignment of the new addition's window and door openings on those of the historic building.
- Respect the architectural expression of the historic building type. For example, an addition to an institutional building should maintain the architectural character associated with this building type rather than using details and elements typical of residential or other building types.

These techniques are merely examples of ways to differentiate a new addition from the historic building while ensuring that the addition is compatible with it. Other ways of differentiating a new addition from the historic building may be used as long as they maintain the primacy of the historic building. Working within these basic principles still allows for a broad range of architectural expression that can range from stylistic similarity to contemporary distinction. The recommended design approach for an addition is one that neither copies the historic building exactly nor stands in stark contrast to it.

## Revising an Incompatible Design for a New Addition to Meet the Standards

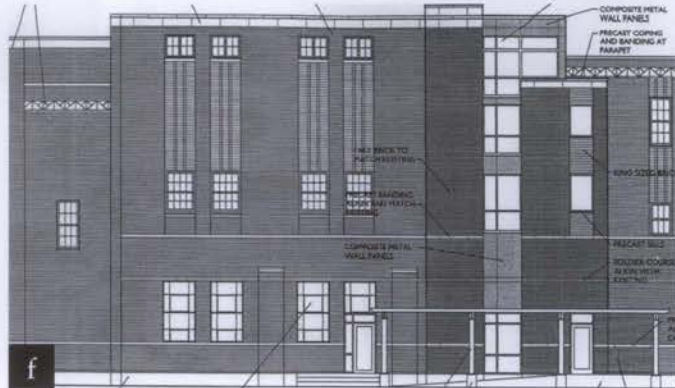
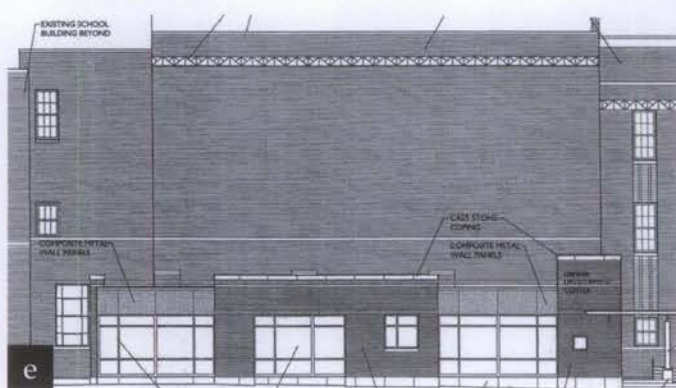
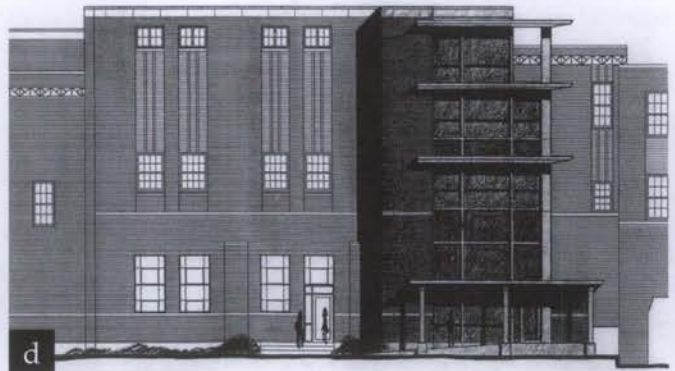
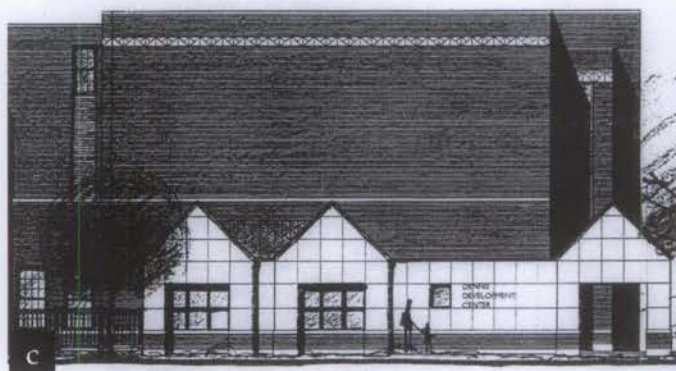


