

## CHAPTER 2.28 HISTORIC PRESERVATION AND HISTORIC LANDMARKS COMMISSION

### 2.28.040 Administration

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- A. The Landmarks Commission is composed of five voting and an undetermined number of ex-officio members.
1. The voting members must reside within the County.
  2. The membership of the Landmarks Commission shall, to the extent possible, be representative of the various geographic areas of the County.
  3. The Mayor of Sisters may appoint one Commissioner to represent the City of Sisters or delegate it to Deschutes County.
  4. The Board shall appoint at least four Landmarks Commissioners.
  - ~~5. Upon recommendation of the Deschutes County Pioneer Association, the Board shall appoint one representative from the Deschutes County Pioneer Association as one of the four Landmarks Commissioners.~~
  - ~~6.5.~~ If the City of Sisters delegates their appointment to Deschutes County, the Board shall appoint a fifth Landmarks Commissioner.
  - ~~7.6.~~ The ex-officio members shall be appointed by the Board.
- B. Landmarks Commissioners: To the extent they are available, at least some of the commission members should meet professional qualifications in the disciplines of history, architecture, architectural history, archaeology, or related fields.
- C. Landmarks Commissioners serve four-year terms. Any vacancy occurring in a position for any reason other than expiration of a term shall be filled by appointment for the remainder of the term.
- D. Ex-Officio Members.
1. In addition to the five voting members, there shall be an undetermined number of Commissioners called "ex officio members" who will act in a non-voting, advisory capacity to the Landmarks Commission and County staff.
  2. These ex officio members shall not be entitled to vote and are not required to reside within Deschutes County.
  3. These persons shall be representative of organizations including, but not limited to, the United States Forest Service, United States Bureau of Land Management, the County

building division, the American Institute of Architects, the Confederated Tribes of Warm Springs, Bums Paiute Tribe, and Klamath Tribes.

- E. The officers of the Landmarks Commission shall consist of a chairperson and vice-chairperson, each elected by a majority vote of the Commission.
- F. The regular time, place and manner of notice of meetings shall be fixed by rules of the Landmarks Commission. However, the Landmarks Commission shall meet at least on a quarterly basis.
- G. The Landmarks Commission shall submit an annual report to the Board.
- H. Any clerical and staff assistance necessary shall be provided by the County Planning Division staff or as otherwise delegated by the Board.
- I. The Landmarks Commission shall serve as a hearings body for matters concerning Significant Historic Resources within the County and the City of Sisters.
- J. The Landmarks Commission shall serve as the initial hearings body for matters concerning applications to designate a historic resource as a Locally Significant Historic Resource. The Board of County Commissioners shall consider the decision of the Landmarks Commission and serve as the final hearings body.
- K. The Landmarks Commission shall review nominations to the National Register of Historic Places at the direction of the State Historic Preservation Office.
- L. The Landmarks Commission may act upon requests by any community member, by owners of structures, objects, districts, or sites, or on its own motion concerning the designation of particular districts, objects, or sites.
- M. The Landmarks Commission shall have authority to inspect or investigate any district, structure, object or site in the County which it is requested to designate, or which it has reason to believe is an architectural and/or historical landmark.
- N. The Landmarks Commission shall review all information which it has and shall hold hearings as prescribed in DCC 22.24.050 through 22.24.190.
- O. The Landmarks Commission shall have authority to coordinate historical preservation programs of the county, state and federal governments, as they relate to property within the County.
- P. The Landmarks Commission may recommend to the Board or the State Legislature any changes of law which it finds appropriate.
- Q. Current Resource.
  - 1. The Landmarks Commission shall compile and maintain a current Resource List that includes the applicable tax lots and addresses, the date of designation, and a brief description of the resource and reasons for inclusion.
  - 2. Disclosure of the locations and descriptions of designated Archaeological Resources are subject to appropriate state and federal laws.

- R. The Landmarks Commission shall notify all owners of a historic resource recommended for designation of such recommendation. The historic resource will not be approved for a historic designation unless the property owners at the time of designation support the local designation of their property as a Locally Significant Historic Resource.
- S. The Landmarks Commission shall have authority to take such steps as it finds appropriate or necessary to make available to the public information concerning its activities and various Historic Resources to be designated pursuant to DCC 2.28.
- T. The Landmarks Commission shall perform such other duties relating to historical matters as the Board of County Commissioners may request.
- U. Landmark Commissioners shall serve without compensation.
- V. The Landmark Commission shall support the enforcement of all federal and state laws relating to the protection of National Register Resources, Archaeological Sites, and Archaeological Objects regardless if they are designated to the Resource List.

#### HISTORY

*Adopted by Ord. [PL-21](#) §2,3 on 9/17/1980*

*Amended by Ord. [88-008](#) §§3, 4 and 5 on 1/27/1988*

*Amended by Ord. [95-027](#) §1 on 5/17/1995*

*Amended by Ord. [2005-029](#) §1 on 6/6/2005*

*Amended by Ord. [2010-019](#) §1 on 8/23/2010*

*Amended by Ord. [2012-003](#) §1 on 3/14/2012*

*Amended by Ord. [2012-001](#) §1 on 4/4/2012*

*Amended by Ord. [2020-006](#) §5 on 11/10/2020*

*[Amended by Ord. 2023-023 §1 on 11/29/2023](#)*