CITY OF OREGON CITY
CITY COMMISSION WORK SESSION AGENDA

Hanlon Commission Chambers, Libke Public Safety Facility, 1234 Linn Ave, Oregon City
Wednesday, January 21, 2026 at 6:00 PM

Typically there are no public comments at work sessions, but written comments are accepted by:

- *Email recorderteam@orcity.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)*
- *Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045*
- *You may also attend this meeting by watching the livestream on the City's YouTube Channel:*

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

1. CONVENE MEETING AND ROLL CALL

2. GENERAL BUSINESS

a. McLoughlin Promenade Update

3. ADJOURNMENT

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WFMC at 503-650-0275 for a programming schedule.

CITY OF OREGON CITY

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

Staff Report

To:	City Commission	**Agenda Date:**	January 21, 2026
From:	Alexandra Troutman, Assistant City Manager		

SUBJECT:
Item 2.a. - McLoughlin Promenade Update

STAFF RECOMMENDATION:
Staff are seeking approval from the City Commission on the remaining Acknowledgment Letters and a determination on how parking on the promenade will be addressed.

EXECUTIVE SUMMARY:
During the summer of 2024, the City Commission authorized the City Manager to initiate the process of identifying and formally acknowledging encroachments within the McLoughlin Promenade; the first step in pursuing the Promenade as a Park pursuant to the City Charter. Since then, staff have contacted all encroaching property owners, receiving varying responses, and provided updates to the Commission during a regular meeting on January 15, two work sessions in March and June, a site visit in April and the latest regular meeting on August 6. During the August 6 and September 3 meetings, some of the Acknowledgement Letters presented were approved but several were left incomplete due to questions about parking in the encroachment areas. This evening Staff are seeking approval from the City Commission on the remaining Acknowledgement Letters and a determination on how parking on the promenade will be addressed.

BACKGROUND:
During the summer of 2024, the City Commission authorized the City Manager to initiate the process of identifying and formally acknowledging encroachments within the McLoughlin Promenade; the first step in pursuing the Promenade as a Park pursuant to the City Charter. Initially, the direction from Commission was to obtain license agreements with property owners who are encroaching onto the McLoughlin Promenade.

Since then, staff have contacted all encroaching property owners and received mixed responses regarding their willingness to sign the license agreements. This information was presented to the Commission on January 15, 2025, and public comments were received from several property owners. During that meeting, the Commission expressed a willingness to consider other approaches beyond encroachment licenses. The Commission then held a Work Session on March 11, 2025, to discuss each property and the requests made by various property owners. Consensus on next steps was reached for some but not all of the properties, so the Commission conducted a site visit on April 16, 2025, to assist with their future deliberations. Another Work Session was held on June 10, 2025, where the Commission indicated they favored the use of Acknowledgment Letters over Encroachment

License Agreements and consensus was reached for a majority of the properties.

During the regular meeting on August 6, the Commission reviewed and approved Acknowledgment Letters and final steps for the following properties:

- 104 Tumwater Dr.
- 123 High St.
- 214 Bluff St.
- 210 Bluff St.
- 503 High St.
- 515 High St.
- 127 S. High St.
- 524 High St.

Letters were mailed on August 14, 2025.

The remaining acknowledgment letters and other final decisions were discussed during the Commission Meeting on September 3rd but were ultimately deferred to this evening's meeting due to questions over continuing to allow parking in the encroachment areas. To facilitate this discussion, the Commission indicated they wanted to continue the discussion regarding parking on the promenade. Staff developed the following parking options for the Commission's consideration:

- **Option A** – existing parking configuration for 3rd St., 6 marked angled parking stalls, 1 unmarked parallel parking stall. Existing parking for 4th St., approximately 9 unmarked parallel parking stalls.

- **Option B** – for 3rd St., 7 proposed angled parking stalls. However, this restricts access to Promenade St. and blocks the fire hydrant on 3rd St and is not recommended. For 4th St., there are 8 proposed marked angled parking stalls. No parking would be allowed on the NW side of the St. <u>This would create a net loss of 1 parking space compared to existing parking on 4th St., additionally, the last parking stall appears to block the garbage dumpster.</u>

- **Option C** – existing parking configuration for 3rd St., 6 marked angled parking stalls, 1 unmarked parallel parking stall. For 4th St., there are 10 proposed head-in parking stalls. No parking would be allowed on the NW side of the St. <u>This is a net gain of 1 parking stall compared to the existing configuration.</u>

- No parking configuration was suggested for 1st and Bluff St. because, based on the field review, the underlying basalt formation and uneven topography of the area make it unsuitable for conversion to a paved parking area.

- Closing Promenade St. is not recommended because the Clackamas County Fire Department has expressed a need to maintain access along that roadway for both fire and EMS services.

- A final option for consideration would be the addition of parallel parking spaces along Promenade St.

**Maps are attached as part of the packet

Attached to this staff report is the list of remaining property owners with encroachments onto the promenade (excluding the properties where final decisions were made), along with aerial maps, draft acknowledgment letters and maps showing the parking options for the remaining properties to be approved.

OPTIONS:

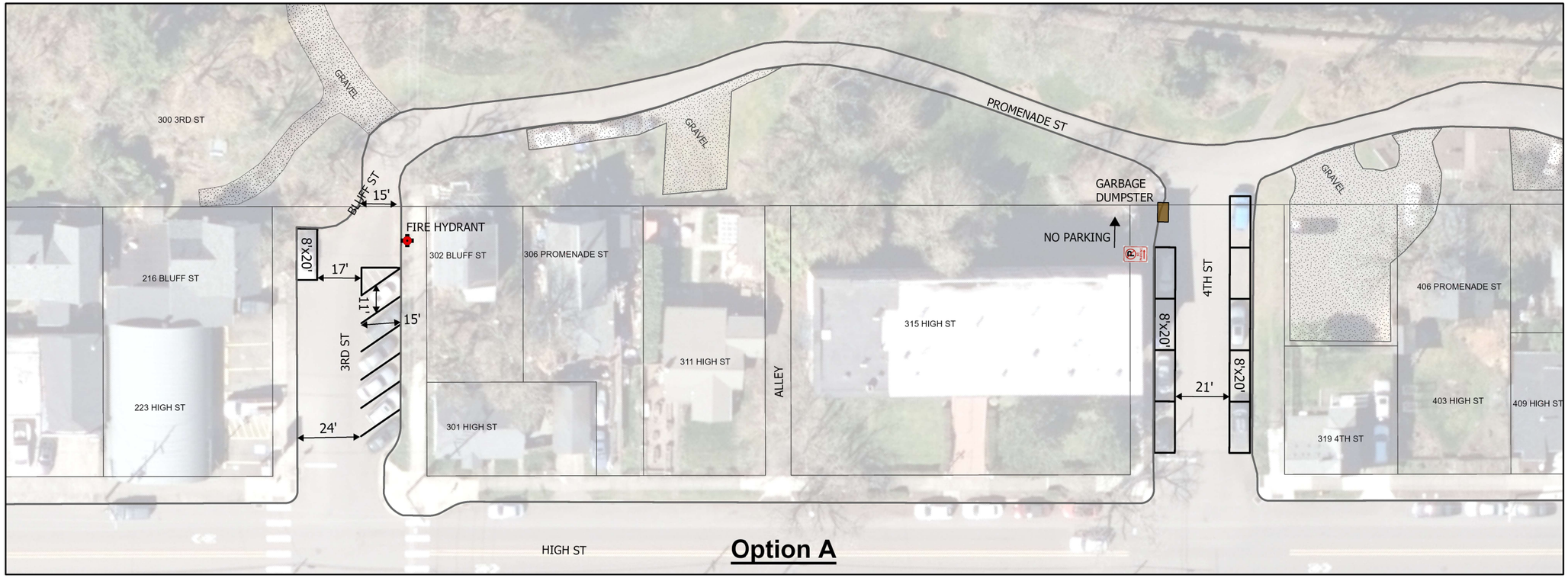
Staff are seeking approval from the City Commission on the remaining Acknowledgment Letters and a determination on how parking on the promenade will be addressed.

