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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, March 31, 2026 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. APPROVAL OF MINUTES

## 4. PUBLIC HEARINGS

- a. HR-25-00017: Alterations to the R.S. Beattie House at 103 Jersey Ave

## 5. DISCUSSION

- a. Compatible Change: New Construction Review in Historic Districts- HRB Policy and OCMC 17.40 Code Review

## 6. COMMUNICATIONS

## 7. ADJOURNMENT

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### PUBLIC COMMENT GUIDELINES

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

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### ADA NOTICE

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

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

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](#) 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.





Provide direction to staff on revised findings and Conditions of Approval that the Historic Review Board has determined will make the project economically viable, but not adversely impact the landmark.

**OPTIONS:**

1. Approve HR-25-00017 with revised findings and conditions.
2. Deny HR-25-00017 and provide further direction to staff and the applicant.
3. Continue HR-25-00017 and keep the public record open until a date certain of April 28, 2026.

**Type III Historic Review Staff Report for Alterations to a Designated Historic Site**

March 23, 2026

**FILE NO.:** GLUA-25-00052 and HR 25-00017: Historic Review

**HEARING DATE:** March 31, 2026  
7:00 p.m. – Libke Public Safety Building

**APPLICANT / OWNER:** Tanya Forrester  
103 Jersey Ave  
Oregon City, OR 97045

**LOCATION:** 103 Jersey Ave  
Oregon City, OR 97045  
Clackamas Map & Taxlot 2-2E-31DC-02200

**ZONE:** R-6 Low-Density Residential District  
Historic Overlay District

**REQUEST:** Historic Review for replacement of wood siding with smooth fiber cement board siding on a designated historic landmark outside a historic district.

**REVIEWER:** Jude Thaddaeus | Planner

**RECOMMENDATION:** Seeking HRB direction on Conditions of Approval

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

*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.*

### Summary and Request for Direction

The applicant is financially burdened by medical costs, and seeks to replace the rapidly deteriorating exterior wood siding on their home with smooth fiber cement board. +The applicant is unable to find a supplier that can replace the wood siding like-for-like in a manner that they can afford and would prefer not to let the existing siding deteriorate further and pass a worsening situation along to their family.

The applicant has provided physical samples of the available smooth fiber cement board alternatives in various reveals and styles that most closely approximate the deteriorating siding to be removed.

Historic Review Board Policy 3 states that new siding on designated structures shall match the existing siding in both material and style.

If fiber cement is desired as a replacement for wood siding, the Historic Review Board must review the proposal for compatibility of replacement with the existing siding in profile and design.

Given the applicant's circumstances, and the various samples provided, Staff is seeking direction from the Historic Review Board on appropriate findings and conditions of approval.

### Historic Review Board Conditions of Approval

1. The applicant shall replace the existing wood siding with fiber cement board that is [redacted] in thickness with [redacted] reveal to adequately replicate the existing wood siding.

### BACKGROUND:

#### Site and Context

There is little historical information available about the R.S. Beattie House (c. 1890), a 1.5-story altered (c. 1910) Vernacular/bungalow that's well set back from Jersey Ave, located 850 feet from the next nearest designated structure, in a neighborhood with more modern housing.

#### Historic Resource

*R.S. Beattie House - 103 Jersey Ave (1890)*

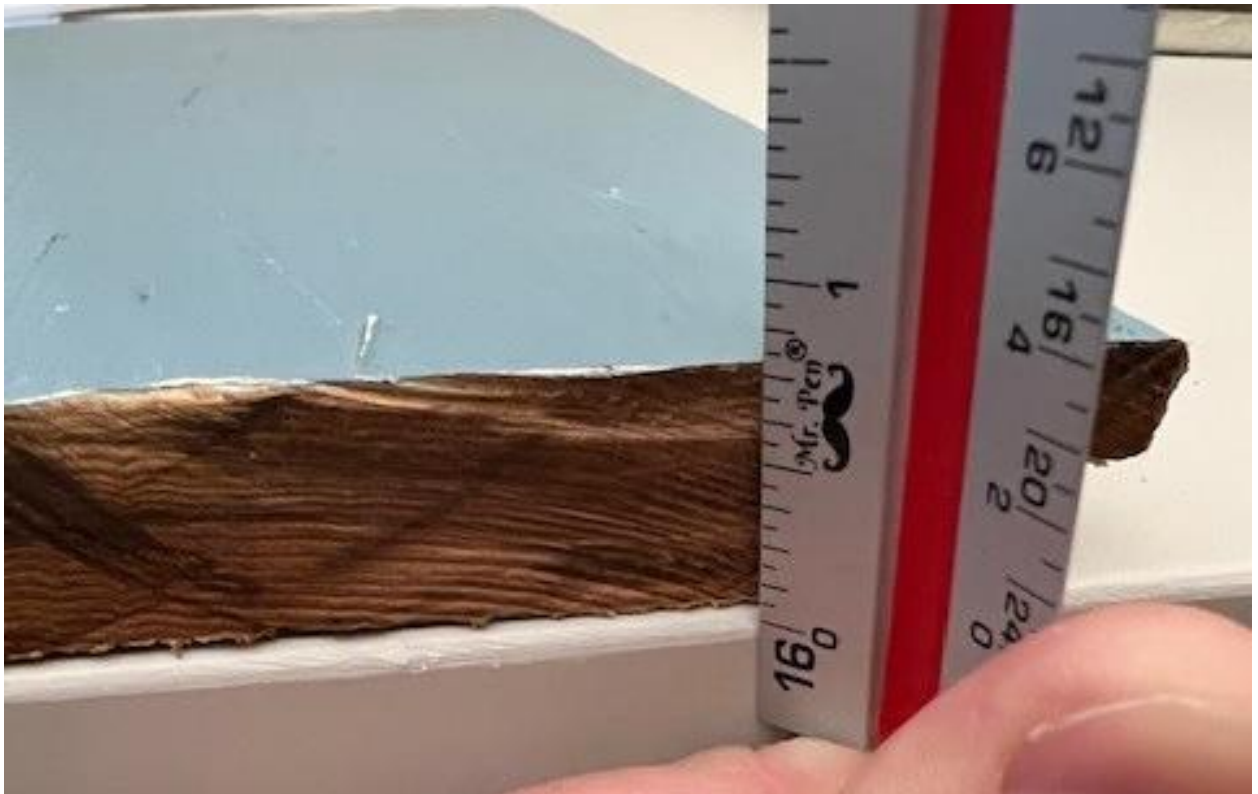
**Statement of Significance (1986):** *No biographical information was found on Beattie. Although somewhat altered, the house is significant for its age. Roof form altered and portions enclosed of one-story rear wing, c. 1910. Front porch altered significantly, c. 1910. Front door altered.*

**SURFACING MATERIALS:** *Shiplap. Corner boards. Well setback from the road (Jersey Avenue) and above street grade. In an area of mostly newer homes. No other landmarks in immediate vicinity.*

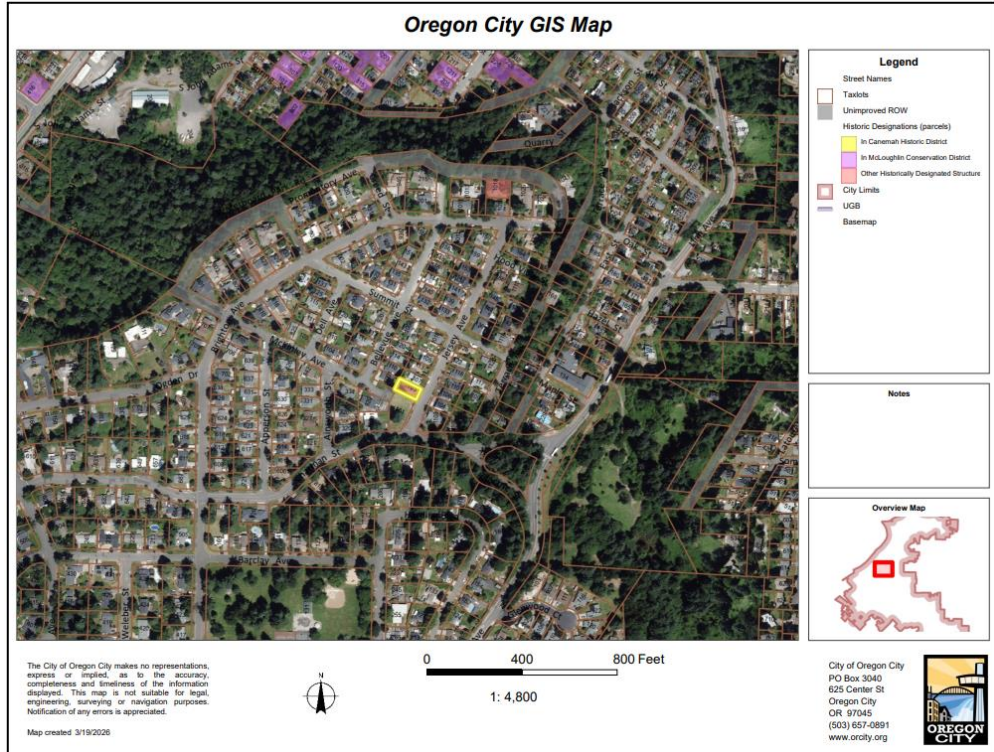
**Existing Siding Specifications:**  $\frac{3}{4}$ -inch thick (1/2 inch in the channel section) wooden shiplap siding with a 6.5-inch reveal and 1-inch channel height.



*Existing wood siding sample showing 6.5-inch reveal and 1-inch channel*



*Existing wood siding sample showing 0.75-inch thickness*



*Vicinity Map: Properties in red and purple are designated historic.*



*Street view, looking northeast from Jersey Ave*



*Street view, looking southeast from Jersey Ave*

**Project Description:**

The applicant is proposing to replace the existing, deteriorating wood shiplap channel siding with fiber cement board of a similar thickness, reveal, and effect.

The images above, taken in August 2023 by Google Street View, show visible deterioration in some places, which the applicant reports has advanced significantly to the point where paint is peeling, lead paint has been detected, and replacement is required.

The applicant has been unable to find wood siding that can replace the existing siding like-for-like and cannot afford wood as a replacement due to medical circumstances. They desire to upgrade the house and use fiber cement board as a lower-cost siding alternative.

The applicant has provided examples of the existing siding and proposed fiber cement board alternatives for the Historic Review Board to consider. They have also submitted a letter dated 3/2/2026 explaining their circumstances and reasoning for proposing the options below.

**Proposed New Siding and Corner Board Specifications:**

The applicant submitted three different samples of fiber cement board siding, referred to below as Sample A, Sample B, and Sample C. They have also included a corner board sample. Physical samples will be provided at the HRB hearing, but photos showing the samples, measurements, and comparisons with the existing siding are below.

Sample A: Hardie Artisan V-Groove Fiber Cement Siding

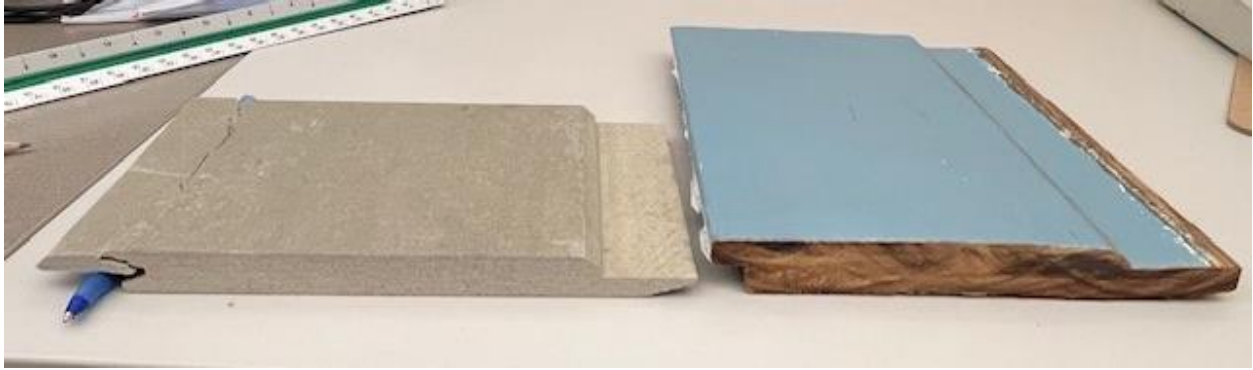
5/8-inch thick, 8-inch reveal, lateral V-groove



*Sample A Plan View showing 8-inch reveal and V-groove on the left*



*Sample A showing 0.625-inch thickness*



*Sample A (L) vs Existing siding (R)*

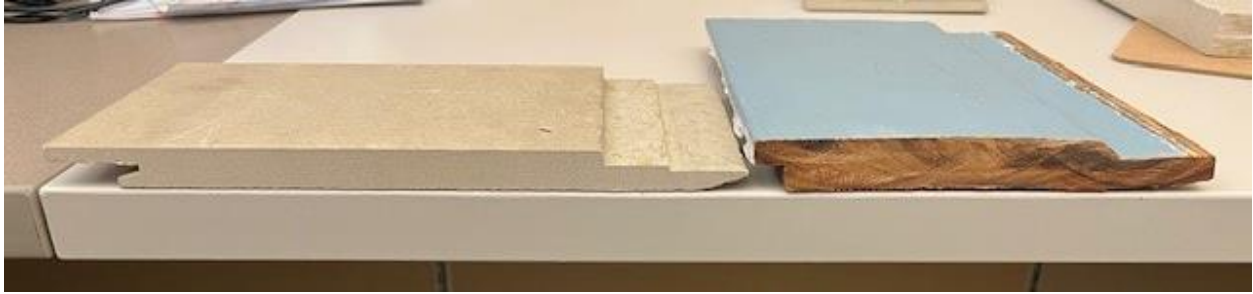
Sample B: Hardie Artisan Square Channel Fiber Cement Siding  
5/8-inch thick, 9-inch reveal, 1-inch lateral channel



