



CITY OF
West Linn

HISTORIC REVIEW BOARD

Minutes of March 19, 2013

<u>Members present:</u>	Chair Jon McLoughlin, Vice Chair Jim Mattis, Thane Eddington, Adam Petersen, and Robert Rothwell
<u>Members absent:</u>	James Manning and Chris Sherland
<u>Guest:</u>	Doug Volkes, Sunset Neighborhood Association
<u>Staff present:</u>	Sara Javoronok, Associate Planner/Staff Liaison; and Megan Thornton, Assistant City Attorney

CALL TO ORDER

Chair McLoughlin called the meeting to order at 7:04 p.m. in the Council Chambers of City Hall.

MINUTES

The Minutes of January 15, 2013 and February 19, 2013 (with one correction) were approved by unanimous vote.

PUBLIC COMMENT

Mr. Volkes advocated adopting a broad city policy related to neighborhood signs. The Board clarified the purpose of the sign program they were working on was to identify the historic neighborhood. They suggested he talk with the City Manager about a broader policy.

BUSINESS MEETING

Legal Review

Ms. Thornton briefed the Board members on attorney-client privilege and the Political Advocacy statute. She talked about the laws regarding public meetings and public records. She discussed the differences between and rules related to legislative and quasi-judicial proceedings. She talked about how HRB members could ensure there was enough information for findings that justified their decision. She invited them to ask her for advice whenever they had a question about ethics-related rules. The HRB recessed for a few minutes to allow individual Board members to meet with and ask questions of Ms. Thornton. Then Chair McLoughlin reconvened the meeting and talked about procedure and his role as chair in directing meeting flow. He encouraged them all to make site visits.

Sign Toppers

Ms. Javoronok distributed photographs with examples of signs. Some signs were “toppers” placed on the regular street sign and some incorporated the district identify, graphics and street name on the same sign. The Board wanted to be able compare the costs of each type. They talked about making them blue color and putting dates and house graphics on them.

They identified nine intersections and an alley where the signs would be placed. They talked about also having two entrance signs and some directional signs to direct traffic from I-205.

Ms. Javoronok reported she was waiting for SHPO to clarify the exact National Register name for the district. The Board indicated cost would be a factor in their choice of type of sign. She agreed to see if Public Works could make the signs and find out how much they would cost. Mr. Eddington offered to provide house graphics. Ms. Javoronok was to present options to the Board at its next meeting and then vet the proposal at a neighborhood association meeting.

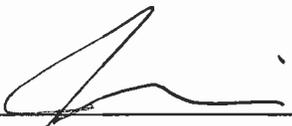
BUSINESS FROM THE HISTORIC REVIEW BOARD / REPORT FROM STAFF

Ms. Javoronok reported the Planning Commission had examined the proposed historic code at a work session and was scheduled to look at it again on April 17. She clarified there had not yet been a response from the Mayor to the HRB's letter. She confirmed that Ms. Thornton was researching recording properties at county level.

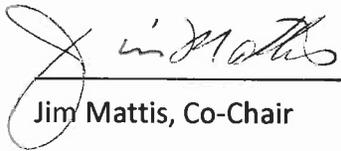
ADJOURNMENT

There being no other business, Chair McLoughlin adjourned the meeting at 8:22 p.m.

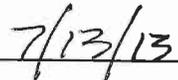
APPROVED:



Jon McLoughlin, Co-Chair



Jim Mattis, Co-Chair



Date