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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, October 28, 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-25-00044/ HR-25-000012: 314 High St. - Historic Preservation Incentive request to rebuild/reconfigure an existing garage.

### 4. DISCUSSION

- a. Compatible Change: New Construction Review in Historic Districts- HRB Policies 13, 7 and OCMC 17.40 Redline Draft Review
- b. Biennium 2025-2027 Work Plan- Draft for Review

### 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 WPMC 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

**Agenda Date:** October 28, 2025

**From:**

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**SUBJECT:**

GLUA-25-00044/ HR-25-000012: 314 High St. - Historic Preservation Incentive request to rebuild/reconfigure an existing garage.

**STAFF RECOMMENDATION:**

Approval With Conditions

**EXECUTIVE SUMMARY:**

Staff finds that this proposal is a reasonable approach for the rebuild/reconfiguration of the existing garage. The owner has tried to seek repair of the existing garage and has been unable to find a licensed roofing contractor willing to take on the project. There has been water damage to the garage and house due to the poorly designed roof and side porch; therefore, it cannot be repaired in place.

The garage is currently attached, and the new design proposes an alternate attachment location which will have no increased impact on the home, maintains the square footage with a minimal increase in length to support the usability of the garage while also maintaining the compatibility of design. The net difference in square footage (57 SF) is part of the additional length which has no impact on the house. As the garage is being removed and rebuilt, staff would see this in principle as new construction, which also allows the application to be eligible for a preservation incentive. Even if the garage was replaced as a detached accessory, the location and width of the existing side porch would not allow enough space to maintain the 3' required setback for an accessory structure and would still require a preservation incentive request.

There is no new impact on the neighboring property as the added square footage to the garage length will meet the underlying setback requirement due to the current lot's irregular shape.

The applicant is seeking approval for the following:

1. Reconstruction of an attached garage with a proposed expansion of 57 SF in length and relocating the attachment from the rear of the garage to the front. This attachment location would replace the existing side porch and create a more symmetrical and balanced roof line.
2. Granting of a Preservation Incentive to locate the garage at the existing location with a side yard setback of 2'3", where 5' is the required setback of the underlying zone. This Preservation Incentive would not be necessary if the garage was not in such disrepair. Since it will have to be removed and reconstructed, the applicant is

requesting that they may maintain the reduced setback as the proposal does not increase the width of the reconstructed garage.

**BACKGROUND:**

The subject site is a 3,750 sf lot on the corner of High Street and abutting the alley between 3rd and 4th street in the McLoughlin Conservation District. There is an existing 738 sf home, built in 1915; however, not a designated historic resource. The house has both a front and side porch and an attached 283 sf single car garage. The garage contains the furnace and water heater for the existing house, but has no internal door connecting it to the existing house and must be accessed via an intervening side porch.

**NEXT STEPS:**

**OPTIONS:**

1. Approve the proposal with conditions (staff recommendation)
2. Approve the proposal with modified conditions and provide revised findings
3. Deny the proposal and provide revised findings.
4. Continue the hearing and request more information



**Historic Review  
Staff Report and Recommendation  
October 21, 2025**

**FILE NO.:** GLUA-25-00044/ HR-25-000012

**HEARING DATE:** October 28, 2025  
7:00 P.M.  
Robert Libke Public Safety Building

**APPLICANT/  
OWNER:** Suzy Stevens  
314 High St  
Oregon City, OR 97045

**APPLICANT  
REPRESENTATIVE:** Molly McGowan  
5950 SE 141<sup>st</sup> Ave  
Portland, OR 97236

**LOCATION:** 314 High St  
Oregon City, OR 97045  
Clackamas Map & Tax lot: 2-2E-28AB -03100

**REQUEST:** Historic Preservation Incentive request to rebuild/reconfigure an existing attached garage on a non-designated resource in the McLoughlin Conservation District.

**REVIEWER:** Melissa Lopez, Assistant 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.oregocity.org](http://www.oregocity.org).

*Please be advised that any issue that is intended to provide a basis for appeal must be raised before the close of the hearing, in person or by letter, with sufficient specificity to afford the Historic Review Board and the parties an opportunity to respond to the issue. Failure to raise an issue with sufficient specificity will preclude any appeal on that issue. The decision of the Historic Review Board may be appealed to the City Commission by parties with standing within fourteen (14) calendar days of the notice of decision. Any appeal will be based on the record. The procedures that govern the hearing will be posted at the hearing and are*

*found in OCMC Chapter 17.50 and ORS 197.763. A city-recognized neighborhood association requesting an appeal fee waiver pursuant to OCMC 17.50.290(C) must officially approve the request through a vote of its general membership or board at a duly announced meeting prior to the filing of an appeal.*

### **Recommended Conditions of Approval**

1. The applicant must obtain all necessary permits for the proposed construction.
2. The development is approved based on the proposed eaves being no closer to the neighboring property line than the existing garage's eaves. If the proposed garage eaves extend farther than the existing eaves, the applicant shall revise the design to setback the building without reducing the eaves.
3. The approval of the preservation incentive for the reconstruction/reconfiguration of the existing garage is based on the proposed compatible materials of the application. Any changes to materials or location would be subject to a new Historic Review.

### **Staff Summary**

Staff finds that this proposal is a reasonable approach for the rebuild/reconfiguration of the existing garage. The owner has attempted to repair the existing garage but has been unable to find a licensed roofing contractor willing to take on the project. There has been water damage to the garage and house due to the poorly designed roof and side porch; therefore, it cannot be repaired in place.

The garage is currently attached, and the new design proposes an alternate attachment location, which will have no increased impact on the home, maintain the square footage with a minimal increase in length to support the usability of the garage, while also maintaining the compatibility of the design. The net difference in square footage (57 SF) is part of the additional length, which has no impact on the house. As the garage is being removed and rebuilt, staff would see this in principle as new construction, which also allows the application to be eligible for a preservation incentive. Even if the garage was replaced as a detached accessory, the location and width of the existing side porch would not allow enough space to maintain the 3' required setback for an accessory structure and would still require a preservation incentive request.

There is no new impact on the non-designated abutting property (316 High Street) as the added square footage to the garage length will meet the underlying setback requirement due to the current lot's irregular shape. The remaining abutting properties are locally designated, though staff finds that the garage design and location will not have any additional impact on the abutting resources or the McLoughlin Conservation District as a whole, as conditioned.

The applicant is seeking approval for the following:

1. Reconstruction of an attached garage with a proposed expansion of 57 SF in length and relocating the attachment from the rear of the garage to the front. This attachment location would replace the existing side porch and create a more symmetrical and balanced roof line.
2. Granting of a Preservation Incentive to locate the garage at the existing location with a side yard setback of 2'3", where 5' is the required setback of the underlying zone. This Preservation Incentive would not be necessary if the garage was not in such disrepair. Since it will have to be removed and reconstructed, the applicant is requesting that they may maintain the reduced setback as the proposal does not increase the width of the reconstructed garage.

## I. BACKGROUND:

### Site and Context

The subject site is a 3,750 sf lot on the corner of High Street and abutting the alley between 3rd and 4th street in the McLoughlin Conservation District. There is an existing 738 sf home, built in 1915; however, not a designated historic resource. The house has both a front and side porch and an attached 283 sf single-car garage. The garage contains the furnace and water heater for the existing house, but has no internal door connecting it to the existing house, and must be accessed via an intervening side porch.

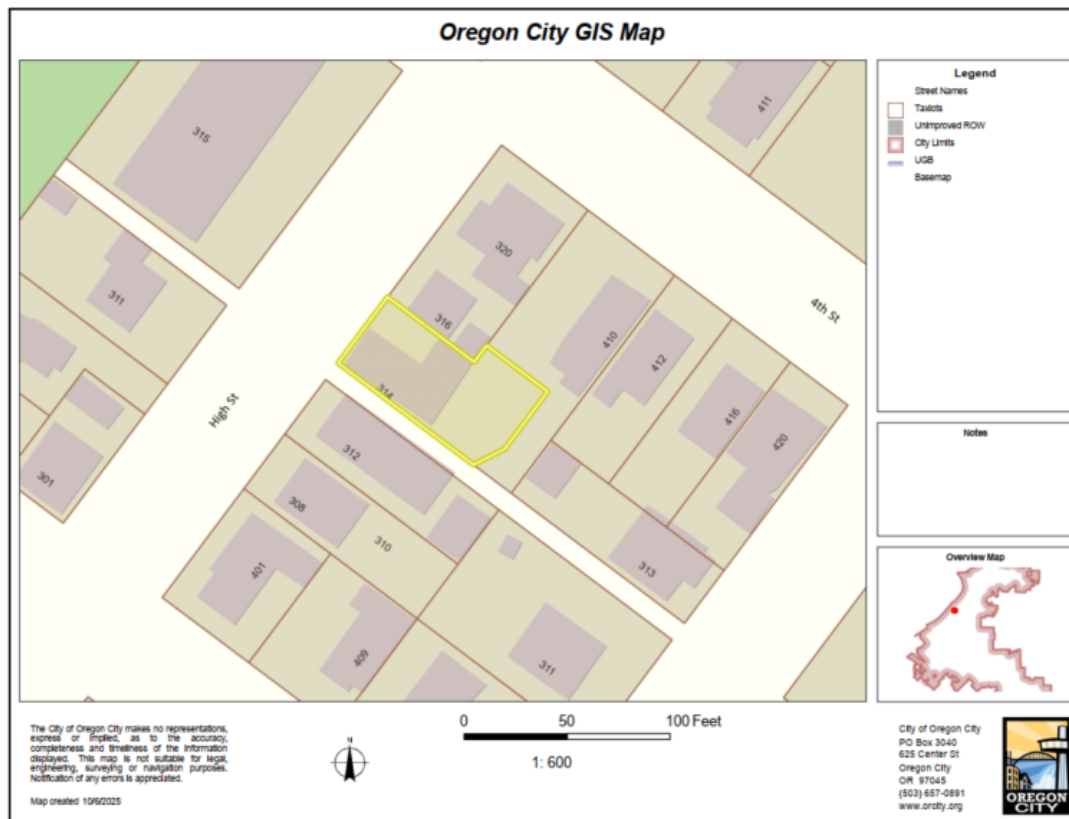


Figure1 Vicinity Map

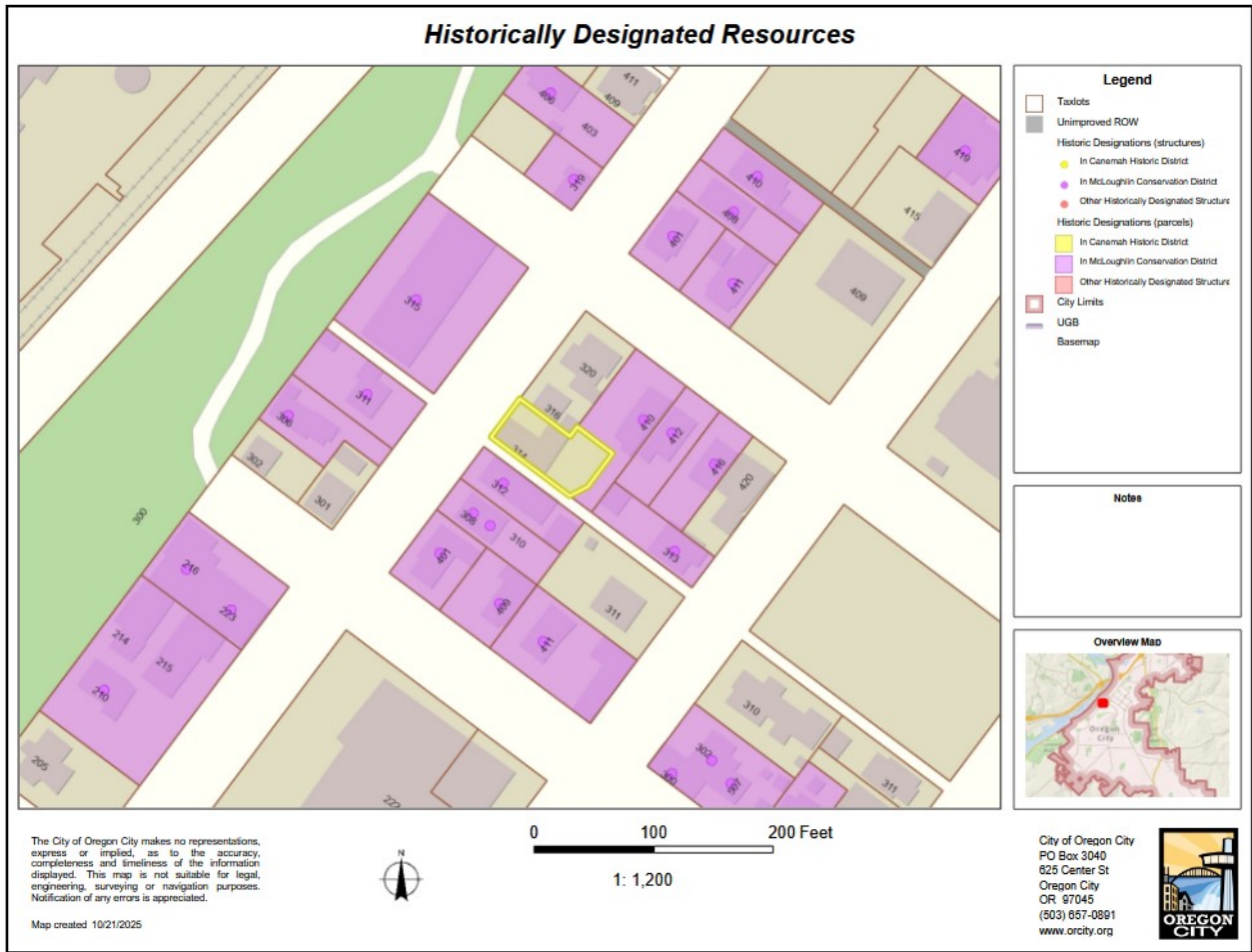


Figure 2 Designated Resources (Fuchia) – McLoughlin Conservation District.



*Figures 3 Street Views*

GLUA-25-00044/HR 25-000012



Figure4 View of side porch



Figure 5 Rear yard view



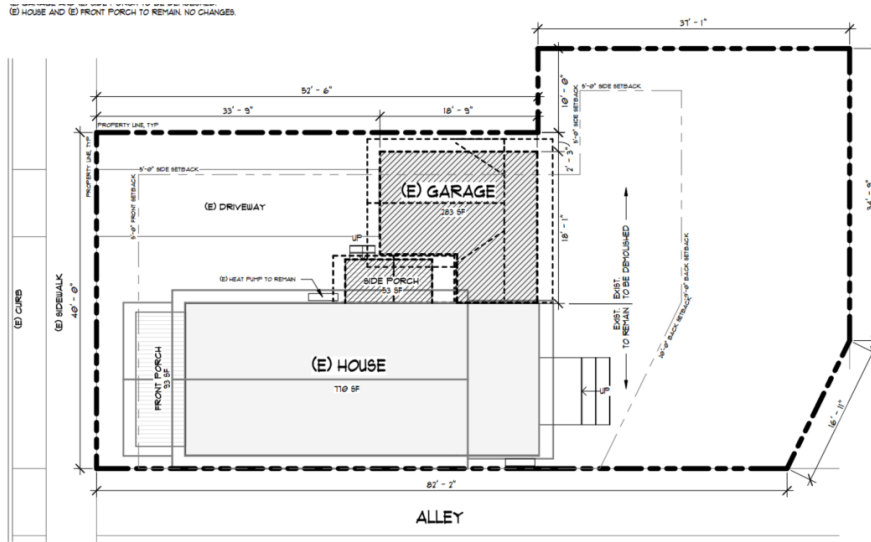
Figure 6 Roof design and disrepair

**APPLICANT'S SUBMITTAL:**

The applicant proposes the rebuild/reconfiguration of the existing attached garage following its demolition due to the failing roof system. The proposed design for the new garage aims to recreate the overall design, details, color, texture, and materials of the exterior design of the original structure. The same shake siding, trim details, corbel rake supports, and roof slope are proposed. Minor modifications to the existing footprint and elevations are proposed.