*Sample B Plan View showing 9-inch reveal and 1-inch channel on the right*

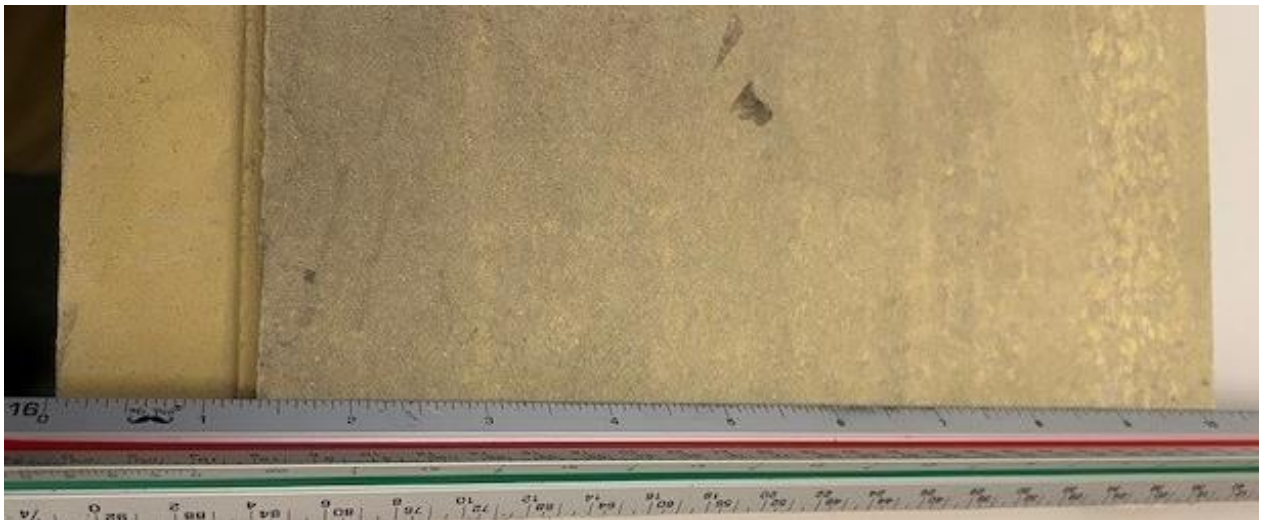


*Sample B showing 0.625-inch thickness*



*Sample B (L) vs Existing siding (R)*

Sample C: Fiber Cement Channel Siding (unknown origin)  
5/8-inch thick, 10-inch reveal, 1-inch lateral channel



*Sample C Plan View showing 10-inch reveal and 1-inch channel on the left*



*Sample C showing 0.625-inch thickness*



*Sample C (L) vs Existing siding (R)*

Corner Board: Fiber Cement  
1-inch thick by 3.375-inch width



*Sample fiber cement corner board showing 3.375-inch width*



*Sample fiber cement corner board showing 1-inch thickness*

**Zoning:**

The property is zoned R-6 Low-Density Residential District.

**Notice and Public Comment:**

Public notices were mailed to property owners within 300 feet of the subject site, posted on the subject site, and published on the City website at the following link:

<https://www.orcity.org/3511/GLUA-25-00052-HR-25-00017-103-Jersey-Ave>

No public comments were received during the Public Comment Period as of March 20, 2026 is from the Applicant in the form of a letter explaining their circumstances. Comments received between this date and the March 31, 2026 hearing date will be provided to the Historic Review Board at the hearing itself.

**CODE RESPONSES:**

*17.40.060 - Exterior alteration and new construction.*

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

**Finding: Applicable:** The proposal for exterior alteration on a designated structure outside a historic district 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: Not Applicable.** The project does not include disturbance 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.*

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

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

**Finding: Not Applicable:** The proposal is not subject to administrative approval according to Historic Review Board Policy 3.

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

*1. The purpose of the historic overlay district as set forth in [Section 17.40.010](#);*

**OCMC 17.40.010:**

*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.*

**Finding: Complies with Condition.** The use of a similar type of fiber cement board siding to replace the existing wood siding would allow the landmark to endure in an attractive and presentable state without creating a significant economic burden. **Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the recommended Conditions of Approval.**

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

**Finding: Complies with Condition.**

The following goal and policy in the Comprehensive Plan pertains to this proposal:

***Goal 2, Policy 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.*

**Note:** The use of a similar type of fiber cement board siding to replace the existing wood siding may allow the landmark to endure in an attractive and presentable state without creating a significant economic burden. **Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the recommended Conditions of Approval.**

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;*

**Finding: Complies with Condition:** The use of a sufficiently matching type of fiber cement board siding to replace the existing wood siding would allow the landmark to endure in an attractive and presentable state without creating a significant economic burden. Accepting a compatible alternative siding that the applicant can afford will preserve the landmark at its present state of significance. **Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the recommended Conditions of Approval.**

4. The value and significance of the historic site;

**Finding: Complies with Condition:** The R.S. Beattie House is a designated historic landmark from the late 19<sup>th</sup> Century and represents one of the few standing landmarks in its immediate vicinity, outside any historic district. Accepting an alternative siding plan that the applicant can afford, which will closely resemble the existing wood siding, will preserve the landmark at its present state of significance. **Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the Conditions of Approval.**

5. *The physical condition of the historic site*

**Finding: Complies as Proposed.** The exterior of the structure is in deteriorated condition due to the siding. The proposal would improve the existing condition of the landmark for years to come.

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

**Finding: Complies with Condition:** Accepting an alternative siding plan that the applicant can afford will preserve the landmark at its present state of significance. **Staff has determined that it**

**is possible, likely, and reasonable that the applicant can meet this standard through Condition 3 of the Conditions of Approval.**

7. Pertinent aesthetic factors as designated by the board;

**Finding:** Staff seeks direction from the Historic Review Board on the samples provided by the applicant and their suitability to replace the existing wood siding.

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

**Finding: Complies with Condition.** Accepting an alternative siding plan that the applicant can afford will preserve the landmark at its present state of significance. **Staff has determined that it is possible, likely, and reasonable that the applicant can meet this standard through Condition 3 of the Conditions of Approval.**

9. *Design guidelines adopted by the historic review board.*

**Finding:** Staff seeks direction from the Historic Review Board on the samples provided by the applicant and their suitability to replace the existing wood siding according to design guidelines.

*Secretary of Interior Standard #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.*

*Secretary of Interior Standard #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.*

**Compatibility with Historic Materials Finding:** Staff is seeking direction from the Historic Review Board to determine if the applicant's sample fiber cement board alternatives match closely enough to the existing wood siding would not destroy historic materials, features, or spatial relationships that characterize the property.

*Secretary of Interior Standard #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.*

**Finding: Not applicable.** No new additions or new construction is proposed.

*Oregon City Guideline: Traditional landscape elements evident in the District (grass, trees, shrubs, picket fences, etc.) should be preserved, and are encouraged in site redevelopment. Inappropriate landscape treatments such as berms and extensive non-vegetative ground cover (e.g. mulch and bark dust) are discouraged.*

**Finding: Not Applicable.** The applicant has not proposed removing any significant landscaping or trees on the site or in the district.

**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.*

**Finding: Not Applicable:** No incentives are proposed.

**I. PUBLIC NOTICE**

On March 4, 2026, Public Notice was sent to neighbors with 300 feet of the subject property, posted online to the City website, emailed to various entities, and was posted onsite through the March 31, 2026 Historic Review Board hearing date.

**Exhibits**

1. Applicant Submittal (On File)
2. Applicant Letter to the Historic Review Board (On File)
3. Historic Inventory Form (On File)
4. Historic Review Board Policy 3 (On File)
5. Material samples provided by the applicant (On File)

**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 checked="" 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 type="checkbox"/> Demolition <input type="checkbox"/> New Construction <input checked="" 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> 11/10/2025
<b>Project Name:</b> Re-siding Forrester house	
<b>Proposed Land Use or Activity:</b> Re-siding historic home	<b># of Lots Proposed (If Applicable):</b>
<b>Physical Address(es) of Site:</b> 103 Jersey Ave. Oregon City, OR 97045	
<b>Clackamas County Map and Tax Lot Number(s):</b> 22E31DC02200	

<b>Applicant(s)</b>	
<b>Applicant(s) Signature:</b> <i>Tanya Forrester</i>	
<b>Applicant(s) Name Printed:</b> Tanya Forrester	<b>Date:</b> 11/10/2025
<b>Mailing Address:</b> 103 Jersey Ave.	
<b>Phone:</b> 503-989-3740	

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

<b>Property Owner #1</b>	
<b>Property Owner#1 Signature:</b> <i>Tanya Forrester</i>	
<b>Property Owner#1 Name Printed:</b> Tanya Forrester	<b>Date:</b> 11/10/2025
<b>Mailing Address:</b> 103 Jersey Ave, Oregon City, OR 97045	
<b>Ownership Address:</b> 103 Jersey Ave, Oregon City, OR 97045	
<b>Phone:</b> 503-989-3740	

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



**Community Development – Planning**

695 Warner Parrott Road | Oregon City OR 97045  
Ph (503) 722-3789

**Representative(s)**

Representative(s) Signature: <i>Ron Forrester</i>	
Representative(s) Name Printed: Ron Forrester	Date: 11/10/2025
Mailing Address: 103 Jersey Ave, Oregon City, OR 97045	
Phone: 620-553-2088	[REDACTED]

*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.*

To the volunteers on the Oregon City Historic Review Board:

My name is Tanya Forrester, and I own the historic home at 103 Jersey Ave here in Oregon City. I am writing to ask you to approve the siding project I have submitted to maintain the historic and safety aspects of my home.

Over the past 13+ years of owning my house, I have always followed the HRB guidelines in making sure my house is protected for the future and I have worked with the board and historic consultant for any upgrades, including a small addition to my ADU 10 years ago. For that project I was able to use wood siding, which at that time was affordable for a small project.

Unfortunately, the paint has been peeling from the main house siding for a couple of years now, and I am concerned about the possible damage and long-term effects this may lead to. When this initially started I received referrals from painters and learned the siding tests positive for lead paint. Professional remediation is far more expensive than I can afford, even with help from my family, and so new siding is the only solution I see.

I have stage 4 cancer, and making my home safe and sound for me now and in perpetuity is very important. The fiber cement siding I have provided as part of my project allows for the long term upkeep of the outside of the house while also addressing the lead paint aspect in the most cost-effective manner I can find. I believe this siding is the best option, and ask that you approve my project.

Thank you for your consideration.

Tanya Forrester

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

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

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

**PROJECT DESCRIPTION:**

Replace current, damaged siding with James Hardie concrete siding as permitted by review in HRB policy #3, Siding. This will also remove the lead paint on the siding making the house safer overall. This project will also replace water damaged window sills

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

***17.40.060 – Exterior Alteration and new construction***

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

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

**Applicant response:**

**This is not an exterior alteration but a replacement of the siding and window sills. No additions or changes to the existing structure.**

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

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

**Applicant response:**

**No changes to the existing structure of the house. I am trying to make the property safer for my beneficiaries and easier to maintain the house going forward—no need for future lead paint removal.**

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

**Applicant response:**

The economic use is my dad and I live in the house. There should be no or little public interest in replacing my siding.

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

**Applicant response:**

There is no historic use of the site except for it being my house. It is a basic old farmhouse that has not been significantly altered than I am aware of.

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

**Applicant response:**

The overall physical condition of the house is fine but the paint is peeling in areas and some of the siding is water damaged.

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

**Applicant response:**

The proposed siding is similar in exterior design, proportion, detail, scale and texture as the current siding. The new siding will increase energy efficiency and help maintain the outside of the house for decades.

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

**Applicant response:**

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

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

**Applicant response:**

As described in Criterion 3, alterations meeting adopted design standards will positively impact economic and social or environmental value of the district. Replacing the siding will increase the energy efficiency, prevent continuing damage and maintain the outside of the house for decades, while removing lead-embedded materials from the house.

*17.40.060.E (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 will continue to be used as my home.

*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 will be retained and preserved as there is no removal of distinctive materials or alterations of the property.

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

**Applicant response:**

There are no changes being made to the property, just replacing the siding.

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

**Applicant response:**

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

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

**Applicant response:**

There are no changes being proposed.

*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:**

There are no historic features; this is a project to replace the lead-positive siding , and the new siding matches the old in design and texture.

*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 ground disturbance is proposed.

*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:**

No additions, exterior alterations, or new construction are being proposed.

*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:**

No new additions or new construction are being proposed.

## *Design Guidelines: Alterations – Additions*

### *A. Site*

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

*2. New additions shall be sited so that the impact to the primary facade(s) is kept to a minimum.*

*Additions shall generally be located at the rear portions of the property or in such locations where they have the least visual impact from public ways.*

**Applicant response:**

No new additions are being proposed.

### *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 the landscape are being proposed.

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

**Applicant response:**

No changes to the landscape are being 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:**

**No changes to the height of the property are being proposed.**

*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:**

No new additions are being proposed.

*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:**

No new additions are being 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:**

Window sizes and locations are not be changing as a result of this application.

*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 current siding tests positive for lead paint and has water damage which is why I am looking at new siding. The historical architectural elements are not being changed.

To the volunteers on the Oregon City Historic Review Board:

My name is Tanya Forrester, and I own the historic home at 103 Jersey Ave here in Oregon City. I am writing to ask you to approve the siding project I have submitted to maintain the historic and safety aspects of my home.

Over the past 13+ years of owning my house, I have always followed the HRB guidelines in making sure my house is protected for the future and I have worked with the board and historic consultant for any upgrades, including a small addition to my ADU 10 years ago. For that project I was able to use wood siding, which at that time was affordable for a small project.

