



**Historic Review Board
Meeting Notes of October 19, 2021**

<u>Members present:</u>	David Taylor, Tom Watton, Scott Erwin, Chris Owens, and Scott Erwin
<u>Members absent:</u>	Danny Schreiber, John Steele, 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

John Floyd called the meeting to order at 6:00 pm and called the roll. Floyd introduced newly appointed member Chris Owens. Owens thanked everyone for welcoming him and provided his background.

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

None.

3. Approval for draft meeting notes for [07/20/2021](#)

Member Watton moved to approve the July 20, 2021 meeting notes. Member Erwin seconded. **Ayes: Taylor, Erwin, Watton, and Owens. Nays: None. The motion passed 4-0.**

4. Work Session: [Historic Review Code Update](#)

John Floyd gave a brief recap on the Historic Review Code update. The HRB previously discussed code revisions for Chapters 02 (Definitions), 25 (Overlay Zones – Historic District), and 58 (Willamette Falls Drive Commercial Design District).

Floyd reviewed proposed changes to definitions. Erwin asked how the code could improve historic code enforcement. Floyd stated that he would follow up on enforcement alternatives.

The Board reviewed Chapter 25 proposed changes. Erwin wanted applicants to provide current photographs of the structure that would be affected and adjacent structures to provide context. The Board reviewed the criteria for material substitutions. Member Watton to manage applicants' expectations for exceptions to the historic code requirements. Floyd stated that the purpose statement in Chapter 25 could be updated to provide more guidance to applicants on expectations. Erwin said the preamble script before a hearing could also be updated to address applicant expectations.

The HRB discussed Chapter 58. Staff recommended that ordinary maintenance or repair that replaces in kind and does not alter the architectural details or style of the structure be exempt from review. This exemption would allow owners to undertake ordinary repairs without getting a permit. Members supported an exemption for general maintenance. Floyd requested feedback on the 3-foot awning requirement. Member Watton suggested that the HRB do a site visit to Main Street to evaluate the

streetscape. Floyd suggested that staff from Public Works could join the HRB on the field trip. Floyd will research public meeting laws to determine how to schedule a site visit for the HRB.

Floyd asked the HRB to consider proposed language that would allow alteration of existing, out-of-period structures whose architecture does not easily convert to the western false front style but may still be viable and capable of supporting other goals of the design district. Examples include the old gas station and the Youth Music Project.

HRB members wanted to review the proposed changes when all members could be present at the next meeting.

5. Items Of Interest From The Board

Member Taylor asked for an update on the Historic City Hall National Register Nomination. Floyd did not have current information but will follow up with an email to members.

6. Items Of Interest From Staff

Floyd noted that the event shelter and temporary event tent proposal at the McLean House have stalled. The project will likely come to the HRB for consideration sometime in the spring.

Floyd noted that the West Linn City Council directed staff to work with the Committee for Citizen Involvement to appoint a working group to provide recommendations on three code amendment package initiatives the City will undertake in 2022. The working group will forward their recommendations to the Planning Commission for the legislative process. Floyd asked if any HRB members wanted to participate in the working group. Tom Watton volunteered.

7. Adjourn

Staff Liaison Floyd adjourned the meeting at approximately 7:20 pm.