- Extending the garage from 18'9" to 24' to accommodate the increased size of modern vehicles. There are no proposed changes to the width and front yard setback will remain the same.
- The proposed design modifies the attachment location to the house for ease of internal access from the garage.
- The proposed design raises the height of the existing garage approximately 2' -6" to accommodate the ease of internal access to the home where the finished floor plan is about 2' higher than the garage floor and also align the eave height across the existing house. Both the top of plate height for the new garage walls and the overall roof height remain lower than the existing house, maintaining a lower presence at the street elevation.
- This proposal simplifies the exterior design and roof lines to allow for proper drainage. It replaces the side porch with the garage attachment.

The applicant is seeking a preservation incentive to rebuild in the same location. The existing garage is located approximately 2'3" from the assumed location of the side property line, where a 5ft side yard setback would be required for the underlying zone. There is currently limited space to build the garage to be compliant with the setback without also demolishing the side porch and changing the overall proportions and character of the site.



① (E) SITE PLAN W/ PROPOSED DEMO  
1/8" = 1'-0"

Figure 7 Site plan – Existing

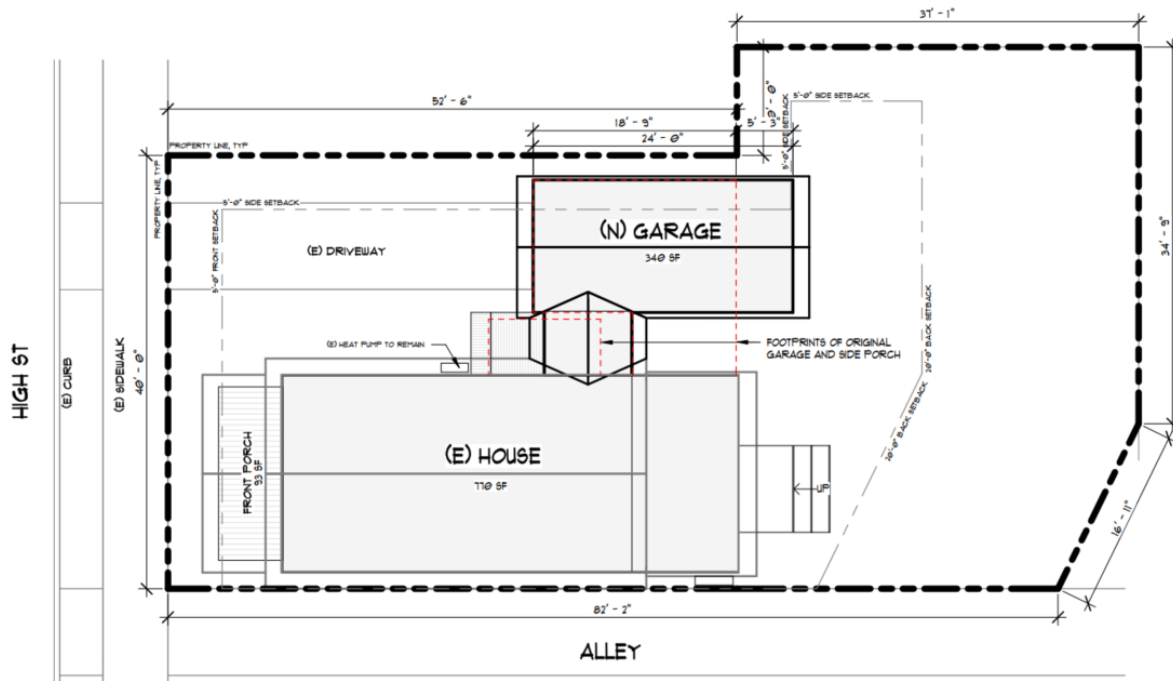


Figure 8 Site Plan Proposal

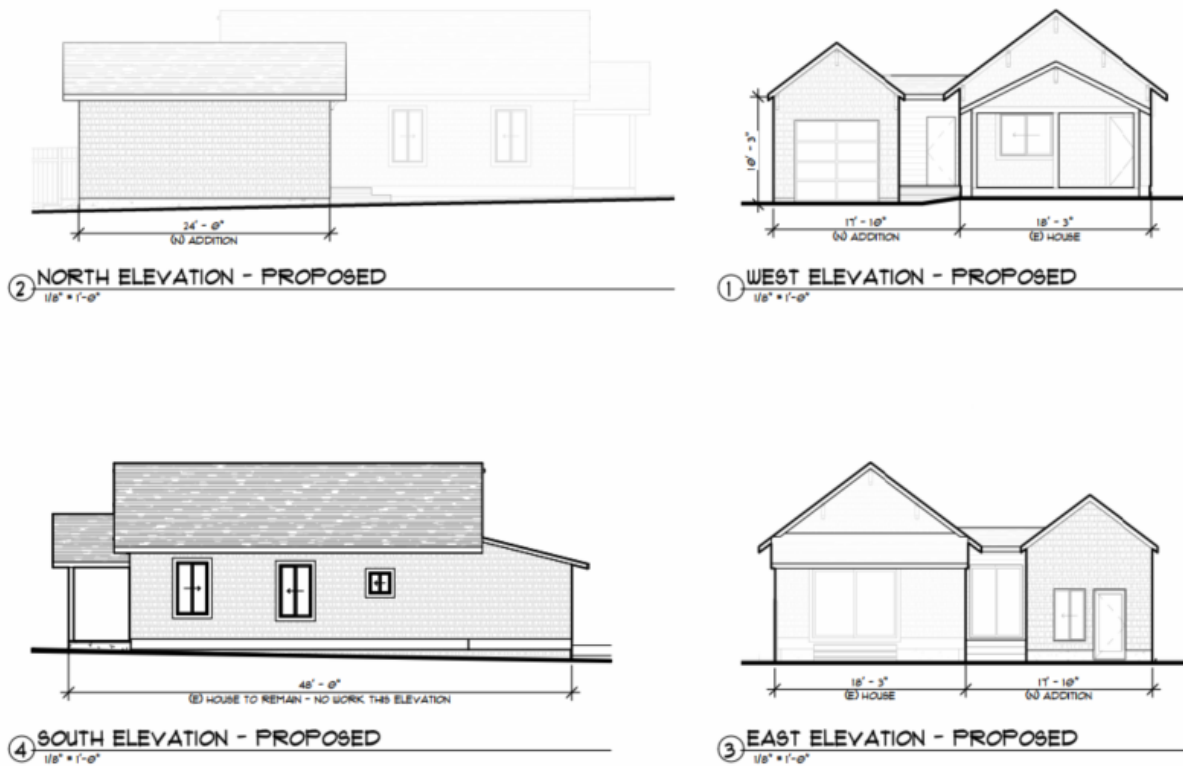


Figure 9 Elevations for proposed rebuild/reconfiguration of attached garage

**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 on October 6, 2025. Any public comments received between the HRB agenda posting date and the hearing date will be presented at the public hearing on October 28<sup>th</sup>.

Wendy Marshall of the McLoughlin Neighborhood Association commented as follows:

- *Photos indicate that the eaves of the existing garage are very close and possibly overlapping the eaves of 316 High Street. It is imperative that the structures and fences on 316 High Street be shown on existing and proposed plan, elevation, and 3D rendering drawings. Show distances between these structures. This applies to any other adjoining properties that may be similarly affected. This will allow Staff and HRB to provide an accurate review.*
- *Proposed structure needs to be shown on south elevation drawing (Sheet A3), as it appears it will protrude over existing home and be visible from that direction.*

**Staff Response:**

The development is approved based on the proposed eaves being no closer to the neighboring property line than the existing garage’s eaves. If the proposed garage eaves extend farther than the existing eaves, the applicant shall revise the design to setback the building without reducing the eaves.

The main roof of the house is still 2 feet 6 inches taller than that of the proposed garage. The new taller garage height is needed to make the garage suitable for today's car dimensions. A small portion of the garage may be visible from the rear over the shed porch. This approach does not impact the compatibility of the proposal with the non-designated house or the district. The proposed garage is subordinate in design, height, and location to the front of the house.

## **CODE RESPONSES:**

### **Preservation Incentive**

*OCMC 17.40.065*

A. Purpose. Historic preservation incentives increase the potential for historically designated properties to be used, protected, renovated, and preserved. Incentives make preservation more attractive to owners of locally designated structures because they provide flexibility and economic opportunities.

**Finding: applicable.** The applicant is seeking a preservation incentive for the placement of the reconstructed garage along the interior side in the same location that it currently sits.

B. Eligibility for Historic Preservation Incentives. All exterior alterations of designated structures and new construction in historic and conservation districts are eligible for historic preservation incentives if the exterior alteration or new construction has received a certificate of appropriateness from the Historic Review Board per OCMC [17.50.110\(c\)](#).

**Finding: applicable.** The applicant proposes to demolish and reconstruct an attached garage in the same location on a non-designated historic site within the McLoughlin Conservation District as repair was deemed to be infeasible. This preserves the proportions and character of the existing site.

C. Incentives Allowed. The dimensional standards of the underlying zone as well as for accessory buildings (OCMC [17.54.100](#)) may be adjusted to allow for compatible development if the expansion or new construction is approved through historic design review.

**Finding: applicable.** The applicant proposes to demolish and reconstruct an attached garage in the same location on a non-designated historic site within the McLoughlin Conservation District. The design does not increase the width of the garage and would be replaced in the same location of 2' 3" from the property line as it is currently constructed. There is not sufficient spacing on the site to increase the setback to the underlying zone's required 5' without reducing the width of the current one-car garage. Staff also finds that while requiring a detached garage as a part of the approval could be a reasonable condition, in this instance, the impact on the non-designated abutting property and District is not adversely affected. Therefore, the owners' request to retain the square footage is reasonable.

D. Process. The applicant must request the incentive at the time of application to the Historic Review Board.

**Finding: complies as proposed.** The applicant has requested this Preservation Incentive in their application submittal documents.

## **New/Reconstruction**

*17.40.60 - 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.*

**Finding: applicable.** *The proposal 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.*

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

*C. Archeological Monitoring Recommendation. For all projects that will involve ground disturbance, the applicant shall provide,*

*1. A letter or email from the Oregon State Historic Preservation Office Archeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and*

*2. A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the Umatilla, Confederated Tribes of the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty-five days of notification by the applicant.*

*If, after forty-five days notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.*

**Finding: Complies as proposed.** No substantial additional ground disturbance is anticipated.

*D. 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.*

**Finding: applicable.** The Historic Review Board is reviewing the proposal.

*E. The following exterior alterations to historic sites may be subject to administrative approval:*

*1. Work that conforms to the adopted Historic Review Board Policies.*

**Finding: not applicable.** The proposal is not subject to administrative approval because it involves demolishing and reconstructing.

*F. For construction of new structures in an historic or conservation district, or on an historic site, the criteria to be used by the board in reaching its decision on the certificate of appropriateness shall include the following:*

*1. The purpose of the historic conservation district as set forth in Section 17.40.010;*

**Finding: complies as proposed.** Demolition of a deteriorating structure to be rebuilt and reconfigured in the same location with a minor modification to the footprint for the length and location of attachment. This proposal maintains the original structural design and overall compatibility of the site.

*2. The provisions of the city comprehensive plan;*

*POLICY 2.3 Facilitate historic preservation programs for retention of federal, state, and locally designated historic districts and sites.*

*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.*

**Finding: Complies as proposed.** The proposed design is as close to the character of the original construction as possible, considering the existing garage cannot be retained. The proposed design maintains the same width as the existing garage and is only modified in length and height because the economic viability of the investment in rebuilding the garage requires it to be able to accommodate the increased length of modern vehicles. The interior footprint of the existing garage is currently not long enough for a code-compliant parking space. The design is proposing enough length to be able to accommodate an average SUV.

*3. The economic effect of the new proposed structure on the historic value of the district or historic site;*

**Finding: applicable.** The historic use of the site is a single-family residence with an attached garage. The new attached garage will replace the one that is failing and accommodate a modern vehicle without changing the setback in relation to the street.

*4. The effect of the proposed new structure on the historic value of the district or historic site;*

**Finding: applicable.** The structure is proposed to be rebuilt and reconfigured in the same location with a minor modification to the footprint for the length and location of attachment. This proposal maintains the original structural design and overall compatibility of the site which is non-designated within the McLoughlin Conservation District.

5. *The Physical condition of the historic site;*

**Finding: applicable.** The physical condition of the existing site is in some state of disrepair. The condition of the garage has been deemed not salvageable by the architect and contractor due to the non-engineered nature of the modified structure, the clear and continual efforts to reinforce the failure over time, the lack of a curb, footing, or shear reinforcement for the wall framing, the fundamentally flawed geometry that causes water to not drain properly or dry quickly, the lack of flashing and evidence of water damage/deterioration that will likely already need some amount of demolition in order to remediate, and the inability to find a licensed roofing contractor willing to take on the project and warranty the work. If it is left to deteriorate slowly, it will only continue to cause water damage to the house.

The replacement of the garage will allow for investment in the remediation, repair, repainting, and reroofing of the existing house and the improvement of the overall physical condition of the site, ensuring its further preservation.

6. *The general compatibility of the exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used in the construction of the new building or structure;*

**Finding: complies as proposed.** The proposed design for the new garage aims to recreate the overall design, details, color, texture, and materials of the exterior design of the original structure. The same shake siding, trim details, corbel rake supports, and roof slope are proposed. The height of the proposed garage walls is approximately 2'-6" taller but remains subordinate to the main house and generally compatible with the proportion of the site and the neighborhood. The exterior design makes no adjustments to the width or relation to the street aside from the side attachment, which replaces the small side porch and simplifies the roof lines to allow for better drainage.

7. *Pertinent aesthetic factors as designated by the board;*

**Finding: not applicable.** The board has not identified any additional factors.

8. *Economic, social, environmental and energy consequences;*

**Finding: complies as proposed.** Improving the condition of the structure will increase the economic value of the site and the historic district. Reconfiguring the design to allow for proper drainage will reduce the environmental and energy consequences for this site. The structure will remain the same character by rebuilding using the same design, color, texture, and material which will maintain its social aesthetic value.

*Design guidelines adopted by the historic review board.*

*The following design guidelines are applicable to this project:*

**Design Guidelines for New Construction**

**STYLE**

*New construction shall complement one of these styles to support the historic context. Use of other styles dilutes and distracts from the historic context of the district. While there may be several styles dominant within the district, the specific choice of a style shall be compatible with*

*adjacent properties, the block, and the neighborhood. It also must be fitting for the particular function of the building and its size.*

#### **SITE**

*Siting principles involve both how the site is used and how the building(s) is placed within the site. The specific lot location and its topography can dictate many requirements. Residential buildings are to face the street squarely with their primary face in full view, and to be set back from lot lines and be spaced from one another similar to the immediate neighborhood. The primary structure is to be placed in the primary position with accessory structures in a service or ancillary position, except where topography is an issue. Yard area between the house and street to primarily be planted with minimal paving only for pedestrian access and for vehicle movement. More private activity spaces to be located at the less public areas of the site.*

#### **DESIGN COMPOSITION**

*Include a range of more detailed design issues that address groups of elements, individual elements, their design and how they relate to the overall composition and finish. The principles place a traditional emphasis on the design's composition as seen from the exterior, rather than as a result of interior functional planning requirements. They also outwardly convey a sense of quality craftsmanship.*

*The design composition principles, being more detailed, and stylistically dependent, are typically developed after the previous principles are resolved. These principles also reflect historically appropriate materials, respective finishes, and unobtrusive integration of new technology.*

**Finding: applicable.** You can either look at this section as *not applicable* based on the minimal net new square footage of 57sf **OR** applicable based on the square footage of the entire rebuild.

The proposed design for the new garage aims to recreate the overall design, details, color, texture, and materials of the exterior design of the original structure. The same shake siding, trim details, corbel rake supports, and roof slope are proposed. This remains structurally compatible as well as maintains compatibility with the historic district.

The proposal is to rebuild along the same distance to the property line as it was previously with no new impact on the neighboring property. The new 57 square feet will be added to the rear for additional length. The front of the structure will maintain the same front setback and the side porch will be replaced with the new attachment location.

The new design adds about 3' of height to the garage and relocates the garage attachment which provides a symmetrical and balanced appearance to the structure. The new garage roof height remains 2'6" lower than the main house, and the attachment location, which replaces the side porch, is 3' lower than the garage to maintain its simple appearance.

## **II. PUBLIC NOTICE**

A public notice was sent to neighbors within 300 feet of the subject property, posted online, emailed to various entities, and posted onsite.

## **III. CONCLUSIONS AND RECOMMENDATIONS**

Based on the following findings, staff recommends that the Historic Review Board approve with conditions the Historic Preservation Incentive for the rebuild and reconfiguration of the existing garage under file number GLUA-25-00044/HR-25-00012.

