

STAFF REPORT FOR THE HISTORIC REVIEW BOARD


FILE NUMBER: DR-17-05

HEARING DATE: June 20, 2017

REQUEST: Class I Design Review – Replace double windows for double doors for direct access to an existing commercial business

**APPROVAL
CRITERIA:** Community Development Code Chapter 19, General Commercial; Chapter 58, Willamette Falls Drive Commercial Design District; Chapter 99, Quasi-Judicial Decision Making

**STAFF REPORT
PREPARED BY:** Jennifer Arnold, Associate Planner

Planning Manager's Review. 

EXECUTIVE SUMMARY

The subject property is 18,229 square feet (0.42 ac) and located in the Willamette Falls Drive Commercial Design District. This requires the Historic Review Board (HRB) to make a recommendation to the West Linn Planning Manager on compliance with design district standards. The subject property is located near the corner of Willamette Falls Drive and 12th Street in the Willamette Neighborhood in at 1980 Willamette Falls Drive #120. The property is improved with an existing commercial building.

The applicant is proposing to replace an existing window with double doors leading into an existing business. Currently, the business is accessed via a shared interior entryway. The doors will be recessed 3 feet from the building line. The lower 1/3 of the doors will be wood paneled and the upper 2/3 will be glass.

Subject to the approval of the HRB, the applicant's proposal, supplemented with one condition of approval, meets the applicable criteria. Therefore, staff recommends approval.

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GENERAL INFORMATION

**APPLICANT/
OWNER:** Icon Construction

SITE LOCATION: 1980 Willamette Falls Drive # 120

**LEGAL
DESCRIPTION:** Clackamas County Assessor's Map 3-1E-02BA, Tax Lot 800

SITE SIZE: 18,229 square feet (0.42 ac)

ZONING: GC, General Commercial
Willamette Falls Drive Commercial Design District

**COMP PLAN
DESIGNATION:** Commercial

120-DAY PERIOD: This application became complete on May 24, 2017. The 120-day maximum application processing period ends on September 21, 2017.

PUBLIC NOTICE: Public notice was mailed to all of the Neighborhood Association Presidents and to affected property owners on May 26, 2017. The property was posted with a sign on June 2, 2017. In addition, notice has been posted on the City's website. The notice requirements of CDC Chapter 99 have been met.

BACKGROUND

The subject property is 1980 Willamette Falls Drive #120 and located in the Willamette neighborhood near the corner of Willamette Falls Drive and 12th Street.



Site Conditions: The subject property is currently improved with a commercial building and some on-site parking. The landscaping is primarily paved with street trees along Willamette Falls Drive. The property is sloped down from the Southwest to northeast and contains no environmental overlays. Current access is from Willamette Falls Drive in the front of the property.



Project Description: The applicant is proposing replace double windows for double doors for direct access to an existing commercial business. The current business occupying the space is accessed through a shared entryway inside of the existing commercial building. The applicant is not proposing any modifications to the interior of the building.



EMTEK LOST WAX CAST BRONZE DOOR PULL



AVAILABLE IN 12", 18" OR 24" LENGTHS

FLAT BLACK BRONZE OR MEDIUM BRONZE FINISHES

Surrounding Land Use: The subject property is fully contained in the GC Zone and within the Willamette Falls Drive Commercial Design District. Surrounding properties include the MU zone to the north, GC zone to the east and west. Properties on the south side of Willamette Falls drive are also zoned CG.



Public comments. As of the publication of this Staff Report, staff has not received any comments from the public.

ANALYSIS

Community Development Code Chapter 19, General Commercial; Chapter 58, Willamette Falls Drive Commercial Design District and Chapter 99, Quasi-Judicial Decision Making are applicable to this recommendation. Staff has found the proposal is consistent with the applicable criteria.

RECOMMENDATION

Staff recommends the Historic Review Board recommend approval of application DR-17-01 subject to the following proposed condition:

1. Site Plan, Elevations, and Narrative. The project shall conform to the plans, elevations, and narrative submitted in Exhibit HRB-3.

**APPLICABLE REGULATIONS AND ASSOCIATED SUPPLEMENTAL FINDINGS
DR-17-01**

I. CHAPTER 19, GENERAL COMMERCIAL, GC

19.020 PROCEDURES AND APPROVAL PROCESS

C. A use permitted outright, CDC 19.030, is a use which requires no approval under the provisions of this code. If a use is not listed as a use permitted outright, it may be held to be a similar unlisted use under the provisions of Chapter 80 CDC.

(...)

Staff Finding 1: The applicant proposes to replace an existing window with double doors leading into an existing commercial building. The existing commercial business and building are permitted in the GC zone. This criterion is met.

19.070 DIMENSIONAL REQUIREMENTS, USES PERMITTED OUTRIGHT AND USES PERMITTED UNDER PRESCRIBED CONDITIONS

A. Except as may be otherwise provided by the provisions of this code, the following are the requirements for uses within this zone:

- 1. The minimum front lot line length or the minimum lot width at the front lot line shall be 35 feet.*
- 2. The average minimum lot width shall be 50 feet.*
- 3. The average minimum lot depth shall not be less than 90 feet.*

Staff Finding 2: The subject property is 18,229 square feet with front and rear lot line lengths of approx. 182 feet. The side lot lines are approx. 100 feet. These criteria are met.

- 4. Where the use abuts a residential district, except as provided in CDC 58.090(C)(1), the setback distance of the residential zone shall apply.*
- 5. The maximum lot coverage shall be 50 percent, except as provided in CDC 58.090(C)(1)(d).*

Staff Finding 3: The subject property is located within the Willamette Falls Drive Commercial Design District, which allows zero foot setbacks and 100% lot coverage. The applicant is not proposing any change to lot coverage. These criteria are not applicable.

6. The maximum building height shall be two and one-half stories or 35 feet for any structure located within 50 feet of a low or medium density residential zone, and three and one-half stories or 45 feet for any structure located 50 feet or more from a low or medium density residential zone.

(...)

Staff Finding 4: The applicant is not proposing any alterations to the existing building height with their proposal for a new entry. This criteria does not apply.

CHAPTER 58, WILLAMETTE FALLS DRIVE COMMERCIAL DESIGN DISTRICT

58.090 STANDARDS

A. *Standards are needed to provide a clear and objective list of design elements that are needed to bring new construction and remodels into conformance with 1880 – 1915 architecture. Buildings of the period saw relatively few deviations in design. Consequently, the Historic Review Board will require conformance with the standards. Deviations or deletions from the standards are addressed in the variance procedure of this chapter.*

Staff Finding 5: The applicant is proposing to replace an existing window with a double door. The door will be recessed 3 feet into the existing building. The applicant is not proposing any other changes to the existing building. This criterion is met.

B. *The use of neo-designs or simply contextual designs which only attempt to capture the basic or generalized elements such as building line, massing and form, etc., is not acceptable.*

Staff Finding 6: The applicant has not proposed any neo-designs or contextual designs. This criterion is met.

C. *The following standards shall apply to new construction and remodels.*

1. *Dimensional standards.*

a. *Front: zero-foot setback. Building may not be set back from the property line unless it is consistent with predominant building line.*

b. *Side and side street: zero-foot setback. Building may not be set back from the side property line except for side passageway, accessway, or stairway unless fire codes dictate otherwise. The setback shall not exceed six feet. The setback should be consistent with the rhythm of adjacent structures, or at least not deleterious to it.*

c. *Rear: 20-foot setback. Setbacks between zero and 20 feet are permitted only if the applicant can demonstrate that he can successfully mitigate any impacts associated with the building in current and future uses as they would relate to abutting residential and other properties.*

d. *Lot coverage: up to 100 percent of lot may be developed depending upon ability to mitigate impacts upon abutting residential and other uses.*

Staff Finding 7: Staff incorporates the applicant’s findings. The applicant is not proposing any dimensional changes to the existing building. These criteria are met.

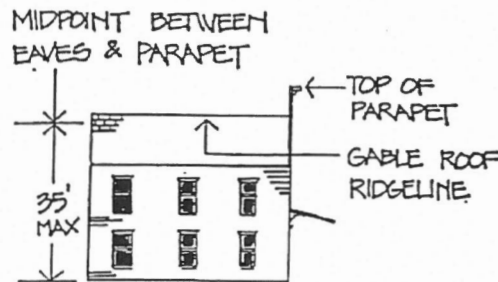
2. *Minimum landscaping required.* *Sites in this district are exempt from landscaping requirements as identified in Chapter 54 CDC, Landscaping, with the exception of parking areas.*

Staff Finding 8: The applicant is not required to provide parking. This criterion is not applicable.

The purpose statement of Chapter 54 reads “*The landscaping is intended to provide an attractive natural balance to built areas, to reduce runoff, to provide shade, to screen or buffer uses, and to frame or complement views.*” Placing landscaping in the proposed parking areas

would not provide an attractive balance as the landscaping will not survive in the conditions. The landscaping would not reduce runoff as they would provide no interception, absorption, or infiltration of stormwater. The landscaping would not provide additional shade as it would be located under cover. The landscaping would not screen or buffer uses nor frame or complement views. Landscaping is not required as parking is not required in the Willamette Falls Drive Commercial Design District. This criterion is met.

3. Building height limitations. Maximum building height shall be 35 feet (as measured by this code), and two stories. False fronts shall be considered as the peak of the building if it exceeds the gable roof ridgeline.



Staff Finding 9: The applicant is not proposing any alterations to the existing building height with their proposal for a new entry. This criteria does not apply.

- 4. External ground level or first story minimum height. Ten feet to allow transoms.
- 5. Roof form. Flat or pitched roofs. Pitched roof ridgeline shall run from the front of the building to the back.
- 6. Building form, scale and depth. Building shall emphasize the vertical through narrow, tall windows (especially on second floor), vertical awning supports, engaged columns, and exaggerated facades creating a height-to-width ratio of 1.5:1. Building depth shall be flat, only relieved by awning and cornice projections and the indented doorway.

Staff Finding 10: Staff incorporates the applicant’s findings. These criteria are met.

- 7. Spacing and rhythm. Buildings shall follow a regular rhythm. Strong vertical breaks or lines should be regularly spaced every 25 to 50 feet.
- 8. Facades. No gables, hipped, or pitched roofs shall be exposed to the street at the front. The “Western false front” shall be the preferred style although variations shall be allowed.
- 9. Cornice. Cornices shall be broad and may include regularly spaced supporting brackets. A cornice is not required, but preferred.

Staff Finding 11: Staff incorporates the applicant’s findings. These criteria are met.

10. Building materials and orientation. Wood shall be the principal building material. Horizontal wood siding in one-inch by eight-inch dimensions shall be used for siding. Brick and certain concrete configurations are permitted only by a variance under CDC 58.090.

Staff Finding 12: The applicant has proposed doors with the lower 1/3 wood paneled and the upper 2/3 will be glass. The colors and materials will match the other doors on the building. This criterion is met.

11. *Awnings.* All buildings shall have awnings extending out from building face. Awnings are preferred for micro-climate benefits. Ideally, the building will have both transom and awnings, although transoms are not required.

Awnings shall be either canvas or vinyl, or similar approved material, supported by an internal metal framework or metal or wood supported by a curved metal support, either attached to the building or a simple four-inch by four-inch wood post extending down to the outside of the sidewalk.

Awnings shall, therefore, extend beyond the front property line to the outside edge of the sidewalk, and shall possess a seven-foot clearance to the valance or any other part. The pitch of the awning shall be 10 to 40 degrees. No "bubble-type" awnings are permitted. No backlit awnings are permitted. Canvas or matte-finish vinyl, or similar approved material awnings, may be one-color or striped and shall have a free-hanging plain or crenelated valance. Canvas or matte-finish vinyl, or similar approved material awnings, should not be shared between two structures. Each structure should have its own awning.

Staff Finding 13: The applicant is not proposing any changes to the existing awing. This criteria does not apply.

