



Historic Review Staff Report and Recommendation May 12, 2018

FILE NO.: HR 18-03: Historic Review Board review of the reduction in size of the Knute Tollefson House in conjunction with the construction of 23 new townhome style apartments onsite.

HEARING DATE: May 22, 2018
7:00 p.m. – City Hall
625 Center Street
Oregon, City, Oregon 97045

OWNER: Lonnie Young
Timber Creek Homes
PO Box 1610
Clackamas Oregon, 97015

APPLICANT Todd Iselin
Iselin Architects
1307 7th Street
Oregon City, OR 97045

LOCATION: 15831 Harley Avenue
Oregon City, OR 97045

REQUEST: Reducing the size of the Knute Tollefson House in conjunction with the construction of 23 new townhome style apartments onsite.

REVIEWER: Christina Robertson-Gardiner, Senior Planner

RECOMMENDATION: Approval with Conditions

CRITERIA: Administration and Procedures are set forth in Chapter 17.50, Chapter 17.40, Historic Overlay District in Chapter 17.40, Supplemental Zoning Regulations and Exception in Chapter 17.54, and “R-6” Single-Family Dwelling District in Chapter 17.12 of the Oregon City Municipal Code. The City Code Book is available on-line at 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. ny

appeal will be based on the record. The procedures that govern the hearing will be posted at the hearing and are found in OCMC Chapter 17.50 and ORS 197.763. A city-recognized neighborhood association requesting an appeal fee waiver pursuant to OCMC 17.50.290(C) must officially approve the request through a vote of its general membership or board at a duly announced meeting prior to the filing of an appeal.

Recommended Conditions of Approval

(P) = Verify that condition of approval has been met with the Planning Division.

(DS) = Verify that condition of approval has been met with the Development Services Division.

(B) = Verify that condition of approval has been met with the Building Division.

(F) = Verify that condition of approval has been met with Clackamas Fire Department.

1. The yellow portion of the proposed revised Landmark boundary as referenced in Exhibit 3 shall be increased by 10 feet to allow 20 feet of spacing to the rear of the house to ensure that any future infill buildings will not encroach too closely to the Knute Tollefson House. The applicant shall submit a revised boundary for the file prior to Certificate of Occupancy.
2. The Landmark boundary shall be reduced as referenced in Exhibit 3 of the staff report upon Building final/Certificate of Occupancy of the townhomes. (P)
3. Once the Certificate of Occupancy is released, all future development proposals in the area outside of the areas designated as a Landmark are not subject to the OCMC 17.40 Historic Overlay District. (P)
4. This approval is contingent on the applicant moving forward with the proposed townhouse design as conditioned. If the proposal is not constructed or changes substantially from the submitted design, the Landmark boundaries will stay in their original configuration unless further refined by the Historic Review Board through a separate land use submittal. (P)
5. Substantial changes to the proposed development outside of the revised Landmark boundaries will require modification to the approval by the Historic Review. (P) Substantial changes shall be defined as meeting one of the following:
 - a. Addition of more than 2 additional dwelling units
 - b. Changes of building height of more than 2 feet.
 - c. Accessory buildings that are more than 10 feet tall or more than 600 square feet in size.
 - d. Changes to proposed materials or design that do not meet or exceed the quality of the approved design.
 - e. Any structure over 200 square feet that is closer than 18 feet from the Knute Tollefson House.

I. BACKGROUND:

Site and Context

The subject property is 1.61 acre multi-family residential property with a locally designated structure (Knute Tollefson House) located on the corner of Forsythe and Harley, high above the lower portion of Park Place. Interstate 205 and the Southern Pacific Railroad tracks are visible and audible. To the west is an industrial building, across Forsythe is an early 20th Century house and across Harley is a large vacant lot. The Abernethy Grange is located several hundred feet to the north. Houses in this area date from

late 19th century to mid-20th century. The parcel slopes gently to the west. It is landscaped with huge trees, deciduous and coniferous, and ornamental shrubs.