BUDGET IMPACT:

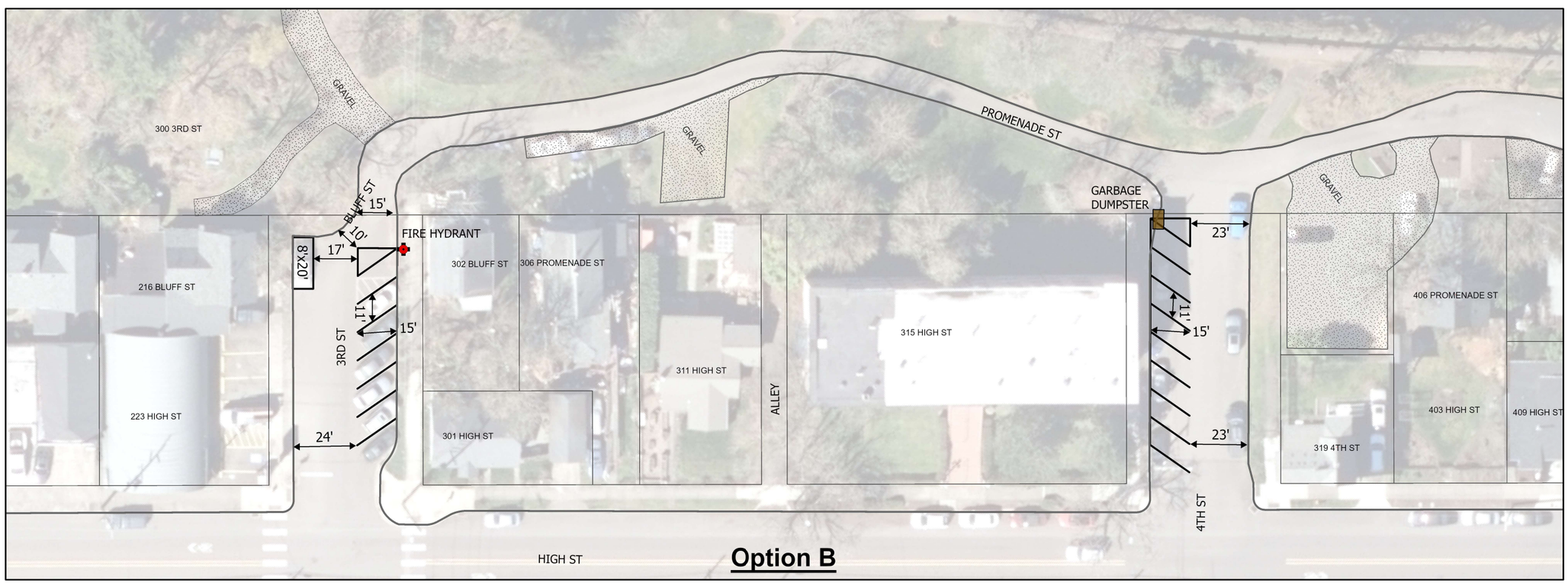
Amount: $

FY(s):

Funding Source(s):



Option A



Option B

City of Oregon City

GEOGRAPHIC INFORMATION SYSTEM

Promenade Parking

Map printed October 17, 2025

Edge of Pavement

Taxlots

0 45 90 Feet

1 inch = 45 feet

Option A

3rd St - 6 existing marked angled parking stalls.
- 1 unmarked parallel parking stall.

4th St - ~9 existing unmarked parallel parking stalls.

Option B

3rd St - 7 proposed marked angled parking stalls.

*Restricts access to Promenade St, and blocks Fire Hydrant on 3rd St.

4th St - 8 proposed marked angled parking stalls. No parking would be allowed on NW side of street.

*Last parking stall closest to Promenade St seems to block garbage dumpster. Unsure if spacing is adequate for garbage truck access.

