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## CITY OF OREGON CITY HISTORIC REVIEW BOARD- REVISED AGENDA

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Hanlon Commission Chambers, Libke Public Safety Building, 1234 Linn Ave, Oregon City,  
OR 97045

Tuesday, September 23, 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. PUBLIC COMMENTS**

*Please see the public comment guidelines below.*

### **3. PUBLIC HEARINGS**

- a. GLUA-25-00039/HR-25-00011 - 1403 Jackson St - **Withdrawn**

### **4. DISCUSSION**

- a. Compatible Change: New Construction Review in Historic Districts- HRB Policy 13-Draft Review
- b. Biennium 2025-2027 Work Plan- Preliminary Discussions

### **5. COMMUNICATIONS**

### **6. 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](#) 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**

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

Staff Report

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**To:** Historic Review Board  
**From:**

**Agenda Date:** September 23, 2025

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**SUBJECT:**

Item 3.a. - GLUA-25-00039/HR-25-00011 - 1403 Jackson St - **Withdrawn**

**STAFF RECOMMENDATION:**

This application has been withdrawn. Please see attached memo from Melissa Ryan Assistant City Attorney.

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**OPTIONS:**

**BUDGET IMPACT:**

## MEMORANDUM

TO: Oregon City Planning Department  
FROM: Melissa Ryan, Assistant City Attorney  
DATE: September 22, 2025  
RE: GLUA-25-00039/HR-25-00011 - 1403 Jackson St

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### Introduction

The purpose of this memorandum is to explain newly discovered information that has led to the applicant's withdrawal of their application.

### Background

This application is for Historic Review Board approval to remodel an existing two-car garage into a studio apartment on property at 1403 Jackson Street. The applicant also requested the de-designation of the subject property, and a historic preservation incentive for the side yard setback. The subject property was recently re-recognized as a lot of record, Lot 4 of Block 153 of the McLoughlin Plat, and sold as a separate lot of record.

The subject property is adjacent to the Jacob & Henrietta Jones Residence, a historic landmark outside of a conservation or historic district, at 1101 14<sup>th</sup> Street. Until mid-2025, Lot 4 was part of Tax Lot 600, the tax lot assigned the Jacob & Henrietta Jones Residence. In mid-2025, the subject property was assigned Tax Lot 601.

### Discussion

In reviewing the application, staff confirmed that the 1925 and 1950 Sanborn maps indicate that the existing garage was most likely constructed between the 1920s and 1940s, and that the garage was associated with a previously demolished house at 1119 14th Street, which is not and was never subject to a historic landmark designation outside of a conservation or historic district.

In researching the request for de-designation, planning staff confirmed that Lot 4 was previously Tax Lot 1000 until 1991. *See Exhibit A.* In 1991, Tax Lot 1000 was combined with the Jacob & Henrietta Jones Residence property's Tax Lot 600. *See*

Exhibit B. The historic designation of the Jacob & Henrietta Jones Residence property occurred in 1986, five years before Tax Lot 1000 was combined with Tax Lot 600. *See Exhibit C*. Lot 4 was not part of the Jacob & Henrietta Jones Residence property when it was designated in 1986, and therefore it is not subject to the historic landmark designation.

**Conclusion**

Based on the information described above, the applicant withdrew their application. I recommend removing Item 1 from the agenda for the September 23, 2025 Historic Review Board meeting.

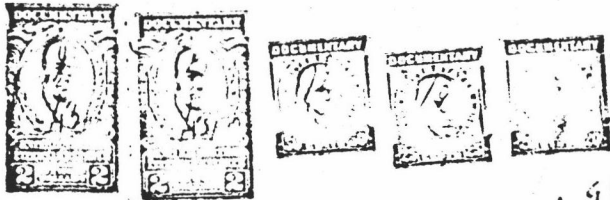


and all other good and valuable consideration,  
to us paid by AGNES M. LEWIS.

do hereby grant, bargain, sell and convey unto said AGNES M. LEWIS.

her heirs and assigns, all the following real property, with the tenements, hereditaments and appurtenances situated in the County of and State of Oregon, bounded and described as follows, to-wit:

Lot Four (4), Block One Hundred Fifty (150)  
Oregon City, in the County of Clackamas, State  
of Oregon.



495

To Have and to Hold, the above described and granted premises unto the said AGNES M. LEWIS.

her heirs and assigns forever.

And we, Nicholas M. Galash and Mary Galash,  
husband and wife,

the grantors  
above named do covenant to and with the above named grantee, her heirs and assigns that  
we are lawfully seized in fee simple of the above granted premises, that the above granted premises  
are free from all encumbrances,

and that we will and our heirs, executors and administrators, shall warrant and forever defend the  
above granted premises, and every part and parcel thereof, against the lawful claims and demands of all  
persons whomsoever,

Witness our hands and seals this 7th day of June, 1962.

Executed in the Presence of

.....  
.....  
.....  
.....  
Nicholas M Galash (SEAL)  
Mary Galash (SEAL)  
..... (SEAL)  
..... (SEAL)

BOOK 605 PAGE 150

11431



## Exhibit C

September 25, 1986

### REGULAR MEETING

A regular meeting of the Oregon City Historic Review Board was held on the above date at 6:45 PM at City Hall.

Those present: Dan Fowler, Chairman  
Brian Shaw  
Bruce Berrett  
Andy Rice  
Dennis Egner, Planner  
Cathy Galbraith, Planning Director (at 7:30 PM)  
Patricia Erigero, Researcher (at 7:30 PM)  
Kate Daschel, Planning Secretary (at 7:30 PM)

Approval of Minutes: It was moved by Berrett, seconded by Shaw, to approve the minutes of the last meeting. All ayes.

Public Hearing: Request for Exterior Alterations in the McLoughlin Conservation District, for property at 324 Washington Street, by John and Barbara Riggs. The request is for authorization of vinyl siding installed without approval of the Historic Review Board.

Chairman Fowler opened the hearing and asked for abstentions. There being none, Dennis Egner presented the staff report.

Presentation by Applicant: John Riggs, 324 Washington Street, spoke in favor of the application in support of vinyl siding. He said he bought the house at 324 Washington Street 25 years ago. He said he originally had wanted to raise the roof and add an apartment above the main living unit. He said this would have involved extending the walls up approximately three feet. He said he did not make that change but that he did install a new roof. He had expressed concern that he would not be able to make changes to his structure because of the historic district requirements.

He said one reason he had installed the vinyl siding on the house was because the last paint job that had been done on the house had blistered. He said that the siding was old and that the paint did not adhere well. He added that the house was not in its original form, and that there had been many alterations, including alterations to the front porch. He explained that the house was difficult to heat because the shiplap siding on the house did not provide a tight seal. He said it cost \$800-\$1,000 to heat the house. He explained that he had the house re-sided because after a recent stay in the hospital, he wanted to leave the house in good condition in the event he might die. He noted that a siding contractor had called him by phone and gave him an estimate. He said that he then contacted other contractors, but that he hired the contractor that had called him initially. He went on to note that other houses in the area have vinyl siding, and that in other communities, there is no permit needed to install vinyl siding. He said that his home should be considered a turn-of-the-century tract home, and that there was nothing particularly outstanding about the structure. He said that he is not a purist. He said that when he bought the home, the district was not in existence, and that he could not afford to restore the home. In response to a question by Andy Rice, Mr. Riggs said that the contractor that installed the siding was from

Portland. In response to a question from Chairman Fowler, Mr. Riggs said that he wanted to be removed from the list of local landmarks.

Testimony in Favor: Dennis Egner entered a letter into the record from Marc Trueb of 616 - 3rd Street. The letter stated that Mr. Trueb was in favor of approval of the siding, and that he felt the siding improved the appearance of the house.

Ginette McEachran of 412 Washington Street then spoke in favor of the request. She said she had lived at 412 Washington Street for 30 years and that the Riggs house looked good and the siding had improved its appearance.

Testimony in Opposition: Mr. Egner said that the only opposition on record was that of an initial phone call received to complain about the installation of the siding.

Chairman Fowler then closed the hearing to public testimony.

Andy Rice stated that the issue was a difficult one, and he did not feel that he supported the staff recommendation to remove the house from the list of local landmarks. He said that he fully understood the Board's role, but did not feel it would be proper to remove the house from the landmark list because it would set an unwanted precedent.