The subject property has portions of the Geologic Hazards Overlay District and the Natural Resources Overlay District (NROD) located onsite which will be reviewed through a separate process. There are unimproved sections of City right-of-way located on the east and west side of this property. Primary access to the property is from Harley Avenue.

Site Plan and Design Review will be required for construction of the proposed townhouses. The applicant plans on submitting for this review upon completion of the Historic Review. Street Improvement will be required as part of the Site Plan and Design Review. As the historic house is set far back from the site and would not be directly relate to the street improvements, nor is located within a historic district whose character is defined by lack of sidewalks, staff does not support the HRB recommending any reduction in street improvements to the Planning Division as part of this application.

Previous Approvals

HR 17-10 –Alterations to porch of Knute Tollefson House

The applicant submitted this application to provide a covered porch on the front of the home. This home will serve as the property manager's residence with the planned development of the property. In December 2017, staff approved replacement of building materials for the home to match the existing materials, including siding, roofing, and windows. Some of that work has been completed, and the remainder will be completed along with the porch construction.



Harley Avenue Looking South



Harley Avenue Looking West at House



Forsythe Road Looking East



Corner of Forsythe Road and Harley Ave

Description and Statement of Significance (1990 Survey form)



The Queen Anne at 15831 Harley Ave is 2-1/2 stories with a gable roof. Features include cut-away window bays with decorative casements and incised spandrels, patterned shingles, ornamented gable with floral patterns, sunburst motif at second level porch, carved porch posts, and cannonball corner blocks. Noteworthy landscape features include mature trees and ornamental shrubs on a 1.8 acre site.

Statement of Significance: Knute Tollefson is believed to be the original owner of the subject property, which he purchased in 1893. The next recorded transaction was between Martin Tollefson and Betsy Tollefson, who were both presumably relatives. In 1918 Betsy Tollefson sold the property to Ed Sobezinski. Two years later he sold to Lulu B. Sheldon. In 1935 Daisy Smith, as the administrator of Lulu Sheldon estate, sold the house to Charles A. Smith who held it for two years before selling to E.L. and Catherine Walters.

According to the current owner, the subject house was built by an old sea captain. No documentation has substantiated this information. Martin Tollefson was identified as a servant living in Astoria in 1900. Martin was born in Norway in 1873.

Lulu Belle Crandon Sheldon was born in Ohio in 1857. She came to Park Place via Kansas and Salem. At the break of World War I Mrs. Sheldon and husband, Dr. Rufus Sheldon, came to Portland where he worked in the shipyards. Following the war they purchased the subject property. Mrs. Sheldon was a recognized artist who taught art in Salem and Oregon City. She

was also a member of the Daughters of the American Revolution and St. Paul's Episcopal Church.

The house is an excellent example of a late 19th century eclectic style dwelling. it is composed of several perpendicular volumes covered with wide, dropped siding and finished with corner boards, rake boards and watertable molding. The house is embellished with decorative elements on every face, including a cut-away window bay with decorative casements and inscribed spandrels; turned gable-end ornament inscribed with a sunburst pattern; a sunburst motif at the second level porch; carved porch posts; cannonball corner blocks; and leaded glass. Porch balustrades are missing or replaced, however, pieces of the original members are located under the porch deck on the north elevation.

In addition to the house there is a garage, which appears to date from the historic period. It is in poor condition. Landscape features, including mature deciduous and coniferous trees, as well as ornamental shrubs, contribute to the historic character of the dwelling.

Neighboring Structures



The Abernethy Grange
15745 S Harley Ave
Year Built 1904
non-designated building, located to the north of the site.



Thomas Ryan House
14001 Taylor Lane
Year Built: 1920
Designated Landmark

Summary of Proposal:

The applicant is proposing to reduce the size of the landmark in conjunction with the construction of 23 new townhome style apartments and restoring the existing home as a 24th unit to achieve the minimum required density for the 1.63 acre site zoned R-2. If approved, further History Review will be constrained only to those areas identified as part of the modified boundaries of the Landmark.