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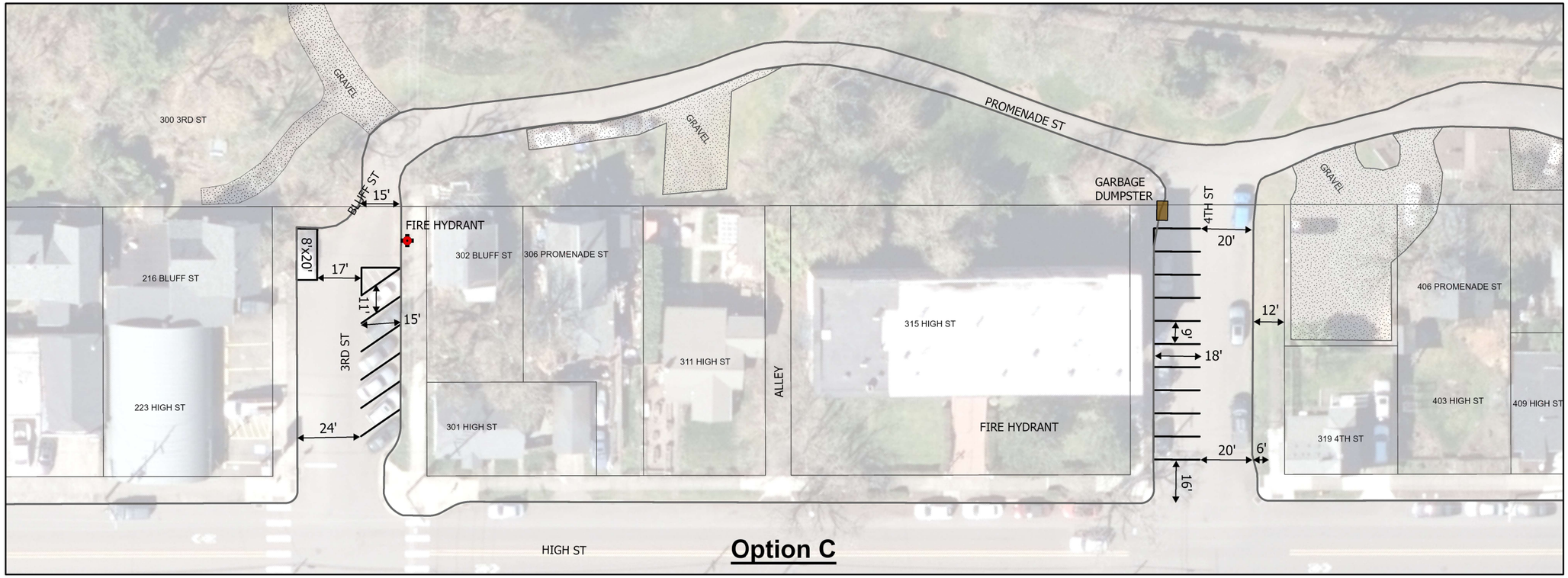
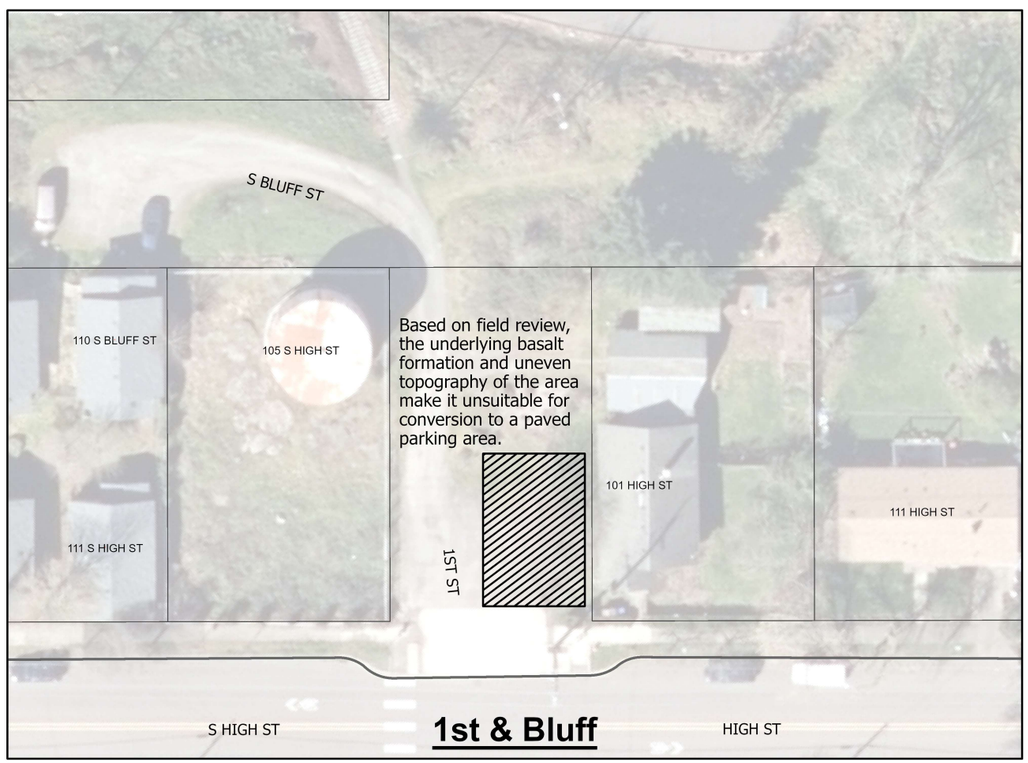
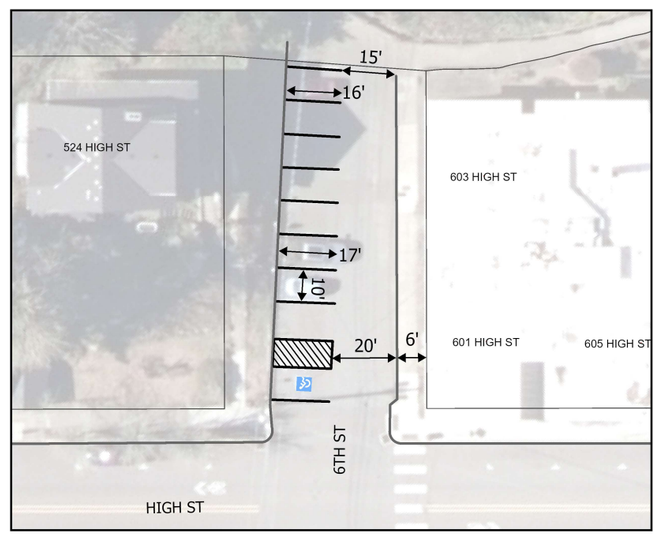
Date: 10/17/25
Map: McLoughlin Promenade Properties.aprx|Promenade Parking Page 1 - 11x17L
Plot Name: Promenade Parking Page 1 - 11x17L - 20251017.pdf



Option C



1st & Bluff



*Existing Head-In Parking @ 6th & High

City of Oregon City

GEOGRAPHIC INFORMATION SYSTEM

Promenade Parking

Map printed October 17, 2025

Edge of Pavement

Taxlots

0 45 90 Feet

1 inch = 45 feet

Option C

3rd St - 6 existing marked angled parking stalls.
- 1 unmarked parallel parking stall.

4th St - 10 proposed head-in parking stalls.
No parking would be allowed on NW side of street.

*Considerations needed for emergency access, garbage collection, mail delivery and ADA requirements.

*Example of existing Head-In parking at 6th St shown with dimensions. Standard dimensions for head-in parking is 9 ft x 19 ft.

1st & Bluff

- See Note

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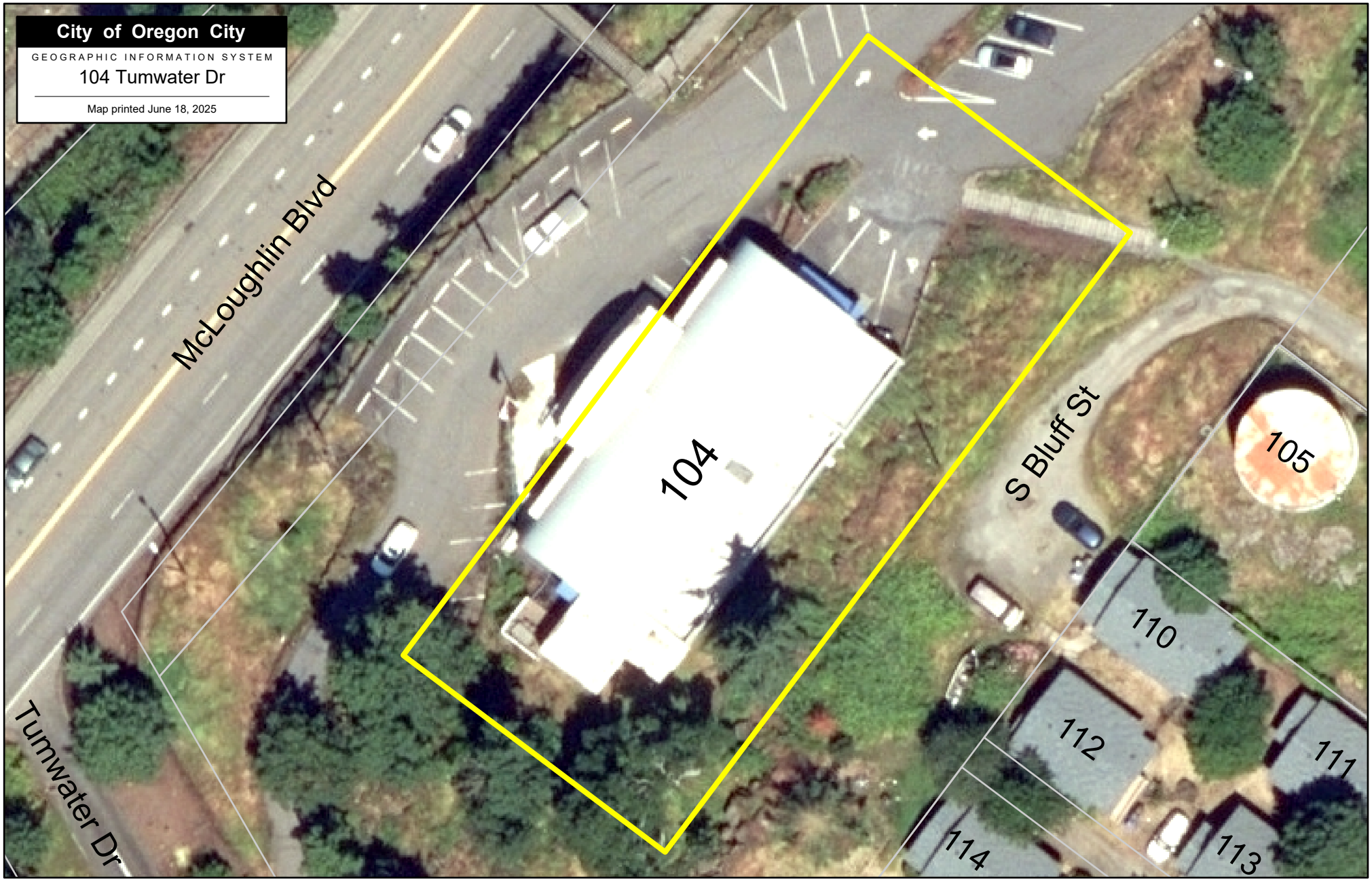
Date: 10/16/25
Map: McLoughlin Promenade Properties.aprx|Promenade Parking Page 2 - 11x17L
Plot Name: Promenade Parking Page 2 - 11x17L - 20251016.pdf