In response to a question by Bruce Berrett, Chairman Fowler stated that if the property was removed from the list, the City would no longer have any opportunity to review alterations to the structure. Chairman Fowler went on to say that there is generally no building permit needed for installation of siding, but the Historic Review Board does have a role in reviewing exterior design. He said that the Board tries to foster pride in the historic district, and encourage people to make alterations that are compatible. He noted that there are many other techniques to cut down on air infiltration that are more compatible than siding a building with vinyl siding. He emphasized that the Board does not feel comfortable in the role of acting as "big brother", but that the Board's role is to make sure that people understand that they own something worth protecting. In response to a question by Andy Rice, Dennis Egner said that he did not know if the contractor that installed the siding had a valid Oregon City business license. Andy Rice went on to say that in the long run, removing the house from the list of landmarks does not preserve the home.

Bruce Berrett stated that if the Board follows its criteria for making decisions, that the only option that is available to the Board is to deny the request. He noted that the applicant then has the option to appeal the decision, or to have the property removed from the list of landmarks.

Brian Shaw stated that there are a number of purists in the community who would prefer that buildings be restored to their original appearance, but that the Board was not made up of purists, and that the Board may very well have approved an alteration to the structure involving raising the roof to provide an additional apartment unit. Mr. Shaw commented that he did not think that the installation of the siding was a blatant attempt to by-pass the Board, but that he did not support approving the request. Mr. Shaw said he recognized that it would be extremely costly to remove the siding, but that that should be a decision of the City Commission. He said that the proper thing for the Board to do would be to deny the request, based on the Board's criteria and guidelines.

After some additional discussion, it was moved by Brian Shaw, seconded by Andy Rice, to follow Option #3 as outlined in the Pre-Hearing Report, and to deny the request for vinyl siding.

On the motion:

Shaw, Aye; Berrett, Aye; Rice, Aye; Fowler, Aye: MOTION CARRIED.

Public Hearing: Request for New Construction in the McLoughlin Conservation District, for property at 1307 - 9th Street, by Mike Foley. The request is to construct a 22-foot by 24-foot detached garage.

Chairman Fowler asked for abstentions. There being none, Dennis Egner presented the staff report.

Presentation by Applicant: Mike Foley spoke in favor of the request. He showed the Board blueprints of the proposed garage, and noted that the garage would have a hip roof with pitch and style to match the house on the site. He noted that he was not sure about what doors he would use on the garage. He said that he was considering wooden doors and metal doors with windows.

No other testimony was presented. Chairman Fowler closed the hearing to public testimony.

In response to a question by Bruce Berrett, Dennis Egner stated that there was no specific criteria in regard to garage doors, but that the criteria for other doors applied. Bruce Berrett said that he felt the proposed garage doors should be wooden doors.

After some additional discussion, it was moved by Andy Rice, seconded by Bruce Berrett, to approve the request, with the condition that the Planning staff give final approval to the garage doors.

On the motion:

Berrett, Aye; Shaw, Aye; Rice, Aye; Fowler, Aye: MOTION CARRIED.

The regular meeting of the Historic Review Board was then closed, and a five-minute recess was taken prior to the opening of the landmarks hearings.

At 7:30 PM, the Historic Review Board convened the public hearing for designation of 52 new local landmarks. Chairman Fowler welcomed those present in the audience and introduced Historic Review Board members. Mr. Fowler briefly outlined the procedure to be followed in the hearing, and introduced Planning Director Cathy Galbraith, who then gave an overview of the City's historic preservation program. Planner Dennis Egner then briefly explained the regulations accompanying local landmark status, and also explained what landmark status does not require.

Chairman Fowler opened the hearing.

1. 409 S. 1st Street. The owner, Harold Lawrence, was present. John Hutchinson, Mr. Lawrence's nephew, said that Mr. Lawrence is not in favor of landmark designation. He said that given his uncle's age, Mr. Lawrence feels designation will hurt his ability to sell the house.

Discussion among the Board followed as to meeting procedure to follow when an owner is undecided or in opposition to the landmark designation. In the interest of collecting testimony from owners present tonight, it was decided to adjust the agenda to consider those buildings first. Following this procedure, the Board then considered the next building with a representative present:

6. 411 - 5th Street. James Haley, the owner, said he had no objection to designation, but informed the Board that the State of Oregon Employment Division will probably be purchasing this house for a future expansion project within the next three to five years.
13. 704 - 11th Street. Sharon Gitt, the owner, said that she and her husband have started a complete rehabilitation project on the house, and have no objection to the designation. Mrs. Gitt commented that the house may be older than the inventory form indicates, based on bricks found in the house.
15. 620 - 12th Street. Don and Kathy Wheeler, owners, said that they are supportive of the designation.
28. 1303 J.Q. Adams Street. Elaine Dykstra, the owner, had some questions of the Board regarding the proposed designation. She asked if the house would be harder to sell after designation. Chairman Fowler said that in his experience, a landmark designation does not hurt the saleability of the house and will protect the historic features that many buyers are looking for.
32. 408 McLoughlin Promenade. Dr. Ted McLean, the owner, said that he is not opposed to landmark designations in general, but that this house has been substantially altered. He also said that he is the owner of the Promenade Building, which has just been listed for sale, and that sale of this building would also likely result in demolition of 408 McLoughlin Promenade for expansion of the Promenade Building. Dr. McLean requested that the building not be designated as a local landmark.
33. 713-15 Monroe Street. Charlie Swan, the owner, said that he is in opposition to local landmark designation. He said he feels being part of a local inventory handicaps a property owner when trying to obtain property insurance. He said that he has had much difficulty in obtaining insurance for his existing older properties in Oregon City. Chairman Fowler said that he has not experienced any difficulty in obtaining insurance at reasonable prices, and said he would refer Mr. Swan to an insurance agent for assistance.
34. 801 Van Buren Street. Rita Weston, the owner, said that she and her husband are opposed to the landmark designation. She said she feels their house does not meet the criteria for a landmark designation, since many alterations have occurred. She expressed concern for having to correct incompatible alterations which have already occurred, e.g. skylights. Chairman Fowler said that the Board has no authority to review alterations which occurred prior to the time the building became a landmark, nor the authority to require any alterations.
40. 412 Washington Street. Ginette McEachran, the owner, said she has lived in this house for 30 years, and is not in favor of the proposed designation. She expressed fear of the Board because of her World War II experiences in Europe. She expressed concern for needing approval for any changes to her home. Chairman Fowler explained that review is only required for exterior changes, and explained the review process.

46. 538 Holmes Lane. Mark Saxe, the owner, said that he favors and has no objection to the proposed designation. He said that the Board should publicize the City's program more to promote a better understanding of what is and isn't regulated.
50. 1018 Promontory Avenue. Gary Boslar, the owner, said that he has just purchased the property. Mr. Boslar said that he has been told that the house is much older than the date listed on the inventory form, and that the house is reputed to be at least 118 years old. Pat Erigero, who researched most of the new landmarks, but not this house, concurred that the house was probably built in the 1860's. Mr. Boslar asked if review of landscape changes are required. Dennis Egner said that landscaping changes are generally only done as a part of a larger project. Mr. Boslar said that he is not sure about landmark designation, and would like to think about it.

This concluded testimony by all property owners present tonight, and Chairman Fowler called a break at 9:05 PM, with the meeting reconvening at 9:15 PM.

Andy Rice said that all disputed properties should be continued to October 23rd. Bruce Berrett agreed.

It was moved by Andy Rice, seconded by Bruce Berrett, to continue the consideration of the following buildings for which uncertainty or opposition had been expressed, to the October 23rd meeting of the Historic Review Board for final decision: #1, 409 S. First Street; #9, 1009 - 7th Street (letter received); #25, 1109 Jefferson Street (telephone call); #28, 1303 J.Q. Adams Street; #33, 713-15 Monroe Street; #34, 801 Van Buren Street; #40, 412 Washington Street; and #50, 1018 Promontory Avenue. Staff was directed to re-notify these property owners. Board members also agreed to try to meet with the owners of each building, with or without staff, to try to answer any questions or concerns they may have.

On the motion:

Shaw, Aye; Rice, Aye; Berrett, Aye; Fowler, Aye: MOTION CARRIED.

Discussion followed on whether to continue #32, 408 McLoughlin Promenade, to the October 23rd meeting, or whether it should be removed from the list of proposed landmarks. Andy Rice said that the building has historical significance, even though it has been altered. Bruce Berrett said that if it is proposed for demolition, it would need Historic Review Board approval anyway. Brian Shaw said that a designated landmark building would hold more weight in a proposed demolition case as opposed to a building that was not a landmark. Dan Fowler asked staff if the demolition criteria is different for non-landmark buildings. Cathy Galbraith said that the purpose of demolition review and delays is to reach solutions other than demolition, rather than simply to delay an inevitable demolition. After some additional discussion, it was the consensus of the Board to visit the site in person and delay the final decision until the October meeting. It was moved by Shaw, seconded by Berrett, to continue a decision on 408 McLoughlin Promenade until October 23rd.

