



CITY OF  
**West  
Linn**

## PRE-APPLICATION CONFERENCE

Thursday, April 18, 2024

Willamette Room  
City Hall  
22500 Salamo Rd  
West Linn

**11:00 am:** Proposed Class 1 Historic Design Review  
**Applicant:** Marcus Malcom, applicant  
**Property Address:** 1822 5<sup>th</sup> Avenue  
**Neighborhood Assn:** Willamette Neighborhood Association  
**Planner:** John Floyd

**Project #:** PA-24-06





West Linn

Planning & Development • 22500 Salamo Rd #1000 • West Linn, Oregon 97068  
Telephone 503.742.6060 • westlinnoregon.gov

## Pre-Application Conference Request

For Staff to Complete:

**PA** PA-24-06

**Conference Date:** 4/18/24

**Time:** 11:00 AM

**Staff Contact:** JOHN FLOYD

**Fee:** \$0

Pre-application conferences are held on the first and third Thursdays of the month between 9:00 am and 1:00 pm. Appointments must be made by 5:00 pm, 15 days before the meeting date. The applicant has a choice of an in-person or virtual meeting. To schedule a conference, submit this form, a site plan, and accompanying materials through the [Submit a Land Use Application](#) web page. The City will contact you to collect payment. Pre-application notes are valid for 18 months.

### Property Owner Information

Name:

Email:

Phone #:

Address:

### Applicant Information

Name:

Email:

Phone #:

Address:

Address of Subject Property (or tax lot):

### REQUIRED ATTACHMENTS:

- A project narrative with a detailed description of the proposed project. Briefly describe the physical context of the site.
- A list of questions or issues the applicant would like the City to address.
- A dimensional site plan that shows:
  - North arrow and scale
  - Location of existing trees (a tree survey is highly recommended)
  - Streets Abutting the property and width of right of way
  - Location of creeks and/or wetlands (a wetland delineation is highly recommended)
  - Property Dimensions, existing buildings, and building setbacks
  - Slope map (if slope is 25% or more)
  - Location of existing utilities (water, sewer, etc.)
  - Conceptual layout, design, proposed buildings, building elevations, and setbacks
  - Location of all easements (access, utility, etc.)
  - Vehicle and bicycle parking layout (including calculation of required number of spaces, based on use and square footage of building), if applicable
  - Location of existing and proposed access and driveways. Include the proposed circulation system for vehicles, pedestrians, and bicycles, if applicable.
  - Proposed stormwater detention system with topographic contours

I certify that I am the owner or authorized agent of the owner:

**APPLICANT:**

**DATE:**

The undersigned property owner authorizes the requested conference and grants city staff the **right of entry** onto the property to review the application.

**PROPERTY OWNER:**

**DATE:**

# City of West Linn, Oregon Class I Historic Design Review:

## **Marcus & Jenny Malcom Residence**

1822 5th Avenue West Linn, Oregon 97068

## Site Information

Site Area: 10,000 square feet

Neighborhood: Willamette

Comp. Plan: Medium Density Residential

Zoning: R-5 (Single-Family Residential Detached and Attached/Duplex) Overlays: Willamette Historic District Overlay Zone

## Project Details

- **Project Scope:** Installation of a skylight to enhance natural lighting.
- **Design Approach:** The skylight design will complement the existing architectural style while incorporating modern materials and techniques.

We are writing to submit our proposal for the addition of a skylight to the 1822 5th Avenue property in compliance with the guidelines set forth by the West Linn Historic Design Review Board. Our proposal aims to seamlessly integrate modern functionality while preserving the historical integrity of the property.

The house location is 1822 5th Avenue property, which is in the locally designated Willamette Historic District and inside of the National Register district. Skylight to be installed on the west elevation facing 13th street. The lot is zoned R-5 and is 10,000 square feet. The property is on the north side of 5th Avenue at the corner of 5th Avenue and 13th Street. Per Clackamas County Assessor data, the house was built c. 1899.

