



**HISTORIC REVIEW BOARD  
Draft Meeting Notes of April 19, 2022**

Members present: Danny Schreiber, Scott Erwin, Tom Watton, David Taylor, John Steele, Chris Owens, and James Manning  
Public Present: Tim Tofte and Jessica Iselin  
Staff present: John Floyd, Associate Planner, Lynn Schroder, Administrative Assistant, Bill Monahan, City Attorney

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

Chair Schreiber called the meeting to order at 6:07 pm.

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

None.

**3. Continued Public Hearing from March 15, 2022: [West Linn Saloon Class II Design Review \(DR-22-01\) and Sign Permit \(SGN-22-04\)](#)**

Chair Schreiber announced the continued hearing for DR-22-01/SGN-22-04, a Class II Historic Design Review and Sign Permit at 1731 Willamette Falls Drive. Schreiber explained the hearing procedures provided in CDC Chapter 99.170 and opened the public hearing.

City Attorney Monahan addressed legal standards and appeal rights. The substantive criteria that apply to the proposal are in Chapters 19, 25, 52, 58, and 99 of the Community Development Code (CDC).

City Attorney Monahan addressed Historic Review Board conflicts of interest, ex parte contacts, site visits, and challenges. Member Manning declared a site visit to view the existing building materials. No other Member declared a conflict of interest, bias, or ex parte contact.

City Attorney Monahan asked if there were any challenges to the Historic Review Board's jurisdiction, ex parte contact, or impartiality in hearing the matter. No public member challenged or objected to the Members' ex parte contact, jurisdiction, or impartiality on the application.

Associate Planner John Floyd presented a memorandum prepared by the project architect that contained measures to ensure the building was properly stabilized during construction. Floyd noted that the West Linn Building Official had concurred with the recommendations. Floyd proposed four additional conditions of approval to protect the building during construction for the Historic Review Board's consideration.

Floyd showed two wood siding material samples of varying widths submitted by the applicant. Jessica Iselin, the applicant's architect, stated that the wider of the two was currently available from suppliers and was the preferred option. Tim Tofte concurred that wider siding is preferred.

Chair Schreiber closed the public hearing, and the HRB deliberated.

Members discussed the size of the awnings, including the lack of a minimum width standard in the current development code.

Member Erwin stated his preference to reuse the original wood siding in some way.

Member Manning thought the top façade siding was the original siding. When he visited the site, he observed that this siding was rotten and probably could not be reused. He thought a wider plank replacement would be aesthetically pleasing.

James Manning moved to approve the application subject to the six staff recommended conditions in the staff report and supplemental memorandum. David Taylor seconded. **Ayes: Schreiber, Erwin, Taylor, Manning, Owens, Watton, and Steele. Nays: None. Abstentions: None. The motion passed 7-0-0.**

**4. Staff update: CLG Grant**

Administrative Assistant Lynn Schroder presented a draft of the virtual tour of Historic Willamette and received feedback.

Members discussed the messaging for the educational brochure.

**5. Staff Update: Historic City Hall**

Schroder provided an update on a ceremony and plaque to mark the listing of Historic City Hall on the National Register. The City will have a community ceremony in September.

**6. Discussion Item: Demolition of Mill A at Willamette Falls**

Chair Schreiber discussed PGE's intent to demolish Mill A on the island because the building is falling down. They do not have plans for the area. Floyd noted that the property is not listed as a local or national landmark. Member Watton toured the building in the winter. He noted significant structural failures. He thought the machinery and equipment could be salvaged but not the building. Manning concurred. Member Erwin supported restoring the natural beauty of Willamette Falls.

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

Chair Schreiber noted that the West Linn Historical Society published its first magazine. They are available at City Hall.

**8. Items Of Interest From Staff**

Floyd reviewed the upcoming HRB schedule.

**9. Adjourn**

Chair Schreiber adjourned the meeting at 8:00 pm.