



CITY OF REDMOND
Community Development Department

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REDMOND HISTORIC LANDMARKS COMMISSION
City Hall 716 SW Evergreen Avenue Conference Room A
Friday January 9, 2015
9:00am – 10:30am

Agenda

MEETING OBJECTIVES	RHL MEMBERS	TIME	ITEM
	Trish Pinkerton, Chair	9:00 AM	CALL TO ORDER
PROPOSED AGENDA	Tonia Cain	9:05 AM	SWEARING IN OF NEW MEMBERS
	Judy Fessler	9:10 AM	INTRODUCTIONS
		9:15 AM	ENABLING CODE AND FY 14/15 WORKPLAN REVIEW
	Leaha Moon	9:20 AM	ELECTION OF CHAIR/VICE-CHAIR
			DISCUSSION / ACTION ITEMS
	Jane Schroeder	9:25 AM	1. May Preservation Month Planning
	Vacant Youth Ex Officio	10:05 AM	LIAISON COMMENTS
		10:10 AM	CITIZEN COMMENTS
		10:15 AM	STAFF COMMENTS
		10:30 AM	ADJOURN

*Please note that these documents are also available on the City's website www.ci.redmond.or.us ; click on City Government, hover on Commissions and Committees, click on Redmond Historic Landmarks Commission. You may also request a copy at City Hall from Heather Richards at 923-7756 or Jackie Abslag at 923-7763.

Anyone needing accommodation to participate in the meeting must notify ADA Coordinator, at least 48 hours in advance of the meeting at 541-923-7735, or through the Telecommunications Relay Service (TRS) which enables people who have difficulty hearing or speaking in the telephone to communicate to standard voice telephone users. If anyone needs Telecommunications Device for the Deaf (TDD) or Speech To Speech (STS) assistance, please use one of the following TRS numbers: 1-800-735-2900 (voice or text), 1-877-735-7525 (STS English) or 1-800-735-3896 (STS Spanish). The City of Redmond does not discriminate on the basis of disability status in the admission or access to, or treatment, or employment in, its programs or activities.

REDMOND CITY CODE: HISTORIC LANDMARKS COMMISSION

Historic Landmarks Commission

2.590 Purpose / Statement. The purpose of this commission is to preserve and promote Redmond's history and culture by.

2.591 Definitions.

1. "Architectural Significance" means that the structure and/or building or district:
 - A. Portrays the environment of a group of people in the era of history characterized by a distinctive architectural style;
 - B. Embodies those distinguishing characteristics of an architectural type;
 - C. Is the work of an architect or master builder whose individual work has influenced the development of the county; or
 - D. Contains elements of architectural design, detail, materials or craftsmanship which represent a significant innovation.
2. "Historic or Cultural Resource" means a historic or cultural site, building, structure, object, historic district, and their significant settings or any combination of these resources that are either listed or deemed eligible for listing on the National Register of Historic Places, or are within a historic district that is either listed or deemed eligible for listing on the National Register of Historic Places, and/or are designated by the Redmond City Council as part of the City's inventory of historic landmarks in the Redmond UGB, as described in the Comprehensive Plan.
3. "Historic Object" means a construction which is primarily artistic or commemorative in nature and not normally movable or part of a building or structure, e.g. statue, fountain, milestone, monument, sign, etc.
4. "Historical Significance" means that the structure and/or building or district:
 - A. Has character, interest or value as part of the development, heritage or cultural characteristics for the city, state or nation;

2.592 Responsibilities / Scope. The Redmond Historic Landmarks Commission in an advisory capacity to City Council, shall:

1. Identify, evaluate, and designate historic and cultural resources in the City of Redmond as landmarks.
2. Inform and educate the public on the historic and architectural significance of the designated landmarks.
3. Inform and educate the public on the value of preserving Redmond's historic and cultural resources.
4. Solicit grants and other resources to help promote, advocate and undertake preservation projects in the City of Redmond.
5. Protect and enhance the City's attraction to residents, tourists and visitors and serve as a support and stimulus to business and industry;
6. Strengthen the economy of the City.
7. Stabilize and improve property values.
8. Any other activities which are consistent with the above responsibilities.

2.593 Duties and Powers. The Redmond Historic Landmarks Commission shall advise the City Council by:

1. Receive request by any citizen, or may on its own motion make recommendations concerning identifying and preserving significant historic and cultural resources which the Commission determines to be of historical significance to the City, state or nation.
2. Develop or adopt a system, based on historic integrity and significance, for evaluating historic and cultural resources for potential designation as historic landmarks.
3. Notify all property owners of sites recommended for designation of such recommendation. The site will not be approved for a historic landmarks designation unless the property owners at the time of designation support the local designation of their property as a landmark.
4. Compile and maintain a current list (Redmond Historic Landmarks Inventory) of all historical and cultural resources within the City, the applicable tax lots and addresses, the date of landmark designation, and a brief description of the resource and reasons for inclusion.
5. Serve as a hearings body for matters concerning historical and cultural resources listed on the Redmond Historic Landmarks Inventory.
6. Periodically revise the Redmond Historic Landmarks Inventory by adding or deleting properties.
7. Undertake to inform the citizens of, and visitors to the City of Redmond, regarding the community's history and prehistory; promote research into its history and prehistory; collect and make available materials on the preservation of historic resources; provide information on state and federal preservation programs; document historic resources prior to their alteration, demolition, or relocation and archive that documentation; assist the owners of historic resources in securing funding for the preservation of their properties; and recommend public incentives and code amendments to the Redmond City Council.
8. Advise and make policy recommendations to the Redmond City Council and the Planning Commission on matters relating to historic preservation.
9. Perform such other duties relating to historical matters as the Redmond City Council may request.
10. Have authority to coordinate its activities with other city, county, state or federal agencies.
11. Have the authority to take steps as it finds necessary or appropriate to inform the public of its activities and purposes.
12. Adopt rules and regulations it finds necessary or appropriate to carry out these code provisions. Such rules and regulations shall be approved by the Redmond City Council.
13. Submit an annual report to the Redmond City Council.
14. Support the enforcement of all state laws relating to historic preservation.