Figure 15. The rehabilitation of a c. 1930 high school auditorium for a clinic and offices proposed two additions: a one-story entrance and reception area on this elevation (a); and a four-story elevator and stair tower on another side (b). The gabled entrance (c) first proposed was not compatible with the flat-roofed auditorium and the design of the proposed stair tower (d) was also incompatible and overwhelmed the historic building. The designs were revised (e-f) resulting in new additions that meet the Standards (g-h).

## Incompatible New Additions to Historic Buildings



Figure 16. The proposal to add three row houses to the rear ell of this early-19th century residential property doubles its size and does not meet the Standards..



Figure 17. The small addition on the left is starkly different and it is not compatible with the eclectic, late-19th century house.



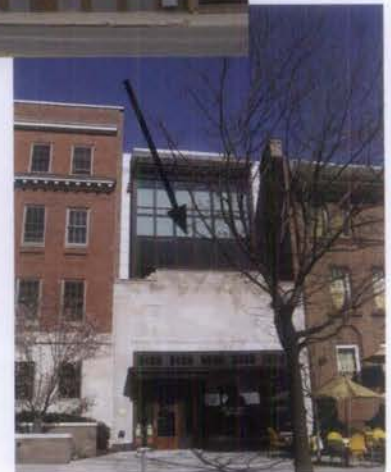
Figure 18. The expansion of a one- and one-half story historic bungalow (left) with a large two-story rear addition (right) has greatly altered and obscured its distinctive shape and form.



Figure 19. The upper two floors of this early-20th century office building were part of the original design, but were not built. During rehabilitation, the two stories were finally constructed. This treatment does not meet the Standards because the addition has given the building an appearance it never had historically.



Figure 20. The height, as well as the design, of these two-story rooftop additions overwhelms the two-story and the one-story, low-rise historic buildings.



## New Additions in Densely-Built Environments

In built-up urban areas, locating a new addition on a less visible side or rear elevation may not be possible simply because there is no available space. In this instance, there may be alternative ways to help preserve the historic character. One approach when connecting a new addition to a historic building on a primary elevation is to use a hyphen to separate them. A subtle variation in material, detailing and color may also provide the degree of differentiation necessary to avoid changing the essential proportions and character of the historic building.

A densely-built neighborhood such as a downtown commercial core offers a particular opportunity to design an addition that will have a minimal impact on the historic building. Often the site for such an addition is a vacant lot where another building formerly stood. Treating the addition as a separate or infill building may be the best approach when designing an addition that will have the least impact on the historic building and the district. In these instances there may be no need for a direct visual link to the historic building. Height and setback from the street should generally be consistent with those of the historic building and other surrounding buildings in the district. Thus, in most urban commercial areas the addition should not be set back from the façade of the historic building. A tight urban setting may sometimes even accommodate a larger addition if the primary elevation is designed to give the appearance of being several buildings by breaking up the facade into elements that are consistent with the scale of the historic building and adjacent buildings.



Figure 21. Both wings of this historic L-shaped building (top), which fronts on two city streets, adjoined vacant lots. A two-story addition was constructed on one lot (above, left) and a six-story addition was built on the other (above, right). Like the historic building, which has two different facades, the compatible new additions are also different and appear to be separate structures rather than part of the historic building.



Figure 22. The proposed new addition is compatible with the historic buildings that remain on the block. Its design with multiple storefronts helps break up the mass.