Unfortunately, the paint has been peeling from the main house siding for a couple of years now, and I am concerned about the possible damage and long-term effects this may lead to. When this initially started I received referrals from painters and learned the siding tests positive for lead paint. Professional remediation is far more expensive than I can afford, even with help from my family, and so new siding is the only solution I see.

I have stage 4 cancer, and making my home safe and sound for me now and in perpetuity is very important. The fiber cement siding I have provided as part of my project allows for the long term upkeep of the outside of the house while also addressing the lead paint aspect in the most cost-effective manner I can find. I believe this siding is the best option, and ask that you approve my project.

Thank you for your consideration.

Tanya Forrester

Existing Siding Sample



Existing Siding Sample



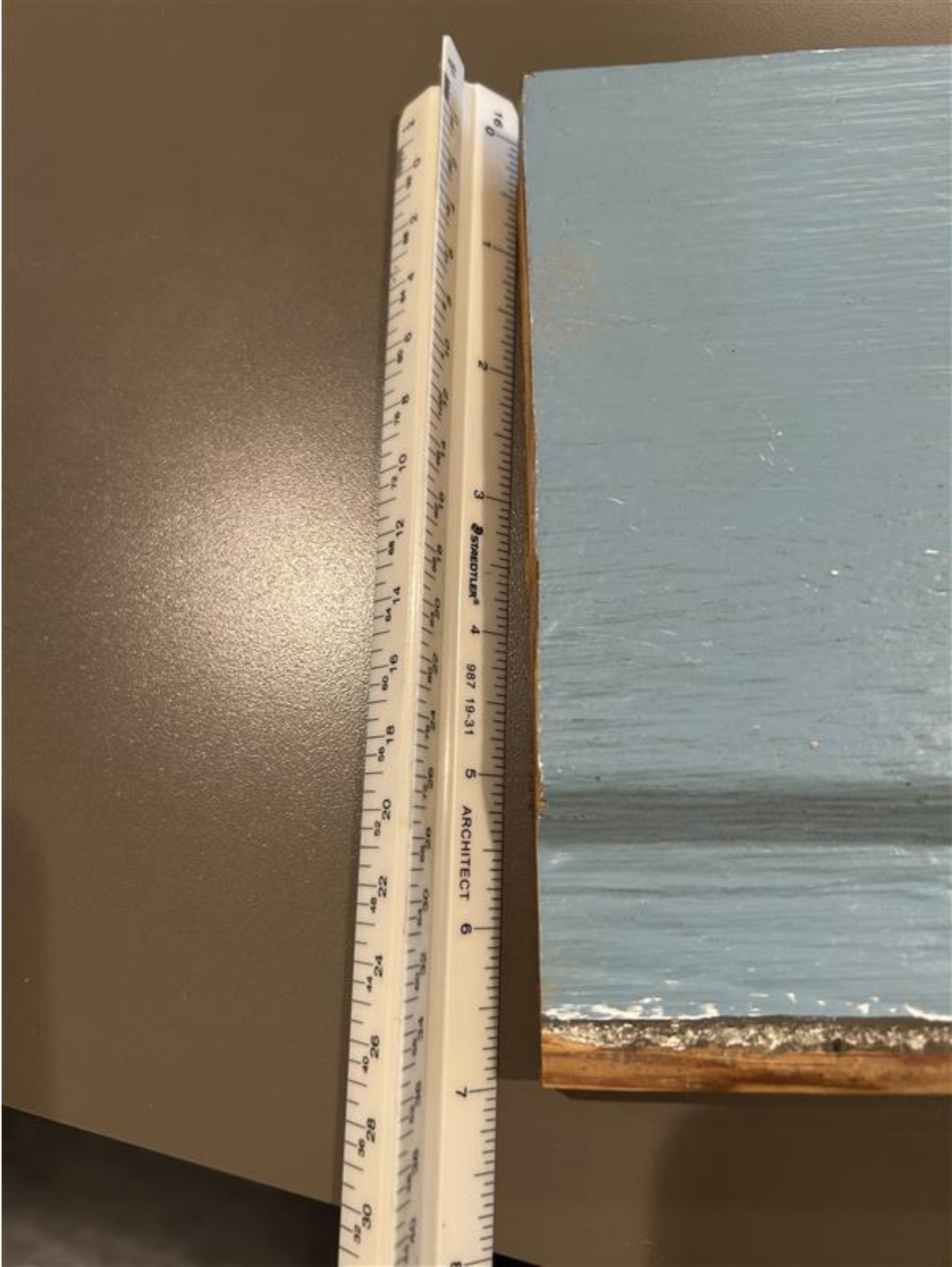
Existing Siding Sample



Existing Siding Sample



Existing Siding Sample



# Hardie® Plank Lap Siding

Submittal Form

01

Submitted to: .....

HZ5® Product Zone     HZ10® Product Zone

Project Name: .....

Product Width:     5-1/4in    6-1/4in    7-1/4in    8in    8-1/4in    9-1/4in    12in

Submitted by: .....

Product Finish:     Primed    ColorPlus® Technology

Date: .....

Product Texture:  Smooth    Select Cedarmill®    Colonial Roughsawn®  
 Colonial Smooth®    Rustic Cedar

# Hardie® Plank Lap Siding

Specification Sheet

01

DIVISION: 07 00 00 THERMAL AND MOISTURE PROTECTION    |    SECTION: 07 46 46 FIBER CEMENT SIDING

## HARDIE® PLANK LAP SIDING

### Manufacturer

James Hardie Building Products, Inc.

The products are manufactured at the following locations, with quality control inspections by ICC-ES:

- Cleburne, Texas
- Plant City, Florida
- Reno, Nevada
- Waxahachie, Texas
- Prattville, Alabama
- Peru, Illinois
- Pulaski, Virginia
- Tacoma, Washington
- Fontana, California
- Summerville, South Carolina

### Compliance with the following codes

- 2006 thru 2021 International Building Code (IBC)
- 2006 thru 2021 International Residential Code (IRC)

For more information about other compliances and applicable uses, refer to ICC-ES ESR-2290

### Features

- Noncombustible
- Dimensionally Stable
- Resists damage from pests
- Weather Resistant-Engineered for Climate®
- Impact resistant
- Sustainable

### Use

Hardie® fiber-cement lap siding is used as exterior wall covering. The product complies with IBC Section 1403.9 and IRC Section R703.10. The product may be used on exterior walls of buildings of Type I, II, III and IV construction (IBC)

### Description

Hardie® Plank lap siding is a single-faced, cellulose fiber-reinforced cement (fiber-cement) product. Hardie® Plank lap siding complies with ASTM C1186, as Grade II, Type A; has a flame-spread index of 0 and a smoke-developed index of 5 when tested in accordance with ASTM E84; and is classified as noncombustible when tested in accordance with ASTM E136.

### Available Sizes

Product	Width (in)	Length	Thickness (in)
Hardie® Plank lap siding*	5-1/4, 6-1/4, 7-1/4, 8, 8-1/4, 9-1/4, 12	12 feet	5/16

\* HZ5: 9-1/4, 12 only available primed    HZ10: 5-1/4, 9-1/4, 12 only available primed.

Weight 2.31 lbs. per square foot

### Texture & Finish

Hardie® Plank lap siding comes in a variety of textures and finishes. The product is available in smooth or wood grain texture. Additional textures are available on a regional basis. Finish options are primed for field paint, or factory finished with ColorPlus® Technology. Color availability varies by region.

### Engineered for Climate®

Hardie® Plank lap siding is engineered for performance to specific weather conditions by climate zones as identified by the following map.



**Performance Properties**

	General Property	Test Method	Unit or Characteristic	Requirement	Result
<b>PHYSICAL ATTRIBUTES</b>	Dimensional Tolerances	ASTM C1185	Length	± 0.5% or ± 1/4 in	Pass
			Width	± 0.5% or ± 1/4 in	
			Thickness	± 0.04 in	
			Squareness	Δ in diagonals ≤ 1/32 in/ft of sheet length. Opposite sheet sides shall not vary in length by more than 1/32 in/ft	
			Edge Straightness	≤ 1/32 in/ft of length	
	Density, lb/ft <sup>3</sup>	ASTM C1185		As reported	83
	Water Absorption, % by mass	ASTM C1185		As reported	36
	Water Tightness	ASTM C1185	Physical Observations	No drop formation	Pass
	Flexural Strength	ASTM C1185	Wet conditioned, psi	>1015 psi	Pass
			Equilibrium conditioned, psi	>1450 psi	
<b>THERMAL</b>	Thermal Conductivity	ASTM C177	(BTU/(hr·ft <sup>2</sup> ·F))/inch	As reported	2.07
	Actual Thermal Conductivity		(K <sub>eff</sub> )		6.62
	Thermal Resistance		R=1/ K <sub>eff</sub>		0.48
	Actual Thermal Resistance		(R)		0.15
<b>DURABILITY</b>	Warm Water Resistance	ASTM C1185	Physical Observations	No visible cracks or structural alteration	Pass
	Heat/Rain Resistance	ASTM C1185	Physical Observations	No visible cracks or structural alteration	Pass
	Freeze/Thaw Resistance	ASTM C1185	Physical Observations	No visible cracks or structural alteration	Pass
			Mass Loss, %	≤ 3.0%	
	Freeze/Thaw, % strength retention	≥ 80%			
	UV Accelerated Weathering Test	ASTM G23	Physical Observations	No cracking, checking, or crazing	Pass
<b>FIRE CHARACTERISTICS</b>	Surface Burning Characteristics	ASTM E84	Flame Spread Index (FSI)		0
			Smoke Developed Index (SDI)		≤ 5
			Fuel Contributed		0
			NFPA Class		A
			Uniform Building Code Class	As reported	1
	International Building Code® class		A		
	Noncombustibility	ASTM E136	Noncombustible	Pass/fail	Pass
	Fire Resistance Rated Construction	ASTM E119	Fire Resistance Rating	1-hour	Note 1

Note 1: listed on Warnock Hersey and ESR 2290

**Installation**

Install Hardie® Plank lap siding in accordance with:

- Hardie® Plank lap siding installation instructions
- ICC-ES ESR 2290
- Requirements of authorities having jurisdiction

**Warranty**

Hardie® Plank lap siding: 30-year, Non-Prorated, Limited Warranty  
 ColorPlus® Technology: 15-year Limited Finish Warranty

**Sustainable Design Contribution**

- Regionally sourced content- varies by project location
- Avoidance of certain chemicals or Red List Compliance

Detailed product information for LEED projects, or other state or regional sustainability programs is available through James Hardie Technical Services.

**Storage and Handling**

Store flat and keep dry and covered prior to installation.

**Technical Services**

Contact James Hardie Technical Services online at JamesHardie.com, or by phone at (800)426-4051

**IMPORTANT:** Failure to install and finish this product in accordance with applicable building codes and James Hardie written application instructions may affect system performance, violate local building codes, void the product-only warranty and lead to personal injury. **DESIGN ADVICE:** Any information or assistance provided by James Hardie in relation to specific projects must be approved by the relevant specialists engaged for the project eg. builder, architect or engineer. James Hardie will not be responsible in connection with any such information or assistance.

# Hardie® Trim

Submittal Form

**09**

**Project Name:** .....  
**Submitted to:** .....

**Date:** .....  
**Submitted by:** .....

<b>Product:</b>	<input type="checkbox"/> ColorPlus® Technology finish <input type="checkbox"/> Primed for Paint
<b>Zone:</b>	<input type="checkbox"/> HZ5® <input type="checkbox"/> HZ10®
<b>Texture:</b>	<input type="checkbox"/> Smooth <input type="checkbox"/> Roughsawn <input type="checkbox"/> Rustic Grain
<b>Width:</b>	<input type="checkbox"/> 2.5 in. <input type="checkbox"/> 3.5 in. <input type="checkbox"/> 4.5 in. <input type="checkbox"/> 5.5 in. <input type="checkbox"/> 7.25 in. <input type="checkbox"/> 9.25 in. <input type="checkbox"/> 11.25 in.
<b>Length:</b>	<input type="checkbox"/> 12 ft.
<b>Thickness:</b>	<input type="checkbox"/> 3/4 in. <input type="checkbox"/> 1 in. <input type="checkbox"/> 1.5 in.

# Hardie® Trim

Specification Sheet

**09**

DIVISION: 07 00 00 THERMAL AND MOISTURE PROTECTION

SECTION: 07 46 46 FIBER CEMENT SIDING

## HARDIE® TRIM

### Manufacturer

James Hardie Building Products Inc.

The products are manufactured at the following locations, which receive regular quality control inspections by ICC-ES.

- Cleburne, Texas
- Plant City, Florida
- Reno, Nevada
- Prattville, Alabama
- Peru, Illinois

For more information about compliances, refer to Intertek Spec ID# 39758.

### Features

- Class-A Fire Rated
- Flood Damage Resistant
- Dimensionally Stable
- Resists damage from pests
- Zero Flame Spread
- Engineered for Climate®
- Weather Resistant
- Impact resistant
- Sustainable

### Use

Hardie® fiber cement trim is used as an exterior wall accessory. The product complies with 2024 IBC Section 1403.9; 2018, 2021 IBC Section 1403.10; 2012, 2015 IBC Section 1404.10.

### Description

Made from durable fiber cement, Hardie® Trim comes in a variety of textures and are available primed and ready for paint, or pre-finished with ColorPlus® Technology, providing the perfect finishing touch to your project. Hardie® Trim complies with ASTM C1186, Type A; and Class A Fire Rated per ASTM E84, with a flame spread index / smoke developed index of less than 0/5.

### Engineered for Climate®

Hardie® Trim is engineered for performance to specific weather conditions by climate zones as identified by the following map.



