

**CITY OF WEST LINN  
HISTORIC RESOURCES ADVISORY BOARD MINUTES**

**Wednesday, November 12, 2008**

Members Present: Charles Awalt, Sandy Carter, Gail Holmes, Tom Neff, David Banash

Members Absent: None

Staff Present: Tom Soppe, Associate Planner; Bryan Brown, Planning Director

Guests Present: Ruth Offer; Ian Johnson, SHPO

Agenda Topics: Willamette Falls Nomination Update, CLG Work Plan Revision Update, Goal 5 Inventory Outreach, Discussion of Willamette Code Revisions and Building Permits.

**1. CALL TO ORDER**

Ms. Holmes called the meeting to order at 7:04 PM.

**2.a. WILLAMETTE FALLS NOMINATION UPDATE**

Mr. Soppe described what happened at the SACHP hearing for the National Register nomination and SACHP's reasons for returning the nomination to the City to be resubmitted. He described what he and Mr. Johnson had been working on since then in response to SACHP's desires for changes to the nomination. Mr. Johnson discussed the boundary now favored by himself and by SACHP and discussed the ages of the houses in relation to what should be considered the period of significance (which he thought should remain the same). He discussed the new draft boundary and other changes necessary for resubmitting the nomination. Mr. Soppe and Mr. Johnson described their recently completed survey of the district and surrounding areas that will be used to justify the selected boundary. Mr. Soppe handed out a map showing the new boundary and a map showing the designations of buildings inside and nearby the district. Three mistakes were pointed out on the map that showed areas inside and outside the district, and Mr. Soppe agreed to have City GIS revise this.

Mr. Johnson explained further why Willamette Falls Drive should not be included in the district and why some of the areas on the south end of the originally proposed district should not be included either. There was discussion regarding certain individual buildings on Willamette Falls Drive and why they weren't considered contributing by National Register standards despite their authentic material replacement or other historic aspects of the structures. Mr. Johnson described the process and basic submission requirements of a Multiple Property Submission to the National Register and discussed how the City could do such submissions in the future to ensure that some of the Willamette Falls Drive structures, other nearby structures, and other structures throughout the City could be placed on the National Register even if they could not be part of the proposed Willamette Falls National Historic District.

The board, staff, and Mr. Johnson all discussed what needed to be done and by whom in order to properly revise the nomination, and what the chances were that this could all be done by certain deadlines in order to have the next SACHP hearing in February rather than sometime later. Mr. Johnson discussed how the narrative needed to be revised also but that this could not be worked on until HRAB decided on a set boundary. Mr. Johnson also discussed the importance of discussing West Linn's history as multiple towns that were eventually all incorporated together, and how the narrative as written to date had not discussed this.

All HRAB members and Ms. Offer gave their personal take on the boundary issue. Some expressed concern about this being the last chance to include any of the commercial area in the district and/or expressed concern over being able to go forward with a boundary that Mr. Johnson could support at the SACHP hearing. There was discussion between members and Mr. Johnson regarding the historic character or lack thereof on Willamette Falls Drive and whether this would change in the near future. Ms. Carter made a motion to accept Mr. Johnson's recommendations on the boundary. Mr. Banash seconded this motion. This motion passed 4-0 with one abstention.

## **2.b. CLG WORK PLAN REVISION UPDATE**

Mr. Soppe recounted the kickoff meeting with HRAB and the consultants where the consultants had volunteered to explore whether the workplan should be revised to do more intensive survey work on Holly-Grove, instead of doing code writing for Holly-Grove during this grant cycle. Mr. Soppe explained that the consultants no longer thought that a revision to the work plan might be needed because the consultants had researched the Historic Context Statement for Willamette and Holly-Grove and realized that this contained enough survey material on Holly-Grove to allow the consultants to move forward with writing code now.

## **2.c GOAL 5 INVENTORY OUTREACH**

Mr. Soppe handed out revised versions of his draft letters to property owners that will be affected by the eventual adoption of the Goal 5 Historic Resources Inventory and the simultaneous addition of currently unprotected properties on the inventory to Chapter 26. Members agreed to respond to Mr. Soppe with revision suggestions so he could potentially present a "final draft" at the next HRAB meeting. Ms. Offer agreed to meet with Mr. Soppe during work hours to assist with the drafts.

## **2.d. DISCUSSION OF WILLAMETTE CODE REVISIONS AND BUILDING PERMITS**

Ms. Holmes discussed how CDC code sections regulating the Willamette district should reflect what is required to be a contributing property on the National Register. There was discussion about how the CDC could be revised to make sure every address in the Willamette Historic District would have to go through CCHRB for remodels, not just period properties. There was discussion of how to better enforce the code including staff training. Mr. Brown discussed how historic code updates are on the 2009 work plan for the department. Ms. Carter suggested having a planner from Lake Oswego who has dealt

with their historic code changes for First Addition as a guest speaker at HRAB sometime in the near future.

### **3. MISCELLANEOUS ITEMS**

Mr. Brown discussed the upcoming Citizen Advisory Group update requested by City Council. Mr. Soppe handed out the materials from the City Manager related to this. Mr. Brown discussed how members should get their ideas for goals and their descriptions of accomplishments to Ms. Holmes so she could work with Mr. Soppe to create a presentation on behalf of HRAB.

### **4. ADJOURNMENT**

Ms. Holmes adjourned the meeting at 9:10.

**ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF  
NOVEMBER 12, 2008**

<b>Agenda Item</b>	<b>Title</b>	<b>Doc Date</b>	<b>Document Description</b>	<b>Document Number</b>
2a	Letter from Roger Roper	October 16, 2008	Letter from Deputy State Historic Preservation Officer regarding SACHP decision	081112HRAB01
2a	Memorandum	October 16, 2008	Memo from Ian Johnson of SHPO regarding changes needed for nomination to pass SACHP	081112HRAB02
2a	Willamette Falls Historic District- District Map	November 2008	Map of district with new draft boundary as recommended by Mr. Johnson	081112HRAB03
2a	Willamette Falls Historic District- District Map	November 2008	Map of district with new draft boundary as recommended by Mr. Johnson, including surrounding properties and their designations	081112HRAB04
2a	National Register of Historic Places Continuation Sheet Section Number 10	November 2008	Updated boundary description and justification section for nomination from Mr. Johnson	081112HRAB05
2a	Historic Building Report/Counts	November 12, 2008	Statistics on number of buildings, their ages, materials, and designations in Willamette Falls Historic District	081112HRAB06
2c	Draft letters for Goal 5/ Ch. 26 outreach	November 2008	See title	081112HRAB07
3	Materials from City Manager on Citizen Advisory	November 12, 2008	See title	081112HRAB08

	Group update to City Council			
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MINUTES APPROVED:

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**Gail Holmes, Chair**

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**Date**