



## 2023 Advisory Group & Neighborhood Association Annual Report

Advisory Group/Neighborhood Association  
Historic Review Board (HRB)

### Group Leadership

James Manning, Chair  
Danny Schreiber, Vice Chair  
Scott Erwin, Council Liaison  
John Floyd, Staff Liaison

### Meeting Times, Dates & Location

Third Tuesday of every month at 6pm.

In 2023 the HRB held 7 regular meetings, conducted one tour, and failed to make quorum at two meetings.

### 2023 Accomplishments

- Conducted three quasi-judicial hearings, including a Class II Historic Design Review, and a Class II Design Review and a Design Exception in the Willamette Falls Drive Commercial Design District.
- Received training from the City Attorney's office on how to conduct a quasi-judicial hearing.
- Provided input and direction on the successful implementation of a Certified Local Government (CLG) Grant from the State Historic Preservation Office (SHPO).
- Conducted an informational tour of the Willamette Falls Paper Company Mill on Moores Island to better understand the commercial activities and overall context of the existing buildings.

### 2023 Challenges

- Lack of an adopted Mission Statement can result in confusion between members, and between the HRB and the public, on the role and authority of the HRB>
- Existing Technology in Council Chambers is inadequate for hybrid public hearings and challenges full participation by remote participants.
- The Community Development Code (CDC) splits decision-making authority between the HRB and the Planning Commission in overlapping and competing ways, challenging the city's ability to make timely and unified decisions.
- The need for more public education on the appropriate application of the CDC, and ensuring decisions are made on objective findings and not emotions.

### 2023 Council Goalsetting

- HRB requests direction from Council to work on the following:
  - Development and adoption of a Mission Statement
  - Review the effectiveness and appropriateness of the design standards and approval procedures contained in CDC Chapter 58 (Willamette Falls Drive Commercial

Design District), and to present council with a list of recommended code changes to be added to the [Planning Docket](#). This work would include revisiting the appropriateness of requiring all new construction to adhere to the Western False Front style of 1880-1915.

- Prioritize the appointment of property owners and occupants within the Willamette Historic District and Willamette Neighborhood to the HRB.
- Increased outreach and resources regarding history of West Linn, including the installation of more bronze plaques on listed historic structures.

**Any additional feedback to share with the City Council?**

- The HRB encourages Council to investigate public parking options in Willamette to avoid impacts to the historic district and balance the needs of employees with the needs of patrons.

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