



CITY OF  
**West Linn**

**STAFF REPORT  
PLANNING MANAGER DECISION**

DATE: June 12, 2024

FILE NO.: HDR-24-02

REQUEST: Class I Historic Design Review at 1822 5<sup>th</sup> Ave for addition of a skylight

PLANNER: John Floyd, Senior Planner

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Planning Manager

DSW

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## GENERAL INFORMATION

**APPLICANT/OWNER:** Marcus Malcom  
1822 5<sup>th</sup> Ave  
West Linn, OR 97068

**SITE LOCATION:** 1822 5<sup>TH</sup> Ave

**SITE SIZE:** 10,000 square feet

**TAXLOT ID:** 31E02BA06800

**COMP PLAN  
DESIGNATION:** Medium Density Residential

**ZONING:** Residential, R-5  
Willamette Historic District (Local Designation)  
Willamette Historic Designation National Register

**APPROVAL  
CRITERIA:** Community Development Code (CDC)  
Chapter 13: Residential, R-5;  
Chapter 25: Overlay Zones – Historic District;  
Chapter 99: Procedures for Decision Making: Quasi-Judicial.

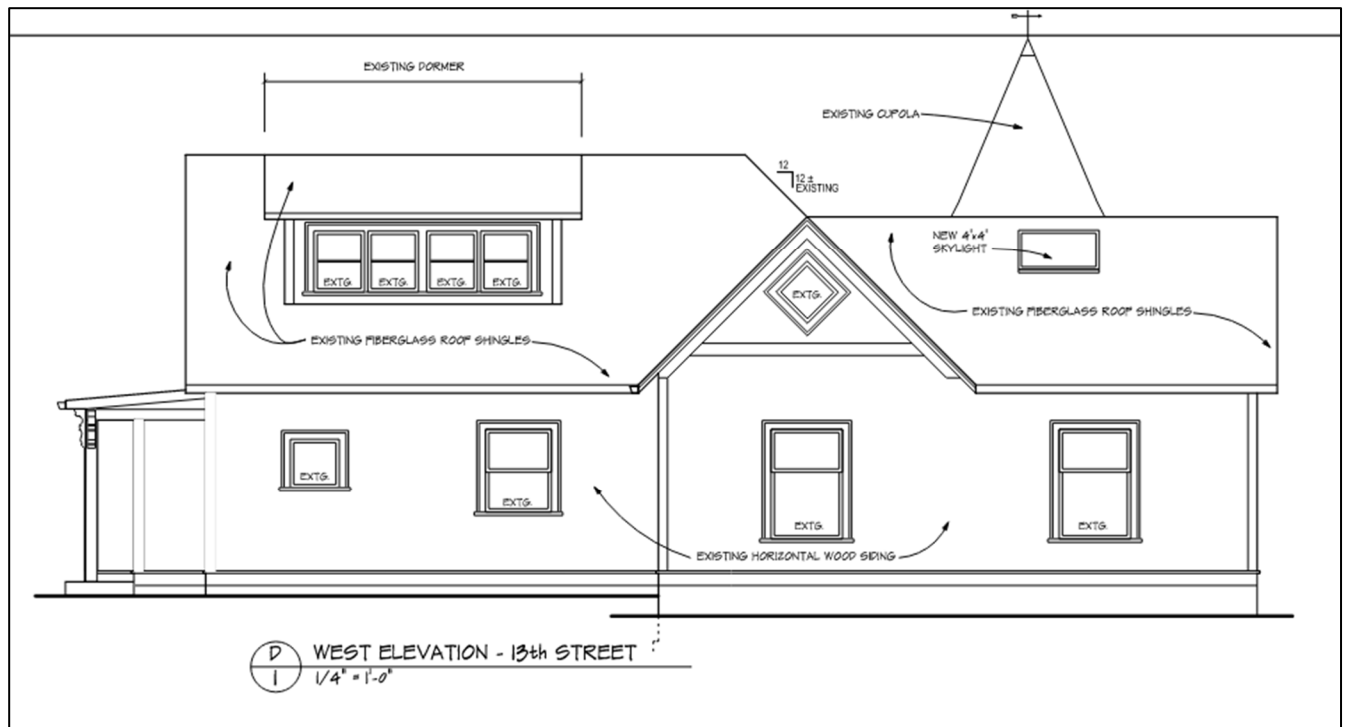
**120-DAY RULE:** The application became complete on May 22, 2024. The 120-day period ends September 19, 2024.

**PUBLIC NOTICE:** Notice was mailed to property owners within 300 feet of the subject property and to the Willamette Neighborhood Association on May 28, 2024. A sign was placed on the property on May 30, 2024. The notice was also posted on the City's website on May 28, 2024. Therefore, public notice requirements of CDC Chapter 99 have been met.

## BACKGROUND

The applicant seeks approval for a Class I Historic Design Review for the addition of a skylight on a single-family residence within the Willamette Historic District at 1822 5<sup>th</sup> Ave (Baker Residence). The skylight is proposed on the west elevation facing 13<sup>th</sup> Street. The western elevation was chosen to preserve the integrity of the front façade when viewed from 5<sup>th</sup> Avenue.

The subject property is located within the Willamette Historic District and is identified a contributing historic resource. The State of Oregon Historic Site Record and Clackamas County Historic Resource Form (Exhibits PD-2 and PD-3) do not call out the existing roofing materials as contributing features to the historical integrity of the structures.





*Photo of West Elevation – 13<sup>th</sup> Street*



HISTORIC PHOTO

5th Avenue Original Home c. 1899

**Public comments:**


No public comments were submitted.

**DECISION**

The Community Development Director (designee) approves this application (HDR-24-02), based on: 1) the findings submitted by the applicant, which are incorporated by this reference, and 2) supplementary staff findings included in the Addendum below, and 3) the addition of conditions of approval below. With these findings, the applicable approval criteria are met.

- 1. Plans, Elevations, and Narrative. The project shall conform to the plans, elevations, and narrative submitted in Exhibit PD-1 and obtain all necessary building permits.**

The provisions of the Community Development Code Chapter 99 have been met.

  
\_\_\_\_\_  
John Floyd, Senior Planner

June 12, 2024  
Date

Appeals to this decision must be filed with the West Linn Planning Department within 14 days of the mailing date. The appeal fee is \$400. The appeal must be filed by an individual who has established standing by submitting comments before the decision date.

Mailed this 12<sup>th</sup> Day of June, 2024.

Therefore, the 14-day appeal period ends at 5 p.m. on June 26, 2024.