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0 35 70 Feet

1 inch = 35 feet

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Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|104 Tumwater Dr - 8.5x11L
Plot Name: 104 Tumwater Dr - 8.5x11L - 20250618.pdf

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1 inch = 20 feet

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Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|110-112 S Bluff St - 8.5x11L
Plot Name: 110-112 S Bluff St - 8.5x11L - 20250618.pdf

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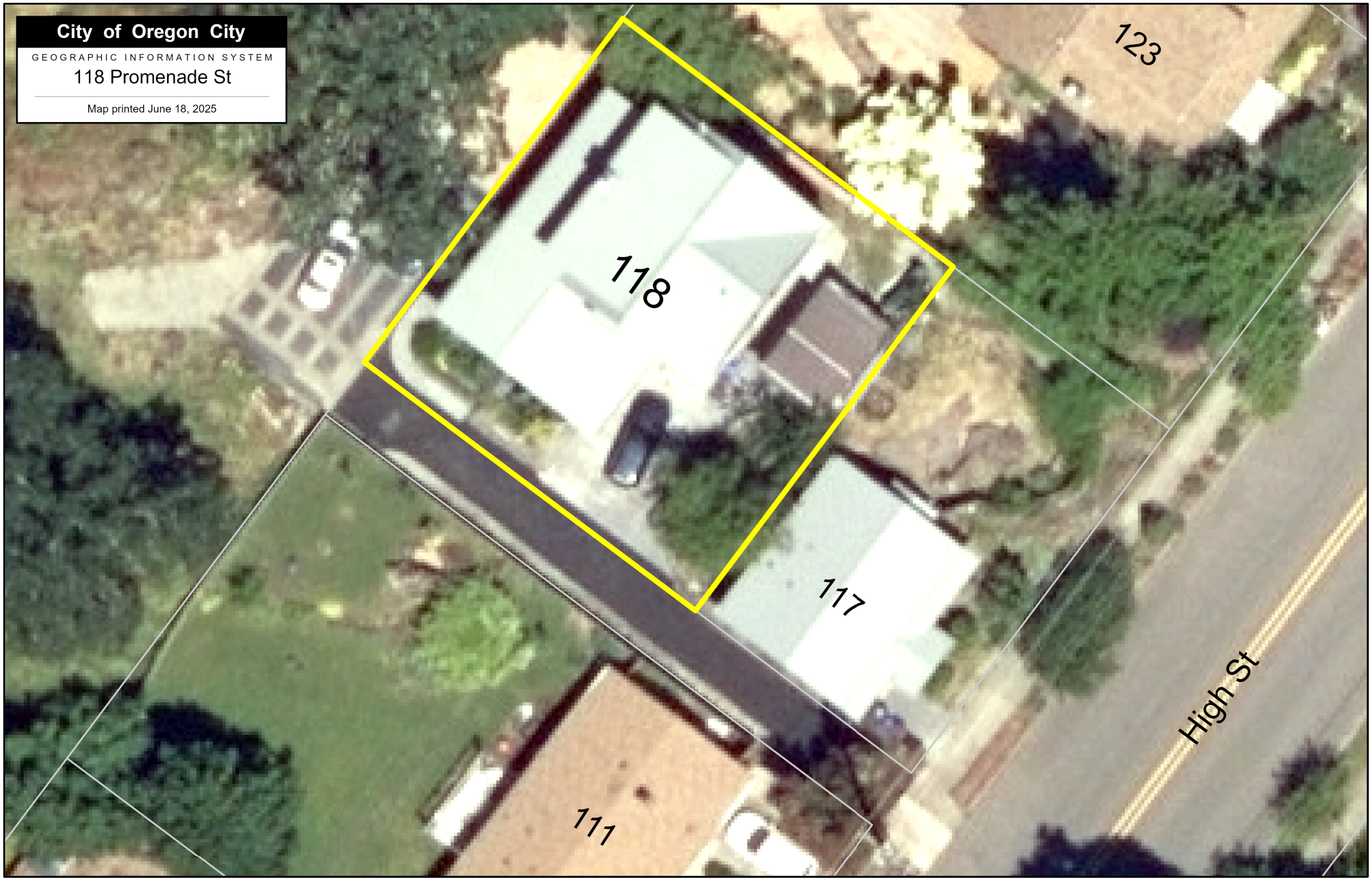
Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|114-116 S Bluff St - 8.5x11L
Plot Name: 114-116 S Bluff St - 8.5x11L - 20250618.pdf



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Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|118 Promenade St - 8.5x11L
Plot Name: 118 Promenade St - 8.5x11L - 20250618.pdf