On the motion:

Berrett, Aye; Shaw, Aye; Rice, Aye; Fowler, Aye: MOTION CARRIED.

It was noted that the property owner of 408 McLoughlin Promenade will not be able to attend the October meeting.

Chairman Fowler asked a member of the audience who had just arrived if he would like to speak regarding any of the proposed landmarks.

Rowland Tamblyn, owner of #41, 1101 - 14th Street, said that he has no objection to the landmark designation. He said, however, that he doesn't want to have to remove any existing alterations. He said he wished to submit some current photos showing a carport in the rear, for the house's permanent office file.

The Board decided to review the slides and inventory forms for the rest of the proposed landmarks, and to accept these as a group, with any deletions or modifications. After reviewing the slides and hearing brief descriptions of each proposed landmark, discussion followed.

Bruce Berrett said that he questioned the designation of #20, 1202 Jackson Street. Pat Erigero, staff researcher, said that the building is a type not typical for the neighborhood, and has local significance for its use in serving the neighborhood as a grocery store in the early part of the century. She agreed that the building has lost much of its architectural significance.

Andy Rice said that he questions designation of #27, 1113 John Adams Street, because of the many window alterations.

Following discussion, it was the Board's consensus to delay a decision on 1202 Jackson Street to the October meeting, and to approve landmark designation for 1113 John Adams Street.

Following some additional discussion, it was moved by Bruce Berrett, seconded by Brian Shaw, to designate the following list (in order of listing on public notice) as local City landmarks, and subject to the provisions of Section 11-3-17 "Historic Overlay District" of the City Code:

#2, 401 - 2nd Street; #3, 509 - 3rd Street; #4, 512 - 3rd Street; #5, 609 - 4th Street; #6, 411 - 5th Street; #7, 1017 - 5th Street; #8, 819 - 6th Street; #10, 719 - 9th Street; #11, 705 - 9th Street; #12, 620 - 11th Street; #13, 704 - 11th Street; #14, 709 - 11th Street; #15, 620 - 12th Street; #16, 106 Center Street; #17, 302 Center Street; #18, 123 High Street; #19, 315 High Street; #21, 107 Jefferson Street; #22, 203 Jefferson Street; #23, 1008 Jefferson Street; #24, 1101 Jefferson Street; #26, 1111 John Adams Street; #27, 1113 John Adams Street; #29, 503 Madison Street; #30, 507 Madison Street; #31, 1111 Madison Street; #35, 811 Van Buren Street; #36, 903 Van Buren Street; #37, 118 Washington Street; #38, 301 Washington Street; #39, 404 Washington Street; #41, 1101 - 14th Street; #42, 16015 Agnes Avenue; #43, 304 Caufield Street; #44, 426 Dimick Street; #45, 225 Eluria Street; #46, 538 Holmes Lane; #47, 1414 Jackson Street; #48, 103 Jersey Avenue; #49, 901 Linn Avenue; #51, 409 Roosevelt Street; #52, 442 Roosevelt Street.

On the motion:

Berrett, Aye; Rice, Aye; Shaw, Aye; Fowler, Aye: MOTION CARRIED.

Cathy Galbraith said that this decision of the Historic Review Board takes effect in ten calendar days from notification, unless appealed to the City Commission. She noted that the appeal fee is \$50.

Dan Fowler thanked the audience and staff, and adjourned the meeting at 10:30 PM.

KATE DASCHEL  
Planning Secretary

September, 1986

PRE - HEARING REPORT  
OREGON CITY HISTORIC REVIEW BOARD

REQUEST: Approval of the installation of vinyl siding which has been installed without review

APPLICANT: John and Barbara Riggs

LOCATION: 324 Washington Street

SUMMARY OF REQUEST: The applicant is requesting Historic Review Board approval of exterior alterations which were completed without Board review and approval. The alterations, which were completed in early September, resulted in the application of vinyl siding and false vinyl shutters to a landmark structure in the McLoughlin Historic District.

SITUATION OF PROPERTY: The subject site is occupied by a single family dwelling which has been designated as a landmark structure in the McLoughlin Historic District. In the area surrounding the subject site, there are numerous other designated landmark structures including the following: a vernacular Queen Anne house at 604 4th; the Montour House (Queen Anne) at 608 4th; the Vigelius House (vernacular) at 612 4th; a small vernacular house at 618 4th; the Dr. C.A. Stuart House (Queen Anne) at 302 Washington; and the vernacular Queen Anne house at 314 Washington. Across 4th Street from the site are three potential landmark properties. These sites include vernacular houses at 404 Washington, 412 Washington, and 609 4th Street. All three houses were rental units owned by Henry J. Templeton. The map attached as Exhibit A shows the location of the properties in relation to the subject site.

HISTORY OF PROPERTY: The house at 324 Washington is one of 14 houses built in the McLoughlin Neighborhood by Oregon City merchant Frank Busch. Frank Busch was born in Germany and came to Oregon City in 1883. He founded Busch Furniture Company and was a prominent city businessman. The subject house was built circa 1902 and is considered significant for its architectural style and association with Busch. Prior to the alteration, drop siding was visible and fishscale shingles could be seen under the front gable. The house is a twin of a house at 314 Washington Street.

HISTORY OF REQUEST: The applicant filed the application for review of exterior alterations on Monday, September 8th after receiving a letter from the Planning Director, delivered September 2nd, stating that Board approval must be gained in order to proceed with

HISTORY OF REQUEST:  
(continued) exterior alterations. The planning staff was initially notified by surrounding neighbors, regarding the alteration work, on Friday, August 29th. At that time, the work appeared to be two-thirds completed. Work proceeded after receipt of the letter on September 2nd and according to the application, the work was completed on September 5, 1986.

CRITERIA: The criteria by which the Historic Review Board is to base its decisions regarding exterior alterations are included in Section 11-3-17 (F) of the City Code. The most appropriate criteria that relate to the subject request are as follows:

- (a) The purpose of the Historic Overlay District as set forth in Section 11-3-17 (A);
- (d) The value and significance of the structure in an Historic District or of the landmark;
- (e) The physical condition of the Historic Site;
- (f) The general compatibility of exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used with the Historic Site;
- (g) Pertinent aesthetic factors as designated by the Board;
- (i) Design guidelines adopted by the Historic Review Board.

The relevant Design Review Guidelines for Exterior Alterations in the McLoughlin Conservation District are included below:

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 surrounding area.
- 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.

CRITERIA:  
(continued)

- b. Safeguard the City's historic, aesthetic and cultural heritage as embodied and reflected in such improvements and districts;
- d. Stabilize and improve property values in such districts;
- e. Foster civic pride in the beauty and noble accomplishments of the past.
- f. Protect and enhance the City's attractions to tourists and visitors and the support and stimulus to business and industry thereby provided;
- h. Promote the use of historic districts and landmarks for the education, pleasure, energy conservation, housing and public welfare of the City,

ANALYSIS:

Based on the criteria and the design guidelines, the application of vinyl siding and shutters to the subject site is not an appropriate alteration. The analysis section will initially explain why the alterations are inconsistent with the criteria and guidelines and will then offer four options for the Historic Review Board.

The criteria require that the Board consider the purpose of the the Historic Overlay District. Among other things, the purpose section encourages the City to protect architectural resources, safeguard the City's historic and aesthetic heritage, and enhance the City's appeal to tourists. The subject alterations have eliminated the architectural appeal of the subject property by hiding original architectural elements such as decorative fishscale shingles and molded trim around the windows. Such alterations detract from the City's goals of attracting tourists to our community to visit our historic neighborhoods. The alterations to the subject property are particularly damaging due to the high concentration of historic structures in the surrounding neighborhood and the location of the house along the City's "Dutch Camp" walking tour.

The criteria also require the Board to consider the value, significance, and condition of the landmark. The subject house was considered significant for its architectural detail and association with Frank Busch. Most of the architectural detail, which was in relatively good condition, has been hidden from view with the application of the vinyl siding. By obscuring the details the owner has made it extremely difficult to recognize that the house was similar in design to a house around the corner at 314 Washington Street. This similarity in design added to the significance of the structure.

ANALYSIS:  
(continued)

The City's Design Review Guidelines encourage the retention of original architectural elements and materials. The guidelines specifically recommend against resurfacing buildings with material (such as plastic or aluminum siding) that was unavailable when the building was constructed. The guidelines note that the application of such material can contribute to the deterioration of the building by hiding damage caused by moisture and insects. The guidelines also specifically recommend against the installation of historically inappropriate shutters.

