

ORDINANCE NO. 901

AN ORDINANCE TO ADOPT DEVELOPMENT CODE TEXT AMENDMENTS TO ALLOW FOR THE CREATION OF HISTORIC DISTRICTS

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. The Troutdale Planning Commission held a public hearing on September 10, 2025, to take public testimony and to make a recommendation to the City Council regarding the proposed text amendment to section 6.515 of the Troutdale Development Code.
2. The Troutdale City Council held a public hearing on October 14, 2025, and October 28, 2025, to take public testimony and to review and consider text amendments to Section 6.515 of the Troutdale Development Code regarding historic landmark applications.
3. The proposed amendment to the Troutdale Development Code will create a new application process within section 6.500, Historic Landmarks Applications, that creates the procedure for establishing local historic districts.
4. Notice of the public hearing has been provided in accordance with applicable law

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TROUTDALE

- Section 1. After full and due consideration of the application, the Planning Commission recommendation, the record, and evidence presented at the public hearings, the City Council accepts the findings of fact contained in the Planning Commission recommendation, which is included as Attachment A to the staff report for this Ordinance.
- Section 2. The Troutdale Development Code shall be amended as presented in Attachment A to this Ordinance.
- Section 3. This Ordinance shall become effective on the 30th day after its enactment by the City Council and approval by the Mayor.

YEAS: 7
NAYS: 0
ABSTAINED: 0



David Ripma, Mayor
Date: October 29, 2025



Sarah Skroch, City Recorder
Adopted: October 28, 2025

6.500 HISTORIC LANDMARKS

6.505 Purpose.

The purpose of the Historic Landmarks Section is to provide procedures to identify, designate, and preserve historic resources including buildings, structures, sites, objects, or districts, which are of historical, architectural, or cultural significance to the City of Troutdale, and to provide appropriate means for their protection and preservation consistent with state preservation laws. The City and the Historic Landmarks Commission shall support the enforcement of all state laws relating to historic preservation.

6.510 Applicability.

The historic landmark protection standards of this Chapter apply to designated historic landmarks listed in Table A of Section 4.230 of this Code and to historic resources listed on the National Register of Historic Places whether or not that resource is designated a historic landmark by the City. No provision of this Chapter shall be construed to prevent the ordinary repair or maintenance of a historic landmark or historic resource on the National Register of Historic Places when such action does not involve a change in design, materials, or appearance. No provision in this Chapter shall be construed to prevent the alteration, demolition, or relocation of a historic landmark or historic resource listed on the National Register of Historic Places when the Building Official certifies that such action is required for the public safety. At his or her discretion, the Building Official may find that that a historic landmark or historic resource on the National Register of Historic Places does not meet current Building Code but is not dangerous as defined by that Code.

6.515 Application.

There are five (5) types of applications under this Section, as follows: Historic Landmark Designation; Historic District Designation; Removal of a Historic Landmark Designation; Alterations to a Historic Landmark; and Demolition or Relocation of a Historic Landmark.

A. Historic Landmark Designation.

1. **Purpose.** Historic landmark designation may be applied to any historic resource whether or not it is listed in the City's current inventory of historic resources.
2. **Procedure Type.** The Type III procedure, as described in Section 2.060 of this Code, shall apply to a Historic Landmark Designation application. The decision-making authority is the Historic Landmarks Commission.
3. **Approval Criteria.** In order to approve a Historic Landmark Designation application, the Historic Landmarks Commission shall make findings of fact based on the following National Register of Historic Places criteria to evaluate whether the historic resource merits a historic landmark designation as follows:
 - a. The historic resource must be over fifty (50) years of age (or of extraordinary historic importance if under fifty (50) years).
 - b. The historic resource must also meet at least one (1) of the following:
 - i. Be associated with events that have made a significant contribution to the broad patterns of local, state, or national history; or

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- ii. Be associated with the lives of persons, organizations, or groups of people, significant in local, state, or national history; or
 - iii. Embody distinctive characteristics of an architectural style, period or method of construction or that represents the work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or
 - iv. Be listed on the National Register of Historic Places.

B. Historic District Designation.

- 1. **Purpose.** Historic district designation may be applied to any area within city limits with a concentration of buildings and associated landscape and streetscape features that retain a high degree of historic character and integrity and represent an important aspect of an area's history.
- 2. **Procedure Type.** The Type IV procedure, as described in Section 2.065 of this Code, shall apply to a historic district designation application.
- 3. **Approval Criteria.** In order to approve a Historic District Designation application, the decision-making body shall make findings of fact based on the below approval criteria to evaluate whether the proposed district area merits a historic district designation:
 - a. The majority (50% or more) of resources within the proposed district area must be over fifty (50) years of age (or of extraordinary historic importance if under fifty (50) years). This can be demonstrated by:
 - i. A map showing the district boundaries
 - ii. Historical Narrative. An overview of the entire district based on its history, and its architectural and urban design character. The narrative shall provide a basic background history of the area and justifies the significance of the district.
 - iii. Survey Documentation. Photographing and describing all buildings and related features in the district, recording their basic characteristics, and assessing whether or not they contribute to the historic character of the district.
 - b. The proposed district area must also meet one (1) of the following:
 - i. Be associated with events that have made a significant contribution to the broad patterns of local, state, or national history; or
 - ii. Be associated with the lives of persons, organizations, or groups of people, significant in local, state, or national history; or
 - iii. Embody distinctive characteristics of an architectural style, period or method of construction or that represents the work of a master, or that possesses high artistic values, or that represents a significant and distinguishable entity whose components may lack individual distinction; or
 - iv. Be listed on the National Register of Historic Places.