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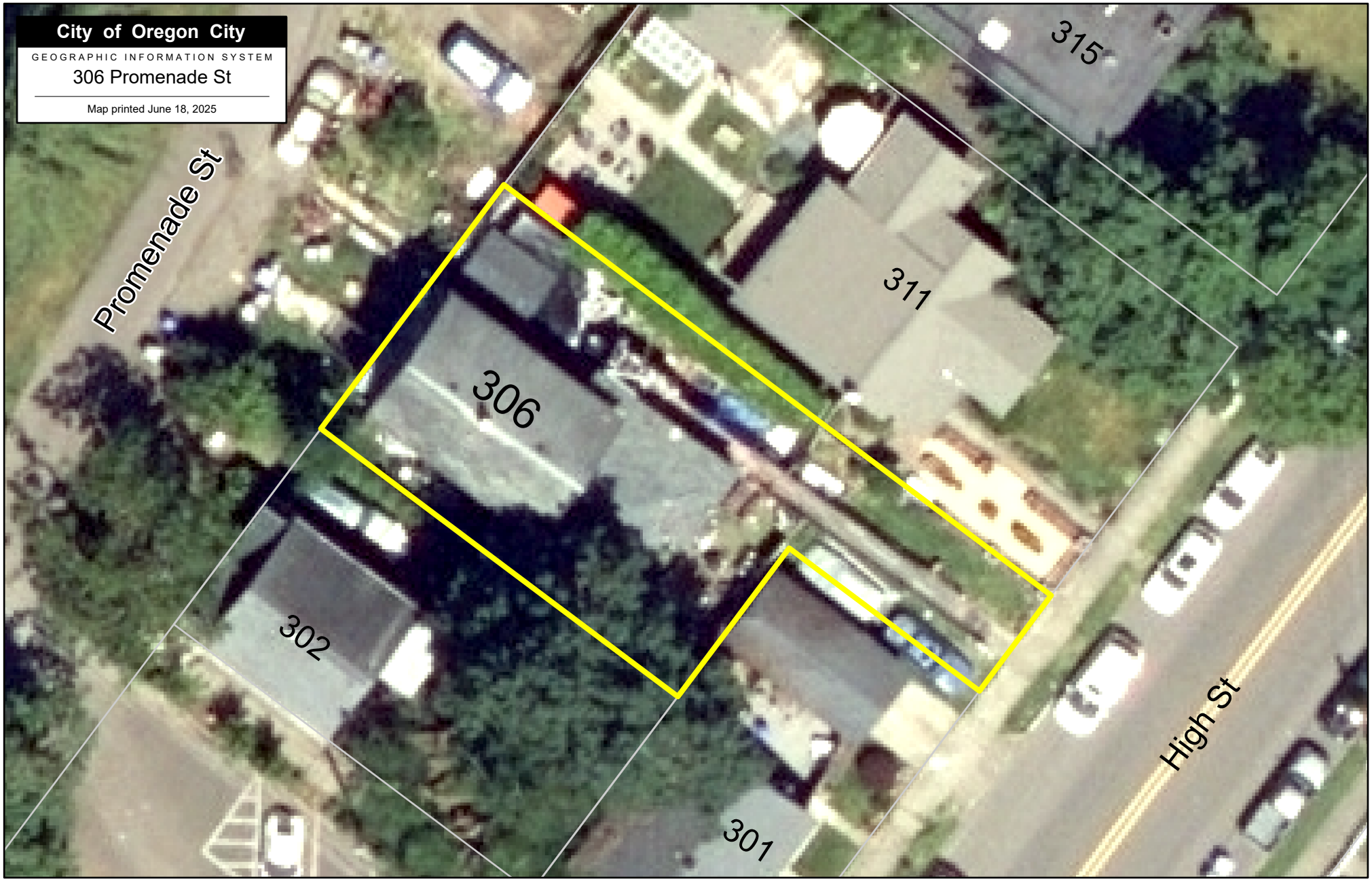
Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|302 Bluff St - 8.5x11L
Plot Name: 302 Bluff St - 8.5x11L - 20250618.pdf



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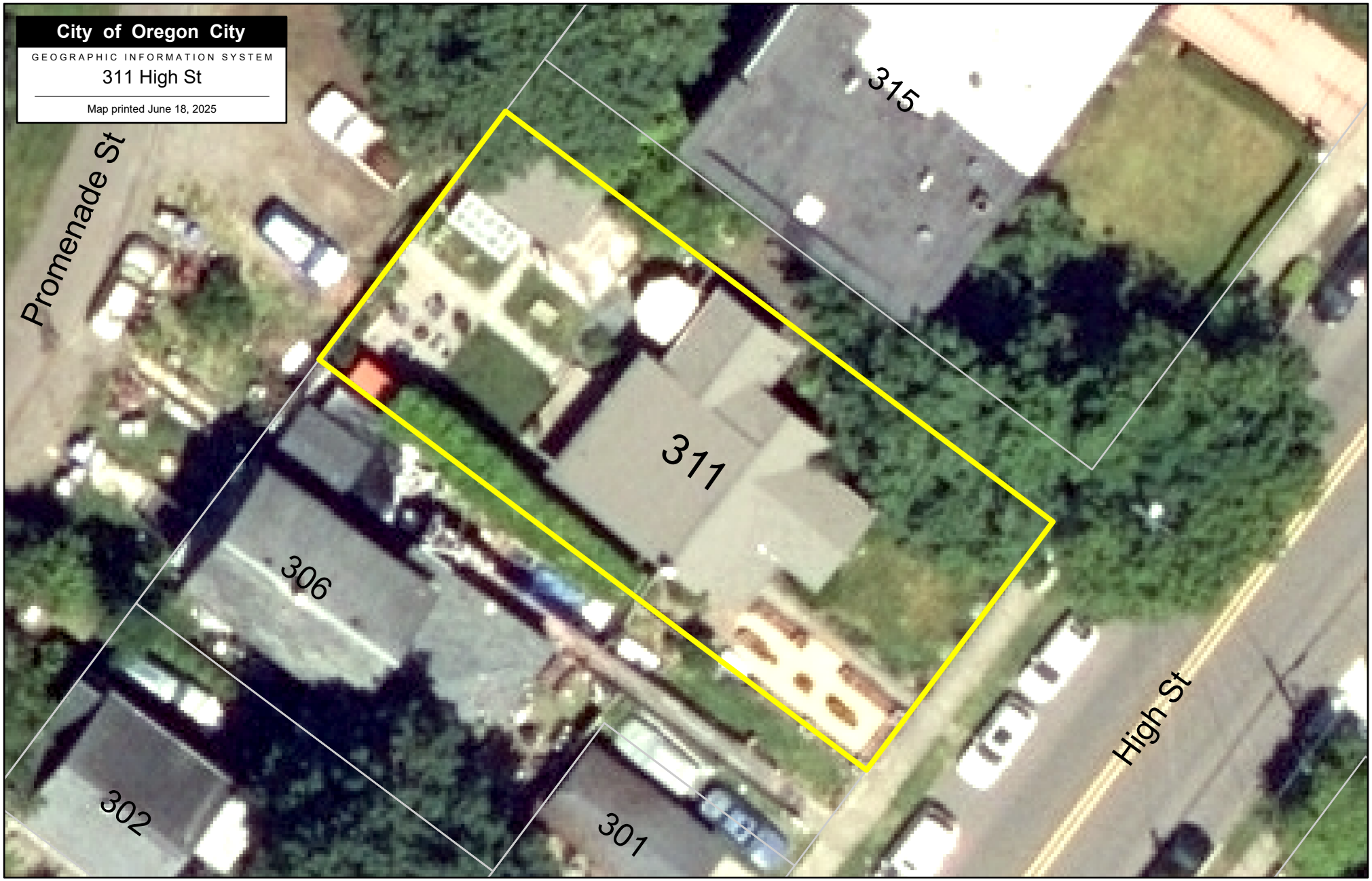
Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|306 Promenade St - 8.5x11L
Plot Name: 306 Promenade St - 8.5x11L - 20250618.pdf



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1 inch = 20 feet

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Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|311 High St - 8.5x11L
Plot Name: 311 High St - 8.5x11L - 20250618.pdf