**Exhibits**

1. Applicant Submittal
2. Email Communication with applicant 10.20.25 & 10.21.25 regarding eave clarification
3. Public Comments: Wendy Marshall McLoughlin Neighborhood Association

**LAND USE APPLICATION FORM**

<b>Type I (OCMC 17.50.030.A)</b> <input type="checkbox"/> Compatibility Review <input type="checkbox"/> Willamette River Greenway <input type="checkbox"/> Communication Facility / Eligible Modification  <input type="checkbox"/> Lot Line Adjustment  <input type="checkbox"/> Non-Conforming Use Review <input type="checkbox"/> Natural Resource (NROD) Verification <input type="checkbox"/> Minor Site Plan & Design Review <input type="checkbox"/> Extension of Approval <input type="checkbox"/> Historic Review – Remodel <input type="checkbox"/> Detailed Dev. Plan (DDP) <input type="checkbox"/> LUCS  <b>Expedited Type II (OCMC 17.50.030.B &amp; 16.24)</b> <input type="checkbox"/> Middle Housing Land Division	<b>Type II (OCMC 17.50.030.B)</b> <input type="checkbox"/> Master Plan / PUD / GDP or Amendment <input type="checkbox"/> Detailed Development Plan (DDP) <input type="checkbox"/> Floodplain Review  <input type="checkbox"/> Geologic Hazard Overlay <input type="checkbox"/> Minor Partition (<4 lots) <input type="checkbox"/> Minor Site Plan & Design Review <input type="checkbox"/> Non-Conforming Use Review <input type="checkbox"/> Proportional Upgrades <input type="checkbox"/> Site Plan and Design Review / DDP <input type="checkbox"/> Manufactured Home Park <input type="checkbox"/> Compatibility Review  <b>Modifications / Adjustments</b> <input type="checkbox"/> Residential Design <input type="checkbox"/> Site Plan & Design Review <input type="checkbox"/> Public Improvement <input type="checkbox"/> Tree Mitigation <input type="checkbox"/> Subdivision (4+ lots) <input type="checkbox"/> Administrative (Minor) Variance <input type="checkbox"/> Natural Resource (NROD) Review <input type="checkbox"/> Willamette River Greenway <input type="checkbox"/> Phased Subdivision / Site Plan and Design Review Occupancy Plan <input type="checkbox"/> Expedited Land Division	<b>Type III / IV (OCMC 17.50.030.C &amp; D.)</b> <input type="checkbox"/> Annexation <input type="checkbox"/> Code Interpretation / Similar Use <input type="checkbox"/> Master Plan / PUD / GDP Amendment <input type="checkbox"/> Conditional Use <input type="checkbox"/> Comprehensive Plan/Legislative Amendment <input type="checkbox"/> Code <input type="checkbox"/> Map <input type="checkbox"/> Detailed Development Plan DDP <input checked="" type="checkbox"/> Historic Review Board <input checked="" type="checkbox"/> Demolition <input type="checkbox"/> New Construction <input type="checkbox"/> Remodel <input type="checkbox"/> Municipal Code Amendment <input type="checkbox"/> Parking Adjustment <input type="checkbox"/> Variance <input type="checkbox"/> Sign Variance <input type="checkbox"/> Natural Resource (NROD) Review <input type="checkbox"/> Zone Change (Text/Map) <input type="checkbox"/> Willamette River Greenway  <b>Legislative Action (OCMC 17.50.170)</b> <input type="checkbox"/> Legislative
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<b>File Number(s):</b>	<b>Application Date:</b>
<b>Project Name:</b> Stevens Garage Rebuild	
<b>Proposed Land Use or Activity:</b> Preservation incentive request for the demolition and rebuild of the existing attached garage.	<b># of Lots Proposed (If Applicable):</b>
<b>Physical Address(es) of Site:</b> 314 High Street, Oregon City, OR 97045	
<b>Clackamas County Map and Tax Lot Number(s):</b> 22E31AC , 22E31AC11900	

**Applicant(s)**

Applicant(s) Signature:	
Applicant(s) Name Printed: Suzy Stevens	Date: 9/29/25
Mailing Address: 314 High Street, Oregon City, OR 97045	
Phone: 323.450.6610	Email: suzystevens@yahoo.com

**Property Owner(s) – If more than 2 owners, add all information to back of page including signatures.**

<b>Property Owner #1</b>	
Property Owner#1 Signature:	
Property Owner#1 Name Printed: Suzy Stevens	Date: 9/29/25
Mailing Address: 314 High Street, Oregon City, OR 97045	
Ownership Address: 314 High Street, Oregon City, OR 97045	
Phone: 323.450.6610	Email: suzystevens@yahoo.com

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

**Representative(s)**

Representative(s) Signature:	
Representative(s) Name Printed: Molly McGowan	Date: 9/29/25
Mailing Address: 5950 SE 141st Ave, Portland, OR 97236	
Phone: 503.805.4911	Email: molly@research.design

*All signatures represented must have the full legal capacity and hereby authorize the filing of this application and certify that the information and exhibits herewith are correct and indicate the party's willingness to comply with all code requirements.*

## TYPE III –HISTORIC REVIEW BOARD SUBMITTAL

*Date 09/29/2025*

**APPLICANT: Molly McGowan, reARCH Design**

**OWNER: Suzy Stevens**

**LOCATION: 314 High Street, Oregon City, OR 97045**

**REQUEST: Demolition and Addition in the McLoughlin Conservation District**

### **BACKGROUND:**

#### **1. Existing Conditions -**

The site is a 3,750 sf lot on the corner of High Street and the alley between 3rd and 4th street. There is an existing 738 sf, 2 bedroom, 1 bath, home, built in 1915. The house has both a front and side porch. There is an approved open permit for an interior remodel of the existing house.

There is also an attached 283 sf, single car garage. The garage is attached and contains the furnace and water heater for the existing house, but has no internal door connecting it to the existing house and must be accessed via an intervening side porch.

Additional observations of the materials, construction, and conditions of the garage structure made by the Architect and a Licensed Contractor are:

- The original garage structure dates to the same build time as the house, and is wood framing over slab on grade, assumed to have no footings or reinforcing.
- The structure likely began as a detached garage and was modified (at a later, though not recent date) to attach to the existing house.
- The alteration of the roof framing to attach to the existing house was done extremely poorly, without any engineering, and the “design” of the framing, connections, and weatherproofing are fundamentally flawed.
- There is evidence of degrading structural integrity of the original garage, water damage at the many different rooflines, particularly where it meets the existing house.
- Additional framing and bracing has been added (likely by various homeowners) over the years to stiffen the warping, sagging, or shearing structure.

- The roof is currently failing; both leaking directly into the garage and causing visible water damage where it attaches to the existing house.
- The contractor has been unable to find a roofer willing to reroof the structure as-is because of the conditions and/or warranty their work due likelihood of future failure (leaks) because of the flawed roof geometry.

## 2. PROJECT DESCRIPTION:

We are requesting permission to demolish the existing / failing attached garage and rebuild a new attached single car garage in its place, with some minor modifications. The existing garage is located approximately 2'3" from the assumed location of the side property line, currently legally non-conforming to the 5ft side yard setback required in the base zone. We are also requesting a preservation incentive to allow us to rebuild the garage in the same location with respect to the front and side yard setbacks as there is both no room to build the garage compliant with the setback without also demolishing the side porch and changing the overall proportions and character of the site.

The homeowner is currently undertaking an interior remodeling project with an approved building permit and without any kind of addition/expansion that would alter the character or the modest footprint of the historic home. Previously, the project was aimed simply at updating the interior layout and finishes and rehabilitating the years of disrepair of the home's exterior materials with some basic siding repair, painting, and reroofing; all being undertaken with the aim of preserving the integrity of the structure.

What to do with the failing garage has been considered thoroughly. It is the opinion of the Architect and Contractor that the structure really is not salvageable due to: the non-engineered nature of the modified structure; the clear and continual efforts (without success) to reinforce the failure over time; the lack of a curb, footing, or shear reinforcement for the wall framing; the fundamentally flawed geometry that causes water to not drain properly or dry quickly; the lack of flashing and evidence of water damage / deterioration that will likely already need some amount of demolition in order to remediate; and the inability to find a licensed roofing contractor willing to take on the project and warranty the work. Moreover, if left to deteriorate slowly it will only continue to cause water damage to the house that the homeowner is going to such lengths to try to rehabilitate and preserve.

The proposed design for the new garage aims to recreate the overall design, details, color, texture, and materials of the exterior design of the original structure. The same shake siding, trim details, corbel rake supports, and roof slope are proposed. Minor modifications to the existing footprint and elevations are proposed only as needed, and explained below.

- The existing garage is only 18'-9" in length. The proposed garage is 24'-0" in length in order to accommodate the increased size requirements of modern vehicles. However, there is no change to the front setback of the garage and no impact to the street facing facade. There is also no change to the extent of the

length of non-complying facade along the side property line. The additional 5'-3" exterior length extends into the back yard and consequently, reduces and/or eliminates any impact on the adjacent neighbor. The proposed design makes no change to the overall width of the garage.

- The proposed design modifies the location of the attachment of the new garage to the existing house to the location of the existing side porch and exterior side door so that there is internal access from the garage into the house. This proposal simplifies the exterior design and roof lines in order to provide better, more robust weatherproofing. Aesthetically, the design essentially only replaces the side porch with an attached garage built directly behind it with one space that combines the two functions under one roof.
- The proposed design raises the height of the existing garage approximately 2'-6". The height change is proposed in order to accommodate internal access between the garage and the house, which has a finish floor height of between 2'-0" and 2'-3" about the level of the garage floor. It is also proposed so that the eave height aligns across the existing house and the new garage and the attached space for simple roof geometry and drainage. Both the top of plate height for the new garage walls and the overall roof height remain lower than the existing house, maintaining a lower presence in the street elevation.

#### **CODE RESPONSES:**

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

##### **Applicant response:**

The proposed design is compatible with the purpose of the historic conservation district (HCD) because it maintains the overall character of the original building site (house and attached garage) while remediating damage that failing construction is actively doing to the existing house.

*17.40.060.F (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:**

The proposed design is as close to the character of the original construction as possible, considering the existing garage cannot be retained. The proposed design maintains the same width as the existing garage and is only modified in length because the economic viability of the

investment in rebuilding the garage requires it be able to accommodate the increased length of modern vehicles. The interior footprint of the existing garage is not even long enough for a code compliant parking space. The design is only proposing enough space to be able to accommodate an average SUV (most common vehicle class in the US) with room to walk around it.

*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;*

**Applicant response:**

The historic use of the site is a single family residence with an attached garage. We propose an attached garage to replace the one that is failing, with no changes to the setback from the street. A functional garage in good repair could only enhance the public interest.

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

**Applicant response:**

The existing attached garage is of no particular historic significance and its value is only in its contribution to the general character of the neighborhood. The existing building cannot be salvaged, as described in the Project Description and Existing Conditions. The proposed garage will make a more active contribution to the neighborhood while maintaining the overall character of the original structure.

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

**Applicant response:**

The physical condition of the existing site is in some state of disrepair. The condition of the garage is not salvageable (see above). The replacement of the garage will allow for investment in the remediation, repair, repainting, and reroofing of the existing house and the improvement of the overall physical condition of the site, ensuring its further preservation.

*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;*

**Applicant response:**

The exterior design, as viewed from the street, maintains the structure as a single family residence with attached single car garage. The design makes no adjustments to the width of the garage, the width of the portion of the structure attaching the garage to the house, or to the setbacks from the front lot line. The design also proposes the same size shake siding, trim, corbels, eave and rake details for the garage. The height of the proposed garage walls is approximately 2'-6" taller, but remains subordinate to the main house and generally compatible with the proportion of the site and the neighborhood.

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

**Applicant response:**

Improving the condition of the structures, the aesthetics, and property value of the site has economic, social, and environmental consequences for the historic district. The nicer the area, the more walkable, desirable, and popular it becomes; every property contributes.

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

**Applicant response:**

Please refer to the analysis 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:**

The property's use as single family residential with an attached garage is maintained.

*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 historic character of the property is preserved. The design proposes no adjustments to the width of the garage, the width of the portion of the structure attaching the garage to the house, or to the setbacks from the front lot line. In fact, the design is specifically requesting a preservation incentive in order to be allowed to maintain the distinctive spatial relationships that currently characterize the site and maintain the existing side yard setback. The design also proposes the same size shake siding, trim, corbels, eave and rake details for the garage in order to maintain the materials and features that distinguish the existing structure.

*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:**

The garage will be rebuilt essentially as it was, to preserve the physical record of the site's history and character. The proposal does call for replacing the existing side porch that tees into the side of the garage and the attached garage behind it to be demolished and replaced with a small enclosed space/mudroom. This is for a simpler roof line, more efficient water drainage, as well as interior access from the garage to the house. The design proposes that the facade of this altered space is clad with lap siding. This is to distinguish it from the existing house and the

garage rebuilt to look like the one that can't be salvaged, while still being compatible with the overall character of the neighborhood.

*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 significance 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 house is not of any particular historic significance but the shake siding and corbels that are distinctive features on the existing house and attached garage are being preserved.

*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:**

The severity of the deterioration of the garage requires replacement. Moreover, it is the opinion of the Architect and the Contractor that the original garage would have had a roof line like the one we are proposing rebuilding the garage with. The existing garage is failing because someone in its history (though still a long time ago) modified the original 1915 structure to attach it to the house without an engineer and without enough experience to properly design the roof geometry for structural integrity or water drainage. See submitted drawings for substantiating photos/evidence. The replacement garage is being designed as close to the original as possible while making small accommodations in length (not visible from the street) and height, in order to make the structure more compatible with modern vehicles and justify the economic viability of the investment in rebuilding the structure.

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

No treatments are proposed.

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

**Applicant response:**

No archeological resources are present.

*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 historic character of the property is preserved. The design proposes no adjustments to the width of the garage, the width of the portion of the structure attaching the garage to the house, or to the setbacks from the front lot line. In fact, the design is specifically requesting a preservation incentive in order to be allowed to maintain the distinctive spatial relationships that currently characterize the site and maintain the existing side yard setback. The garage will be rebuilt essentially as it was, to preserve the physical record of the site's history and character. The proposal does call for replacing the existing side porch that tees into the side of the garage and the attached garage behind it to be demolished and replaced with a small enclosed space/mudroom. This is for a simpler roof line, more efficient water drainage, as well as interior access from the garage to the house. The design proposes that the facade of this altered space is clad with lap siding. This is to distinguish it from the existing house and the garage rebuilt to look like the one that can't be salvaged, while still being compatible with the overall character of the neighborhood.

*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:**

The existing site has an existing house with an attached garage where the house and garage have parallel gable roofs and a cross gable in the rear that attaches the garage to the house. The house also has a side porch that butts almost into the side of the garage. Currently the failing garage framing and water damage is at risk of continuing to deteriorate all the structures, because the cross gable portion was not an original feature of the site. It is the Architects and Contractor's supposition that when the site was developed in 1915, it was with the garage and the house with parallel gables and the side porch in between. The proposed design is for the garage and the house to have the parallel gables again, with the roof of the addition that connects them to be overframed between them, so that if removed, the site could be restored as a house and garage with parallel gables and side porch in between. Additionally, all the proposed new construction could be removed without damaging the integrity of the existing house.

## **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.*

**Applicant response:**

The historic character of the property and relationships between buildings and open space is preserved. The design proposes no adjustments to the width of the garage, the width of the

portion of the structure attaching the garage to the house, or to the setbacks from the front lot line. In fact, the design is specifically requesting a preservation incentive in order to be allowed to maintain the distinctive spatial relationships that currently characterize the site and maintain the existing side yard setback. Altering the proposed design to be compliant with modern setbacks would significantly impact the character of the site and the relationship between buildings and spaces.

*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 only proposed expansion of the garage's footprint is into the backyard specifically in order to eliminate the visual impact from public ways.

*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:**

No changes to landscaping elements visible from the public are proposed. Minimal site changes are proposed at all.

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

**Applicant response:**

No berms or ground cover are proposed.

*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 height of the rebuilt garage does not exceed the height of the existing house. It is 2'-6" taller than the former garage in order to accommodate interior access to the house, modern vehicles, and garage uses, but is still single story, lower than the single-story main house on the property as well as generally compatible with the surrounding area.

