



STAFF REPORT PLANNING DIRECTOR DECISION

DATE: December 30, 2025

FILE NO.: HDR-25-02

REQUEST: Class I Historic Design Review at 1808 4th Ave for replacement of windows.

PLANNER: Aaron Gudelj, Associate Planner

TABLE OF CONTENTS

STAFF ANALYSIS AND RECOMMENDATION

GENERAL INFORMATION	2
BACKGROUND	3
PUBLIC COMMENTS	3
DECISION	4
ADDENDUM & STAFF FINDINGS	5

EXHIBITS

PD-1 APPLICANT SUBMITTAL.....	10
PD-2 OREGON HISTORIC SITE RECORD FROM STATE OF OREGON	39
PD-3 HISTORIC DESIGN REVIEW DR-19-04	41
PD-4 COMPLETENESS LETTER	42
PD-5 AFFIDAVIT AND NOTICE PACKET.....	44

GENERAL INFORMATION

APPLICANT/OWNER: Andrew Bridge
1808 4th Ave
West Linn, OR 97068

SITE LOCATION: 1808 4TH Ave

SITE SIZE: 10,000 square feet

TAX LOT NUMBER: 31E02BD00400

**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 October 2, 2025. The 120-day period ends January 30, 2026.

PUBLIC NOTICE: Notice was mailed to property owners within 300 feet of the subject property and to the Willamette Neighborhood Association on October 9, 2025. A sign was placed on the property on October 9, 2025. The notice was also posted on the City's website on October 9, 2025. Therefore, public notice requirements of CDC Chapter 99 have been met.

BACKGROUND

The applicant seeks approval for a Class I Historic Design Review to remove and replace 8 windows at 1808 4th Ave, a single-family residence within the Willamette Historic District and identified as an eligible contributing historic resource. The existing two-pane clear glass painted wood frame windows have naturally deteriorated to a point beyond repair. The new windows will be two-pane clear glass with a painted wood frame design similar to the existing windows.

The subject property is located within the Willamette Historic District and the Willamette Historic District National Register; is identified as an eligible contributing historic resource; and was previously approved by the 2019 Historic Review Board for replacement of windows, a garage door, and a metal carport (DR-19-04; See Attachment PD-4). The window replacements from DR-19-04 included tempered two-panel clear glass replacement and Marvin wood sash frames and the proposed windows are two-panel clear glass windows with wood painted window frames and Marvin wood sashes similar to the previous replacements approved via DR-19-01. The surrounding properties are zoned Residential R-5 to the north and R-10 Residential to the south.

Existing Windows



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.

Aaron Gudelj
Aaron Gudelj, Associate Planner

December 30, 2025
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 30th, Day of December, 2025.

Therefore, the 14-day appeal period ends at 5 p.m. on January 13, 2026.

ADDENDUM
APPROVAL CRITERIA AND FINDINGS
HDR-25-02

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 remove and replace existing windows on an existing single-family residence due to natural deterioration. The existing single-family use is an allowed use in the R-5 zone and will not change because of the proposed project. The criteria are 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 existing windows has deteriorated beyond repair and will be replaced with clear windowpanes, painted wood frames, and Marvin wood sashes similar to the existing windows. The overall exterior construction and structural integrity of the home, including the bungalow style, horizontal board siding, wood window frames, and wood sashes will be maintained. The criteria are 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 existing two-panel clear glass painted wood frame windows have deteriorated beyond repair. The proposed replacement of the windows will involve the installation of two-panel clear glass panes, painted wood frames, and Marvin wood sashes similar to the existing windows. A previous Historic Review Board approval from 2019 included window replacement (DR-19-01, See Attachment PD-4) and the proposed windows will be constructed to match previous window replacements approved via DR-19-01 in terms of composition, design, color, and texture. The criteria are 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.*

Staff Finding 4: The existing painted wood windows have deteriorated beyond repair. The applicant proposes to replace the existing clear pane windows, wood painted frames and Marvin wood sashes with clear pane windows, wood painted frames with new Marvin wood and sashes similar to the existing. The proposed alterations will be similar to the existing windows and do not create a false sense of history. The criteria are met.

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.*

Staff Finding 5: The subject property was permitted to replace windows via a Historic Review Board approval in 2019 (DR-19-01, See Attachment PD-4). The proposed window replacements will be clear pane glass, painted wood frames, and Marvin wood sashes. No other alterations are proposed that would alter the historic significance of the building. The criteria are met.

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 6: The applicants proposes window replacements consisting of a two-pane clear glass, painted wood frames, and Marvin wood sashes. The new windows will be the same size as the existing windows. The criteria are 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 7: The existing windows are a contributing element to the overall form and character of the building amongst other contributing factors such as the bungalow style and horizontal board siding. However, if the windows were removed in the future, the essential form, integrity, and context of the property would not be impaired. The criteria are met.

7. *Building additions. Building additions shall be subordinate to the original building, smaller in scale, and attached to the rear or set back along the side. Features of building additions, including the proportions of window and door openings, shall be consistent with those of the existing building. Dimensional and other requirements in the underlying zone, as applicable, shall apply.*

8. *Building height and roof pitch. Existing or historic building heights and roof pitch shall be maintained.*

9. *Roof materials. Replacement of a roof or installation of a new roof with materials other than cedar shingles, three tab asphalt shingles, or architectural composition shingles must be demonstrated, using photographic or other evidence, to be in character with those of the original roof, or with materials that are consistent with the original construction.*

10. *Existing exterior walls and siding. Replacement of the finish materials of existing walls and siding must be with building materials consistent with the original construction.*

11. *New exterior walls and siding. Wood siding or shingles shall be used unless the applicant demonstrates that an alternative material has a texture and finish typically used on similar style buildings of the era, or the era the building style references. Vinyl or other materials that do not match those that were typically used on similar style buildings of the era, or the era the building style references, are not permitted.*

12. *Gutters and downspouts. Replacement or new gutters and downspouts shall be rectangular, ogee, half-round or K-shaped and comprised of wood or metal material, or styles and materials that match those that were typically used on similar style buildings of the era, or the era the building style references. Vinyl or other materials and styles that do not match those that were typically used on similar style buildings of the era, or the era the building style references, are not permitted.*

Staff Finding 8: No building additions are proposed; existing building height and roof pitch are not proposed to be altered; exterior walls and siding are not proposed to be altered; and gutter and downspouts are not proposed to be altered. The criteria are not applicable.

13. New windows. New windows shall be located on rear or secondary facades, unless required for a new use. New windows shall match the appearance and size of the original windows as closely as possible. Wood window frames and sashes shall be used unless the applicant demonstrates that the non-wood windows are consistent with the original historic appearance and material, including profile and proportion of the sash, sill, trim, light patterns, glass color, and profile of mullions and muntins. Replacement of existing windows shall meet standards for window replacement.

Staff Finding 9: The proposed window replacements are in the same location and the same size of the existing windows. Additionally, painted wood frames, and Marvin wood sashes will be installed like the existing windows. The criteria are met.

14. Storm windows. Storm windows shall be made of painted wood, a material with a baked enamel finish, anodized aluminum, or another material that is consistent with the color, detail, and proportions of the building.

Staff Finding 10: No storm windows are proposed to be altered. The criteria does not apply.

15. Window replacement. Replacement of windows or window sashes shall be consistent with the original historic appearance and material, including the profile of the sash, sill, trim, window plane relative to the building wall plane, light pattern, glass color, profile of mullions and muntins, and color, method of operation and related features, such as shutters.

Staff Finding 11: The proposed window replacements are the same size and light pattern of the existing windows; clear windowpanes similar to the existing windows; painted wood painted frames similar to the existing painted wood frames; and Marvin wood sashes similar to the existing window sashes will be installed. The criteria are met.

25.070 ADDITIONAL STANDARDS APPLICABLE TO HISTORIC DISTRICTS

This section provides additional standards that are applicable to properties within a historic district.

A. Standards for alterations and additions.

1. Compatibility with nearby context. Alterations and additions shall be:
a. Similar in scale and mass to adjacent properties, and constructed such that they maintain the privacy of the residents of adjacent properties through window placement, orientation or landscaping.

