

Historic Review Board 2025-2027 Biennium Work Plan

Adopted October 28, 2025

Project	Purpose	Action Items	Staff Level of Effort	HRB Role	Timeline	Status
1. Education List conference, webinars, and other educational experiences	Provide HRB members with educational opportunities to enhance their understanding of historic preservation and their role in creating policies and reviewing applications. Apply for Certified Local Government (CLG) grant to help pay for attendance	Attend sessions	Low Outside educational opportunities	Attend sessions	Ongoing	
2. Education- Yearly preservation presentation from City Attorney- Carrie Richter on Preservation and Public Hearing basics		Attend sessions	Low	Attend sessions	Scheduled for January or February 2026 and April 2027 HRB meetings	
3. 17.40 Code Revisions Compatible Change – Definition of New Construction – Thresholds for triggering review of non-designated structures	Implement the compatible change policy recommendation, create redline drafts for OCMC 17.40 Historic Overlay District, and revised HAP policies. Support staff as they move the revision through the legislative process.	See the project page for more details https://www.orcity.org/3246/Compatible-Change--New-Construction-Review	High Support website, Survey, and consultant on this topics	High	October 2024 - June 2025	In Progress –

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4. Improving the Historic Review Approval process Coordination with applicants and other departments to ensure compliance with Conditions of Approval	Ensure that built historic projects are consistent with the approved decision.	<ul style="list-style-type: none"> • Ensure Conditions of Approval are added to plans • Attend Building pre-construction meeting • Investigate if the mid-build inspection is helpful/feasible 	Medium Provide status updates to HRB at future meetings	Provide staff with any requested direction	Ongoing	In progress New E-review system going online in winter 2025-
5. Improving the Historic Review Approval Process Revisit HRB Policy #12 Solar Panels at the end of the biennium work plan to see if this item needs to be revisited in the next biennium work plan		Revisit at a future HRB meeting	Low	Discuss at the future HRB meeting.	Spring 2027	
6. Public Outreach Policy 13 and Compatible Change Adoption Trail news More Historic Articles	Continue to educate historic homeowners on the regulatory requirements and grant opportunities available to them	<ul style="list-style-type: none"> • Send quarterly to new historic homeowners • Write articles for Trail News, a Chamber of Commerce member magazine. • Mail out letter and flyer to all MCD property owners once the compatible change is adopted. 	Low Utilizing existing materials	Encourage HRB members to work with staff to write articles about historic resources and HRB programs	Quarterly	
7. Public Outreach	Promote historic places to instill community pride,	<ul style="list-style-type: none"> • Preservation Month • Ruth Powers Award 	Low	Select the award winner	May 2024, 2025	

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Public Education and Recognition	promote heritage tourism, and showing the social and economic benefits of historic preservation	Coordinating awards, proclamations, and city communication. If coordination with another entity is needed to promote a shared preservation month event, additional staff time would be needed, which would be added to the work plan.	Utilizing existing materials			
8. McLoughlin Conservation District (MCD) Resurvey Begin research on the process and cost to resurvey the McLoughlin Conservation District. Based on cost and commission support, it will be implemented in a future work plan.	The last survey of the McLoughlin Conservation District was conducted in 2002. Many changes have occurred since then, and updated information will clarify the significance of the district and how to approach compatible infill and additions.	<ul style="list-style-type: none"> Reach out to the State Historic Preservation Office (SHPO) to understand the scope and funding opportunities, as well as average costs. Discuss at the upcoming HRB meeting to determine if this will be an HRB budget request to the City Commission during the next budget discussions. 	Med	Provide additional research if needed. Advocate to the City Commission during the next budget cycle.	Fall 2026	