**ADDENDUM  
APPROVAL CRITERIA AND FINDINGS  
HDR-24-01**

This decision adopts the findings for approval contained within the applicant’s submittal, with the following exceptions and additions:

Community Development Code (CDC) Chapter 13 Residential, R-5

*13.030 Permitted Uses*

*The following uses are permitted outright in this zoning district:*

1. *Single-family attached or detached residential unit.*
  - a. *Duplex residential units.*
  - b. *Triplex residential units.*
  - c. *Quadplex residential units.*
2. *Cottage cluster.*
3. *Townhouse.*
4. *Community recreation.*
5. *Family day care.*
6. *Residential home.*
7. *Utilities, minor.*
8. *Transportation facilities (Type I).*
9. *Manufactured home. (Ord. 1308, 1991; Ord. 1500, 2003; Ord. 1584, 2008; Ord. 1614 § 3, 2013; Ord. 1635 § 12, 2014; Ord. 1736 § 1 (Exh. A), 2022; Ord. 1745 § 1 (Exh. A), 2023)*

**Staff Finding 1: The applicant’s proposal is to install a skylight on an existing single-family residence. The existing single-family use is an allowed use in the R-5 zone and will not change as a result of the proposed project. The criteria is met.**

Chapter 25: Overlay Zones – Historic District

*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 resource 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 exterior construction and overall structural integrity. The original exterior construction and structural integrity 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, windows and doors including their related functional and decorative features, 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.*

**Staff Finding 2: The addition of a skylight on a contemporary asphalt single roof will not compromise or effect the original exterior construction or structural integrity, nor will it destroy or compromise the preservation of stylistic features of the original construction. Moreover the project is reversible. The criteria is met.**

*2. Retention of exterior historic material. Removal or alteration of historic exterior materials and features shall be avoided during the construction of new additions or alterations. Deteriorated materials and architectural features shall be repaired rather than replaced, unless the material is beyond repair. In the event replacement of an existing feature is necessary, new materials shall match those of the original building in terms of composition, design, color, texture, and other visual features.*

.....

**Staff Finding 3: The addition of a skylight on a contemporary asphalt single roof will not remove or alter historic exterior materials or features during construction. The criteria is met.**

*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.*

....

*5. Differentiate old from new. Alterations, additions, and related new construction shall be differentiated from the original buildings to avoid creating a false sense of history, and shall be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the property. Additions and alterations shall be done in accordance with the Secretary of the Interior's Standards for new exterior additions to historic buildings.*

**Staff Finding 4: The proposal for a new skylight will not make the building unrecognizable and will not compromise the physical record of the time and place of its construction. The skylight is complimentary but contemporary and will not create a false sense of historical development and will be differentiated from the original building materials. The criteria is met.**

*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.*

**Staff Finding 5: The proposed skylight will result in the removal of contemporary asphalt singles, which can be easily replaced if the skylight is removed. The essential form and integrity of the structure will remain unimpaired. The criteria is met.**

Chapter 99: Procedures for Decision Making: Quasi-Judicial

99.060 APPROVAL AUTHORITY

*This section explains the authority of the Planning Director, Planning Commission, City Council, and Historic Review Board as it relates to quasi-judicial and legislative action.*

A. Planning Director authority. *The Planning Director shall have the authority to:*

.....

v. *Class I Historic Design Review (Chapter 25 CDC).*

**Staff Finding 6: The Planning Director(designee) approves the application subject to conditions. The criteria are met.**

99.080 NOTICE

*Notice shall be given in the following ways:*

...

B. *Class B Notice. Notice of a proposed action on a development application pursuant to CDC 99.060 shall be given by the Director in the following manner:*

1. *At least 14 days prior to the decision date, a notice shall be sent by mail to:
  - a. *The applicant or their agent;*
  - b. *The affected recognized neighborhood association or citizens advisory committee; and*
  - c. *All property owners of record within 300 feet of the site perimeter;**
2. *At least 10 days prior to the earliest date that the approval authority can take action on the application, the applicant shall place a sign, provided by the Community Development Department, on the subject property in plain view. The sign shall state, "This property is the subject of a land use decision," with the type of use or request indicated.*
3. *The Director shall cause an affidavit of mailing of notice and posting of notice to be filed and made part of the administrative record.*
4. *At the conclusion of the land use action the signs shall be removed.*

**Staff Finding 7: A Class B Notice was prepared and sent via mail to the applicant, the affected neighborhood association, and all property owners within 300 ft. of the site perimeter on May 28, 2024. A sign detailing the property as being the subject of a land use decision with case details was placed on the property on May 30, 2024. An affidavit of mailing of notice and posting of notice was filed in the land use case record (see Exhibit PD-5). The sign was removed after the conclusion of the action. The criteria are met.**



## **EXHIBIT PD-1: APPLICANT SUBMITTAL**

## DEVELOPMENT REVIEW APPLICATION

For Office Use Only			
STAFF CONTACT	Aaron Gudelj	PROJECT NO(S).	HDR-24-02
		PRE-APPLICATION NO. <b>PA-24-06</b>	
NON-REFUNDABLE FEE(S)	<b>\$100</b>	REFUNDABLE DEPOSIT(S)	TOTAL <b>\$100</b>

**Type of Review** (Please check all that apply):

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Annexation (ANX)<br><input type="checkbox"/> Appeal (AP)<br><input type="checkbox"/> CDC Amendment (CDC)<br><input type="checkbox"/> Code Interpretation (MISC)<br><input type="checkbox"/> Conditional Use (CUP)<br><input checked="" type="checkbox"/> Design Review (DR)<br><input type="checkbox"/> Tree Easement Vacation (MISC)<br><input type="checkbox"/> Expediated Land Division (ELD)<br><input type="checkbox"/> Extension of Approval (EXT) | <input type="checkbox"/> Final Plat (FP) <span style="color: red;">Related File#</span><br><input type="checkbox"/> Flood Management Area (FMA)<br><input type="checkbox"/> Historic Review (HDR)<br><input type="checkbox"/> Lot Line Adjustment (LLA)<br><input type="checkbox"/> Minor Partition (MIP)<br><input type="checkbox"/> Modification of Approval (MOD)<br><input type="checkbox"/> Non-Conforming Lots, Uses & Structures<br><input type="checkbox"/> Planned Unit Development (PUD)<br><input type="checkbox"/> Street Vacation | <input type="checkbox"/> Subdivision (SUB)<br><input type="checkbox"/> Temporary Uses (MISC)<br><input type="checkbox"/> Time Extension (EXT)<br><input type="checkbox"/> Right of Way Vacation (VAC)<br><input type="checkbox"/> Variance (VAR)<br><input type="checkbox"/> Water Resource Area Protection/Single Lot (WAP)<br><input type="checkbox"/> Water Resource Area Protection/Wetland (WAP)<br><input type="checkbox"/> Willamette & Tualatin River Greenway (WRG)<br><input type="checkbox"/> Zone Change (ZC) |
|---|--|---|

Pre-Application, Home Occupation, Sidewalk Use, Addressing, and Sign applications require different forms, available on the website.