Staff Finding 12: The proposed alteration – replacement of existing windows with windows of the same size and of a similar character - will be in the same location as existing windows and

of the same scale and mass to the existing windows and will be located such that they maintain the privacy of residents of adjacent properties. The criteria are 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 13: The Planning Director 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 14: 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 October 9, 2025. A sign detailing the property as being the subject of a land use decision with case details was placed on the property on October 9, 2025. 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	PROJECT No(s).	PRE-APPLICATION No.
NON-REFUNDABLE FEE(s)	REFUNDABLE DEPOSIT(S)	TOTAL

Type of Review (Please check all that apply):

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

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

Site Location/Address:	Assessor's Map No.:
<i>1808 4th Ave West Linn OR 97068</i>	Tax Lot(s):
	Total Land Area:

Brief Description of Proposal:
Replace 3 windows - 1 living room and 2 dining room

Applicant Name*:	<i>Andrew Bridge</i>	Phone: <i>503-544-0901</i>
Address:	<i>1808 4th Ave</i>	Email: <i>Andy@greatnwgutters.com</i>
City State Zip:	<i>West Linn OR 97068</i>	
Owner Name (required):	<i>Andrew Bridge</i>	Phone: <i>503-544-0901</i>
Address:	<i>1808 4th Ave</i>	Email: <i>Andy@greatnwgutters.com</i>
City State Zip:	<i>West Linn OR 97068</i>	
Consultant Name:		Phone:
Address:		Email:
City State Zip:		

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 application costs.**
2. All information provided with the application is considered a public record and subject to disclosure.
3. The owner/applicant or their representative should attend all public hearings related to the application.
4. A decision may be reversed on appeal. The decision will become effective once the appeal period has expired.
5. Submit this form, application narrative, and all supporting documents as a single PDF through the 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. The applicant and owner affirm that the information provided in this application is true and correct. 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)

AB/
9/10/25

Date

25.050 APPLICATION REQUIREMENTS

A. Historic Design Review.

1. Narrative. Written narrative explaining the proposal and how it meets the approval criteria in CDC [25.060](#) and [25.070](#), as applicable;

We are purposing to replace 8 windows. Please review drawings. One in the living room and two in the dining room. Within each window are framed windows making the total of 8 windows within the three large windows. There will be no structural changes to the building other than the replacement of single pain windows with storm windows made of painted wood. They will structurally be the same as they are now but with updated materials. Please refer to submitted proposal from Classic Sash and windows. We are not replacing porch windows, only wanted to see the costs for a later date.

2. Retention of historic material. No historic materials will be retained as they are not reusable, ie single pain glass and sashes.

3. Time period consistency.

The new windows will be very similar to existing windows. Same color frames and configuration.

4. Significance over time.

See previous 2019 proposal. No footprints changes etc.

5. Differentiate old from new.

No footprint changes and use of updated matching materials.

6. Reversibility

No changes will impact integrity of historic property.

7. Building additions

No changes or building additions.

8. Building Height etc.

N/A

9. Roof changes

N/A

10&11 Existing interior and walls and siding.

N/A

12. Gutters and downspouts.

N/A

13. New windows

New windows shall match the appearance of the original windows as closely as possible. Wood window frames and sashes shall be used.

14. Storm windows.

There will be no storms windows.

15. Window replacement. Replacement of windows or window sashes shall be consistent with the original historic appearance and material, including the profile of the sash, sill, trim, window plane relative to the building wall plane, light pattern, glass color, profile of mullions and, and color, method of operation and related features, such as shutters.

See above and attached proposal from Classic Door and Sash. Replacement of windows meets the above stated criteria.

25.060 Design standards

Windows are to be replaced with Marvin wood and classic sash to match the period. See attached proposal.

16-20. Not applicable to this proposal.

B. Standards for accessory structures does not apply to this proposal.

FIGURE

(Ord. 1638 § 1, 2015; Ord. 1735 § 3 (Exh. B), 2022)

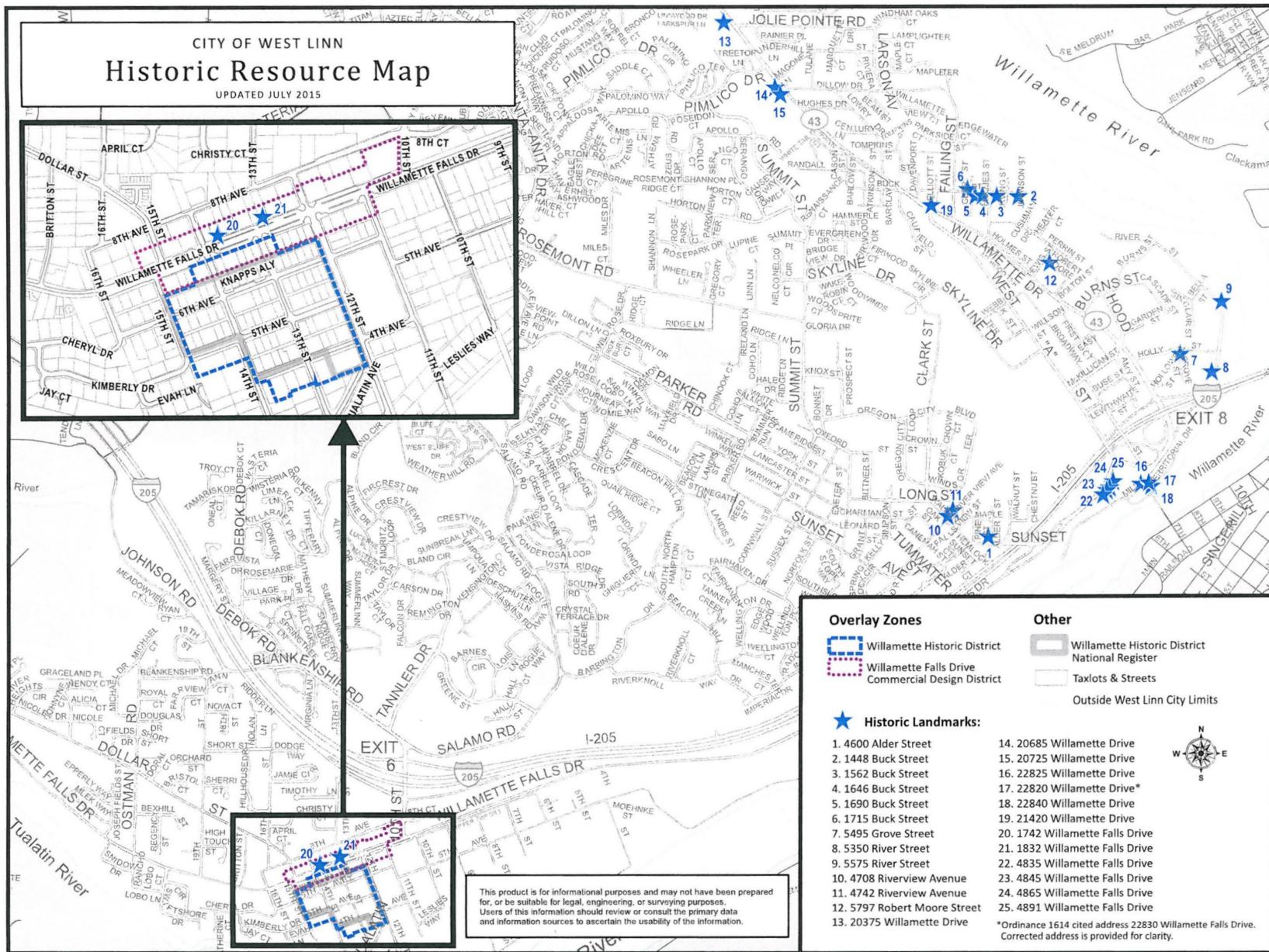


FIGURE 1



Transform your classic home.
REPLACEMENT WINDOWS & DOORS
Est. 1987 | PORTLAND, USA

7/31/2025

Andy & Gayla May Bridge
1808 4th Ave
West Linn, OR, 97068
(503) 544-0901 andy@greatnwgutters.com

Marvin Window Replacement Quote

Living Room Picture Window & Dining Room Windows

Furnish & Install: Marvin Signature Series Ultimate Windows with the following options:

- Stone White frames with Ebony Black sash
- Factory White painted interior finish
- Insulated Low E3 glass with Argon Gas
- Antique Brass finish hardware for operable windows (Other finishes available)
- Screens for operable windows with High Transparency Mesh
- 1-15/16 horizontal divided lite bars to match position of original windows where applicable
- All units installed as "Insert" style into the original sash openings

Living Room Picture Window: 1 – 72" X 58" Double-Hung Picture Window with 13-1/2" Top Lite

Dining Room (Front): 2 – 28" X 58" Insert Double-Hung & 1 – 48" X 58" Double-Hung Picture Window with 13-1/2" Top Lite

Dining Room (Buffet): 2 – 20" X 36" & 1 – 38" X 36" each with 9-5/8" Top Lite (Quoted with the 20" X 36" stationary)

Total Cost 7 – Windows with Buffet Windows Stationary: \$18,886.00

7% Courtesy Discount: -\$1,322.00

Total Sale Price: \$17,564.00

Add for 2-Operable Casement above Buffet: \$719.00

Back Porch

Furnish & Install: 5 – Marvin Elevate Series Double-Hung & 1 – Stationary Window over back door.