The installation of vinyl siding and shutters are inconsistent with all of the above mentioned guidelines. Through application of the vinyl siding, the building's surfaces are flattened and simple details such as molded window trim are hidden from view. The finish of vinyl siding gives the house a shiny appearance unlike the richer, more natural finish of painted wood. To give the house some detail, vinyl shutters have been added. Unfortunately, it is obvious that the shutters are false, because if they could be unfolded, they would not fit over the window openings. Clearly, the alterations do not meet the guidelines.

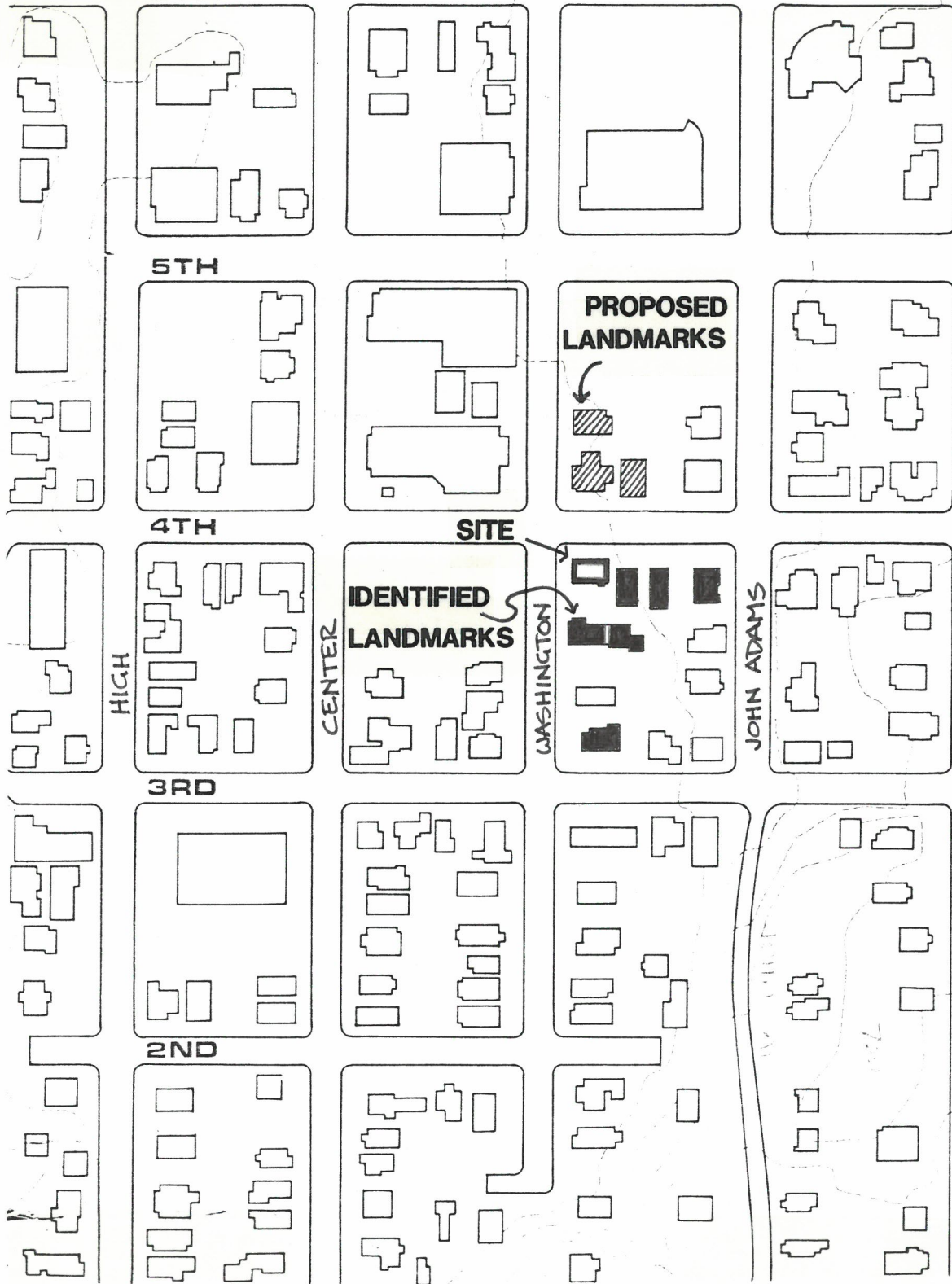
The planning staff has developed four options for the Board to consider in reaching a decision on this application. The options are as follows:

1. Approve the request as submitted. Approval of the request would be inconsistent with the criteria and guidelines and would set a unwanted precedent.
2. Approve the request with modifications. The Board could approve the request for the main body of the building and condition the approval so that the applicant must remove the vinyl siding under the front gable thus exposing the fishscale shingles. This approval option would only partially satisfy the criteria and design guidelines.
3. Deny the request. If the Board denied the request, the applicant would undoubtedly appeal the decision to the City Commission. In 1983, the City Commission reversed a Board decision on vinyl siding and allowed Joseph Griffey to resurface his building at 1104 Washington with vinyl siding (that building was subsequently removed from the landmarks inventory). If this application is denied, a similar decision by the City Commission is possible.
4. Remove the property from the list of designated landmark structures. The Board has the authority to designate new historic landmarks; conversely it has the authority to remove a structure's landmark status. As noted above, the

ANALYSIS: application of the vinyl siding is inconsistent with the  
(continued) purpose section of the Historic Overlay District. By  
finding that the landmark no longer serves the purpose of  
the district, the removal of the structure's landmark  
status is justified.

RECOMMENDATION: To remove designated landmark status for the house at 324  
Washington Street, based on the finding that the completed  
alterations are in conflict with the purpose of the Historic  
Overlay District.

# EXHIBIT A



# Affidavit of Publication

State of Oregon, }  
County of Clackamas } ss.

NOTICE OF PUBLIC HEARING  
NOTICE IS HEREBY GIVEN that the following application has been made pursuant to City Code 11-3-17 — HISTORIC OVERLAY DISTRICT, by:  
John and Barbara Riggs, for property at 324 Washington Street (part of Lot 8, Block 60, Oregon City). The request is for authorization of vinyl siding installed without Historic Review Board approval (work has already been completed)  
A PUBLIC HEARING WILL BE HELD on the above request by the Oregon City Historic Review Board, at the City Hall, 320 Warner Milne Road, Oregon City, Oregon, at 6:45 PM on Thursday, September 25, 1986.  
CATHERINE M. GALBRAITH  
Planning Director  
(September 15, 1986)  
Legal #8566

I, Anna Barton, being first duly sworn, depose and say that I am the principal clerk of the owner, of ENTERPRISE-COURIER, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; printed and published at Oregon City in the aforesaid county and state; that the

Notice of Public Hearing, a printed copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 successive and consecutive weeks in the following issues:

September 15, 1986

Anna Barton

Subscribed and sworn to before me this 15th

TO THE HISTORICAL REVIEW BOARD -

I would like to submit the following letter as a vote in favor of the siding that was recently placed on the Riggs Home on 4th and Washington.

We also own a home in the McLaughlin neighborhood, one that is a designated historical structure. We are very concerned about maintaining the area, as close to its original state as possible. We have tried to restore our home to its original condition, both inside and out.

I drive by the Riggs Home everyday. Prior to them having the new siding applied, I often thought about how bad the siding that is now covered, looked. First, in several places the siding did not match up, especially near the front porch where the lines were completely off. Judging from some of the original features of the home I would guess that the house was built between 1895 and 1905. The siding that is now covered, I am quite certain, was not the original siding to begin with. I think it was more characteristic for it to be about an 8" tongue and groove

LAP TYPE SIDING, WHICH IS SEEN ON MANY OF THE HOMES IN THE AREA. THE SIDING THAT HAS BEEN COVERED, SEEMED MORE TO ME TO BE FROM THE 1930'S OR 40'S. AT ANY RATE, IT WAS A BOTCHED JOB, AND UNATTRACTIVE.

THE SIDING, RECENTLY PLACED ON THE RIGGS HOME, HAS MADE IT AN ATTRACTIVE HOME, AND REALLY DRESSES UP THAT CORNER OF THE BLOCK! IT MAY SEEM DISGUSTING TO THE POINT TO HAVE VINYL SIDING APPLIED TO AN OLD HOME, BUT FRANKLY IT LOOKS LIKE WOOD FROM A DISTANCE, ~~AND~~ LOOKS LIKE THE COVERED SIDING, BUT THIS TIME IT'S NOT A BOTCHED JOB. IT LOOKS GREAT. THEY SHOULD BE THANKED.

Sincerely -

MAEC TRUOB  
616 3RD ST.  
OREGON CITY, OR.

