



HISTORIC REVIEW BOARD
Meeting Notes of November 19, 2024

Members present: Dan Saltee, James Manning, Brad Stewart, Kirsten Solberg and John Steele
Members Absent: Sheri Harbour De Vos
Staff present: Lynn Schroder, Management Analyst

Staff Liaison: Lynn Schroder - lschroder@westlinnoregon.gov

The meeting [video](#) is available.

1. Call To Order and Roll Call

Chair Manning called the meeting to order at 6:05 pm. Lynn Schroder called the roll.

2. Public Comment Related To Items Not On The Agenda

None.

3. Approval of Draft Meeting Notes for 10.15.24

Member Stewart moved to approve the meeting notes for 10.15.24. Member Solberg seconded. Ayes: Saltee, Solberg, Stewart, Steele, and Manning. Nays: None. Abstain: None. The motion passed 5-0-0.

4. Discussion – Draft Mission Statement

Members discussed proposed changes to the proposed, draft Mission Statement. Members agreed to recommend the following mission statement to the City Council for approval:

The mission of the Historic Review Board is to identify, preserve, and protect the integrity of West Linn historic resources.

5. Discussion – Joint Meeting with Council – Chapter 58 and Draft Mission Statement

The joint meeting with the City Council has been rescheduled to December 16, 2025 at 6:00pm.

Chair Manning proposed that, alongside the draft mission statement, the HRB and the City Council discuss a limited Code Revision for Chapter 58 to address the design exceptions in the Willamette Falls Drive Commercial Design District. He observed that the HRB often grants exceptions under Chapter 58, to the extent that these exceptions are effectively setting precedents. He expressed concern that applicants may be seeking exceptions instead of adhering to the established guidelines. The members concurred and agreed to ask the City Council to prioritize this code review.

Chair Manning also wanted to discuss a Certified Local Government (CLG) grant request for an historic inventory of three potential areas in the City: Bolton/Willamette Falls area, Historic Willamette Neighborhood, or the Highway 43 corridor. The goal of the inventory would be to identify historic structures that would be eligible for historic designation. Member Solberg noted that the passage of the middle housing legislation is likely to result in an increase in homes being demolished and replaced with multiplexes. She advocated for an historic inventory of the Highway 43 corridor north of Mary S Young Park and expressed interest in pursuing a Historic District designation for the Bolton area.

6. Discussion & Approval - Annual Report

The City Council requests that each CAG provide an annual report summarizing its activities and recommendations from the previous year. Management Analyst Schroder presented the draft report. She reviewed the 2023 accomplishments, challenges, and Council goalsetting. Members discussed the additions to the report.

7. Items Of Interest - Board Members

None.

8. Items Of Interest – Staff

Management Analyst Schroder noted that the HRB will have 2 vacancies beginning in January 2025.

9. Adjourn

Chair Manning adjourned the meeting at 7:40pm.