



## HISTORIC REVIEW BOARD

Minutes of October 19, 2010

Members present: Charles Awalt, Sandy Carter, Jim Mattis, Jon McLoughlin, Brian Pearce and Chris Sherland

Members absent: None

Staff present: Sara Javoronok, Associate Planner

Guest: Gail Holmes

### 1. Welcome and Introductions

Sara Javoronok, Associate Planner, called the meeting to order at 7:10 p.m. in the Bolton Room of the City Hall, 22500 Salamo Road, West Linn, Oregon. The new HRB members each introduced themselves. One HRB position had not yet been filled. Awalt, Sherland and Carter had served on the Historic Resources Advisory Board (HRAB). Awalt and McLoughlin had served on the Clackamas County Historic Review Board and McLoughlin currently served on the Oregon City Historic Review Board. McLoughlin and Pearce each had a degree in architecture. Mattis served on the City Council and as Chair of the Planning Commission.

### 2. Historic Review Board Powers and Duties

Javoronok provided a binder containing reference materials to each HRB member. She pointed out that the HRB's powers and duties were specified in the West Linn Municipal Code; the procedures it was to follow were called out in Community Development Code (CDC) Chapter 99; and locally designated districts and properties and the code that controlled them were in CDC Chapters 25 and 26. She advised that the code and the Willamette Historic District nomination documents were also available on the City website. The group viewed the National Trust's slide presentation that discussed the basics of preservation. During the discussion Javoronok agreed to find out how the National Trust integrated sustainability into their guidelines and programs. She confirmed the HRB could discuss archeological sites. When asked, she reported that the City Attorney had advised that HRB members did not have to submit financial disclosure documents.

### 3. West Linn and Preservation

Javoronok related that the City was a Certified Local Government (CLG). A CLG had to meet certain requirements, including having a review body to enforce state and local preservation-related ordinances. A CLG was eligible for matching grants. The Historic Resources Advisory Board (HRAB) had used CLG grants for its projects. The two most recent projects were a survey of the Bolton and Sunset neighborhoods and design guidelines. It was almost time to apply for

another CLG grant, so the members were to think about what kind of projects they wanted to accomplish next. The Bolton and Sunset survey described over 500 properties that had been built before 1964. That information was to be added to the State Historic Preservation Office (SHPO) database. Carter suggested the survey should be publicized and officially presented to the City Council.

A number of inventory projects had been conducted in past years by the county and the City. Javoronok discussed the different styles of architecture that could be found in the City. West Linn currently had the Willamette Historic District (with about 80 properties) and 29 Landmarks (which had been formally designated in 1990). The code that applied to them was found in CDC Chapters 25 and 26. The District featured commercial, as well as residential properties. One of the commercial buildings was essentially a (circa 2005) replica of the historic structure that had once been there. Javoronok advised it was not considered an historic property, but a contributing property. The HRB had some review authority over property in the Willamette Falls Drive commercial overlay district, but the Planning Commission was the authority that determined if an application met other, non-preservation-related, code requirements. When asked, Javoronok explained that she was not sure the Willamette Falls Drive commercial overlay district would meet the criteria for a national register district. Properties grouped in a Multiple Property Submission should be connected by a common theme.

#### 4. Tentative Agendas for Upcoming Meetings

The Board generally agreed to schedule HRB meetings on the third Tuesday of each month. The next meeting was on November 16<sup>th</sup>. At that meeting they would elect officers and adopt policies and procedures. The City Attorney would talk about the quasi-judicial process. Javoronok anticipated the Board would hold its first hearing of an application in December. She suggested the HRB hold a work session before each regular meeting. If there was nothing to formally review they could cancel the regular meeting.

#### 5. Business Meeting

##### 1. Preserve America Application & Designation

Javoronok had discussed this program in her October 8, 2010 staff memorandum. The group generally agreed to apply to be a Preserve America community. Oregon City was already a Preserve America city. The designation entitled a city to a highway sign and made it eligible for grants. \*Gail Holmes joined the meeting at 8:40 p.m.

The meeting adjourned at approximately 8:45 p.m.

ATTACHMENTS TO THE PUBLIC RECORD FOR THE MEETING OF  
October 19, 2010

Agenda Item	Title	Doc Date	Doc Description	Doc Number
2.			Binder	
5.	Preserve America Program & Application	October 8, 2010	Staff memorandum	

APPROVED:

\_\_\_\_\_  
Jon McLoughlin, Chair

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Date