- Stone White Frames with Ebony Black Sash
- Factory White painted interior finish
- Insulated Low E3 glass with Argon gas
- Standard finish white locking hardware
- Screens for operable windows with High Transparency Mesh
- All units installed as "Insert" style into original sash openings

Total Cost 6 – Windows: \$9,730.00

7% Courtesy Discount: -\$681.00

Total Sale Price: \$9,049.00

Total Project Cost 13-Windows with 2-Operable Casement over Buffet: \$27,332.00

Payment Terms

50% deposit at time of order, Balance paid upon completion. Thank You!

Scope & Scheduling

Estimated Project Duration: 2-3 days depending on windows selected

Estimated Lead-Time: 12-14 Weeks from Sign Date (good-faith estimate only - see note below)

PROJECT SCHEDULING: Due to the ongoing impacts of Covid-19 and its continuing impact on supply chains, our lead-times are ESTIMATES ONLY and may be longer or shorter depending on job queue, staffing, market disruptions, and product delays. We try to get in touch about two weeks before installation with a tentative date range, and then confirm a date as install nears.

We make every effort to complete projects as quickly as scheduling allows, and dates can change as we respond to jobs in process and other issues often beyond our control. We very much appreciate your scheduling patience and understanding.

PRICES ARE GOOD FOR 30 DAYS FROM DATE ABOVE. We reserve the right to correct any mathematical errors in this proposal.

Classic Sash & Door General Project Notes

ALL ORDERS ARE FINAL – Items are custom built and cannot be returned or cancelled. Products are unpainted unless noted.

DOES INCLUDE (unless otherwise specified): Installation of all described hardware; exterior caulking/weatherproofing, primed exterior trim if applicable; all debris testing, removal, and disposal fees.

DOES NOT INCLUDE (unless otherwise specified): Customer-supplied hardware or any final painting/wood finishing.

ADDITIONAL WORK: If replacement work reveals other issues that may need to be addressed, such as dry rot, missing headers, damaged trim, sheetrock or stucco repair, electrical/plumbing, etc., then other charges may apply, on approval.

RELATED WORK: We are generally willing/able to do our best to remove and re-install shades, window treatments, alarm sensors, door bells, address numbers, and other special hardware impacted by the work – however, we do this as a courtesy and cannot promise that parts won't be broken or lost, or that items will function exactly as before. The cost of replacement parts, additional labor, and other related financial implications for restoring and/or replacing affected items is the sole responsibility of the homeowner.

Any additional work not covered in this proposal is charged at \$145/hr shop rate plus material costs, on customer approval

- Oregon License #54268
- Washington License #CLASSSD819RD
- All work is performed in a Lead-Safe certified manner.
- All carpenters are covered by Workers Compensation Insurance.
- Care is used to prevent dirt and dust from affecting the household – clean-up is done at the end of each workday.
- Doors, windows and job site debris are hauled away and/or recycled as allowable.

Classic Sash & Door Workmanship Guarantee

We are proud of our craftsmanship and stand behind all our projects. The installation is guaranteed to meet manufacturer's specifications so that all product warranties are in force unless noted. If an issue arises during the two-year period following installation, Classic Sash & Door will work to repair or replace the defects at no charge wherever possible. After the two-year guarantee period, we will continue to provide service on all projects, however a service fee may be charged.

Note: Should a manufacturer defect/warranty claim arise, Classic Sash & Door is not responsible for painting/finishing costs.

To see specific company warranty and care/finishing details, please visit the following:

Marvin Warranty: <http://www.marvin.com/support/warranty>

Accepted: _____

Date: _____


Homeowner

Received: _____ *Mark Bell*

Date: 7-31-25

Classic Sash & Door

DR-19-04 1808 4th Ave



DISCLAIMER: This product is for informational purposes and may not have been prepared for, or be suitable for legal, engineering, or surveying purposes. Users of this information should review or consult with appropriate professionals and information sources to ascertain the usability of the information. Map scale is approximate. Source: West Linn GIS (Geographic Information System) MapOptix.

Oregon Historic Site Record

LOCATION AND PROPERTY NAME

Address: 1808 4th Ave
West Linn, Clackamas County
historic name:
assoc addresses:
location descr:
block/lot/tax lot:
twnshp/rng/sect/qtr sect: 3S 1E 2

PROPERTY CHARACTERISTICS

resource type: Building	height (stories): 2.0	total elig resources: 2	total inelig resources: 0
elig evaluation: eligible/contributing		NR Status: Listed in Historic District	
prim constr date: c.1916	second date:	date Indiv listed: 09/24/2009	
primary orig use: Single Dwelling		orig use comments:	
second orig use:		prim style comments:	
primary style: Bungalow (Type)		sec style comments:	
secondary style:		siding comments:	
primary siding: Horizontal Board		architect:	
secondary siding:		builder:	
plan type: Bungalow			

comments/notes:

Ewalt Leisman/twin of 1674 5th- This house has a 2 car garage located to the right of the house which is accessible from 4th. JES

GROUPINGS / ASSOCIATIONS

Survey/Grouping Included In:	Type of Grouping	Date Listed	Date
West Linn Selective RLS 2011	Survey & Inventory Project		2011
West Linn Survey- Willamette Conservation District	Survey & Inventory Project		2008
West Linn, Willamette Falls Neighborhood, RLS 2008	Survey & Inventory Project		2008
Willamette Historic District	Listed Historic District	09/24/2009	2009

SHPO INFORMATION FOR THIS PROPERTY

NR date listed: 09/24/2009	106 Project(s): None
ILS survey date:	Special Assess Project(s): None
RLS survey date: 03/17/2006	Federal Tax Project(s): None

ARCHITECTURAL / PROPERTY DESCRIPTION

(Includes expanded description of the building/property, setting, significant landscape features, outbuildings and alterations)

Refer to scanned documents links.

HISTORY

(Chronological, descriptive history of the property from its construction through at least the historic period - preferably to the present)

Refer to scanned documents links.

RESEARCH INFORMATION

Title Records	Census Records	Property Tax Records	Local History
Sanborn Maps	Biographical Sources	SHPO Files	Interviews
Obituaries	Newspapers	State Archives	Historic Photo
City Directories	Building Permits	State Library	

Local Library:

Historical Society:

Bibliography:

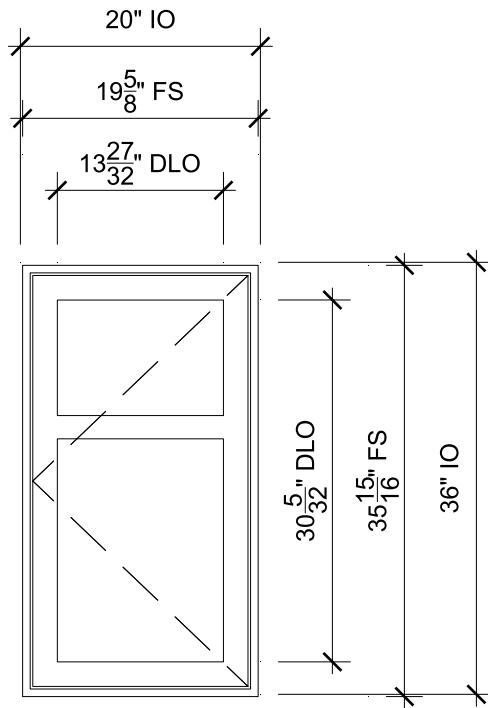
University Library:

Other Repository:



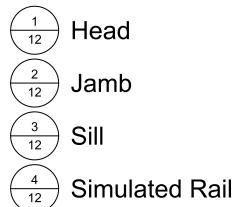






DINING BUFFET

SCALE: 3/4" = 1'-0"



PROJ/JOB: Bridge / Willamette
 DIST/DEALER: CLASSIC SASH & DOOR-CIR
 DRAWN: MARK BELL
 QUOTE#: HEWPUNN

PK VER: 0004.16.01

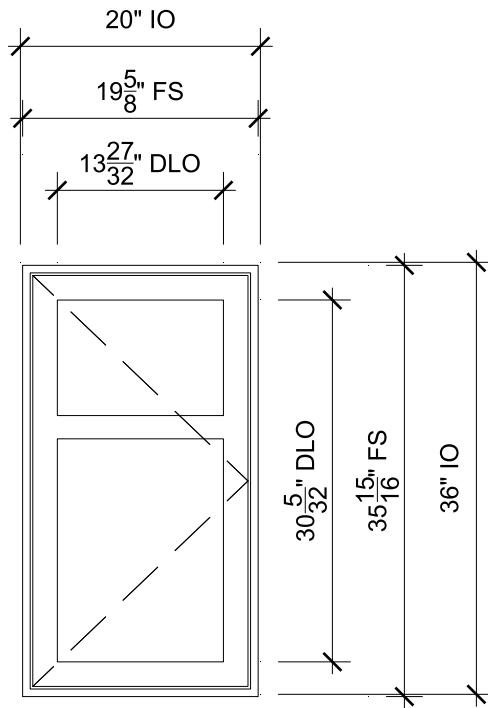
CREATED: 08/04/2025

REVISION:

SHEET

1

OF 17



DINING BUFFET

SCALE: 3/4" = 1'-0"

-  Head
-  Jamb
-  Sill
-  Simulated Rail



PROJ/JOB: Bridge / Willamette
 DIST/DEALER: CLASSIC SASH & DOOR-CIR
 DRAWN: MARK BELL
 QUOTE#: HEWPUNN

PK VER: 0004.16.01

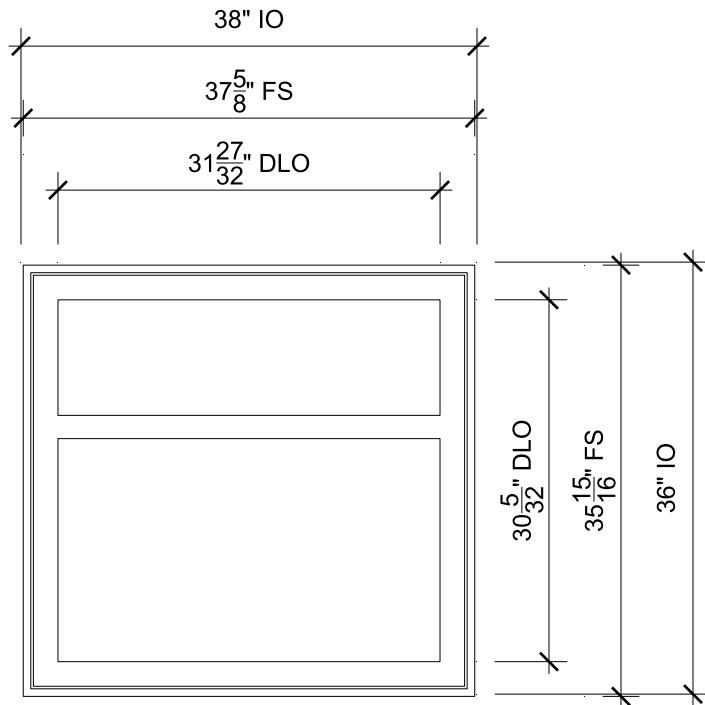
CREATED: 08/04/2025

REVISION:

SHEET

2

OF 17



DINING BUFFET

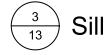
SCALE: 3/4" = 1'-0"



Head



Jamb



Sill



Simulated Rail



PROJ/JOB: Bridge / Willamette

DIST/DEALER: CLASSIC SASH & DOOR-CIR

DRAWN: MARK BELL

QUOTE#: HEWPUNN

PK VER: 0004.16.01

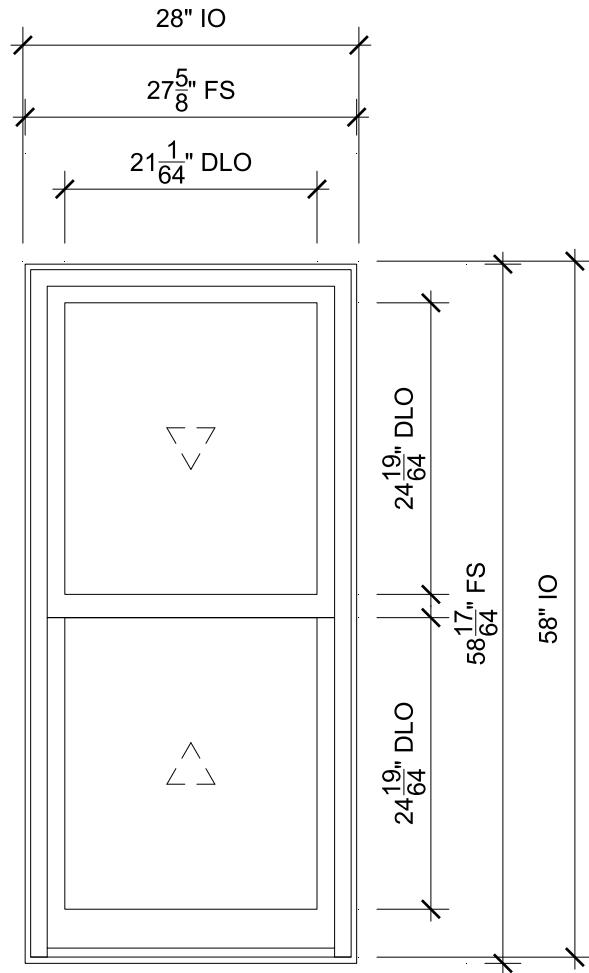
CREATED: 08/04/2025

REVISION:

SHEET

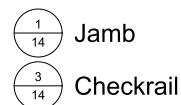
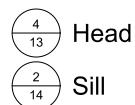
3

OF 17



DINING PORCH

SCALE: 3/4" = 1'-0"



PROJ/JOB: Bridge / Willamette
 DIST/DEALER: CLASSIC SASH & DOOR-CIR
 DRAWN: MARK BELL
 QUOTE#: HEWPUNN

PK VER: 0004.16.01

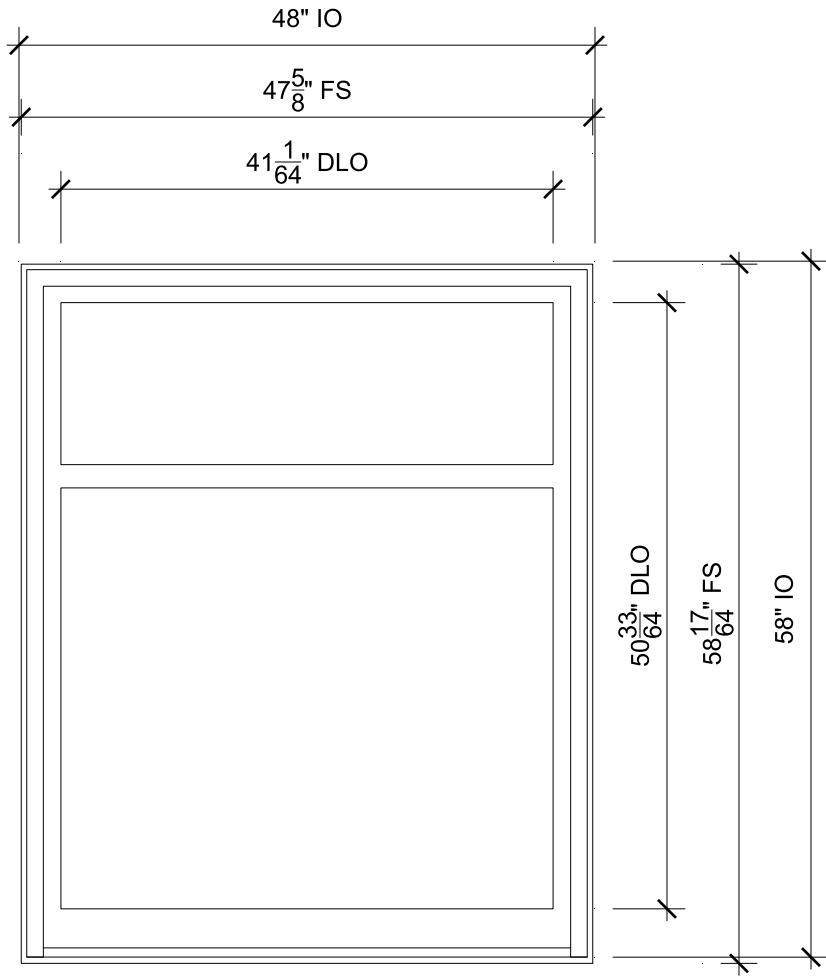
CREATED: 08/04/2025

REVISION:

SHEET

4

OF 17



DINING PORCH

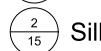
SCALE: 3/4" = 1'-0"