Figure 23. Colored flags marking the location of a proposed penthouse addition (a) were placed on the roof to help evaluate the impact and visibility of an addition planned for this historic furniture store (b). Based on this evaluation, the addition was constructed as proposed. It is minimally visible and compatible with the 1912 structure (c). The tall parapet wall conceals the addition from the street below (d).

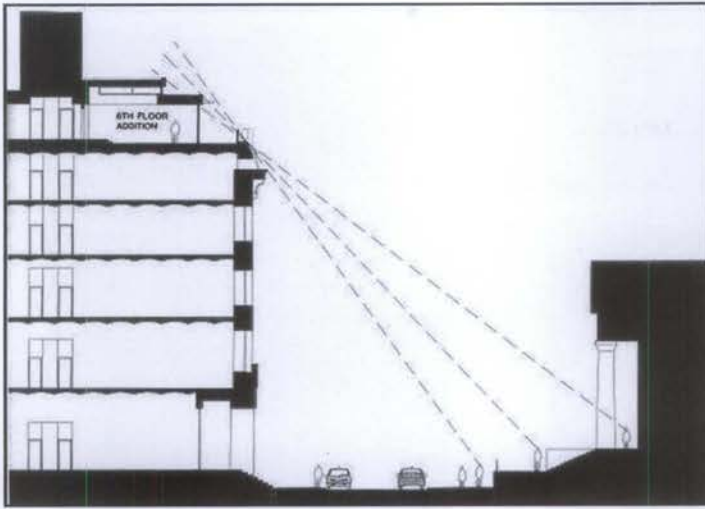
## Rooftop Additions

The guidance provided on designing a compatible new addition to a historic building applies equally to new rooftop additions. A rooftop addition should preserve the character of a historic building by preserving historic materials, features and form; and it should be compatible but differentiated from the historic building.

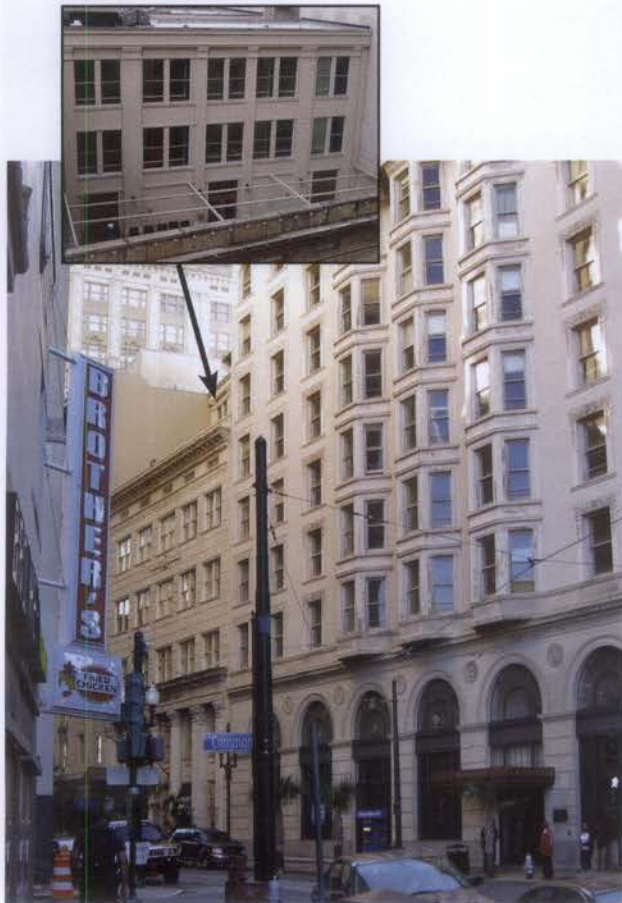
However, there are several other design principles that apply specifically to rooftop additions. Generally, a rooftop addition should not be more than one story in height to minimize its visibility and its impact on the proportion and profile of the historic building. A rooftop addition should almost always be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is free-standing or highly visible.

