

# **WEST LINN MEETING NOTICE**

## ***HISTORIC RESOURCES ADVISORY BOARD***

**December 1, 2009  
7:00 PM**

**Willamette Room, 1<sup>st</sup> Floor City Hall  
22500 Salamo Road**

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- 1. CALL TO ORDER**
- 2. BUSINESS ITEMS**
  - a) **MINUTES OF 11-3-09**
  - b) **MEETING WITH JULILE KOLER OF ANDREWS HISTORY GROUP Staff: Tom Soppe**
  - c) **WILLAMETTE HISTORIC DISTRICT CODE UPDATE Staff: Tom Soppe**
  - d) **STAFF UPDATE Staff: Tom Soppe**
  - e) **UPDATE ON RESOLUTIONS TO COUNCIL Staff: Tom Soppe**
- 3. MISCELLANEOUS ITEMS OF INTEREST**
- 4. ADJOURNMENT**

For special assistance under the Americans with Disabilities Act, please call City Hall 48 hours prior to the meeting date, 503-657-0331 or TDD 503-657-7845.



# Oregon

Theodore R. Kulongoski, Governor

## Parks and Recreation Department

State Historic Preservation Office

725 Summer St NE, Ste C

Salem, OR 97301-1266

(503) 986-0671

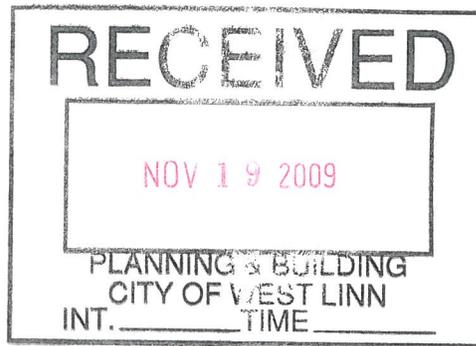
Fax (503) 986-0793

[www.oregonheritage.org](http://www.oregonheritage.org)



November 18, 2009

Tom Soppe  
West Linn  
22500 Salamo Rd.  
West Linn, OR 97068



Dear Tom:

I thought I would follow up the end of the 2008 grant cycle and the progress reports of the 2009 grant cycle with some information about the CLG program.

First, thank you all for your efforts, reports and your input when I have requested it. I actually do use it.

For the next grant cycle I am going to set up some requested tools. I plan to have a sample application and check-off list. I also plan to have sample reports and a check-off list for that. We will be revamping the grant manual so that it is more clear and straightforward but still in line with what the National Park Service requires.

We are working on making the report forms fillable so that you won't have to deal with the formatting issues. This is a bit of a challenge because we are dealing with forms generated by the database, which aren't as easy to work with as forms in Word or other software.

We have a few sample products and RFPs, but nothing is ideal so it may take us a bit longer to gather those. Please let me know if there are other tools that would be helpful for you in dealing with the grants.

Next year, we plan to have three training sessions around the state. These will be the day before our regional Oregon Heritage Conferences. These trainings will consist of a half-day for local preservation staff and volunteers followed by a half-day hands-on workshop (likely on window repair) open to the public. They will be in Oregon City on April 8, Jacksonville on April 21, and La Grande on April 28. I will send out more information as details firm up. The emphasis of these will be on commissioner education, design review and such. Please send me topic ideas and I will be happy to try to incorporate them.

The National Park Service is really taking a look at the products that are funded by NPS dollars, so we all need to be a little more vigilant about making sure projects meet the appropriate standards. We know that you want the best possible products and that you



want to receive your funding. Some of the products (surveys, contexts, design guidelines) that came in for the 2008 grants were not as good as they could have been. We'll take the blame for some of that because we didn't provide enough assistance to you through the grant cycle. In order to avoid this problem in the current and future grant cycles, we will be available to help you in the following ways:

- Review your RFP's before you send them out to make sure you're asking for the right product or services.
- Give you references to others who have recently used the contractors you're considering.
- Review rehabilitation and preservation project work plans prior to the start of work (this is actually a requirement of your grant).
- Provide samples of good products
- Meet with you and contractors (and even property owners, if appropriate) to make sure we're all on the same page.
- We can take the blame for all of the rules and regulations
- Review drafts of public education materials—technically, everything but newsletters should be sent to us for review anyway.