12. *Extruded roofs.* As a substitute for an awning, extruded roofs have a 10- to 40-degree pitch and extend one to two feet from the building face just above the transom windows where the first and second stories meet. The roof runs along the entire building frontage. Standard roofing materials are used. Transoms are required with extruded roofs.

Staff Finding 14: Staff incorporates the applicant's findings. These criteria are not applicable.

13. *Doors and entryways.* The entryway shall be centered in the middle of the building at grade. The buildings on street corners may position their doors on the corner at an angle as depicted in the illustration. The doors may be single or double doors. The doors shall be recessed three to five feet back from the building line. Doors shall have glazing in the upper two-thirds to half of the door. Panels should decorate the lower portions. The entryway shall have windows all the way around at the same level as the other display windows. Wood doors are preferable although alternatives with a dark matte finish may be acceptable.

Staff Finding 15: The applicant is proposing to replace an existing window with double doors leading into the existing business. The proposed doors will be recessed into the building 3 feet. The doors will be centered on the building and will have the upper 2/3 glazed and the lower 1/3 wood. This criterion is met.

14. Glazing. Clear glass only. No mirrored or tinted glass. No films applied to glass. Lettering on glass is permitted (see subsection (C)(25)(b) of this section).

Staff Finding 16: The applicant has proposed clear glass with no glazing for all windows and doors. This criterion is met.

15. Display or pedestrian level windows. Shall extend across at least 80 percent of building front. The windows shall start one and one-half to two and one-half feet above grade to a height of seven to eight feet, and shall be level with the top of the height of the adjacent entryway area, excluding transom. A single sheet of glass is not permitted. The window shall be broken up into numerous sections, also known as lights. From 1880 onwards, the number of lights was generally no more than six in a pedestrian-level window. The frames may be wood or vinyl-clad wood, or other materials so long as a matte finish is possible.

Staff Finding 17: The applicant is proposing to replace an existing pedestrian level window with a double door recessed 3 feet into the building. No changes are proposed to the other pedestrian level windows leading into this space. This criteria is met.

16. Second floor and other windows. Double- and single-hung windows proportionately spaced and centered should be used. Smaller square shaped windows may be permitted (one and one-half feet to two feet per side). A typical window should have a 3:1 height to width ratio for the glass area. There should be a minimum of two lights: "one over one" of equal size. "Two over one" or "four over one" is appropriate.

Staff Finding 18: The applicant is not proposing any changes to the second floor of the existing building. This criteria does not apply.

17. Wainscotting. Wainscotting shall be consistent with primary material of the building, typically wood.

18. Shutters. Shutters are not allowed.

19. Balconies. No balconies are permitted except on rear of building.

20. Exterior stairs. Simple stairs are permitted on the rear or side of the building only.

21. Roof mounted mechanical equipment. Equipment shall be screened from view on all sides by normal and consistent architectural features of the building. CDC 55.100(D), Privacy and noise, shall apply.

22. Air conditioning. No window types on avenue or street side are permitted. Window-mounted air conditioners are not allowed at rear where abutting residential.

Staff Finding 19: Staff incorporates the applicant's findings. These criteria are not applicable.

23. Exterior lighting fixtures. Any lighting fixtures that can be traced to 1880 – 1915 period are permitted. Simple modern fixtures that are screened and/or do not attract attention are acceptable. Overly ornate fixtures of the Victorian era are to be discouraged.

Staff Finding 20: The applicant is not proposing any changes to the existing lighting on the building. This criteria does not apply.

24. Transoms. Transom windows are required with extruded roofs and optional with awnings. Transom windows shall cover the front of the building above, but not beyond, the main display windows and the entryway area. Transoms should be broken up into sections every six inches to three feet in a consistent and equal pattern. Height should not exceed three feet. Transoms may or may not open. False ceilings are allowed behind the transoms.

25. Planters. No planters are allowed.

Staff Finding 21: Staff incorporates the applicant's findings. These criteria are not applicable.

26. Paint colors. Body color typically included white, cream, or a light, warm color of low intensity. Accents, trims, windows, etc., should be dark-colored. Contrasting colors should be compatible. Existing colors shall not enjoy protected status when repainting is proposed. A palette or color wheel of acceptable 1880 – 1915 period colors shall be the basis for color selection. No other colors are allowed. The palette is available at the Community Development Department.

Staff Finding 22: The applicant proposes to stain the wooden doors to match the other doors on the building. The siding will also match the existing colors of the building. These criteria are met.

27. Ornamental or advertising flags, pennants, or banners. Not permitted on buildings.

28. New materials. Permitted where it is demonstrated that new material visually replicates originally required material, except siding, which must be wood.

Staff Finding 23: Staff incorporates the applicant's findings. These criteria are met.

58.100 VARIANCE PROCEDURES

In those circumstances where a design proposal cannot meet the standards, or proposes an alternative to the standard, the Historic Review Board may grant a variance in those cases where one of the following criteria is met:

A. *The applicant can demonstrate by review of historical records or photographs that the alternative is correct and appropriate to architecture in the region, and especially West Linn, in 1880 – 1915.*

B. *The applicant is incorporating exceptional 1880 – 1915 architecture into the building which overcompensates for an omission. The emphasis is upon superior design, detail, or workmanship.*

Staff Finding 24: The applicant is not requesting any variances to chapter 58 design standards. This criteria does not apply.

EXHIBIT HRB-1: AFFIDAVIT OF NOTICE

AFFIDAVIT OF NOTICE

We, the undersigned do hereby certify that, in the interest of the party (parties) initiating a proposed land use, the following took place on the dates indicated below:

GENERAL

File No. DR-17-05 Applicant's Name Icon Construction
Development Name _____
Scheduled Meeting/Decision Date 6-20-17

NOTICE: Notices were sent at least 20 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check below)

TYPE A _____

- A. The applicant (date) _____ (signed) _____
- B. Affected property owners (date) _____ (signed) _____
- C. School District/Board (date) _____ (signed) _____
- D. Other affected gov't. agencies (date) _____ (signed) _____
- E. Affected neighborhood assns. (date) _____ (signed) _____
- F. All parties to an appeal or review (date) _____ (signed) _____

At least 10 days prior to the scheduled hearing or meeting, notice was published/posted:

Tidings (published date) _____ (signed) _____
City's website (posted date) _____ (signed) _____

SIGN

At least 10 days prior to the scheduled hearing, meeting or decision date, a sign was posted on the property per Section 99.080 of the Community Development Code.

(date) _____ (signed) _____

NOTICE: Notices were sent at least 14 days prior to the scheduled hearing, meeting, or decision date per Section 99.080 of the Community Development Code. (check below)

TYPE B

- A. The applicant (date) 5-25-17 (signed) S. Schryer
- B. Affected property owners (date) 5-25-17 (signed) S. Schryer
- C. School District/Board (date) _____ (signed) _____
- D. Other affected gov't. agencies (date) _____ (signed) _____
- E. Affected neighborhood assns. (date) 5-25-17 (signed) S. Schryer
(ALL)

Notice was posted on the City's website at least 10 days prior to the scheduled hearing or meeting.

Date: 5-25-17 (signed) S. Schryer

STAFF REPORT mailed to applicant, City Council/Planning Commission and any other applicable parties 10 days prior to the scheduled hearing.

(date) 5-25-17 (signed) Jennifer Arnold

FINAL DECISION notice mailed to applicant, all other parties with standing, and, if zone change, the County surveyor's office.

(date) _____ (signed) _____

EXHIBIT HRB-2: NOTICE OF MAILING PACKET

**CITY OF WEST LINN
HISTORIC REVIEW BOARD
PUBLIC HEARING NOTICE
FILE NO. DR-17-05**

The West Linn Historic Review Board (HRB) is scheduled to hold a public hearing on **Tuesday, June 20, 2017, at 7:00 p.m.** in the Council Chambers at City Hall, 22500 Salamo Road, West Linn, to consider an application for Class I Design Review, including Willamette Falls Drive Commercial Design District Review, to replace an existing double window with two doors on an existing Commercial building at 1980 Willamette Falls Drive #120. The purpose of the public hearing is to make a recommendation to the West Linn Planning Manager on the application's compliance with the Class I Design Review and Willamette Falls Drive Commercial Design District approval criteria.

Criteria applicable to the request are found in CDC Chapters 19, 58, and 99. A recommendation of approval or disapproval of the request by the HRB will be based solely upon these criteria. At the hearing, it is important that comments relate specifically to the applicable criteria listed.

You have been notified of this proposal because County records indicate that you own property within 300 feet of the affected site on Clackamas County Assessor's Map 31E02BA, Tax Lot 800, or as otherwise required by Chapter 99 of the CDC.

The complete application in the above noted file is available for inspection at no cost at City Hall or via the web site <http://westlinnoregon.gov/planning/1980-willamette-falls-drive-ste-120-historic-design-review-change-window-door>. Copies can also be obtained for a minimal charge per page. At least 10 days prior to the hearing, a copy of the staff report will be available for inspection. For further information, please contact Associate Planner Jennifer Arnold at jarnold@westlinnoregon.gov or 503-742-6057. Alternately, visit City Hall, 22500 Salamo Road, West Linn, OR 97068.

The hearing will be conducted in accordance with the rules of Section 99.170 of the CDC. Anyone wishing to present written testimony on this proposed action may do so in writing prior to, or at the public hearing. Oral testimony may be presented at the public hearing. At the public hearing, the HRB will receive a staff presentation, and invite both oral and written testimony. The HRB may continue the public hearing to another meeting to obtain additional information, leave the record open for additional evidence, arguments, or testimony, or close the public hearing and take action on the application as provided by state law. **It is important to provide all evidence, both oral and written, to the HRB. Generally, the City Council will not be able to accept additional evidence if there is an appeal of this application.** Failure to raise an issue in person or by letter at some point prior to the close of the hearing, or failure to provide sufficient specificity to afford the decision maker an opportunity to respond to the issue, precludes an appeal to the Land Use Board of Appeals (LUBA) based on that issue.



CITY OF West Linn

CITY OF WEST LINN NOTICE OF UPCOMING HISTORIC REVIEW BOARD MEETING

**PROJECT # DR-17-05
MAIL: 5/25/17 TIDINGS: N/A**

CITIZEN CONTACT INFORMATION

To lessen the bulk of agenda packets, land use application notice, and to address the worries of some City residents about testimony contact information and online application packets containing their names and addresses as a reflection of the mailing notice area, this sheet substitutes for the photocopy of the testimony forms and/or mailing labels. A copy is available upon request.

EXHIBIT HRB-3: APPLICANT SUBMITTAL

DEVELOPMENT REVIEW APPLICATION

For Office Use Only		
STAFF CONTACT <i>Jennifer Arnold</i>	PROJECT No(s). <i>DR-17-05</i>	
NON-REFUNDABLE FEE(S) <i>\$250</i>	REFUNDABLE DEPOSIT(S)	TOTAL <i>\$250</i>

Type of Review (Please check all that apply):

- | | | |
|---|---|---|
| <input type="checkbox"/> Annexation (ANX)
<input type="checkbox"/> Appeal and Review (AP) *
<input type="checkbox"/> Conditional Use (CUP)
<input checked="" type="checkbox"/> Design Review (DR)
<input type="checkbox"/> Easement Vacation
<input type="checkbox"/> Extraterritorial Ext. of Utilities
<input type="checkbox"/> Final Plat or Plan (FP)
<input type="checkbox"/> Flood Management Area
<input type="checkbox"/> Hillside Protection & Erosion Control | <input checked="" type="checkbox"/> Historic Review
<input type="checkbox"/> Legislative Plan or Change
<input type="checkbox"/> Lot Line Adjustment (LLA) */**
<input type="checkbox"/> Minor Partition (MIP) (Preliminary Plat or Plan)
<input type="checkbox"/> Non-Conforming Lots, Uses & Structures
<input type="checkbox"/> Planned Unit Development (PUD)
<input type="checkbox"/> Pre-Application Conference (PA) */**
<input type="checkbox"/> Street Vacation | <input type="checkbox"/> Subdivision (SUB)
<input type="checkbox"/> Temporary Uses *
<input type="checkbox"/> Time Extension *
<input type="checkbox"/> Variance (VAR)
<input type="checkbox"/> Water Resource Area Protection/Single Lot (WAP)
<input type="checkbox"/> Water Resource Area Protection/Wetland (WAP)
<input type="checkbox"/> Willamette & Tualatin River Greenway (WRG)
<input type="checkbox"/> Zone Change |
|---|---|---|

Home Occupation, Pre-Application, Sidewalk Use, Sign Review Permit, and Temporary Sign Permit applications require different or additional application forms, available on the City website or at City Hall.