This reduction is contingent on the applicant moving forward with the proposed townhouse design as conditioned. If the proposal is not constructed or changes substantially from the submitted design, as prescribed in the conditions of approval, the Landmark boundaries will stay in their original configuration unless further refined by the Historic Review Board through a separate land use submittal.

APPLICANT'S SUBMITTAL:

The proposed development consists of constructing 23 new townhome style apartments and restoring the existing home as a 24th unit to achieve the minimum required density for the 1.63 acre site zoned R-2.

The historic significance of the site is limited to the Knute Tollefson House constructed on the property in 1893. The historic home was originally sited on a bluff above the flood plain at the confluence of the Clackamas and Willamette Rivers along with other homes constructed in the late 19th and early 20th Centuries on large lots and located a few hundred yards from the local grange. It is one of the last homes remaining in this area from this era and is a good representation of the Queen Anne Style. The historic home was likely situated to take advantage of the valley and river views away from Harley Ave. The home was added to at several different times and these non-historic additions have now been removed. It is unknown if any other buildings ever existed on the gently rolling portion of the site sloping uphill toward Harley Ave.

This home sits near the northwest corner of the property and is oriented with the original (under restoration) front entry facing to the north rather than toward Harley Ave. The home originally overlooked the rivers and valley, but is now separated from the rivers by the industrial area fronting Clackamas River Drive and I 205 and surrounded by homes constructed in the 1990's and early 2000's on small lots. The landscaping at the site has been neglected and most of the large oak trees on the property are in poor health.

Each new building located off site of the proposed revise landmark boundary is unique due to the topography of the site and the grading necessary to provide emergency vehicle access. The units facing Harley Ave are proposed to have a two story volume viewed from the street and a rear loaded garage accessed from a private drive. Units fronting Forsythe will also have rear garages and front doors facing Forsythe as required by OCMC. The interior units have front facing garages and the on-site circulation has been designed to accentuate the original front entry (under reconstruction) of the historic home and provide appropriate buffers for the historic resource.

All units have sloped roofs, covered front porches and vernacular style building elements to fit into the historic context of Oregon City. No attempt is being made to replicate the Queen Anne style elements on the existing historic home in order to keep this home a unique focal point of the development.

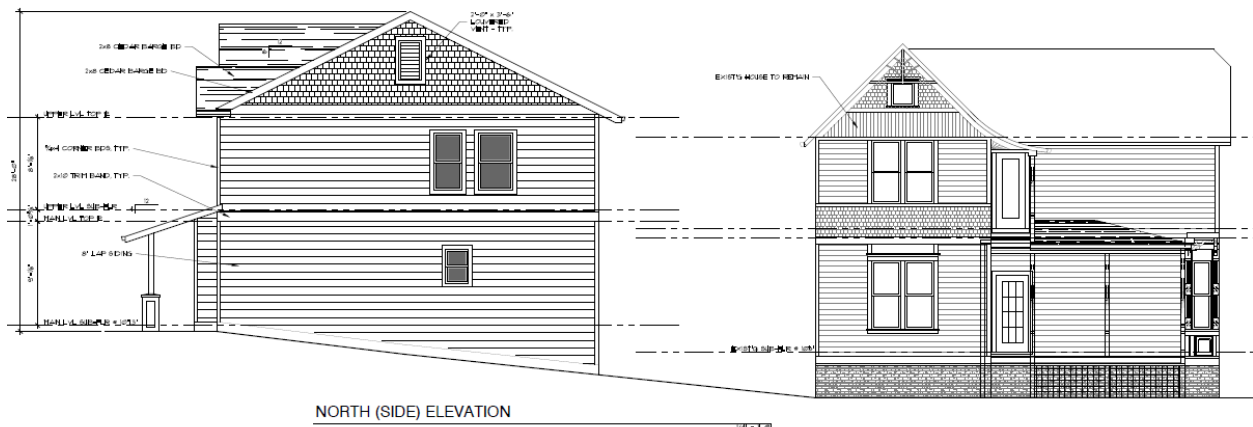
of the proposed boundary shall be set to allow 20 feet clear of the house to structure infill buildings so closely to the use.





