



HISTORIC REVIEW BOARD
Draft Minutes of April 21, 2020 Work Session
Via Webex

Members present: Danny Schreiber, David Taylor, John Steel, Tom Watton, Scott Erwin, Tim Young, and Richard Nowacki
City Council Liaison: Jules Walters, West Linn City Council
Staff: Darren Wyss, Associate Planner

1. CALL TO ORDER

The HRB work session was conducted virtually via WebEx video conference. Advisory Board Members attended remotely. Vice Chair Schreiber called the meeting to order at 6:00 p.m.

2. OVERVIEW OF HRB GENERAL RESPONSIBILITIES

Planner Wyss reviewed the responsibilities of the HRB.

3. ELECTION OF CHAIR AND VICE CHAIR

Members agreed to keep Danny Schreiber as Vice Chair until the Board can meet in person to select a new chair.

4. HISTORIC REVIEW CODE UPDATE CDC CHAPTER 25 AND 58 - DISCUSSION

Planner Wyss summarized the Historic Development Code update project. Last year, in a joint work session with the HRB and the City Council, staff was directed to work with the HRB to review Chapters 25 and 58 of the Community Development Code and develop recommendations to update the Code.

Wyss proposed to review sections of the Code in three work sessions. Once initial recommendations are developed, Wyss proposed a joint work session with the Planning Commission in the summer to discuss the proposed Code changes.

The Planning Commission will initiate the legislative process to amend the CDC. The City Council will make the final determination and adopt the Code amendments.

Planner Wyss discussed the different Historic Design Review applications in the Willamette Historic District and Willamette Falls Drive Commercial Design District (WFDCDD). He noted that past Code changes have resulted in confusing direction for some decision-making in these districts. He did not recommend any changes for Class I or Class II Historic Design Review applications in the Willamette Historic District.

Currently, in the Willamette Falls Drive Commercial Design District, Class I Design Review is decided by the staff after the HRB makes a recommendation at a public hearing. This process can be burdensome to staff and applicants. Wyss recommends eliminating the public hearing and making the decision process the same as the Class I Historic Design Review.

For Class II Design Review in the Willamette Falls Drive Commercial Design District, decisions are made by

the Planning Commission in a public hearing after an HRB recommendation made at a public hearing. Wyss notes that the confusion on the hierarchy between Chapter 58 and Chapter 55 Design Review is burdensome to staff and applicants. Board Member Schreiber and Young wanted to keep this decision process as it is for Willamette Falls Drive Commercial Design District Class I and II Design Review. Board Members agreed.

Board Members did not want to change the decision process for Class I and Class II Historic Design Review for commercial property in the Willamette Historic and WFDCDD. Board Member Erwin wanted clarification about the fee for Class II Historic Design Review. Wyss agreed that the fee structure is confusing.

Planner Wyss recommended simple Code cleanup items, including removing the reference to minor alterations in Chapter 99.060 because it no longer exists in the Code. Board Members agreed.

Planner Wyss recommended clarifying the CDC to specify that Chapter 58 supersedes Chapter 55 in the case of conflicting requirements. Board Members agreed.

Planner Wyss asked if language should be added to direct applicants to Chapter 55 for Class I and Class II design review in the historic district.

Planner Wyss recommended that no notice be required for repainting in the Commercial Design District. Board Members Young and Schreiber agreed. Board Members did not think painting projects from an approved paint palette needed to be a public hearing process. Board Members wanted to allow staff to approve painting projects based on an approved paint palette. Wyss will bring back proposed paint palette language for the Board to consider. Board Member Young was concerned about the fee for applicants proposing to repaint.

Planner Wyss recommended removing the fee schedule from Chapter 58 since the City Council adopts an annual fee schedule as part of the budget process.

Design standards. Wyss asked for clarification if the Code should require to build on a zero lot line. Young prefers the zero lot line in the commercial corridor; however, both he and Board Member Schreiber wanted to protect the setbacks for bungalows. The Board discussed the issue and previous decisions. Wyss will review other sections of Code and prior decisions and will bring the item back to the HRB for more discussion.

The HRB asked staff to provide more information to help in decision-making:

1. Western False Front facade variations (see CDC Chapter 58, page 5). The current Code allows variations.
2. Language to allow alternative siding (CDC Chapter 58, page 5). Board Member Young suggested that fiber cement that looks like real wood could be permitted as an exception. Board Members did not want to allow brick unless reviewed by the HRB.
3. Awnings: material, width, posts, height (CDC Chapter 58, page 5-6). Young did not want posts with awnings. Board Members wanted to allow metal as an awning material as long it was designed to achieve a period look.
4. Planters (CDC Chapter 58, page 8). Members wanted to allow planters.
5. Paint colors (CDC Chapter 58, page 8)

Board Members did not want to change the language related to windows in the commercial district.

Board Members did not want to remove the language related to banners.

Planner Wyss suggested changing the language related to design standards from variance to design exception, which would be a Class II process.

The HRB also asked for the definitions pertinent to historic review and information in CDC Chapter 55 on Class I and II Design Review.

5. ITEMS OF INTEREST FROM BOARD MEMBERS

David Taylor asked about the HRB goal to pursue registering the former West Linn City Hall on the National Historic Register. Wyss stated that the goals the HRB developed in 2019 were submitted to the City Council in December 2019. The City plans to hire a consultant to spearhead the Historic City Hall NHR nomination process; however, the consultant selection process has stalled during the COVID shut-down. Staff has targeted fall 2020 to submit a nomination to the National Register.

6. ITEMS OF INTEREST FROM STAFF

None

7. ADJOURN

The meeting was adjourned at 8:52 p.m.