Site Location/Address: 1980 WILLAMETTE FALLS DR. #120, WEST LINN, OREGON	Assessor's Map No.:
	Tax Lot(s): 800
	Total Land Area: 18,400 sq.ft.

Brief Description of Proposal: REPLACE (2) WINDOWS IN SUITE #120 WITH A PAIR OF WOOD DOORS, 1/3 WOOD PANEL AT BOTTOM, WITH 2/3 CLEAR GLASS ABOVE.

Applicant Name: DARREN GUSDORF – ICON CONSTRUCTION <small>(please print)</small>	Phone: 503-657-0406
Address: 1980 WILLAMETTE FALLS DR. #200	Email:
City State Zip: WEST LINN, OR	darren@iconconstruction.net

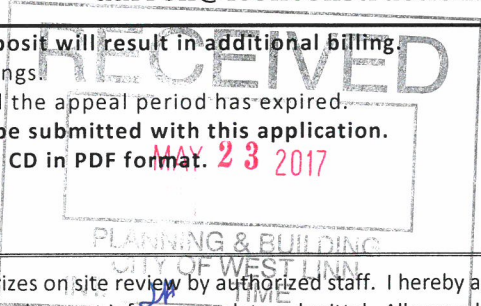
Owner Name (required): MARK HANDRIS <small>(please print)</small>	Phone: 503-657-0406
Address: 1980 WILLAMETTE FALLS DR. #200	Email: Handris@aol.com
City State Zip: WEST LINN, OR 97068	

Consultant Name: DARREN GUSDORF – ICON CONSTRUCTION <small>(please print)</small>	Phone: 503-657-0406
Address: 1980 WILLAMETTE FALLS DR. #200	Email:
City State Zip: WEST LINN, OR 97068	darren@iconconstruction.net

1. All application fees are non-refundable (excluding deposit). Any overruns to deposit will result in additional billing.
2. The owner/applicant or their representative should be present at all public hearings.
3. A denial or approval may be reversed on appeal. No permit will be in effect until the appeal period has expired.
4. **Three (3) complete hard-copy sets (single sided) of application materials must be submitted with this application.**
 One (1) complete set of digital application materials must also be submitted on CD in PDF format.
 If large sets of plans are required in application please submit only two sets.

* No CD required / ** Only one hard-copy set needed

The undersigned property owner(s) hereby authorizes the filing of this application, and authorizes on site review by authorized staff. I hereby agree to comply with all code requirements applicable to my application. Acceptance of this application does not infer a complete submittal. All amendments to the Community Development Code and to other regulations adopted after the application is approved shall be enforced where applicable. Approved applications and subsequent development is not vested under the provisions in place at the time of the initial application.



Applicant's signature	Owner's signature (required)	
5-23-17	5-23-17	
Date	Date	

Class I Design Review Narrative

1980 Willamette Falls Dr. #120, West Linn

Icon Construction & Development, LLC

Proposal: The applicant requests the removal of (2) existing windows on the 1980 Willamette Falls Dr. #120 commercial building “Café West Linn” and proposes to replace these (2) windows with a pair of 3/0 x 8/0 exterior doors. The doors will be 1/3 base raised panel wood, 2/3 upper panel clear glass, recessed 3’ from the face of this building. This is a Class I Design Review application that shall be presented before the West Linn Historic Review Board and City Staff. Applicable CDC chapters are 55 (Design Review) and 58 (Willamette Falls Drive Commercial Design District). The applicable criteria and applicant comments are outlined within this application for review.



Vicinity Map

The proposal conforms to the applicable provisions of the CDC as follows:

Chapter 55 DESIGN REVIEW

55.100 PURPOSE AND INTENT - GENERAL

The purpose of the design review provisions is to establish a process and standards for the review of development proposals in order to conserve and enhance the appearance of the City and to promote functional, safe, and innovative site development. Attention will be paid to the proposal's scale, layout and design, its compatibility with the surrounding natural environment, and the character of the surrounding neighborhood or area. The intent is to ensure that there is general compatibility between adjoining uses, that private and common outdoor space is provided, that vehicular access and circulation are safe, and that areas of public use are made aesthetically attractive and safe. Also of concern are the needs of persons with disabilities.

Developers of multi-family, industrial, commercial, office, and public building projects are required to take steps to reduce reliance on the automobile by, in part, encouraging other modes of transportation such as transit, bicycles, and foot traffic, and through building orientation or location. (Ord. 1650 § 1 (Exh. A), 2016)

Applicant Comment: As outlined within this application, the addition of these doors will enhance the appearance of this building within the city in a functional & safe manner. This door addition will match scale, design and compatibility between adjoining suites, within this commercial building and other buildings outlining the historic neighborhood. The existing outdoor seating space, off of the existing sidewalk, and recessed into the building envelope, will not be compromised and remain intact (located east of these doors). Being that these doors will be recessed 3' into the already existing alcove of the building, this modification will not impede the existing sidewalk, or the safety of those who travel on them, including persons with disabilities. The addition of these doors will have no impact to transportation. The space currently has access via the common door entrance into the building. No expectations of increased or decreased business will result from this door addition. The reason for this door addition is simply to create a better entry point for this space, and for its patrons, to enter directly into the café, vs. through the building's common area (where the main entrance currently exists). The objective of this door addition is to better connect the café to the community by gaining its own dedicated entrance point.

55.020 CLASSES OF DESIGN REVIEW

A. *Class I Design Review. The following are subject to Class I Design Review:*

1. *Modification of an office, commercial, industrial, public or multi-family structure for purposes of enhancing the aesthetics of the building and not increasing the interior usable space (e.g., covered walkways or entryways, addition of unoccupied features such as cupolas, clock towers, etc.).*

Applicant Comment: This proposed door addition will enhance the aesthetics of the building and have no impact on the interior OR exterior use of space.

2. *Significant road realignment (when not part of a subdivision or partition plat process). "Significant" shall be defined by the length of the realignment and/or extent of redesign, and/or the natural features or manmade structures that will be impacted or removed.*

Applicant Comment: This proposed door addition has no impact or effect on road alignment. No natural features or manmade structures will be impacted or removed aside from the (2) windows that these doors will be replacing.

3. *Addition or reduction of less than five percent of total square footage of a commercial, office, public, multi-family, or industrial building.*

Applicant Comment: This proposed door addition has no impact or effect on square footage to this space or the commercial building in whole.

4. *Modification of a landscape plan (including water features, ponds, pergolas, arbors, artwork, sculptures, etc.).*

Applicant Comment: This proposed door addition has no impact to any existing landscaping.

5. *Minor modifications and/or upgrades of pump stations, reservoirs, and storm detention facilities.*

Applicant Comment: This proposed door addition has no impact to any storm facilities, pump stations, detention facilities, etc.

6. *Americans with Disability Act compliance that significantly alters the exterior of the building (ramps are exempt).*

Applicant Comment: This proposed door addition and alcove that the doors will reside in, are currently abutted by sidewalks and adjoining concrete between the sidewalks and the building. This concrete is poured flat and will have a clean transition into the space. The existing doors and current point of entry into this suite are already ADA compliant per the original construction/approvals of the building itself. The addition of the proposed entry point is not required to be ADA compliant being that it would be a second entry point into this suite, and the current ADA entry point shall remain.

7. *Freestanding art and statuary over five feet tall.*

Applicant Comment: This proposed door addition will have no affiliation with free standing art or statues.

8. *Other land uses and activities may be added if the Planning Director makes written findings that the activity/use will not increase off-site impacts and is consistent with the type and/or scale of activities/uses listed above.*

Applicant Comment: This proposed door addition will have no off-site impacts.

9. No design review is required if the applicant proposes to repair or replace one of the listed items. The Planning Director shall make the determination of whether an applicant is proposing a repair or replacement. However, Class I design review applies when one of the following improvements is part of a minor redesign or remodel.

- a. Sidewalks on private property.
- b. Loading docks.
- c. Addition or reduction of parking stalls.
- d. Revised parking alignment.
- e. Revised circulation.
- f. Revised points of ingress/egress to a site.
- g. Heating, ventilation, and air conditioners (HVAC) that are visible from the public right-of-way.

Applicant Comment: This proposed door addition will fall within the Class I design review requirements per item "f" above (revised points of ingress/egress to a site). Items a, b, c, d, e, and g are not applicable to this application.

B. *Class II Design Review.* Class II design review applies to all uses/activities except those uses/activities listed under Class I design review, and the exemptions of CDC [55.025](#). Class II design review applies to the proposed improvements listed in this section when the proposed improvement (e.g., new sidewalk) is part of a major commercial, office, industrial, public, or multi-family construction project (e.g., a new shopping center). (Ord. 1547, 2007; Ord. 1604 § 50, 2011; Ord. 1622 § 20, 2014)

Applicant Comment: Being that the only impact of this door addition directly relates to item "f" (revised points of ingress/egress to a site) outlined within the Class 1 criteria above, a Class II design review is not applicable.

55.025 EXEMPTIONS

The following activities are exempt from the provisions of this chapter:

- A. *Detached single-family residential construction;*
- B. *Accessory structures;*
- C. *One to two duplexes or single-family attached structures except as indicated otherwise in this chapter;*

D. Architectural replacements in kind, or replacement of building materials that are equal or superior to existing materials (in terms of performance or quality) but that do not alter the architectural style of the structure. Retrofitted awnings, changes in color schemes, wall art, and freestanding statuary or art under five feet tall are exempt from design review, but shall be subject to Planning Director review under the provisions of CDC [99.060\(A\)\(2\)](#), prescribed conditions, and the approval criteria of CDC [55.100\(B\)\(6\)\(a\)](#) and (b). (Ord. 1408, 1998; Ord. 1604 § 51, 2011)

Applicant Comment: Being that the only impact of this door addition directly relates to item "f" (revised points of ingress/egress to a site) outlined within the Class 1 criteria above, this application is not exempt from the Class 1 review.

55.030 ADMINISTRATION AND APPROVAL PROCESS

A. A pre-application conference is required before submitting a development plan application for design review as provided by CDC [99.030\(B\)](#).

Applicant Comment: The pre-application conference was completed on 5-18-17 between the applicant, city staff, and the neighborhood association president.

B. The application shall be submitted by the record owner(s) of the property, authorized agent, or condemnor.

Applicant Comment: The applicant, Darren Gusdorf, is an authorized agent of Icon Construction and Development and Willamette Falls Holdings (property owner Mark Handris).

C. Action on the development plan application shall be as provided by Chapter [99](#) CDC, Procedures for Decision-Making: Quasi-Judicial, and the following:

1. The Planning Director for Class I design review applications, or Planning Commission for Class II design review applications, shall approve, approve with conditions, or deny the application based on findings related to the applicable criteria set forth in CDC [99.110](#) and this chapter.

2. A decision by the Planning Director may be reviewed by the City Council.

Applicant Comment: This is a Class I design review application. It is understood that the HRB and City Staff will review and render their decision.