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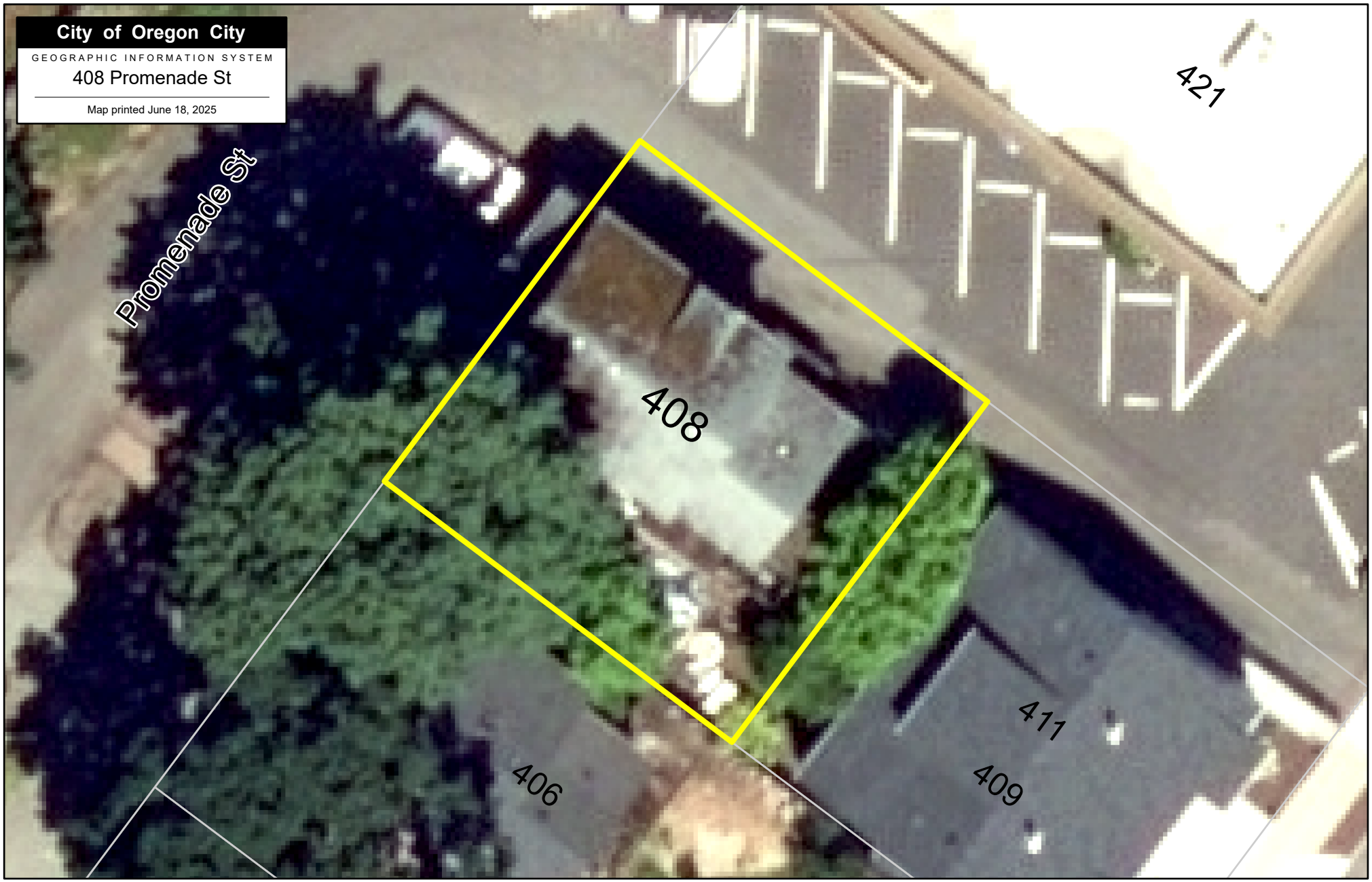
Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|406 Promenade St - 8.5x11L
Plot Name: 406 Promenade St - 8.5x11L - 20250618.pdf



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N
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1 inch = 15 feet

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Date: 6/18/25
Map Name: McLoughlin Promenade Properties.aprx|408 Promenade St - 8.5x11L
Plot Name: 408 Promenade St - 8.5x11L - 20250618.pdf

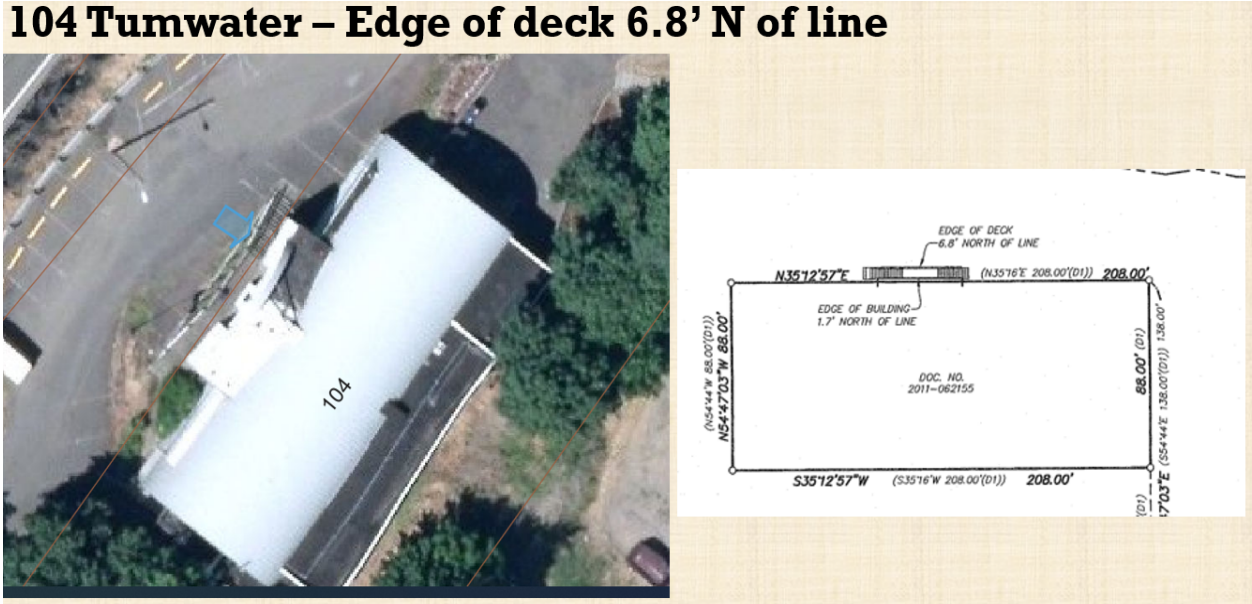
Property #1

Property Owner: Three Rivers Post 1324 US Inc

Property Address: 104 Tumwater Dr., Oregon City, OR 97045

Property Tax Identification Number: 22E31CA03500

Description / Depiction of Encroachment Area:



At 104 Tumwater, the deck of the VFW building extends 6.8 feet north of the property line into the Promenade area and a portion of the building itself is 1.7 feet into the Promenade area.

Description / Depiction of Approved Encroachment Use: VFW Deck and Stairs, Building, Flagpole and barbeque area.

Encroachment Property to be Removed: None

Current Status: the VFW informed the City of a sign they have located in the promenade across from their entrance. Staff recommends City Commission approve an acknowledgement letter allowing the sign to remain in its current location.

Property #2

Property Owner: James Nicita

Property Address: 302 Bluff St., Oregon City, OR 97045

Property Tax Identification Number: 22E31AC12400

Description / Depiction of Encroachment Area:

The property to the north of 3rd Street, 302 Bluff St., has a deck and stairs that extend 10.4 feet into the promenade. In addition, the Promenade area is used for parking and some minor landscaping.

Description / Depiction of Approved Encroachment Use: The deck, stairs, parking and landscaping

Encroachment Property to be Removed: Parking?

