



CITY OF
West Linn

HISTORIC REVIEW BOARD

Minutes of July 19, 2011

Members present: Chair Jon McLoughlin, Vice Chair Jim Mattis,
Sandy Carter, James Manning and Chris Sherland
Members absent: Thane Eddington, James Manning, Brian Pearce
Council Liaison: Jody Carson
Staff present: Sara Javoronok, Associate Planner

1. Call to Order

Chair Jon McLoughlin called the meeting to order at 6:28 p.m. in the Bolton Room of City Hall, 22500 Salamo Road, West Linn, Oregon.

2. Approval of Minutes

The Board approved the Minutes of May 3, 2011 in a 4:0:1 vote. Sherland abstained. It approved the Minutes of May 17, 2011 by unanimous agreement of those members present. It approved the Minutes of the June 7, 2011 Work Session 4:0:1. Chair McLoughlin abstained. It corrected and approved the Minutes of June 7, 2011 4:0:1. Chair McLoughlin abstained. The Minutes of the May 17, 2011 Work Session were to be distributed and voted on at the next meeting.

3. Public Comments (None)

4. Business Meeting

a) HRB Policies and Procedures – Proposed change to work session and meeting time

Javoronok reported the proposed change reflected the Board's consensus at its June 7 meeting to start regular meetings at ~~6:30~~ p.m. and only schedule a work session if one were necessary.

Mattis **moved** to approve the proposed change. Sherland **seconded** the motion and it **passed** 4:0.

b) 2011-12 CLG Grant

Javoronok recommended redirecting the \$1,000 that had been allocated for design assistance to property owners to the Reconnaissance Level Survey (RLS) in the Willamette District. Design assistance had been intended to help pay for an initial consultation with an architect about what to do with a property, but the amount would likely not be enough to carry the project very far. A few people had expressed interest, but no one had applied for design assistance.

Sherland recalled the RLS was one of the core goals of the HRAB. He suggested the HRB focus on it as well. The others agreed. Chair McLoughlin wanted to identify more potential individual landmark properties. Javoronok suggested using the data from a 2008 RLS as a start in compiling a list to use to create a multiple property National Register nomination in the future. A couple of Board members observed that nice, un-surveyed, potential landmark properties were at risk of being lost as Willamette's popularity increased. Javoronok reported a couple of demolition applications had been submitted so far this year. The Board wanted to know how accessible the surveys were. Javoronok advised that the Planning website linked the public to the National Register form for the Willamette Historic District; the Bolton and Sunset surveys; and the context statement for the Willamette Historic District and for Holly Grove. The Oregon Historic Sites database had information about any property in the state that was on the National Register. The surveys that the HRAB consultant had completed were on both the City and state websites. SHPO had placed the local industrial advisory plan on its website as an example, but it was not on the City website. The staff's internal GIS mapping system contained all the historic resources and all the surveys. It identified contributing and noncontributing properties. It was not available in a public version because its layering could be confusing. But the staff would refer to it when people came in to ask about their properties. She related Planning was about to get new permitting software that would flag proposed changes to historic properties for her. Meanwhile she used color coding to flag a file and her workstation had been moved closer to the front building counter. Javoronok observed a consensus to redirect the design assistance funding amount to the RSL project. The Board anticipated there were a few more potential candidate landmark properties to identify than were shown on the map. Carter suggested using a student intern to identify them. Javoronok reported that Lake Oswego had used CLG grant money to hire interns to identify potential landmarks and conduct Intensive Level Surveys. The survey would be the basis for a National Register nomination.

Javoronok distributed her memorandum regarding the process of amending Chapters 25 and 26. It proposed a work plan and schedule and a survey of all local historic property owners, real estate sales persons and builders. The project would be funded by CLG grant funds. The staff and consultant would fashion the draft code amendments. A technical advisory committee with broad representation would examine them and the survey results and provide feedback. The draft would be vetted in a public forum. Then the HRB would review it and forward it to the Planning Commission. Javoronok reported she had sent copies of the proposed process to SHPO. She wanted to try to have the draft amendments through the HRB review next summer.

During the questioning period, a couple of Board members differed as to whether to call the "technical committee" a "task force" instead. Javoronok suggested it consist of six members representing the HRB, the Planning Commission, and other stakeholder groups. Chair McLoughlin was concerned about the length of the proposed process. Javoronok explained that would ensure there was adequate time to have community consensus by the time of the public hearing. Chair McLoughlin observed a consensus to agree to the proposed process. He indicated he agreed with incorporating Secretary of Interior Standards. Javoronok clarified they would serve as general guidelines for all projects. There would be specific standards for

contributing properties; noncontributing properties; and new construction. Javoronok advised that the code related to landmarks should be updated to include a process for delisting. Carter suggested highlighting a proud historic home owner in a press release regarding the landmark program.

Javoronok observed the current HRB work plan was to conduct reviews as they came up and work on the code revision. She suggested compiling a five-year work plan. The group then discussed ideas for the longer term work plan. The list included doing some Intensive Level Surveys and working on a multiple property listing. Javoronok advised the HRB to only work toward designating a property if the owner asked for that. She cautioned that she had never heard anyone in the Holly Grove area say they wanted it to become a historic district. Councilor Carson interpreted that to indicate a need for more outreach. Javoronok recalled the HRAB consultant had concluded a group of houses around the mill would make a nice little National Register district. Those houses could be the subject of an Intensive Level Survey. Councilor Carson and Chair McLoughlin indicated they liked that idea. The Board also favored the suggestion to survey Mid-Century properties in the future. Carter suggested asking the Architectural Heritage Center to speak to the Board. She also wanted to clear up whether it was the HRB or the Parks Board that approved historic interpretive signage. There were creeks with family names with no signs on them. Others suggested the Fields Bridge well and the horse trough needed to be signed. Javoronok advised the HRB not to ask for authority to approve signage on un-historically-designated properties. The group planned to continue the discussion at its next meeting on August 16.

The group then discussed the Blue Heron property on the West Linn side of the river that was for sale. Carson related that a mill had once been there. The group wondered if there could be remnants of it on the property. It was too thick with blackberries to be certain.

4. Report from Staff

There being no other business, Chair McLoughlin adjourned the meeting at 7:34 p.m.

APPROVED:



Jon McLoughlin, Chair

10/18/11

Date