

## **South Portland Historic District Design Guidelines Community Advisory Group Meeting Minutes 8/16/2019**

**Meeting Location: Bureau of Planning and Sustainability Conference Room 7A, 1900 SW 4<sup>th</sup> Ave  
Portland, OR 97201**

**In attendance: CAG Members (Martin Houston, Valeria Tapia, Emily Kemper, Paul Falsetto, Abdul H. Amin, Stephen Leflar, Sandy Doss, Althea Wunderler-Selby, Annie Mahoney), Consultants (Rick Michaelson, Karen Karlsson, Erin Riddle, Julie Rea), City Staff (Brandon Spencer-Hartle, Mark Raggett, Hillary Adam, Kerrie Franey), Members of the Public**

6:00 PM – Welcome

6:05-6:20 PM – Personal Introductions by CAG Members, Consultants, and City Staff

6:20-6:30 PM - Ground Rules Discussion Led by Brandon Spencer-Hartle

Brandon provided an overview of ground rules regularly employed by Bureau of Planning and Sustainability. CAG members generally supported the ground rules offered by BPS Staff and agreed to bring forth any desired modifications at the next CAG meeting on September 26<sup>th</sup> or by email to BPS Staff. The ground rules will be posted at all CAG meetings.

6:30-6:40 PM – Logistics of Community Advisory Groups Including Charter, Conflict of Interest Disclosure, and Public Records Discussion Led by Brandon Spencer-Hartle

Brandon provided CAG members with an overview of a working CAG charter for reference throughout CAG process. Brandon also provided background on conflict of interest disclosure and public records requests. CAG members agreed to return conflict of interest forms at the next CAG meeting on September 26<sup>th</sup>. CAG member Stephen Leflar requested that City Staff and Consultants be included in email correspondence to provide clear communication across all invested parties.

6:40-6:55 PM – City of Portland Urban Design Framework Discussion Led by Mark Raggett

Mark provided an overview of the citywide framework for urban design, including general background on approaches to development review in different areas of the city. Mark briefly addressed the potential for future infrastructure projects in the South Portland Historic District vicinity, including the potential expansion of light rail along SW Barbur and reconfiguration of the Ross Island Bridge approach ramps. Several CAG members inquired about these potential projects and opportunities for CAG members to engage with them.

6:55-7:15 PM – History of South Portland Presentation Led by Kerrie Franey

Kerrie provided a visual history of the South Portland vicinity, describing the neighborhood's social, ethnic, and cultural importance as a predominantly immigrant neighborhood. A discussion followed about the recurring impact that infrastructure changes have had on the neighborhood.

7:15-7:25 PM – South Portland Historic District Framework led by Brandon Spencer-Hartle

Brandon provided an overview of the various historic resource designations given to the area over time, including Conservation District and Historic District. Brandon provided background on the mechanics of the Historic District designation, including discussion of contributing and non-contributing resources. A brief overview about the purpose of the Historic District Design Guidelines generated CAG discussion regarding the scope of the project. Brandon highlighted the limited project budget and authorization—developing updated design guidelines for the designated South Portland Historic District—but acknowledged CAG interest in broader issues.

7:25-7:35 PM – Logistics of Community Advisory Group including Timeline, Goals, and Deliverables led by Brandon Spencer-Hartle

A brief discussion concluding the meeting addressed the objectives for the group, including the timeline of meeting approximately once a month for five or six sessions total. The CAG is charged with providing guidance to Staff and Consultants in an advisory capacity, with no official votes taken. CAG members were reminded that the following meeting on September 26<sup>th</sup> would be a walking tour of the South Portland Historic District (weather permitting), and that a Doodle Poll regarding future meetings would be distributed in the near future.