Proposed Site Plan





Architect: [Redacted] Date: 1/17/2018 10:00 AM Project: [Redacted]

II. FINDINGS OF FACT:

Zoning:

The property is zoned R-2 Multi Family Dwelling District and High Density Residential in the Comprehensive Plan. The property is also located with the Geohazard Overlay District and Natural Resource Overlay District. The applicant must receive approval through the Geohazard/ Natural Resource and Site Plan and Design Review process prior to release of building permits.

STAFF SUMMARY: The applicant has submitted a reasonable solution for a Landmark located on a large parcel zone Multi Family Residential. The applicant is currently rehabbing the historic house to serve as a manager’s residence for the development. The house sites far back from Harley Street and care was taken to preserve views to the house from the new main private street onsite. The oak trees onsite do contribute to the nature of the rural setting but have aged poorly and, based on their location, do not seem practicable to retain onsite without requiring the proposed new construction to be redesigned vertically and potentially less compatible in order to retain the minimum required development units for the R2 zone.

This proposal is in line with other Landmark reductions in Oregon City that retain the Landmark in a larger lot of the proposed development (McCarver House, Ainsworth House). This approach acknowledges that these homes that were once in a rural setting but are now part of the City’s urban development zones and this proposal aims at finding a balance between two important city goals: supporting Historic Preservation and providing diverse housing options for the community.

CODE RESPONSES: The applicant needs to meet OCMC 17.40.010 and the Adopted Design Guidelines for Addition and Alterations.

Regarding Criterion (1) - The purpose of the historic overlay district as set forth in Section 17.40.010;

- 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.*
- J.

Finding: Complies as Proposed: The applicant has submitted a reasonable solution for a Landmark located on a large parcel zone Multi Family Residential. The applicant is currently rehabbing the historic house to serve as a manager's residence for the development. The house sits far back from Harley Street and care was taken to preserve views to the house from the new main private street onsite. The oak trees onsite do contribute to the nature of the rural setting but have aged poorly and, based on their location, do not seem practicable to retain onsite without requiring the proposed new construction to be redesigned vertically and potentially less compatible in order to retain the minimum required development units for the R2 zone.

This proposal is in line with other Landmark reductions in Oregon City that retain the Landmark in a larger lot of the proposed development (McCarver House, Ainsworth House). This approach acknowledges that these homes that were once in a rural setting but are now part of the City's urban development zones and this proposal aims at finding a balance between two important city goals: supporting Historic Preservation and providing diverse housing options for the community.

However, this analysis is based on the proposed design's location and massing. Substantial changes to the proposed development outside of the revised Landmark boundaries will require modification to the approval by the Historic Review. Substantial changes shall be defined as meeting one of the following:

1. Addition of more than 2 additional dwelling units
2. Changes of building height of more than 2 feet.
3. Accessory buildings that are more than 10 feet tall or more than 600 square feet in size.
4. Changes to proposed materials or design that do not meet or exceed the quality of the approved design.
5. Any structure over 200 square feet that is closer than 18 feet from the Knute Tollefson House.

Regarding Criterion (2) -The provisions of the city comprehensive plan;

Section 5

Open Spaces, Scenic and Historic Areas, and Natural Resources

Policy 5.3.8

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

Finding: Complies with Condition: The property owner of the Knute Tollefson intends on incorporating the house into any proposed adjacent development.

Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the Conditions of Approval.

Regarding Criterion (3) -The economic effect of the new proposed structure on the historic value of the district or historic site.

Finding: Complies with conditions. This house has been neglected and in fair to poor condition for over 30 years. Incorporating this house into a well maintained multifamily development will allow it to be better maintained and ensure its survival.

Regarding Criterion (4) The effect of the proposed new structure on the historic value of the district or historic site;

Finding: Complies with conditions: This house has been neglected and is in fair to poor condition for over 30 years. Incorporating this house into a well maintained multifamily development will allow it to be better maintained and ensure its survival.