It is difficult, if not impossible, to minimize the impact of adding an entire new floor to relatively low buildings, such as small-scale residential or commercial structures, even if the new addition is set back from the plane of the façade. Constructing another floor on top of a small, one, two or three-story building is seldom appropriate for buildings of this size as it would measurably alter the building's proportions and profile, and negatively impact its historic character. On the other hand, a rooftop addition on an eight-story building, for example, in a historic district consisting primarily of tall buildings might not affect the historic character because the new construction may blend in with the surrounding buildings and be only minimally visible within the district. A rooftop addition in a densely-built urban area is more likely to be compatible on a building that is adjacent to similarly-sized or taller buildings.

A number of methods may be used to help evaluate the effect of a proposed rooftop addition on a historic building and district, including pedestrian sight lines, three-dimensional schematics and computer-generated design. However, drawings generally do not provide a true "picture" of the appearance and visibility of a proposed rooftop addition. For this reason, it is often necessary to construct a rough, temporary, full-size or skeletal mock up of a portion of the proposed addition, which can then be photographed and evaluated from critical vantage points on surrounding streets.



**Figure 24. How to Evaluate a Proposed Rooftop Addition.**  
A sight-line study (above) only factors in views from directly across the street, which can be very restrictive and does not illustrate the full effect of an addition from other public rights of way. A mock up (above, right) or a mock up enhanced by a computer-generated rendering (below, right) is essential to evaluate the impact of a proposed rooftop addition on the historic building.



**Figure 25.** It was possible to add a compatible, three-story, penthouse addition to the roof of this five-story, historic bank building because the addition is set far back, it is surrounded by taller buildings and a deep parapet conceals almost all of the addition from below.

**Figure 26.** A rooftop addition would have negatively impacted the character of the primary facade (right) of this mid-19th century, four-story structure and the low-rise historic district. However, a third floor was successfully added on the two-story rear portion (below) of the same building with little impact to the building or the district because it blends in with the height of the adjacent building.





Figure 27. Although the new brick stair/elevator tower (left) is not visible from the front (right), it is on a prominent side elevation of this 1890 stone bank. The compatible addition is set back and does not compete with the historic building. Photos: Chadd Gossman, Aurora Photography, LLC.

## Designing a New Exterior Addition to a Historic Building

This guidance should be applied to help in designing a compatible new addition that that will meet the *Secretary of the Interior's Standards for Rehabilitation*:

- A new addition should be simple and unobtrusive in design, and should be distinguished from the historic building—a recessed connector can help to differentiate the new from the old.
- A new addition should not be highly visible from the public right of way; a rear or other secondary elevation is usually the best location for a new addition.
- The construction materials and the color of the new addition should be harmonious with the historic building materials.
- The new addition should be smaller than the historic building—it should be subordinate in both size and design to the historic building.

The same guidance should be applied when designing a compatible **rooftop** addition, plus the following:

- A rooftop addition is generally not appropriate for a one, two or three-story building—and often is not appropriate for taller buildings.
- A rooftop addition should be minimally visible.
- Generally, a rooftop addition must be set back at least one full bay from the primary elevation of the building, as well as from the other elevations if the building is freestanding or highly visible.
- Generally, a rooftop addition should not be more than one story in height.
- Generally, a rooftop addition is more likely to be compatible on a building that is adjacent to similarly-sized or taller buildings.



Figure 28. A small addition (left) was constructed when this 1880s train station was converted for office use. The paired doors with transoms and arched windows on the compatible addition reflect, but do not replicate, the historic building (right).



Figure 29. This simple glass and brick entrance (left) added to a secondary elevation of a 1920s school building (right) is compatible with the original structure.

