



**HISTORIC REVIEW BOARD
Meeting Notes of January 18, 2022**

Members present: Danny Schreiber, Chris Owens, Scott Erwin, Tom Watton, James Manning, and David Taylor.
Members absent: John Steele.
Council Liaison absent: Todd Jones
Staff present: John Floyd, Associate Planner, Betty Avila, Associate Planner, and Lynn Schroder, Administrative Assistant

1. Call to Order and Roll Call

Chair Schreiber called the meeting to order at 6:02 pm.

2. Public Comment Related to Land Use Items not on the Agenda

None.

3. Election of Officers for 2022

Associate Planner John Floyd introduced new member James Manning. Member Erwin nominated Danny Schreiber to continue as Chair. Schreiber nominated Scott Erwin continue as Vice Chair. **Ayes: Schreiber, Taylor, Owens, Manning, Erwin, and Watton. Nays: None. The motion passed 6-0.**

4. Approval of Draft Meeting Notes of 12/21/2021

Chair Schreiber moved to approve the December 21, 2021 meeting notes. Member Taylor seconded. **Ayes: Schreiber, Taylor, Owens, Manning, Erwin, and Watton. Nays: None. The motion passed 6-0.**

5. Work Session: [CLG Grant](#)

Associate Planner Alivia provided an update in the Historic Willamette District CLG Grants. She discussed components of welcome packets. Members supported providing a mailed introduction letter. He felt that people would not open any emails sent to them. Members Manning like the Jefferson Park Welcome Packet example that directed people to a website for information. He proposed a three-tiered approach starting with a direct mail information packet, postcard, and water bill insert. Member Erwin liked a magnet postcard with a photo. He suggested that photo contest to generate interest in a postcard. Schreiber did not think the grant would support a photo contest. Schreiber supported an information packet with an introduction letter. Watton stated that the purpose of outreach is to educate homeowners on restrictions in the historic district. He felt a postcard would be the easiest, most effective communication mode.

Schreiber noted that the City of Boise Historic District letter is concise. He thought that the Maplewood example beyond the scope of project. He also appreciated the design of some on the websites. Members Owens appreciated the extensive FAQ from Waterloo with direct links to answers. Members supported a webpage that provides an overview of restrictions rather than too much information.

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

Association Planner Floyd asked about and final concerns and issues with the proposed updates to Chapter

25 and 58 of the CDC. He suggested that the HRB and Planning Commission have joint work session to review the proposed amendments before moving forward into the legislative process. Schreiber stated that this amendment packet is a clean-up and refinement of the Code. The HRB would address the outstanding issues with the Historic Code after these cleanup issues are approved.

Member Manning requested clarification on building height for ADUs and accessory structures and whether Hardiplank siding is allowed. He did not support 80% awning coverage requirement of the front façade. Chair Schreiber stated that the awning coverage requirement matches the window coverage requirement. Member Taylor commented that the awning requirement provides adequate pedestrian coverage. Member Watton and Erwin concurred. Manning stated his concern about the design exception for non-conforming structures. Floyd responded that the exemption allow existing non-conforming designs to continue to exist.

Member Manning moved to bring the code amendment package to the Planning Commission for a work session review. Chair Schreiber seconded. **Ayes: Schreiber, Taylor, Owens, Manning, Erwin, and Watton. Nays: None. The motion passed 6-0.**

Associate Planner Floyd asked if all HRB members wanted to attend the 2/16/22 PC work session. Schreiber, Watton, Taylor and Manning stated their interest in attending the meeting to represent the HRB.

7. Items of Interest from Board

Chair Schreiber invited HRB to the next West Linn Historic Society meeting.

Schreiber asked for an update on the effects HB2001 on the historic code requirements. Floyd stated that he did not see any concerns. Manning asked how the HB2001 land division procedures would affect the historic district properties. Floyd said he would follow-up on the concern.

8. Items of Interest from Staff

Associate Planner Floyd reminded members about the upcoming CAG training and quasi-judicial hearings.

9. Adjourn

Chair Schreiber adjourned the meeting at approximately 8:17 pm.