The applicant is proposing to reduce the size of the Landmark in conjunction with the construction of a multi-family development. While the adjacent new construction is not being reviewed through the lens of the Design Guidelines for New Construction, staff does find that the proposal, as submitted and conditioned, provides enough distance around the historic home along with a view corridor from Harley Avenue to allow the house to retain its historic significances.

However, staff does have concern that the boundary near the rear of the historic house is not setback enough (10 feet) to ensure that a future infill development onsite will not overpower the context of the house. The yellow portion of the proposed revised Landmark boundary as shown in the applicant's submittal portion of the staff report and described in in Exhibit 3 shall be increased by 10 feet to allow 20 feet of spacing at the rear of the house to ensure that future infill buildings are adequately reviewed to ensure that the massing does not adversely impact the Knute Tollefson House.

Regarding Criterion (5) - Design Compatibility: The general compatibility of exterior design, arrangement, proportion, detail, scale, color, texture and materials proposed to be used with the historic site;

Finding: Complies as Proposed: The exterior design, arrangement, proportion and details proposed for the new buildings are intended to be compatible with the historic districts in Oregon City, even though this property exists outside a designated district. The use of Queen Anne details found on the original Tollefson House is not desirable to enhance the uniqueness of this building. Final paint colors have not yet been determined, but will be appropriate for the period. Each building will have sloped roofs with cross gables facing the front and back to provide historically appropriate massing. Each individual unit will have a front porch at least 6' deep with partial wraparound porches at corner units. Windows will all be vertically oriented double hung where visible from the street. All doors and windows will have a minimum of 4" trim on all elevations. Contemporary building materials will be utilized in a manner to replicate historic building materials.

Regarding Criteria (6) -Economic, social, environmental and energy consequences

Finding: Complies as Proposed: The proposed multi-family development will provide an option for housing for Oregon City. The new buildings will be clustered to provide the minimum required density

for the underlying zone, but allow for open space and the preservation of the Tollefson House. Each individual unit within the multi-family buildings will have its own front porch and garage similar to a traditional single family / townhome to provide the tenants with a sense of individuality and ownership. The proposed low rise design will also be more compatible with the existing single family homes than a 4-5 story structure which the current zoning would allow. Developing the site with clustered buildings there will be less impact on the total land area. The site design incorporates best management practices for stormwater disposal and provides protection and enhancement for the identified natural resource/ steep slope portions of the site by controlling stormwater runoff and preventing erosion.

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.*

Finding: Complies with Condition: The Knute Tolleson is an individually listed property located outside of a historic district. The proposed reduction of the Landmark boundary was created to preserve space around the house to retain its significance as a single family house located within a rural area that is no longer rural. As proposed, the new construction will be seen as separate from and not associated with the house. As the house's setting is upon an open knoll with sparse landscaping. Staff is not inclined to require extensive planting to shield the house from the neighborhood new construction.

Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the Conditions of Approval.

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.*

Finding: Not Applicable: No new additions have been 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.*

Finding: Complies with Condition: The house sits far back from Harley Street and care was taken to preserve views to the house from the new main private street onsite. The oak trees onsite do contribute to the nature of the rural setting but have aged poorly and, based on their location, do not seem practicable to retain onsite without requiring the proposed new construction to be redesigned vertically and potentially less compatible in order to retain the minimum required development units for the R2 zone.

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

Finding: not applicable: No berms or extensive grounds cover are proposed as part of this application. All new vegetation relating to the Multi-family development will need to meet the landscape standards found in OCMC 17.62 – Site Plan and Design Review and are found to be compatible with the house.

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.

Finding: Not Applicable: No new additions are proposed within the revised boundaries of the Landmark.

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.

Finding: Not Applicable: No new additions have been 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.*

Finding: Not Applicable: No new additions have been 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.*

Finding: Not Applicable: No changes to the existing building have been proposed.

F. Exterior Features

1. *General*
 - a. *To the extent practicable, original historic architectural elements and materials shall be preserved.*
 - b. *Architectural elements and materials for new additions shall be compatible with related elements of the historic building and with the historic character of the District.*
 - c. *The preservation, cleaning, repair and other treatment of original materials shall be in accord with the Secretary of Interior's Standards of Rehabilitation and Guidelines for Rehabilitating Historic Buildings.*

Finding: Not Applicable: No changes to the existing building have been proposed.