## Summary

Because a new exterior addition to a historic building can damage or destroy significant materials and can change the building's character, an addition should be considered only after it has been determined that the new use cannot be met by altering non-significant, or secondary, interior spaces. If the new use cannot be met in this way, then an attached addition may be an acceptable alternative if carefully planned and designed. A new addition to a historic building should be constructed in a manner that preserves significant materials, features and form, and preserves the building's historic character. Finally, an addition should be differentiated from the historic building so that the new work is compatible with—and does not detract from—the historic building, and cannot itself be confused as historic.

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*The Secretary of the Interior's Standards for Rehabilitation & Illustrated Guidelines for Rehabilitating Historic Buildings*. (Authors: W. Brown Morton, III, Gary L. Hume, Kay D. Weeks, and H. Ward Jandl. Project Directors: Anne E. Grimmer and Kay D. Weeks.) Washington, D.C.: U.S. Department of

the Interior, National Park Service, Preservation Assistance Division, 1992. Online at [www.nps.gov/history/hps/tps/](http://www.nps.gov/history/hps/tps/).

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Figure 30. The small addition on the right of this late-19th century commercial structure is clearly secondary and compatible in size, materials and design with the historic building.



Figure 31. An elevator/stair tower was added at the back of this Richardsonian Romanesque-style theater when it was rehabilitated. Rough-cut stone and simple cut-out openings ensure that the addition is compatible and subordinate to the historic building. Photo: Chuck Liddy, AIA.

## Acknowledgements

Anne E. Grimmer, Senior Architectural Historian, Technical Preservation Services Branch, National Park Service, revised *Preservation Brief 14*, written by Kay D. Weeks and first published in 1986. The revised Brief features all new illustrations and contains expanded and updated design guidance on the subject of new additions that has been developed by the Technical Preservation Services Branch since the original publication of the Brief. Several individuals generously contributed their time and expertise to review the revision of this *Preservation Brief*, including: Sharon C. Park, FAIA, Chief, Architectural History and Historic Preservation, Smithsonian Institution; Elizabeth Tune and Karen Brandt, Department of Historic Resources, Commonwealth of Virginia; and Phillip Wisley and David Ferro, Division of Historical Resources, Florida Department of State. The Technical Preservation Services professional staff, in particular Michael J. Auer, Jo Ellen Hensley, Gary Sachau and Rebecca Shiffer, also provided important guidance in the development of this publication. All illustrations are from National Park Service files unless otherwise credited. Front cover image: Detail of new addition shown in Figure 4. Photo: © Maxwell MacKenzie.

This publication has been prepared pursuant to the National Historic Preservation Act of 1966, as amended, which directs the Secretary of the Interior to develop and make available information concerning historic properties. The Technical Preservation Services Branch, National Park Service, prepares standards, guidelines and other educational materials on responsible historic preservation treatments for a broad public audience. Additional information about the programs of Technical Preservation Services is available on the website at [www.nps.gov/history/hps/tps](http://www.nps.gov/history/hps/tps). Comments about this publication should be addressed to: Charles E. Fisher, Technical Preservation Publications Program Manager, Technical Preservation Services-2255, National Park Service, 1849 C Street, NW, Washington, DC 20240. This publication is not copyrighted and can be reproduced without penalty. Normal procedures for credit to the author and the National Park Service are appreciated.

## **COMPATIBLE CHANGE- NEW CONSTRUCTION REVIEW IN THE MCLOUGHLIN CONSERVATION DISTRICTS**

This spring, the Historic Review Board (HRB) discussed potentially amending city regulations covering alterations, additions, and new construction in the McLoughlin Conservation District (MCD). The District, a subset of the larger McLoughlin Neighborhood, was first designated in the 1980s when the code language was adopted. The code stipulates that any additions exceeding a specified square footage, as well as any new freestanding construction larger than a small garage, must receive approval through a public hearing by the Historic Review Board. The regulations intend to allow change but not lose any historic buildings. The City is evaluating the code language and whether it strikes the right balance for the neighborhood.