*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 design proposes no adjustments to the width of the existing garage, the width of the portion of the structure attaching the garage to the house, or to the setbacks from the front lot line. The reconstructed garage is proposed to be slightly taller than the former garage but it is still single story, set back from and lower than the single-story main house. The only expansion of the

building footprint is small and in the backyard specifically to reduce the visual impact and not increase any perception of “bulk”.

*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:**

The overall height and width of the replacement attached garage, roof size and slope, garage door, trim and siding size, etc are all compatible with the existing house and the garage to be demolished. Only minor modifications are proposed.

*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:**

The relative sizes of the garage door and existing man door into the garage are nearly identical to the existing structure from the street facade.

*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 existing house is being retained. The existing and failing garage is being demolished intentionally and carefully in order to stop the deterioration its failure is causing and preserve the existing house. The significant architectural elements of the existing garage (corbels) will be preserved to the extent practicable and retained for use in the proposed new attached garaged.

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

17.40.070 - Demolition and moving.

A. If an application is made for a building or moving permit to demolish or move all or part of a structure which is a landmark or which is located in a conservation district or an historic district, the building inspector shall, within seven days, transmit to the historic review board a copy of the transaction.

**Applicant response:**

B. The historic review board shall hold a public hearing within forty-five days of application pursuant to the procedures in [Chapter 17.50](#).

**Applicant response:**

C. In determining the appropriateness of the demolition or moving as proposed in an application for a building or moving permit, the board shall consider the following:

1. All plans, drawings and photographs as may be submitted by the applicant;

**Applicant response:**

Photographs depicting the deterioration and inadequate structural framing of the attached garage, plans and elevations depicting the proposed scope of demolition, and plans and elevations of the proposed rebuilt attached garage have been submitted.

2. Information presented to a public hearing held concerning the proposed work;

**Applicant response:**

3. The city comprehensive plan;

**Applicant response:**

4. The purpose of this section as set forth in [Section 17.40.010](#);

**Applicant response:**

5. The criteria used in the original designation of the landmark or district in which the property under consideration is situated;

**Applicant response:**

6. The historical and architectural style, the general design, arrangement, materials of the structure in question or its fixtures; the relationship of such features to similar features of the other buildings within the district and the position of the building or structure in relation to public rights-of-way and to other buildings and structures in the area;

**Applicant response:**

7. The effects of the proposed work upon the protection, enhancement, perpetuation and use of the district, which cause it to possess a special character or special historic or aesthetic interest or value;

**Applicant response:**

8. Whether denial of the permit will involve substantial hardship to the applicant, and whether issuance of the permit would act to the substantial detriment of the public welfare and would be contrary to the intent and purposes of this section;

**Applicant response:**

Denial of the permit would result in substantial hardship to the applicant. The garage is currently leaking, deteriorating, and causing water damage to the existing house. The applicant has an approved permit for a remodel of the existing residence and is investing in improvements to the house. However, the general contractor cannot find a roofer who is willing to work with the existing garage which would result in damage to the investment being put into restoring the character and quality of the existing house. Moreover, the garage roof could fail resulting in property damage if not personal injury.

9. The economic, social, environmental and energy consequences.

**Applicant response:**

Improving the condition of the house and attached garage, the aesthetics, and property value of the site has economic, social, and environmental consequences for the historic district. Every property contributes to the perception of a ‘nicer’ neighborhood and the more walkable, desirable, and popular it becomes.

D. The failure of the applicant to provide the information required by Subsection C.1.—9. shall be grounds for deeming the application incomplete.

E. The board may approve or deny the demolition or moving request after considering the criteria contained in Section 17.40.070C. Action by the board approving or denying the issuance of a permit for demolition or moving may be appealed to the city commission by any aggrieved party, by filing a notice of appeal, in the same manner as provided in [Section 17.50](#) for appeals. If no appeal of a demolition permit is filed, the building official shall issue the permit in compliance with all other codes and ordinances of the city.

**Applicant response:**

F. In any case where the city commission has ordered the removal or demolition of any structure determined to be dangerous to life, health or property, nothing contained in this title shall be construed as making it unlawful for any person, without prior approval of the historic review board, pursuant to this title, to comply with such order.

**Applicant response:**

***17.40.065 - Historic Preservation Incentives.***

A. Purpose. Historic preservation incentives increase the potential for historically designated properties to be used, protected, renovated, and preserved. Incentives make preservation more attractive to owners of locally designated structures because they provide flexibility and economic opportunities.

B. Eligibility for Historic Preservation Incentives. All exterior alterations of designated structures and new construction in historic and conservation districts are eligible for historic preservation incentives if the exterior alteration or new construction has received a certificate of appropriateness from the Historic Review Board per OCMC 17.50.110(c).

**Applicant Response:**

The property is eligible for a preservation incentive from the Historic Review Board because of its location in the historic district and requires one in order to rebuild a structure than cannot be salvaged in a way that preserves the relationships between the buildings on the existing site, the proportions and character of the existing structures, as well as the integrity of the existing house. The existing house is built on the lot line along the alley and the existing attached garage extends right to the 2’-3” from the opposite property line that the proposal is requesting a preservation incentive to keep. There is no space on the site to move the garage to be compliant with the current setback requirements of the zone. The reduced setback being requested is consistent with the setback seen on the historic sites all

over the area. Lastly, the proposal is a better preservation of the character of the site than the status quo of continuing deterioration of the garage or an alternative demolition of the garage to be replaced with a more economically valuable addition of living space, compliant with the 5ft setback requirement but not preserving the character of the original site.

C. Incentives Allowed. The dimensional standards of the underlying zone as well as for accessory buildings (OCMC 17.54.100) may be adjusted to allow for compatible development if the expansion or new construction is approved through historic design review.

**Applicant Response:**

The applicant is requesting to rebuild the attached garage in the same location with regard to the front and side lot lines as the existing garage. The new garage would be compliant with the current front setback of the zone. A preservation incentive is only sought to maintain the existing setback of 2'-3" from the side lot line. The proposed design does increase the length of the garage in order to accommodate the increased size of modern cars but the proposal calls for the added space to extend into the backyard in order to maintain the character of the site from the street, to not increase the extent of the building not compliant with the current setback, and to minimize the impact on the adjacent neighbor. This preservation incentive is required because there is not sufficient space on the site to relocate the garage in a location that would be compliant with current setback requirements and the original structure is not salvageable due to: the deterioration of the structure; the non-engineered modifications to the structure over time; the lack of a curb, footing, or shear reinforcement for the wall framing; the fundamentally flawed roof geometry that causes water to not drain properly or dry quickly; the lack of flashing and evidence of water damage / deterioration that will likely already need some amount of demolition in order to remediate; and the inability to find a licensed roofing contractor willing to take on the project and warranty the work.

D. Process. The Applicant must request the incentive at the time of application to the Historic Review Board.

**Applicant Response:**

The proposal is requesting the preservation incentive concurrent with the request to demolish the existing structure. See above.



**ATTACHED GARAGE REBUILD PROPOSAL**

314 HIGH STREET, OREGON CITY

r e a r c h . d e s i g n  
 5950 SE 141ST AVE  
 PORTLAND, OR 97236  
 503.805.4911  
 MOLLY@REARCH.DESIGN

PROJECT NO.  
**2505**

**STEVENS REMODEL**  
 314 HIGH ST  
 OREGON CITY, OR 97045

DATE: **09/29/25**

DRAWN BY: **MM**

SET ISSUE:  
**HISTORIC REVIEW**

REVISIONS:  
 Description Date

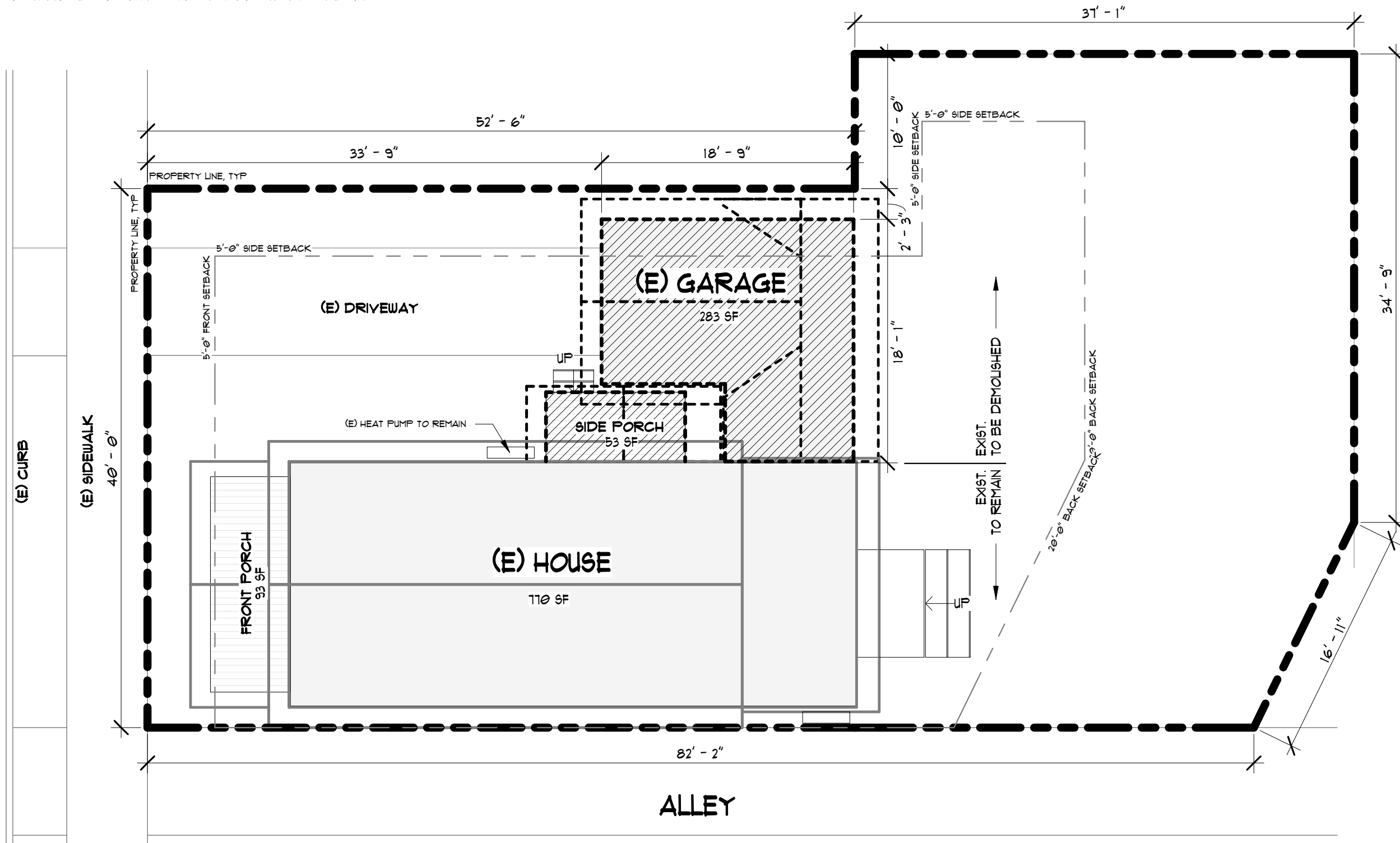
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DWG NAME:  
**COVER**

**DEMO PLAN NOTE:**

(E) GARAGE AND (E) SIDE PORCH TO BE DEMOLISHED.  
 (E) HOUSE AND (E) FRONT PORCH TO REMAIN. NO CHANGES.

HIGH ST



1 (E) SITE PLAN W/ PROPOSED DEMO  
 1/8" = 1'-0"

re ARCH. design  
 5950 SE 141ST AVE  
 PORTLAND, OR 97236  
 503.805.4911  
 MOLLY@REARCH.DESIGN

PROJECT NO.  
 2505

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 314 HIGH ST  
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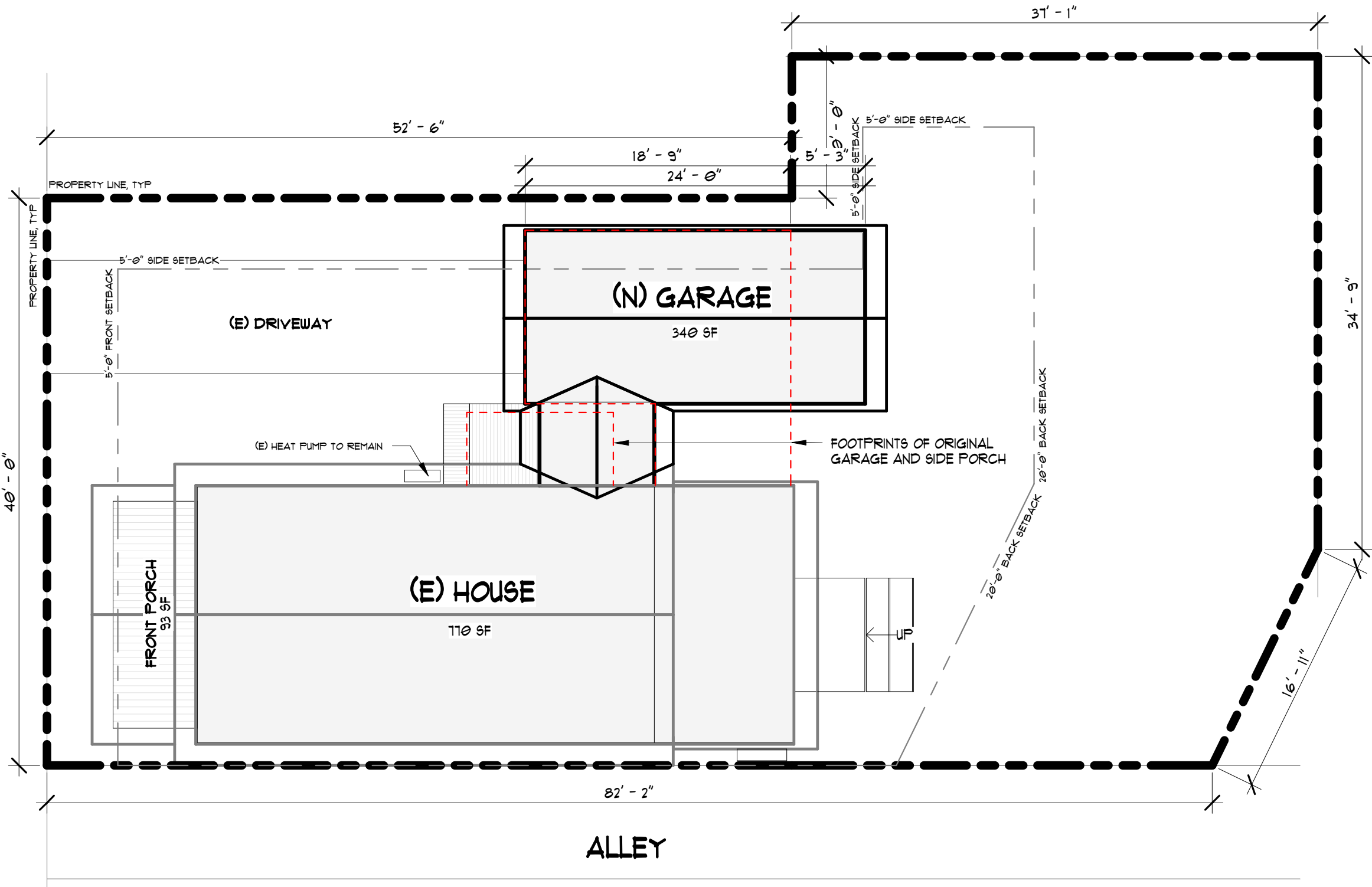
DWG#: AI  
 DWG NAME:

(E) SITE PLAN

HIGH ST

(E) CURB

(E) SIDEWALK  
40' - 0"



