



MEMORANDUM

DATE: April 25, 2022
TO: Deschutes County Historic Landmarks Commission
FROM: Tanya Saltzman, AICP, Senior Planner
RE: May 2 / Historic Landmarks Meeting Overview

The Historic Landmarks Commission (HLC) will conduct a meeting on May 2, 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 – March 7 Meeting

The HLC will review and approve the March 7 meeting minutes. Draft minutes were to be distributed electronically during the week of April 25.

II. City of Sisters Updates

Representatives from the City of Sisters will provide updates on their work to date, most notably their CLG grant tasks.

III. Community Development Department Fiscal Year 2022-2023 Work Plan / 2021 Annual Report

Each spring, the Community Development Department (CDD) prepares an annual work plan describing proposed projects for the coming fiscal year. A review of the draft work plan provides the Planning Commission, Historic Landmarks Commission, County Administration, CDD's customers, partner agencies, and ultimately the Board of County Commissioners (Board) the opportunity to provide input, including additions, modifications and possible re-prioritization. The work plan describes the most important objectives and proposed projects in each CDD division based on:

1. Board annual goals and policies;
2. Carry-over projects from current or prior years;
3. Changes in state law;
4. Grants/funding sources; and
5. Public comments.

It also serves as the context within which new projects that arise during the course of the year are prioritized and undertaken.

The Board will hold a public hearing on the Fiscal Year 2022-2023 Work Plan on May 11, 2022. The CDD Fiscal Year 2022-2023 Work Plan and 2021 Annual Report document is included as an attachment to this memorandum. Of note to the HLC, the Planning section (beginning on page 29) addresses 2021 accomplishments such as administering a Certified Local Government (CLG) grant, developing a HLC Policies and Procedures Manual and future projects from the forthcoming CLG grant (2023-24).

IV. Updates from Bend and Redmond HLCs

County staff has reached out to the Bend and Redmond HLCs and will convey their updates.

V. Strategic Plan

The Historic Preservation Strategic Plan process kicked off in March, and the official public input process recently concluded with the close of the online survey on April 22. First, staff is providing a summary of input received.

Public forums

- Public forums were scheduled for April 11 and April 20, both in person and via Zoom. These were promoted via a press release as well as on the project website. Due to last-minute technical difficulties, the April 11 forum was canceled due to the online platform not being available. Staff made real-time updates to the project website to ensure that potential participants were apprised of the meeting status; staff received no inquiries or feedback regarding the cancellation. The second public forum was attended by two participants in person. A link to the video of the meeting can be found here:
<https://www.deschutes.org/bc-hlc/page/historic-landmarks-commission-historic-preservation-strategic-plan-public-forum-2>
- The two attendees are owners of a historic property in the City of Bend, currently undergoing a restoration process. They shared their experiences thus far with the city process (and were aware that proceedings in Bend may be different than in rural Deschutes County) and expressed their own feelings about historic preservation. While there may be a somewhat complex process involved in renovating a historic property, education and outreach is helpful (both for the details of a project

such as theirs, or of the benefits of historic preservation in general), and they noted that “it’s good to keep the past in the present.”

Online survey

The online survey, which was shared via the project website as well as the press release, was open for approximately one month and received 27 responses. A summary of the responses is presented as Attachment 2. Staff will facilitate a brief discussion of the results with the HLC to address items that appeared noteworthy to commissioners—patterns, specific responses, or other takeaways. While recognizing that this survey is not intended to be statistically valid, it did succeed in soliciting numerous opinions about preservation and may help inform potential goals. Selected highlights include:

- The majority (74 percent) of respondents reside in the City of the Bend; only 7.4 percent live in rural Deschutes County and 3.7 percent in Sisters
- Most highly ranked goal for the strategic plan: increasing public awareness of the benefits of historic preservation
- The next tier of most highly ranked goals were ranked similar to each other: promoting heritage tourism; preservation training and workshops; funding programs; making the inventory of historic properties more easily accessible to the public
- Lack of awareness of historic preservation issues was ranked as the most important issue by a small margin
- Websites/social media, tours, and exhibits were rated the top three methods for providing historic preservation information to the public

Staff encourages commissioners and the public to consider the responses provided to the open-ended questions as well—these are all available in the survey summary attachment.

