



**HISTORIC REVIEW BOARD
Meeting Notes of December 20, 2022**

Members present: Scott Erwin, David Taylor, Tom Watton, John Steele, and Danny Schreiber (arrived late)
Members Absent: James Manning and Chris Owen
Staff present: John Floyd, Associate Planner, Lynn Schroder, Administrative Assistant

Staff Liaison: John Floyd - jfloyd@westlinnoregon.gov

1. Call To Order and Roll Call

Vice Chair Erwin called the meeting to order at 6:10 pm.

2. Public Comment Related To Items Not On The Agenda

None.

3. Approval for draft meeting notes: [10/18/22](#)

Member Steele moved to approve the meeting notes for 10/18/22. Member Watton seconded. **Ayes: Steele, Watton, Erwin, and Watton. Nays: None. Abstain: The motion passed 4-0-0.**

4. Celebration of Outgoing HRB members and Welcoming of Newly Appointed Members

Associate Planner Floyd noted the retirement of Scott Erwin, David Taylor, and Chris Owen from the HRB. New members Dan Saltee and Michael Fuller will begin in 2023.

5. Annual Report to City Council

Associate Planner Floyd presented a draft 2022 Annual Report to City Council. The HRB completed five quasi-judicial hearings and a package of recommended code amendments and provided guidance and feedback that resulted in a completed CLG grant and online walking tour.

Schreiber noted that the hybrid meeting format was a challenge. Erwin and Watton supported the continuation of the hybrid meeting format to allow people to attend meetings from home.

Watton noted his ongoing concern about emotional appeals to the HRB from homeowners requesting exceptions to the CDC for land use approvals.

Erwin noted additional accomplishments. He suggested a goal for the consistency of the Willamette streetscape. He suggested prioritizing Willamette property owners to HRB and raising public awareness about the walking tour.

Schreiber noted the parking problem in the Willamette District and spill over into the residential area. He thought the district needed a public parking lot.

Schreiber wanted to prioritize preservation strategies for McLean House, including provisions for security, maintenance, and public access.

Floyd will update the draft Annual Report based on discussions and forward it to the City Council.

6. Updates on the 2023 CLG Grant

Floyd confirmed that the City is eligible for a CLG grant in 2023. The application deadline is February 24, 2023. The request can be up to \$15,000. Based on feedback from a prior meeting, Floyd suggested a grant request for an educational workshop to help people research the history of their own homes. He said his initial conversation with SHPO was supportive.

Members discussed a CLG grant to support and maintain the McLean House. Schreiber suggested that the property be surveyed to determine the extent of repairs that are needed. Schreiber noted his concern about the funds received from the Friends of McLean House funds donated to the City. He wanted the funds to be earmarked for the McLean House.

7. Items Of Interest From The Board

Chair Schreiber requested that the City post information about registering your house on the Historic Register on its website.

8. Items Of Interest From Staff

Floyd noted that the West Linn Saloon improvements are underway.

Floyd provided information about the City's Façade Improvement Grant program. Applications ask for new paint, awnings, and repairs. Most grant requests are in the Willamette District.

Floyd also discussed the upcoming Waterfront Master Plan process.

9. Adjourn

Vice-Chair Erwin adjourned the meeting at 7:24 pm.