



**City of McMinnville
 Planning Department**
 231 NE Fifth Street
 McMinnville, OR 97128
 (503) 434-7311

www.mcminnvilleoregon.gov

Historic Landmarks Committee
Community Development Center, 231 NE 5th Street
January 23, 2017 3:00 PM

Committee Members	Agenda Items
Vacant Chair	1. Call to Order A. Election of Chair & Vice-Chair (Exhibit 1)
Joan Drabkin Vice-Chair	2. Citizen Comments
John Mead	3. Approval of Minutes A. November 30, 2016 Regular Meeting (Exhibit 2)
Rebecca Quandt	4. Action Items A. Downtown Design Review & Waiver Request – Southwest Corner of NE 4 th Street and NE Ford Street (Exhibit 3)
Mary Beth Branch	
Cory Schott	5. Discussion Items A. Draft Certified Local Government Application (Exhibit 4)
	6. Old/New Business
	7. Committee Member Comments
	8. Staff Comments
	9. Adjournment A. Adjourn for Historic Walking Tour of Downtown Area

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



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EXHIBIT 1: MEMORANDUM

DATE: January 23, 2017
TO: Historic Landmarks Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: ELECTION OF OFFICERS

The annual election of officers has been placed on your January 23, 2017, meeting agenda. As part of this process, the Historic Landmarks Committee shall elect a Chair and Vice-Chair at the first meeting of each year. The Chair presides over the meeting and public hearings. The Vice-Chair will preside over the meetings and public hearings in the Chair's absence.

The following outline is provided to help guide you through this election process.

1. The current Vice-Chair will ask for nominations for the position of Chair. Committee members wishing to nominate a fellow committee member for this position would do so at that time (more than one person can be placed for nomination).
 - Motion: *"I would like to nominate [_____] for the position of Chair."*
2. Once it is evident that there are no further nominations, the following motion would be made:
 - Motion: *"I move to close the floor to further nominations."*
3. A member of the Committee may then move to elect one of the nominated members to the position of Chair. If seconded, the Committee would then vote on the motion.
 - Motion: *"I move to elect [_____] to the position of Chair."*
4. This same process is then repeated for the Vice-Chair position.

EXHIBIT 2

City of McMinnville
Historic Landmarks Committee
Regular Meeting

November 30, 2016, 2:00 p.m.
Community Development Center
McMinnville, Oregon

MINUTES

Members Present: Committee Members Joan Drabkin, Rebecca Quandt, and John Mead

Members Absent: None

Staff Present: Chuck Darnell (Associate Planner)

Others Present: Charlie Walker (First Baptist Church)

1. Call to Order

Vice-Chair Drabkin called meeting was called to order at 2:02 PM

2. Citizen Comments

There were no citizen comments.

3. Approval of Minutes

Vice-Chair Drabkin asked the committee whether there were any suggested revisions to the October meeting minutes. Hearing no comments, Committee Member Quandt moved that the minutes from the October 26, 2016 regular meeting be approved. Vice-Chair Drabkin seconded. With no further discussion, the Historic Landmarks Committee members voted to approve the minutes unanimously.

Because a guest was present, Vice-Chair Drabkin moved to move the discussion item related to the First Baptist Church up in the agenda. Committee Member Quandt seconded.

Discussion Item:

- A. First Baptist Church Upgrades – 125 SE Cows Street

Associate Planner Darnell introduced the topic, which was that the First Baptist Church is investigating some upgrades to the building. Darnell stated that the First Baptist Church

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building was included on the City's Historic Resources Inventory, and the building was designated as "distinctive" which is the highest designation possible. Darnell asked Charlie Walker to share what upgrades the church was investigating.

Charlie Walker, member of the First Baptist Church, explained that the church was celebrating its 150th anniversary next year, and decided that they wanted to look at some upgrades to the building to complete during the celebration. Walker explained that they had some estimates, and determined that there were some larger structural upgrades necessary. The necessary upgrades and highest priority improvements included the replacement of the roof, repair of exterior stucco, and repair of the bell tower.

Mr. Walker explained that they want to preserve the bell tower and the architectural features of the building, but that the improvements are going to be very expensive. Mr. Walker explained that they are fundraising and exploring other financing options to fund the improvements. The church, by contacting members and friends of the church, has already raised about half of the funds necessary to complete the improvements. Mr. Walker explained that they are now looking into grant opportunities and have a few leads that they are investigating further.

