



DESIGN GUIDELINES FOR ALTERATIONS AND ADDITIONS TO HISTORIC BUILDINGS

Introduction • Historic Design Review in Oregon City

This document is for alterations to historic buildings. If you are proposing new construction, please utilize the adopted Design Guidelines for new Construction (2006).

Historic design review ensures that alterations to existing historic buildings maintain the integrity and enhance the quality of the Oregon City. These reviews give designers flexibility, while ensuring the compatibility of new development with the desired character of the area. During the historic design review processes, a proposal is evaluated against the applicable set of design guidelines and those development regulations being proposed for modification or adjustment. Owners of nearby properties are notified and testimony from individuals, organizations, and neighborhood associations is encouraged. Optional design advisory meetings are available to help designers achieve project approval. Contact Planning at (503) 722—3789 or ocplanning@orc.org for more information on the application process.

Potential for Archaeological Resources

The potential for subsurface historical archaeological sites and artifacts throughout Oregon City is high. Archaeological sites and objects and human remains on public and private property are protected by state law (see ORS 358 and ORS 97). Caution is recommended during demolition, excavation or other ground disturbing activities. Additionally, per Oregon City Code, if you plan on disturbing native soil as part of your proposal, a notice will be sent to neighboring tribes and the Oregon State Historic Preservation office letting them know that work is being proposed that may affect archeological resources. No additional monitoring work is required as part of your historic review. However, if cultural materials are discovered during ground disturbing activities, all work should cease immediately and SHPO contacted. The excavation, injury, alteration or destruction of an archaeological site or removal of an archaeological object from public or private lands without an archaeological permit from SHPO is a violation of state law.

How to Use this Document

Design guidelines are qualitative statements that address the desired character of development. Their qualitative nature is intended to provide flexibility for designers and developers in achieving the city's urban design goals. This flexibility must not be construed as rendering the guidelines merely advisory to otherwise diminish their legal effect as mandatory approval criteria.

Adopted by Resolution on August 28
2012 HRB Res 12-01

The guidelines are arranged into three groups:

1. Secretary of Interiors Standards for Rehabilitation
2. Oregon City Specific Guidelines
3. Material Guidelines

The Secretary of Interior's Standards for Rehabilitation is an excellent resource for all work done on historic buildings. Created by the National Park Service and utilized since 1976 nationwide, these guidelines are used to determine whether the historic character of a building is preserved in the process of rehabilitation. The guidelines recommend responsible methods and approaches and list treatments that should be avoided. Oregon City utilizes the standards as the base guideline for evaluating appropriate alterations to designated historic buildings.

The second set of guidelines expands the more general Secretary of Interiors Standards to address issue of common concern in Oregon City. These were adopted in the mid- 1980s and have been amended over time.

The final set of guidelines address material issues confronting owners of historic buildings. All three groups comprise the guidelines the Oregon City Historic Review Board uses for determining if a proposed project can proceed.

In this document you will also find reference to [Preservation Briefs](#) created by the National Park Service, these are **not** part of Oregon City's adopted Guidelines for Alterations. However, they can be used as background information in the review process for all parties. Additional information on this resource can be found at the end of this document.



7th Street Parade 1937

Secretary of Interiors Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will 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, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Oregon City Specific Guidelines

A. Siting

1. In addition to the zoning requirements, the relationship of new additions to the street and to the open space between buildings shall be compatible with adjacent historic buildings and with the historic character of the District.
2. New additions shall be sited so that the impact to the primary facade(s) is kept to a minimum. Additions shall generally be located at the rear portions of the property or in such locations where they have the least visual impact from public ways.

B. Landscape

1. Traditional landscape elements evident in the District (grass, trees, shrubs, picket fences, etc.) should be preserved, and are encouraged in site redevelopment.
Inappropriate landscape treatments such as berms and extensive non-vegetative ground cover (e.g. mulch and bark dust) are discouraged.

C. Building Height

1. In addition to the zoning requirements, the height of new additions shall not exceed the height of the historic building, or of historic buildings in the surrounding area.



McCarver House 2008- New garage and kitchen addition

D. Building Bulk

1. New additions smaller than the historic building or the historic buildings in the surrounding area are encouraged.
 - a. Where new additions must be larger, the new addition shall be articulated in such a manner that no single element is visually larger than the historic building or surrounding historic buildings.

E. Proportion and Scale

1. The relationship of height to width of new additions and their sub-elements such as windows and doors and of alterations shall be compatible with related elements of the historic building, and with the historic character of the District.
2. The relationship of solids to voids (wall to window) shall be compatible with related elements on the historic building, and with the historic character of the District.

F. Exterior Features

1. General
 - a. To the extent practicable, original historic architectural elements and materials shall be preserved.
 - b. Architectural elements and materials for new additions shall be compatible with related elements of the historic building and with the historic character of the District.