1 PROPOSED SITE PLAN  
1/8" = 1'-0"

re ARCH. design  
5950 SE 141ST AVE  
PORTLAND, OR 97236  
503.805.4911  
MOLLY@REARCH.DESIGN

PROJECT NO.  
2505

STEVENS REMODEL  
314 HIGH ST  
OREGON CITY, OR 97045

DATE: 09/29/25

DRAWN BY: MM

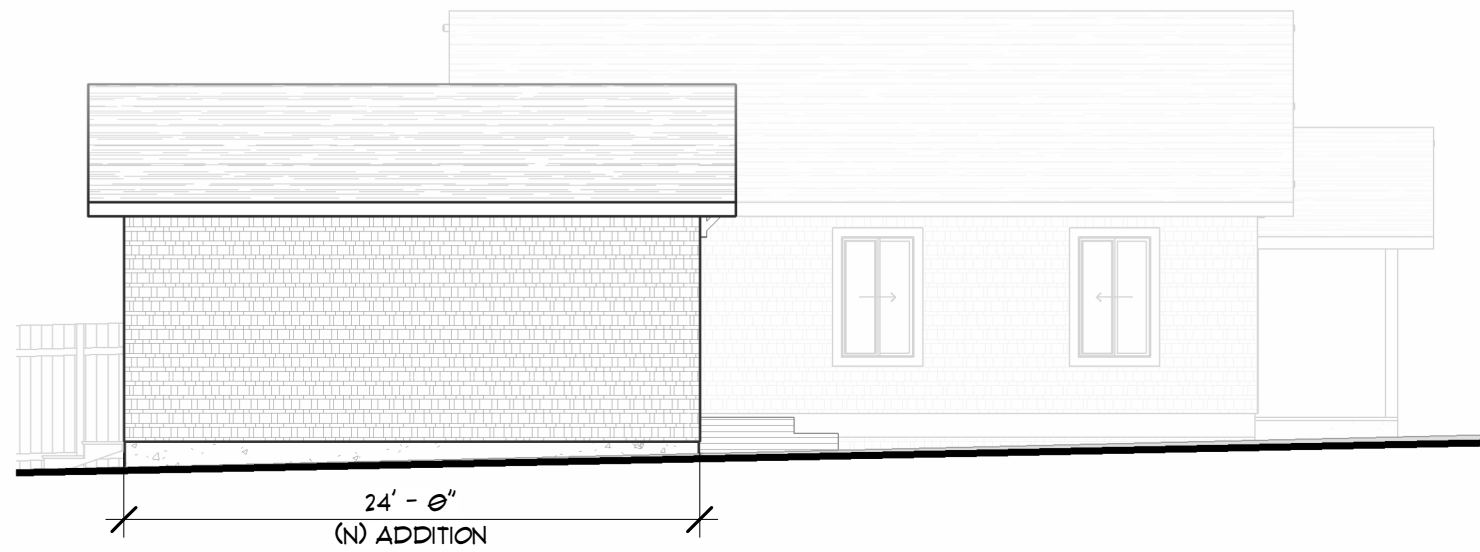
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REVISIONS:  
Description Date

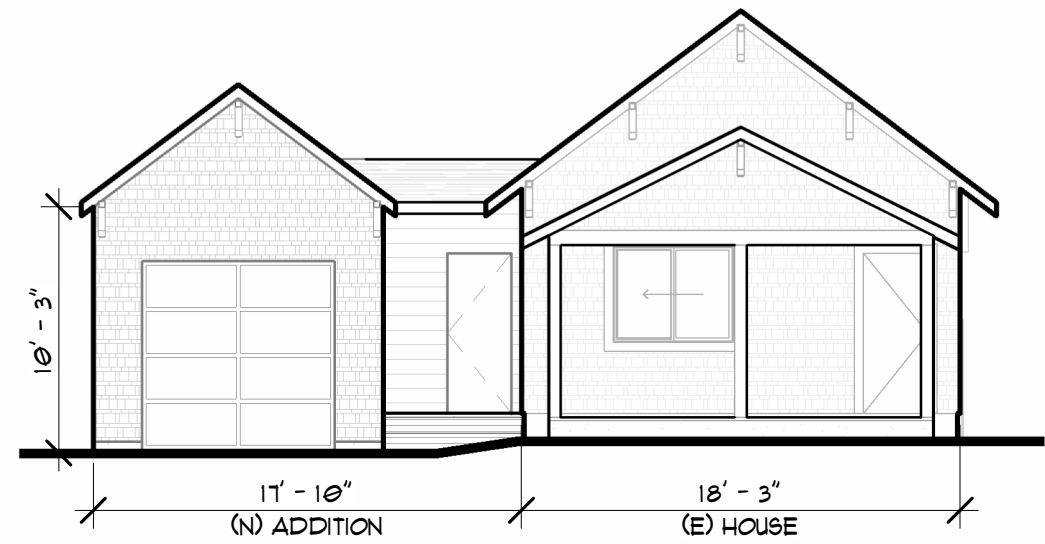
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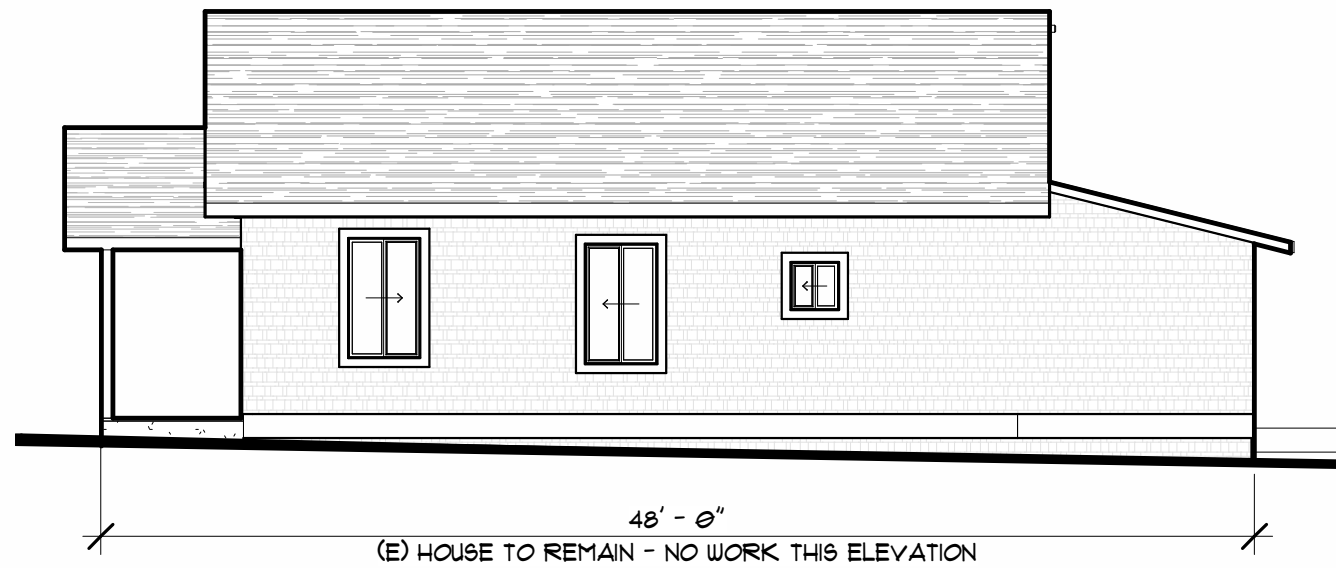
PROPOSED SITE PLAN



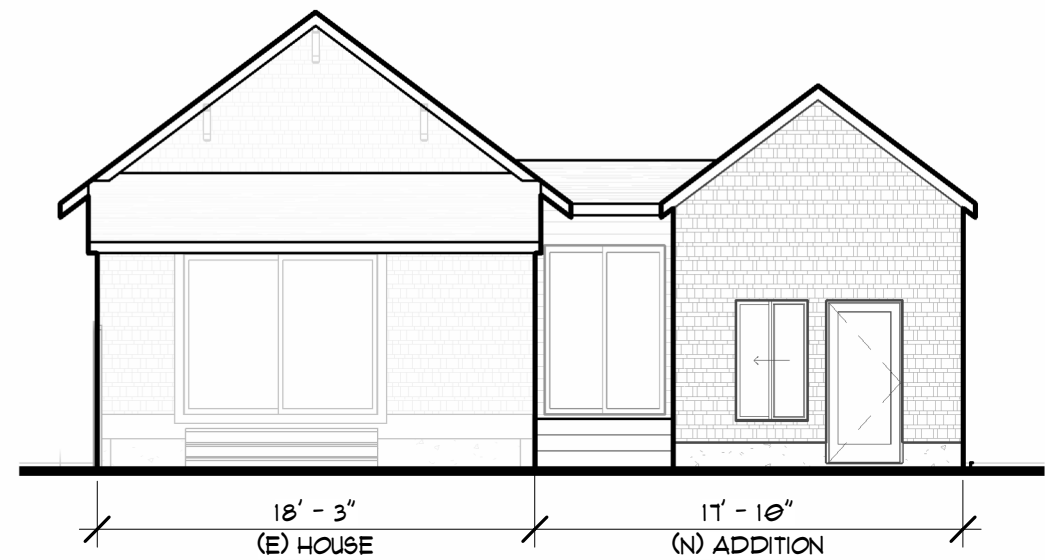
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1/8" = 1'-0"



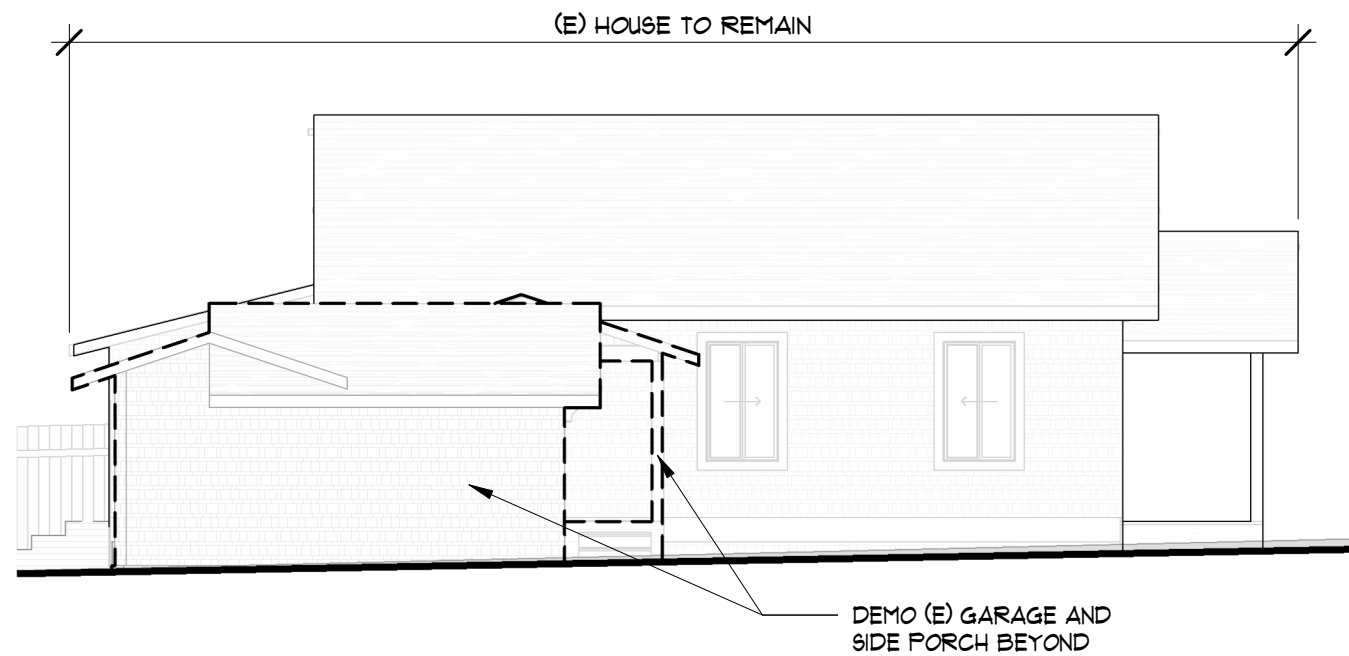
1 WEST ELEVATION - PROPOSED  
1/8" = 1'-0"



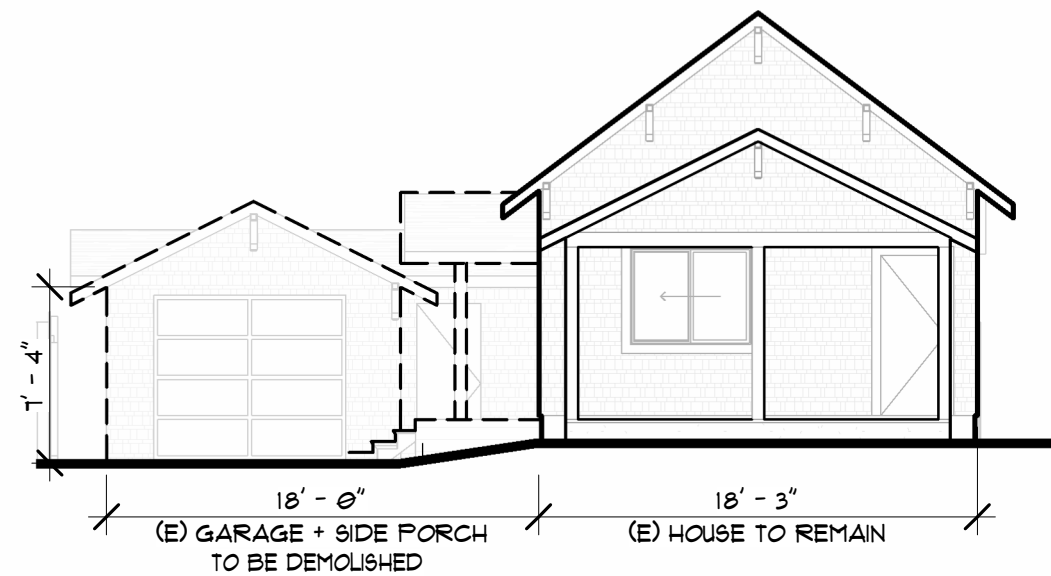
4 SOUTH ELEVATION - PROPOSED  
1/8" = 1'-0"



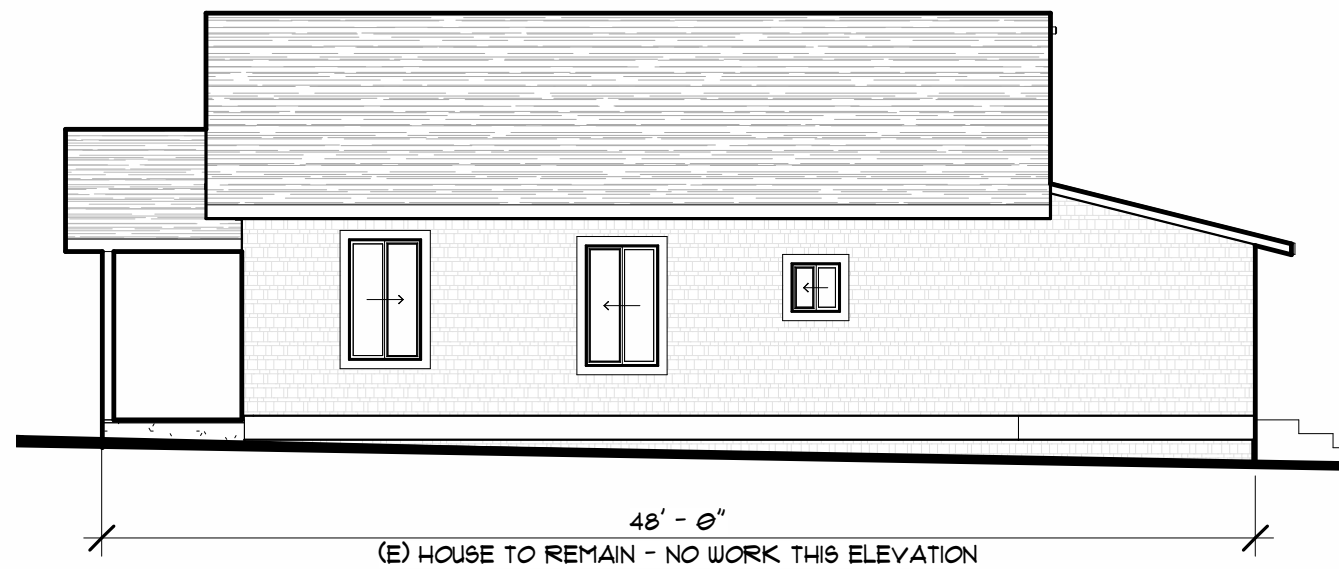
3 EAST ELEVATION - PROPOSED  
1/8" = 1'-0"



