



CITY OF West Linn

HISTORIC REVIEW BOARD

Minutes of April 16, 2013

Members present:

~~Vice Chair~~ ^{Co-} Jim Mattis, Thane Eddington, James Manning,
Adam Petersen, Robert Rothwell and Chris Sherland

Members absent:

^{Co-} Chair Jon McLoughlin

Staff present:

Sara Javoronok, Associate Planner/Staff Liaison

CALL TO ORDER

^{Co-} Vice Chair Mattis called the meeting to order at 7:00 p.m. in the Bolton Room of City Hall.

BUSINESS MEETING

Community Development Code Update

Chris Kerr was not able to be present to present and would send a memorandum instead.

Sign Toppers

Mr. Eddington offered three sign designs to consider. Ms. Javoronok planned to check to see if Public Works or the County sign shop could make them for around \$10 each. If it could not make the arched sign she would seek an estimate from a contractor. The board members favored a brown and black sign that spelled out, "Willamette Historic District." Mr. Eddington was going to tweak the design and test moving the bungalow graphic to make room for it. The group could not think of some other icon to use that would relate to the District.

^{Co-} Vice Chair Mattis observed consensus that Ms. Javoronok or Mr. Eddington (if Ms. Javoronok was not able to be there) would present all three options at the Willamette Neighborhood Association meeting on May 8 and let the Association know the HRB favored the black and brown color scheme. They thought it would fit the character of the neighborhood and recalled it was often used for parks signs and signs that identified community resources. Before the neighborhood meeting Ms. Javoronok was to check that ODOT would allow the colors and fonts. She planned to discuss the cost, the shape, the timeline and how many colors there could be with Public Works and find out if the cost would come out of the Public Works budget. She would report to HRB members via email prior to the neighborhood meeting. HRB members were to send her their comments via email. The Board estimated there would be 24 signs. The hoped the signs could be installed by August.

Historic Resources Rehabilitation Grant Application and Guidelines

Ms. Javoronok distributed the draft Historic Resources Rehabilitation Grant Guidelines and application form. She advised the grant program was in the proposed budget, but the budget still had to be approved.

The Board had some suggestions about making it clearer how being visible from the public right-of-way effected priority; making it clearer that the request could not exceed 50% or \$2,000; and including treatments under Secretary of the Interior Standards, if that section was even necessary. The HRB talked about giving applicants more time in summertime to accomplish their projects and offering them half the grant up front. Two months was suggested. Ms. Javoronok clarified the projects had to be done by July 2014 and the grants were reimbursement grants. The Board agreed it should be a competitive application process again this year. Ms. Javoronok would try to publicize the grant program in early July. Grantees would have about two months after the SHPO submission deadline of August 31 to plan their projects. The HRB decided to review the projects at its November meeting.

Preservation Award Discussion

Ms. Javoronok recalled last year's process was to present the award to a person and a project. She invited each member to think about people and projects for this year and email suggestions that the HRB would discuss at the next meeting.

BUSINESS FROM THE HISTORIC REVIEW BOARD

Ms. Javoronok confirmed she could refer an HRB member who had a question about an historic property outside the city limits to a county staff member who had similar responsibilities.

REPORT FROM STAFF

Ms. Javoronok advised that the Historic Code Amendments were scheduled for public hearing at the Planning Commission the following evening and again on May 1, 2013. She was talking with the Public Works director about bus shelters and about revising the provisions to comply with ADA requirements for sidewalks by providing a turnaround once per block. On April 22 the City Council was going to proclaim May as National Preservation Month.

ADJOURNMENT

There being no other business, ^{Co-}Vice Chair Mattis adjourned the meeting at 8:07 p.m.

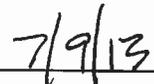
APPROVED:



Jon McLoughlin, Co-Chair



Jim Mattis, Co-Chair



Date 7/9/13