<b>Site Location/Address:</b>	Assessor's Map No.: 31E02BA
1822 5th Ave West Linn, OR 97068	Tax Lot(s): 7 & 8
	Total Land Area: 10,000 SF

**Brief Description of Proposal:**

Install a skylight on the street-side facing façade of a single-family home in the Willamette Historic District. Skylight to be installed on the west elevation facing 13th street.

<b>Applicant Name*:</b> Marcus Malcom	Phone: 503-830-8118
Address: 1822 5th Ave	Email: malcomm314@gmail.com
City State Zip: West Linn, OR 97068	
<b>Owner Name (required):</b> Marcus Malcom	Phone: 503-830-8118
Address: 1822 5th Ave	Email: malcomm314@gmail.com
City State Zip: West Linn, OR 97068	
<b>Consultant Name:</b> East County Builders	Phone: 503-505-4825
Address: 10630 NE Holladay St	Email: eastcountybuilders@gmail.com
City State Zip: Portland, OR 97220	

1. Application fees are non-refundable (excluding deposit). Applications with deposits will be billed monthly for time and materials above the initial deposit. **\*The applicant is financially responsible for all permit costs.**
2. The owner/applicant or their representative should attend all public hearings related to the propose land use.
3. A decision may be reversed on appeal. The decision will become effective once the appeal period has expired.
4. Submit this form, application narrative, and all supporting documents as a single PDF through the [Submit a Land Use Application](https://westlinnoregon.gov/planning/submit-land-use-application) web page: <https://westlinnoregon.gov/planning/submit-land-use-application>

The undersigned property owner authorizes the application and grants city staff the **right of entry** onto the property to review the application. Applications with deposits will be billed monthly for time and materials incurred above the initial deposit. The applicant agrees to pay additional billable charges.

 Applicant's signature	Date	 Owner's signature (required)	Date 04/18/2024
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# 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
- D. Sheet #2 - Skylight product specification sheet

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



# VCM Venting Manual Skylight Technical Product Data Sheet

## Description

- VCM Venting Curb Mount Skylight that mounts to a site-built curb (residential curbs typically 2x4 or 2x6). Venting skylight, provided with various glazings, is manufactured with a white PVC frame/sash, a neutral gray aluminum profile, and an insulated glass unit.

## Installation

- Designated top, bottom, and sides for installation in one direction.
- Single unit applications only (combination applications not possible).
- 0 degrees to 60 degrees, use standard installation procedure.
- Above 45 degrees, use water diverter as illustrated in installation instructions; water diverter provided by installer.
- Includes insect screen.
- Includes operating hook. Control rod (ZCT 300) and crank handle (ZZZ 212) available.

## Flashings

- ECL - Engineered neutral gray flashing for single installation with thin roofing material ( $\frac{1}{2}$ " max) for roof pitch above 10-60 degrees.
- ECW - Engineered neutral gray flashing for single installation with tile (over  $\frac{3}{4}$ ") roofing material for roof pitch above 14-60 degrees.
- Applications less than 10-degree roof pitch - flashing provided by others

## Interior Accessories

- FSCC - Solar powered Room darkening - double pleated shade.
- FSLC - Solar powered Light filtering - single pleated shade.

## Type Sign

- Example: VCM 2222 0004D 01BF05
- Etched into bottom right of exterior frame cover.



## Standard Sizes

- 2222, 2234, 2246, 3030, 3046, 3055, 3434, 4646

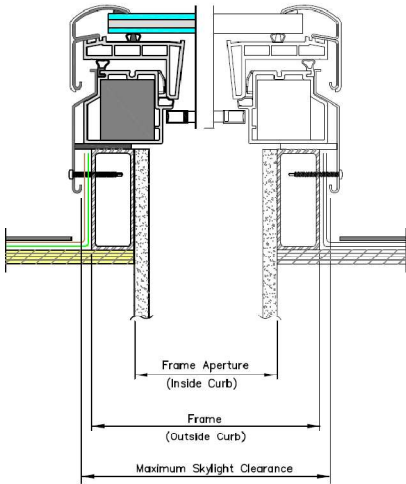
## Special Sizes

- No custom sizes available.

## Warranty

- **Installation** – 10 years from the date of purchase; VELUX No Leak Warranty warrants skylight installation. Must be installed with VELUX flashings and included adhesive underlayment.
- **Skylight** – 10 years from the date of purchase; VELUX warrants that the skylight will be free from defects in material and workmanship.
- **Glass Seal** – 20 years from the date of purchase; VELUX warrants that the insulated glass pane will not develop a material obstruction of vision due to failure of the glass seal.
- **Hail Warranty** – 10 years from the date of purchase; VELUX warrants only laminated glass panes against hail breakage.
- **Accessories and Electrical Components** – 5 years from the date of purchase; VELUX warrants Velux shades and control systems will be free from defects in material and workmanship.