Current Status: During the meetings on August 6th and September 3rd, the Commission expressed consensus that the deck, stairs and landscaping could remain but expressed concerns over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

Property #3

Property Owner: Paul Creech

Property Address: 306 Promenade St., Oregon City, OR 97045

Property Tax Identification Number: 22E31AC12300

Description / Depiction of Encroachment Area:

The property at 306 Promenade St. also has a deck that extends into the Promenade. The deck itself is only 0.4' into the promenade, but stairs to the deck go 8.7' into the Promenade. The Promenade area is also landscaped and used for parking.

Description / Depiction of Approved Encroachment Use: deck, stairs, parking

Encroachment Property to be Removed: utility trailer, trash and parking?

Current Status: no response from property owner. During the meetings on August 6th and September 3rd, the Commission expressed consensus that the deck and stairs could remain but expressed concerns over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

Property #4

Property Owner: 406 Bluff Street LLC

Property Address: 406 Promenade St., Oregon City, OR 97045

Property Tax Identification Number: 22E31AC04800

Description / Depiction of Encroachment Area:

The property at 406 Promenade St. contains structures that extend into the Promenade area. The west edge of the building is 0.2 feet into the Promenade, the west edge of the deck is 5.2 feet into the Promenade, and the stairs are 8.7 feet into the Promenade. In addition, there is also a short divider fence, a decorative landscape feature, and a sign between the house and Promenade Street. The property takes access through the Promenade and likely there is parking.

Description / Depiction of Approved Encroachment Use: Deck, stairs and parking.

Encroachment Property to be Removed: A short section of picket fencing running perpendicular to Bluff Street, signage, planting, a decorative landscape feature and parking?

Current Status: no response from property owner. During the meetings on August 6th and September 3rd, the Commission expressed consensus that the deck and stairs could remain but the fencing, signage, planting pots and decorative landscape feature must be removed. They expressed concern over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

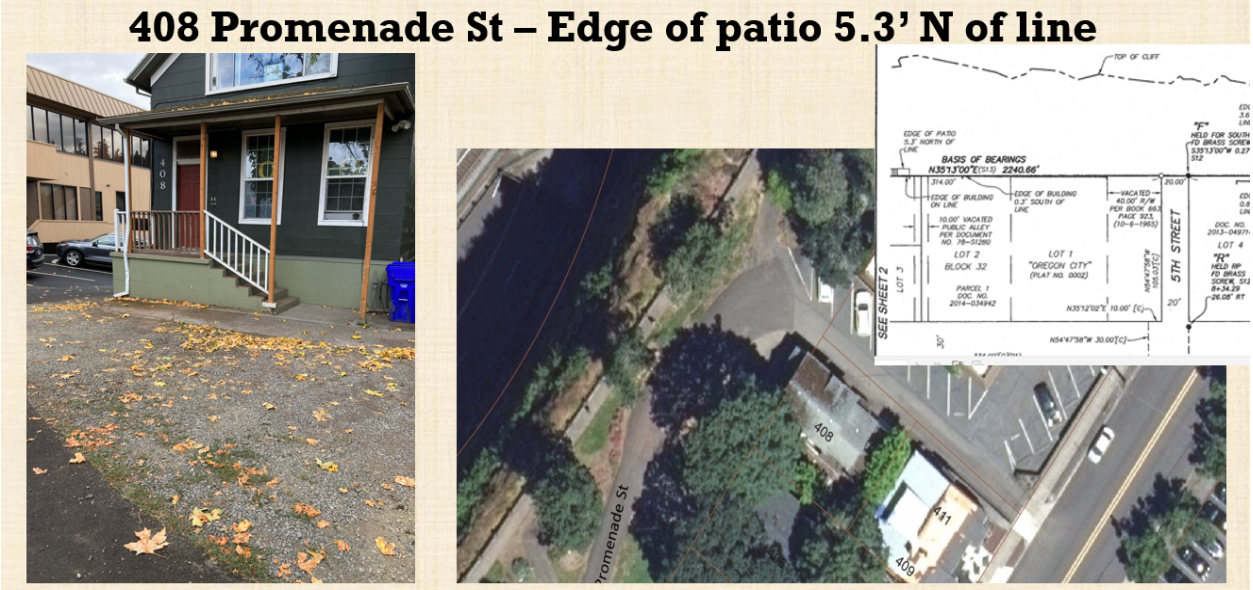
Property #5

Property Owner: Daniel F Arone

Property Address: 408 Promenade St., Oregon City, OR 97045

Property Tax Identification Number: 22E31AC04700

Description / Depiction of Encroachment Area:



The survey indicates that the building located at 408 Promenade St. extends into the Promenade by 5.3 feet. The Promenade area to the west is also surfaced and used for access and parking.

Description / Depiction of Approved Encroachment Use: Access, parking, deck and portion of deck/building that extends into the promenade.

Encroachment Property to be Removed: Parking?

Current Status: no response from property owner. During the meetings on August 6th and September 3rd, the Commission expressed consensus that the access, deck, and portion of the deck/building could remain but expressed concerns over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

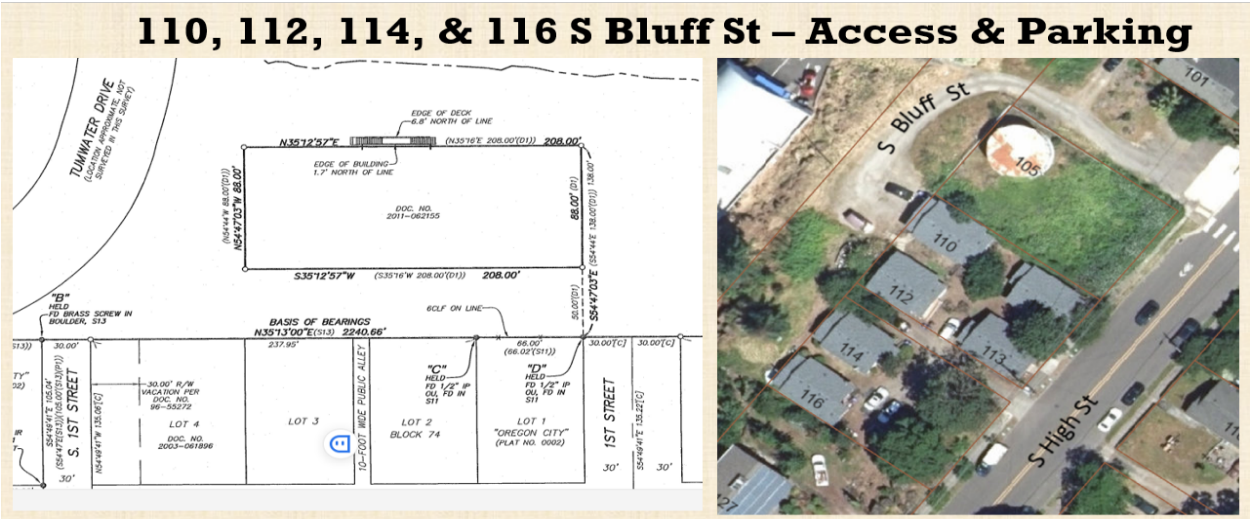
Property #6

Property Owner: LKR Ventures

Property Address: 110, 112, 114, & 116 S. Bluff St., Oregon City, OR 97045

Property Tax Identification Number: 22E31CA03300, 22E31CA03200

Description / Depiction of Encroachment Area:



The properties located at 110, 112, 114 and 116 S Bluff St. all take access from S. Bluff St. and park in the area to the west of the homes.

Description / Depiction of Approved Encroachment Use: access and parking.