D. Substantial modifications made to the approved development plan will require reapplication (e.g., more or fewer lots, different architectural design, etc.). (Ord. 1474, 2001; Ord. 1597 § 14, 2010)

Applicant Comment: This is a Class I design review application. There is no development plan. Supplement materials (site plan, building elevations, door specs, color of door stain, and (4) historic sample pictures, have been submitted with this application. Building permits for the proposed door addition will be obtained by the city of

West Linn Building Department, by the applicant, prior to window removal and door installation.

55.040 EXPIRATION OR EXTENSION OF APPROVAL

If substantial construction has not occurred within three years from the date of approval of the development plan, the approved proposal will be void, unless an extension is granted under CDC [99.325](#). (Ord. 1408, 1998; Ord. 1589 § 1 (Exh. A), 2010).

Applicant Comment: The applicant is aware there is a 3-year expiration for work to commence once approval is granted.

55.050 DESIGN REVIEW AMENDMENT TRIGGER

Amendments to design review shall be required when 10 percent or more of the housing type changes (e.g., from single-family units to multi-family units) from the tentatively approved design review plan, or when there is more than a 10 percent change in the number of units, or when the layout of streets and lots significantly changes, or adjusting more than 20 percent of the building footprint or site plan, or significant changes to the architecture that modify the style, mass, or result in elimination of significant design features. Changes in color or materials would not require an amendment unless the colors were non-earth tones and the materials were of poorer quality (for example, going from tile roof to composition roofing) than originally approved. Changes to the project/site plan to meet conditions of approval or legislative changes shall not trigger an amendment. (Ord. 1408, 1998)

Applicant Comment: Amendment not applicable being that this door addition will not impact housing type changes and/or building footprint. This section is not applicable to this application.

55.060 STAGED OR PHASED DEVELOPMENT

The applicant may elect to develop the site in stages. Staged development shall be subject to the provisions of CDC [99.125](#).

Applicant Comment: Being that this application is not affiliated with a development, this section is not applicable to this application.

55.070 SUBMITTAL REQUIREMENTS

A. *The design review application shall be initiated by the property owner or the owner's agent, or condemnor.*

B. *A pre-application conference, per CDC [99.030\(B\)](#), shall be a prerequisite to the filing of an application.*

C. *Documentation of any required meeting with the respective City-recognized neighborhood association per CDC [99.038](#).*

D. The applicant shall submit a completed application form and:

1. The development plan for a Class I design review shall contain the following elements:

- a. A site analysis (CDC [55.110](#)) only if the site is undeveloped;
- b. A site plan (CDC [55.120](#));
- c. Architectural drawings, including building envelopes and all elevations (CDC [55.140](#)) only if architectural work is proposed; and
- d. Pursuant to CDC [55.085](#), additional submittal material may be required.

One original application form must be submitted. One copy at the original scale and one copy reduced to 11 inches by 17 inches or smaller of all drawings and plans must be submitted. One copy of all other items must be submitted. The applicant shall also submit one copy of the complete application in a digital format acceptable to the City. When the application submittal is determined to be complete, additional copies may be required as determined by the Community Development Department.

2. The development plan for a Class II design review shall contain the following elements:

- a. A site analysis (CDC [55.110](#));
- b. A site plan (CDC [55.120](#));
- c. A grading plan (CDC [55.130](#));
- d. Architectural drawings, indicating floor plan and elevation (CDC [55.140](#));
- e. A landscape plan (CDC [55.150](#));
- f. A utility plan appropriate to respond to the approval criteria of CDC [55.100\(I\)\(1\)](#) through (5) relating to streets, drainage, municipal water, sanitary sewers, solid waste, and recycling storage;
- g. A light coverage plan with photometric data, including the location and type of outdoor lighting, with specific consideration given to compliance with CDC [55.100\(J\)](#) pertaining to crime prevention and, if applicable, CDC [46.150\(A\)\(13\)](#) pertaining to parking lot lighting;
- h. If staff determines before or during the pre-application conference that the land use is expected to generate noise that may exceed DEQ standards, the application shall include a noise study conducted by a licensed acoustical engineer that demonstrates that the application and associated noise sources will meet DEQ standards. Typical

noise sources of concern include, but are not limited to, vehicle drive-throughs, parking lots, HVAC units, and public address systems; and

i. Documents as required per the Tree Technical Manual.

3. A narrative, based on the standards contained in this code, which supports any requested exceptions as provided under CDC [55.170](#).

4. Submit full written responses to approval criteria of CDC [55.100](#) for Class II design review, or CDC [55.090](#) for Class I design review, plus all applicable referenced approval criteria.

E. The applicant shall submit samples of all exterior building materials and colors in the case of new buildings or building remodeling.

F. The applicant shall pay the required deposit and fee. (Ord. 1401, 1997; Ord. 1408, 1998; Ord. 1442, 1999; Ord. 1613 § 11, 2013; Ord. 1621 § 25, 2014; Ord. 1622 § 14, 2014)

Applicant Comment: This is a Class I design review application. Applicable criteria for this Class 1 application have been submitted with this application.

55.085 ADDITIONAL INFORMATION REQUIRED AND WAIVER OF REQUIREMENTS

A. The Planning Director may require additional information as part of the application subject to the provisions of CDC [99.035\(A\)](#).

B. The Planning Director may waive any requirements for the application subject to the provisions of CDC [99.035\(B\)](#) and (C).

Applicant Comment: The applicant anticipates no further information shall be required with this application beyond what is outlined within the Class I criteria listed above and as submitted.

55.090 APPROVAL STANDARDS – CLASS I DESIGN REVIEW

The Planning Director shall make a finding with respect to the following criteria when approving, approving with conditions, or denying a Class I design review application:

A. The provisions of the following sections shall be met:

1. CDC [55.100\(B\)\(1\)](#) through (4), Relationship to the natural and physical environment, shall apply except in those cases where the proposed development site is substantially developed and built out with no remaining natural physical features that would be impacted.

2. CDC [55.100\(B\)\(5\)](#) and (6), architecture, et al., shall only apply in those cases that involve exterior architectural construction, remodeling, or changes.

3. Pursuant to CDC [55.085](#), the Director may require additional information and responses to additional sections of the approval criteria of this section depending upon the type of application.

B. An application may be approved only if adequate public facilities will be available to provide service to the property at the time of occupancy.

C. The Planning Director shall determine the applicability of the approval criteria in subsection A of this section. (Ord. 1408, 1998; Ord. 1544, 2007)

Applicant Comment: This application is a Class I Design Review. The criteria set forth within have been addressed within this application.

55.100 APPROVAL STANDARDS – CLASS II DESIGN REVIEW

Applicant Comment: This application is a Class I Design Review. This section, outlining a Class II Design Review requirements is not applicable.

55.110 SITE ANALYSIS

The site analysis shall include:

A. A vicinity map showing the location of the property in relation to adjacent properties, roads, pedestrian and bike ways, transit stops and utility access.

B. A site analysis on a drawing at a suitable scale (in order of preference, one inch equals 10 feet to one inch equals 30 feet) which shows:

1. The property boundaries, dimensions, and gross area.
2. Contour lines at the following minimum intervals:
 - a. Two-foot intervals for slopes from zero to 25 percent; and
 - b. Five- or 10-foot intervals for slopes in excess of 25 percent.
3. A slope analysis which identifies portions of the site according to the slope ranges as follows:
 - a. Type I (under 15 percent);
 - b. Type II (between 15 to 25 percent);
 - c. Type III (between 25 to 35 percent);
 - d. Type IV (over 35 percent).
4. The location and width of adjoining streets.

5. *The drainage patterns and drainage courses on the site and on adjacent lands.*
6. *Potential natural hazard areas including:*
 - a. *Floodplain areas pursuant to the site's applicable FEMA Flood Map panel;*
 - b. *Water resource areas as defined by Chapter [32](#) CDC;*
 - c. *Landslide areas designated by the Natural Hazard Mitigation Plan, Map 16; and*
 - d. *Landslide vulnerable analysis areas, designated by the Natural Hazard Mitigation Plan, Map 17.*
7. *Resource areas including:*
 - a. *Wetlands;*
 - b. *Riparian corridors;*
 - c. *Streams, including intermittent and ephemeral streams;*
 - d. *Habitat conservation areas; and*
 - e. *Large rock outcroppings.*
8. *Potential historic landmarks and registered archaeological sites. The existence of such sites on the property shall be verified from records maintained by the Community Development Department and other recognized sources.*
9. *Identification information including the name and address of the owner, developer, project designer, lineal scale and north arrow.*
10. *Identify Type I and II lands in map form. Provide a table which identifies square footage of Type I and II lands also as percentage of total site square footage. (Ord. 1408, 1998; Ord. 1425, 1998; Ord. 1442, 1999; Ord. 1463, 2000; Ord. 1526, 2005; Ord. 1544, 2007; Ord. 1565, 2008; Ord. 1590 § 1, 2009; Ord. 1613 § 13, 2013; Ord. 1621 § 25, 2014; Ord. 1635 § 27, 2014; Ord. 1636 § 38, 2014)*

Applicant Comment: Aside from providing a vicinity map within this application, no other criteria within this section is applicable. There will be no change to the site itself, the building envelope/size, or anything applicable off site. Slope analysis, impacts to streets, drainage, natural hazards, floodplains, water resource areas, wetlands, riparian corridors, streams, habitat conservation areas, outcroppings, historic landmarks, trees, or any other on site or off site impacts are not applicable with this application.

55.120 SITE PLAN

The site plan shall be at the same scale as the site analysis (CDC [55.110](#)) and shall show:

- A. The applicant's entire property and the surrounding property to a distance sufficient to determine the relationship between the applicant's property and proposed development and adjacent property and development.
- B. Boundary lines and dimensions for the perimeter of the property and the dimensions for all proposed lot or parcel lines.
- C. Streams and stream corridors.
- D. Identification information, including the name and address of the owner, developer, project designer, lineal scale and north arrow.
- E. The location, dimensions, and names of all existing and proposed streets, public pathways, easements on adjacent properties and on the site, and all associated rights-of-way.
- F. The location, dimensions and setback distances of all:
 - 1. Existing and proposed structures, improvements, and utility facilities on site; and
 - 2. Existing structures and driveways on adjoining properties.
- G. The location and dimensions of:
 - 1. The entrances and exits to the site;
 - 2. The parking and circulation areas;
 - 3. Areas for waste disposal, recycling, loading, and delivery;
 - 4. Pedestrian and bicycle routes, including designated routes, through parking lots and to adjacent rights-of-way;
 - 5. On-site outdoor recreation spaces and common areas;
 - 6. All utilities, including stormwater detention and treatment; and
 - 7. Sign locations.
- H. The location of areas to be landscaped. (Ord. 1442, 1999; Ord. 1613 § 14, 2013; Ord. 1622 § 28, 2014; Ord. 1636 § 39, 2014)

Applicant Comment: A vicinity map and site plan has been included within this application.

55.125 TRANSPORTATION ANALYSIS

Applicant Comment: This application does not involve development. No TIA is required or applicable.

55.130 GRADING PLAN

Applicant Comment: There will be no site grading affiliated with this door project and therefore there is no grading plan submitted with this application.

55.140 ARCHITECTURAL DRAWINGS

This section does not apply to single-family residential subdivisions or partitions, or up to two duplexes or single-family attached dwellings.

Architectural drawings shall be submitted showing:

- A. *Building elevations and sections tied to curb elevation;*
- B. *Building materials: color and type; and*
- C. *The name of the architect or designer. (Ord. 1408, 1998; Ord. 1613 § 16, 2013)*

Applicant Comment: Building elevations reflecting the door location have been submitted with this application. Door specs/details have also been included with this application. There is no architect or designer affiliated with this application. Supporting documents with this application have been prepared by the applicant, Darren Gusdorf.

55.150 LANDSCAPE PLAN

Applicant Comment: There are no landscaping requirements affiliated with this application and therefore there are no landscaping plans have been submitted.