### Cross Section

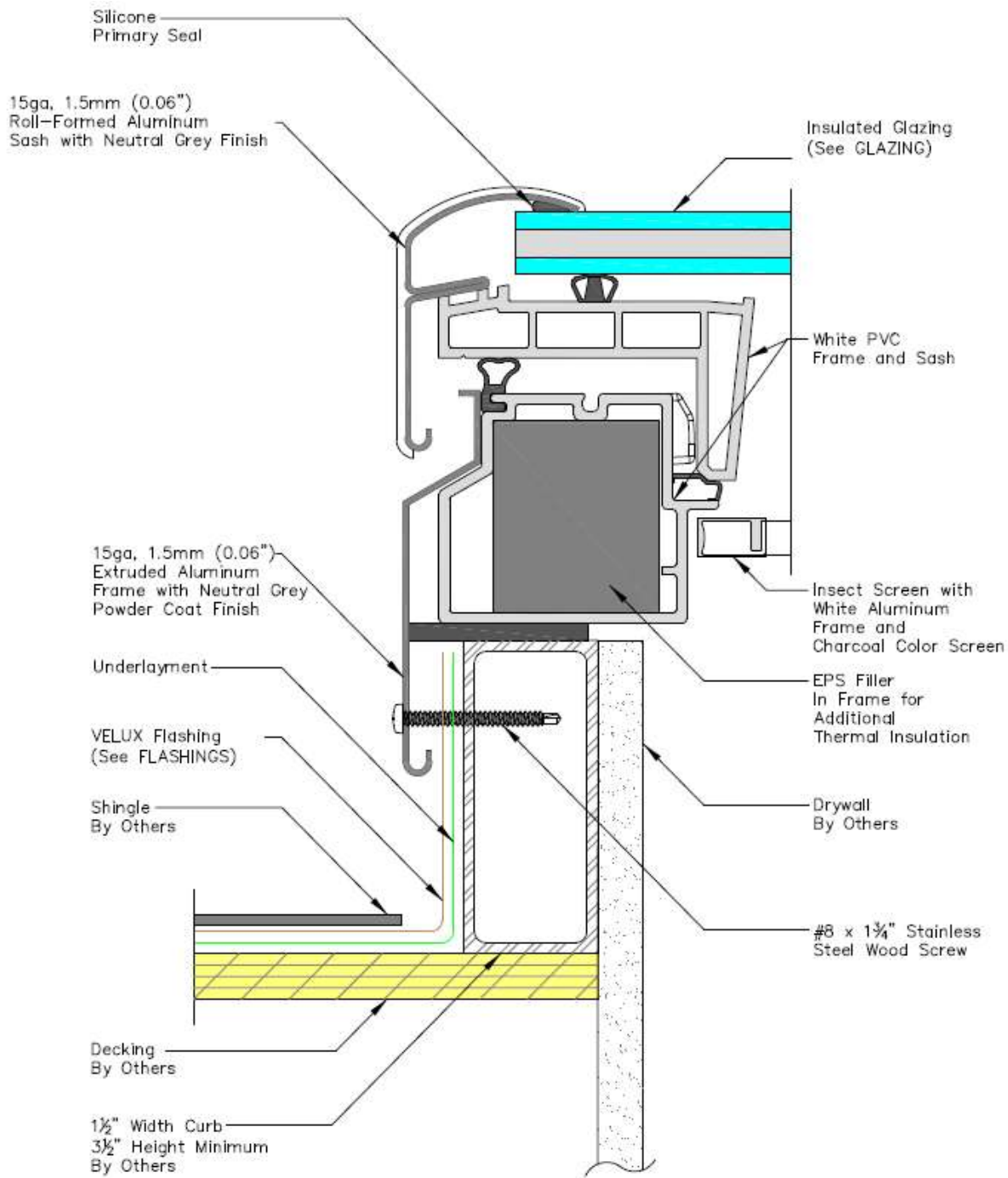


Size	Frame Width	Frame Aperture Width	Max. Skylight Clearance Width	Frame Height	Frame Aperture Height	Max. Skylight Clearance Height	Daylight Area (Sq. Feet)
2222	25 ½	22 ½	26 9/16	25 ½	22 ½	26 9/16	2.58
2234	25 ½	22 ½	26 9/16	37 ½	34 ½	38 9/16	4.20
2246	25 ½	22 ½	26 9/16	49 ½	46 ½	50 9/16	5.92
3030	33 ½	30 ½	34 9/16	33 ½	30 ½	34 9/16	5.27
3046	33 ½	30 ½	34 9/16	49 ½	46 ½	50 9/16	8.29
3434	37 ½	33 ½	38 9/16	37 ½	34 ½	38 9/16	6.89
4646	49 ½	46 ½	50 9/16	49 ½	46 ½	50 9/16	13.13