97045

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the following application has been made pursuant to City Code 11-3-17 -- HISTORIC OVERLAY DISTRICT, by:

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CATHERINE M. GALBRAITH  
Planning Director

PUBLISH: Monday, September 15, 1986.

Date 9-5-86

HISTORIC REVIEW BOARD  
APPLICATION FOR REVIEW

Name John A Riggs

Address 324 Washington St

Telephone (work) 656-5211 x 319  
656-2363

Property Address 324 Washington St Oregon City

Respectfully requests the Historic Review Board to grant a certificate of appropriateness for the following purpose:

- New Construction
- Alteration of Existing Structure
- Demolition

Explanation: application of vinyl siding. (work completed as of this date 9-5-86)

Note: Legal description of the property must be attached. This application shall be accompanied by a site plan, drawn to scale, showing the dimension and arrangement of the proposed development. Materials list, building plans, and elevations may be required; check with the Planning Department before filing.

John A Riggs  
Signature

Barbara S Riggs  
Signature

\*\*\*\*\*

Beginning at the most northerly corner of Lot 8, Block 60, OREGON CITY, OREGON, running thence Easterly along the northerly line of said Block 8, 55 feet and 10 inches; thence Southerly at right angles 66 feet to the southwesterly line of said Lot 8, 55 feet and 10 inches Easterly from the northerly corner of Lot 7 of said Block 60; thence Northwesterly along the southwesterly line of said Lot 8, 55 feet and 10 inches to the most northerly corner of said Lot 7; thence Northeasterly along the westerly line of said Lot 8, to the point of beginning,





# CITY OF OREGON CITY

Incorporated 1844

PLANNING DEPARTMENT  
320 Warner Milne Road  
Oregon City, OR 97045  
(503) 657-0891

September 2, 1986

John and Barbara Riggs  
324 Washington Street  
Oregon City, OR 97045

Dear Mr. and Mrs. Riggs:

It has been brought to my attention that work is in progress, without permit, at your property at 324 Washington Street. Specifically, vinyl siding is being installed without review and approval of the City's Historic Review Board, which is required by City Code 11-3-17 (F)-1.

Your house at 324 Washington Street is one of the many designated historic landmark buildings in your area of the McLoughlin Conservation District. The district program requires review and approval by the local Historic Review Board prior to most exterior alterations (excluding painting), new construction, or demolitions. City records show that you have received annual notification in the spring, describing the program and its requirements. (This information is sent along with an invitation to the City's annual Old House Workshop.)

Preliminary historic research shows that your house at 324 Washington Street was built in 1902 by downtown businessman Frank Busch, who lived in and built several houses in the McLoughlin area. Significant architectural details include fishscale shingles and decorative gable ornamentation, and architrave window molding. More important, it is one of many historically and architecturally significant buildings in the immediate area of the McLoughlin Conservation District. The District is recognized for its outstanding examples of every architectural style from the 1840's to the 1930's.

At this time, you need to make application to the Historic Review Board for the application of vinyl siding at 324 Washington Street, for work in progress. You should be aware that vinyl siding is not compatible with the design guidelines adopted for the McLoughlin Conservation District. An application form is enclosed and must be received by Tuesday, September 9th, at 5:00 PM, for review by the Historic Review Board on Thursday, September 25, 1986.

If you have any questions, please call me at 657-0891.

Yours truly,

CATHERINE M. GALBRAITH  
Planning Director

cc: John Anicker, City Attorney

**END OF THE OREGON TRAIL—BEGINNING OF OREGON HISTORY**

# Riggs Mailing List

## 3rd Street

507 612 512  
 509 608  
 611 604  
 616 518

## 4th Street

609 618  
 706 612  
 704 608

## 5th Street

516

## Center Street

310  
 302  
 300

## Washington St.

301 302 314 417  
 309 308 404  
 311 310 412

## John Adams

301 403 412A 310  
~~303~~ 311 409 408 302  
 315 412 402

## APPLICANT:

John & Barbara Riggs  
 324 Washington St.  
 OC

## Absentee Owners (Vacant Properties):

TL 100 Myrtle Beauharnois, Alton Gipson  
 PO Box 723, OC

TL 400 Gerald & Susan Grisham  
 14162 S. Spangler Rd OC

TL 00 Patricia & Tucker Zakit  
 5543 NE Sinclair WL 97068

TL 00 John & Doris Farrington  
 16615 SE Hampshire Ln  
 Milwaukie 97222

TL 9600 Bessie Hadsall  
 13785 S. Holcomb Blvd. OC

TL 9700 Earl Wilson, & Ross Friesen  
 15137 S. Lau Ct. OC

TL 10400 Wm. C. Green Trustee  
 c/o Patrick Green  
 1202-4th St. OC

TL 10500 Harry & Wendy Hutton  
 20418 S. Ferguson Rd. OC

TL 14200 George & Joyce Fordue  
 1086 19th St. WL 97068

310B Leroy & Betty Thompson  
TL 4600 Gerald Thompson  
19631 S. Central Pt Rd  
OC

REQUEST FOR EXTERIOR ALTERATIONS TO A  
LANDMARK BUILDING IN THE McLOUGHLIN  
CONSERVATION DISTRICT

PUBLIC HEARING

OREGON CITY HISTORIC REVIEW BOARD  
Thursday, September 25, 1986; 6:45 PM  
City Hall, 320 Warner Milne Road

APPLICANT: J. [redacted] and Barbara Riggs

LOCATION: 324 Washington Street (shaded  
area on map)

REQUEST: Authorization of vinyl siding  
installed without approval of  
the Historic Review Board (work  
has already been completed)

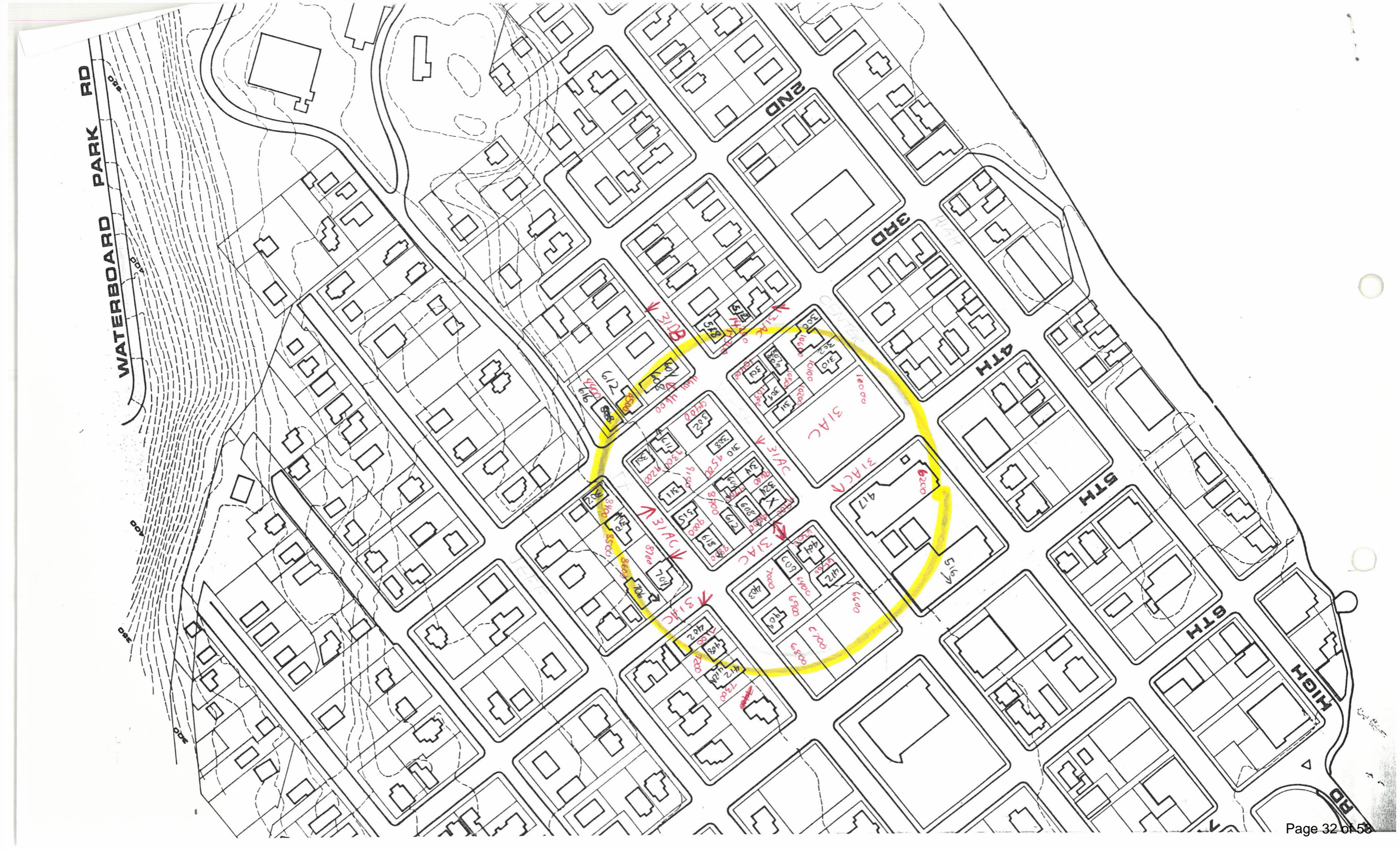


This request for Exterior Alterations may be reviewed at City Hall, or you may call 657-0891 for more information.