55.170 EXCEPTIONS TO UNDERLYING ZONE, YARD, PARKING, SIGN PROVISIONS, AND LANDSCAPING PROVISIONS

Applicant Comment: There are no requested exceptions to the application. This section is not applicable.

55.180 MAINTENANCE

All on-site improvements shall be the ongoing responsibility of the property owner or occupant

Applicant Comment: The applicant and building owner shall be responsible for the maintain of the new doors.

55.190 SHARED OPEN SPACE

Applicant Comment: There are no open spaces (shared or otherwise) affiliated with this application. This section is not applicable.

55.195 ANNEXATION AND STREET LIGHTS

Applicant Comment: There is no annexation and/or street lights affiliated with this application. This section is not applicable.

Chapter 58

WILLAMETTE FALLS DRIVE COMMERCIAL DESIGN DISTRICT

58.010 PURPOSE

- A. *Implement the goals and policies of the economic element of the Comprehensive Plan relating to the rehabilitation and revitalization of the Willamette Commercial District.*
- B. *Enhance the historic and aesthetic quality of the Commercial District.*
- C. *Increase the attractiveness of the commercial areas to tourists, customers, tenants, business owners, and City residents.*
- D. *Reinforce the commitment to existing commercial buildings of the 1880 – 1915 period and complement the adjacent residential historic district.*
- E. *Encourage a sense of historic identity for the Willamette area and West Linn as a whole.*

Applicant Comment: The addition of this type/style pair of doors to the 1980 Willamette Falls Drive Commercial building accomplishes all goals outlined in items A-E above. The doors compliment the historic aesthetics of the surrounding area while reinforcing the historic period in which the Willamette Historic District prides itself with. These doors will be an attractive asset to this building and the neighborhood in whole, and adhere to the objectives set forth within this section.

58.020 IMPLEMENTATION

The intent and purpose of this chapter shall be carried out by establishing architectural standards of the 1880 – 1915 period which shall be used in new commercial construction and remodels.

Applicant Comment: This application includes (4) samples of historic buildings with 1/3 raised wood panel, 2/3 glass entry doors similar to those proposed for the 1980 Willamette Falls commercial building in this application. The applicant has included pictures of the Fechheimer & White Building (Portland, Oregon 1883), Peerless Rooms Building (Ashland, Oregon 1904), Flavel House (Astoria, Oregon 1885), and Ainsworth

Bank (Salem, Oregon 1881). All buildings demonstrate the use of this type/style of doors proposed by the applicant.

58.030 APPLICABILITY

A. *The provisions of this chapter shall apply to all new commercial construction, restorations, and remodels on Willamette Falls Drive between 10th and 15th Streets. Properties that are historic resources shall comply with the provisions of Chapter [25 CDC](#), as applicable. "Restorations" shall be defined as all exterior repairs, replacement of materials, alterations or changes, including reroofing, painting, window and sign replacement, etc. Failure to obtain a permit shall constitute a Class A violation pursuant to CDC [106.050](#).*

B. *Commercial structures that are also within the historic district as defined in CDC [25.030\(A\)](#) are required to meet the provisions of Chapter [25 CDC](#) in addition to the provisions of this chapter.*

C. *Boundary limits. The affected area shall be as delineated in Figure 1, below. Generally, the area is along Willamette Falls Drive between 10th Street and 15th Street.*

Applicant Comment: This application adheres to the provisions set forth within CDC 25. Most applicable within chapter 25 pertains to 25.060 DESIGN STANDARDS APPLICABLE TO HISTORIC RESOURCES, item #16 reads, "Doors. Doors shall be painted or stained wood, fiberglass clad, or metal clad, or another material that is consistent with the original historic appearance." The proposed doors shall be wood doors, 1/3 lower panel wood, with 2/3 upper panel in clear glass. The doors will be stained to match the same dark brown stain as demonstrated in the sample taken from the 1914 Allium picture.

58.040 EXEMPTIONS

Remodels to exclusive single-family residential homes are exempt from the provisions of this chapter. Single-family homes that are used for businesses or home occupations are not exempt. Repainting any structure requires review and is not exempt. All exemptions must be approved by the Planning Director.

Applicant Comment: 58.040 pertains to exemptions related to single-family residential homes. This section is not applicable to this application.

58.050 PERMITTED USES

All uses permitted by the underlying General Commercial zone shall be allowed pursuant to CDC [19.030](#), [19.040](#), [19.050](#), and [19.060](#) and shall require the application of the standards of this chapter. Residential use of the second floor and the rear portion only of the ground floor, with no access onto Willamette Falls Drive, is permitted by application through this chapter. Residential use may only comprise 50 percent or less of the total square footage of the building combined. Commercial uses shall dominate the first floor. (Ord. 1401, 1997).

Applicant Comment: This application, as submitted, to replace (2) windows with a pair of doors, meets the requirements and adheres to the underlying General Commercial zone.

58.070 APPLICATION AND SUBMITTAL REQUIREMENTS

- A. *Applicants shall attend a pre-application conference if required by CDC [99.030\(B\)](#).*
- B. *The Director shall determine the appropriateness of the proposal and the completeness of the materials to be submitted. The Director may consult with members of the Historic Review Board in this process.*
- C. *The application is made with appropriate fees. A written narrative may be required explaining how the proposal meets the approval criteria.*
- D. *All applications for remodels and new construction shall require scaled elevation plans, site plans, and material and color board. (Ord. 1599 § 5, 2011)*

Applicant Comment: As required in section A above, the applicant attended a pre-application conference on May 18th, 2017. All submittal requirements have been included within this application which address sections B-D above.

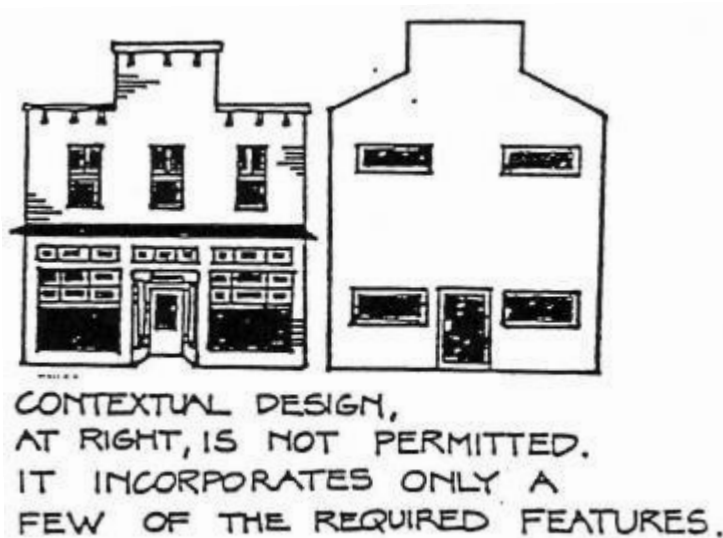
58.080 FEES

- A. *New construction and major restoration projects shall be charged fees consistent with the adopted fee schedule for design review.*
- B. *Minor restoration projects under \$50,000 valuation shall pay fees as directed by the adopted fee schedule.*
- C. *Repainting and replacement of windows (Class B restoration) shall pay a fee as directed by the adopted fee schedule.*

Applicant Comment: Applicant is aware that fees will be assessed and paid by the applicant to process this application.

58.090 STANDARDS

- A. *Standards are needed to provide a clear and objective list of design elements that are needed to bring new construction and remodels into conformance with 1880 – 1915 architecture. Buildings of the period saw relatively few deviations in design. Consequently, the Historic Review Board will require conformance with the standards. Deviations or deletions from the standards are addressed in the variance procedure of this chapter.*
- B. *The use of neo-designs or simply contextual designs which only attempt to capture the basic or generalized elements such as building line, massing and form, etc., is not acceptable.*



C. *The following standards shall apply to new construction and remodels.*

1. *Dimensional standards.*

a. *Front: zero-foot setback. Building may not be set back from the property line unless it is consistent with predominant building line.*

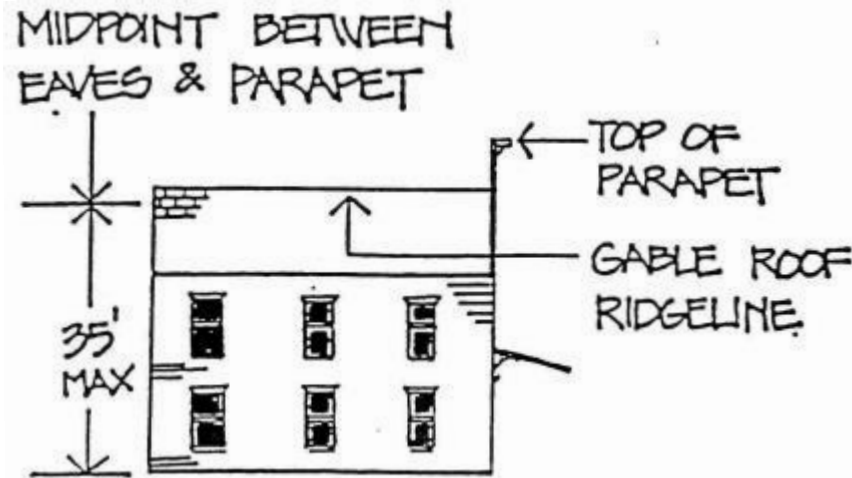
b. *Side and side street: zero-foot setback. Building may not be set back from the side property line except for side passageway, accessway, or stairway unless fire codes dictate otherwise. The setback shall not exceed six feet. The setback should be consistent with the rhythm of adjacent structures, or at least not deleterious to it.*

c. *Rear: 20-foot setback. Setbacks between zero and 20 feet are permitted only if the applicant can demonstrate that he or she can successfully mitigate any impacts associated with the building in current and future uses as they would relate to abutting residential and other properties.*

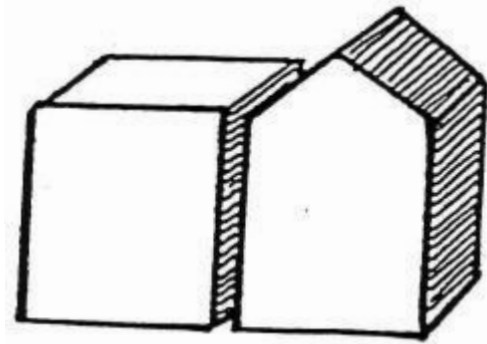
d. *Lot coverage: up to 100 percent of lot may be developed depending upon ability to mitigate impacts upon abutting residential and other uses.*

2. *Minimum landscaping required.* *Sites in this district are exempt from landscaping requirements as identified in Chapter 54 CDC, Landscaping, with the exception of parking areas.*

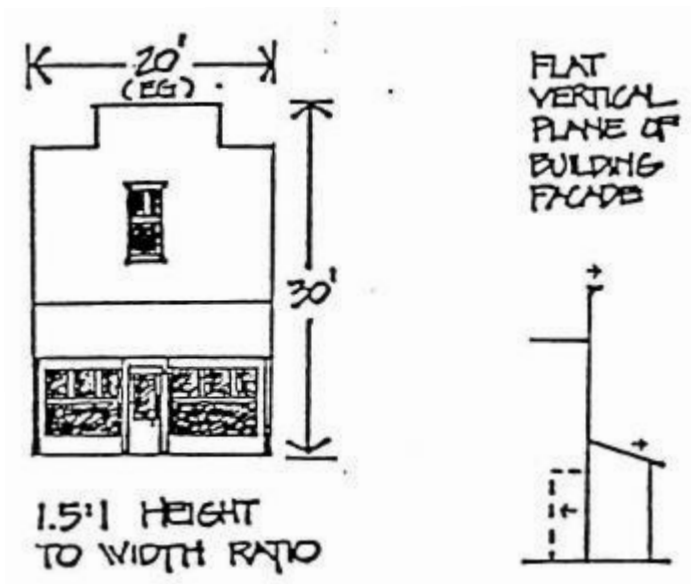
3. *Building height limitations.* *Maximum building height shall be 35 feet (as measured by this code), and two stories. False fronts shall be considered as the peak of the building if it exceeds the gable roof ridgeline.*



4. External ground level or first story minimum height. Ten feet to allow transoms.
5. Roof form. Flat or pitched roofs. Pitched roof ridgeline shall run from the front of the building to the back.