This project was initiated in 2020 to address the perceived lack of specificity in the definition of NEW CONSTRUCTION, which triggers the Historic Review Board District's review of projects in McLoughlin Conservation District. However, the project was put on hold in 2022 due to a staff changeover. In 2024, the Historic Review Board restarted the project as part of their 2023-2025 work plan.

### **HISTORIC REVIEW BOARD'S RECOMMENDATION TO THE CITY COMMISSION**

The HRB approved the following policy recommendation at the June 24, 2025, meeting and will present its recommended approach to the City Commission in the Summer of 2025, requesting approval to move forward with the Type IV Legislative adoption process. This process requires public hearings with the Planning Commission and City Commission, the final decision-makers in adopting ordinances and revising the municipal code.

### **OVERVIEW**

The goal of this memo is to provide a clear policy direction that captures the work done by the HRB, the public comments that were provided to the HRB, and staff and the consultant recommendations since the project started in November 2024. The second purpose of this memo is to provide a clear rationale, or “why” to the overall project as well as for each individual proposal. The intent of these explanations is to help the HRB articulate a reason for the various policy changes, particularly when presenting this project to the City Commission and the community.

### **PROJECT BACKGROUND, OVERVIEW, AND WHY THE HRB IS PROPOSING POLICY CHANGES**

The HRB currently reviews alterations or additions to non-designated properties in Conservation Districts only if the proposed project meets the definition of new construction.

Current (OCMC 17.04.816) definition of new construction:

*“...a new building or structure separate from an existing building that is larger than two hundred square feet on any property located within a historic overlay district. Any building addition that is thirty percent*

*or more in area (be it individual or cumulative) of the original structure shall also be considered “new construction.”*

The HRB decided to examine what types of projects they should be reviewing on non-designated properties in the McLoughlin Conservation District for three reasons.

- *In 2020, the City Commission had seen a few projects get constructed in the district that dramatically changed a historic (but non-designated) house, and had concerns that the alterations detracted from the historic properties nearby. The City Commission asked the HRB if they might re-examine the regulations, and the HRB agreed;*
- *The HRB had heard from staff that the existing regulations were unclear on a number of points, including how to measure the allowed area of new construction and whether to include decks both covered and uncovered; and*
- *The HRB wanted to encourage more of certain types of projects, especially projects that added additional thoughtfully designed small dwelling units, by exempting them from HRB review.*

Although the HRB started work on the Compatible Change project in the spring of 2021, the project was put on hold and the makeup of the HRB changed significantly. In the fall of 2024, the HRB re-started the project with a historic consultant on board. The project has gone through the following steps:

- The HRB examined regulations that apply in Historic or, where possible, Conservation Districts in various other jurisdictions such as Astoria, Salem, Tacoma, Bend, Albany, and Corvallis;
- The HRB explored ways to evaluate the impact of additions and new construction, including looking at footprint, height, location on the property, visibility of the work, and other factors;
- The HRB discussed and reviewed the City’s own Comprehensive Plan (especially Goal 2, Policy 2.3, Strategy 2.3.C), the types of reviews available to property owners, and the overall historic and housing goals of the State and the city;
- The HRB discussed the characteristics of McLoughlin Conservation District and what types of construction might be compatible, while allowing for change to occur;
- A postcard with a link to a survey was mailed out to residents of the district, and the survey was available to the public (not just to residents of the district). Further, a public meeting was held with the McLoughlin Neighborhood Association (MNA) on March 6, 2025;
- With all of the above information, the HRB worked out a draft policy direction. The draft policy was reviewed by front line city planners to evaluate how the policy might work ‘over the counter,’ and some alternative suggestions were made and presented to the HRB; and
- The HRB has reached a ‘final draft’ included below. Specific language is not being presented as “red lines” for City Commission adoption, but instead as an articulated proposal for the Commissioners to consider and potentially “wordsmith” prior to adoption.

