



Oregon City Municipal Code Chapter 2.28 Historic Review Board

Deletions shown with ~~strikeouts~~, additions and new standards shown with underline, relative to existing standards. Changes from the last set of proposed code amendments are shown in red.

2.28.010 - Created.

There is created a Historic Review Board for the city and the area within the immediate sphere of influence of the city. The word "board" when used in this chapter means the Historic Review Board.

2.28.020 - Members—Terms.

- A. The Historic Review Board shall be composed of five members appointed by the mayor.
- B. All members shall have a demonstrated interest, competence or knowledge of historic preservation. The members of the Board shall include:
 - 1. One resident from the Canemah neighborhood;
 - 2. One resident from the McLoughlin neighborhood;
 - 3. One member-at-large;
 - 4. One architect experienced in historic preservation;
 - 5. One member from the Chamber of Commerce.
- C. The term of service for members shall be for three years, and no member shall serve more than six consecutive years.
- D. A majority of active members shall be residents of Oregon City.
- E. A majority of Historic Review Board members shall be preservation professionals and/or person's working in historic-related disciplines, as defined by the National Park Service, to the extent that these members are available in the community.
- F. When any member of the Historic Review Board fails to attend three consecutive regular meetings of the board, unless his absence has been excused by the board, the board shall thereupon report this fact to the Ceity Commission. The Ceity Commission shall thereupon declare the position held by such member vacant and the appointing authority shall appoint another member to the board to serve the unexpired portion of the term of the position so vacated.
- G. A vacancy occurring in a position for any reason other than the expiration of the term shall be filled by the appointment of the Mayor ~~with confirmation by the Ceity Commission for the remainder of the term.~~
- H. If any position remains open after six months of active recruitment, the Ceity Commission may allow the position to be filled by an at-large member for one term.

2.28.030 - Officers.

The officers shall consist of a chairperson and any other officer deemed necessary by the board. Officers shall be elected by the board members. No individual shall hold the same office for more than two consecutive years. One Ceity Commission members shall serve as a liaison between the board and the Ceity Commission and Planning Commission.

2.28.040 - Secretary—Meetings—Quorum—Staff.

~~The Board shall elect a secretary who need not be a member of the board. Such secretary shall keep an accurate record of the proceedings of the board.~~ The Board shall hold official meetings monthly and as called by the chairperson and a quorum at such meeting shall consist of not less than three members. The Planning Division~~department~~ shall serve as staff and advisor to the board.

2.28.050 - Rules.

The Historic Review Board shall establish and adopt its own rules of procedure consistent with the laws of the state and the ordinances of the City.

2.28.060 - Powers and duties.

- A. The Historic Review Board shall have the power to make recommendations to the City Commission concerning the following:
1. Public improvements that affect the physical appearance, social environment, or traffic and parking facilities in historic and conservation districts, including but not limited to street widening, street or alley vacations, and realignment of traffic;
 2. Preservation related items, upon referral from other interested groups, citizens, agencies or city boards;
 3. Relevant ordinances and resolutions;
 4. Applications for historic or conservation districts.
- B. The following matters ~~must~~shall be submitted to the Historic Review Board for its approval or decision:
1. Landmark designations;
 2. Designation of new structures, exterior alterations and signs in historic and conservation districts as designated;
 3. Demolitions in historic and conservation districts as designated;
 4. Archeological site designation;
 5. Demolitions of historic landmarks outside of districts.
- C. The Historic Review Board shall be responsible for identifying the following based on established criteria:
1. Areas of archeological significance;
 2. Buildings of historic or architectural significance;
 3. Landmarks;
 4. Areas of concentration of such sites within the city.
- D. The Historic Review Board shall advise other groups, agencies, boards, commissions or citizens on matters relating to historic preservation within the city, such as traffic density, parking facilities, planned developments and other similar matters.
- E. The Historic Review Board shall consult with affected neighborhood associations, interested groups and citizens, the city attorney and planning staff on district designation, and on the formulation of ordinances and resolutions necessary to carry out its work.
- F. The Historic Review Board shall disseminate information to educate the public as to the state and federal laws protecting antiquities and historic places. The board shall review local nominations to the National Register of Historic Places and shall forward its recommendation to the State Advisory Committee for Historic Preservation.
- G. The Historic Review Board may act as coordinator for local preservation groups.

~~2.28.070 - Appeals.~~

- ~~A. Applicants, neighborhood groups and residents of the city shall have the right to appeal any final decision of the historic review board to the city commission. This shall apply to decisions arising out of Section 2.28.060(B). An appeal shall stay proceedings in the matter appealed from until the determination of the appeal.~~
- ~~B. Notice of appeal shall be in writing, shall specify the grounds for appeal, and shall be filed with the city recorder. An appeal from any final decision of the historic review board in the administration or enforcement of the provisions of this chapter shall set forth specifically the conditions being appealed. Appeals shall be filed within ten days of the decision of the historic review board, except building demolition matters for which the appeal period shall be thirty days.~~
- ~~C. Upon receipt of the notice of appeal, the city commission shall set the matter for hearing and give notice of the date, time and place thereof to the appellant, to the planning department, to the property owner whose property was subject to the action by the historic review board, and to any party who has requested in writing to be so notified.~~
- ~~D. The city commission shall hear the appeal pursuant to procedures established in Chapter 17.50. The city commission shall consider the record and such additional evidence as may be offered and may affirm, reverse or modify in whole or in part the decision appealed from, or make and substitute such other additional decisions or determinations it may find warranted. The city commission shall forthwith transmit a copy of the decision to the applicant or appellant and the planning department.~~
- ~~E. The fee for appealing any decision of the historic review board to the city commission shall be fifty dollars.~~

2.28.080 - Advice—Expenditures.

The Board shall have the power and authority to seek advice or testimony from any appropriate agency or individual relative to its purposes. The Board shall have no authority to make any expenditure on behalf of the city or to obligate the city for payment of any sums of money unless the City Commission shall authorize such expenditure.