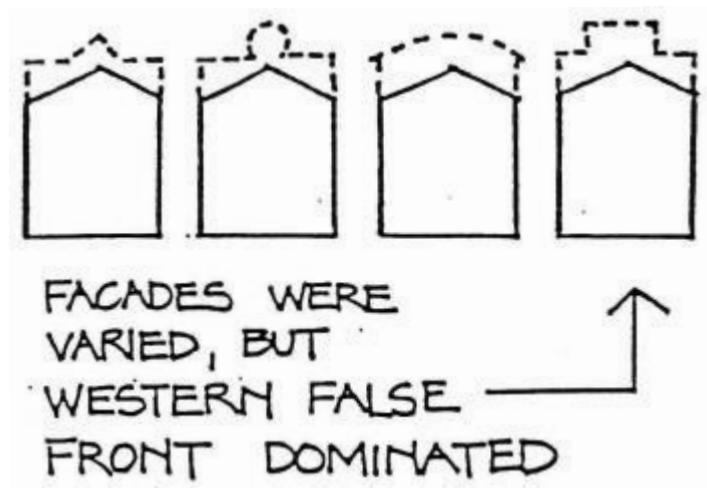
6. Building form, scale and depth. Building shall emphasize the vertical through narrow, tall windows (especially on second floor), vertical awning supports, engaged columns, and exaggerated facades creating a height-to-width ratio of 1.5:1.



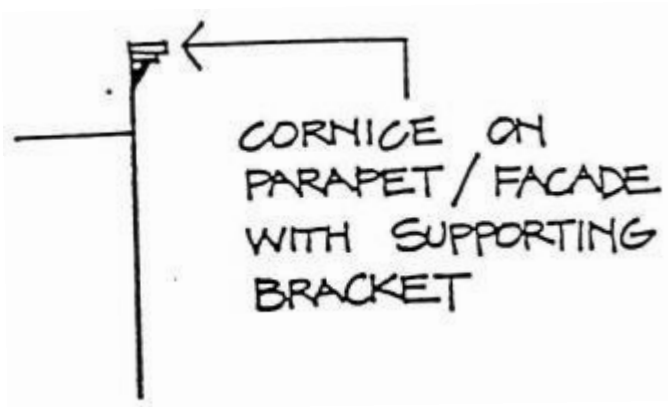
Building depth shall be flat, only relieved by awning and cornice projections and the indented doorway.

7. Spacing and rhythm. Buildings shall follow a regular rhythm. Strong vertical breaks or lines should be regularly spaced every 25 to 50 feet.

8. Facades. No gables, hipped, or pitched roofs shall be exposed to the street at the front. The "Western false front" shall be the preferred style although variations shall be allowed.



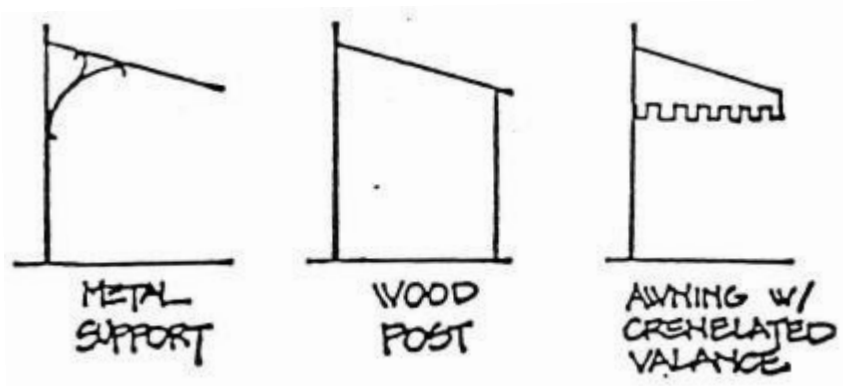
9. Cornice. Cornices shall be broad and may include regularly spaced supporting brackets. A cornice is not required, but preferred.



10. Building materials and orientation. Wood shall be the principal building material. Horizontal wood siding in one-inch by eight-inch dimensions shall be used for siding. Brick and certain concrete configurations are permitted only by a variance under CDC [58.090](#).

11. Awnings. All buildings shall have awnings extending out from building face. Awnings are preferred for micro-climate benefits. Ideally, the building will have both transom and awnings, although transoms are not required.

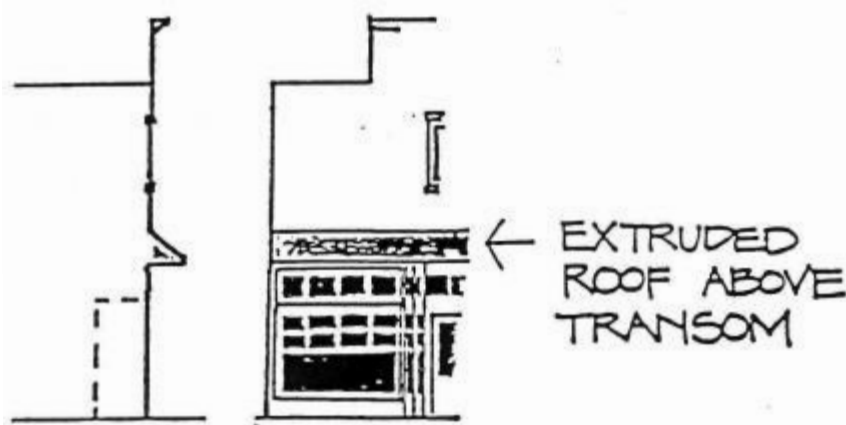
Awnings shall be either canvas or vinyl, or similar approved material, supported by an internal metal framework or metal or wood supported by a curved metal support, either attached to the building or a simple four-inch by four-inch wood post extending down to the outside of the sidewalk.



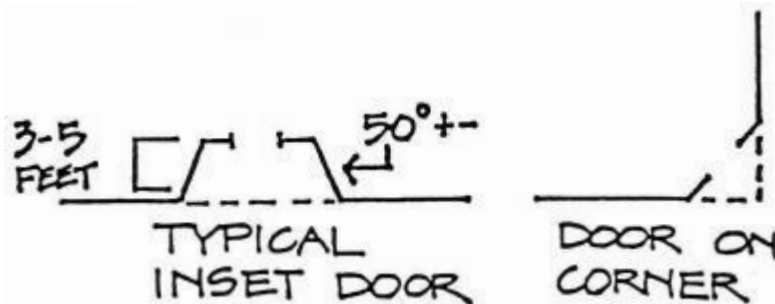
Awnings shall, therefore, extend beyond the front property line to the outside edge of the sidewalk, and shall possess a seven-foot clearance to the valance or any other part. The pitch of the awning shall be 10 to 40 degrees. No "bubble-type" awnings are permitted. No backlit awnings are permitted. Canvas or matte-finish vinyl, or similar approved material awnings, may be one-color or striped and shall have a free-hanging plain or crenelated valance. Canvas or matte-finish vinyl, or similar approved material awnings, should not be shared between two structures. Each structure should have its own awning.

12. Extruded roofs. As a substitute for an awning, extruded roofs have a 10- to 40-degree pitch and extend one to two feet from the building face just above the transom windows where the first and second stories meet. The roof runs along the entire building frontage.

Standard roofing materials are used. Transoms are required with extruded roofs.



13. Doors and entryways. The entryway shall be centered in the middle of the building at grade. The buildings on street corners may position their doors on the corner at an angle as depicted in the illustration. The doors may be single or double doors. The doors shall be recessed three to five feet back from the building line. Doors shall have glazing in the upper two-thirds to half of the door. Panels should decorate the lower portions. The entryway shall have windows all the way around at the same level as the other display windows. Wood doors are preferable although alternatives with a dark matte finish may be acceptable.



14. Glazing. Clear glass only. No mirrored or tinted glass. No films applied to glass. Lettering on glass is permitted (see subsection (C)(25)(b) of this section).

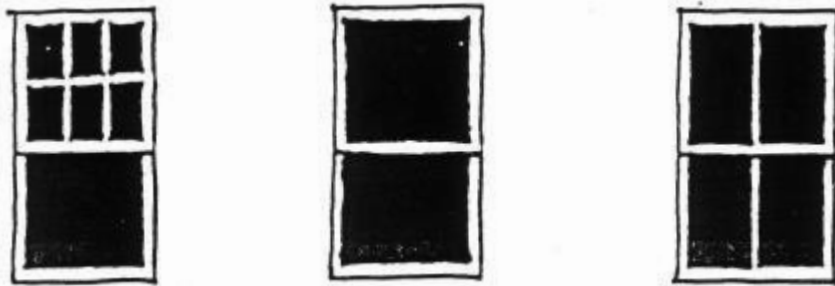
15. Display or pedestrian level windows. Shall extend across at least 80 percent of building front. The windows shall start one and one-half to two and one-half feet above grade to a height of seven to eight feet, and shall be level with the top of the height of the adjacent entryway area, excluding transom. A single sheet of glass is not permitted. The window shall be broken up into numerous sections, also known as lights. From 1880 onwards, the number of lights was generally no more than six in a pedestrian-level

window. The frames may be wood or vinyl-clad wood, or other materials so long as a matte finish is possible.



MULTI-PANED
PEDESTRIAN
LEVEL WINDOWS

16. Second floor and other windows. Double- and single-hung windows proportionately spaced and centered should be used. Smaller square shaped windows may be permitted (one and one-half feet to two feet per side). A typical window should have a 3:1 height to width ratio for the glass area. There should be a minimum of two lights: "one over one" of equal size. "Two over one" or "four over one" is appropriate.



17. Wainscotting. Wainscotting shall be consistent with primary material of the building, typically wood.

18. Shutters. Shutters are not allowed.

19. Balconies. No balconies are permitted except on rear of building.

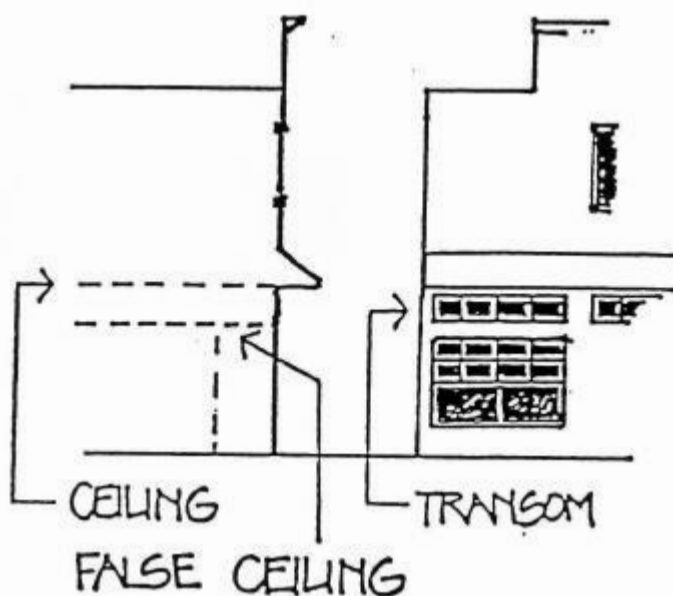
20. Exterior stairs. Simple stairs are permitted on the rear or side of the building only.

21. Roof mounted mechanical equipment. Equipment shall be screened from view on all sides by normal and consistent architectural features of the building. CDC [55.100\(D\)](#), Privacy and noise, shall apply.

22. Air conditioning. No window types on avenue or street side are permitted. Window-mounted air conditioners are not allowed at rear where abutting residential.

