



Bureau of Planning and Sustainability
Innovation. Collaboration. Practical Solutions.

Portland Planning and Sustainability Commission

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Date: September 20, 2017
To: Planning and Sustainability Commission
From: Katherine Schultz, Chair
RE: Historic Resources Code Project Subcommittee

The purpose of this memorandum is to establish a subcommittee of the Planning and Sustainability Commission (PSC) for the purposes of the Historic Resources Code Project (HRCP). The authority for the creation of subcommittees is described in 33.710.040.C.2 of the Zoning Code, which states:

The Planning and Sustainability Commission may divide its membership into special subcommittees which are authorized to act on behalf of the Commission for an assigned purpose. Three members of the Commission constitute a quorum on such subcommittees. Subcommittee actions require the affirmative vote of at least three members.

In addition, the PSC bylaws state:

Such subcommittees are appointed by the Chair. The Chair specifies each subcommittee's charge, reporting schedule, and its date of termination. The Chair may also appoint a Subcommittee Chair.

Charge:

- To provide feedback to Bureau of Planning and Sustainability staff on the development of concepts and code options pertaining to the Historic Resources Code Project.
- To collaborate with members of the Portland Historic Landmarks Commission to ensure the project advances the goals and policies of the Comprehensive Plan.
- Note: The PSC's official recommendation to City Council will be made by the full Commission after holding public hearings, not by this Subcommittee.

Members: Jeff Bachrach, Katherine Schultz, and Teresa St. Martin

Subcommittee Chair: None

Reporting schedule: Report back to the PSC during Historic Resources Code Project briefings, work sessions, and hearings.

Duration: September 30, 2017 — July 30, 2018

Anticipated work schedule:

- Oct-Feb — Monthly subcommittee meetings with Historic Landmarks Commission members
- April — PSC briefing on Discussion Draft Historic Resources Code Project
- May-June — Monthly subcommittee meetings with Historic Landmarks Commission members
- July — PSC hearing on Proposed Draft Historic Resources Code Project



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