## Project Overview:

- **Natural Lighting:** Introducing natural light into the interior spaces enhances comfort and reduces reliance on artificial lighting, contributing to energy efficiency.
- **Historical Sensitivity:** Our design respects the historical significance of the property by carefully selecting materials and ensuring compatibility with the existing structure. We are proposing to install the skylight on the side of the house facing 13th street. This will not be visible when looking at the house from the front.
- **Material Selection:** We propose to use high-quality, durable materials that emulate the architectural style of the property while meeting contemporary standards for energy efficiency and sustainability. The skylight will be flat.
- **Scale and Proportion:** The size and placement of the skylight will be carefully considered to maintain the balance and harmony of the building's façade.

- **Preservation of Character:** Our design will preserve the character-defining features of the property, ensuring that the addition seamlessly integrates with the existing structure.
- **Minimal Impact:** The proposed addition will have minimal impact on the overall appearance and character of the property.
- **Preservation of Historic Character:** The skylight design respects the historical context of the property and maintains its architectural integrity.
  - **Please note:** we had the option of placing the skylight on the east side roof (not street facing) and that would not require a design review. We felt that placing the skylight on the east side roof would be visible from the front and be too large an impact. Placing the skylight on the 13th street (west facing) side has much less impact.

Packet Table of Contents:

- A. Development Review Application
- B. Historical Review Written Narrative (CDC 25.060 & CDC 25.070)
  - a. Historical 1899 5th Ave. Photo of Residence
  - b. Photo of West Elevation - 13th Street
- C. Sheet #1 - As-built & Proposed West & South Exterior Elevations

## B. Historical Review Written Narrative (CDC 25.060 & CDC 25.070)

### CDC 25.060:

#### DESIGN STANDARDS APPLICABLE TO HISTORIC RESOURCES

The following design standards apply to all changes, including alterations, additions, and new construction proposed on a designated historic resource. These standards are intended to preserve the features that made the resources eligible for historic designation. Development must comply with all applicable standards, or be approved through the modifications process specified in CDC 25.080.

**A. Standards for alterations and additions. This section applies to historic reviews for alteration of and additions to designated historic resources:**

#### **1. Retention of original construction.**

The original construction shall be maintained or restored to the greatest extent practicable. Stylistic features of original construction that shall be preserved include, but are not limited to: a line of columns, decorative shingles, projecting bays, other primary structural elements, spatial relationships that characterize the property, examples of skilled craftsmanship that characterize the building, and architectural details defining the structure's character and historic significance.

The original house constructed in 1899 shall be maintained or restored to the greatest extent practicable during the installation of the skylight into the roof.

#### **2. Retention of historic material.**

**Removal or alteration of historic materials and features shall be avoided during the construction of new additions or exterior alterations. Whenever possible, deteriorated materials and architectural features shall be repaired rather than replaced. In the event replacement of an existing feature is necessary, new materials shall, to the extent possible, match those of the original building in terms of composition, design, color, texture, and other visual features.**

No historic materials will be removed for this project.

**3. Time period consistency. Buildings shall be recognizable as a physical record of their time and place. Alterations which have no historical basis or which seek to create a false sense of historical development are not allowed.**

The time period of the original 1899 building shall remain consistent.

**4. Significance over time. Changes to a property that have acquired historic significance in their own right, and during the period of significance, shall be retained and preserved.**

The skylight design respects the historical context of the property and maintains its architectural integrity.

**5. Differentiate old from new. Alterations and additions shall be differentiated from the original buildings and shall be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the property.**

The skylight design respects the historical context of the property and maintains its architectural integrity.

**6. Reversibility. Additions and alterations shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its context would be unimpaired.**

The skylight can be easily reversed and replaced with a standard roof.

**7. Building additions.**

No building additions planned and this section does not apply to the proposed project.

**8. Building height and roof pitch.**

No changes to the building height or roof pitch and this section does not apply to the proposed project.

**9. Roof materials.**

We will be removing a section of the existing roof and replacing it with a skylight. Any changes to the roof will remain consistent with what is currently present.

**10. Existing exterior walls and siding. Replacement of the finish materials of existing walls and siding with different material must be demonstrated, using photographic or other evidence, to be in character with those of the original materials, or with materials that are consistent with the original construction.**

This project will not have any impact on the walls or siding.