CATHERINE M. GALBRAITH, Planning Director

PARK RD

WATERBOARD







# 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:** September 23, 2025  
**From:** Christina Robertson-Gardiner, Senior Planner  
Pete Walter, Planning Manager

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### **SUBJECT:**

Item 4.a. - Compatible Change: New Construction Review in Historic Districts- HRB Policy 13- Draft Review

### **STAFF RECOMMENDATION:**

Review the draft approach to HRB Policy 13- new detached dwelling units on non-historic resources and provide feedback to staff.

### **EXECUTIVE SUMMARY:**

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 the 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.

Reviews of exterior alterations and additions to locally designated buildings are not included in this project and will not be affected by it. This project solely examines when changes to non-designated, non-historic resources necessitate review and potentially exempt small stand-alone dwellings.

### **Summary of Proposed Changes**

1. Look-back provision of 2 years to ensure work is not done just after completing a new construction project without Historic Review.
2. Alterations that increase or decrease roof height trigger HRB review.
3. Cap of 30% addition calculation of 700 SF for larger buildings.
4. Utilize the existing code definition of footprint to provide direction on how to measure additions.

5. Ground-floor decks are exempt from the 30% additional calculation.
6. Upper-story decks of 50 SF are exempt from the 30% increase; second-floor decks larger than 50 SF are included in the 30% increase clarification.
7. New small freestanding dwelling units with a footprint not to exceed 500 SF and a height not to exceed 15' are allowed as a Type I staff review and must meet a New HRB policy #13.
8. New freestanding accessory buildings (non-habitable) may have a footprint not to exceed 310 SF and a height not to exceed 15' (amend code and HRB policy #7).

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

The HRB approved the recommendation at the June 24, 2025, meeting and will present its recommended approach to the City Commission at the August 12, 2025, City Commission Worksession, 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. A summary memo of the policy and process is attached to the agenda.

#### **AUGUST 12, 2025 CITY COMMISSION WORKSESSION**

The City Commission gave direction to the HRB and staff to begin the process for legislative adoption, including creating a new HRB Policy 13 and providing redlines to amending OCMC 17.40 Historic Overlay District that implements the policy recommendation. Staff and the Historic Review Board will return at a future worksession with recommended redline code and a draft HRB policy to allow for small dwellings to be approved at the building permit level. Legislative hearings are scheduled to begin in early 2026.

#### **BACKGROUND:**

Background information can be found on the [Compatible Change Project Page](#) :

#### **OPTIONS:**

Provide staff feedback on the requested items

#### **BUDGET IMPACT:**

# OREGON CITY HISTORIC REVIEW BOARD POLICIES

## HISTORIC REVIEW BOARD POLICY #13: *Construction Of Small Detached Dwelling Units on Non-Designated Resources* *A Guide for Property Owners*

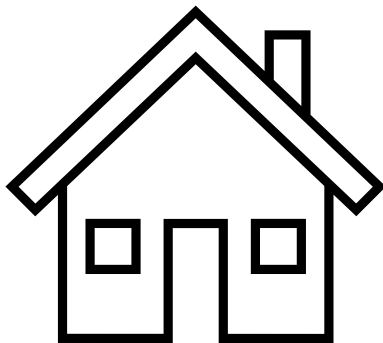
### ABOUT THE HISTORIC REVIEW BOARD POLICIES

The City has adopted protections for locally designated properties to ensure these historic buildings maintain their integrity.

The Historic Review Board (HRB) adopted these to provide clear direction to property for smaller projects that will not adversely affect the historic resource or district. Most HRB policies are directed toward designated resources. This policy, however, covers stand-alone new construction on non-designated resources in the McLoughlin Conservation District.

*Please Note:* New detached dwelling units that are located on locally designated resources will require formal review from the HRB; however, those property owners are encouraged to review the requirements of Policy 13 as they design their project.

Photo TBD



### HRB POLICY #13: CONSTRUCTION OF SMALL DETACHED DWELLING UNITS ON NON-DESIGNATED RESOURCES

Detached dwelling units on non-designated resources can provide additional housing opportunities for our community and do not require a hearing from the Historic Review Board if the following standards are met. Policy 13 was written to support a compatible design that would easily blend in with the predominant architectural styles of the district. **This policy applies to the construction of new detached dwelling units on non-designated resources.**

Structures with a footprint of 500 square feet or smaller may be reviewed by staff. The criteria to be used by staff in making the decision shall be as follows:

- Be no higher than fifteen (15) feet (measured at the midpoint of the top of the peak to the bottom of the eaves)
- Utilize lap or channel siding (wood or fiberglass) with a reveal of four (4) to six (6) inches
- Roofs shall be gable-designed with a 6/12/ to 8/12 roof slope with 3-tab or architectural shingles. Gale or shed dormers are allowed on the second floor if proposed. Flush-mounted skylights located on a non-primary elevation are allowed.
- All dwellings shall have a gabled, shed, or hip roof front porch with a depth of three (3) to six (6) feet. For the purposes of this policy, covered porches (front and back) are considered part of the building footprint.
- Porch and deck railings shall use vertical balusters and top and bottom rails if utilized. The baluster attachment shall be positioned between the rails, not attached to the side of the rail. Composite material (e.g., Trex, Timbertech, Azek) is allowed. Aluminum rails on porches and decks are not permitted. Deck or porch materials made from 100% vinyl are not permitted.

See Additional Requirements on Page 2



- No pressure-treated wood shall be visible.
- Windows shall be painted wood, fiberglass, metal, or a composite of several materials. Vinyl composites are allowed, but 100% vinyl windows are not allowed. Allowed window operation types include single- or double-hung, casement, fixed, hopper, or awning; but sliding windows or sliding doors are not allowed. 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 a window spacer grids are not allowed.
- 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. 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.
- Exterior doors shall be full lite, half lite, or horizontal panel doors, and shall be wood, fiberglass, or a composite of several materials.
- The structure shall be placed a minimum of three (3) feet from any interior lot line as per OCMC Section 17.54.010- Accessory Structure Standards and shall be separated from the main dwelling unit by five (5) feet.

Any structure that does not meet this standard shall be referred to and submitted to the HRB for review and decision

## WHAT DOES THIS MEAN FOR YOU?

- If the detached dwelling unit meets the HRB policy, it is reviewed at the staff level with no application fee.
- If the detached dwelling unit does not follow these policies or is over 500 sq ft, then it must be referred or submitted to the HRB for review and decision, which requires a fee of \$50 plus 2.5% of construction cost, with a maximum cost of \$1,000.
- The HRB can approve exceptions to minimum setbacks as a preservation incentive. Contact Planning staff to learn more about preservation incentives.
- Verify there are no easements in the location where the proposed accessory structure will be built, as well as overlay zones such as the Natural Resource Overlay District, Flood Management Overlay, and Geologic Hazards Overlay. This can be verified on [www.maps.OCity.org](http://www.maps.OCity.org) or by contacting the Planning Department.
- Detached dwelling units will require a building permit. Check with the Building Department. Contact ([permits@orcity.org](mailto:permits@orcity.org)) or (503) 722-3789 regarding building code requirements, including plumbing, electrical, or mechanical equipment permit requirements.

Further information about the HRB and HRB Policies can be found at: [www.orcity.org/planning/hrb-policies](http://www.orcity.org/planning/hrb-policies)

If you have any questions about the City’s Preservation Program or if your property is locally designated, please contact:

Oregon City Preservation Program

Phone: 503-722-3789

[ocplanning@orcity.org](mailto:ocplanning@orcity.org)

City of Oregon City  
 Planning Division  
 698 Warner Parrott Rd  
 Oregon City, OR 97045  
 503.722.3789  
[www.orcity.org/planning](http://www.orcity.org/planning)



## **COMPATIBLE CHANGE- NEW CONSTRUCTION REVIEW IN THE MCMCLOUGHLIN 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>
<p>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;</p>	<p><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></p>
<p>2. For <b>additions or alterations</b> to an existing structure,            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).</p>	<p><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>

<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 17.04.483.<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>,  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 17.04.483 - Footprint 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.”