C. Removal of a Historic Landmark Designation.

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1. Purpose. Historic landmark designation may be removed from any of the properties so designated as historic resources in the City's current inventory of historic resources.
 2. Procedure Type. The Type III procedure, as described in Section 2.060 of this Code, shall apply to a Removal of a Historic Landmark Designation application. The decision-making authority is the Historic Landmarks Commission.
 3. Approval Criteria. In order to approve a Removal of a Historic Landmark Designation, the Historic Landmarks Commission shall make findings of fact based on the following:
 - a. The significance or integrity of the approved historic landmark designation has been substantially reduced or diminished since designation approval.
 4. Exception. The Director shall delete from the Troutdale historic resource inventory any historic resource or historic landmark that has been destroyed or is damaged in excess of seventy percent (70%) of its previous value due to vandalism, fire, flood, wind, earthquake, or any natural disaster. The Director shall send written notice to the property owners and the State Historic Preservation Office (SHPO).
 5. Timeline. Upon approval, the effective date of removal shall be one hundred twenty (120) days from the date of the application to remove the historic landmark designation.
- D. Alterations to a Historic Landmark.
1. Purpose. Properties designated as historic landmarks by the City and any historic resource listed in the National Register of Historic Places may be altered subject to the process specified herein unless exempted by Section 6.515.C.4.
 2. Procedure Type. The Type III procedure, as described in Section 2.060 of this Code, shall apply to an Alteration to a Historic Landmark application. The decision-making authority is the Historic Landmarks Commission.
 3. Approval Criteria. In order to approve an Alteration to a Historic Landmark Designation, the Historic Landmarks Commission shall make findings of fact based on the following:
 - a. The historic character of a property shall be retained and preserved. The relocation of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.
 - b. A 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 elements from other historic properties, shall not be undertaken.
 - c. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
 - d. Distinctive materials, features, finish, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
 - e. 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 where possible, like materials. Replacement of missing features shall be substantiated by documentary and physical evidence.
 - f. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials,

features, size, scale, proportion, and massing to protect the integrity of the property and its environment.

- g. 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. Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken; and/or new additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment; and/or
- h. Archeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken; and/or new additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
- i. If the historic landmark is under state or federal tax incentives or if it is a project that includes federal funds under Section 106 of the National Historic Preservation Act, the alteration must be reviewed by the State Historic Preservation Office (SHPO).

4. Exception. The Director may approve any application for a building permit without land use review for minor alterations to a historic landmark that do not involve a change in design, material, or appearance. Examples include, but are not necessarily limited to, in-kind replacement of roofing, siding, gutters and windows; normal maintenance including but not limited to painting and related preparation, storm windows, and landscaping; and interior remodeling.

E. Demolition or Relocation of a Historic Landmark.

- 1. Purpose. Properties designated as historic landmarks by the City and any historic resource listed in the National Register of Historic Places may be demolished or relocated altered subject to the process specified herein.
- 2. Procedure Type. The Type III procedure, as described in Section 2.060 of this Code, shall apply to a Demolition or Relocation of a Historic Landmark application. The decision-making authority is the Historic Landmarks Commission.
- 3. Approval Criteria. In order to approve a Demolition or Relocation of a Historic Landmark, the Historic Landmarks Commission shall make findings of fact based on the following:
 - a. No prudent and feasible alternative exists; or
 - b. The designated landmark is deteriorated beyond repair; or
 - c. The value to the community of the proposed use in place of the historic landmark outweighs the value of retaining the historic landmark.
 - d. If under state or federal tax incentives or if it is a project that includes federal funds under Section 106 of the National Historic Preservation Act, the demolition or relocation must be reviewed by the State Historic Preservation Office (SHPO). Comments from the SHPO will be a factor in the decision.

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4. Designation Status. When a request for relocation is approved, the Historic Landmarks Commission may retain the historic landmark designation with the informed written request of the owners, upon adoption of findings that the criteria of Section 6.515.A of this Code are met.
 5. Timeline. The effective date of an approval to demolish or relocate a historic landmark shall be one hundred twenty (120) days from the date of the application to demolish or relocate the historic landmark. Demolition or relocation permits shall not be issued for at least one hundred twenty (120) days from the date of the land use application to demolish or relocate the historic landmark.

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