



HISTORIC RESOURCES ADVISORY BOARD  
**EMERGENCY MEETING**  
Minutes of January 14, 2010

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Members present: Vice Chair Sandy Carter and Midge Pierce

Members absent: Chair Gail Holmes and Tom Neff

Guests: Charles Awalt and Ruth Offer

Staff present: Tom Soppe, Associate Planner

1. CALL TO ORDER

Vice Chair Carter called the Historic Resources Advisory Board emergency meeting to order at 4:25 p.m. in the Willamette Room of City Hall, 22500 Salamo Road, West Linn, Oregon. Awalt's term of service on the HRAB had expired so he attended as a guest.

2. BUSINESS ITEMS

- a. Preparation of testimony regarding CDC Chapter 25 (Willamette Historic District) changes to be considered at the January 20, 2010 Planning Commission hearing.

The Board met in emergency session to plan their testimony to the Planning Commission. The staff had at one time drafted a full rewrite of Chapter 25. The HRAB had examined that draft and found it did not reflect what they wanted to see. They had been particularly concerned that it did not reflect Secretary of the Interior Standards for Historic Preservation. The HRAB prepared to submit changes at the Planning Commission hearing and ask the Planning Commission to incorporate them into the code.

The group agreed to explain in their introductory remarks that their overarching concern was to have standards that conformed to Secretary of Interior Standards for Historic Preservation. The group decided to submit a copy of Secretary of Interior Standards for Historic Preservation with their written testimony. Awalt asked that the minutes of the emergency meeting reflect that the extra effort was a waste of HRAB and Willamette Neighborhood Association (WNA) volunteer time in that it was due to the fact that the Planning Department had chosen not to incorporate the changes those bodies had sent them into the Planning Commission hearing package.

CDC 25.070 talked about Approval Criteria for Remodels, New Homes and Accessory Structure Construction. The group observed the proposed amendments only addressed window design requirements for windows of Accessory Dwelling Units (ADUs) in Section 25.070(N), Accessory Dwelling Units. The changes they wanted to see in Section 25.070(H) Windows were missing.

They decided to recommend revisions to the windows section and support the other changes requested by the Willamette Neighborhood Association (WNA) at the upcoming hearing.

Ruth Offer joined the meeting at this point. The members discussed with her that they would testify they supported the changes the WNA recommended. They anticipated that because the new preservation planner would be dedicated to the rewrite process the full Chapter 25 rewrite could be done in 2010. But meanwhile there were some urgent changes to make that both the HRAB and the WNA supported.

The group then fashioned their recommendation for code related to windows, related to the importance of keeping wood windows in particular.

Carter agreed to draft the introductory remarks and the HRAB group agreed to work on the windows code together by circulating drafts to each other for comments.

#### 4. ADJOURNMENT

There being no other business, Vice Chair Carter adjourned the meeting at 5:33 p.m.

#### ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF January 14, 2010

Agenda Item	Title	Doc Date	Doc Description	Doc Number
None				