



**HISTORIC REVIEW BOARD  
Meeting Notes of May 21, 2024**

Members present: James Manning, Kirsten Solberg, Dan Saltee, Brad Stewart, and John Steele  
Council Liaison: Rory Bialostosky  
Members Absent: John Steele and Michael Fuller  
Staff present: John Floyd, Senior Planner and Lynn Schroder, Community Development

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**Staff Liaison:** John Floyd - [jfloyd@westlinnoregon.gov](mailto:jfloyd@westlinnoregon.gov)

**1. Call To Order and Roll Call**

Chair Manning called the virtual meeting to order. John Floyd called the roll.

**2. Public Comment Related To Items Not On The Agenda**

None.

**3. Approval of Draft Meeting Notes for April 16, 2024**

Member Solberg moved to approve the meeting notes for 04/16/24. Member Stewart seconded. **Ayes: Solberg, Saltee, Stewart, Steele, and Manning. Nays: None. Abstain: None. The motion passed 5-0-0.**

**4. Discussion - West Linn Waterfront Project (Continued)**

Members continued their discussion about the Westland Waterfront project and the historic resources in the area. Floyd noted that a survey regarding the project will close on Sunday night. Floyd presented a map of the project area, highlighting the three districts and the locations of historic resources within it. These resources include the Willamette Locks, Historic City Hall, and the Arch Bridge. Additionally, the PGE electric power plant is eligible for National Historic Registration. There are also four houses on Willamette Falls Drive and one apartment building on Willamette Drive that are listed. Members discussed challenges related to obtaining public access to Willamette Falls and the islands, as well as potential zone changes for the project area. They also talked about the location of the historic trolley line and asked about archeological surveys of the area.

**5. Discussion – Existing Design Review Procedures in Willamette Falls Drive Commercial Design District**

Members discussed the need for clearer guidelines in the commercial design district and the potential revision of Chapter 58. They noted the ambiguity in the current code and the procedures for reviewing applications in this district, emphasizing the importance of balancing preservation with improvements. Members suggested reexamining Chapter 58 to make it clearer, while acknowledging that revising it would be a massive undertaking that could take several years. The board stressed the importance of addressing gray areas in the regulations to better balance preservation with necessary improvements. Floyd will schedule an agenda item for a future meeting to discuss potential changes to Chapter 58. Floyd noted that the review should clarify the process for addressing amendments between HRB recommendations and final decisions.

**6. Discussion – Adoption of a Mission Statement – Purpose and Process**

The Historic Review Board currently lacks a mission statement. Members expressed interest in developing one to better focus the committee's efforts. They aim to define member composition, roles, and responsibilities to clarify expectations and guide the HRB's efforts. Floyd will schedule a joint meeting between the Historic Review Board and City Council in September to discuss these goals and other topics.

**7. Items Of Interest – Board**

Members discussed the location of a historic staircase in the Sunset neighborhood and the potential to reestablish it.

**8. Items Of Interest – Staff**

Floyd noted that new state legislation has made public meeting laws stricter, and the City will provide new training for CAG members. He noted that there are open positions on community advisory groups, including the HRB and Planning Commission. The McLean House is still closed. The Parks Department is developing a use plan for the property. He provided a brief update on Historic City Hall construction and renovation of a building in Broadway Street.

**9. Adjourn**

Chair Manning adjourned the meeting at 7:20pm.