**11. New exterior walls and siding.**

No new exterior walls or siding will be used in this project.

**12. Gutters and downspouts.**

No gutters or downspouts will be used in this project.

**13. New windows.**

Installation of a skylight into the roof. We propose to use high-quality, durable materials that emulate the architectural style of the property while meeting contemporary standards for energy efficiency and sustainability. The size and placement of the skylight will be carefully considered to maintain the balance and harmony of the building's façade.

**14. Storm windows.**

No storm windows will be used in this project.

**15. Window replacement.**

No window replacement will be done in this project.

**16. Doors.**

No doors will be involved with this project

**17. Porches.**

No porches will be impacted by this project.

**18. Decks.**

No decks will be impacted by this project.

**19. Foundations.**

No foundations will be impacted by this project.

**20. Lighting.**

No lighting will be impacted by this project.

**B. Standards for accessory structures. The following standards apply to accessory structures on properties designated as historic resources in addition to the regulations in Chapter 34 CDC:**

Accessory structures are not involved in this project, this section does not apply.



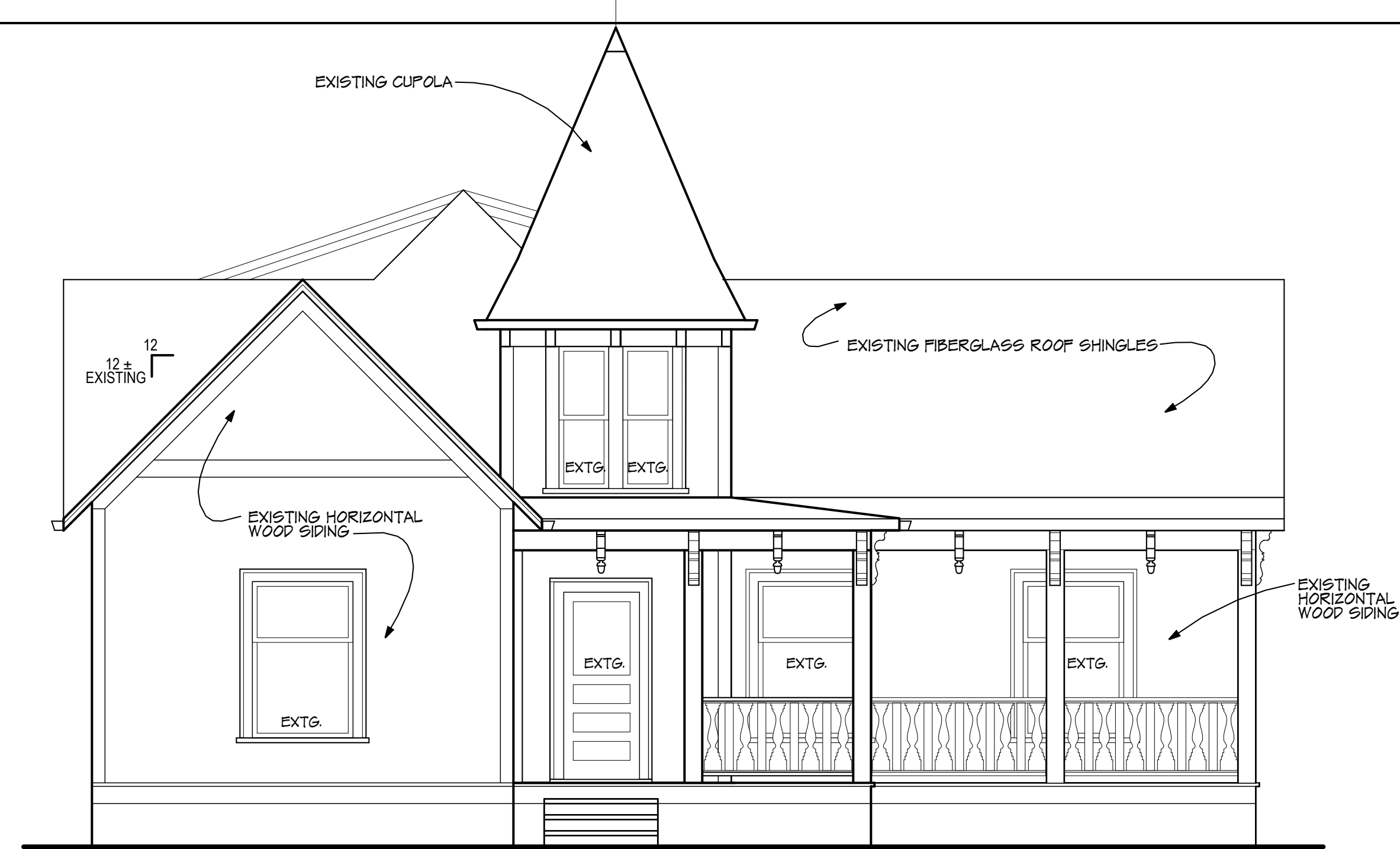


5th Avenue Original Home c. 1899

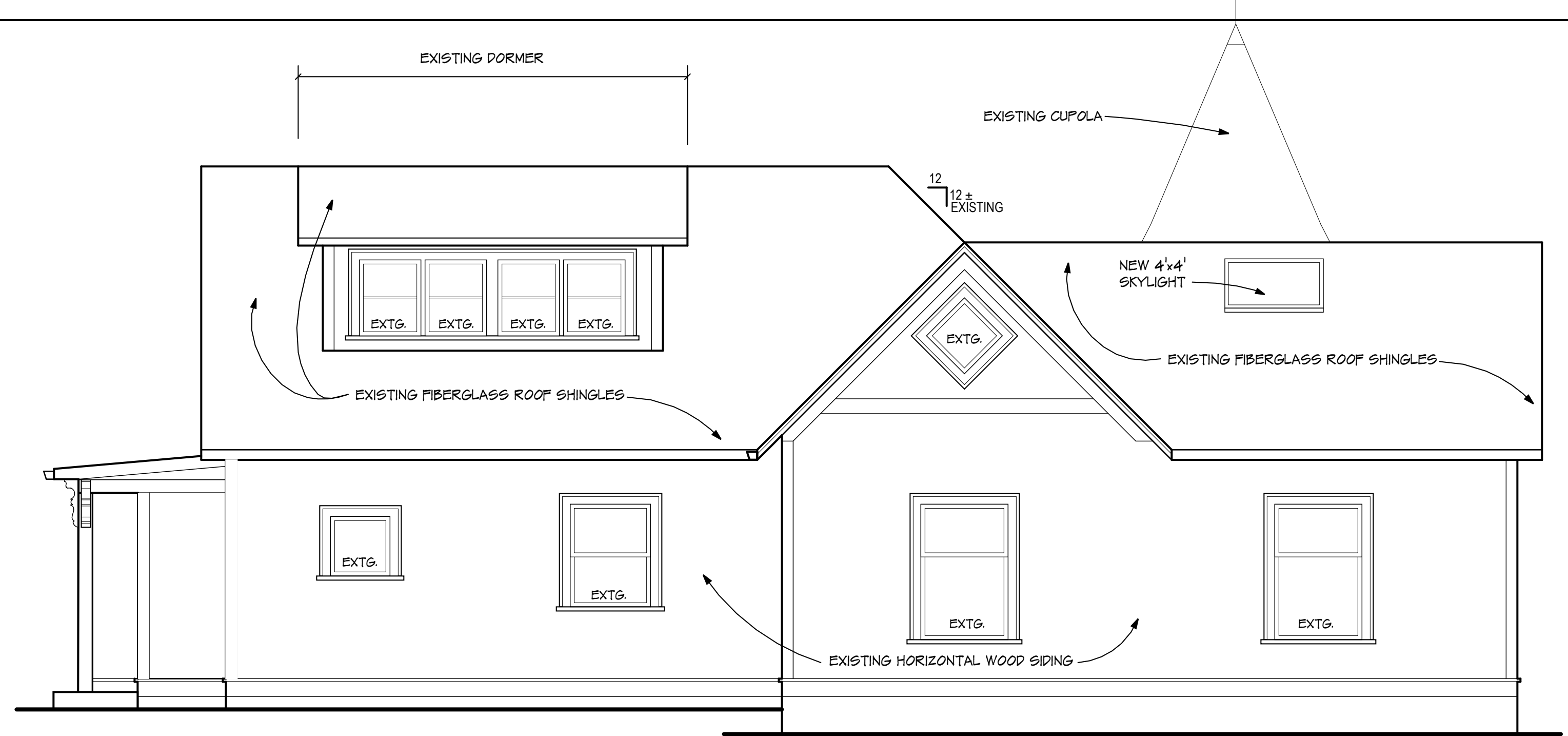


Photo of West Elevation - 13th Street 2024

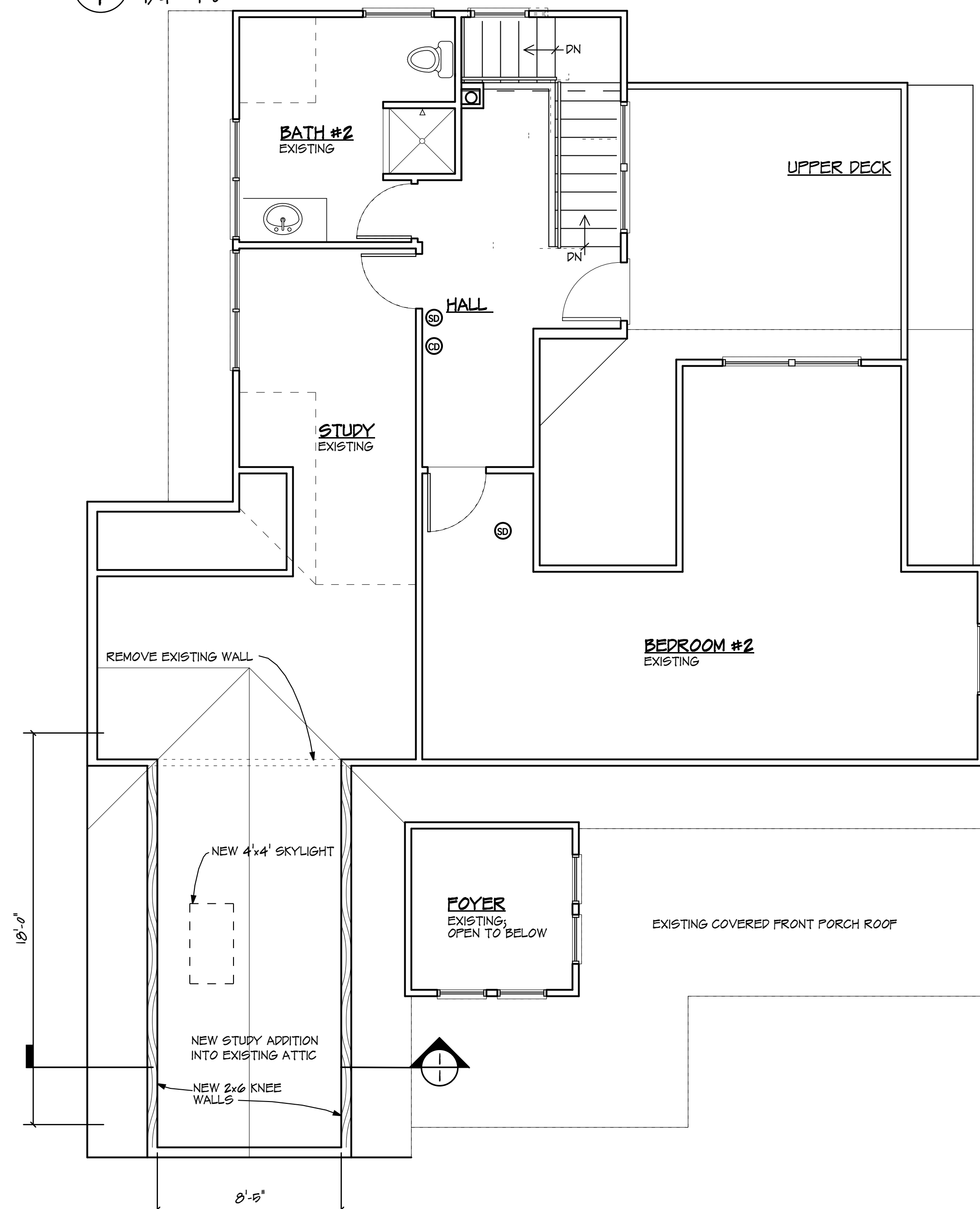




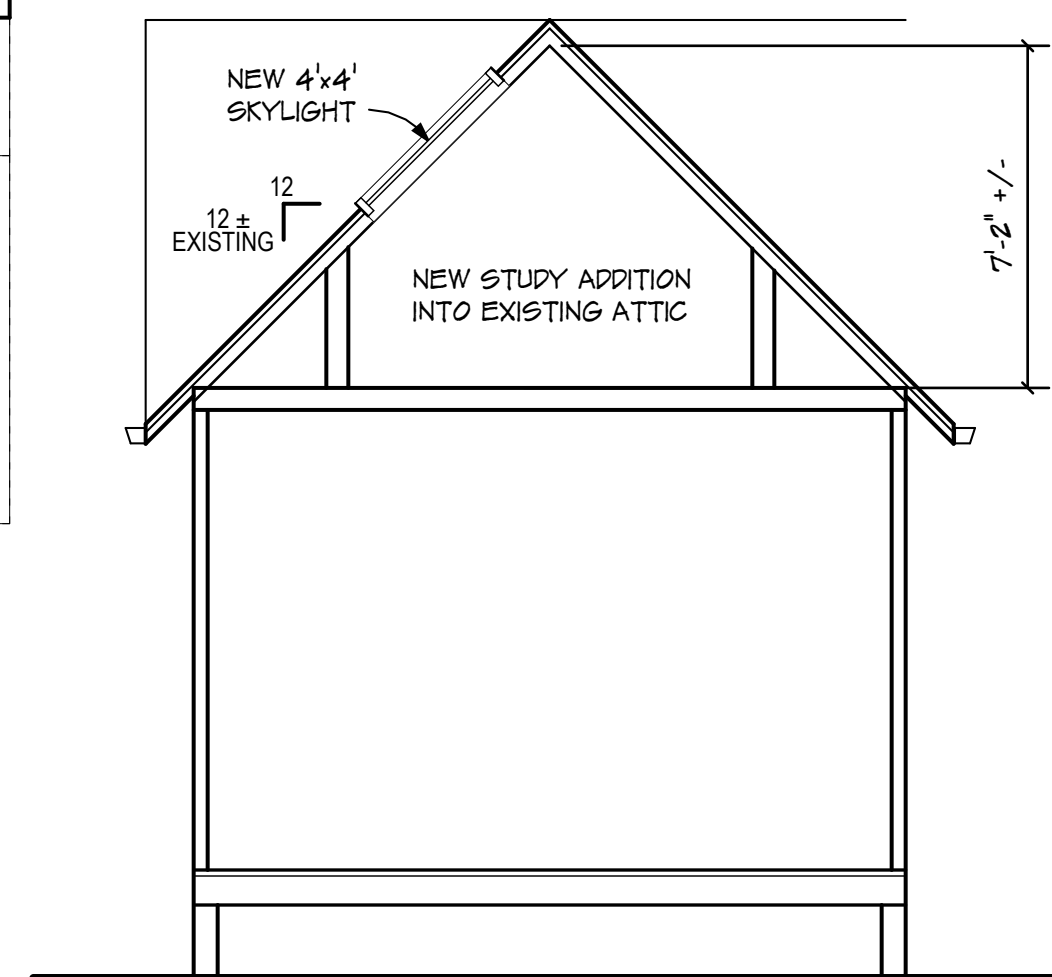
C SOUTH ELEVATION - 5th AVENUE  
1/4" = 1'-0"



