



**HISTORIC REVIEW BOARD**  
**Draft Meeting Notes of May 17, 2022**

Members present: Danny Schreiber, Scott Erwin, David Taylor, Chris Owens, James Manning, and John Steele (arrived late)  
Members absent: Tom Watton  
Public Present: None  
Staff present: John Floyd, Associate Planner and Lynn Schroder, Administrative Assistant

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

Chair Schreiber called the meeting to order at 6:08 pm.

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

None.

**3. Work Session: CLG Grant Materials Review and Feedback**

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 and provided feedback.

**4. Staff Update: Review Process for Windows**

Chair Schreiber asked for a review of the process of replacing windows. Associate Planner John Floyd suggested that the window discussion be placed on the next agenda to allow him to prepare.

Chair Schreiber expressed his concern with street improvements on Willamette Falls Drive within the Willamette Historic District. He was concerned that the HRB was not consulted on design decisions for lights, benches, and the fountain structure. He wanted the Public Works Department to provide more outreach and consultation to the HRB.

Both discussion items will be placed on an upcoming agenda.

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

Floyd noted that the department had received the application to renovate Historic City Hall. The HRB will consider the application at a scheduled hearing for June 21, 2022.

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. Items Of Interest From The Board**

Chair Schreiber requested paper copies of the updated Chapters 25 and 58 of the Community Development Code.

**7. Items Of Interest From Staff**

Floyd reviewed potential development projects in Willamette Commercial Design District.

**8. Adjourn**

Chair Schreiber adjourned the meeting at 7:40 pm.