



HISTORIC REVIEW BOARD
Draft Meeting Notes of June 22, 2022

Members present: Chris Owens, David Taylor, Scott Erwin, John Steele and Tom Watton
Members absent: Danny Schreiber and James Manning
Public Present: Britta Mansfield, Jim Mattis, and Jody Carson. Todd Iselin, Project Architect
Staff present: John Floyd, Associate Planner, Bill Mohohan, City Attorney and Lynn Schroder, Administrative Assistant

1. Call To Order and Roll Call

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

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

None.

3. Public Hearing: DR-22-03 -Historic City Hall Adaptive Reuse

Vice-Chair Erwin opened the continued hearing for DR-22-03/MISC-22-03/WRG-22-02, an adaptive reuse of Historic City Hall for office and cultural center by the Willamette Falls and Landings Heritage Coalition.

City Attorney Monahan addressed legal standards and appeal rights. The substantive criteria that apply to the proposal are in Chapters 19, 25, 28, 42, 46, 48, 54, 55, 66, 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. No Member declared a conflict of interest or bias. Commissioner Taylor declared that he had toured the building a couple of times. Commissioners Owen and Watton declared a site visit. No ex-parte contacts were declared.

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 the staff report. The building is listed as a local historic resource and in the national register. The proposal includes exterior alterations to Historic City Hall, a change of use, and the creation of an interim parking area on the adjoining property.

The building is freestanding and located at Mill Street and Willamette Drive intersection in the Bolton Neighborhood, next to the Arch Bridge. The building has been vacant for several years. The property is just a little larger than the building itself, so the applicant needs to lease land for dedicated parking. It is zoned general commercial.

The building was constructed in 1936 with New Deal Era funds under Public Works Administration as a mixed-use structure with city functions above and a grocery, meat market, and post office on the ground floor. The style is a restrained 20th century commercial building with elements of Mediterranean Revival

for flourish and reflects the frugal adaptability of life during the Great Depression. The defining features include:

- arched windows and door openings,
- casement windows,
- bronze plaque, and
- size and shape of the storefront bays.

In the 1950s and 60s, the building's original storefronts were changed. In 1986, an addition was added in the rear for an elevator and an entry vestibule. Exterior stairs were added on the side.

The applicant proposes a change in use, site, and exterior elevations. The applicant identifies 26 parking spaces on site and four on-street. A minor reconfiguration of the parking layout to meet vision clearance standards and comply with or modify existing no-parking signage on the street is a requirement to meet CDC requirements. The proposal includes:

- Replacing the fabric awnings with a new, painted steel awning.
- Replacing the roof with a TPO membrane.
- Replacing the wooden stairs with a metal stairway.
- Restoring the wood windows and storefronts.

On the front elevation, the main changes include the restoration of wood and porcelain storefronts and the addition of steel awning. The City received one public comment supporting the application. Staff recommends approval subject to five conditions.

Todd Iselin of Iselin Architects briefly presented the proposed project. He noted that the building is falling into disrepair from lack of use. He stated that the most significant issue had been parking, but the City negotiated a parking lease with the adjacent property owner to meet the parking requirement. The Coalition is a non-profit group that will lease the property from the City. They proposed an adaptive reuse of the property to provide an interpretive and cultural center on the first floor, public meeting space in the former Council Chambers, and offices for non-profits.

Member Steele asked to clarify who the applicant was. Britta Mansfield from the Willamette Falls and Landings Heritage Area Coalition responded that the City is the applicant and the Coalition would be the tenant. She testified about the project partnership and funding.

Jim Mattis, past President of the Willamette Falls and Landings Heritage Area Coalition, testified about the project's history.

Jody Carson, Secretary of the Willamette Falls and Landings Heritage Area Coalition, testified to support of the project.

Member Steele asked to clarify the Native American tribe's participation in the project. Mansfield noted that the Grand Ronde Tribe had been an active Coalition member.

Vice-Chair Erwin closed the public hearing.

David Taylor moved to accept staff's recommendation to approve the application subject to the six recommended conditions in the staff report. Chris Owens seconded. **Ayes: Watton, Taylor, Owens, and Erwin. Nays: Steele. Abstentions: None. The motion passed 4-1-0.**

4. Work Session: CLG Grant Materials Review and Feedback

[Willamette Historic District StoryMap](#)

Administrative Assistant Schroder reviewed the final draft of the Willamette Historic District Story Map. Member Watton commented that the Snapshot section added value to the StoryMap. He asked the bookmark to jump to the map to bypass the introduction.

Jody Carson commented in support of the StoryMap. She noted that the Historic Willamette Main Street Walking Tour brochure coordinates with the virtual tour.

[Homeowners' Guide to Owning a Historic Home](#)

Vice-Chair Erwin provided some edits for the brochure.

5. Items Of Interest From The Board

None.

6. Items Of Interest From Staff

John Floyd followed up on the West Linn Saloon application.

7. Adjourn

Vice-Chair Erwin adjourned the meeting at 7:50 pm.