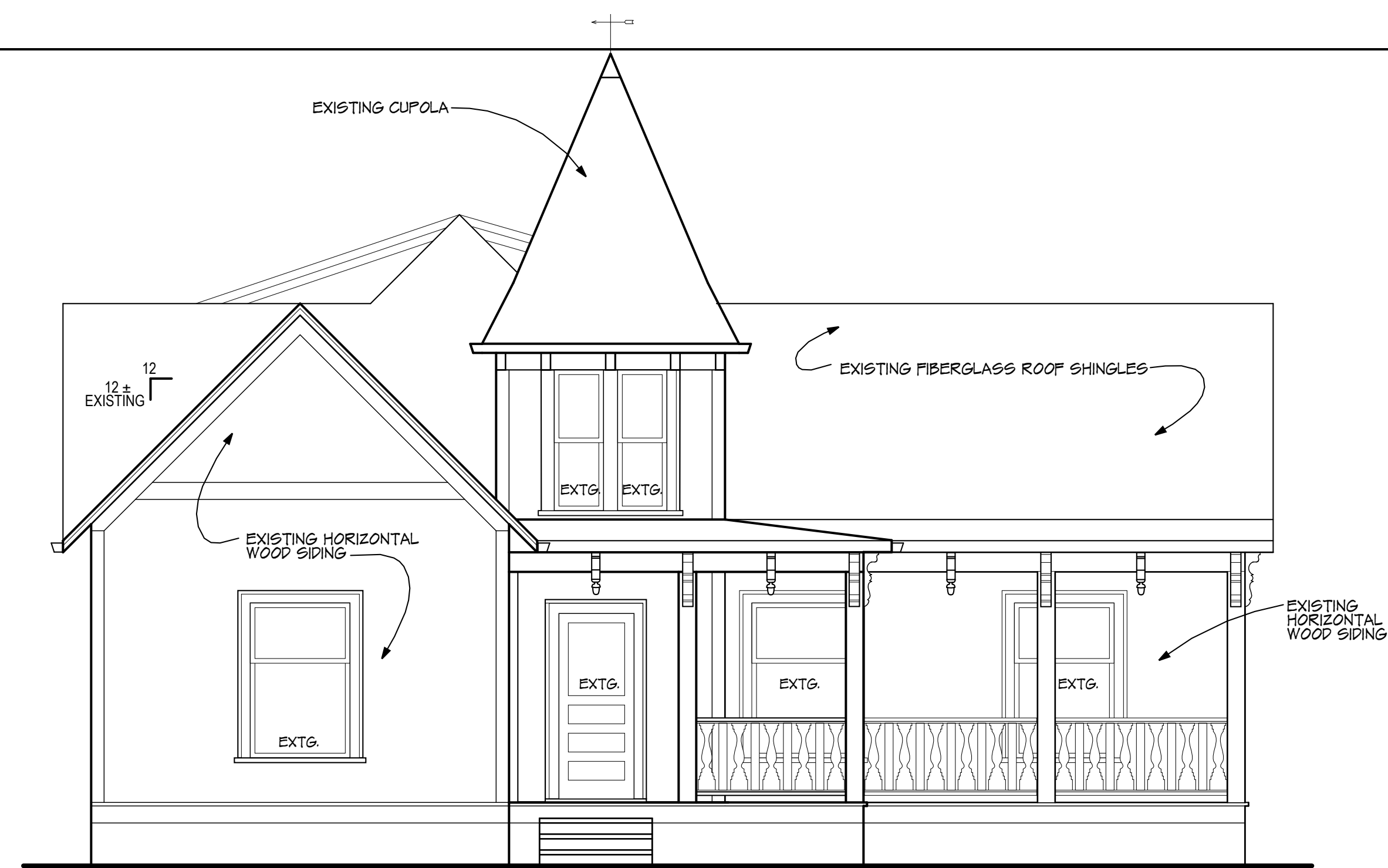
### Certification

Glazing	NFRC U-factor	NFRC SHGC	NFRC Vt	Hallmark 426-H-701	IAPMO-ES ER 199	Fla Prod Approval 13303	HVHZ	TDI
<b>04 Laminated</b> – 2.3 mm laminated (0.76 mm interlayer) with tempered Low E366 outer pane.	0.52	0.24	0.55	✓	✓	✓		SK-03
<b>05 Tempered</b> – 3 mm tempered clear with tempered Low E366 outer pane.	0.53	0.24	0.56	✓		✓		SK-03
<b>06 Impact</b> – 2.3 mm laminated (2.28 mm interlayer) with tempered Low E366 outer pane for hurricane areas	0.48	0.24	0.55	✓	✓	✓	✓	SK-14
<b>08 White laminated</b> – 2.3 mm Laminated (0.76mm white interlayer) with tempered Low E366 outer pane.	0.52	0.23	0.39	✓	✓	✓		SK-03
<b>10 Snowload</b> – 3 mm laminated (0.76 mm interlayer) with tempered Low E366 outer pane.	0.49	0.24	0.55	✓				
<b>14 Laminated</b> – 2.3 mm laminated (0.76 mm interlayer) with tempered Low E340 outer pane.	0.53	0.16	0.33					SK-03
<b>15 Tempered</b> – 3mm tempered clear with tempered Low E340 outer pane.	0.53	0.16	0.33					SK-03
<b>16 Impact</b> – 2.3 mm laminated (2.28 mm interlayer) with tempered Low E340 outer pane.	0.48	0.16	0.33	✓		✓	✓	

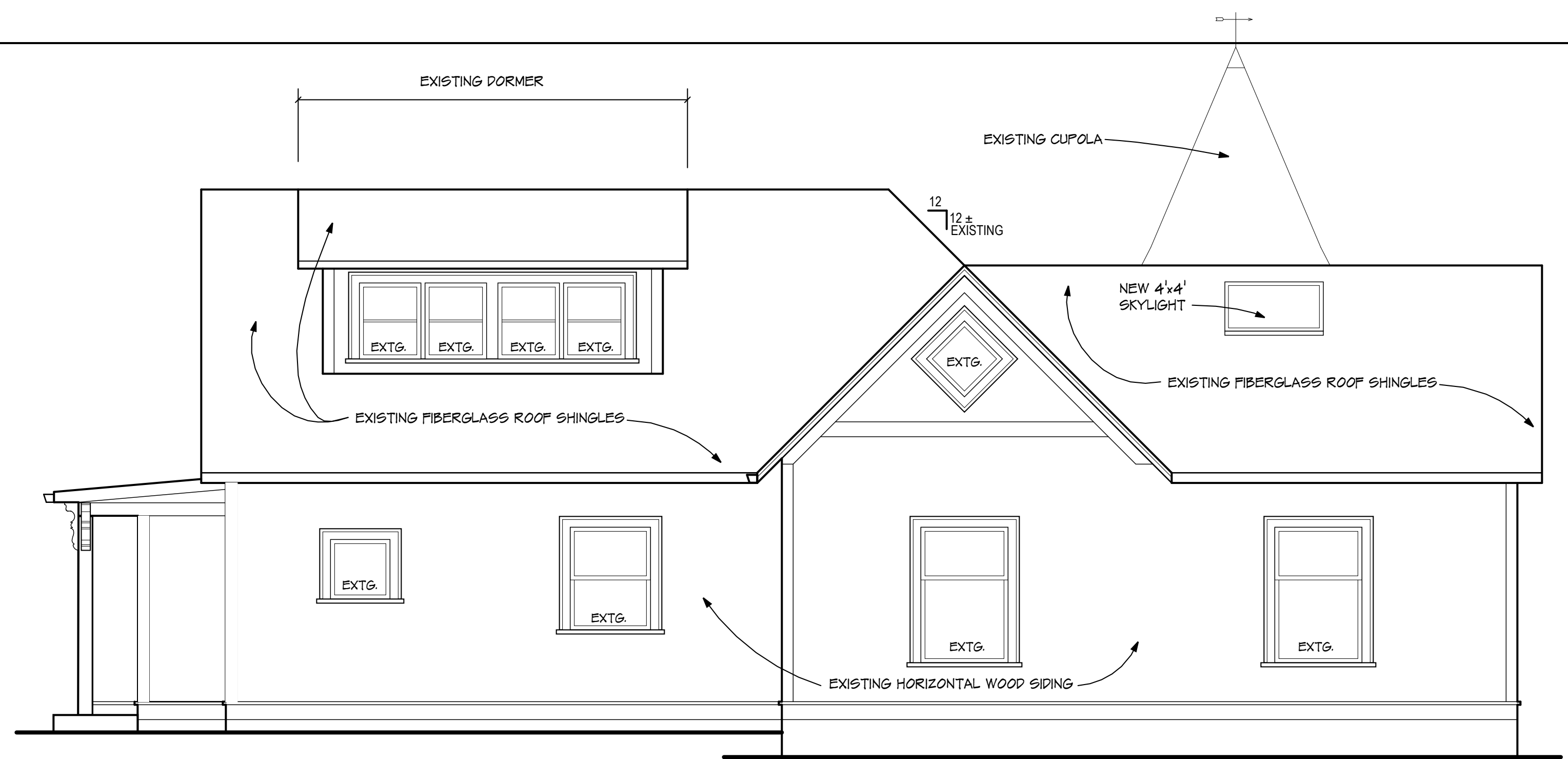
Consult with Customer Service for special glazing options.