**Performance Properties**

	General Property	Test Method	Unit or Characteristic	Requirement	Result
PHYSICAL ATTRIBUTES	Dimensional Tolerances	ASTM C1185	Length	± 0.5% or ± 1/4 in	Pass
			Width	± 0.5% or ± 1/4 in	
			Thickness	For 3/4 in, ± 0.06 in. For greater than 3/4 in, ±10%.	
			Squareness	Δ in diagonals ≤ 1/32 in/ft of sheet length. Opposite sheet sides shall not vary in length by more than 1/32 in/ft	
			Edge Straightness	≤ 1/32 in/ft of length	
	Density, lb/ft <sup>3</sup>	ASTM C1185		As reported	70
	Water Absorption, % by mass	ASTM C1185		As reported	≤ 40.2
	Water Tightness	ASTM C1185	Physical Observations	No drop formation	Pass
	Flexural Strength	ASTM C1185	Wet conditioned, psi	>580 psi	Pass
Equilibrium conditioned, psi			>580 psi		
DURABILITY	Warm Water Resistance	ASTM C1185	Physical Observations	No visible cracks or structural alteration	Pass
	Heat/Rain Resistance	ASTM C1185	Physical Observations	No visible cracks or structural alteration	Pass
	Freeze/Thaw Resistance	ASTM C1185	Physical Observations	No visible cracks or structural alteration	Pass
			Mass Loss, %	≤ 3.0%	
	Freeze/Thaw, % strength retention	≥ 80%			
	UV Accelerated Weathering Test	ASTM G23	Physical Observations	No cracking, checking, or crazing	Pass
FIRE CHARACTERISTICS	Surface Burning Characteristics	ASTM E84	Flame Spread Index (FSI)		0
			Smoke Developed Index (SDI)		≤ 5
			Fuel Contributed		0
		NFPA Class			A
		Uniform Building Code Class	As reported		1
	International Building Code® class			A	

Note 1: listed on Warnock Hersey and ESR 2290

**Installation**

Install Hardie® Trim in accordance with:

- Hardie® Trim installation instructions
- Requirements of authorities having jurisdiction

**Warranty**

Hardie® Trim: 30-year, Non-Prorated, Substrate Limited Warranty  
 ColorPlus® Technology finishes: 15-year, Limited Finish Warranty

**Sustainable Design Contribution**

- Regionally sourced content - varies by project location
- Avoidance of certain chemicals

Detailed product information for LEED® projects, Environmental Product Declaration, or other state or regional sustainability programs is available through James Hardie Technical Services or JamesHardie.com.

**Storage and Handling**

Store flat and keep dry and covered prior to installation.

**Technical Services**

Contact James Hardie Technical Services by phone at 1-888-J-HARDIE (1-888-542-7343).

**IMPORTANT:** Failure to install and finish this product in accordance with applicable building codes and James Hardie written application instructions may affect system performance, violate local building codes, void the product-only warranty and lead to personal injury. **DESIGN ADVICE:** Any information or assistance provided by James Hardie in relation to specific projects must be approved by the relevant specialists engaged for the project eg. builder, architect or engineer. James Hardie will not be responsible in connection with any such information or assistance.

OREGON INVENTORY OF HISTORIC PROPERTIES  
HISTORIC RESOURCE INVENTORY FORM

HISTORIC NAME: R.S. Beattie House  
COMMON NAME: \_\_\_\_\_  
ADDRESS: 103 Jersey Avenue  
OWNER: Watslow and Mildred Mitchell,  
280 E. Berkeley, Gladstone, OR 97027  
T/R/S: 2-2E-31DC TAX LOT: 2200  
ADDITION: Falls View Addition  
LOT: 11, 12 BLOCK: 4 QUAD: Oregon City

DATE OF CONSTRUCTION: c. 1890  
ORIGINAL USE: Residence  
PRESENT USE: Residence  
ARCH./BLDR.: Unknown  
STYLE: Vernacular/bungalow alter.  
BLDG. STRUC. DIST. SITE OBJ. (CIRCLE)  
THEME: Architecture, 19th/20th Cent.

PLAN TYPE/SHAPE: Rectangular  
FOUNDATION MATERIAL: Concrete  
ROOF FORM & MATERIALS: Moderately-pitched gable. Boxed eaves with molded bargeboard. Comp.  
WALL CONSTRUCTION: Wood  
PRIMARY WINDOW TYPE: Fixed windows. Some double-hung with narrow multiple lights above.  
SURFACING MATERIALS: Shiplap. Cornerboards.  
DECORATIVE FEATURES: \_\_\_\_\_

NO. OF STORIES: 1 1/2  
BASEMENT (Y/N): Yes  
STRUCTURAL FRAME: Studs

OTHER: One-story wing at rear. Full-length, hip-roof porch.  
CONDITION: EXCELLENT \_\_\_\_\_ GOOD \_\_\_\_\_ FAIR X DETERIORATED \_\_\_\_\_ MOVED \_\_\_\_\_ (date)  
EXTERIOR ALTERATIONS/ADDITIONS (dated): Roof form altered and portions enclosed of one-story rear wing, c. 1910. Front porch altered significantly, c. 1910. Front door altered.  
NOTEWORTHY LANDSCAPE FEATURES: Evergreens frame path to front door.  
ASSOCIATED STRUCTURES: Several outbuildings, most dating from c. 1910.  
KNOWN ARCHAEOLOGICAL FEATURES: None.  
GEOGRAPHIC SETTING: Well setback from the road (Jersey Avenue) and above street grade. In an area of mostly newer homes. No other landmarks in immediate vicinity.

STATEMENT OF SIGNIFICANCE: (Historical and/or architectural importance, dates, events, persons, contexts): No biographical information was found on Beattie. Although somewhat altered, the house is significant for its age.

SOURCES: TICOR Title Company Records, Oregon City. Clackamas Co. Tax Rolls, 1890, 1895, 1897, 1901, 1905, 1910. Sanborn Insurance Map, 1925. Interview with Ella Lipp, 1986.

NEGATIVE NO: Roll C, #11,12,13,14  
SLIDE NO: \_\_\_\_\_

RECORDED BY: Patricia Erigero  
DATE: August 1986

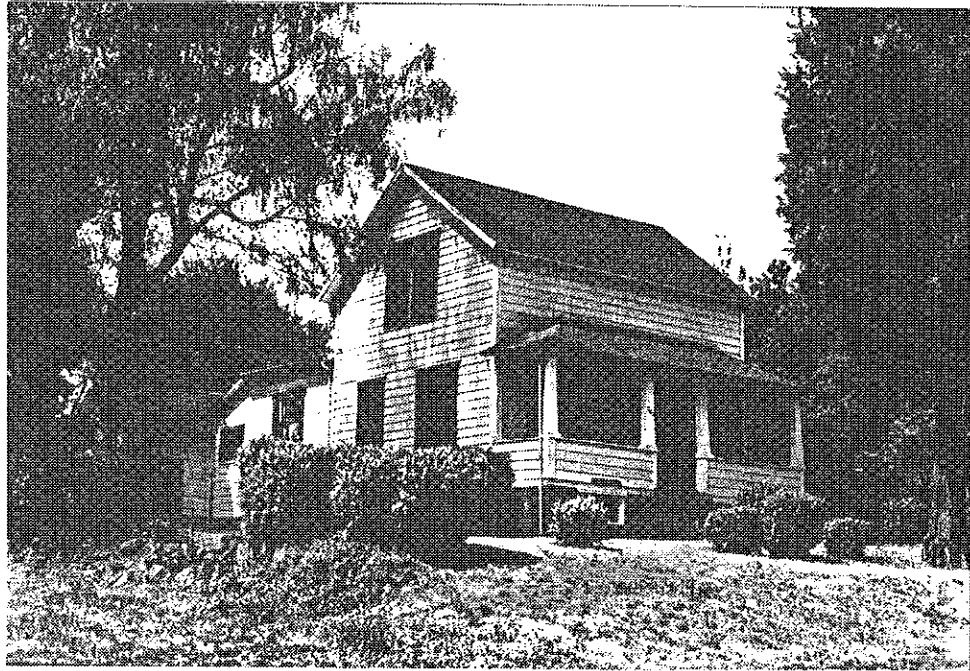
SHPO INVENTORY NO.: \_\_\_\_\_

OREGON INVENTORY OF HISTORIC PROPERTIES  
 HISTORIC RESOURCE INVENTORY FORM - TWO

NAME: R.S. Beattie House  
 ADDRESS: 103 Jersey Avenue

T/R/S: 2-2E-31DC TAX LOT 2200  
 QUADRANGLE: Oregon City

\*\*\*\*\*

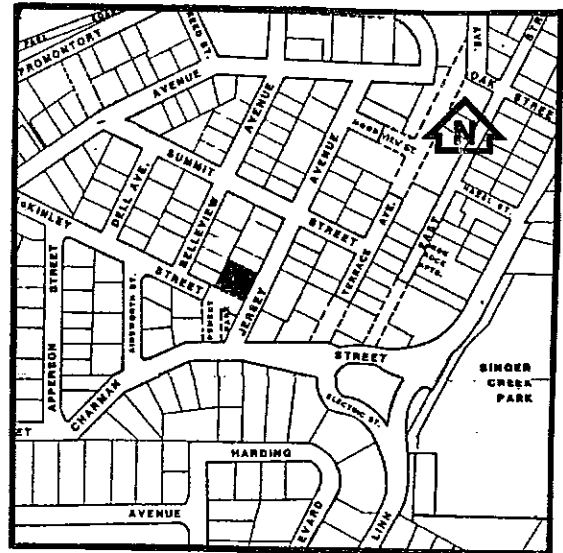
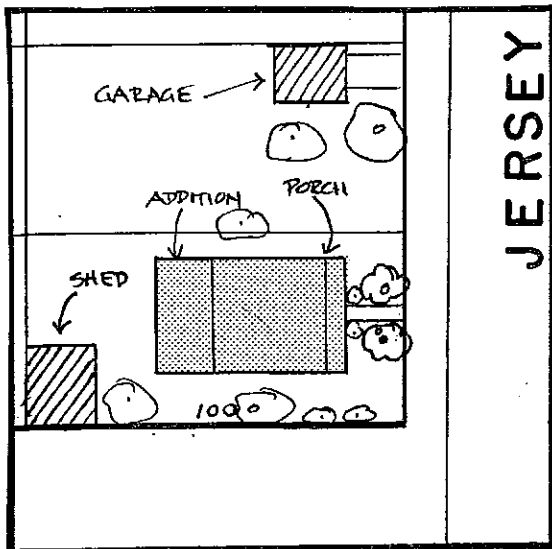


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NEGATIVE NO. Roll C, #11,12,13,14

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

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

SHPO INVENTORY NO.: \_\_\_\_\_



# 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:** March 31, 2026  
**From:** Christina Robertson-Gardiner, Senior Planner

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### **SUBJECT:**

Item 5.a. - Compatible Change: New Construction Review in Historic Districts- HRB Policy and OCMC 17.40 Code Review

### **STAFF RECOMMENDATION:**

Review the revisions from the January Historic Review Board meeting and approve the package to be sent to the City Commission for review at the April 1, 2026, City Commission Work Session. This session will formally direct staff to begin the Legislative hearings process to revise OCMC 17.40 and adopt the new HRB Policy 13.

### **EXECUTIVE SUMMARY:**

An overview of the revisions can be found below:

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

At the January HRB meeting, the Historic Review Board directed staff to revised the dormer policy to allow them on both sides of the building with some additional design details and reduce the side yard window transparency to 20%:

*Gable or shed dormers are permitted on both sides of the building if proposed. The total width of dormers cannot exceed 50% of the length of the wall plane they run parallel to. Dormers shall be located one (1) foot back from the exterior wall of the floor and three (3) feet back from the edge of the roof plane, with no part of the dormer extending above the ridgeline. Shed dormers must use a minimum 3/12 roof pitch, and gable dormers shall match the pitch of the main roof.*

*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 percent (20%) of the lineal length of the ground floor windows on side elevations. Qualifying windows shall be placed at pedestrian height.*

The HRB discussion focused on finding a balanced design that offers flexibility for accessibility and feasibility. It adopts a middle-ground strategy, aiming to provide affordable housing options and allowing residents committed to preservation to have suitable designs, thereby minimizing public opposition to new developments in a neighborhood that values preservation

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

No additional revisions have been added for the March Historic Review Board meeting.

**OCMC 17.40- Historic Overlay District**

No additional revisions have been added for the March Historic Review Board meeting. Staff met with City Attorney Carrie Richer to further refine the HRB policy memo direction into clearer code language. The revised redline code provides additional clarity and relocates some existing code for better readability.

The Archeological Monitoring Recommendation was relocated to its own code section for readability. This is the same language found in Chapter 17.62 - SITE PLAN AND DESIGN REVIEW and Chapter 16.04 - GENERAL PROVISIONS AND ADMINISTRATION OF LAND DIVISIONS. [Goal 5 Cultural Areas Rule -Oregon Administrative Rule 660-023-02](#) was recently adopted by the State of Oregon. The revised rules take effect on January 1, 2027, and direct counties and cities to include tribal voices in land-use planning. Oregon City has required early coordination with the State Historic Preservation Office and five nationally recognized tribes for the last 15 years, and is largely already meeting the intent of the new OAR. A small revision may be needed for all three chapters to ensure full compliance, though further analysis is forthcoming on that front as staff await additional guidance from the State Historic Preservation Office and the Department of Land and Conservation (DLCD). Any such revisions will be handled through a separate Legislative adoption process.

**17.04 Definitions – New construction.**

No additional revisions have been added for the March Historic Review Board meeting. The previous approach to setting thresholds for Historic Review Board review was incorporated into the definition of "new construction," which indicated 30% or more to non-designated resources. The revised approach provides the thresholds within OCMC 17.40; therefore, the historic section of the 17.04 definition of "new construction" is no longer needed and will be removed.

