

**WEST LINN HISTORIC REVIEW BOARD  
FINAL DECISION AND ORDER  
FILE NO. HDR-25-01**

**IN THE MATTER OF A PROPOSAL FOR A CLASS II HISTORIC DESIGN REVIEW TO  
AMEND DESIGN REVIEW DR-22-03 AND REMOVE THE PROPOSED STEEL  
AWNINGS FROM THE FRONT AND SOUTH SIDE OF THE BUILDING AT 28825  
WILLAMETTE DRIVE (HISTORIC CITY HALL).**

**I. Overview**

At its meeting on March 18, 2025, the West Linn Historic Review Board held a public hearing to consider a request for a Class II Historic Design Review to amend Design Review DR-22-03 and remove the proposed steel awnings from the front and south side of the building at 28825 Willamette Drive (Historic City Hall). The approval criteria are found in Chapters 25 and 99 of the Community Development Code (CDC). The hearing was conducted pursuant to the provisions of CDC Chapter 99.

The hearing commenced with a staff report presented by Aaron Gudelj, Associate Planner. The applicant/owner (City of West Linn), Parks and Recreation Director Megan Big John, presented as the applicant. One written comment was received by the Willamette Falls and Landings Heritage Area Executive Director Britta Mansfeld; no oral comments were submitted. The Historic Review Board closed the hearing, deliberated, and Member Manning made a motion to approve the application as presented in the staff report. The motion was seconded by Member Borgaard and approved 4-0, with Chair Solberg, Member Manning, Member Borgaard, and Member Harbour Du Vos voting in the affirmative (member(s) Steel, Fleming, and Saltee not present).

**II. The Record**

The record was finalized at the March 18, 2025, hearing. The record includes the entire file from HDR-25-01.

**III. Findings of Fact**

- 1) The Overview set forth above is true and correct.
- 2) The City of West Linn is the applicant.
- 3) The Historic Review Board finds that it has received all information necessary to make a decision based on the Staff Report and attached findings; public comment, if any; and the evidence in the whole record, including any exhibits received at the hearing.

**IV. Findings**

The Historic Review Board adopts the Staff Report for March 18, 2025, with attachments, as its findings, which are incorporated by this reference.

The Historic Review Board concludes that all of the required approval criteria are met subject to the following conditions of approval:

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

**V. Order**

The Historic Review Board concludes that HDR-25-01 is approved based on the Record, Findings of Fact, and Findings above.



KIRSTEN SOLBERG, CHAIR  
WEST LINN HISTORIC REVIEW BOARD

03/21/2025

DATE

This decision may be appealed to the City Council pursuant to the provisions of Chapter 99 of the Community Development Code and any other applicable rules and statutes. This decision will become effective 14 days from the date of mailing of this final decision as identified below.

Mailed this 24 day of March, 2025.

Therefore, this decision becomes effective at 5 p.m., April 7, 2025.