Head



Jamb



Sill



PROJ/JOB: Bridge / Willamette

DIST/DEALER: CLASSIC SASH & DOOR-CIR

DRAWN: MARK BELL

QUOTE#: HEWPUNN

PK VER: 0004.16.01

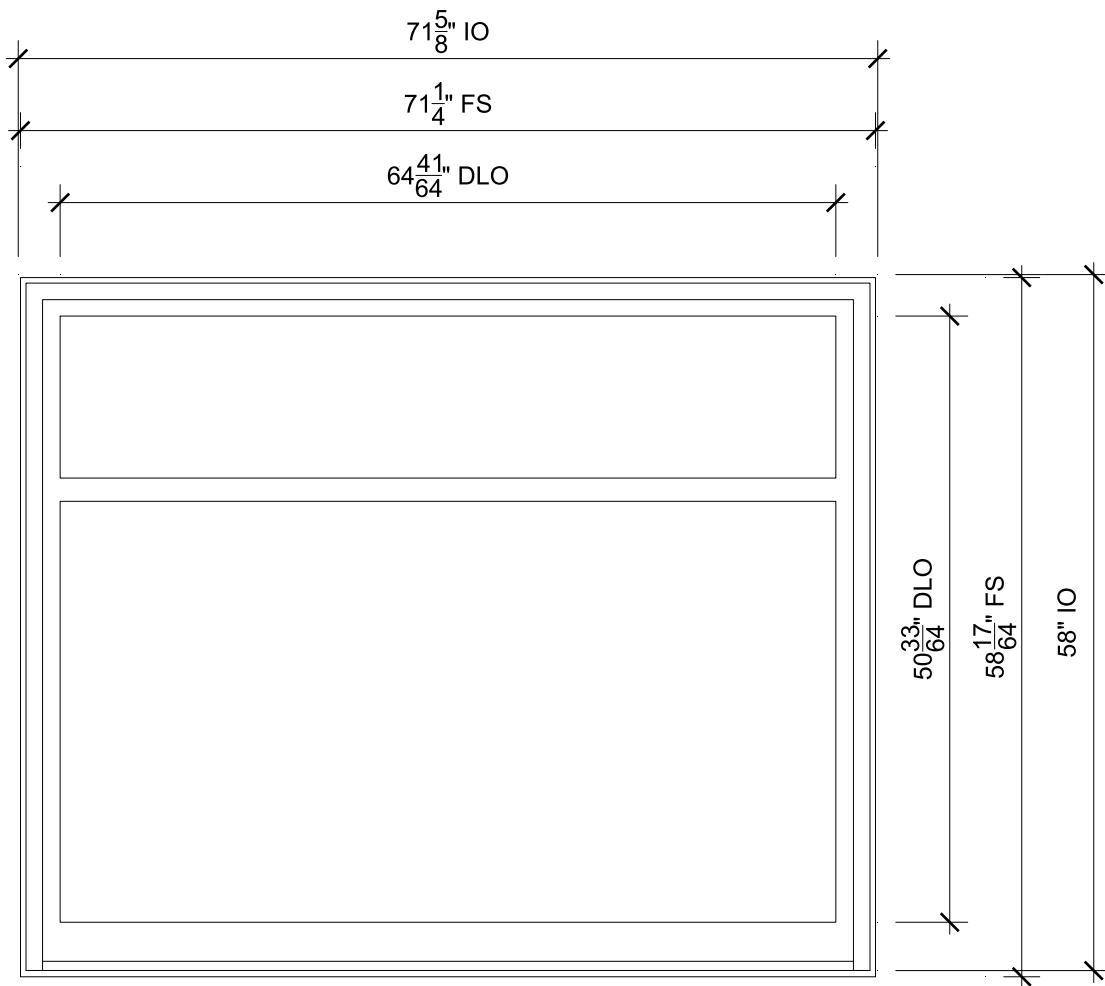
CREATED: 08/04/2025

REVISION:

SHEET

5

OF 17



LIVING ROOM PORCH

SCALE: 3/4" = 1'-0"

 Head

 Jamb

 Sill



PROJ/JOB: Bridge / Willamette
 DIST/DEALER: CLASSIC SASH & DOOR-CIR
 DRAWN: MARK BELL
 QUOTE#: HEWPUNN

PK VER: 0004.16.01

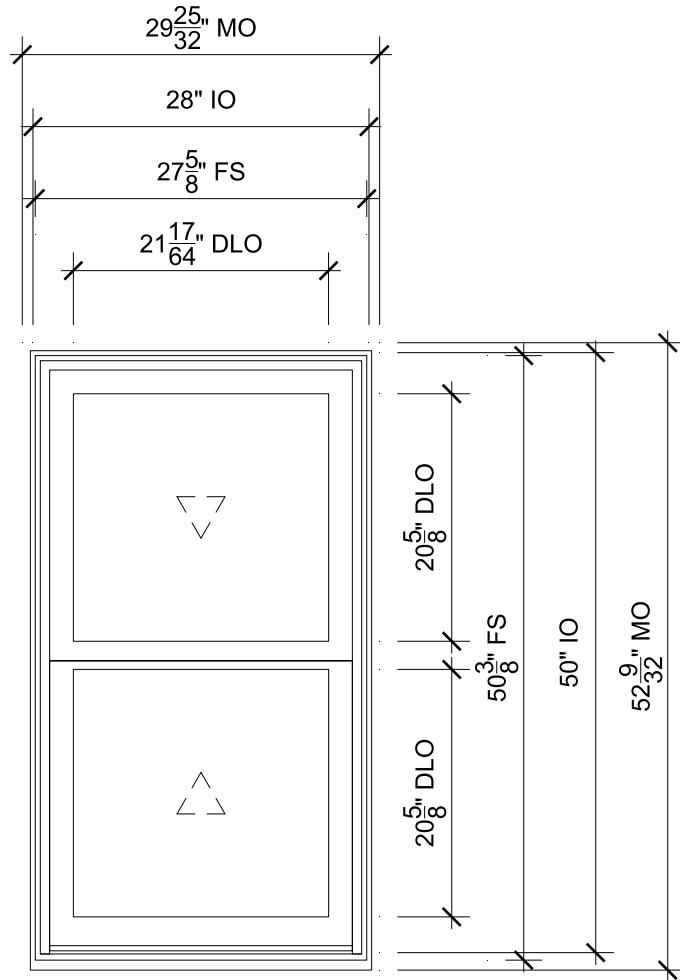
CREATED: 08/04/2025

REVISION:

SHEET

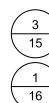
6

OF 17

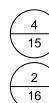


BACK PORCH

SCALE: 3/4" = 1'-0"



Head



Jamb



Sill



Check Rail



PROJ/JOB: Bridge / Willamette

DIST/DEALER: CLASSIC SASH & DOOR-CIR

DRAWN: MARK BELL

QUOTE#: HEWPUNN

PK VER: 0004.16.01

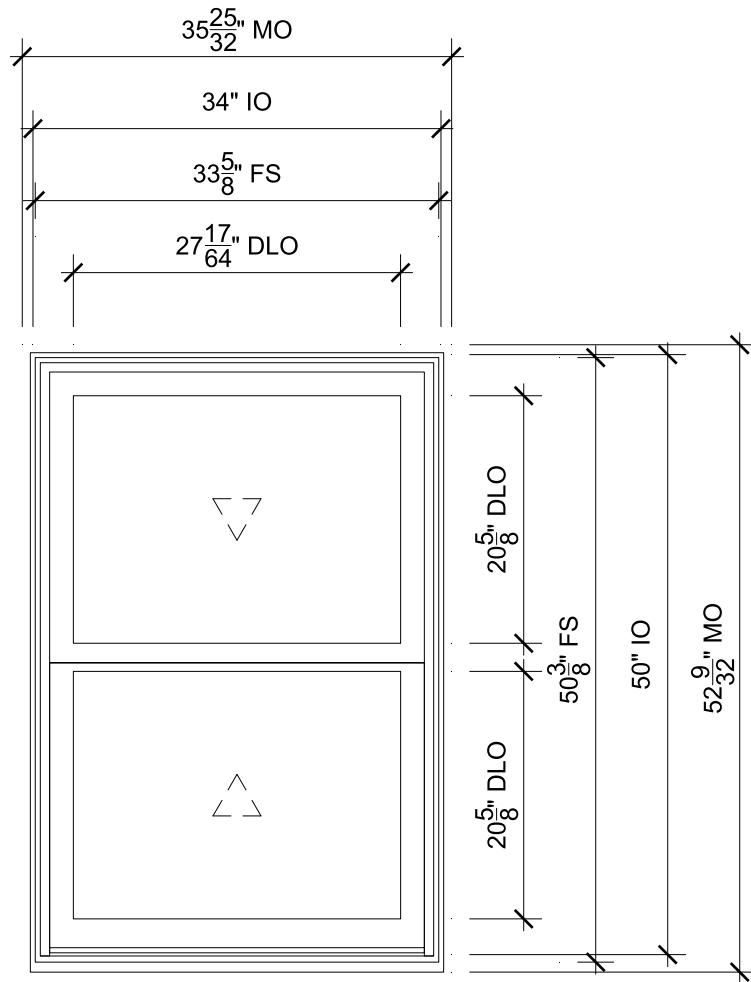
CREATED: 08/04/2025

REVISION:

SHEET

7

OF 17



BACK PORCH

SCALE: 3/4" = 1'-0"

 3/15 Head

 1/16 Sill

 4/15 Jamb

 2/16 Check Rail



PROJ/JOB: Bridge / Willamette

DIST/DEALER: CLASSIC SASH & DOOR-CIR

DRAWN: MARK BELL

QUOTE#: HEWPUNN

PK VER: 0004.16.01

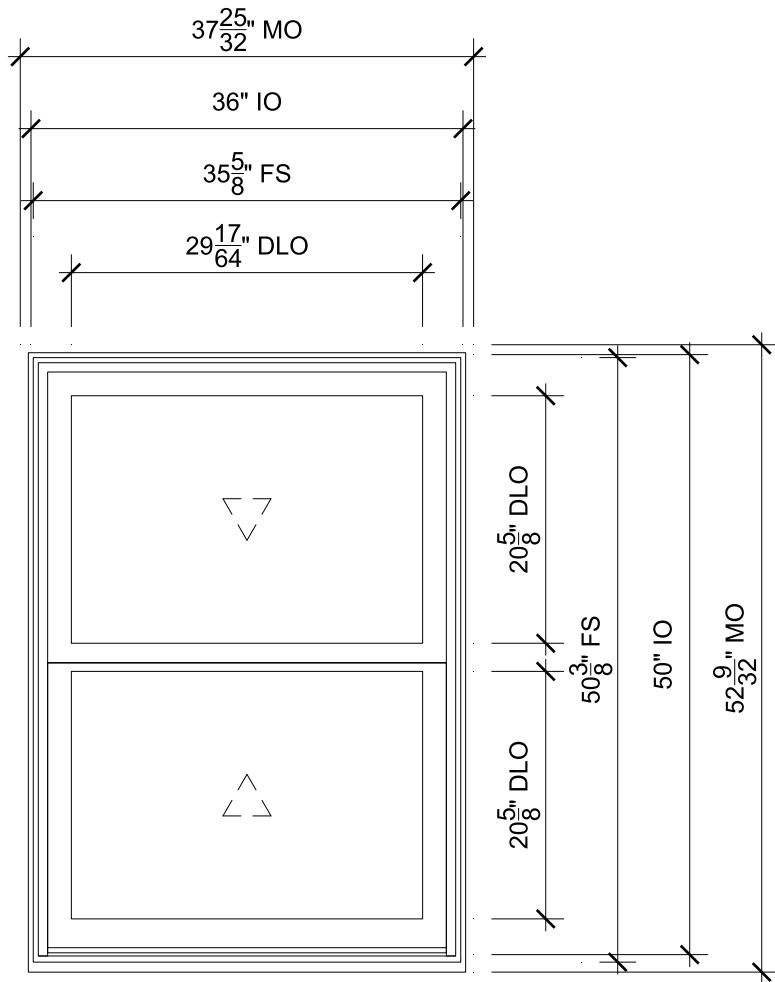
CREATED: 08/04/2025

REVISION:

SHEET

8

OF 17

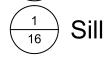


BACK PORCH

SCALE: $3/4"$ = $1'-0"$



Head



Sill



Jamb



Check Rail



PROJ/JOB: Bridge / Willamette

DIST/DEALER: CLASSIC SASH & DOOR-CIR

DRAWN: MARK BELL

QUOTE#: HEWPUNN

PK VER: 0004.16.01

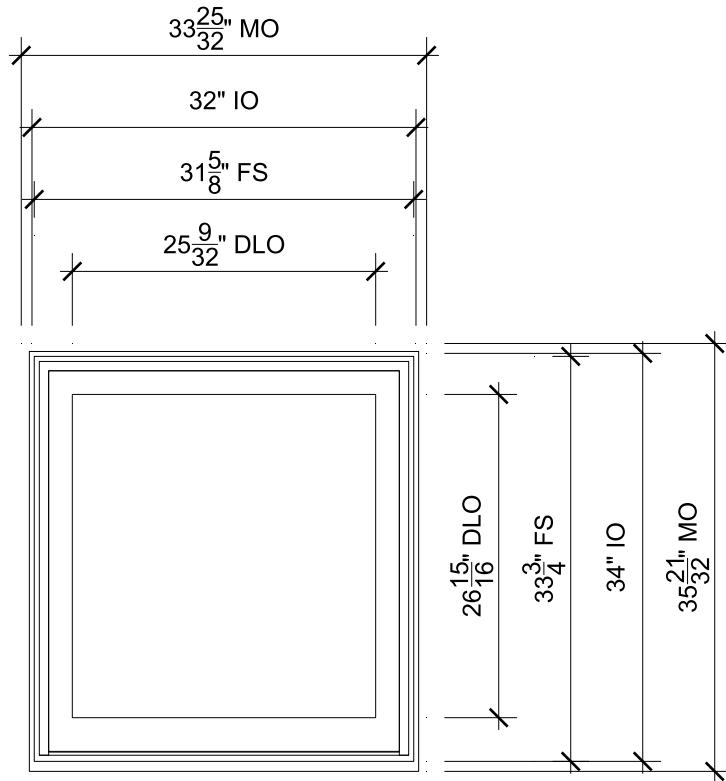
CREATED: 08/04/2025

REVISION:

SHEET

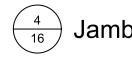
9

OF 17



BACK PORCH

SCALE: 3/4" = 1'-0"



PROJ/JOB: Bridge / Willamette

DIST/DEALER: CLASSIC SASH & DOOR-CIR

DRAWN: MARK BELL

QUOTE#: HEWPUNN

PK VER: 0004.16.01

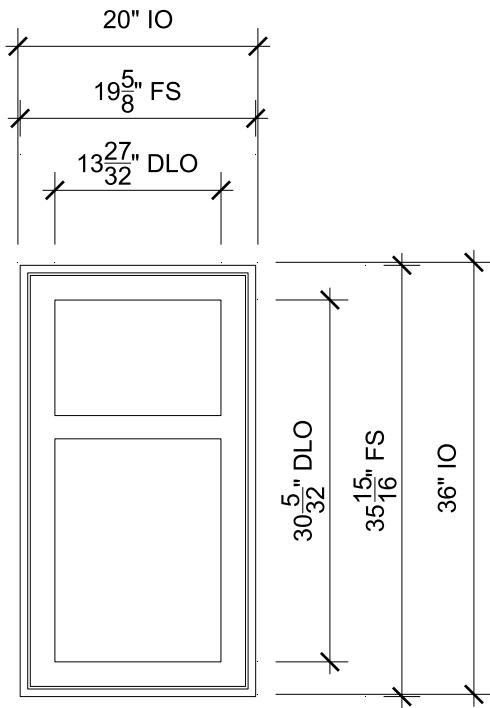
CREATED: 08/04/2025

REVISION:

SHEET

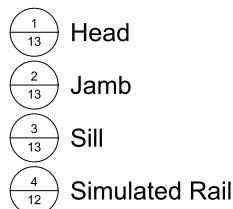
10

OF 17



DINING BUFFET STAT

SCALE: 3/4" = 1'-0"



PROJ/JOB: Bridge / Willamette
 DIST/DEALER: CLASSIC SASH & DOOR-CIR
 DRAWN: MARK BELL
 QUOTE#: HEWPUNN

PK VER: 0004.16.01

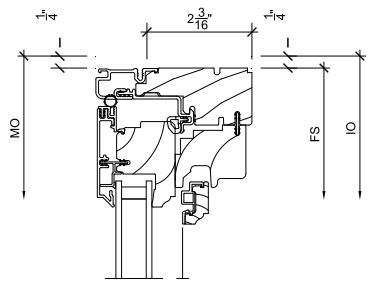
CREATED: 08/04/2025

REVISION:

SHEET

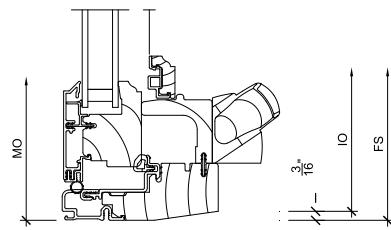
11

OF 17



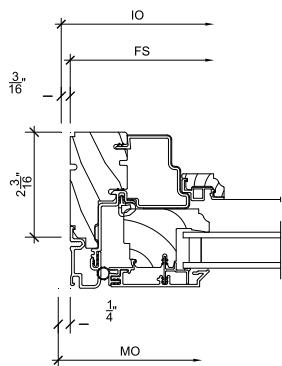
1
12
Head

SCALE: 3" = 1'-0"