## **COMMUNITY FEEDBACK SYNOPSIS**

**Survey:** The online survey received 49 responses, about 80% of whom were McLoughlin residents. Survey questions were developed by City staff and the consultant to gauge public opinion about development and regulation in McLoughlin. Respondents (22) indicated that they felt the current level of historic review was

**about right**, while (5) felt that regulation was **not stringent enough**, (13) felt that there was too much or **too rigid regulation**, and (12) did not have an opinion. A question about an exemption from HRB review for freestanding detached dwellings received (25) in support and (19) not in support. Comments regarding this question were mostly in favor of allowing more such structures in the neighborhood, with some advocating for mixed-use, and “bigger,” but others noting that location is important (“backyard”) and that the new structure should complement the existing building. Overall, the survey seemed to capture support for **relatively small changes to review triggers for new construction**.

**Public Meeting:** An open house and meeting with the McLoughlin Neighborhood Association (MNA) about the code project was held on March 6, 2025, at the public library. The responses to “sticker” exercises and the voiced comments tended to be a little **more supportive of HRB review** and of more stringent thresholds for requiring review as compared to the survey, but there was surprisingly **even stronger support for the idea of exempting small detached dwellings** from HRB review in McLoughlin than expressed in the survey. Attendees did voice strong support for some “over the counter” standards that should be met for such structures.

**DRAFT POLICY PROPOSAL**

The specific policy shifts that the HRB is putting forth for consideration are in the table on the left-hand column. On the right are reasons why the HRB is proposing the policy.

**An addition or alteration to a non-designated property in the McLoughlin Conservation District may be exempt from review by the Historic Review Board if it meets the following criteria:**

| <i>Draft policy</i>                                                                                                                                                                                                                                                                                                              | <i>Comments/rationale</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. No building permits to construct additions, alterations that affect floor area, or new freestanding construction have been issued for the subject property within the last 2 years;                                                                                                                                           | <i>The current code language uses the phrase “original structure,” but that is difficult for staff or owners (especially a new owner) to figure out. A baseline point of 2 years in the past for an existing building ensures that owners can’t keep piling new additions on previous additions without the HRB’s review. Using building permits will capture most work, and it is easily trackable for staff and owners.</i>                                                         |
| 2. For <b>additions or alterations</b> to an existing structure,<br>a. Alterations that affect the roof of an existing primary building may not change the height of the overall roof more than 4”, and no part of the addition may be taller than the tallest part of the existing roof structure (ridge line or parapet edge). | <i>Many of the non-designated structures in McLoughlin are potentially historic, and changing the roof is a very major change. Raising the existing roof should therefore not be allowed (without HRB review). An addition, using this allowance, should not be taller than the existing roof or ridgeline. A 2-story addition, though, is fine as long as the existing building is 2-story. A plus-minus 4 inches allows an owner to replace all or part of a roof if necessary.</i> |