**BACKGROUND:**

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

**OPTIONS:**

Provide staff feedback on the requested items

**BUDGET IMPACT:**

# OREGON CITY HISTORIC REVIEW BOARD POLICIES

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

### ABOUT THE HISTORIC REVIEW BOARD POLICIES

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

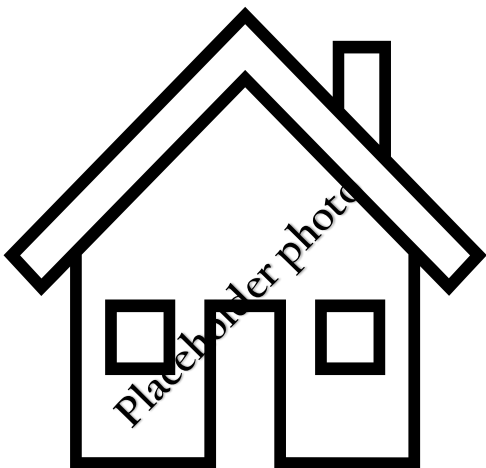
The Historic Review Board (HRB) adopted these to provide clear direction to property owners for smaller projects that will not adversely affect the historic resource or district. Most HRB policies are directed toward designated resources. This policy, however, covers stand-alone new construction on non-designated 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 10/12 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 both sides of the building if proposed. The total width of dormers cannot exceed 50% of the length of the wall plane they run parallel to. Dormers shall be located one (1) foot back from the exterior wall of the floor and three (3) feet back from the edge of the roof plane, with no part of the dormer extending above the ridgeline. Shed dormers must use a minimum 3/12 roof pitch, and gable dormers shall match the pitch of the main roof..



- 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 percent (20%) 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; 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 550 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.ORGcity.org) or by contacting the Planning Department.
- Detached dwelling units will require a building permit. Check with the Building Department. Contact ([permits@orccity.org](mailto:permits@orccity.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@orccity.org](mailto:ocplanning@orccity.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)



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# 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, 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.oregoncity.org/planning/hrb-policies](http://www.oregoncity.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  
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## 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.

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- 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.

~~**17.40.060 Exterior alteration and new construction.**~~

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

**17.40.53 Historic Design Review Required**

All development within the historic district overlay is subject to review pursuant to the following decision-making procedures:

- A. No review is required to proceed with ordinary maintenance or repair of any exterior architectural features, including painting and color selection, 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.
- B. Canemah National Register District or locally designated resources.
1. Exterior alterations, additions, and new, larger than 200 square foot free-standing structures within a National Register District or a locally designated historic site/resource shall be subject to a Type III review procedure except:
    - i. An alteration, addition or new structure that is otherwise regulated through one or more adopted historic review board policies shall occur through a Type I procedure.
- C. McLoughlin Conservation District that are not locally designated.
1. Exterior alterations, additions and new, larger than 200 square foot free-standing structures within the McLoughlin Conservation District that are not otherwise locally designated shall be subject to a Type III review procedure except:
    - i. An alteration, addition or new structure that is otherwise regulated through one or more adopted historic review board policies shall occur through a Type I procedure.
    - ii. Alterations or additions that elevate or reduce the overall roof line of an existing building by less than four inches or where the roofline of any portion of the addition is less than the pre-existing roof structure (ridge line or parapet edge), as determined two years before the application date;
    - iii. Alterations or additions of less than 30% of the original structure's size, as determined two years before the application date, or a maximum addition of less than 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.
      1. 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.

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2. New decks or balconies accessed from an upper level larger than 50 square feet, whether covered or uncovered are counted as part of the 30% additional area.

iv. Notwithstanding the exceptions in subsection ii and iii, Type III review shall be required for any alteration of or addition to a new structure within the two-year period following the date of issuance of the certificate of appropriateness for the new structure.

### 17.40.55 Historic Review Board Policies

1. Some limited types of alterations to historic structures and new construction can be allowed through the administrative Type I review procedure if they are consistent with city commission adopted historic review board policies.
2. The historic review board policies may be adopted or amended by the city commission by resolution following a recommendation by the historic review board along with a public hearing that includes notice to affected property owners.
3. Historic review board policies shall be clear and objective, carrying out the city's comprehensive plan.

### 17.40.57 Historic Design Review Application - Archeological Monitoring

#### **Recommendation. For**

~~all~~In addition to the procedures set forth in OCMC 17.50, 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 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.

### 17.40.060 Historic Design Review Criteria

~~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.~~

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**F.A.** 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.

**G.B.** 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.

**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.

**H.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.

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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)

#### **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;

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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)



## 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.

- 
- 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.

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

### **17.40.53 Historic Design Review Required**

All development within the historic district overlay is subject to review pursuant to the following decision-making procedures:

- A. No review is required to proceed with ordinary maintenance or repair of any exterior architectural features, including painting and color selection, 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.
- B. Canemah National Register District or locally designated resources.
  - 1. Exterior alterations, additions, and new, larger than 200 square foot free-standing structures within a National Register District or a locally designated historic site/resource shall be subject to a Type III review procedure except:
    - i. An alteration, addition or new structure that is otherwise regulated through one or more adopted historic review board policies shall occur through a Type I procedure.
- C. McLoughlin Conservation District that are not otherwise locally designated.
  - 1. Exterior alterations, additions and new, larger than 200 square foot free-standing structures within the McLoughlin Conservation District that are not otherwise locally designated shall be subject to a Type III review procedure except:
    - i. An alteration, addition or new structure that is otherwise regulated through one or more adopted historic review board policies shall occur through a Type I procedure.
    - ii. Alterations or additions that elevate or reduce the overall roof line of an existing building by less than four inches or where the roofline of any portion of the addition is less than the pre-existing roof structure (ridge line or parapet edge), as determined two years before the application date;
    - iii. Alterations or additions of less than 30% of the original structure's size, as determined two years before the application date, or a maximum addition of less than 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.
      - 1. 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.
      - 2. New decks or balconies accessed from an upper level larger than 50 square feet, whether covered or uncovered are counted as part of the 30% additional area.
    - iv. Notwithstanding the exceptions in subsection ii and iii, Type III review shall be required for any alteration of or addition to a new structure within the two year period following the date of issuance of the certificate of appropriateness for the new structure.

### **17.40.55 Historic Review Board Policies**

- 1. Some limited types of alterations to historic structures and new construction can be allowed through the administrative Type I review procedure if they are consistent with city commission adopted historic review board policies.

- 
2. The historic review board policies may be adopted or amended by the city commission by resolution following a recommendation by the historic review board along with a public hearing that includes notice to affected property owners.
  3. Historic review board policies shall be clear and objective, carrying out the city's comprehensive plan.

#### **17.40.57 Historic Design Review Application - Archeological Monitoring Recommendation.**

In addition to the procedures set forth in OCMC 17.50, 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 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.

#### **17.40.060 Historic Design Review Criteria**

- A. 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.
- B. 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.
- 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.
- 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.

#### **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.**

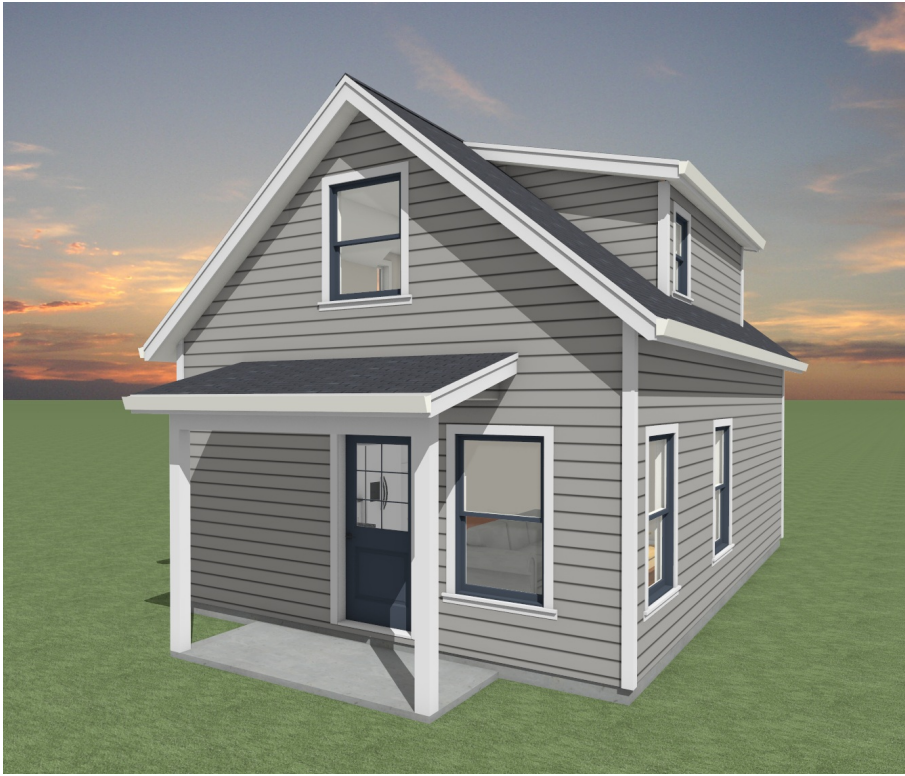
- A. If an application is made for a building or moving permit to demolish or move all or part of a structure which is a landmark or which is located in a conservation district or an historic district, the building inspector shall, within seven days, transmit to the historic review board a copy of the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