Here are a few easy tips.

- Get the work done and in to us early so revisions can be made.
- Make the contractor deadlines well in advance of your grant deadline so they can make the revisions you request.
- Put in the contract that the product must be approved before the contract is complete and payment can be made.

Thanks again for all of your efforts. We know that you all have a ton of work and we want to make this grant program as easy as possible. You are one of the key components to local preservation and we appreciate that you are doing this work. We will do our best to respond to any of your requests within a couple of days.

Sincerely,



Kuri Gill  
Historic Cemeteries and CLG Programs Coordinator  
(503) 986-0685  
Kuri.Gill@state.or.us



CITY OF

# West Linn

## Memorandum

To: West Linn City Council  
From: West Linn Historic Resources Advisory Board  
Date: November 9, 2009  
Re: Mitigation for demolished properties

The Historic Resources Advisory Board (HRAB) strongly recommends that City of West Linn establish a policy requiring the City to pursue mitigation whenever a building is demolished that is 50 years old or older and has significant characteristics contributing to the continuity of the surrounding neighborhood. Mitigation, in the context of the demolition of a an older property, refers to a property owner or developer a) paying money to the City to fund the preservation of older properties or b) providing other resources to the City to help with the preservation of such properties and their neighborhoods. The latter can include architectural contribution by the developer, i.e. mitigating for the demolition of the existing house by building the replacement house in the style and scale of the existing neighborhood. The socioeconomic impact of removing smaller affordable homes from the city may also be considered.

The advantages to such a policy are twofold. Property owners and developers would be discouraged from demolishing older buildings if they know it will cost them mitigation, in one or another form. And in the instances where they still do demolish older properties, the City may receive mitigation money or other resources that can be put towards the preservation of other properties and neighborhoods. This is a reason to have a strong and consistent policy requiring mitigation. This potential source of revenue is especially important now that state funding of the Certified Local Government grant program (which has provided the bulk of City historic preservation money in the last few years) is beginning to wane. Discouraging the demolition and waste of existing usable resources also helps the City's sustainability efforts.

The demolition of any government-owned buildings 50 years old or older already requires the owner to pursue a consultation process with the State Historic Preservation Office (SHPO). This consultation process usually results in SHPO requiring either preservation or mitigation of the property(ies) in question. This is due to the provisions of Oregon Revised Statute (ORS) 358. Despite that it is state law, SHPO does not have

the power to ensure that public entities comply with the requirement to pursue the consultation process in the first place. Therefore it falls on the City as the entity that can force public entities to pursue the consultation process with SHPO, because the City has the power to approve or deny demolition permits. The City should make it policy to not allow a demolition permit for such a building unless this consultation and its resulting mitigation and/or preservation have been fulfilled. In addition, we recommend the City institute its own policy requiring mitigation upon the demolition of privately owned historic buildings (in this case anything over 50 years old) as well; this would further discourage the demolition of historic buildings and further provide needed funds for historic preservation in the City.

CC memo- HRAB to CC re mitigation



CITY OF

# West Linn

## Memorandum

To: West Linn City Council  
From: West Linn Historic Resources Advisory Board  
Date: November 9, 2009  
Re: Two resolutions regarding archaeological sites

The Historic Resources Advisory Board (HRAB) passed 2 resolutions communicating advice to the City Council at HRAB's November 3, 2009 meeting. These resolutions are as follows:

- The HRAB requests that the City work with the West Linn-Wilsonville School District and Clackamas County to immediately protect the 1-acre Fields Donation Land Claim archaeological site, which is historically significant and which has been compromised by recent bridge construction.
- The HRAB advises the City to design a mechanism to identify and protect archaeological sites.

