



HISTORIC REVIEW BOARD

Minutes of September 15, 2015

Members present: Chair Adam Petersen, Vice Chair Jon McLoughlin, James Manning, and Christine Lewis

Members absent: Jim Mattis, Chris Sherland, and Samantha Higbee

Others: Darren Wyss, Associate Planner  
Megan Thornton, Assistant City Attorney  
KELP Enterprise, Applicant and Property Owner

**BUSINESS MEETING**

**CALL TO ORDER**

Chair Petersen called the meeting to order at 7:10 p.m. in the Council Chambers of City Hall, 22500 Salamo Road, West Linn, Oregon.

**Public Hearing – DR-15-08**

The Board approved the minutes for June 9. The motion passed 4-0. There were not enough votes – due to abstaining vote -- to approve the minutes for June 15. The board approved the minutes for June 21. The motion passed 4-0.

Chair Petersen read the protocol for the public hearing and then opened the hearing for DR-15-08. Ms. Thornton read the legal matters statement, including the burden of proof, criteria and appeal rights. No conflicts of interest or ex parte contact was reported by HRB members and no one in the audience challenged. Mr. Petersen called for the staff report.

Mr. Wyss presented the staff report and outlined the proposal before the HRB. Mr. Wyss provided a staff recommendation for 1724 4<sup>th</sup> Street, which had three items for consideration. Mr. Wyss says the alterations are appropriate. Staff recommends approval of the application if four additional conditions are met.

The property owner provided the applicant's presentation. She explained the intentions of installing the garage door and described what it looks like (dimensions, geographic placement). Chair Peterson said that a structural component will need to be proposed in the future. She also explained the windows, turret, shingles, roofing, carport walls. Chair Peterson said plans need to be developed more fully.

Chair Petersen said that there was no other public testimony. Vice Chair McLoughlin asked for more information, including more detailed dimensions, lighting, and materials. Chair Petersen asked for clarification on the 120-day clock. Mr. Wyss answered that the 120 deadline is October 6. Ms. Thornton added that it is possible to extend the 120 day clock if the applicant

agrees to extend. Vice Chair McLoughlin and Chair Petersen both asked for more detailed plans before going ahead with approval. The applicant gave permission to extend the 120 days by an additional 60 days so that there is now a 180 day clock. Chair Petersen asked for a site plan (existing conditions and proposed conditions), dimensions for all lot lines and primary dimensions of existing structures, floor plans for additions (make three versions for the garage: current, the proposed two-story, and the one-story plan), material list, picture of lighting, sketch of door for garage, and detailed elevations for the proposed building additions. James Manning asked Darren if he could provide the applicant a packet of past projects. Ms. Thornton said that Mr. Wyss can go through the City's files and provide some examples.

Chair Petersen made a motion to continue the hearing to October 20<sup>th</sup> at 7 PM. He requested that additional materials be provided a week prior to the meeting. Mr. Manning seconded the motion. The motion passed 4-0.

Chair Petersen closed the public hearing.

#### **BUSINESS FROM THE HISTORIC REVIEW BOARD**

There was no business to discuss, so the HRB moved on to the report from staff.

#### **REPORT FROM STAFF**

Mr. Wyss discussed the historic rehabilitation grant funds the city received from the State Historic Preservation Office. He plans on getting out a postcard to the eligible historic properties asking for applications. Depending on proposals attained, there might be another chance to repeat the process in the spring. Mr. Wyss will have more information on the grant funds by the next meeting.

#### **ADJOURNMENT**

There being no other business, Chair Petersen adjourned the meeting at 8:15 p.m.

  
\_\_\_\_\_  
Jon McLoughlin

  
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Date