23. Exterior lighting fixtures. Any lighting fixtures that can be traced to 1880 – 1915 period are permitted. Simple modern fixtures that are screened and/or do not attract attention are acceptable. Overly ornate fixtures of the Victorian era are to be discouraged.

24. Transoms. Transom windows are required with extruded roofs and optional with awnings. Transom windows shall cover the front of the building above, but not beyond, the main display windows and the entryway area. Transoms should be broken up into sections every six inches to three feet in a consistent and equal pattern. Height should not exceed three feet. Transoms may or may not open. False ceilings are allowed behind the transoms.



25. Planters. No planters are allowed.

26. Paint colors. Body color typically included white, cream, or a light, warm color of low intensity. Accents, trims, windows, etc., should be dark-colored. Contrasting colors should be compatible. Existing colors shall not enjoy protected status when repainting is proposed. A palette or color wheel of acceptable 1880 – 1915 period colors shall be the basis for color selection. No other colors are allowed. The palette is available at the Community Development Department.

27. Ornamental or advertising flags, pennants, or banners. Not permitted on buildings.

28. New materials. Permitted where it is demonstrated that new material visually replicates originally required material, except siding, which must be wood. (Ord. 1391, 1996; Ord. 1401, 1997; Ord. 1604 § 59, 2011; Ord. 1613 § 18, 2013; Ord. 1621 § 25, 2014)

Applicant Comment: Sections of 58.090 (above) applicable with this application are:

#10 Building materials and orientation. Wood shall be the principal building material. Horizontal wood siding in one-inch by eight-inch dimensions shall be used for siding. Brick and certain concrete configurations are permitted only by a variance under CDC 58.090. **The doors will be wood, 1/3 lower wood raised panel, and 2/3 upper clear glass.**

#13 Doors and entryways. The entryway shall be centered in the middle of the building at grade. The buildings on street corners may position their doors on the corner at an angle as depicted in the illustration. The doors may be single or double doors. The doors shall be recessed three to five feet back from the building line. Doors shall have glazing in the upper two-thirds to half of the door. Panels should decorate the lower portions. The entryway shall have windows all the way around at the same level as the other display windows. Wood doors are preferable although alternatives with a dark matte finish may be acceptable. **The doors shall be placed within the space provided where the (2) windows currently reside. The doors shall be recessed 3' back from the building line. The doors shall have glass (glazing) in the 2/3 upper portion of them. The 1/3 lower panel shall be a raised wood panel as demonstrated in the door specs. The doors will be made of wood.**

26. Paint colors. Body color typically included white, cream, or a light, warm color of low intensity. Accents, trims, windows, etc., should be dark-colored. Contrasting colors should be compatible. Existing colors shall not enjoy protected status when repainting is proposed. A palette or color wheel of acceptable 1880 – 1915 period colors shall be the basis for color selection. No other colors are allowed. The palette is available at the Community Development Department. **The doors will be stained to match the dark brown as demonstrated in the Allium picture.**

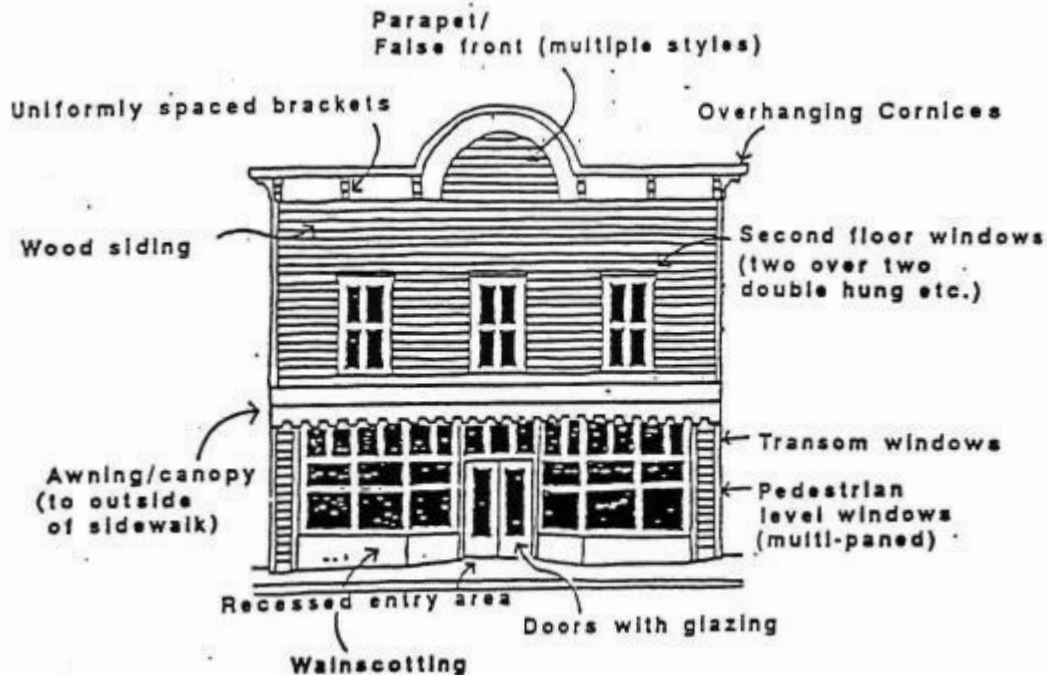
28. New materials. Permitted where it is demonstrated that new material visually replicates originally required material, except siding, which must be wood. (Ord. 1391, 1996; Ord. 1401, 1997; Ord. 1604 § 59, 2011; Ord. 1613 § 18, 2013; Ord. 1621 § 25, 2014). **The doors will be made of wood.**

58.100 VARIANCE PROCEDURES

In those circumstances where a design proposal cannot meet the standards, or proposes an alternative to the standard, the Historic Review Board may grant a variance in those cases where one of the following criteria is met:

A. *The applicant can demonstrate by review of historical records or photographs that the alternative is correct and appropriate to architecture in the region, and especially West Linn, in 1880 – 1915.*

B. The applicant is incorporating exceptional 1880 – 1915 architecture into the building which overcompensates for an omission. The emphasis is upon superior design, detail, or workmanship.



Applicant Comment: The proposed doors will replicate doors from the Historic time periods between 1880 and 1915 as demonstrated within the (4) sample pictures submitted with this application. They will be 1/3 raised wood panel, 2/3 glass entry doors similar to those demonstrated within the Fechheimer & White Building (Portland, Oregon 1883), Peerless Rooms Building (Ashland, Oregon 1904), Flavel House (Astoria, Oregon 1885), and Ainsworth Bank (Salem, Oregon 1881). All buildings demonstrate the use of this type/style of doors proposed by the applicant. The style of doors match very closely to those outlined within the criterion sketch within 58.100 above.

58.110 EXPIRATION OR EXTENSION OF APPROVAL

If substantial construction has not occurred within three years from the date of approval of the development plan, the approved proposal will be void, unless an extension is granted per CDC [99.325](#). (Ord. 1589 § 1 (Exh. A), 2010)

Applicant Comment: The applicant understands that the approval of this application will expire within three years of the approval date.



1980 Willamette Falls Dr

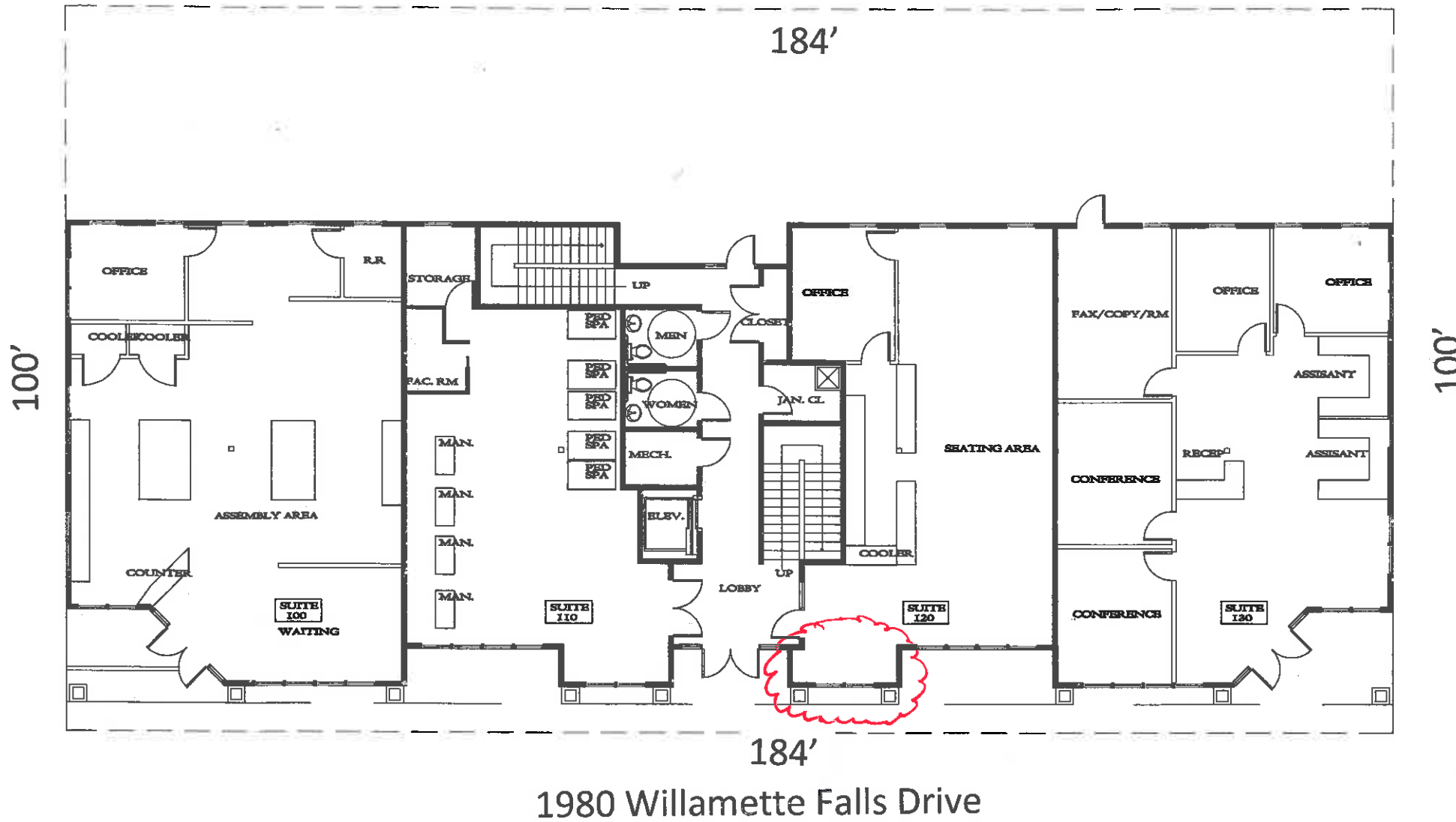
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Google Earth

2000

6/20/17 HRB Meeting
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Imagery Date: 7/23/2016 45°20'41.22" N 122°39'11.36" W elev 186 ft eye alt 990 ft

