



CITY OF  
**West Linn**

HISTORIC REVIEW BOARD

Minutes of August 16, 2011

Members present: Chair Jon McLoughlin, Vice Chair Jim Mattis, Sandy Carter, James Manning, Brian Pearce, Chris Sherland, and Thane Eddington

Members absent: None

Council Liaison: Jody Carson

Staff present: Sara Javoronok, Associate Planner, Zach Pelz, Associate Planner, Jeff Randall, Streets Department Supervisor

Guests: None

**Work Session:**

The work session was called to order at 6:47 p.m. Staff briefly outlined the proposed project. Staff also stated that RFPs were sent for the CLG projects. The meeting was adjourned at 6:55.

**Regular Meeting:**

1. Call to Order

Chair Jon McLoughlin called the Historic Review Board (HRB) meeting to order at 7:00 p.m. in the Council Chambers of City Hall, 22500 Salamo Road, West Linn, Oregon.

2. Approval of Minutes

**a) Minutes May 17, 2011 – Work session**

Manning **moved** to accept the Minutes of May 17, 2011 work session. Mattis **seconded** the motion and it passed by unanimous vote.

**b) Minutes June 21, 2011**

Manning **moved** to accept the Minutes of June 21, 2011. Carter **seconded** the motion and it passed by unanimous vote. Sherland and Pearce abstained.

**c) Minutes June 21, 2011 – Work session**

Manning **moved** to accept the Minutes of the June 21, 2011 work session. Eddington **seconded** the motion and it passed by unanimous vote. Sherland and Pearce abstained.

3. Public Comments (None)

4. Business Meeting

d) DR-11-11, Design review of bus shelter in the public right-of-way near 1683 Willamette Falls Drive.

Chair McLoughlin opened the hearing and outlined the applicable criteria. He asked Board members to declare any conflict of interest, bias or ex parte contact (including site visits). Mr. Eddington and Mr. Sherland had visited the site. Chair McLoughlin had driven by the site. When invited by the chair no one present challenged the authority of the HRB or any individual HRB member to hear the matter.

*Staff Report*

Associate Planner Sara Javoronok presented the staff report (see her written report dated August 16, 2011). The City of West Linn Public Works Department was the applicant and proposed to construct a bus shelter in the right-of-way adjacent to 1683 Willamette Falls Drive near the meteorite replica and the Willamette United Methodist Church. It would take up approximately 35 square feet of the right-of-way. The staff recommended approval subject to conditions that specified which plans and elevations were to be followed and that etched or tempered glass was appropriate.

*Applicant*

Zach Pelz and Jeff Randall presented on behalf of the City's Public Works Department. Mr. Pelz explained that the size and location of the proposed shelter were designed in consideration of the exhibited transit ridership at this site as well as physical constraints, such as narrow sidewalks, existing landscaping and a replica of the Willamette Meteorite. Mr. Pelz further explained that the design of the shelter was in keeping with the recommendations made by the City's Transportation Advisory Board during a similar effort to install transit shelters along Highway 43 in 2010.

*Deliberations*

Mr. Eddington asked the applicant whether the proposal left enough room for the bus to deploy a wheelchair ramp. Mr. Pelz responded that bus operators currently deploy wheelchair ramps on the four-foot wide sidewalk adjacent the stop and the footprint of the proposed shelter would be completely outside of the sidewalk (in the adjacent hedge) and therefore, no impact to the current wheelchair ramp deployment would take place. The City's CDC requires a minimum unobstructed width of four-feet along public sidewalks and the shelter was designed with this in mind. Mr. Pelz also stated that the bus stop is currently served by ADA-accessible curb ramps and crosswalks.

Chair McLoughlin closed the public hearing. Chair McLoughlin and Mr. Eddington recommended that the applicant add additional details to show that it was in an historic

district. Mr. Pearce asked if the shelter had been ordered and if it was a custom design. Mr. Pelz responded that it had been ordered and that it was a custom design.

Chair McLoughlin and the other Board members discussed potential elements that could be added so the shelter would better fit into the historic district. These included cedar shingles, knee braces, and a filigree at the edge. Vice Chair Mattis asked staff how these could be incorporated into the project. Vice Chair Mattis explained that while he understood the importance of a one-size fits all approach, it was inconsistent with the objectives of the Willamette District.

Ms. Javoronok stated that the HRB could modify the conditions of approval to require any or all of these elements, or the HRB could continue the project and ask the applicant to come back to the HRB with a proposal that incorporated some or all of these elements.

Vice Chair Mattis **moved** to continue DR-11-11 and recommended that the applicant incorporate the HRB's suggestions. Mr. Manning **seconded** the motion and it **passed** 7:0.

5. Business from the Historic Review Board (None)
4. Report from Staff

There being no other business, Chair McLoughlin adjourned the meeting at 7:00 p.m.

  
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Jon McLoughlin, Chair

  
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Date