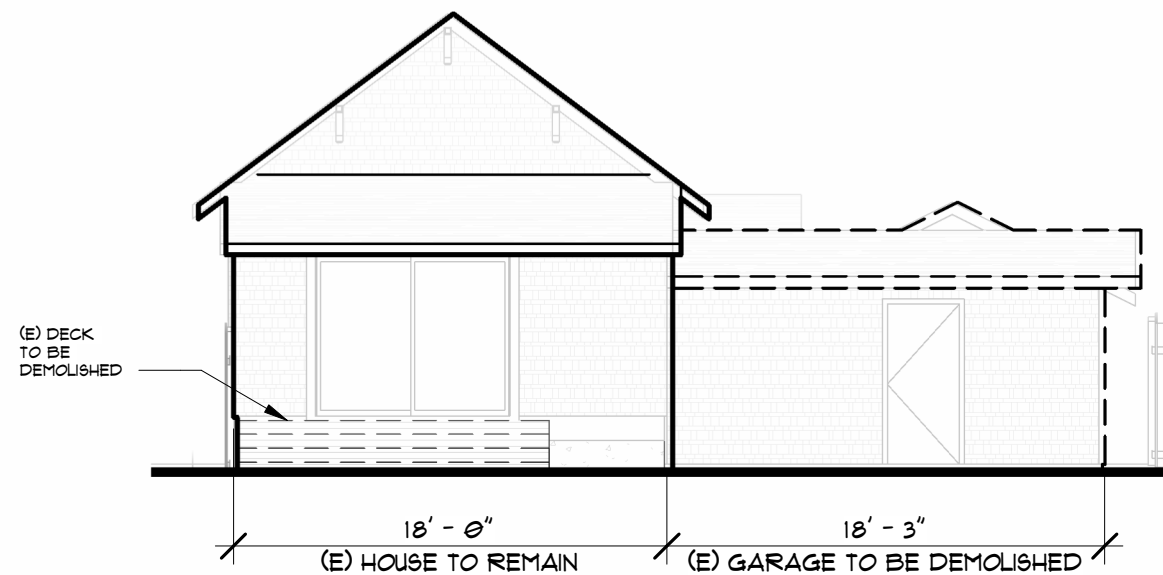
2 (E) NORTH ELEVATION - DEMO  
1/8" = 1'-0"



1 (E) WEST ELEVATION - DEMO  
1/8" = 1'-0"



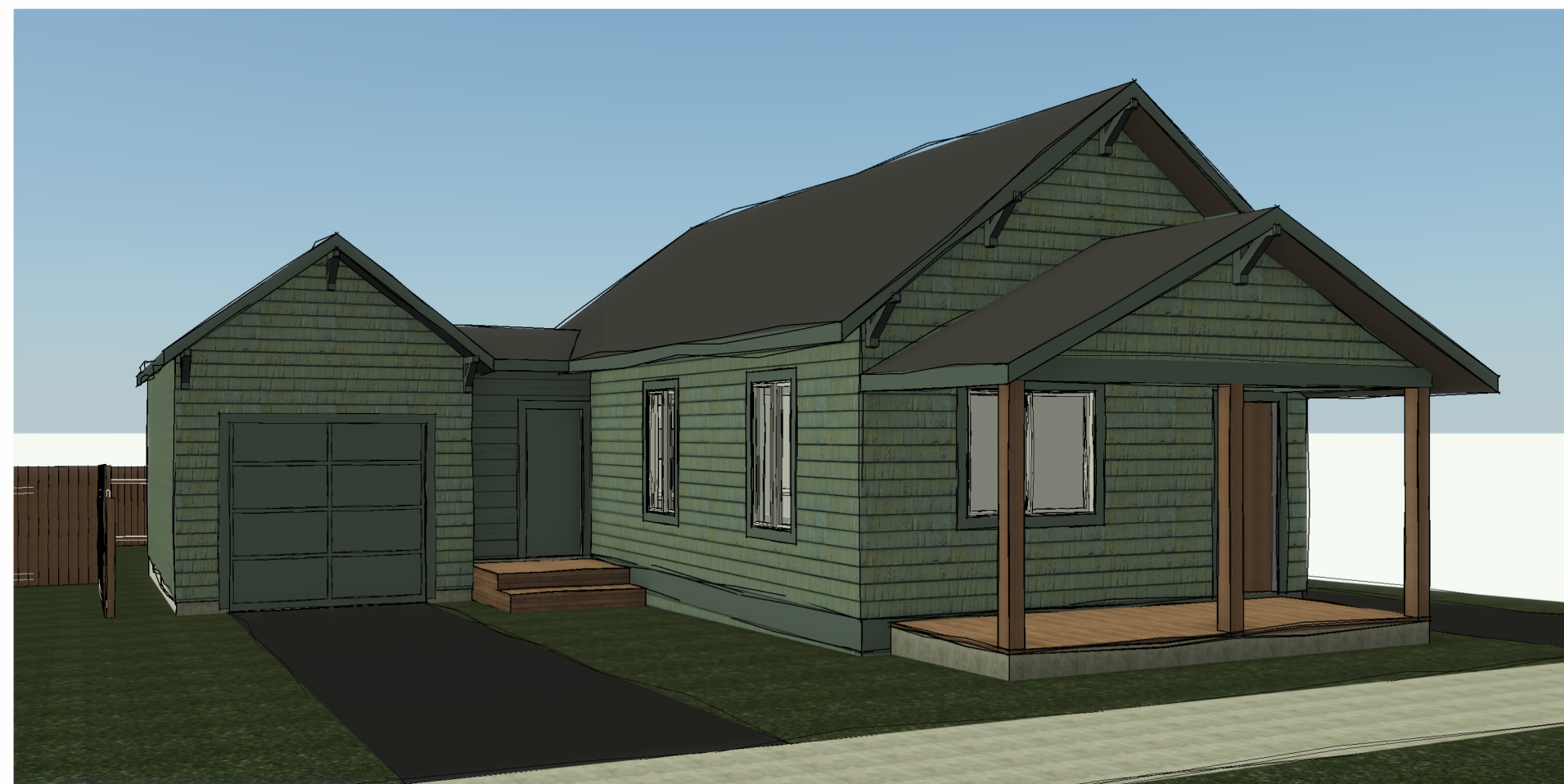
4 (E) SOUTH ELEVATION  
1/8" = 1'-0"



3 (E) EAST ELEVATION - DEMO  
1/8" = 1'-0"



1 EXISTING EXTERIOR



2 PROPOSED EXTERIOR

r e a r c h . d e s i g n  
 5950 SE 141ST AVE  
 PORTLAND, OR 97236  
 503.805.4911  
 MOLLY@REARCH.DESIGN

PROJECT NO.  
**2505**

**STEVENS REMODEL**  
 314 HIGH ST  
 OREGON CITY, OR 97045

DATE: **09/29/25**

DRAWN BY: **MM**

SET ISSUE:  
**HISTORIC REVIEW**

REVISIONS:  
 Description Date

DWG#:  
**A5**

DWG NAME:  
**EXTERIOR VIEWS**



r e a r c h . d e s i g n

5950 SE 141ST AVE

PORTLAND, OR 97236

503.805.4911

MOLLY@REARCH.DESIGN

PROJECT NO.  
2505

**STEVENS REMODEL**

314 HIGH ST  
OREGON CITY, OR 97045

DATE: 09/29/25

DRAWN BY: MM

SET ISSUE: HISTORIC REVIEW

REVISIONS:  
Description Date

DWG#: A6

DWG NAME:

PHOTOS



re ARCH. design  
 5950 SE 141ST AVE  
 PORTLAND, OR 97236  
 503.805.4911  
 MOLLY@REARCH.DESIGN

PROJECT NO.  
**2505**

**STEVENS REMODEL**  
 314 HIGH ST  
 OREGON CITY, OR 97045

DATE: **09/29/25**

DRAWN BY: **MM**

SET ISSUE: **HISTORIC REVIEW**

REVISIONS:  
 Description Date

DWG#: **A1**

DWG NAME:

**PHOTOS**



re ARCH. design  
 5950 SE 141ST AVE  
 PORTLAND, OR 97236  
 503.805.4911  
 MOLLY@REARCH.DESIGN

PROJECT NO.  
**2505**

**STEVENS REMODEL**  
 314 HIGH ST  
 OREGON CITY, OR 97045

DATE: **09/29/25**

DRAWN BY: **MM**

SET ISSUE: **HISTORIC REVIEW**

REVISIONS:  
 Description Date

DWG#: **A8**

DWG NAME:

**PHOTOS**

## Melissa Lopez

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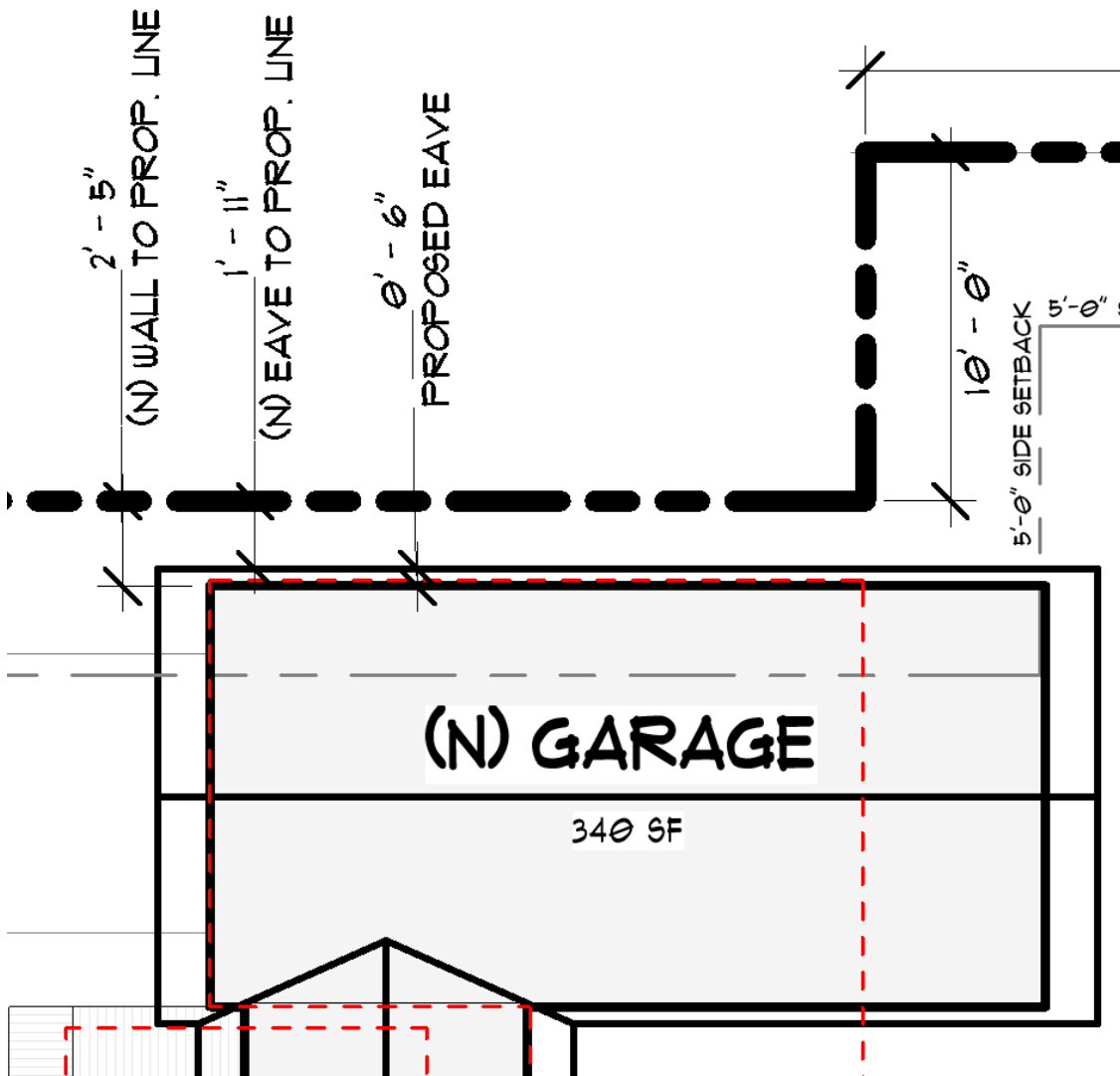
**From:** Molly McGowan <molly@research.design>  
**Sent:** Tuesday, October 21, 2025 9:25 AM  
**To:** Melissa Lopez  
**Subject:** Re: Completeness for GLUA-25-00044/HR-25-00012: 314 high St

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Melissa,

Excuse the follow up email, but I made an error in the previous email. After I sent it I realized that in the site plan it looked like the two eaves weren't exactly the same size. They are in the elevations, but somehow the line for the building footprint in the proposed site plan got shifted by two inches. The new wall is actually proposed to be 2" further from the property line and the eave is 6". See update image below.

### **PROPOSED:**



Best,

**Molly McGowan**

Principal Architect | 503.805.4911

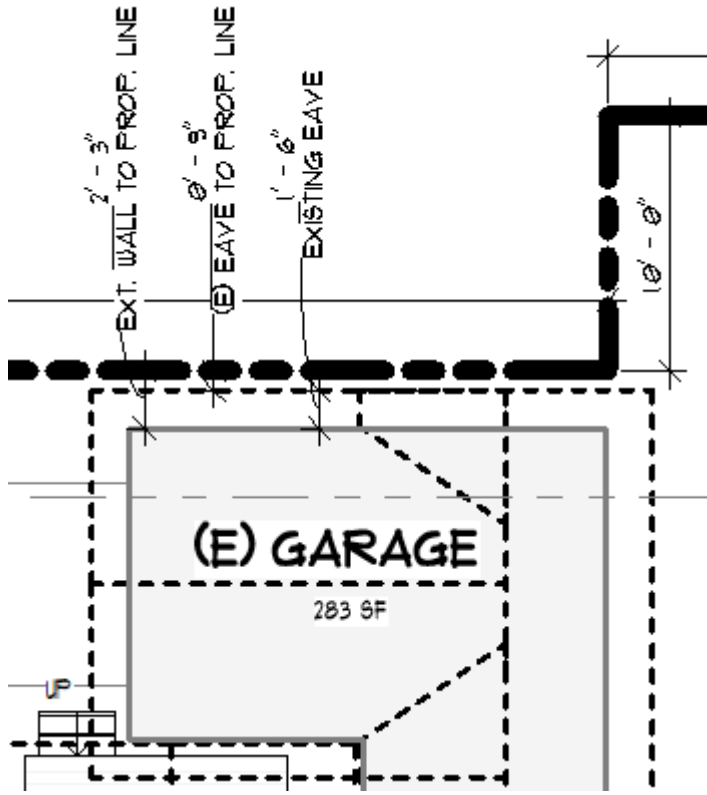
reARCH.<sup>design</sup>



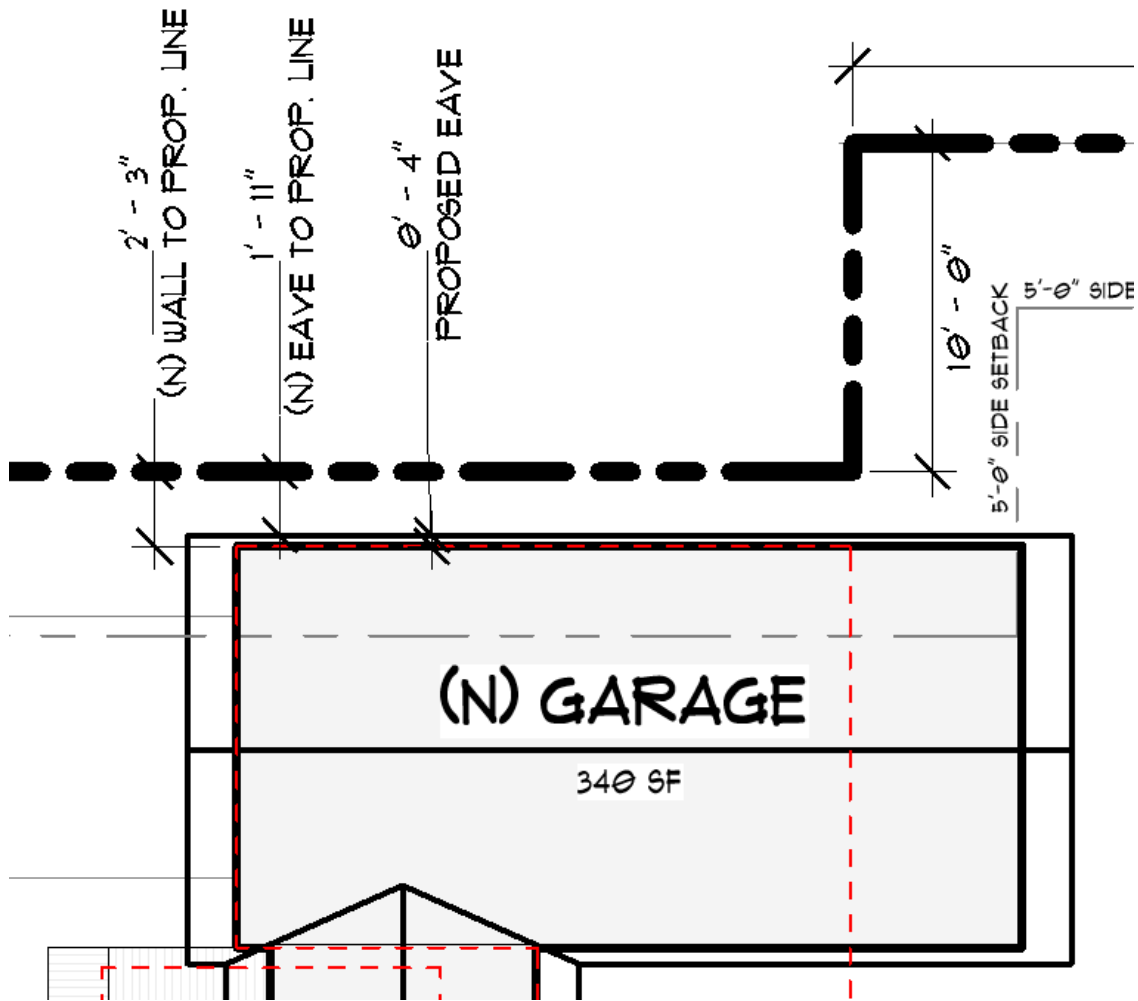
On Tue, Oct 21, 2025 at 9:15 AM Molly McGowan <molly@rearch.design> wrote:  
Melissa,

Thanks for the clarification. Setback dimensions are shown below.