Encroachment Property to be Removed: trailer storage, boat storage, parking?

Current Status: During the meetings on August 6th and September 3rd, the Commission expressed concerns over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

Property #7

Property Owner: Russell Lathrop & Shelby Ann Sundling

Property Address: 118 Promenade St., Oregon City, OR 97045

Property Tax Identification Number: 22E31CA00200

Description / Depiction of Encroachment Area:

The property at 118 Promenade St. is accessed through the public alley, labeled "Promenade Street" from High Street. Parking, access, and residential landscaping extend into the Promenade area. The property line is situated close to the walkway on the west side to the house, which appears to be the front of the house. The landscaping to the west of the parking area (and entirely on the Promenade) has drip irrigation in the planter bed area.

Description / Depiction of Approved Encroachment Use: access and landscaping

Encroachment Property to be Removed: gravel parking areas?

Current Status: During the meetings on August 6th and September 3rd, the Commission expressed consensus that the access and landscaping could remain but expressed concerns over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

Property #8

Property Owner: Josh & Jenna Adams

Property Address: 311 High St., Oregon City, OR 97045

Property Tax Identification Number: 22E31AC12200

Description / Depiction of Encroachment Area:

The property at 311 High St. uses the Promenade area for access at parking.

Description / Depiction of Approved Encroachment Use: access and parking

Encroachment Property to be Removed: parking?

Current Status: property owner has declined to sign the encroachment license agreement. No consensus was reached by the Commission during the work session on June 10th. During the meeting on August 6th and September 3rd, the Commission expressed concerns over continuing to allow parking on the promenade. Staff is looking for direction on next steps.

00/00/2025

Property #1 on List

104 Tumwater Dr.
Oregon City, OR 97045

Dear VFW Post 1324,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come. We thank you for engaging with the City in this effort.

You are receiving this letter because your VFW Sign is located within the promenade and has been identified as an encroachment. This letter serves as formal acknowledgement that the City is granting you permission to continue your existing encroachment, provided there is no further expansion into the McLoughlin Promenade. The City retains the right to seek removal of your encroachment at any time in the future. No further action is required of you.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
arains@orcity.org
503-496-1506

DRAFT

00/00/2025

Property #6 on list

110, 112, 114 & 116 S. Bluff St.
Oregon City, OR 97045

Dear LKR Ventures,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come. We thank you for engaging with the City in this effort.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. The area between S. Bluff Street and the homes is actively used for access and off-street parking for commuter vehicles as well as recreational vehicle storage. This letter serves as formal acknowledgement that the City is granting you permission to continue your existing encroachment, provided there is no further alteration or expansion into the McLoughlin Promenade. Any trailers or boats that are currently being stored in the encroachment area must be removed by [60 days from the date of this letter], or this matter will be turned over to code enforcement for further proceedings that may result in the imposition of fines. The City retains the right to seek removal of some or all of your encroachment at any time in the future.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
arains@orcity.org
503-496-1506

DRAFT

00/00/2025

Property #12 on list

118 Promenade St.
Oregon City, OR 97045

Dear Russell Lathrop & Shelby Sundling,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come. We thank you for engaging with the City in this effort.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. Landscaping, irrigation and gravel hardscaping to accommodate off-street parking have been installed in the Promenade. This letter serves as formal acknowledgement that the City is granting you permission to maintain the landscaping and irrigation system you've installed and to replant, without any expansion in coverage, at your own expense. However, all gravel or hardscaped parking areas within the Promenade area must be removed by [60 days from the date of this letter], or this matter will be turned over to code enforcement for further proceedings that may result in the imposition of fines. The City retains the right to seek removal of some or all of your encroachment at any time in the future.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
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503-496-1506

DRAFT

00/00/2025

Property #2 on the list

302 Bluff St.
Oregon City, OR 97045

Dear James Nicita,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come. We thank you for engaging with the City in this effort.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. This letter serves as formal acknowledgement that the City is granting you permission to continue your existing encroachment, which includes a deck, stairs, parking space and landscaping, provided that there is no further expansion into the McLoughlin Promenade. The City retains the right to seek removal of some or all of your encroachment at any time in the future. No further action is required of you.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
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503-496-1506

DRAFT

00/00/2025

Property #3 on list

306 Promenade St.
Oregon City, OR 97045

Dear Paul Creech,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. The deck and stairs from the residence extend 8.7 feet into the Promenade. In addition, this area has been landscaped and is being used for vehicle parking. This letter serves as formal acknowledgement that the City is granting you permission to continue to occupy the Promenade with these existing encroachments, provided there is no alteration or further expansion into the McLoughlin Promenade.

The existing utility trailer and all trash must be removed by [60 days from the date from this letter] or this matter will be turned over to code enforcement for further proceedings that may result in the imposition of fines. The City retains the right to seek removal of some or all of your encroachment at any time in the future.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
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503-496-1506

DRAFT

00/00/2025

Property #8 on the list

311 High St.
Oregon City, OR 97045

Dear Josh & Jenna Adams,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come. We thank you for engaging with the City in this effort.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. This letter serves as formal acknowledgement that the City is granting you permission to continue your existing encroachment, provided that there is no further expansion into the McLoughlin Promenade. The City retains the right to seek removal of some or all of your encroachment at any time in the future. No further action is required of you.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
arains@orcity.org
503-496-1506

DRAFT

00/00/2025

Property #4 on list

406 Bluff St.
Oregon City, OR 97045

Dear 406 Bluff Street LLC,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. The west edge of the building is 0.2 feet into the Promenade, the west edge of the deck is 5.2 feet into the Promenade, and the stairs are 8.7 feet into the Promenade. In addition, this area has been improved for use for vehicle parking. This letter serves as formal acknowledgement that the City is granting you permission to continue to occupy the Promenade with the encroachments that include the structure, deck, stairs and parking, provided that there is no further alteration or expansion into the McLoughlin Promenade.

Additional encroachments, including a short section of picket fencing running perpendicular to Bluff Street, signage, planting pots and a decorative landscape feature must be removed by [60 days from the date of this letter] or this matter will be turned over to code enforcement for further proceedings that may result in the imposition of fines. The City retains the right to seek removal of some or all of these encroachments at any time in the future.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
arains@orcity.org
503-496-1506

DRAFT

00/00/2025

Property #5 on list

408 Promenade St.
Oregon City, OR 97045

Dear Daniel Arone,

As you are aware, the City is in the process of identifying and notifying owners of encroachments within the McLoughlin Promenade. This is the first step in pursuing designation of the McLoughlin Promenade as a Park pursuant to the City Charter. A charter park designation would add a layer of protection to the Promenade where voter approval would be necessary for any future sale, vacation or major change in use of the property, ensuring this special place will be enjoyed for generations to come.

You are receiving this letter because your property has been identified as one of several lots with an existing encroachment. The existing building, deck and stairs collectively extend 5.3 feet into the Promenade and additional areas have been paved for vehicle parking use. This letter serves as formal acknowledgement that the City is granting you permission to continue to occupy the Promenade with these identified encroachments, provided there is no alteration or further expansion into the McLoughlin Promenade. The City retains the right to seek removal of some or all of your encroachment at any time in the future. No further action is required of you.

We recognize this was a lengthy process and we thank you for your patience while we worked towards a solution. Should you have any questions or concerns, please feel free to contact the City.

Best,

Alex Troutman
(formerly Rains)
Assistant City Manager
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503-496-1506

DRAFT