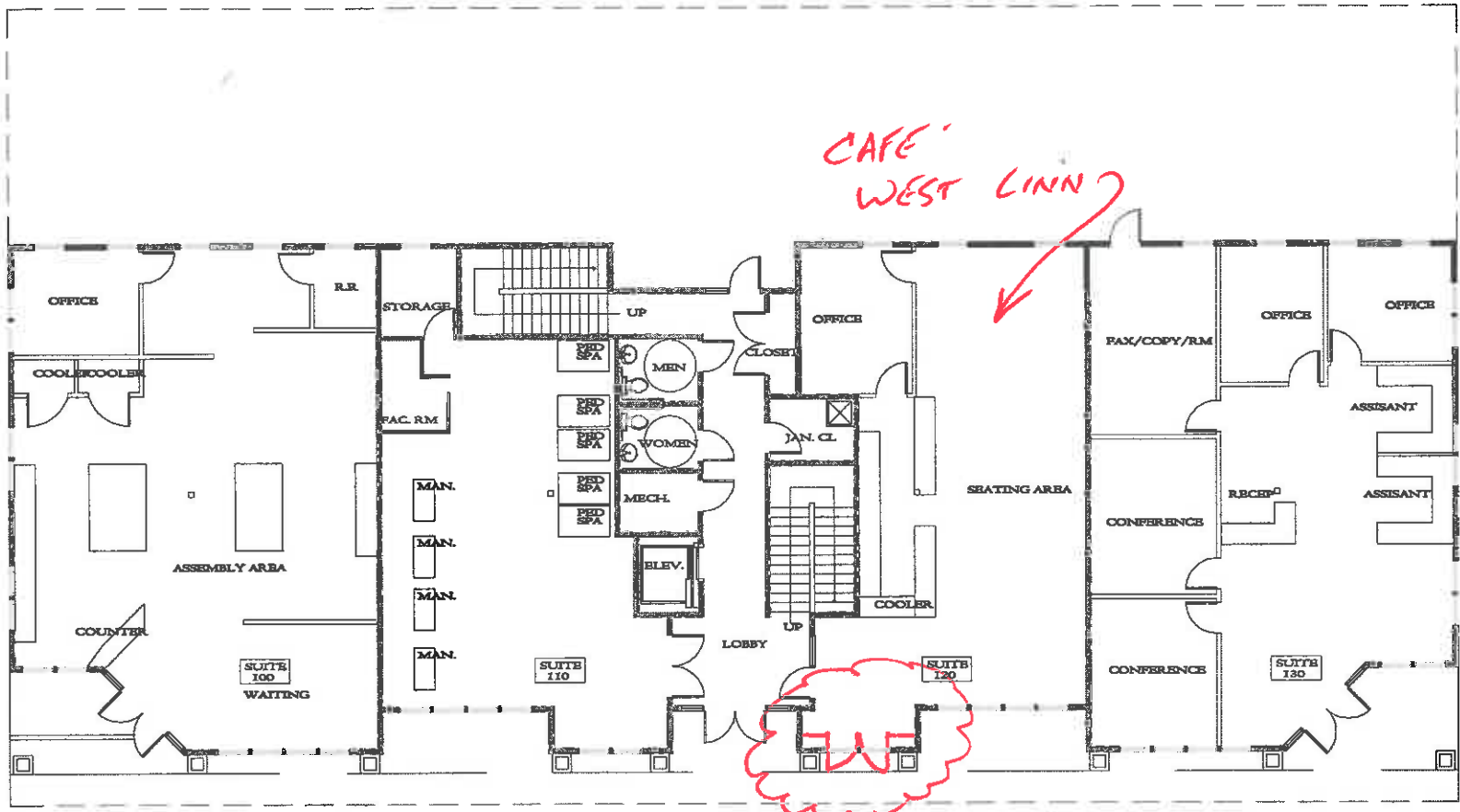


100'

N

Site Plan: 1" = 20' - 0"

Icon Construction and Development
 Suite #120 – Door Addition
 1980 Willamette Falls Drive
 West Linn, OR 97068



TENANT	SUITE
DINNERS DONE RIGHT	100
CREATIVE NAILS	110
BULLSEYE COFFEE	120
TICOR TITLE	130

WILLAMETTE BUILDING 1ST FLOOR
SCALE: 3/32"=1'-0"

(2) DOORS SET 3'
 BEHIND BUILDING FACADE
 1980 WILLAMETTE
 FALLS DR # 120
 DOOR ADDITION



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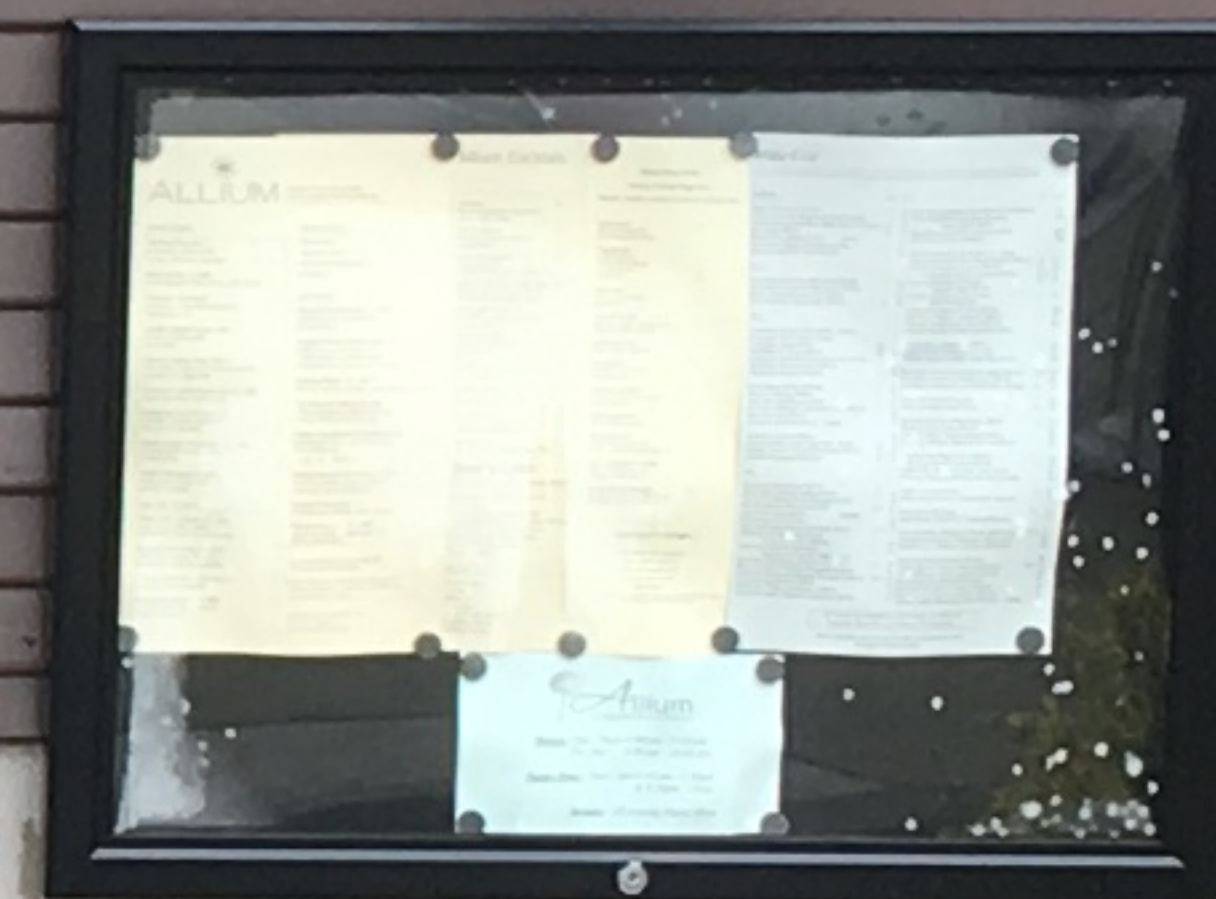
SHUT

Allium

a neighborhood bistro



SHUT





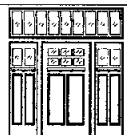
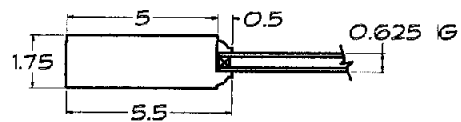
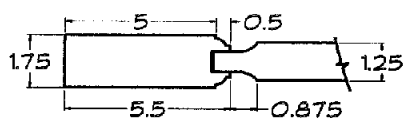
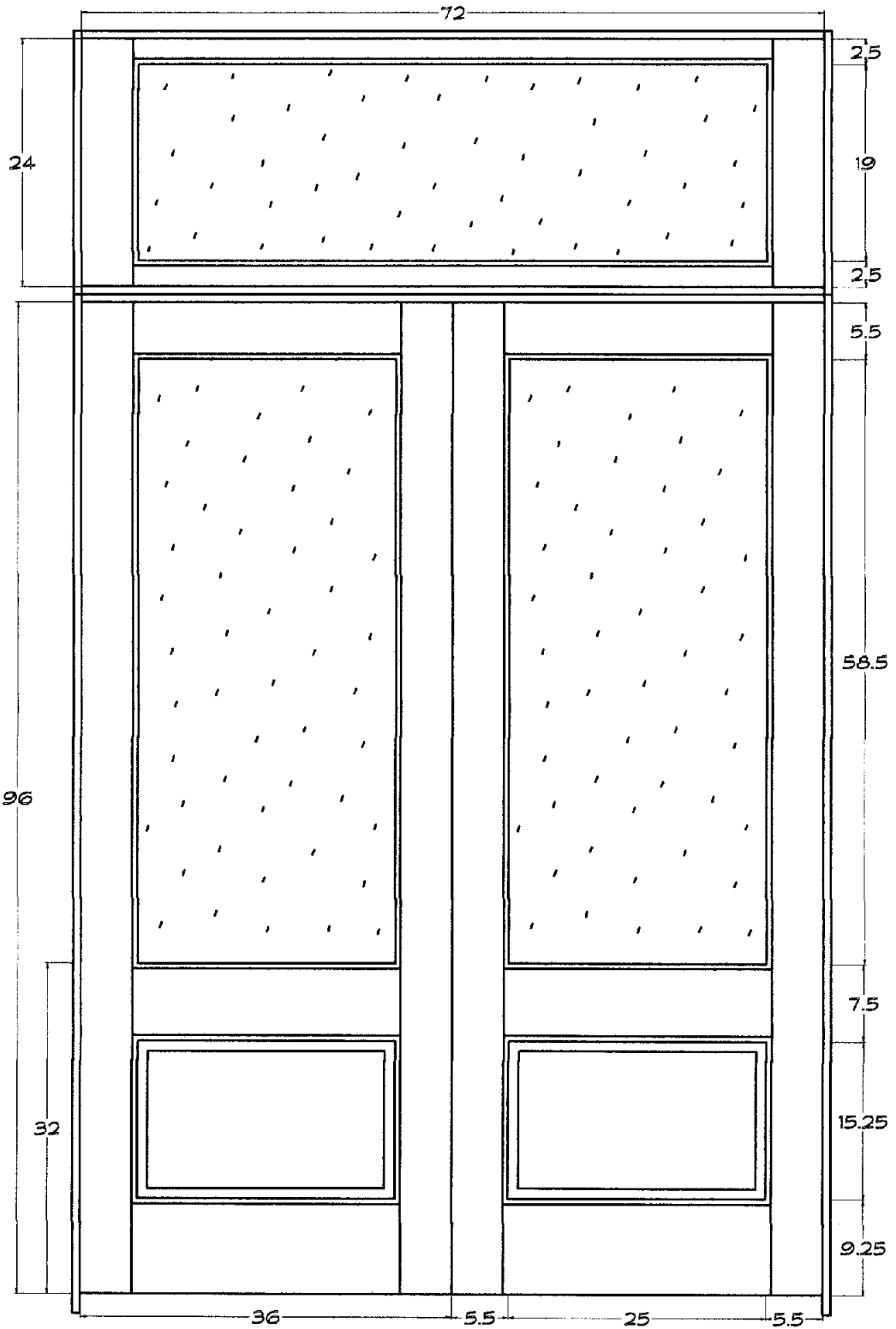


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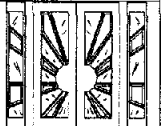
Summit Woodworking



Customer: Medallion

Summit Invoice 7-522-8

Date: 5/23/17



6/20/17 HRB Meeting

EMTEK LOST WAX CAST BRONZE DOOR PULL



AVAILABLE IN 12", 18" OR 24" LENGTHS

**FLAT BLACK BRONZE OR MEDIUM BRONZE
FINISHES**