2.594 Membership.

1. **Number of Members.** The commission shall consist of five members, appointed by the Mayor with the approval of the Council.
2. **Residency.** A majority of the members should reside within the Redmond Urban Growth Boundary.
3. **Representation.** The members of the Redmond Historic Landmarks Commission shall be comprised of members with interest, knowledge, or competence in historic preservation to carry out the purpose and duties of the commission. Members shall be drawn from professionals in architecture, history, architectural history, planning, prehistoric and historic archeology, folklore, cultural anthropology, curation, conservation, and landscape architecture or related disciplines to the extent such professionals are available.

4. **Appointments.** The Mayor, with the approval of the City Council, shall appoint all members.
5. **Terms.** All terms are for four years. All full terms shall begin on January 1, with four of the original Commission being appointed for a term of two years, and five members being appointed for a term of four years. Thereafter, all members shall be appointed for four year terms. Any vacancy on the Redmond Historic Landmarks Commission shall be filled by the appropriate governing body for the unexpired term.
6. **Removal.** A commission member may be removed by the appointing governing body for misconduct, nonperformance of duty, or three successive unexcused absences from regular meetings. The non-appointing body may, by motion, request that a member be removed by the appointing body. If the appropriate governing body finds misconduct, nonperformance of duties or three successive unexcused absences from regular meetings by the member, the member shall be removed. The Mayor can recommend, with Council approval, the removal of any commission member without cause.
7. **Ex-Officio Youth.** One ex-officio youth (18 years of age and under) shall be appointed by the Mayor, without regard to jurisdictional restrictions, to serve a one year term. The Ex-Officio Youth shall not be a voting member.

2.595 Officers.

1. **Chairperson / Vice-Chairperson.** At its first meeting of each year, the Redmond Historic Landmarks Commission shall elect from among its membership a chairperson and vice-chairperson. The Chairperson or vice-chairperson, acting as chairperson, shall have the right to make or correct motions and vote on all matters before the Commission. A majority of the Commission may replace its chairperson or vice-chairperson with another member at any time during the calendar year.
2. **Annual Report to City Council.** The Chairperson of the commission shall make an annual report to the Redmond City Council outlining accomplishments for the past year and work plan for the following year.
3. **Redmond Development Committee Member.** The Chairperson or designee may serve as a member of the Redmond Development Committee.

2.596 Meetings / Quorums.

1. **Meeting Schedule.** The Commission shall meet as required to accomplish their objectives.
2. **Meeting Conduct.** The Rules of Parliamentary Law and Practice as in Roberts Rules of Order Revised Edition shall govern each commission meeting.
3. **Open to the Public.** All meetings shall be open to the public.
4. **Quorum.** A majority of the members of the Commission shall constitute a quorum. Quorum will be based on the number of people officially appointed to the Commission at the time and should not include vacancies.

2.597 Expenses / Reimbursement. Commission members shall receive no compensation. Any expense incurred by a commission member must be pre-authorized by the City Manager or designee.

2.598 Special Provisions.

1. The Redmond Historic Landmarks Commission shall operate within the laws and guidelines of the federal government, the state government, Deschutes County and the City of Redmond.
2. The Mayor may appoint an ad-hoc committee to address issues that are not under the purview of the existing committee.

2.599 Staff Support. Staffing shall be determined by the City Manager or City Manager designee.

Redmond Historic Landmarks Commission (HLC) – Draft 2014/2015 Work Plan



GOAL: Preserve Redmond’s Architectural Heritage

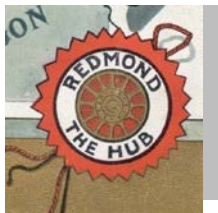
STRATEGY	Action	Priority	Time-frame	Responsibility
CREATE HISTORIC PRESERVATION PLAN	Evaluate the City’s current historic preservation program	High	12/31/14	Consultant, City of Redmond (COR), Historic Landmarks Commission (HLC)
	Determine what the goals the HLC wants to achieve in the next 5 years	High	12/31/14	Consultant, COR, HLC
	Create an action plan to achieve 5 year goals	High	12/31/14	Consultant, COR, HLC
EXPLORE VIABILITY OF NATIONAL REGISTER HISTORIC DISTRICTS	Survey a Downtown Historic District	Medium	6/30/15	Consultant, COR, HLC
	Rewrite Art Moderne Historic District	Medium	6/30/15	COR, HLC

GOAL: Increase Awareness and Appreciation of Redmond’s Historic Heritage

EDUCATE COMMUNITY ABOUT HISTORIC PRESERVATION	May Historic Preservation Month Planning	High	12/31/14	COR, HLC
CREATE PARTNERSHIPS	Reach Out to Redmond School District, Greater Redmond Historical Society, RCAPP, etc.	Medium	6/30/15	COR, HLC
CONDUCT AN AWARENESS CAMPAIGN	Tours, Newspaper Articles, etc.	Medium	6/30/15	COR, HLC

GOAL: Create a Strong Commission

TRAINING	Work with the Oregon State Historic Preservation Office on Training	High	12/31/14	COR, HLC
	Attend Historic Preservation Conferences/Training	Medium	6/30/15	COR, HLC



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