Secretary of Interior's Standards for Rehabilitation.

In 2001, the Historic Review Board adopted the Secretary of Interior's Standards for Rehabilitation as part of their Guidelines for Alterations and Additions.

1. *A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

Finding: Complies with Condition: The home is proposed to be retained as a single family residence. The original orientation to the Clackamas River has been compromised over time by the construction of I-205 and the industrial area that currently separates it from the natural environment. The proposed new development will provide buffers to the existing home to preserve its unique appearance as a single family home within the complex. There are no unique landscape features or spatial relationships that currently exist other than large oak trees which are either diseased or located such that their preservation would negate future development of the property. **Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the Conditions of Approval.**

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

Finding: Complies with Condition: The exterior is being renovated to preserve the original home per previous HR approval 17-10. The proposed buffers to the new development and driveway to the original front of the Tollefson Home will retain and enhance the historic home and its unique character. **Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the Conditions of Approval.**

3. *Each property shall 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 architectural elements from other buildings, shall not be undertaken.*

Finding: Complies with Condition: A conscious decision to avoid typical Queen Anne elements in the new structures was made to avoid creating a false sense of history and to keep the original home as a unique feature on the Site. The new buildings will include vernacular and craftsman elements compatible with the historic districts in Oregon City.

Staff has determined that it is possible, likely and reasonable that the applicant can meet this standard through the Conditions of Approval.

4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*

Finding: Not Applicable: No changes to the existing building have been proposed.

There are no portions of the property that have acquired historic significance in their own right over time. Only the historic home is proposed to be preserved as part of this development.

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

Finding: Not Applicable: The previous HR 17-10 approval and conditions dealt with alterations to historic home. No additional preservation work is proposed as part of this application.

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

Finding: Not Applicable: The previous HR 17-10 approval and conditions dealt with alterations to historic home. No additional preservation work is proposed as part of this application.

7. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*

Finding: Not Applicable: The previous HR 17-10 approval and conditions dealt with alterations to historic home. No additional preservation work is proposed as part of this application.

8. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*

Finding: Complies as Proposed: No archeological resources are known on the site, but the site has been identified by the Tribes as a possible archeological site. The site will be monitored during construction by the developer and If resources are discovered SHPO will be notified and resources will be protected and preserved in place to the extent possible.

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

Finding: Not Applicable: All new construction proposed under this application will be at least 19' from the original structure and be distinct from the original Tollefson House. The materials of construction will be lap siding, doors and single hung windows with a minimum 4" trim and composition roofing to be compatible with size, scale and proportion of the historic home.

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

Finding: Not Applicable: The new development proposed does not include any additions or alterations to the existing historic resource. The new construction is more than 19' from the historic home and in theory could be removed at a future date without impacting the original home.

I. PUBLIC NOTICE

A public notice was sent to neighbors within 300 feet of the subject property, posted on the City's website, emailed to a variety of stakeholders, a sign was posted onsite, and notice was posted in the paper.

Clackamas County Engineering Division submitted comments related to the Site Plan and Design Review and street improvements, these comments will also be submitted once the applicant formal submits for Site Plan and Design Review.

II. CONCLUSION AND RECOMMENDATION

The proposed action is requesting an alteration the parcel on which the Knute Tollefson resides, there are no proposed changes to the Knute Tollefson itself. The request for the alteration has to do with a reduction for a proposed development expected to occur adjacent to subject site. Staff recommends approving with conditions the reduction of the site of the Knute Tollefson so the designation pertains only to the area identified in Exhibit 3.

Exhibits

1. Vicinity Map
2. Applicant Submittal
3. Proposed Reduced Boundary of Landmark
4. Survey Form
5. Clackamas County Engineering comments

The following meeting agendas, videos, staff report and exhibits for this project are available for viewing at <http://oregon-city.legistar.com/Calendar.aspx> and are part of the record.

January 23, 2018 Historic Review Board Meeting-Design Advice