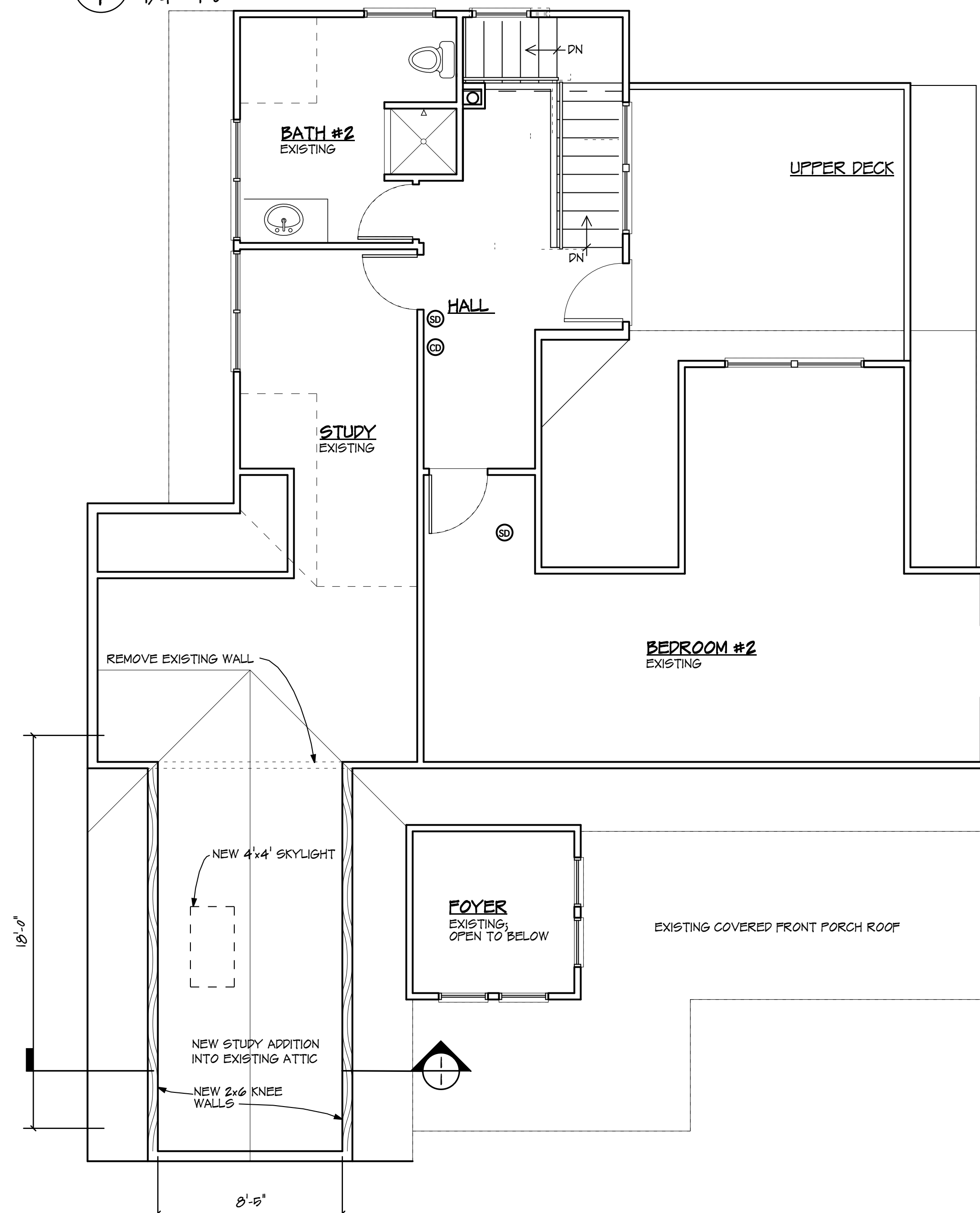
Corner keys made of ASA Luran in neutral grey finish.



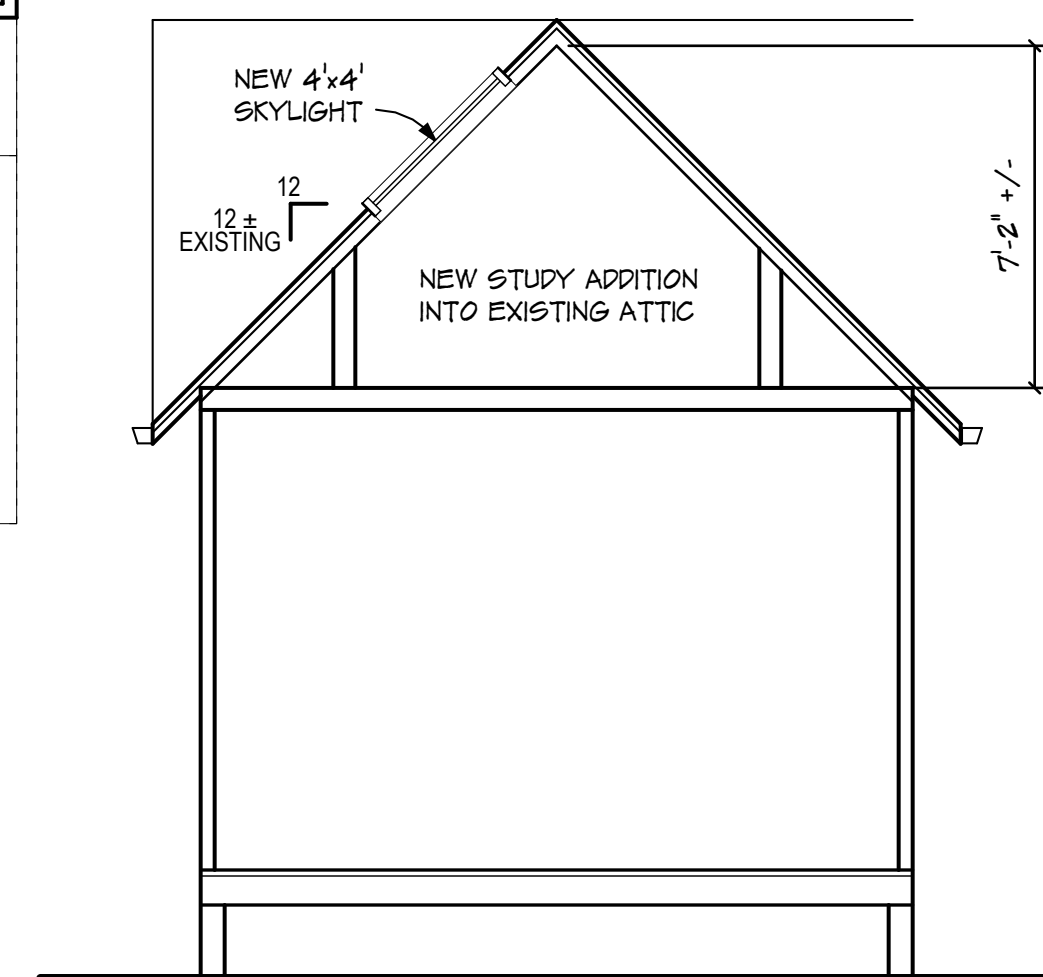
C SOUTH ELEVATION - 5th AVENUE  
1/4" = 1'-0"



