



## MEMORANDUM

**DATE:** July 1, 2022  
**TO:** Deschutes County Historic Landmarks Commission  
**FROM:** Tanya Saltzman, AICP, Senior Planner  
**RE:** July 11 / Historic Landmarks Meeting Overview

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The Historic Landmarks Commission (HLC) will conduct a specially scheduled meeting for the purpose of discussion of the Draft Strategic Plan on July 11, 2022, at 5:30 p.m. in the Deschutes Services Center, Barnes and Sawyer rooms, in-person, electronically and by phone. This memorandum will serve as an outline of all agenda items.

Please note: the Deschutes County Meeting Portal is located at the below link. All meeting materials as well as live video may be found there:

<https://www.deschutes.org/meetings>

### **I. Approval of Minutes – May 2 Meeting**

The HLC will review and approve the May 2 meeting minutes. Draft minutes were to be distributed electronically during the week of July 4.

### **II. Strategic Plan**

The purpose of this meeting is to discuss the Draft Strategic Plan, which is provided as an attachment to this memorandum. (The Draft Plan document is provided in two formats: one with comments and redlined changes, and one without markup for easier readability.) The Strategic Plan is one of the tasks comprising the Certified Local Government (CLG) grant, which concludes on August 31, 2022. The Historic Preservation Strategic Plan process kicked off in March, and the official public input process concluded with the close of the online survey on April 22. On May 2, staff provided a summary to the HLC of input received via survey, interviews, and public forums.<sup>1</sup>

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<sup>1</sup> <https://www.deschutes.org/bc-hlc/page/historic-landmarks-commission-2>

During the May 2 meeting, staff reviewed the Goals, Objectives, and Actions that comprised the basis of the previous strategic plan, noting that many still are relevant to this Plan cycle and may be retained in the new document. Commissioners weighed in on some of the Goals, Objectives, and Actions, and later followed up with staff on several items. The draft provided here represents staff's first pass on revised Goals, Objectives, and Actions based on commissioner input and public input. This section of the draft plan is edited with redlines to show changes, as well as comments and questions provided in the margins. Staff seeks Commissioner input on each of the Goals, Objectives, and Actions during this meeting.

The preceding sections of the Draft Strategic Plan follow the model of the previous plan, providing an overview of historic preservation in Deschutes County and the City of Sisters, selected policies (some of which are also outlined in the newly approved Policies and Procedures Manual), and a summary of Goal 5 historic resources from the most recent Comprehensive Plan. The document has been redesigned to follow the graphic themes of the Policies and Procedures Manual.

### **Next Steps**

Staff seeks input on all aspects of the Draft Plan, particularly the Goals, Objectives, and Actions section. Staff aims to collect all revisions and provide a revised document for the regularly scheduled Historic Landmarks Commission meeting on August 1, with a goal of final approval by the HLC on that date.

### Attachments

1. Draft Historic Preservation Strategic Plan – with redlines and comments
2. Draft Historic Preservation Strategic Plan – no markup shown