**EXISTING:**



**PROPOSED:**



Let me know if you'd like any additional information or the above information in a different format, etc.

Best,

**Molly McGowan**

Principal Architect | 503.805.4911

relARCH.<sup>design</sup>



On Tue, Oct 21, 2025 at 8:52 AM Melissa Lopez <[mlopez@orcify.org](mailto:mlopez@orcify.org)> wrote:

Hi Molly,

This is more about being able to show that they are more compliant with the setback based on the smaller eaves and that it will not have as great of an impact on the neighboring property. I do not believe that the eaves would have to remain the same as the existing.

Thank you,



---

**Melissa Lopez** (she/her)

**Assistant Planner**

**Community Development**

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

City of Oregon City  
695 Warner Parrott Rd  
Oregon City, Oregon 97045  
503-496-1543 Direct

971-494-0801 Mobile  
503-722-3789 City phone

[www.orcity.org](http://www.orcity.org)

*PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the*

*State Retention Schedule and may be made available to the public.*

---

**From:** Molly McGowan <molly@research.design>

**Sent:** Monday, October 20, 2025 7:05 PM

**To:** Melissa Lopez <[mlopez@orcity.org](mailto:mlopez@orcity.org)>

**Subject:** Re: Completeness for GLUA-25-00044/HR-25-00012: 314 high St

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Melissa,

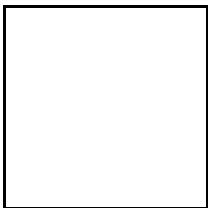
I'll get you the measurements in the morning as I'm not at a computer at the moment. I did want to respond as quickly I could with what info I can. Yes, you are correct, the eaves are slightly smaller. The reasoning was to lower the overall height increase of the top of play height of the garage wall (while still aligning the wave edge and gutter with the existing house for simple roof lines and efficient rainwater management) and subsequently reduce the overall height increase of roof. The other main reason was to lesson the encroachment of the eave into the setback along the side property line. It's not a ton, but we thought the gesture toward increased compliance and fire separation and lowering the height impact would be appreciated. However, we're happy to make the eaves match the old if the stricter adherence to that detail of the existing garage is preferable.

I'll send the measurements first thing in the morning.

Best,

**Molly McGowan**

Principal Architect | 503.805.4911



On Mon, Oct 20, 2025 at 12:13 PM Melissa Lopez <[mlopez@orc.org](mailto:mlopez@orc.org)> wrote:

Hi Molly,

Quick question – The existing eaves appear to be larger than the proposed eaves. Do you know what size eaves that are existing vs what size are proposed?

M c L O U G H L I N



N E I G H B O R H O O D  
A S S O C I A T I O N

DATE: October 17, 2025  
TO: Melissa Lopez, Assistant Planner  
FROM: McLoughlin Neighborhood Association *MLM*  
RE: GLUA-25-00044/HR-25-00012  
Garage Demolition/Rebuild  
314 High Street

---

MNA has reviewed the submitted materials and offers the following comments:

Photos indicate that the eaves of the existing garage are very close and possibly overlapping the eaves of 316 High Street. It is imperative that the structures and fences on 316 High Street be shown on existing and proposed plan, elevation, and 3D rendering drawings. Show distances between these structures. This applies to any other adjoining properties that may be similarly affected. This will allow Staff and HRB to provide an accurate review.

Proposed structure needs to be shown on south elevation drawing (Sheet A3), as it appears it will protrude over existing home and be visible from that direction.

Thank you for your consideration.



# CITY OF OREGON CITY

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

## Staff Report

---

**To:** Historic Review Board **Agenda Date:** October 28, 2025  
**From:** Christina Robertson-Gardiner, Senior Planner

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### **SUBJECT:**

Item 4.a. - Compatible Change: New Construction Review in Historic Districts- HRB Policies 13, 7 and OCMC 17.40 Redline Draft Review

### **STAFF RECOMMENDATION:**

Review the draft approach to OCMC 17.40 redlines and Policy 7 accessory buildings, review the updated HRB Policy 13 on new detached dwelling units on non-historic resources, and provide feedback to staff. Staff will return at the November meeting with any recommended revisions.

### **EXECUTIVE SUMMARY:**

An overview of the revisions can be found below:

#### **OCMC 17.40- Historic Overlay District**

The proposed revisions integrate the recommended policy changes from the adopted HRB memo to clearly describe the threshold for review of alterations and additions to non-designated resources in the McLoughlin Conservation District. The chapter was also rearranged and divided into additional sections for better readability. No changes to sustenance beyond the compatible change policy were implemented. OCMC 17.04.815 - New construction.- is also revised as a definition of the threshold for review is no longer based on a definition of new construction.

#### **HRB Policy 13 – Construction Of Small Detached Dwelling Units on Non-Designated Resources**

Staff updated the draft policy based on directions from the September 2025 HRB meeting. These updates are highlighted in yellow. One item staff will discuss at a later October meeting will be the potential to increase the limit to 550 square feet, taking into account that the front porch (which is required) is included in the square footage calculation.

#### **HRB Policy 7—Construction of Accessory Structures on Designated and Non-Designated Properties**

This policy has been revised to incorporate the compatible change policy, allowing staff to review new accessory buildings from 200 to 310 square feet on non-designated resources at the staff level.

### **BACKGROUND:**

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.

Additional 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

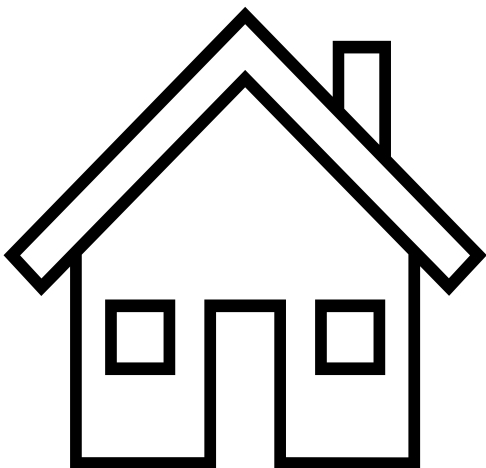
## HISTORIC REVIEW BOARD POLICY #13: *Construction Of Small Detached Dwelling Units on Non-Designated Resources* *A Guide for Property Owners*

### 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 owners 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.



### 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 550 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 composite) with a reveal of four (4) to six (6) inches
- No pressure-treated or unfinished materials shall be visible.
- Roofs shall be gable-designed with a 6/12 to 8/12 roof slope with 3-tab or architectural shingles. 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.
- Gable or shed dormers are permitted on the second floor if proposed and must be set back from the roof edges. The total width of all dormers cannot exceed 50% of the wall plane they run parallel to. The wall of the dormer must be at least 12 inches back from the exterior wall of the floor and 12 inches below the ridgeline, with no part of the dormer extending above the ridgeline.

See Additional Requirements on Page 2



- 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. **No exterior stairs to upper floors are allowed.**
- **There shall be a minimum of thirty percent (30%) of the lineal length of the ground floor windows on the front elevation. There shall be a minimum of twenty-five percent (25%) of the lineal length of the ground floor windows on side elevations. Qualifying windows shall be placed at pedestrian height.**
- 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 grid 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 wood, fiberglass, or a composite of several materials. Full-lite, half-lite, and bungalow-style panel doors are recommended. Oval glass and half-circle glass paneled doors are not allowed.**
- 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.orcity.org](http://www.maps.orcity.org) or by contacting the Planning Department.
- Detached dwelling units will require a building permit. Check with the Building Department. Contact ([permits@orcify.org](mailto:permits@orcify.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@orcify.org](mailto:ocplanning@orcify.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)



# OREGON CITY HISTORIC REVIEW BOARD POLICIES

## HISTORIC REVIEW BOARD POLICY #7: Construction of Accessory Structures on Designated and Non-Designated Properties *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 policies for minor alterations to historic structures that can be done without formal Board review. Most HRB policies are directed toward designated resources. This policy, however, also covers stand-alone new construction on non-designated resources in the McLoughlin Conservation District.

Locally designated properties are subject to HRB Policies. This includes designated structures in McLoughlin Conservation District, all structures in Canemah National Register District, and landmarks outside of districts. To see if a property is designated, visit [www.orcity.org/maps/historic-resources](http://www.orcity.org/maps/historic-resources).

### HRB POLICY #7: CONSTRUCTION OF ACCESSORY STRUCTURES

Accessory structures include sheds, detached garages, carports, detached ADUs, and other standalone buildings on the same property as a primary structure. This policy applies to the construction of new accessory structures on all designated resources and on non-designated resources in the McLoughlin Conservation District sized between 200 and 310 square feet.

Accessory structures that are 200 square feet or smaller on designated resources and 310 square feet or smaller on Non-designated resources in the McLoughlin Conservation District shall be reviewed by staff. The criteria to be used by staff in making the decision shall be as follows:

- The building/structure exterior materials shall match the primary resource structure;
- Be no higher than fifteen (15) feet (measured at the midpoint of the top of the peak to the bottom of the eaves)
- The roofing exterior materials shall match the material on the historic/primary resource structure;
- The accessory structure shall be painted to match the historic/primary resource;
- 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.



## WHAT DOES THIS MEAN FOR YOU?

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

- If the accessory structure meets the HRB policy, it is reviewed at the staff level with no application fee.
- If the accessory structure does not follow these policies or is over 200 sq ft (designated resources) or 310 sq ft (non-designated resources) or over 15 feet tall, 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. ORCity.org](http://www.maps. ORCity.org) or by contacting the Planning Department.
- 
- If the accessory structure's wall is over 10 feet in height or if the structure is over 200 sq ft., it will require a building permit. Check with the Building Department regarding building code requirements, including plumbing, electrical, or mechanical equipment permit requirements.



## PROHIBITED ACCESSORY STRUCTURES ON LOCALLY DESIGNATED PROPERTIES AND IN HISTORIC DISTRICTS

Metal Structure



Cargo container



Membrane or fabric covered storage area



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)



The activity that is the subject of this guide has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of the Interior.

## Chapter 17.40 HISTORIC OVERLAY DISTRICT<sup>1</sup>

### 17.40.010 Purpose.

It is declared as a matter of public policy that the protection, enhancement, perpetuation and use of improvements of special character or special historical or aesthetic interest or value is a public necessity and is required in the interest of the health, prosperity, safety and welfare of the people. The purpose of this chapter is to:

- A. Effect and accomplish the protection, enhancement and perpetuation of such improvements and of districts which represent or reflect elements of the city's cultural, social, economic, political and architectural history;
- B. Safeguard the city's historic, aesthetic and cultural heritage as embodied and reflected in such improvements and districts;
- C. Complement any National Register Historic districts designated in the city;
- 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;
- G. Strengthen the economy of the city;
- H. Promote the use of historic districts and landmarks for the education, pleasure, energy conservation, housing and public welfare of the city; and
- I. Carry out the provisions of LCDC Goal 5.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 10-1003, § 1(Exh. 1), 7-7-2010)

### 17.40.030 Designated.

- A. The historic overlay district shall apply to the following:
  1. Historic districts, upon designation in accordance with this section;
  2. Conservation districts designated in accordance with this section;
  3. Landmarks as designated by this section; and
  4. Historic corridors designated in accordance with this section.

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<sup>1</sup>Editor's note(s)—Ord. No. 08-1014, adopted July 1, 2009, repealed Chapter 17.40 in its entirety and enacted new provisions to read as herein set out. Prior to amendment, Chapter 17.40 pertained to similar subject matter. See Ordinance Disposition List for derivation.

- 
- B. The boundaries of the historic districts, the boundaries of conservation districts, historic corridors, the location of buildings and structures in conservation districts and the location of landmarks shall be designated on a special city zoning map or maps.
  - C. The following are designated within the historic overlay district:
    - 1. The Canemah Historic District; the minimum boundaries of which are those designated by the United States Department of the Interior on the National Register of Historic Places as indicated in the city comprehensive plan.
    - 2. The McLoughlin Conservation District; the surveyed buildings indicated by map in the comprehensive plan shall constitute the designated structures in the McLoughlin Conservation District, along with any structures designated through the Historic Review Board designation process since initial adoption of the comprehensive plan on March 13, 1980.
    - 3. The Oregon Trail-Barlow Road Historic Corridor: properties identified in the 1993 Barlow Road Historic Corridor inventory of the Barlow Road by Clackamas County.
    - 4. Designations undertaken pursuant to Section 17.40.050. The established historic overlay district shall allow for the designation of two types of districts so that areas with a high concentration of historic structures are designated historic districts and areas with a lower concentration are designated conservation districts. Also allowed is the designation of structures of historic or architectural significance not located in an historic or conservation district as landmarks.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 10-1003, § 1(Exh. 1), 7-7-2010)

#### **17.40.040 Citizen involvement.**

- A. The planning department shall be authorized to incur expenses in holding public workshops in the historic districts and conservation districts, distribute written information, show slides and answer questions on remodeling and rehabilitation of older buildings, and to educate the public in the need to comply with state and federal laws protecting or encouraging protection of antiquities and other related matters concerning historic preservation.
- B. Citizens making applications for district or landmark designations or for exterior alterations or new construction in an historic or conservation district, and historic corridor or on a landmark site may consult with and receive advice from the planning department staff concerning their applications.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 10-1003, § 1(Exh. 1), 7-7-2010)

#### **17.40.050 Designation procedure—Application—Review.**

- A. Institution of Proceedings. The city commission, the planning commission, the historic review board, a recognized neighborhood group or any interested person may initiate the proceedings for designation of an historic or conservation district, landmark, or historic corridor as follows:
  - 1. The city commission or the historic review board may initiate designation proceedings by sending a written proposal or application to the planning staff. Such proposal is not subject to any minimal information requirements other than a description of the boundaries of the area to be designated.
  - 2. Any interested person or recognized neighborhood group may start designation proceedings by sending a written application to the planning staff.

