



## COMMUNITY DEVELOPMENT

### DESCHUTES COUNTY HISTORIC LANDMARKS COMMISSION

5:30 PM, MONDAY, FEBRUARY 06, 2023

Barnes Sawyer Rooms - Deschutes Services Bldg - 1300 NW Wall St – Bend

(541) 388-6575 | [www.deschutes.org](http://www.deschutes.org)

## AGENDA

### MEETING FORMAT

The Historic Landmarks Commission will conduct this meeting electronically, by phone, in person, and using Zoom.

Members of the public may view this meeting in real time via the Public Meeting Portal at [www.deschutes.org/meetings](http://www.deschutes.org/meetings).

Members of the public may listen, view, and/or participate in this meeting using Zoom. Using Zoom is free of charge. To login to the electronic meeting online using your computer, copy this link:

<https://us02web.zoom.us/j/82692978859?pwd=dDdNQ0hMT1BNNmxXWHU1QkM4VUIRZz09>

**Passcode:** 803478

Using this option may require you to download the Zoom app to your device.

Members of the public can access the meeting via telephone, dial: 1-312-626-6799. When prompted, enter the following Webinar ID: 826 9297 8859 and Passcode: 803478. Written comments can also be provided for the public comment section to [planning@deschutes.org](mailto:planning@deschutes.org) by 5:00 p.m. on February 6. They will be entered into the record.

#### I. CALL TO ORDER

#### II. APPROVAL OF MINUTES - August 1, 2022, November 7, 2022, and January 9, 2023

#### III. PUBLIC COMMENT

#### IV. ACTION ITEMS

1. Updates from Bend and Redmond HLCs
- [2.](#) Certified Local Government Grant / Discussion
3. Preservation Month Discussion

**V. HISTORIC LANDMARKS COMMISSION AND STAFF COMMENTS**

**VI. ADJOURN**



Deschutes County encourages persons with disabilities to participate in all programs and activities. This event/location is accessible to people with disabilities. If you need accommodations to make participation possible, please call (541) 617-4747.

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**MEMORANDUM**

**DATE:** January 30, 2023  
**TO:** Deschutes County Historic Landmarks Commission  
**FROM:** Tanya Saltzman, AICP, Senior Planner  
**RE:** Certified Local Government Grant / Discussion

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SHPO announced the opening of the 2023-24 Certified Local Government (CLG) Grant process on December 5, 2022. Applications are due on February 24. Staff requested input from the HLC on potential projects and priorities in the previous meeting,<sup>1</sup> and received follow up from several commissioners via email.

**Sisters Projects**

When asked to prioritize and identify a potential budget, planning staff from Sisters indicated that their anticipated capacity allows them to select the following project:

1. Downtown Building Hardening Program (to mitigate wildfire concerns) – Hire a Historic Preservation consultant to come up with an acceptable building materials list that is fire resistant, yet historically sensitive.
  - \$5000 consultant cost. County staff anticipates staff time to administer this project as well.

**Deschutes County Projects**

HLC Commissioners indicated support for public education (including mailers to owners of historic properties), preservation month activities, and commissioner trainings, specifically membership in the National Alliance of Preservation Commissions for the group, which would provide access to educational materials such as webinars as well as other resources. Staff notes that the Deschutes County Historical Society will hold a meeting with regional and local preservation stakeholders on February 8 to discuss Preservation Month opportunities, but at the time of writing, no specific activities for Preservation Month or general education have been identified. Staff also notes that for many of the types of general activities commissioners have expressed interest in—many of them coordination or support roles—these might not necessarily lead to concrete/tangible projects that would be appropriate for grant funding, but instead would focus on general communication and outreach already within the purview of the Commission.

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<sup>1</sup> <https://www.deschutes.org/bc-hlc/page/historic-landmarks-commission-6>

Adding to the list of potential projects, a Redmond HLC commissioner recently reached out to County staff regarding modifying the County's DIAL online property information system to include historic districts. This could potentially be expanded to the rest of the County and could include not just districts, but properties or other related designations. Staff notes that there has been similar discussion in recent County HLC meetings about including more information in DIAL. Planning staff can work with County IT staff and representatives from Redmond and other jurisdictions to craft an approach to including historic district information on the website, which would be helpful to citizens looking to purchase, alter, or research property in Deschutes County.

### Summary of Projects

The following projects are suggested for inclusion in the 2023 CLG grant application. Costs are currently approximate; staff will ensure that dollar amounts with respect to direct funds versus match amounts are equal, and that any subsequent developments (for instance, specific additional Preservation Month costs) are included. Staff anticipates a total grant request of \$5,000 to \$7,000, with the County matching that amount in in-kind staff time/resources.

Project	Direct grant funding	In-kind match
Sisters Building Hardening Program	\$5000 (consultant)	\$500 to \$1000 staff admin
County Historic Properties Mailer		\$200
Update to DIAL web platform		\$1000 to \$2000 staff time
Grant administration		\$750
Review and compliance (HLC administration; coordination with other agencies such as Archeological Society; potential open house as follow up to mailer)		TBD - \$1000?
Preservation Month	TBD - \$500?	
HLC membership to National Alliance of Preservation Commissions ( <a href="https://www.napcommissions.org/">https://www.napcommissions.org/</a> )	\$150	

### Next Steps

Once the desired projects are finalized, staff will present them to the Board of County Commissioners for approval before submitting the CLG Grant application to SHPO. Grant awards are scheduled to be announced in April.