7th and Harrison 1905

Material Guidelines

Masonry: Adobe, Brick, Stone, Terra Cotta, Concrete, Stucco, and Mortar

Recommended	Not Recommended
Retaining original masonry and mortar, whenever possible, without the application of any surface treatment.	Applying waterproof or water repellant coatings or surface consolidation treatments unless required to solve a specific technical problem that has been studied and identified. Coatings are frequently unnecessary, expensive, and can accelerate deterioration of the masonry.
Repointing only those mortar joints where there is evidence of moisture problems or when sufficient mortar is missing to allow water to stand in the mortar joint.	Repointing mortar joints that do not need repointing. Using electric saws and hammers to remove mortar can seriously damage the adjacent brick.
Duplicating old mortar in composition, color, and texture	Repointing with mortar of high Portland cement content can often create a bond that is stronger than the building material. This can cause deterioration as a result of the differing coefficient of expansion and the differing porosity of the material and the mortar.
Duplicating old mortar in joint size, method of application, and joint profile.	Repointing with mortar joints of a differing size or joint profile, texture or color.
Repairing stucco with a stucco mixture that duplicates the original as closely as possible in appearance and texture	
Cleaning masonry only when necessary to halt deterioration or to remove graffiti and satins and always with the gentlest method possible, such as low pressure water and soft natural bristle brushes.	Sandblasting (including dry and wet grit and other abrasives) brick or stone surfaces. This method of cleaning erodes the surface of the material and accelerates deterioration. Using chemical cleaning products that would have an adverse chemical reaction with the masonry materials (acid on limestone or marble).

Repairing or replacing, where necessary, deteriorated material with new material that duplicates the old as closely as possible.	Applying new material, which is inappropriate or was unavailable when the building was constructed, such as artificial brick siding, artificial cast stone or brick veneer.
Replacing missing significant architectural features such as cornices, brackets, railings, and shutters.	Removing architectural features such as cornices, brackets, railings, shutters, window architraves, and doorway pediments.
Retaining the original or early color and texture masonry surfaces, including early signage wherever possible. Brick or stone surfaces may have been painted or whitewashed for practical and aesthetic reasons.	Removing paint from masonry surfaces indiscriminately. This may subject the building to damage and change its appearance.

For additional information on this subject please refer to Preservation Briefs # 1,2,6,7,15.

Windows and Doors

Recommended	Not Recommended
Retaining and repairing window and door openings, frames, sash, glass, doors, lintels, sills, pediments, architraves, hardware, awnings, and shutters where they contribute to the architectural and historic character of the building.	Introducing or changing the location or size of windows, doors, and other openings that alter the architectural and historic character of the building.
	Replacing window and door features on significant facades with historically and architecturally incompatible materials such as anodized aluminum, and mirrored or tinted glass.
	Removing window and door features that can be repaired that contribute to the historic and architectural character of the building.
Improving the thermal performance of existing windows and doors through adding or replacing weather-stripping and adding storm windows and doors which are compatible with the character of the building and which do not damage window or door frames.	Installing on significant facades shutters, screens, blinds, security grills, and awnings which are historically inappropriate and which detract from the character of the building.
	Installing new exterior storm windows and doors which are inoperable,

<p>Replacing missing or irreparable windows on significant facades with new windows that match the original in material, size, reflective qualities of the glass, and general muntin and mullion proportion and configuration.</p>	<p>inappropriate in size or color, or which require removal of original windows and doors.</p>
	<p>Installing interior storm windows that allow moisture to accumulate and damage the window.</p>
	<p>Replacing sash which contributes to the character of the building with those that are incompatible in size, configuration, and reflective qualities or which alter the setback relationship between window and wall.</p> <p>Installing heating/air conditioning units in the window frames when the sash and frames may be damaged. Window installations should be considered only when all other viable heating/cooling systems would result in significant damage to historic materials.</p>

For additional information on this subject please refer to Preservation Briefs # 9 and 13.

Entrances, Porches, and Steps

Recommended	Not Recommended
<p>Retaining porches and steps that are appropriate to the building and its development. Porches or additions reflecting later architectural styles are often important to the building's historical integrity and, whenever possible, should be retained.</p>	<p>Stripping porches and steps of original material and architectural features such as hand rails, balusters, columns, brackets, and roof decoration of wood, iron, cast iron, terra cotta, tile, and brick.</p>
<p>Repairing or replacing, where necessary, deteriorated architectural features of wood, iron, cast iron, terra cotta, tile, and brick.</p>	<p>Enclosing porches and steps in a manner that destroys their intended appearance.</p>

For additional information on this subject please refer to Preservation Briefs # 45.

Roofs and Roofing

Recommended	Not Recommended
Preserving the original roof shape.	Changing the essential character of the roof by adding inappropriate features such as dormer windows, vents, or skylights.
Retaining the original roofing material, whenever possible.	Applying new roofing material that is inappropriate to the style and period of the building and the neighborhood.
Providing adequate roof drainage and insuring that the roofing materials provide a weather-tight covering for the structure.	
Replacing deteriorated roof coverings with new material that matches the old in composition, size, shape, color, and texture.	Replacing deteriorated roof coverings with new materials that differ to such an extent from the old composition, size, shape, color, and texture that the appearance of the building is altered.
Preserving or replacing where necessary, all architectural features that give the roof its essential character, such as dormer windows, cupolas, cornices, brackets, chimneys, cresting, and weather vanes.	Stripping the roof of architectural features important to its character.