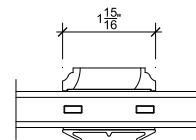
3
12
Sill

SCALE: 3" = 1'-0"



2
12
Jamb

SCALE: 3" = 1'-0"



4
12
Simulated Rail

SCALE: 3" = 1'-0"



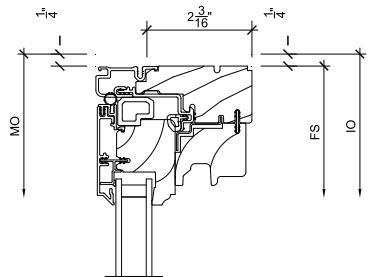
PROJ/JOB: Bridge / Willamette
DIST/DEALER: CLASSIC SASH & DOOR-CIR
DRAWN: MARK BELL
QUOTE#: HEWPUNN

PK VER: 0004.16.01

CREATED: 08/04/2025

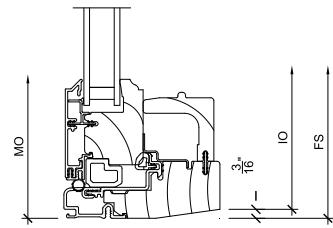
REVISION:

SHEET
12
OF 17



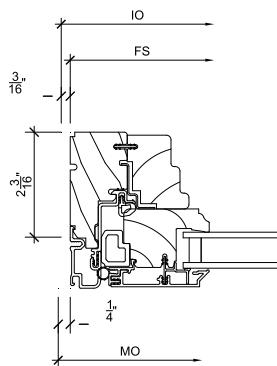
1
13
Head

SCALE: 3" = 1'-0"



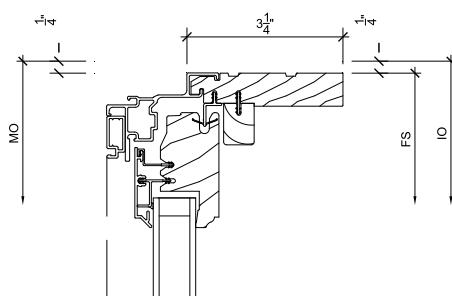
3
13
Sill

SCALE: 3" = 1'-0"



2
13
Jamb

SCALE: 3" = 1'-0"



4
13
Head

SCALE: 3" = 1'-0"



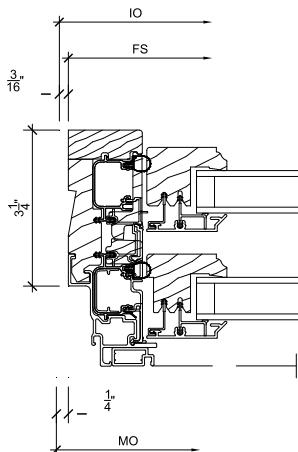
PRO/JOB: Bridge / Willamette
DIST/DEALER: CLASSIC SASH & DOOR-CIR
DRAWN: MARK BELL
QUOTE#: HEWPUNN

PK VER: 0004.16.01

CREATED: 08/04/2025

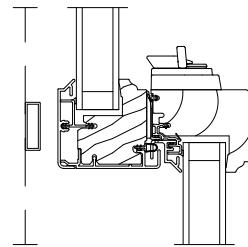
REVISION:

SHEET
13
OF 17



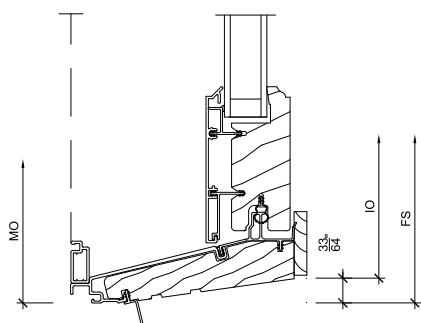
1
14
Jamb

SCALE: 3" = 1'-0"



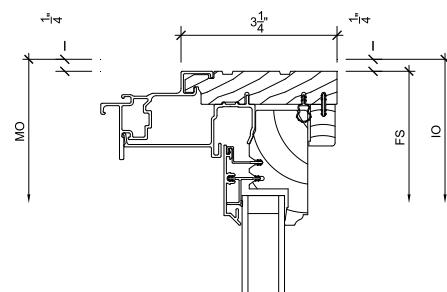
3
14
Checkrail

SCALE: 3" = 1'-0"



2
14
Sill

SCALE: 3" = 1'-0"



4
14
Head

SCALE: 3" = 1'-0"



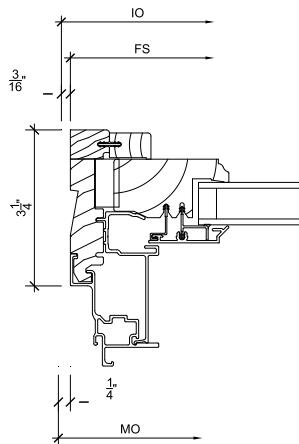
PRO/JOB: Bridge / Willamette
DIST/DEALER: CLASSIC SASH & DOOR-CIR
DRAWN: MARK BELL
QUOTE#: HEWPUNN

PK VER: 0004.16.01

CREATED: 08/04/2025

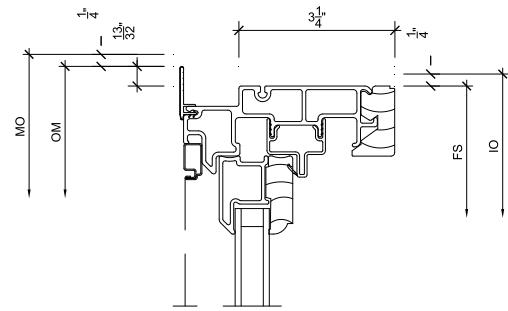
REVISION:

SHEET
14
OF 17
Planning Director Decision



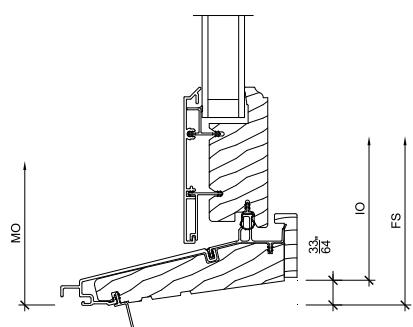
1
15
Jamb

SCALE: 3" = 1'-0"



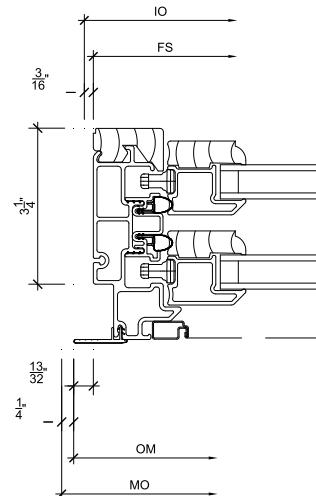
3
15
Head

SCALE: 3" = 1'-0"



2
15
Sill

SCALE: 3" = 1'-0"



4
15
Jamb

SCALE: 3" = 1'-0"



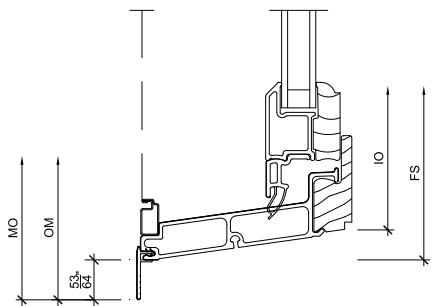
PRO/JOB: Bridge / Willamette
DIST/DEALER: CLASSIC SASH & DOOR-CIR
DRAWN: MARK BELL
QUOTE#: HEWPUNN

PK VER: 0004.16.01

CREATED: 08/04/2025

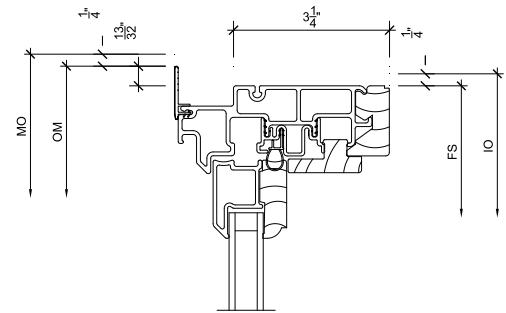
REVISION:

SHEET
15
OF 17
Planning Director Decision



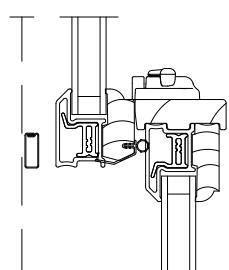
1
16
Sill

SCALE: 3" = 1'-0"



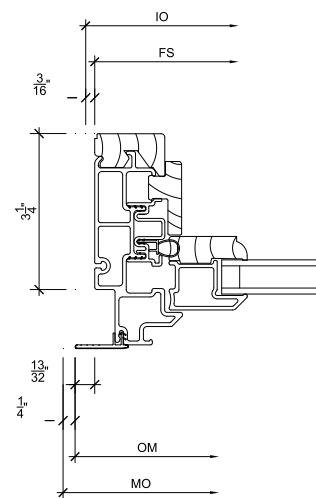
3
16
Head

SCALE: 3" = 1'-0"



2
16
Check Rail

SCALE: 3" = 1'-0"



4
16
Jamb

SCALE: 3" = 1'-0"



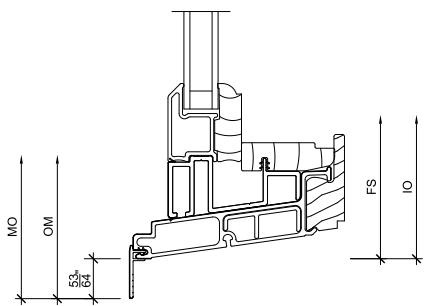
PRO/JOB: Bridge / Willamette
DIST/DEALER: CLASSIC SASH & DOOR-CIR
DRAWN: MARK BELL
QUOTE#: HEWPUNN

PK VER: 0004.16.01

CREATED: 08/04/2025

REVISION:

SHEET
16
OF 17
Planning Director Decision



1
17
Sill

SCALE: 3" = 1'-0"

3
17
NOT USED

SCALE: 3" = 1'-0"

2
17
NOT USED

SCALE: 3" = 1'-0"

4
17
NOT USED

SCALE: 3" = 1'-0"



PROJ/JOB: Bridge / Willamette
DIST/DEALER: CLASSIC SASH & DOOR-CIR
DRAWN: MARK BELL
QUOTE#: HEWPUNN

PK VER: 0004.16.01

CREATED: 08/04/2025

REVISION:

SHEET
17
OF 17

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

Oregon Historic Site Record

LOCATION AND PROPERTY NAME			
address: assoc addresses: location descr:	1808 4th Ave West Linn, Clackamas County	historic name: current/other names: block/lot/tax lot: twnshp/rng/sect/qtr sect:	3S 1E 2
PROPERTY CHARACTERISTICS			
resource type: elig evaluation: prim constr date:	Building eligible/contributing c.1916	height (stories): 2.0 second date:	total elig resources: 2 NR Status: Listed in Historic District date indiv listed: 09/24/2009
primary orig use: second orig use: primary style: secondary style: primary siding: secondary siding: plan type:	Single Dwelling Bungalow (Type) Horizontal Board Bungalow	orig use comments: prim style comments: sec style comments: siding comments: architect: builder:	
comments/notes: Ewalt Leisman/twin of 1674 5th-- This house has a 2 car garage located to the right of the house which is accessible from 4th. JES			
GROUPINGS / ASSOCIATIONS			
Survey/Grouping Included In:	Type of Grouping	Date Listed	Date Compiled
West Linn Selective RLS 2011 West Linn Survey- Willamette Conservation District West Linn, Willamette Falls Neighborhood, RLS 2008 Willamette Historic District	Survey & Inventory Project Survey & Inventory Project Survey & Inventory Project Listed Historic District	09/24/2009	2011 2006 2008 2008
SHPO INFORMATION FOR THIS PROPERTY			
NR date listed: ILS survey date: RLS survey date:	09/24/2009 03/17/2006	106 Project(s): None Special Assess Project(s): None Federal Tax Project(s): None	
ARCHITECTURAL / PROPERTY DESCRIPTION (Includes expanded description of the building/property, setting, significant landscape features, outbuildings and alterations)			
Refer to scanned documents links.			
HISTORY (Chronological, descriptive history of the property from its construction through at least the historic period - preferably to the present)			
Refer to scanned documents links.			
RESEARCH INFORMATION			
Title Records Sanborn Maps Obituaries City Directories	Census Records Biographical Sources Newspapers Building Permits	Property Tax Records SHPO Files State Archives State Library	Local Histories Interviews Historic Photographs
Local Library: Historical Society:	University Library: Other Repository:		
Bibliography:			

EXHIBIT PD-3: DR-19-04

<https://westlinnoregon.gov/planning/1808-4th-avenue-class-ii-historic-design-review-motifications-existing-single-family-home>

EXHIBIT PD-4: COMPLETENESS LETTER



City of West Linn

October 2, 2025

Andrew Bridge
1808 4th Ave
West Linn, OR 97068

SUBJECT: Class I Historic Design Review for replacement of three windows at 1808 4th Ave
(HDR-25-02)

Dear Andrew:

Your application was accepted for review September 12, 2025, and deemed **complete** on October 2, 2025. The city has 120 days to exhaust all local review; that period ends January 30, 2026.

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 Community Development 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 Community Development Director.

Please contact me at 503-742-6057, or by email at agudelj@westlinnoregon.gov if you have any questions or comments.

Sincerely,

Aaron Gudelj

Aaron Gudelj
Associate Planner

EXHIBIT PD-5: AFFADAVIT AND NOTICE PACKET



**WEST LINN PLANNING DIRECTOR
NOTICE OF FINAL DECISION
FILE NO. HDR-25-02**

On 12/30/2025, the West Linn Planning Director approved a request by Andrew Bridge for a Class I Historic Design Review at 1808 4th Ave for to replacement of existing windows. The decision was based on the facts, findings, and conclusions found in the record.

The Planning Director Decision and application are posted on the City's website, <https://westlinnoregon.gov/projects>. Alternatively, the Final Decision, complete application, and all documents or evidence are available for inspection at City Hall at no cost. Copies may be obtained at a reasonable cost.

Persons who have established standing in this matter may appeal this decision to the West Linn City Council within 14 days of the Final Decision Notice mailing date pursuant to the provisions of CDC Chapter 99 and any other applicable rules and statutes.

Appeals must be filed with the West Linn Community Development Department with the \$400 appeal fee by 5:00 pm on the fourteenth day from the date of mailing this notice of final decision. An appeal application must include the following:

- Decision Details – The date and case file number of the decision being appealed.
- Standing Documentation – Proof that the appellant qualifies as a party of standing, as outlined in CDC 99.140.
- Basis for Appeal –A statement describing the basis for the appeal that includes a citation to the West Linn Municipal Code and/or Community Development Code approval criteria or development standards that are not met in the application, or that the appellant claims have been incorrectly interpreted or applied.
- Neighborhood Associations - a copy of the meeting minutes and vote taken supporting the appeal per CDC 99.240.

Failure to submit the application and fee within the appeal period, or omission of any required elements specified in West Linn CDC Section 99.250.A(1-3), will result in the appeal application being rejected.

Any questions should be directed to Aaron Gudelj, Associate Planner, City Hall, 22500 Salamo Road, West Linn, OR 97068, 503-742-6057.

This decision shall become effective at 5:00 p.m. on the fourteenth day from the date of mailing this Notice of Final Decision, unless appealed.

Mailed 12/30/2025

Therefore, this decision becomes effective at 5 p.m., January 13th, 2026.



**AFFIDAVIT OF NOTICE
COMMUNITY DEVELOPMENT DIRECTOR 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-25-02** Applicant's Name: **Andrew Bridge**

Development Address: **1808 4th Ave**

Community Development Director Decision no later than: **01/30/26**

MAILED NOTICE

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

Andrew Bridge, Owner/Applicant	10/09/25	<i>Lynn Schroder</i>
Property owners within 300ft of the site perimeter	10/09/25	<i>Lynn Schroder</i>
Willamette Neighborhood Association	10/09/25	<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	10/09/25	<i>Lynn Schroder</i>
Andrew Bridge, Owner/Applicant	10/09/25	<i>Lynn Schroder</i>
HRB	10/09/25	<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.

10/09/25	<i>Lynn Schroder</i>
-----------------	----------------------

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.

10/13/25	<i>Aaron Gudelf</i>
-----------------	---------------------

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.

12/30/25	<i>Lynn Schroder</i>
-----------------	----------------------



**NOTICE OF UPCOMING
COMMUNITY DEVELOPMENT DIRECTOR DECISION**

**PROJECT # HDR-25-02
MAIL: 10/2/2025 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.

Notified Properties within 300 feet of 1808 4th Avenue

