



City of Oregon City

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Staff Report

File Number: PC 19-075

Agenda Date: 7/22/2019

Status: Draft

To: Planning Commission

Agenda #: 3b.

From: Kelly Reid

File Type: Land Use Item

SUBJECT:

GLUA-19-00022: Chapter 17.40 Code Amendment for HRB Policies Procedures

RECOMMENDED ACTION (Motion):

Staff recommends the Planning Commission recommend approval of the code amendment to Chapter 17.40.

BACKGROUND:

The proposal is for an amendment to the Oregon City Municipal Code. OCMC Chapter 17.40, Historic Overlay, contains provisions for Historic Review processes and procedures. Section 17.40.060 contains procedures and criteria for exterior alterations to historic properties. There are two subsections regarding administrative reviews for work that meets the HRB policies, 17.40.060.D and 17.40.060.K. These two subsections contain conflicting language about the review and approval process. This code amendment would strike section 17.40.060.K, and would clarify the language in the remaining subsection. No criteria is proposed to change; this amendment only addresses the procedures for adoption of HRB policies and for review of work that meets the Historic Review Board (HRB) policies.

HRB Policies were first established in 1986 to give staff the ability to approve alterations to historic resources. The policies are meant to provide clear direction to historic property owners on exterior changes including but not limited to roofing, siding, windows and doors, foundations, fences, porches, gutters, and accessory structures.

The proposed code amendment clarifies the following:

1. Work that meets the HRB policies may be approved administratively (by staff) rather than by the Historic Review Board
2. The Historic Review Board may adopt new or revised policies with public notice and with comment from the Planning Commission and City Commission.

It is important to note that either staff or the applicant may refer a proposal to the Board if it does not meet the HRB policies. The Board has the discretion to determine whether the proposal meets the design guidelines for alterations. HRB decisions are appealable to the City Commission and then to LUBA.

The proposed amendments are attached as Exhibit 1.

