

Memorandum

Date: July 7, 2011
To: Historic Review Board
From: Sara Javoronok, Associate Planner
Subject: 2011-2012 CLG Grant

Background

The HRB received matching CLG grant funding for a rehabilitation grant program, design assistance program, historic code rewrite, a selective reconnaissance level survey, administrative expenses, and conference attendance.

Funding for these projects became available April 1, 2011, and the projects must be complete by August 31, 2012.

Design Assistance Program/Reconnaissance Level Survey

The HRB received \$1,000 for a Design Assistance program. Staff's initial plan was to develop a program similar to one in Astoria. The purpose of it would be to fund an initial consultation with a preservation architect for a project. However, after further exploration this program seems better suited to communities like Astoria, or others with a larger historic commercial area. It works particularly well in communities that have Urban Renewal Areas and/or those that receive Community Development Block Grant (CDBG) funding. Given this, staff's recommendation is to shift the funding to the Reconnaissance Level Survey. Staff consulted with SHPO regarding this and the change is acceptable.

The HRB was awarded \$4,000 for a Reconnaissance Level Survey. This was to survey the areas of the Willamette Neighborhood that have not been surveyed and survey the outbuildings in the Willamette Historic District. There are 249 properties to be surveyed, more than staff's initial estimate of 200, so staff recommends adding the additional funding to this project for a total of \$5,000.

Chapters 25 & 26 Amendments

Staff is also seeking direction from the HRB on the proposed scope of revisions to CDC Chapter 25, Historic District and Chapter 26, Historic Landmarks. The City designated the Willamette Historic District in the mid 1980s and has amended the chapter several times over the years. The City designated 29 historic landmarks in 1990 and over the years made some amendments to this chapter, but not as many as Chapter 25. In response to concerns over infill development, especially regarding size and massing, the City amended the Historic District chapter in 2010. These amendments were often referred to as "Phase I", with this potential project as a future Phase II. The City also amended the code later in the year to establish the HRB.

The attached draft project schedule outlines a process for formulating the code amendments over the course of the next year. It includes this discussion with the HRB regarding scope, discussion of

the project with the Planning Commission, formation of a technical committee to review and guide the process, a forum to allow for comments and review by affected parties and individuals, Historic Review Board review, and public hearings before the Planning Commission and City Council.

In terms of the existing code, Staff proposes the following:

- Add delisting procedure
- Add landmark/district designation procedures
- Include the Secretary of the Interior's Standards for Rehabilitation
- Update the terminology and definitions to match the current terminology (Ex. contributing, non-contributing, etc.)
- Update the Historic District map to reflect infill construction, changes to properties, and current terminology. Assign status to properties, likely from the survey information used for the National Register nomination
- Assess if we want the landmarks listed in the CDC, Comprehensive Plan, zoning map, or other document
- Update Chapter 26 to reflect the landmarks that were moved or destroyed due to natural events
- Assess existing landmarks to determine if their integrity is still intact
- Assess existing zoning (GC) for landmarks located near the mill
- Assess whether to make changes to allow for administrative review, Class I review, and Class II review, similar to Chapter 55, Design Review
- Assess whether additional regulations, such as those for the Historic District, should apply to Historic Landmarks
- Establish separate standards for contributing properties, non-contributing properties, and new construction.

Chapter 25 would become "Historic Resources" and would have the following subsections:

- Purpose
- Applicability (what and where)
- Permitted Uses
- Designation/Removal of Designation
- Design Review (process, types, submittal requirements, etc.)
- Standards for Contributing Properties (all standards will address site, roofs, decks, porches, materials, etc. and be appropriate for the status of the property)
- Standards for Non-contributing Properties
- Standards for New Construction
- General Guidelines for Contributing Properties
- General Guidelines for Non-contributing properties
- Streetscape Standards
- Demolition/Demolition by Neglect