## Soppe, Tom

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**From:** Kuri Gill [kuri.gill@state.or.us]  
**Sent:** Monday, November 23, 2009 9:28 AM  
**To:** Soppe, Tom  
**Subject:** RE: CLG Project

Hi Tom,

We will assume that if it is selective it will take more time and those you will get fewer buildings for the amount budgeted.

I suggest you frame the change this way so that we have a measurable product at the end. A selective RLS of 300-550 buildings built more than 45 years ago in the following areas in order of priority. Then list the areas.

That should be enough. Ian would be very pleased to meet with you and the consultant you hire to be sure the plan is clear and SHPOs expectations are understood, since not many selective RLS's go through the CLG program.

Sound doable?

Thanks, Kuri

Kuri Gill  
Historic Cemeteries Program & CLG Coordinator  
725 Summer St. NE, Suite C  
Salem, OR 97301-1266  
(503) 986-0685  
(503) 986-0793 (fax)  
kuri.gill@state.or.us

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>>> "Soppe, Tom" <tsoppe@westlinnoregon.gov> 11/23/2009 8:06 AM >>>  
That sounds fine, is that the only change we need to make this change?

-----Original Message-----

**From:** Kuri Gill [mailto:kuri.gill@state.or.us]  
**Sent:** Monday, November 23, 2009 7:09 AM  
**To:** Ian Johnson; Soppe, Tom  
**Subject:** RE: CLG Project

Hi Tom and Ian,

The agreement calls for an RSL for about 550 buildings, it did specify Sunset and Bolton. Since it will selectively include those and more we can just note in the record. If you are definite on that, let me know and I will update the database and file and send you and send you an email that the change was approved.

Take care, Kuri

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>>> Ian Johnson 11/20/2009 2:04 PM >>>  
Tom,

Yes, it will be harder to gerrymander the boundaries for a larger area and it will likely be more trouble than just doing a selective RLS. I will ask Kuri if we need to amend your grant. If you do decide to do the selective RLS you and I should sit down with the consultant to determine the survey area and what will be surveyed.

Ian

\*\*\*\*\*

Ian P. Johnson, Historian  
Oregon SHPO  
National Register and Survey Program  
725 Summer Street NE, Suite C  
Salem, Oregon 97301  
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>>> "Soppe, Tom" <[tsoppe@westlinnoregon.gov](mailto:tsoppe@westlinnoregon.gov)> 11/20/2009 12:46 PM >>>  
I would think that is what we want, since it is a haphazard collection of newer and older. They did the non-selective RLS with Buck Street only by gerrymandering the newer stuff out of the boundary which wasn't too hard in a smaller linear area. These other areas are larger and that might be harder?

Do we have to do an official amendment to the grant work to change to something selective?

Tom

-----Original Message-----

From: Ian Johnson [<mailto:ian.johnson@state.or.us>]  
Sent: Friday, November 20, 2009 10:54 AM  
To: Soppe, Tom  
Subject: CLG Project

Tom,

Just checking in on your CLG grant. I was looking over the City's proposed work and I noticed that the City is surveying Sunset and Bolton. If I recall from our previous conversations, you said that this area was likely not a historic district. I am curious if a selective RLS (only recording old buildings) may be more appropriate for these areas. Such an approach would allow a larger area to be surveyed in the same amount of time while still locating the city's historic resources.

Let me know what you think.

Ian

\*\*\*\*\*

Ian P. Johnson, Historian

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<mailto:Email.Heritage-Programs@state.or.us> )

## Soppe, Tom

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**From:** Soppe, Tom  
**Sent:** Monday, November 23, 2009 8:07 AM  
**To:** 'gemilee@msn.com'  
**Subject:** FW: CLG Project

-----Original Message-----

From: Soppe, Tom  
Sent: Monday, November 23, 2009 8:07 AM  
To: 'Kuri Gill'  
Subject: RE: CLG Project

That sounds fine, is that the only change we need to make this change?

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