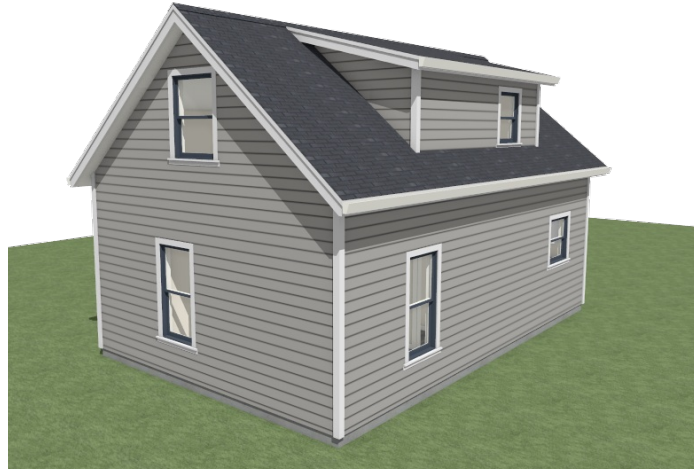
**17.04.815 - New construction.**

"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."~~



FRONT PERSPECTIVE 10/12



BACK PERSPECTIVE 10/12



INTERIOR PERSPECTIVE

INTERIOR W/ SPIRAL STAIRS

JOB#  
SQ. FT:  
CLIENT:  
DESIGNER: SG  
DATE: 11/17/2025

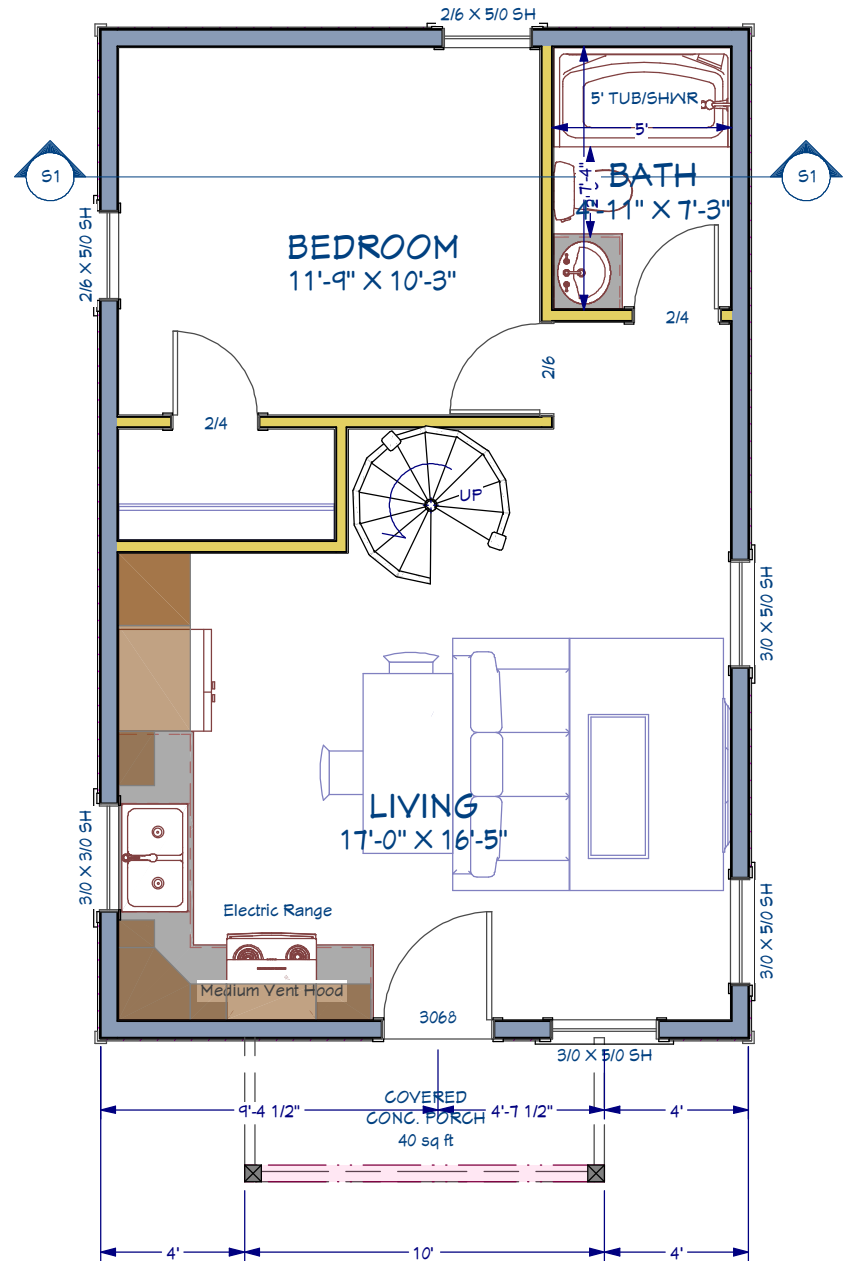
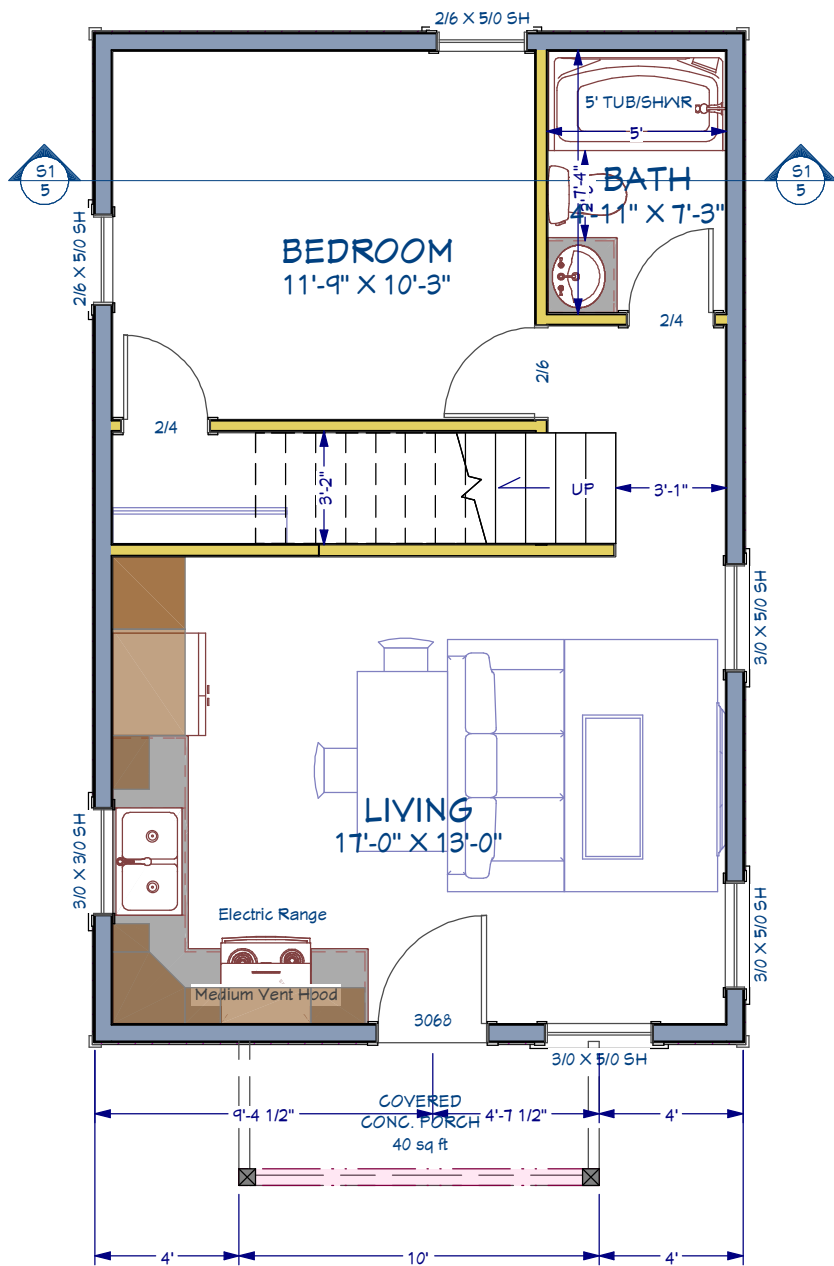
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# 1ST FLOOR PLAN

JOB#  
 SQ. FT:  
 CLIENT:  
 DESIGNER: SG  
 DATE: 11/17/2025

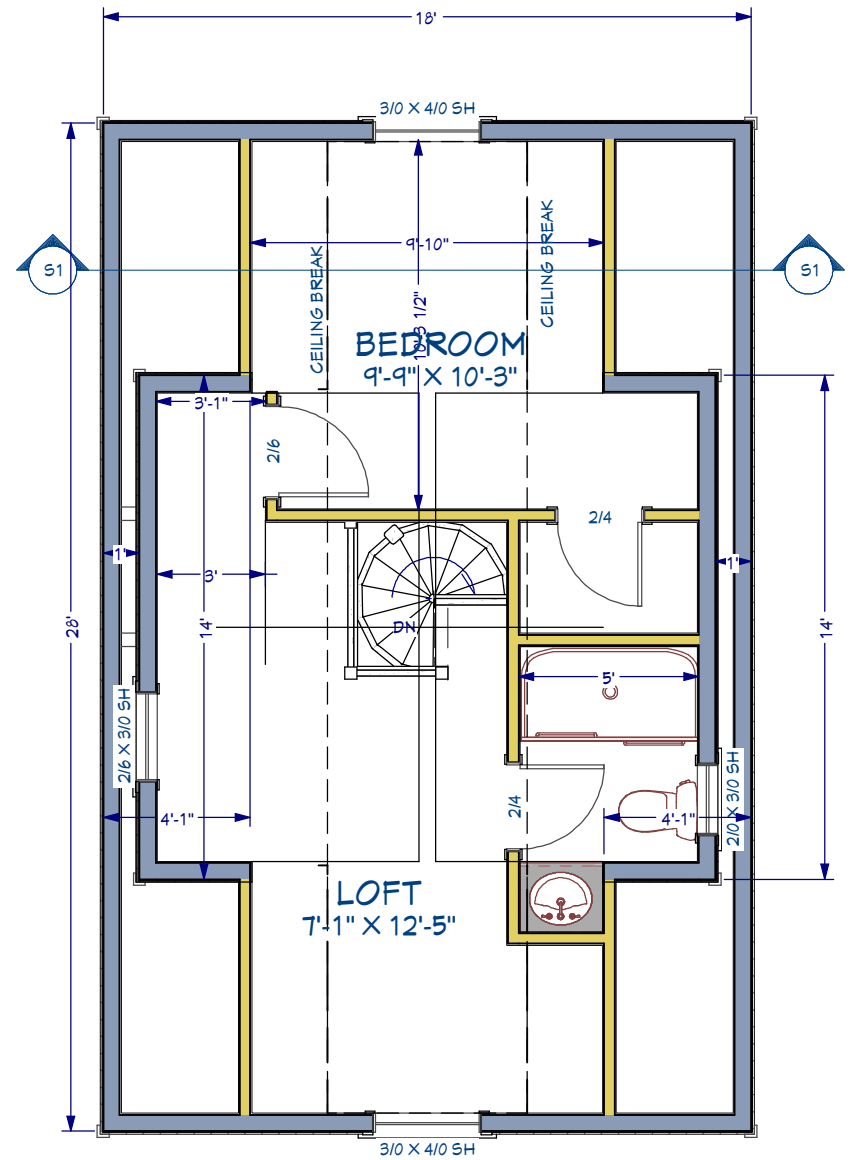
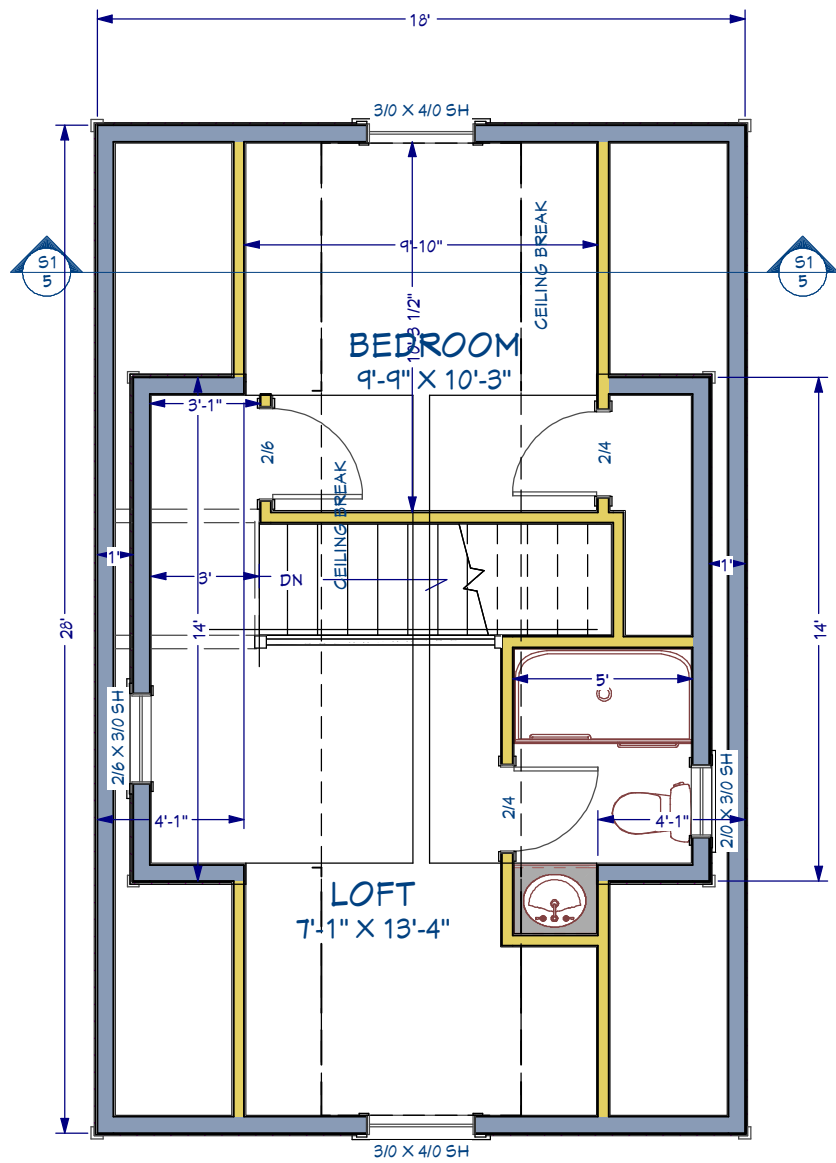
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## 2ND FLOOR PLAN

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 DESIGNER: SG  
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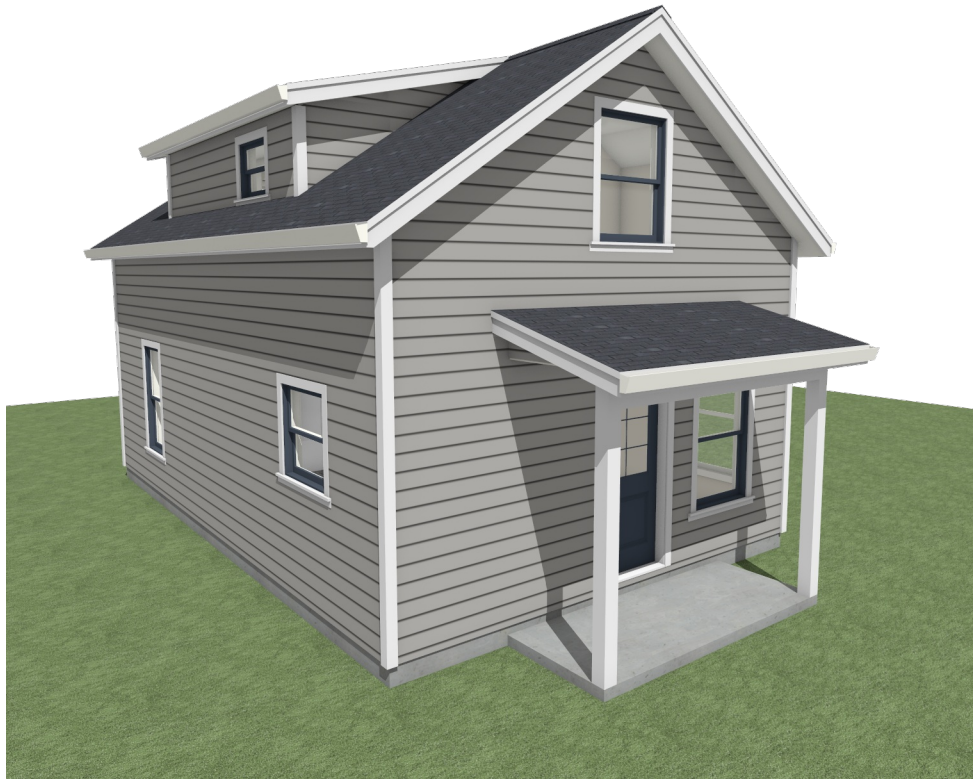
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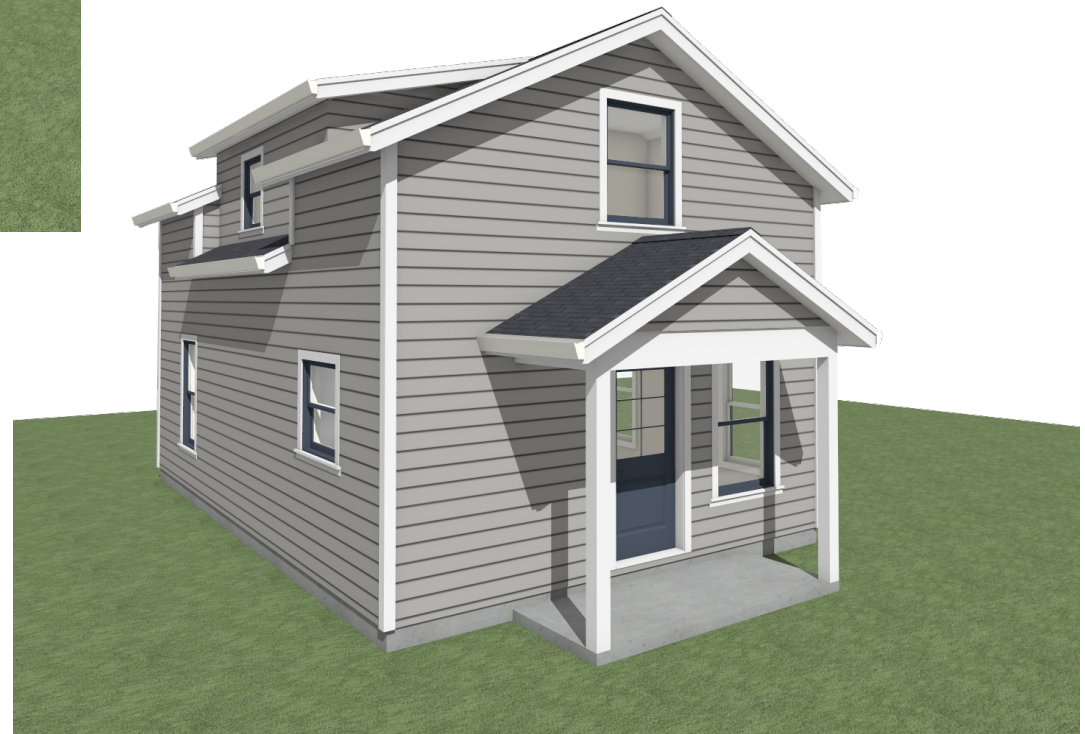
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**8/12 ROOF**