<p>restrictions in (future) HRB Policy document 13.</p>	<p><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></p>
<p>b. New freestanding accessory buildings (non-habitable) may have a footprint not to exceed 310 SF and a height not to exceed 15’.</p>	<p><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></p>

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.



**CITY OF OREGON CITY**

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

**Staff Report**

**To:** Historic Review Board  
**From:**

**Agenda Date:** September 23, 2025

**SUBJECT:**

Item 4.b. - Biennium 2025-2027 Work Plan- Preliminary Discussions

**STAFF RECOMMENDATION:**

Review the 2023-2025 completed work plan and discuss items that should move forward to the 2025-2027 Workplan, new items that should be added, and the level of Board and staff support needed for each item. Staff will review in October with a revised plan for Board approval.

**EXECUTIVE SUMMARY:**

In the past, the Historic Review Board updated its work plan annually. However, to better align with the Biennium budget and City Commission goals (attached), the plan has been shifted from calendar years to the Biennium period. The Certified Local Government Grant (CLG) should be open in the spring of 2026, which can provide \$10,000-20,000 support for eligible projects (printing, education, consultant support) for the second year of the work plan.

**PROJECTS:**

The CLG Grant funds projects that support the preservation of historic properties and archaeological sites.

- Survey – the documentation of historic properties and archaeological sites
- Designation – Designating a historic property or archaeological site to the local landmarks list or National

Register of Historic Places.

- Pre-Development – Building preservation plans, structural reports, designs, etc. for historic properties.

- Development – Rehabilitation of properties listed on the National Register of Historic Places.

- Planning – Community preservation plans, archaeology studies, etc.

- Review and Compliance – Management of the CLG’s preservation program, processing design review

applications, design guidelines, etc. This should generally be matching source, this grant is not intended to

fund the operation of the preservation program.

- Public Education – Preservation month activities, speakers and trainings, historic property walking tours,

mobile device tours, scanning of historic property photos, maps, etc. Signs and interpretive panels are NOT

eligible for funding.

- Other activities – Trainings and conferences for staff and commissioners, membership in preservation organizations to access resources, training materials, etc. National Alliance of Preservation Commissions membership and trainings are highly recommended.

**BACKGROUND:**

**OPTIONS:**

**BUDGET IMPACT:**

# Historic Review Board 2023-2025 Biennium Work Plan

## Adopted September 26, 2023

Updated Status- Feb 2025

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
<p><b>1. Education --<a href="#">CAMP</a>-</b> National Association of Preservation Commissions, Daylong education session August 11, 2023</p> <p><b>2. Education -Ongoing <a href="#">free Webinars</a></b> from the National Association of Preservation Commissions</p> <p><b>3. Education-</b> Yearly preservation presentation from Deputy City Attorney- Carrie Richter on Preservation and Public Hearing basics</p>	Provide HRB members with educational opportunities to enhance their understanding of historic preservation and their role in creating policies and reviewing applications.	Attend sessions	<p><b>Low</b></p> <p>Outside educational opportunities</p>	Attend sessions	<p>Summer 2023</p> <p>Fall 2023- Summer2025</p> <p>Winter 2024</p>	<p>Completed</p> <p>Ongoing</p> <p>Scheduled for January or February 2024 and April 2025 HRB meetings</p>
<p><b>4. 17.40 Code Revisions</b> Compatible Change – Definition of New Construction – Thresholds for triggering review of non-designated structures</p>	Review thresholds of historic review for changes to non-contributing structures after seeing some major remodeling projects in the McLoughlin District, affecting scale, height, materials, and compatibility.	<p>Kristen Minor, selected to help support staff and HRB-paid for by CLG grant -Fall 2024- Summer 2025</p> <p>See the project page for more details <a href="https://www.orcity.org/3246/Compatible-">https://www.orcity.org/3246/Compatible-</a></p>	<p><b>High</b></p> <p>Support website, Survey, and consultant on this topics</p>	<b>High</b>	<p>October 2024 - June 2025</p> <p>City Commission Worksession Summer 2025 –</p> <p>Legislative code adoption Fall 2025 with City Commission's direction</p>	<p>In Progress –</p> <p>City Commission directed HRB and staff to move forward with the Legislative process 8/2025.</p>

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
		<a href="#">Change--New-Construction-Rev</a>				
<b>5. Improving the Historic Review Approval process</b> Windows work session-potential standard draft conditions of approval with additional details.	Ensure that built historic projects are consistent with the approved decision.	A consultant should be selected to help support staff and HRB-paid for by the next CLG grant -Fall 2024-Summer 2026 (length of grant)	<b>Medium</b>  Add to CLG grant application. Select consultant. Scope deliverables and schedule HRB work sessions	<b>Low</b>  Kristen Minor, Consultant hired to support work	Fall 2024- Spring 2025	In progress Feb-April 2025  New language approved by HRB 6/2025. Staff will add to new applications moving forward.
<b>6. Improving the Historic Review Approval process</b> Coordination with applicants and other departments to ensure compliance with Conditions of Approval	Ensure that built historic projects are consistent with the approved decision.	<ul style="list-style-type: none"> <li>• Ensure Conditions of Approval are added to plans</li> <li>• Attend Building pre-construction meeting</li> <li>• Investigate if the mid-build inspection is helpful/feasible</li> </ul>	<b>Medium</b>  Provide status updates to HRB at future meetings	<b>Low</b> Provide staff with any requested direction	Ongoing	In progress  New E-review system going online in winter 2025-
<b>7. Improving the Historic Review Approval process</b> Revisit HRB <a href="#">Policy #12 Solar Panels</a> specifically for those resources that can only place panels on front-facing elevations.	Review the work to date on solar panels to determine if new technologies and the community's climate goals conflict with the adopted HRB policy, which can limit specific historic properties from pursuing the installation of solar panels.	<ul style="list-style-type: none"> <li>• Review work prepared by the City of Denver - determine if additional / changes are warranted for Policy #12</li> <li>• Outreach to property owners</li> </ul>	<b>Medium</b>	<b>High</b>	Winter/Spring 2024	June 2024- HRB determined to keep HRB Policy 12 as written and continue to monitor Solar Panel applications to see if revisions are needed.

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
		<p>and neighborhood associations if revisions are pursued.</p> <ul style="list-style-type: none"> <li>• Create a communication plan to ensure all parties can access the project.</li> <li>• Support the adoption process</li> </ul>				
<p><b>8. Public Outreach</b> Homeowner education materials-</p>	<p>Continue to educate historic homeowners on the regulatory requirements and grant opportunities available to them</p>	<ul style="list-style-type: none"> <li>• Send quarterly to new historic homeowners</li> <li>• Write articles for Trail News, a Chamber of Commerce member magazine.</li> <li>• Request CLG grant to be sent every 1-2 years to all property owners</li> </ul>	<p><b>Low</b> Utilizing existing materials</p>	<p>None</p>	<p>Quarterly  CLG grant -fall 2024</p>	<p>Homeowner info packets to all historic homeowners Oct 2024</p>
<p><b>9. Public Outreach</b> Public Education and Recognition</p>	<p>Promote historic places to instill community pride, promote heritage tourism, and showing the social and</p>	<ul style="list-style-type: none"> <li>• Preservation Month</li> <li>• Ruth Powers Award</li> </ul>	<p><b>Low</b> Utilizing existing materials</p>	<p><b>Low</b> Select award winner</p>	<p>May 2024, 2025</p>	<p>Pending</p>

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
	economic benefits of historic preservation	<p>Coordinating awards, proclamations, and city communication.</p> <p>If coordination with another entity is needed to promote a shared preservation month event, additional staff time would be needed, which would be added to the work plan.</p>				

## CITY COMMISSION GOALS

The City Commission of Oregon City has adopted the following Commission Goals and Priorities to focus on through the 2025-2027 budget cycle. The Goals and Priorities have been identified to meet the needs of residents through the community survey and to implement the City’s mission, which is to build a dynamic community that leads the State in safety, economic opportunity, livability, and historic significance. The following Goals and Priorities are all considered important to the City Commission and are not listed in order of priority.

### OREGON CITY VISION

Embrace and advance Oregon City’s historic role as a regional leader

### MISSION

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

**Goal:** DIVERSITY, EQUITY, AND INCLUSION / SAFE COMMUNITY & WORKPLACE – Integration of principles and values that provide for a diverse, equitable, inclusive, and safe City that is welcoming for community members and visitors and strives to create an environment that supports the long-term tenure of employees.