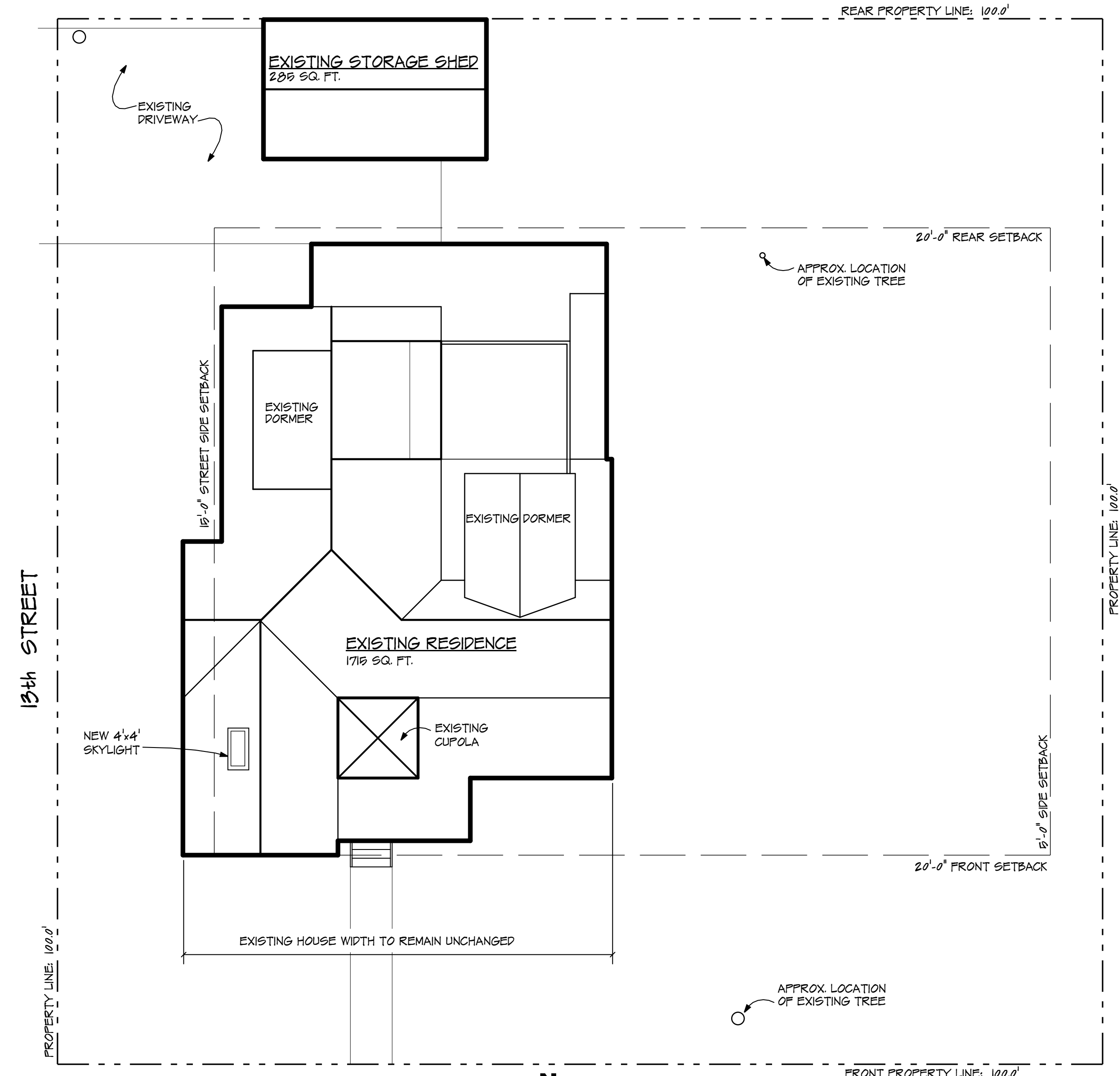
D WEST ELEVATION - 13th STREET  
1/4" = 1'-0"



A UPPER FLOOR PLAN  
1/4" = 1'-0"  
NEW ATTIC STORAGE: 150 SQ. FT.



I BUILDING SECTION  
1/4" = 1'-0"



B SITE PLAN  
1/8" = 1'-0"