**6/12 ROOF**

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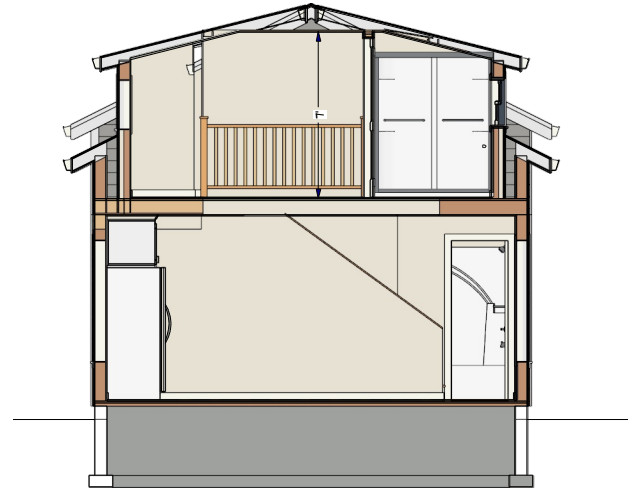
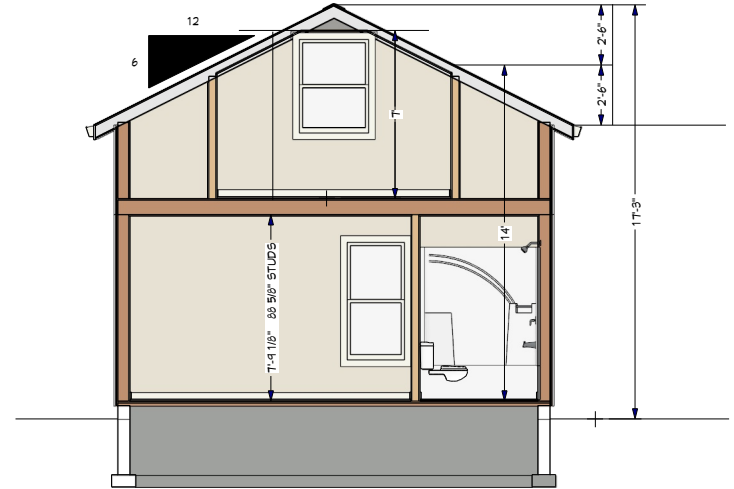
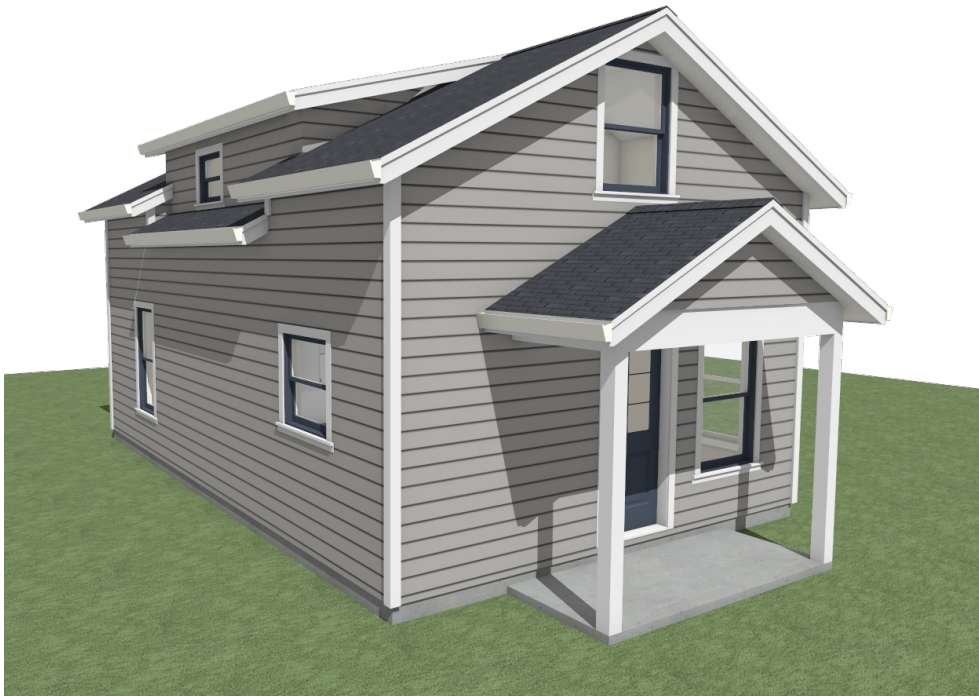
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## 6/12 ROOF TO CODE

TO MAINTAIN A 14 FT MAXIMUM TO THE MIDPOINT OF THE ROOF, BOTH DORMER AND THE MAIN ROOF RIDGE HEIGHT NEEDS TO BE REDUCED AS THE MAIN ROOF SLOPE DECREASES. THAT SIGNIFICANTLY CHANGES THE INTERIOR CEILING FROM FLAT TO SLOPED IN MOST OF THE DORMER AREA.

JOB#  
SQ. FT:  
CLIENT:  
DESIGNER: SG  
DATE: 11/17/2025

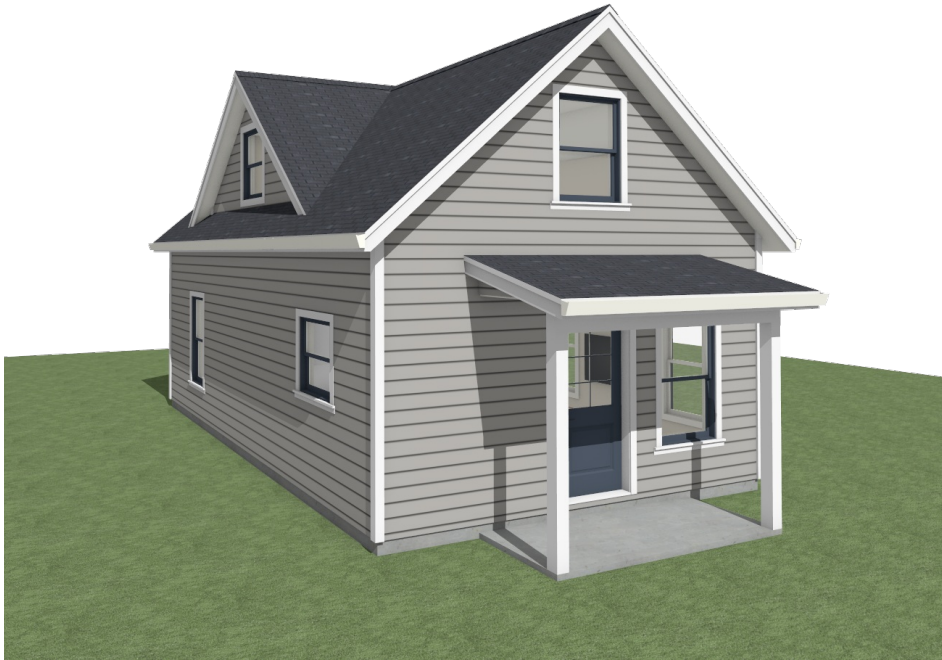
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FRONT PERSPECTIVE



INTERIOR PERSPECTIVE

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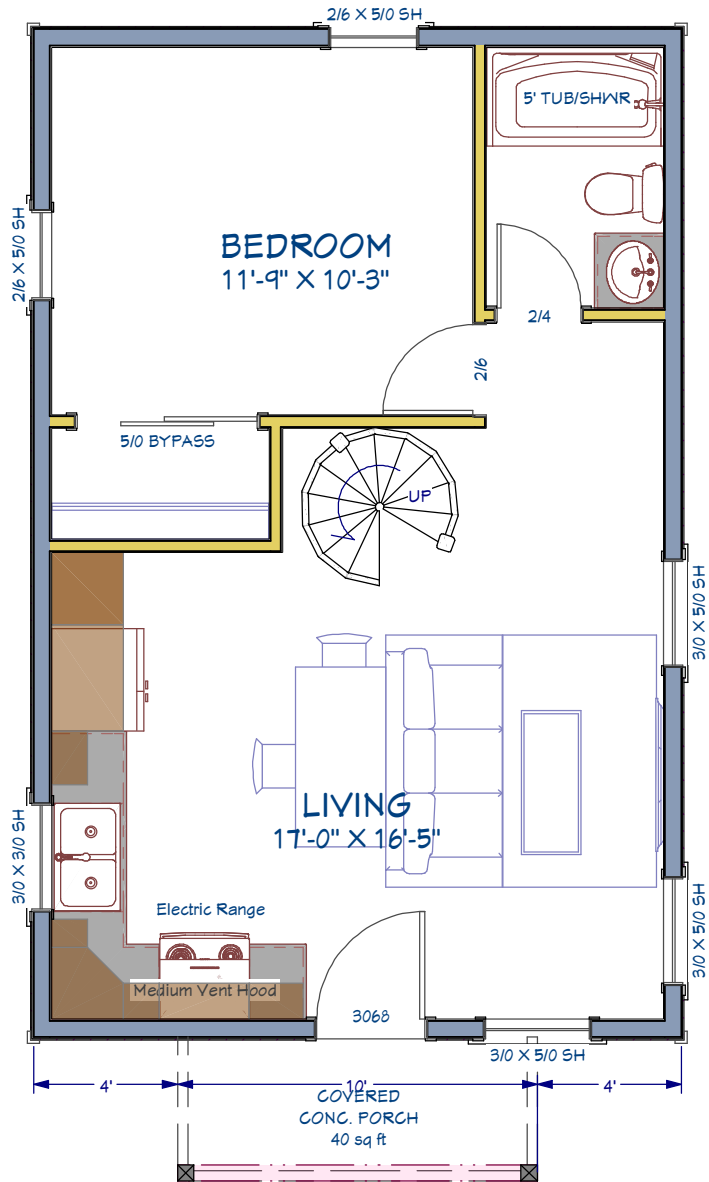
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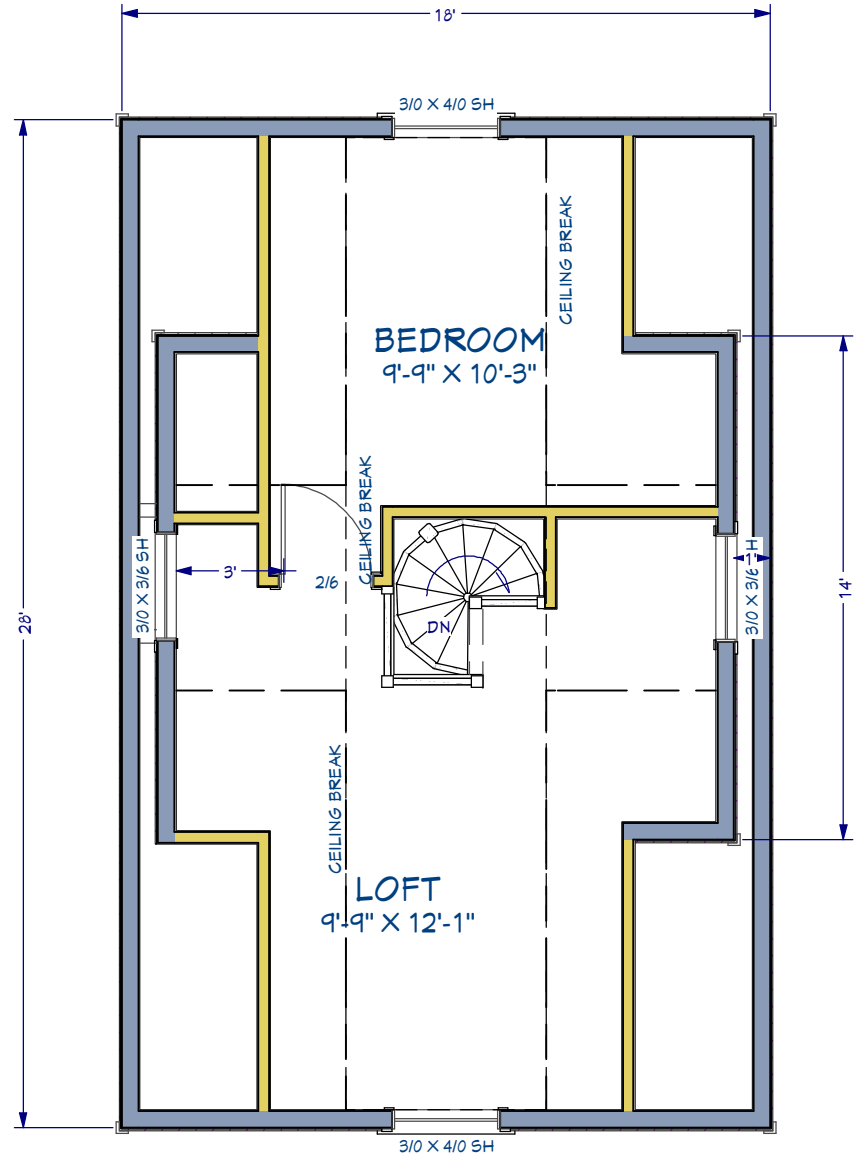
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**1ST FLOOR PLAN**