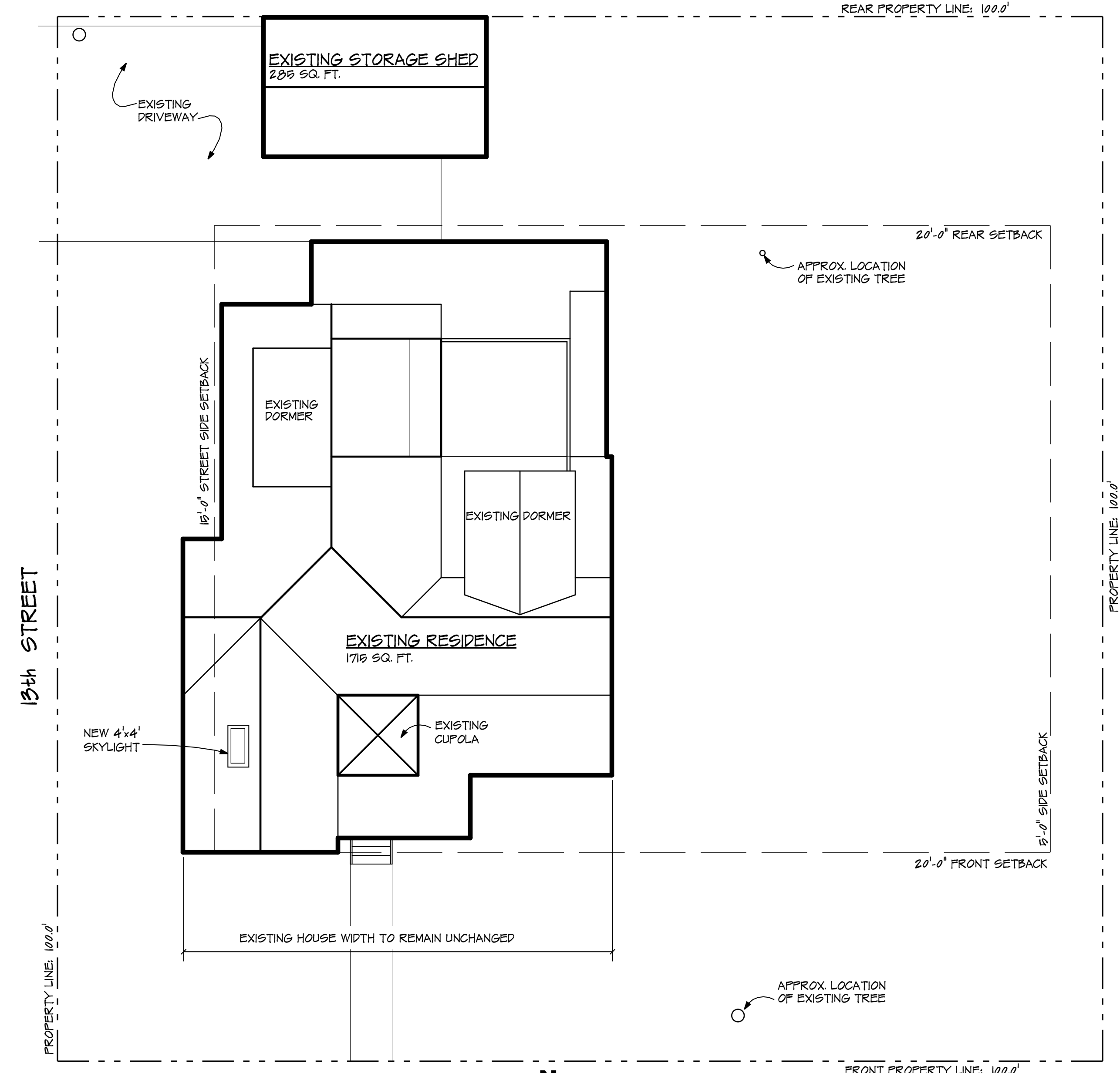
D WEST ELEVATION - 13th STREET  
1/4" = 1'-0"



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"

## **EXHIBIT PD-2: OREGON HISTORIC SITE RECORD FROM STATE OF OREGON**

# Oregon Historic Site Record

LOCATION AND PROPERTY NAME			
<b>address:</b>	1822 SW 5th Ave West Linn, Clackamas County	<b>historic name:</b>	Baker House
<b>assoc addresses:</b>		<b>current/other names:</b>	Baker, Benjamin & Mary Ann, House; Miller-Baker House
<b>location descr:</b>		<b>block/lot/tax lot:</b>	/ 6800
		<b>twshp/rng/sect/qtr sect:</b>	1S 1E 19 BA
PROPERTY CHARACTERISTICS			
<b>resource type:</b>	Building	<b>height (stories):</b>	1.5
<b>elig evaluation:</b>	eligible/significant	<b>total elig resources:</b>	2
<b>prim constr date:</b>	c.1899	<b>total inelig resources:</b>	0
		<b>NR Status:</b>	Listed in Historic District
		<b>second date:</b>	
		<b>date indiv listed:</b>	
<b>primary orig use:</b>	Single Dwelling	<b>orig use comments:</b>	
<b>second orig use:</b>		<b>prim style comments:</b>	
<b>primary style:</b>	Queen Anne	<b>sec style comments:</b>	
<b>secondary style:</b>	Vernacular	<b>siding comments:</b>	Covered with asphalt shingles. Decorative shingles in gable peak.
<b>primary siding:</b>	Shingle	<b>architect:</b>	
<b>secondary siding:</b>		<b>builder:</b>	
<b>plan type:</b>	Crosswing		
<b>comments/notes:</b>			
GROUPINGS / ASSOCIATIONS			
<b>Survey/Grouping Included In:</b>	<b>Type of Grouping</b>	<b>Date Listed</b>	<b>Date Compiled</b>
West Linn Selective RLS 2011	Survey & Inventory Project		2011
West Linn Survey- Willamette Conservation District	Survey & Inventory Project		2006
West Linn, Willamette Falls Neighborhood, RLS 2008	Survey & Inventory Project		2008
Willamette Historic District	Listed Historic District	09/24/2009	2008
SHPO INFORMATION FOR THIS PROPERTY			
<b>NR date listed:</b>	N/A	<b>106 Project(s):</b>	None
<b>ILS survey date:</b>		<b>Special Assess Project(s):</b>	None
<b>RLS survey date:</b>	03/17/2006	<b>Federal Tax Project(s):</b>	None
ARCHITECTURAL / PROPERTY DESCRIPTION			
<i>(Includes expanded description of the building/property, setting, significant landscape features, outbuildings and alterations)</i>			
Main Entrance: Encircling porch with flat roof supported by plain posts with consoles and pendants from cornice (?). Notes: Turret with flared tent roof, weather vane, bracketed eaves and paired 1/1 double-hung windows. Brick foundation. Land for the town of Willamette was purchased from B.F. Baker by the Willamette Falls Electric Company, predecessor of Portland General Electric. Baker stipulated that 12th Street run from town to the river to allow residents access to the docks.			
HISTORY			
<i>(Chronological, descriptive history of the property from its construction through at least the historic period - preferably to the present)</i>			
The house at 1822 5th Ave. was constructed in 1899. This house was known as the Miller-Baker House for its association with Charles Miller and the Baker family. Edwin Woodworth, principal and superintendent of Willamette School for many years also owned this home.			
RESEARCH INFORMATION			
Title Records	Census Records	Property Tax Records	Local Histories
Sanborn Maps	Biographical Sources	SHPO Files	Interviews
Obituaries	Newspapers	State Archives	Historic Photographs
City Directories	Building Permits	State Library	
<b>Local Library:</b>		<b>University Library:</b>	
<b>Historical Society:</b>		<b>Other Respository:</b>	
<b>Bibliography:</b>			

## **EXHIBIT PD-3: CULTURAL RESOURCES SURVEY**

# Cultural Resource Survey Form:

CLACKAMAS COUNTY

T. D. NUMBER WL-2-58

## PHOTO INFORMATION:

ROLL: XXX  
FRAME: 8

STUDY AREA: West Linn  
LEGAL: T. 3 R. 1E SEC. 2BA  
TAX (LOTS): 6800  
ZONE \_\_\_\_\_ SIZE .23

## IDENTIFICATION:

COMMON/HISTORICAL NAME: Baker Residence  
ADDRESS: 1822 S.W. 5th Avenue AREA: West Linn  
CURRENT OWNER: EDWIN A. WOODWORTH USE: Residence  
OWNER'S ADDRESS: same West Linn  
ORIGINAL OWNER: BENJAMIN and MARY ANN BAKER USE: Residence  
AREA OF SIGNIFICANCE: TOWN: X COUNTY: \_\_\_\_\_ CITY: \_\_\_\_\_ NATION: \_\_\_\_\_

## HISTORIC INTEREST:

THEME: Architecture - 19th Century DATE: ca. 1895  
DESCRIPTION: Land for the town of Willamette was purchased from B. F. Baker by the Willamette Falls Electric Company, predecessor of Portland General Electric. Baker stipulated that 12th Street run from town to the river to allow residents access to the docks.