Priorities:

- Identify methods to reduce barriers for community members to participate in city processes and to increase access to city services and programs
- Find methods to encourage Oregon City-based businesses to take part in City procurement processes and to prioritize buying local
- Empower staff to identify, implement, and operationalize the principles of a diverse, equitable, safe, and inclusive workplace
- Strive to internalize DEI into the organization and reduce the long-term need for consultant assistance to successfully continue and expand workplace advancements, education, and training
- Work with the External Community DEI taskforce to increase involvement and engagement with the community

All above – General Fund - Human Resources - \$125,000 (Reduced from \$250,000 by Budget Committee)

**Goal:** FACILITIES & INFRASTRUCTURE – Completion of strategic planning, funding opportunities, and long-term investments to provide safe, updated, and sustainable infrastructure as well as improvements to, and construction of, needed city facilities.

Priorities:

- Create development plans for the Oregon City Pool and End of the Oregon Trail Museum that reflect a community-supported vision for the future location and costs to update or reconstruct the facilities
- Increase community engagement, education, and outreach about the need for new funding sources to maintain, update, and expand parks and recreation facilities

General Fund – Parks and Communications - Staff

## City Commission Goals

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- Consider lobbyist support to identify and secure federal, state, county, and regional funding and grants for needed transportation, water, sewer, and stormwater infrastructure investments and to influence Legislative actions that impact the City

[Multiple Funds \(General, Planning, Public Works\) – \\$35,000](#)

- Strategically invest in Information Technology Systems that can keep pace with technological changes and advances, such as Artificial Intelligence, while providing for an accessible, safe, and secure Information Technology Environment

[General Fund – Information Technology](#)

**Goal:** COMMUNITY ENGAGEMENT – Increase participation opportunities for all residents and create an informed community that participates in the public process.

### Priorities:

- Increase the material and content on the City’s website and social media channels, as well as the methods by which they are produced and delivered, to maximize the information provided in a short and concise manner, including possible expanded use of video

[General Fund – Communications – Staff](#)

- Expand community engagement and participation opportunities through the creation of new public events and programs such as community open houses, forums, surveys, and town halls

[General Fund – Communications – \\$10,000](#)

- Utilize community events, such as Concerts in the Park, National Night Out, and others to increase community education and engagement

[General Fund – Communications, Police, and Parks](#)

- Continue to support the Citizen Involvement Committee and Neighborhood Associations and strive to identify methods to increase community involvement and improve communication with the City Commission

[General Fund – Commission – \\$8,400](#)

[General Fund – Communications – \\$90,000](#)

- Investigate opportunities and costs to enhance Trail News and focus on more up to date material and information that is produced on a more regular basis

[General Fund – Communications – \\$90,000](#)

**Goal:** HOMELESSNESS – Advocate for proportional resources to address homelessness and leverage partnerships to achieve equitable funding for the population being served.

### Priorities:

- Advocate for proportional federal, state, regional, and county funding to address the impacts on the community and to provide adequate local services to support the demands created by increased housing and social services

- Work with business partners downtown, Clackamas County, and non-profits to address existing impacts and identify solutions, especially the impacts associated with the existing after-hours and weekend homeless service gaps

- Provide for social services while utilizing enforcement as needed to meet community members and businesses expectations for a safe and inviting City
- Increase communication about the services, resources, and the role of the City and steps that are being taken to address homelessness in the community
- Continue to be a regional leader in identifying and implementing creative solutions and partnerships to reduce homelessness and its impact on the community
- Strive to embed the Oregon City Support Services Community Court into the proposed Caring Place facility to consolidate supportive services into one location

General Fund – Municipal Court - \$560,000

- Advocate for engagement and partnerships with neighboring communities to provide resources within their jurisdictions to increase services throughout the region

Additional funds in the budget to address homelessness are included in General Fund – Police – Behavioral Health Specialist (\$416,700), Case Worker (\$311,000) and camp cleanup (Police \$60,000 and Parks \$40,000).

**Goal:** ECONOMIC DEVELOPMENT & TOURISM – Create economic development and tourism programs and opportunities to promote a healthy and sustainable local economy that supports and contributes to the surrounding neighborhoods, businesses, and visitors.

Priorities:

- Ensure a smooth transition and the necessary support and coordination between the Destination Marketing and Management Organization and the City

General Fund – Economic Development - \$375,000

- Review the process for public and private event planning, the City grant processes, and the Metro Enhancement Grant program to determine if the application submittal and review process can be simplified and improved

General Fund – Economic Development – Staff

- Focus on the marketing and development of the employment lands within the Thimble Creek Concept Plan and along Meyers Road

General Fund – Economic Development – \$10,000 - \$20,000

- Complete the feasibility study for the expansion opportunities of broadband in Oregon City

General Fund – Economic Development – Staff

- Participate in discussions with Clackamas County to determine the future of the downtown County Courthouse and how to safely and securely manage the building while it is vacant to ensure it does not negatively impact the downtown businesses and visitor experience, while maintaining public access to Liberty Plaza

General Fund – Multiple departments – Staff

## City Commission Goals

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- Identify opportunities to support downtown Oregon City businesses in response to the relocation of the County Courthouse, including updating the parking study, potential business support programs, and employee parking opportunities  
[General Fund - Economic Development – \\$10,000](#)
- Investigate opportunities to expand the enterprise zone, vertical housing tax credit, and other programs in the mixed use, commercial, employment, and industrial areas to support and encourage businesses, employment, and housing investments in Oregon City  
[General Fund – Economic Development – Staff](#)

**Goal:** HOUSING – Increase the availability of housing options and the construction of mixed-use commercial buildings using incentives and available public lands, with a priority of creating work force housing.

### Priorities:

- Create pre-approved designs for accessory dwelling units that would be allowed throughout the city, with the exception of the McLoughlin Conservation and Canemah Historic Districts  
[Planning Fund - \\$0 \(Reduced from \\$20,000 by Budget Committee\)](#)
- Continue the process of discontinuing City use of the Center Street property  
[Engineering Fund - Staff](#)
- Investigate the use of the Center Street property for workforce housing and potential public access to the upper yard and the two parking lots for private residential development  
[Multiple Funds \(General, Engineering\) - Staff](#)
- Consider the creation of an inclusionary zoning program and extend the vertical housing tax credit where appropriate, primarily in the mixed-use zones  
[General Fund – Economic Development – Staff](#)
- Implement tiered system development charges that reduce charges on workforce housing and smaller housing units while remaining revenue neutral  
[Multiple Funds \(General, Engineering\) - \\$25,000](#)
- Advocate for infrastructure funding at the regional, state, and federal levels that would support the construction of new housing and the implementation of state mandates  
[Multiple Funds \(Planning, Engineering\) – Staff](#)
- Identify opportunities to use public land in partnership with non-profits for the development of long-term workforce housing  
[General Fund – Economic Development – Staff](#)

**Goal:** PARK LANDS & NATURAL RESOURCES – Transition from planning to constructing amazing parks and open spaces and create a plan to share with the community about the costs, revenue generation opportunities, and potential improvements to the City’s Park system to address the existing deferred maintenance.

Priorities:

- Adopt a 5-year Parks Capital Improvement Plan that prioritizes projects and will guide budget investments, revenue options, and grant opportunities for potential funding sources for deferred maintenance throughout the parks and recreation system  
[General Fund – Parks staff](#)
- Strive to become recognized as a Bee City USA and increase high-quality habitat for pollinators, in particular native bees  
[General Fund – Parks staff](#)
- Maintain our Tree City USA designation  
[General Fund and Planning Fund – Staff](#)
- Identify and apply for grant funding to complete a tree canopy assessment and determine the need and costs associated with a City Arborist  
[General Fund and Planning Fund – Staff](#)
- Identify funding and grants to begin the design and construction of a replacement boat ramp and park improvements at Clackamette Park  
[General Fund – Parks – \\$400,000](#)



Oregon City Commission:  
Rocky Smith, Jr., Adam Marl, Mayor Denyse McGriff, Scott Wilson and Michael Mitchell

The estimated timelines for each different goal are based on the priorities of the City Commission. The [2025-2027 City Commission Goals](#) are intended to all be started and worked on throughout the 2025-2027 Biennial Budget.

Each department’s section of the budget includes a Goals and Projects list. Each department’s Goals and Projects are intended to support and deliver the overall City Commission Goals. The City Manager assigns each department specific goals and projects that bring the City Commission Goals to fruition. Throughout the 2025-2027 Biennial Budget period the City Manager will share status reports with the City Commission and give updates on the timelines of the 2025-2027 Commission Goals.