Stakeholder interviews

Staff has conducted two stakeholder interviews thus far (Mike Boero, District Archeologist, U.S. Forest Service; Heidi Kennedy, staff liaison to Bend Historic Landmarks Commission), with one scheduled for the week prior to this meeting (Scott Woodford, Sisters Community Development Director). Responses from potential participants has been relatively limited, but staff has received helpful input nonetheless.

Staff will provide general overviews of the stakeholder interviews during the May 2 meeting.

Goals, Objectives, and Actions

The Goals, Objectives, and Actions form the basis of the Strategic Plan, in order of most general to most specific. The Commission will discuss potential Goals, Objectives, and Actions as they relate to those from the previous plan as well as the public input received thus far, and develop a set of Goals, Objectives, and Actions for the new draft plan document.

For discussion:

- Which Goals, Objectives, or Actions are still relevant? Consider retaining those in new plan (staff notes that Goals and Objectives are more general and as such may likely still be applicable)
- Which Actions have been accomplished and can be removed?
- Based on public input and commissioners' experience, are there new Goals, Objectives, or Actions that should be added?

For reference, the Goals, Objectives, and Actions from the previous Strategic Plan are provided below.

2015-2020 Strategic Plan Goals, Objectives, and Actions

Goal 1 - Collaborate: Strengthen the network of historic preservation and community partners through collaboration.

Objective: Improve facilitation of Historic Preservation in the region to increase the visibility of and participation in historic preservation efforts throughout the county.

Actions:

- Establish the Des Chutes Historical Society as the hub of historic preservation programs.
- Support and engage in Historic Preservation Month activities.

Objective: Work with other HLCs and stakeholder groups to maximize impact and value to owners and general community.

Actions:

- Schedule annual meetings and/or presentations with other HLCs in the region.
- Create and maintain a calendar of historic related events throughout the county.
- Improve the management and access of historic property records in partnership with other agencies and local museum resources through support for technology upgrades.

Goal 2 - Coordinate: Facilitate program administration and special projects that provide opportunities to expand the scope and benefits of the historic preservation.

Objective: Expand and Improve Historic Preservation Program Administration.

Actions:

- Provide dedicated staff to facilitate and manage historic preservation program.
- Conduct an inventory of potential properties eligible for landmark designation.
- Enhance the Sisters/County focus in demonstrating best historic preservation practices.
- Enhance focus on archeological sites in Deschutes County.
- Build oral history collection.
- Review and update relevant county codes for consistency with state laws and policies.

Objective: Improve access to historic resource information.

Actions:

- Regularly hold HLC meetings in Sisters and other regions of the county.

- Provide more content to the “Story Map” descriptions.
- Incorporate federal historic sites into “Story Map” content.
- Support technology upgrades at Des Chutes Historical Society.
- Complete scanning of historic property files located at the Des Chutes Historical Society.
- Create driving tour mobile application similar to Bend Heritage Walking Tour.

Objective: Improve relationships with historic resource owners.

Actions:

- Maintain regular contact with historic property owners such as scheduled mailers, phone calls, and visits to highlight benefits and responsibilities of designation.
- Assign historic sites to landmarks commissioners to establish stronger relationships.
- Support annual BBQ as thank you for historic property owners.

Goal 3 - Educate: Promote educational opportunities highlighting the value, benefits, responsibilities, and requirements of historic preservation.

Objective: Expand historic preservation education.

Actions:

- Conduct presentations throughout the county to various groups including community organizations and schools.
- Increase visibility through published articles in various media outlets and formats.
- Annual presentations to Board of County Commissioners and Sisters City Council.
- Attend, present, and provide materials at History Pub at Old St. Francis School.
- Preserve and/or replacement of historic site signage.

Objective: Increase the attention paid to, and protection of, the historic rural county setting.

Actions:

- Fieldtrips that promote both public and other HLC participation.
- Highlight importance and relevance of historic resources other than buildings and structures such as the Santiam Wagon Road, tree blazes, and cemeteries.

Next Steps

Staff will utilize the input received and discussed in this meeting to develop a draft plan document. This will be scheduled to be distributed to the HLC in mid-to-late June, with a special review meeting to be scheduled for early July to discuss the draft plan; the overall goal will be to have a final plan ready to be approved at the regularly scheduled August 1 HLC meeting.

Staff and the HLC will determine a Strategic Plan meeting date for early July.

Attachments

1. CDD Fiscal Year 2022-2023 Work Plan and 2021 Annual Report
2. Historic Preservation Strategic Plan Survey Results Report