## ARCHITECTURAL INTEREST:

STYLE: Queen Anne Vernacular STORIES: 1 1/2  
DATE: ca. 1895 CONDITION: Good ARCHITECT: \_\_\_\_\_  
SIDING: Covered with asphalt shingles. Decorative shingles in gable peak.  
ROOF: Cross gable.  
DOORS: Paneled with flash glass.  
WINDOWS: Appear to be replaced. Diamond windows on east elevation.

MAIN ENTRANCE: Encircling porch with flat roof supported by plain posts with consoles and pendants from cornice (?).

NOTES: Turret with flared tent roof, weather vane, bracketed eaves and paired 1/1 double-hung windows. Brick foundation.



BIBLIOGRAPHY:  
0, 51

DATE: 1/16/84  
RECORDER: BORGE/ALTIER  
445



## **EXHIBIT PD-4: COMPLETENESS LETTER**



CITY OF  
**West Linn**

May 23, 2024

Marcus Malcom  
1822 5<sup>th</sup> Ave  
West Linn, OR 97068

SUBJECT: Class I Historic Design Review for addition of a skylight at 1822 5<sup>th</sup> Ave (HDR-24-02)

Dear Mr. Malcom:

Your application was accepted for review April 22, 2024, and deemed **complete** on May 22, 2024. The city has 120 days to exhaust all local review; that period ends September 19, 2024.

Please be aware that determination of a complete application does not guarantee a recommendation of approval from staff for your proposal as submitted – it signals that staff believes you have provided the necessary information for the Planning Director to render a decision on your proposal.

A 14-day public notice will be prepared and mailed. This notice will identify the earliest potential decision date by the Planning Director.

Please contact me at 503-742-6058, or by email at [jfloyd@westlinnoregon.gov](mailto:jfloyd@westlinnoregon.gov) if you have any questions or comments.

Sincerely,

A handwritten signature in blue ink, consisting of several fluid, overlapping strokes that form a stylized representation of the name 'John Floyd'.

John Floyd  
Senior Planner

**EXHIBIT PD-5: AFFIDAVIT AND NOTICE PACKET**

**AFFIDAVIT OF NOTICE  
PLANNING MANAGER DECISION**

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

**PROJECT**

File No.: **HDR-24-02**

Applicant's Name: **Marcus Malcom**

Development Address: 1822 5<sup>th</sup> Ave

**Planning Manager Decision no earlier than 6/7/24**

**MAILED NOTICE**

Notice of Upcoming Planning Manager Decision was mailed at least 14 days before the decision, per Section 99.080 of the CDC to:

Marcus Macolm, property owner	5/28/24	<i>Lynn Schroder</i>
Property owners within 300ft of the site perimeter	5/28/24	<i>Lynn Schroder</i>
Willamette Neighborhood Association	5/28/24	<i>Lynn Schroder</i>

**EMAILED NOTICE**

Notice of Upcoming Planning Manager Decision was emailed at least 14 days before the decision to:

Willamette Neighborhood Association	5/28/24	<i>Lynn Schroder</i>
Marcus Malcom, applicant	5/28/24	<i>Lynn Schroder</i>

**WEBSITE**

Notice of Upcoming Planning Manager Decision was posted on the City's website at least 14 days before the decision.

5/28/24	<i>Lynn Schroder</i>
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**SIGN**

A sign for Upcoming Planning Manager Decision was posted on the property at least 10 days before the decision, per Section 99.080 of the CDC.

5/30	<i>John Floyd</i>
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**FINAL DECISION**

Notice of Final Decision was mailed to the applicant, all parties with standing, and posted on the City's website, per Section 99.040 of the CDC.

6/12/2024	<i>Lynn Schroder</i>
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**CITY OF WEST LINN  
NOTICE OF UPCOMING PLANNING MANAGER DECISION  
FILE NO. HDR-24-02**

The West Linn Planning Manager is considering a Class I Historic Design Review at 1822 5<sup>th</sup> Avenue (Historic Miller-Baker House). The applicant is requesting approval to install a skylight.

The Planning Manager will decide the application based on criteria in Chapters 25 and 99 of the Community Development Code (CDC). The CDC approval criteria are available for review on the City website <http://www.westlinnoregon.gov/cdc> or at City Hall and the City Library.

The application is posted on the City's website, <https://westlinnoregon.gov/projects>. The application, all documents or evidence relied upon by the applicant and applicable criteria are available for inspection at City Hall at no cost. Copies may be obtained at reasonable cost.

A public hearing will not be held for this decision. **Anyone wishing to submit comments for consideration must submit all material before 4:00 p.m. on Tuesday, June 11, 2024 to [jfloyd@westlinnoregon.gov](mailto:jfloyd@westlinnoregon.gov) or mail them to City Hall. All comments must be received by the deadline.**

**It is important to submit all testimony in response to this notice.** All comments submitted for consideration of this application should relate specifically to the applicable criteria. Failure to raise an issue in a hearing, in person, or by letter, or failure to provide sufficient specificity to afford the decision-maker an opportunity to respond to the issue, precludes appeal to the Oregon Land Use Board of Appeals based on that issue (CDC Section 99.090).

The final decision will be posted on the website and available at City Hall. Persons with party status may appeal the decision by submitting an appeal application to the Planning Department within 14 days of mailing the notice of the final decision pursuant to CDC [99.240](#).

For additional information, please contact John Floyd, Senior Planner, City Hall, 22500 Salamo Rd., West Linn, OR 97068, 503-742-6058.

Mailed: 5/28/24



**NOTICE OF UPCOMING  
PLANNING MANAGER DECISION**

**PROJECT # HDR-24-02  
MAIL: 5/28/2024 TIDINGS: N/A**

**CITIZEN CONTACT INFORMATION**

To lessen the bulk of agenda packets and land use application notice, and to address the concerns 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.

HDR-24-02 Notified Properties within 300 feet of 1822 5<sup>th</sup> Ave

