



**Historic Review Board
Meeting Notes of December 21, 2021**

<u>Members present:</u>	Danny Schreiber, Scott Erwin, John Steele and David Taylor,
<u>Members absent:</u>	Tom Watton and Chris Owens
<u>Council Liaison absent:</u>	Todd Jones John Steele
<u>Public Present:</u>	Shannen Knight
<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 6:04 pm.

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

Shannen Knight commented about the Historic Code updates. She supported the proposed amendments to Chapters 27 and 58. She wanted the CDC to address protections for historic bungalows in the district but do not meet the date range for protection. She also asked that the Code require retail businesses on the street level rather than commercial businesses to enhance walkability. She thought that a standard paint color palette would help businesses adhere to historic requirements without going through an approval process. She asked for flexibility for development around the bungalows so that new developments fit into the existing neighborhood.

3. Approval of Draft Meeting Notes of 11/16/2021

Chair Schreiber requested two edits. Member Erwin moved to approve the November 16, 2021 meeting notes, as amended. Member Steele seconded. **Ayes: Taylor, Erwin, Steele, and Schreiber. Nays: None. The motion passed 4-0.**

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

Associate Planner Floyd outlined the four items that are left for discussion. He noted that the City Attorney recommended specific language for CDC 25.130 (Demolition by Neglect) to address concerns. Floyd also talked to other jurisdictions about the demolition-by-neglect issue. The City of Salem addresses the issue by code enforcement and building inspections.

Erwin supported the changes to demolition by neglect language.

Floyd recommended changes to exemptions from Historic Design Review in CDC 25.040(A). These changes are intended to remove a vagueness in the Code, resulting in wholesale window replacement without review. Additionally, he recommended changes to approval criteria for new windows in CDC 25.060(A)(1), (13), and (15) to remove ambiguity in how new and replacement windows are to be treated and to increase consistency with the Secretary of the Interiors Standards for Historic Preservation.

Last, Floyd asked for continuing discussion of building awning standards in CDC 58.090(C)(11) following the HRB's recent Willamette Falls Drive Commercial Design District tour. He asked how deep the minimum awning should be. Erwin preferred 5-foot minimum awnings than the current 3-foot awnings. Erwin asked if there should be a minimum distance from the door. Floyd noted that the Western False Front architecture typically has awnings that extend across the frontage. Floyd suggested that the Code could have a percentage of the frontage covered by awnings. Erwin suggested that the language could require awnings that provide "adequate pedestrian coverage for entryways and walkways". Floyd noted that the Code requires a visual building break every 25 to 50 feet. He suggested paralleling the awning frontage to other standards in the Code. Members agreed to require awnings for at least 80% of the frontage of a building.

Members agreed to schedule a hearing on the amendments in February after a final review in January.

5. Work Session: [End of Year Report to Council](#)

Floyd presented a draft Annual Report. Members Watton and Owens were not present at the meeting but sent comments.

Members discussed attendance, membership turnover, and the virtual meeting format that made it harder to meet work goals.

Members requested direction from the Council to explore the preservation of the remaining "bungalows" within the Willamette Falls Drive Commercial Design District, and develop options for their protection within the Community Development Code.

Members wanted a process where the HRB can ensure the goals of CDC 25 (Historic District) and 58 (Willamette Falls Drive Commercial Design District) are met during city-initiated streetscape improvements to increase aesthetic consistency and create a coherent streetscape.

Schreiber suggested prioritizing the appointment of property owners and occupants within the Willamette Historic District to the HRB and enforcement and education of CDC requirements within the community.

6. Items Of Interest From Board

Chair Schreiber requested that staff review the requirements of HB 2001 to determine if there are any conflicts with Chapters 27 and 58.

He noted that the Oregon Historical Society is offering free memberships for those who become members of local historic societies.

7. Items of Interest from Staff

Associate Planner Floyd provided an update of upcoming historic land use projects.

8. Adjourn

Chair Schreiber adjourned the meeting at approximately 8:12 pm.