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- B. Application Information. The planning staff may specify the information required in an application and may from time to time change the content of that information, but at all times the planning staff shall require the following information:
1. The applicant's name and address;
  2. The owner's name and address, if different from the applicant;
  3. A description of the boundaries of the proposed district or a description of the proposed landmark;
  4. A map illustrating the boundaries of the proposed district or the location of the proposed landmark;
  5. A statement explaining the following:
    - a. The reasons why the proposed district or landmark should be designated,
    - b. The reason why the boundaries of the proposed district are adequate and suitable for designation,
    - c. The positive and negative effects, if any, which designation of the proposed district or landmark would have on the residents or other property owners of the area.
- C. The planning staff shall deliver a proposal or an application for the designation to the historic review board within thirty days after the day on which a proposal or application is received. The historic review board shall review the proposal on the application and prepare a written recommendation or decision approving or rejecting the proposed designation.
- D. In preparing the recommendation or decision, the historic review board shall limit its review to:
1. Whether the proposed district or landmark would serve the purpose of the historic overlay district as stated in Section 17.40.010; and
  2. Conformity with the purposes of the city comprehensive plan.
- E. City Commission Review of District.
1. The historic review board shall deliver a copy of its recommendation to the city commission within thirty days.
  2. The city commission shall hold a public hearing pursuant to procedures contained in Chapter 17.68.
  3. After the hearing, the city commission may engage in one of the following actions:
    - a. Refuse to designate the proposed district; or
    - b. Designate the proposed district by a duly enacted ordinance; or
    - c. Remand the matter to the historic review board for additional consideration of a specific matter or matters.
  4. The city commission may limit itself to the proposed district, and as so modified, approve it. Enlargement of the proposed district shall require additional notice and public hearing. The commission may hold such hearing or hearings.
  5. The approval or disapproval of the designation by the city commission shall be in writing and shall state the reasons for approval or disapproval.
  6. Amendment or Rescission. The district designation may be amended or rescinded after the board and city commission have utilized the same procedures required by this title for establishment of the designation. The board shall give priority to designation of potential districts and landmarks indicated in the city comprehensive plan.

### **17.40.53 Threshold For Review**

The following proposals require review and the issuance of an approval certificate of appropriateness from the Historic Review Board as further defined below.

1. Exterior alterations and additions to a locally designated historic site/resource or a resource located in a National Register District that alter in such a manner as to affect its exterior appearance.
  - a. The following exterior alterations to historic sites shall be subject to administrative approval:

Work that conforms to the adopted Historic Review Board Policies. The historic review board policies may be adopted or amended through adoption of a resolution by the city commission, following a public hearing and recommendation by the historic review board. Such policies shall be clear and objective, carrying out the city's comprehensive plan, especially those elements relating to historic preservation.
  2. Alterations and additions to non-designated sites/resources located in a conservation district that meet the following criteria.
    - a. Alterations that affect the roof of an existing building that change the height of the overall roof more than 4", and any part of an addition is taller than the tallest part of the existing roof structure (ridge line or parapet edge).
    - b. Alterations or additions larger than 30% of the original structure's size, as it was 2 years before the application date, or a maximum addition of 700 square feet, whichever is smaller. The size of the original structure and the proposed addition shall be measured by their footprint area as defined by OCMC 17.04.483. Proposed new decks that are accessed from the ground floor of an existing building are not counted as part of the 30% additional area unless the deck has a roof supported by posts.
    - c. Proposed new decks or balconies at an upper level larger than 50 square feet, whether covered or uncovered. Note that the addition of a roofed deck supported on a post will be counted as part of the 30% allowance threshold.
  3. A new building or structure separated from an existing building that is larger than two hundred square feet on any property located within a historic overlay district or a Landmark located outside of a district.
    - a. Additions that affect the floor area of a building that received historic review board approval/certificate of appropriateness within the last 2 years
    - b. The following new structures shall be subject to administrative approval:

Work that conforms to the adopted Historic Review Board Policies. The historic review board policies may be adopted or amended through adoption of a resolution by the city commission, following a public hearing and recommendation by the historic review board. Such policies shall be clear and objective, carrying out the city's comprehensive plan, especially those elements relating to historic preservation.
  4. Nothing in this section shall be construed to prevent the ordinary maintenance or repair of any exterior architectural features which does not involve a change in design, material or the outward appearance of such feature which the building official shall certify is required for the public safety because of its unsafe or dangerous condition.

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### **17.40.55 Review Process**

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 the issuance of the certificate of appropriateness. In rendering its decision, the board shall provide a written statement specifying the basis thereof.
2. Application for such a certificate shall be made to the planning staff and shall be referred to the historic review board as applicable. The application shall be in such form and detail as the board prescribes.

### **17.40.57 Archeological Monitoring Recommendation.**

For all Type III projects that will involve ground disturbance, the applicant shall provide,

1. A letter or email from the Oregon State Historic Preservation Office Archaeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and
2. A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the Umatilla, Confederated Tribes of the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty-five days of notification by the applicant.

If, after forty-five days' notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.

### **17.40.060 Review Criteria 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.~~
- B.
- C. ~~Archeological Monitoring Recommendation. For all projects that will involve ground disturbance, the applicant shall provide,~~
  1. ~~A letter or email from the Oregon State Historic Preservation Office Archaeological Division indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the Oregon State Historic Preservation Office and that the Oregon State Historic Preservation Office had not commented within forty-five days of notification by the applicant; and~~
  2. ~~A letter or email from the applicable tribal cultural resource representative of the Confederated Tribes of the Grand Ronde, Confederated Tribes of the Siletz, Confederated Tribes of the Umatilla, Confederated Tribes of~~

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~~the Warm Springs and the Confederated Tribes of the Yakama Nation indicating the level of recommended archeological monitoring on-site, or demonstrate that the applicant had notified the applicable tribal cultural resource representative and that the applicable tribal cultural resource representative had not commented within forty five days of notification by the applicant.~~

~~If, after forty five days' notice from the applicant, the Oregon State Historic Preservation Office or the applicable tribal cultural resource representative fails to provide comment, the city will not require the letter or email as part of the completeness review. For the purpose of this section, ground disturbance is defined as the movement of native soils.~~

~~D. 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.~~

~~E. The following exterior alterations to historic sites shall be subject to administrative approval:~~

~~1. Work that Conforms to the Adopted Historic Review Board Policies. The historic review board policies may be adopted or amended through adoption of a resolution by the city commission, following a public hearing and recommendation by the historic review board. Such policies shall be clear and objective and shall carry out the city's comprehensive plan, especially those elements relating to historic preservation.~~

**FA.** 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:

1. The purpose of the historic overlay district as set forth in Section 17.40.010;
2. The provisions of the city comprehensive plan;
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;
4. The value and significance of the historic site;
5. The physical condition of the historic site;
6. The general compatibility of exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used with the historic site;
7. Pertinent aesthetic factors as designated by the board;
8. Economic, social, environmental and energy consequences; and
9. Design guidelines adopted by the historic review board.

**GB.** For construction of new structures in an historic or conservation district, or on an historic site, the criteria to be used by the board in reaching its decision on the certificate of appropriateness shall include the following:

1. The purpose of the historic conservation district as set forth in Section 17.40.010;
2. The provisions of the city comprehensive plan;
3. The economic effect of the new proposed structure on the historic value of the district or historic site;
4. The effect of the proposed new structure on the historic value of the district or historic site;
5. The general compatibility of the exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used in the construction of the new building or structure;
6. Economic, social, environmental and energy consequences;
7. Design guidelines adopted by the historic review board.

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~~H.C~~ For construction of new structures in an historic corridor, the criteria to be used by the board in reaching its decision on the certificate of appropriateness shall include the following:

1. The purpose of the historic overlay district as set forth in Section 17.40.010;
2. The policies of the city comprehensive plan;
3. The impact on visible evidence of the trail;
4. The impact on archaeological evidence when there exists documented knowledge of archeological resources on the property;
5. The visual impact of new construction within the historic corridor; and
6. The general compatibility of the site design and location of the new construction with the historic corridor considering the standards of subsection G of this section.

~~I.D~~—The following standards apply to development within historic corridors:

1. Within the Oregon Trail-Barlow Road historic corridor, a minimum of a thirty-foot wide-open visual corridor shall be maintained and shall follow the actual route of the Oregon Trail, if known. If the actual route is unknown, the open visual corridor shall connect within the open visual corridor on adjacent property.
2. No new building or sign construction shall be permitted within required open visual corridors. Landscaping, parking, streets, driveways are permitted within required open visual corridors.

~~J. In rendering its decision, the board's decision shall be in writing and shall specify in detail the basis therefore.~~

~~K. —Nothing in this section shall be construed to prevent the ordinary maintenance or repair of any exterior architectural features which does not involve a change in design, material or the outward appearance of such feature which the building official shall certify is required for the public safety because of its unsafe or dangerous condition.~~

~~(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 10-1003, § 1(Exh. 1), 7-7-2010; Ord. No. 19-1009, § 1(Exh. A), 10-16-2019)~~

### **17.40.065 Historic preservation incentives.**

- A. Purpose. Historic preservation incentives increase the potential for historically designated properties to be used, protected, renovated, and preserved. Incentives make preservation more attractive to owners of locally designated structures because they provide flexibility and economic opportunities.
- B. Eligibility for Historic Preservation Incentives. All exterior alterations of designated structures and new construction in historic and conservation districts are eligible for historic preservation incentives if the exterior alteration or new construction has received a certificate of appropriateness from the Historic Review Board per OCMC 17.50.110(c).
- C. Incentives Allowed. The dimensional standards of the underlying zone as well as for accessory buildings (OCMC 17.54.100) may be adjusted to allow for compatible development if the expansion or new construction is approved through historic design review.
- D. Process. The applicant must request the incentive at the time of application to the Historic Review Board.  
(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 10-1003, § 1(Exh. 1), 7-7-2010)

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### **17.40.070 Demolition and moving.**

- A. If an application is made for a building or moving permit to demolish or move all or part of a structure which is a landmark or which is located in a conservation district or an historic district, the building inspector shall, within seven days, transmit to the historic review board a copy of the transaction.
- B. The historic review board shall hold a public hearing within forty-five days of application pursuant to the procedures in Chapter 17.50.
- C. In determining the appropriateness of the demolition or moving as proposed in an application for a building or moving permit, the board shall consider the following:
  - 1. All plans, drawings and photographs as may be submitted by the applicant;
  - 2. Information presented to a public hearing held concerning the proposed work;
  - 3. The city comprehensive plan;
  - 4. The purpose of this section as set forth in Section 17.40.010;
  - 5. The criteria used in the original designation of the landmark or district in which the property under consideration is situated;
  - 6. The historical and architectural style, the general design, arrangement, materials of the structure in question or its fixtures; the relationship of such features to similar features of the other buildings within the district and the position of the building or structure in relation to public rights-of-way and to other buildings and structures in the area;
  - 7. The effects of the proposed work upon the protection, enhancement, perpetuation and use of the district, which cause it to possess a special character or special historic or aesthetic interest or value;
  - 8. Whether denial of the permit will involve substantial hardship to the applicant, and whether issuance of the permit would act to the substantial detriment of the public welfare and would be contrary to the intent and purposes of this section;
  - 9. The economic, social, environmental and energy consequences.
- D. The failure of the applicant to provide the information required by Subsection C.1.—9. shall be grounds for deeming the application incomplete.
- E. The board may approve or deny the demolition or moving request after considering the criteria contained in Section 17.40.070C. Action by the board approving or denying the issuance of a permit for demolition or moving may be appealed to the city commission by any aggrieved party, by filing a notice of appeal, in the same manner as provided in Section 17.50 for appeals. If no appeal of a demolition permit is filed, the building official shall issue the permit in compliance with all other codes and ordinances of the city.
- F. In any case where the city commission has ordered the removal or demolition of any structure determined to be dangerous to life, health or property, nothing contained in this title shall be construed as making it unlawful for any person, without prior approval of the historic review board, pursuant to this title, to comply with such order.

(Ord. No. 08-1014, §§ 1—3(Exhs. 1—3), 7-1-2009; Ord. No. 10-1003, § 1(Exh. 1), 7-7-2010)

**17.04.815 - New construction.**

"New construction" means structure for which the "start of construction" commenced on or after the effective date of the ordinance codified in this title.

~~For the purposes of Chapter 17.40, "new construction" means 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."~~

## **COMPATIBLE CHANGE- NEW CONSTRUCTION REVIEW IN THE MCCLOUGHLIN 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

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**To:** Historic Review Board

**Agenda Date:** October 28, 2025

**From:**

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**SUBJECT:**

Item 4.b. - Biennium 2025-2027 Work Plan- Draft for Review

**STAFF RECOMMENDATION:**

Please review the draft 2025-2027 Work Plan based on comments from the September HRB meeting, and adopt it if there is consensus, or provide staff additional direction

**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, providing \$10,000-20,000 in support for eligible projects (printing, education, consultant support) for the second year of the work plan.

In October, the HRB reviewed the completed 2023-2025 work plan and discussed which items should advance to the 2025-2027 Work Plan and which new items should be added. The Board chose to concentrate CLG funding on education in this funding cycle.

**BACKGROUND:**

**OPTIONS:**

**BUDGET IMPACT:**

1. Approve the submitted 2025-220027 work plan as submitted or revised by the Board
2. Do not approve and provide staff with additional direction.

# Historic Review Board 2025-2027 Biennium Work Plan

## DRAFT

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
<b>1. Education</b> List conference, webinars, and other educational experiences	Provide HRB members with educational opportunities to enhance their understanding of historic preservation and their role in creating policies and reviewing applications.  Apply for Certified Local Government (CLG) grant to help pay for attendance	Attend sessions	<b>Low</b> Outside educational opportunities	Attend sessions	Ongoing	
<b>2. Education-</b> Yearly preservation presentation from City Attorney- Carrie Richter on Preservation and Public Hearing basics		Attend sessions	<b>Low</b>	Attend sessions	Scheduled for January or February 2026 and April 2027 HRB meetings	
<b>3. 17.40 Code Revisions</b> Compatible Change – Definition of New Construction – Thresholds for triggering review of non-designated structures	Implement the compatible change policy recommendation, create redline drafts for OCMC 17.40 Historic Overlay District, and revised HAP policies.  Support staff as they move the revision through the legislative process.	See the project page for more details <a href="https://www.orcity.org/3246/Compatible-Change--New-Construction-Revi">https://www.orcity.org/3246/Compatible-Change--New-Construction-Revi</a>	<b>High</b> Support website, Survey, and consultant on this topics	<b>High</b>	October 2024 - June 2025	In Progress –

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
<b>4. 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	Provide staff with any requested direction	Ongoing	In progress  New E-review system going online in winter 2025-
<b>5. Improving the Historic Review Approval Process</b> Revisit HRB <a href="#">Policy #12 Solar Panels</a> at the end of the biennium work plan to see if this item needs to be revisited in the next biennium work plan		Revisit at a future HRB meeting	Low	Discuss at the future HRB meeting.	Spring 2027	
<b>6. Public Outreach</b> Policy 13 and Compatible Change Adoption  <b>Trail news</b> More Historic Articles	Continue to educate historic homeowners on the regulatory requirements and grant opportunities available to them	<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>• Mail out letter and flyer to all MCD property owners once the compatible change is adopted.</li> </ul>	<b>Low</b> Utilizing existing materials	Encourage HRB members to work with staff to write articles about historic resources and HRB programs	Quarterly	
<b>7. Public Outreach</b>	Promote historic places to instill community pride,	<ul style="list-style-type: none"> <li>• Preservation Month</li> <li>• Ruth Powers Award</li> </ul>	<b>Low</b>	Select the award winner	May 2024, 2025	

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
Public Education and Recognition	promote heritage tourism, and showing the social and 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>	Utilizing existing materials			
<p><b>8. McLoughlin Conservation District (MCD) Resurvey</b> Begin research on the process and cost to resurvey the McLoughlin Conservation District. Based on cost and commission support, it will be implemented in a future work plan.</p>	The last survey of the McLoughlin n Conservation District was conducted in 2002. Many changes have occurred since then, and updated information will clarify the significance of the district and how to approach compatible infill and additions.	<ul style="list-style-type: none"> <li>Reach out to the State Historic Preservation Office (SHPO) to understand the scope and funding opportunities, as well as average costs. Discuss at the upcoming HRB meeting to determine if this will be an HRB budget request to the City Commission during the next budget discussions.</li> </ul>	<b>Med</b>	<p>Provide additional research if needed.</p> <p>Advocate to the City Commission during the next budget cycle.</p>	Fall 2026	

# 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	<b>Low</b>  Outside educational opportunities	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>
<b>4. 17.40 Code Revisions</b> Compatible Change – Definition of New Construction – Thresholds for triggering review of non-designated structures	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>	<b>High</b>  Support website, Survey, and consultant on this topics	<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

System Development Fund – Parks – \$300,000  
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.