



HISTORIC REVIEW BOARD

Minutes of March 15, 2016

Members present: Chair Adam Petersen, Peter Graves, James Manning, Christine Lewis, and Jim Mattis
Members absent: Samantha Higbee
Others: Darren Wyss, Associate Planner

BUSINESS MEETING

CALL TO ORDER

Chair Petersen called the meeting to order at 7:05 p.m. in the Bolton Room of City Hall, 22500 Salamo Road, West Linn, Oregon.

APPROVAL OF MINUTES

No minutes were considered.

NEW MEMBER RECRUITMENT

Chair Petersen introduced new Board member Peter Graves then facilitated a discussion regarding the election of a Chair and Vice-Chair of the HRB. Mr. Mattis made a motion to nominate Mr. Manning for Chair and Ms. Lewis as the Vice-Chair. Mr. Petersen seconded the motion. The motion was approved 4 to 0.

Mr. Manning asked for an update on the new member recruitment. Mr. Wyss provided feedback on discussions with the priority list developed at the January 2016 meeting. Mr. Wyss also updated the Board that he would remain the staff liaison.

BUSINESS FROM THE HISTORIC REVIEW BOARD

Mr. Mattis informed the Board about upcoming decisions surrounding the Willamette Falls Locks and suggested inviting an expert to a future meeting to discuss.

Mr. Petersen discussed providing outreach to the Historic District homeowners about regulations that are in place. The Board directed staff to begin planning for outreach in the next two months.

REPORT FROM STAFF

Mr. Wyss discussed the budget still available for Board member training and opportunities in the near future.

Mr. Wyss re-introduced Mr. Graves and a discussion ensued regarding historic boundaries and out of district historic homes. The Board discussed the scope of street improvements, how

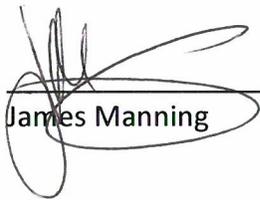
budget decisions are made with the Historic District streetscapes and how much influence the Board could have in prioritizing projects. The Board requested a discussion with Public Works staff to better understand the process.

The Board discussed how to ensure historic properties are disclosed during a property transaction. Mr. Wyss was tasked to follow-up with the County to inquire about deed/title restrictions/notes.

The Board asked about annual spring legal training and the financial disclosure forms that need to be submitted. Mr. Wyss was tasked to follow-up.

ADJOURNMENT

There being no other business, Chair Manning adjourned the meeting at 7:45 p.m.


James Manning


Date