**2ND FLOOR PLAN**

JOB#  
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 DESIGNER: SG  
 DATE: 11/17/2025

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**HRB Policy 13- Discussion Supplement-**

**November 24, 2025 HRB Meeting**

**Proposed Transparency for Policy 13**

Front Elevation 30%

Side Elevation 25%

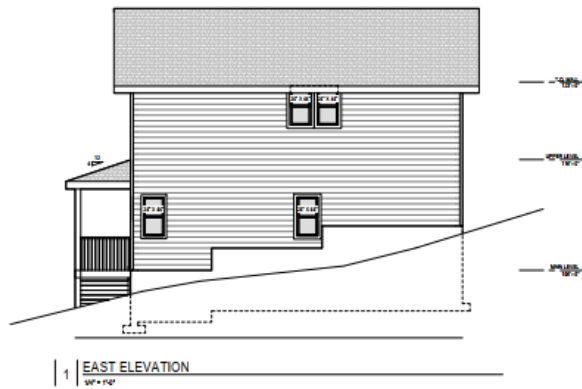
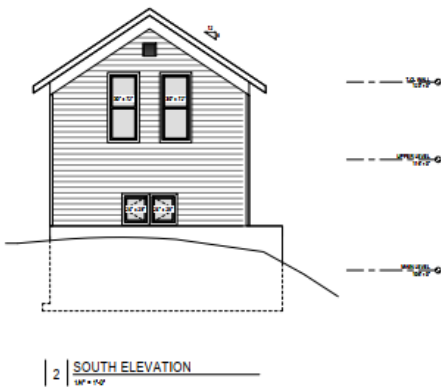
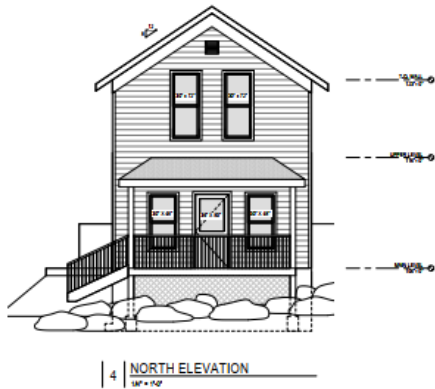
**Transparency Examples of Recent New Construction Reviews.**

**GLUA-19-00027/HR 19-03:** Historic Review Board review of construction of a new single-family residence in the Canemah National Register Historic District

Front elevation transparency = 44%

Side (West elevation transparency) = 53%

Side (East elevation transparency) = 13%

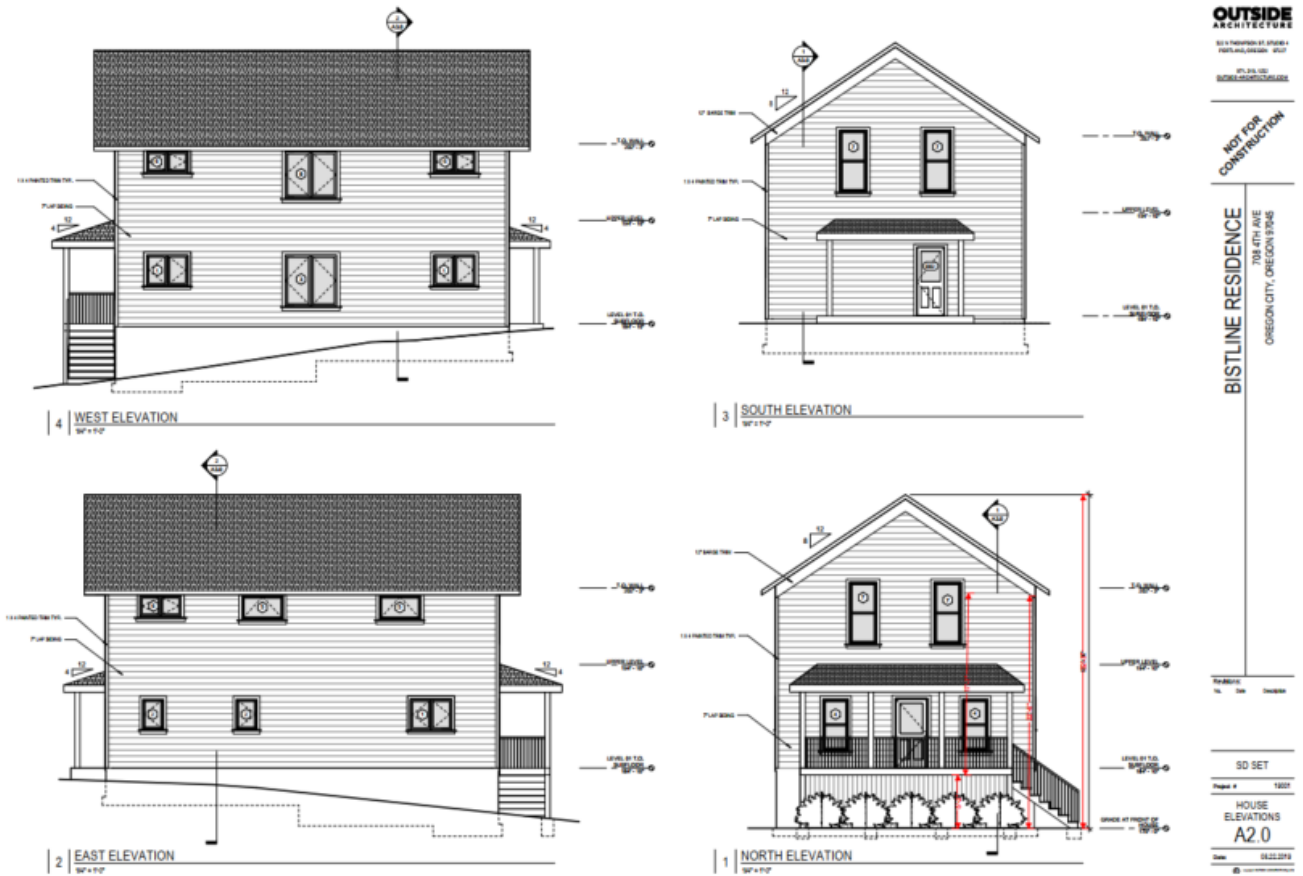


**GLUA-19-00027/HR 19-05: Historic Review Board review of construction of a new single-family residence and detached garage/ADU in the Canemah National Register Historic District.**

Front elevation transparency = 30%

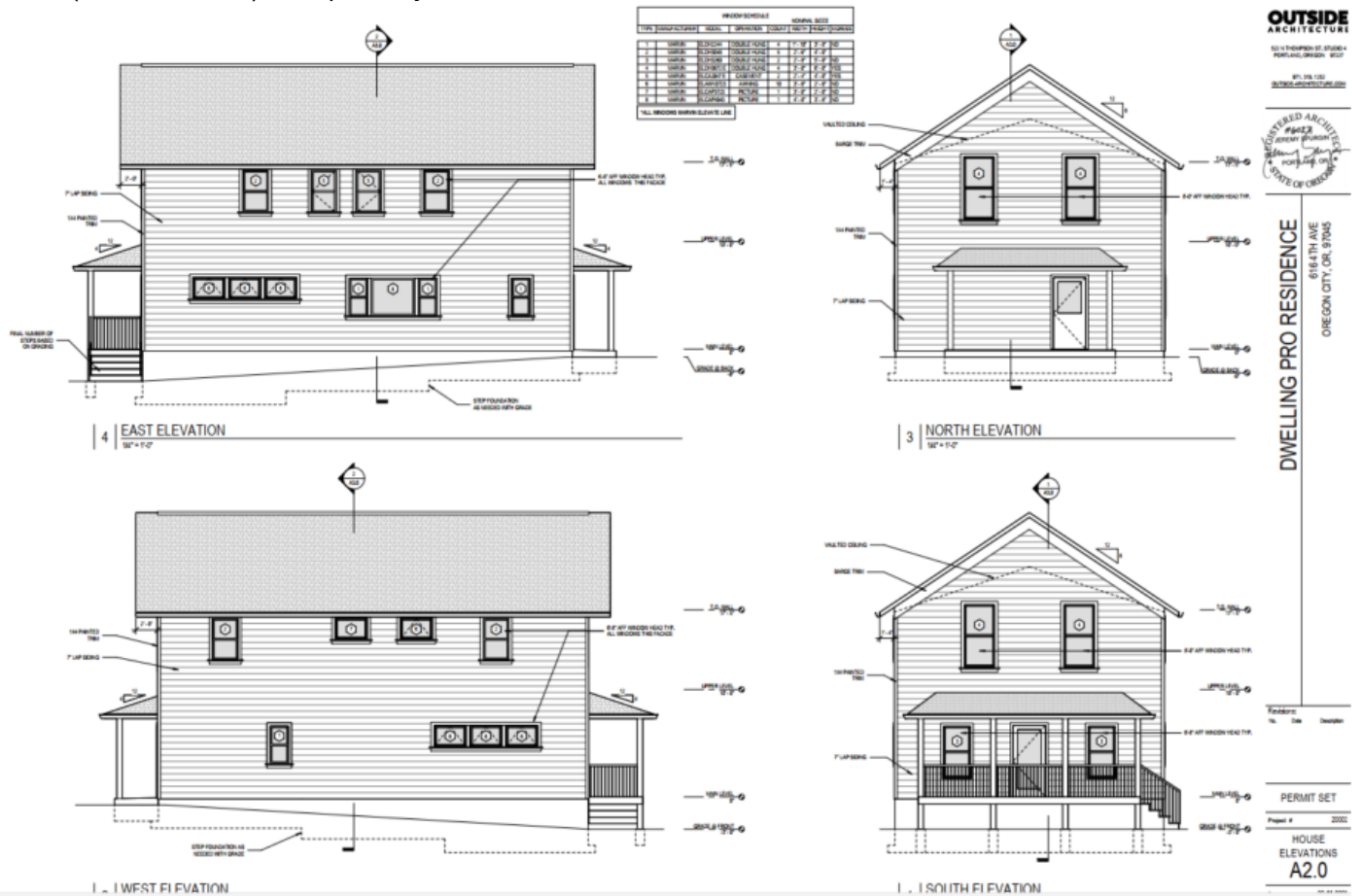
Side (West elevation) transparency = 32%

Side (East elevation) transparency = 21 %



# GLUA-20-000043 and HR 20-00009: Single Family Home in the Canemah Historic District

Front elevation transparency = 35%  
 Side (West elevation) transparency = 36%  
 Side (East elevation) transparency = 27%

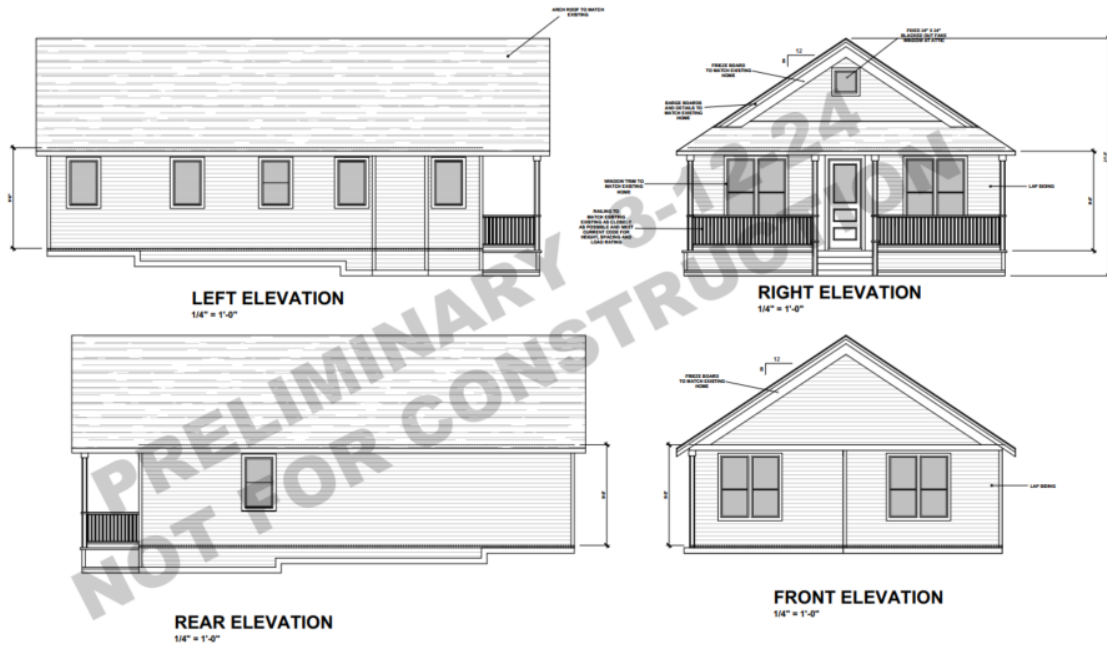


**GLUA-24-00007: HR 24-00006 Historic Review for a new dwelling in the McLoughlin Conservation District.** Conditions of approval were added relating to the window 1/1 design and material. The below evaluations are based on the submitted plan below.

Front elevation transparency = 27%

Side (South) transparency = 32%

Side (North elevation) transparency = 6%



## **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.