For additional information on this subject please refer to Preservation Briefs # 4, 19 and 30.

Storefronts

Recommended	Not Recommended
Retaining and repairing existing storefronts including windows, sash, doors, transoms, signage, and decorative features where such features contribute to the architectural and historic character of the building.	Introducing a storefront or new design element on the ground floor (such as an arcade) which alters the architectural and historical character of the building and its relationship with the street, setting, or which causes destruction of significant historic fabric.
Where original or early storefronts no longer exist or are too deteriorated to save, retaining the commercial character of the building through	Using materials which detract from the historic or architectural character of the building, such as mirrored glass.

- Contemporary design which is compatible with the scale, design, materials, color and texture of the historic buildings; or
- An accurate restoration of the storefront based on historical research and physical evidence.

Altering the entrance through a significant storefront.

For additional information on this subject please refer to Preservation Briefs # 11 and 44.

Solar Panels

Recommended

Limit retrofitting measures to those that achieve reasonable energy savings, at reasonable costs, with the least intrusion or impact on the character of the building.

Investigate all options allowed in HRB Policy #12 before requesting review from the Historic Review Board

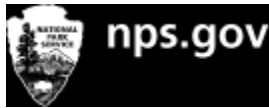
Not Recommended

Removal of historic roofing materials during the installation of solar systems.

Removing or otherwise altering historic roof configuration – dormers, chimneys, or other features – to add solar systems.

Any other installation procedure that will cause irreversible changes to historic features or materials





National Park Service Preservation Briefs

<http://www.nps.gov/tps/how-to-preserve/briefs.htm>

Where can I find additional information on preservation techniques to repair and rehab my historic building? The National Parks Services has produced over 40 technical Preservation Briefs related to the appropriate repair and maintenance of old buildings. Links to all briefs can be found below.

1 **Cleaning and Water-Repellent Treatments** [for Historic Masonry Buildings](#)

2 **Repointing Mortar Joints in** [Historic Masonry Buildings](#)

3 **Improving Energy Efficiency in** [Historic Buildings](#)



4 **Roofing** [for Historic Buildings](#)

5 **The Preservation of Historic Adobe Buildings**

6 **Dangers of Abrasive Cleaning to** [Historic Buildings](#)

7 **The Preservation of Historic Glazed Architectural Terra-Cotta**

8 **Aluminum and Vinyl Siding on** [Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings](#)

9 **The Repair of Historic Wooden Windows**

10 **Exterior Paint Problems on** [Historic Woodwork](#)

11 **Rehabilitating Historic Storefronts**

12 **The Preservation of Historic Pigmented Structural Glass** [\(Vitrolite and Carrara Glass\)](#)

13 **The Repair and Thermal Upgrading of Historic Steel Windows**

14 **New Exterior Additions to** [Historic Buildings: Preservation Concerns](#)

15 **Preservation of Historic Concrete**

16 **The Use of Substitute Materials on Historic Building Exteriors**

17 **Architectural Character—** [Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character](#)

18 **Rehabilitating Interiors in** [Historic Buildings — Identifying Character-Defining Elements](#)

19 **The Repair and Replacement of** [Historic Wooden Shingle Roofs](#)

20 **The Preservation of Historic Barns**

21 [Repairing Historic Flat Plaster—Walls and Ceilings](#)

22 [The Preservation and Repair of Historic Stucco](#)

23 [Preserving Historic Ornamental Plaster](#)

24 [Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches](#)

25 [The Preservation of Historic Signs](#)

26 [The Preservation and Repair of Historic Log Buildings](#)

27 [The Maintenance and Repair of Architectural Cast Iron](#)

28 [Painting Historic Interiors](#)

29 [The Repair, Replacement, and Maintenance of Historic Slate Roofs](#)

30 [The Preservation and Repair of Historic Clay Tile Roofs](#)

31 [Mothballing Historic Buildings](#)

32 [Making Historic Properties Accessible](#)

33 [The Preservation and Repair of Historic Stained and Leaded Glass](#)

34 [Applied Decoration for Historic Interiors: Preserving Historic Composition Ornament](#)

35 [Understanding Old Buildings: The Process of Architectural Investigation](#)

36 [Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes](#)



37 [Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing](#)

38 [Removing Graffiti from Historic Masonry](#)

39 [Holding the Line: Controlling Unwanted Moisture in Historic Buildings](#)

40 [Preserving Historic Ceramic Tile Floors](#)

41 [The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront](#)

42 [The Maintenance, Repair and Replacement of Historic Cast Stone](#)

43 [The Preparation and Use of Historic Structure Reports](#)

44 [The Use of Awnings on Historic Buildings: Repair, Replacement and New Design](#)

45 [Preserving Historic Wooden Porches](#)

46 [The Preservation and Reuse of Historic Gas Stations](#)

47 [Maintaining the Exterior of Small and Medium Size Historic Buildings](#)