



**HISTORIC REVIEW BOARD
Draft Meeting Notes of August 16, 2022**

Members present: Danny Schreiber, Chris Owens, Tom Watton, David Taylor, Scott Erwin, and James Manning
Members Absent: John Steele
Public Present: Diane Andrikopoulos
Staff present: John Floyd, Associate Planner, Lynn Schroder, Administrative Assistant, Bill Monahan, City Attorney, Ben Gardener, Assistant Planner

1. Call To Order and Roll Call

Chair Schreiber called the meeting to order at 6:10 pm. Floyd introduced Ben Gardner, a new assistant planner with the City.

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

None.

3. Public Hearing: [DR-22-06 – 1797 5th Ave - Class 2 Historic Design Review](#)

Chair Schreiber introduced application DR-22-06, a Class 2 historic design review at 1797 5th Avenue. 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 application are Community Development Code (CDC) Chapter 25: Overlay Zones – Historic District and Chapter 99: Procedures for Decision Making: Quasi-Judicial.

City Attorney Monahan addressed Historic Review Board conflicts of interest, ex parte contacts, jurisdiction, and bias challenges. Member Schreiber declared that he lives in the neighborhood and drives past the property, but did not make an intentional site visit for the purposes of reviewing the application and stated he could decide based on the evidence presented at this hearing. No other Member declared any potential bias. Monahan asked if any member of the audience wished to challenge the Historic Review Board's jurisdiction or the impartiality or ex parte disclosures of any member of the HRB. There were none.

Associate Planner John Floyd presented the staff report. The applicant requested approval to alter nine existing windows on three facades of an existing single-family home within the Willamette Historic District. The windows would be replaced with new wood sashes, custom manufactured by Jeld-Wen, the ninth window would be replaced with a Jeld-Wen vinyl window due to the sub-grade location and relative invisibility of the location.

Diane Andrikopoulos, applicant, did not have a presentation but was present to answer questions about the application.

No one from the public testified on the application. There were no requests for continuances.

Chair Schreiber closed the public hearing and opened deliberations.

The Board discussed details of the application, including the Chapter 25 requirements for window replacement and the code criteria for replacement window materials.

Member Owens moved to approve the application with the condition of approval set forth by the Planning Department. Member Manning seconded. **Ayes: Manning, Owens, Schreiber, Taylor, Erwin, and Watton. Nays: None. Abstentions: None. The motion passed 6-0-0.**

4. Work Session: Draft Postcard to Owners of Historic Homes

Administrative Assistant Lynn Schroder presented the postcard designs for the 2021 CLG grant. Members provided feedback.

5. Work Session: 2023 [CLG Grant](#) Cycle

Floyd discussed potential options for the 2023 CLG Grant cycle. Potential projects include a workshop for homeowners on listing their home as a local or national historic resource, training for staff or HRB members, or a survey to inventory mid-century modern architecture within West Linn.

6. Work Session: Thresholds for HRB Review

Associate Planner John Floyd discussed the code thresholds for when projects are sent to the HRB to review.

7. Items Of Interest From The Board

Chair Schreiber invited the board members and viewing public to visit the Vintage Roadshow at the McLean House on Sunday, August 21, 2022.

8. Items Of Interest From Staff

Floyd updated the HRB on the status of the Willamette Garage adaptive reuse project and the 2022 NAPC conference in Cincinnati. He did not have any items for the September 2022 meeting. Members agreed to cancel the September 2022 meeting.

9. Adjourn

Chair Schreiber adjourned the meeting at approximately 7:20 pm.