



**Historic Review Board  
Meeting Notes of July 20, 2021**

<u>Members present:</u>	Danny Schreiber, David Taylor, Rich Nowacki, Scott Erwin, and John Steele
<u>Members absent:</u>	Tom Watton and Tim Young
<u>Council Liaison absent:</u>	Todd Jones
<u>Staff present:</u>	John Floyd, Associate Planner and Lynn Schroder, Administrative Assistant

---

**1. Call To Order and Roll Call**

Chair Schreiber called the meeting to order at 6:00 pm. Associate Planner John Floyd called the roll.

**2. Public Comment Related To Land Use Items Not On The Agenda**

None

**3. Approval for draft meeting notes for [06/15/21](#)**

Member Nowacki made an addition to the minutes. Nowacki moved to approve the meeting notes for 6/15/21 as amended. Steele seconded. **Ayes: Schreiber, Taylor, Nowacki, Erwin, and John Steele. Nays: None. The motion passed 5-0.**

**4. Work Session: Historic Review Code Update**

The HRB last discussed changes to CDC Chapters 02 and 58 in November 2020 and May 2021. Staff drafted changes in response to feedback provided by the HRB in May and June 2021.

[Discussion of Chapter 02](#) Member Nowacki supported the draft definition of the Western false front. Erwin recommended adding decking to the definition of exterior. Schreiber wanted to define "to scale". Schreiber wanted to add some regulations for demolition by neglect. Taylor asked to include a date range in the artistic style definition.

[Discussion of Chapter 25](#) Members agreed to add half-round gutters. Members felt gutters were not as crucial as other architectural features. Members agreed to changes that would prioritize repair of materials over replacement and require replacement of finish materials consistent with the original construction. Members preferred to leave more expansive language for changes to ingress/egress. Members agreed to language clarifying why additions need to be differentiated from old and new consistent with the Secretary of Interiors Standards for Historic Preservation. Members discussed scale and massing requirements for additions and height limits for accessory structures. Floyd will research existing standards for scale and massing for members to consider.

[Discussion of Chapter 58](#) Members supported requiring wood siding by default, with all other materials requiring a design exception. Members supported revising the design exception

approval criteria to include allowances for deviation from standards or the use of non-period materials. Members supported allowing restoration or alteration of existing, out-of-period structures such as the old gas station and Youth Music Project. Schreiber discussed protecting the existing bungalows in the district that are not regulated in the Historic Code. Floyd will draft code for consideration. Schreiber also wanted to code to address the streetscape design and historic design elements.

**5. Items Of Interest From The Board**

Schreiber stated his concern with the Willamette Falls Drive Concept Plan street design near old City Hall. As proposed, the street design would create an island around the historic structures. He noted that the proposed design would put major roads in front and behind the historic structures in that part of town. He stated that it changes the look and feel of the area. He also noted that there should be archeological evaluations for any road construction in the area.

**6. Items Of Interest From Staff**

Floyd provided information on historic preservation practices workshops that members may be interested in attending.

Floyd updated the Board on the national register application for Historic City Hall and a proposed food cart development at the old gas station in Willamette. Schreiber wanted to discuss if food carts and temporary vehicle parking should be allowed in the historic district.

**7. Adjourn**

Chair Schreiber adjourned the meeting at approximately 8:30 pm.