|                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>b. Alterations or additions may be no larger than 30% of the size of the original structure as it was 2 years before application date, or 700 SF in footprint.</p>                                                                                                                      | <p><i>The HRB felt that the existing 30% allowance works fairly well, as long as there is an added height limit (above). Adding in a cap will prevent large buildings in the district (commercial buildings, etc) from adding a very large addition. 700 SF represents 30% of a house of about 2330 SF, or about 35 x 20.</i></p>                                                                                                                                                                                                                           |
| <p>i. The size of the original structure and the size of the proposed addition shall be measured by their footprint area as defined by OCMC 17.54.010.<sup>1</sup></p>                                                                                                                     | <p><i>The existing code offers a good method for measuring a building's existing and proposed addition areas, providing clarity for staff and homeowners. Using "footprint" as defined does include outdoor roofed areas that are supported by posts. This definition works well because outdoor roofed areas have a greater visual impact than non-roofed outdoor areas. Also, owners would not be tempted to create an addition with minimal eaves just to gain more addition area, because horizontally cantilevered eave areas are NOT counted.</i></p> |
| <p>c. Proposed new decks or balconies at an upper level may be no larger than 50 SF, whether covered or uncovered. Note that an addition of a roofed deck (if the roof is supported on posts) will be counted as part of the 30% allowance.</p>                                            | <p><i>Not counting new decks or balconies as part of the 30% allowance does not mean that they have to be allowed outright, at any size. The HRB wanted to allow for new upstairs balconies, but still limit them to a reasonable size. 50 SF, or 5 x 10, seems adequate.</i></p>                                                                                                                                                                                                                                                                           |
| <p>d. Proposed new decks that are accessed from the ground floor of an existing building are allowed (permits are required if over 30" from grade), and are not counted as part of the 30% additional area allowed without HRB review (unless the deck has a roof supported by posts).</p> | <p><i>Ground floor decks, even if over 30" from grade (the height at which they need a building permit), are proposed to be simply allowed. They will be subject to setback requirements. The HRB had some concern about front yard decks, but believes that in most circumstances, home owners who want a front yard hard-surfaced area would likely want a patio or low deck, which would not require a permit.</i></p>                                                                                                                                   |
| <p>3. For <b>new freestanding construction</b>,<br/>a. New small freestanding dwelling units with footprint not to exceed 500 SF and a height not to exceed 15' is allowed as a Type I staff review and must meet the</p>                                                                  | <p><i>The HRB (and the residents of McLoughlin) support an easier path to small dwelling units in the neighborhood. The HRB recognizes that a review in front of the HRB can be a disincentive, so creating a new policy document to spell out materials and other details will help to bring compatible construction and</i></p>                                                                                                                                                                                                                           |

<sup>1</sup> "Footprint" as defined in OCMC 17.54.010 means "the horizontal area as seen in plan, measured from outside of all exterior walls and supporting columns. It includes dwellings, garages, carports, and accessory structures, but not trellises, patios, and areas of porch, deck, and balcony less than 30 inches from finished grade, or cantilevered covers, porches or projections which do not have a post touching the ground or ramps and stairways required for access."

|                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| restrictions in (future) HRB Policy document 13.                                                                                  | <i>new housing. 500 SF in footprint is still quite a small unit, but does allow for a separate bedroom and bathroom, which is workable for more people as a living space. Anything smaller is generally a “studio” with bed, kitchenette, and living space all in one room. See below for height comment.</i>                                                                                                                                                                      |
| b. New freestanding accessory buildings (non-habitable) may have a footprint not to exceed 310 SF and a height not to exceed 15’. | <i>The HRB recognizes that the current 200 SF size allowed without HRB review (or a permit) is quite small even for a single-car garage. Most people would like some storage space in addition to parking a car. A very large car might be about 6’ by 18’, so including space for circulation and a small amount of storage, a single-car garage might be 310 SF. The 15’ height (as measured to the center of roof pitch) would allow for a small loft storage area as well.</i> |

A few additional potential questions from the City Commission might include:

1. Using the “footprint” definition means that only one story of an addition will count as part of the 30%. Did the HRB mean for a home owner to get an upper story addition area “for free” without counting it as part of the 30%?

*Due to the roof alteration height limitation, the addition should be generally compatible with the existing structure, even if it is two stories in height.*

2. Should an addition to an outbuilding or garage be treated differently than an addition to a primary building?

*No different; these secondary structures can use the same rules as primary buildings.*

## **NEXT STEPS**

The HRB will request the City Commission’s support to implement these changes, and it is important to note that the changes are strongly supported not only by the HRB but also by staff and the majority of McLoughlin Conservation District survey respondents and meeting attendees. If the City Commission provides direction to move forward with the Legislative process, a proposed redlined code and a new HRB Policy on small dwelling units will be created. Future HRB meetings will review this work before the start of the legislative hearing process.

A future worksession session will be scheduled with the City Commission once the redline code package and newly created HRB policy on small dwellings are ready for adoption prior to Legislative hearings.