Associate Planner Darnell stated that he had done some research into grant opportunities that the City could assist in applying for. Darnell stated that many of the State of Oregon funding opportunities, administered through the State Historic Preservation Office, would not be available because the church property is not listed on the National Register. Committee member Quandt asked which grants those were. Staff stated that they were the Preserving Oregon and Diamonds in the Rough grant programs.

Associate Planner Darnell stated that staff explored other grant opportunities outside of the State funds. One foundation was identified that may be an option is the Kinsman Foundation, which is based in Oregon and has provided grants to churches for renovation projects in the past. Mr. Walker stated that they would investigate that foundation further and make contact with them about applying for their next grant round.

Vice-Chair Drabkin asked if there was any way to request assistance from contractors. Mr. Walker stated that they may investigate that once they have decided on a contractor. Vice-Chair Drabkin also stated that McMinnville Water & Light may provide assistance in some of the utility work that will be required during the construction.

Committee member Quandt asked if the pass-through grants through the Certified Local Government process would be an option. Staff stated that those funds could be available, and that the City could increase its grant request to allow for some funding for pass-through grants, which could then be awarded to the church. Mr. Walker stated that they would be happy to provide the matching funds required if that was a possibility. Staff stated that they would investigate further and determine whether the pass-through grants would be a viable option.

4. Action Items

- A. Façade Improvement Grant – 325 NE 3rd Street

Associate Planner Darnell stated that the business owners of the McMinnville Grand Ballroom have submitted a Façade Improvement Grant application to aesthetically alter the entrance to the suite occupied by the Grand Ballroom within the historic Campbell Building, which is located at 313 – 325 NE 3rd Street, in order to align the entryway with their business brand. The Grand Ballroom operates in the upper floor of the building, in the suite with the address of 325 NE 3rd Street.

Associate Planner Darnell stated that the Campbell Building at 313 - 325 NE 3rd Street, also known as the Lynn's Young World building, is included on the McMinnville Historic Resources Inventory, and is listed on the inventory as "Significant". This is the second highest designation possible on the Historic Resources Inventory and is applied to resources of recognized importance to the City due to historical association or architectural integrity, uniqueness, or quality. The building is also located on 3rd Street and within the Downtown Historic District, which is on the National Register of Historic Places.

Associate Planner Darnell stated that for those reasons, the Planning Director has decided to forward the Façade Improvement Grant to the Historic Landmarks Committee for review relative to the proposed alteration of a historic landmark. The application will go before the McMinnville Urban Renewal Advisory Committee (MURAC) for final approval for funding, but the Planning Director has requested that the Historic Landmarks Committee review and approve of the proposed façade improvements prior to MURAC reviewing the application.

Associate Planner Darnell walked through the proposed design and its compliance with the Downtown Design Standards and Guidelines. Staff determined that that the proposed façade improvements comply with some of the historic preservation and downtown design standards and guidelines, but some key aspects of the proposed improvements do not comply with the standards and guidelines. The features that do not comply are the painting of existing brick on the upper level of the building, the use of a bright purple color on the door and brick, and the installation of wood slats above the doorway.

Associate Planner Darnell stated that staff was suggesting that the Historic Landmarks Committee recommend to MURAC that the application be denied, or that the application be approved with conditions that would result in the applicant amending the design to address the features that do not comply with the downtown design standards.

Committee member Quandt stated that she agreed with staff's determination of the purple color, and stated that she was comfortable with the owners painting other portions of the façade to match the existing color used on the remainder of the building. Vice-Chair Drabkin stated that a darker purple color could be used, as she had seen an eggplant or plum color used on other properties that are actually listed on the National Register of Historic Places.

Vice-Chair Drabkin stated that the restoration of the transom window would be more consistent with the design of the entire building and to match the other suites in the building. Staff stated that the applicant did want to keep their signage in that area somehow. Committee member Mead stated that if a window was installed, the signage could be painted on the window which is encouraged in the downtown area. Committee

members Mead and Quandt agreed with staff's determination that the signage, if it stays as proposed, is consistent with the design standards related to signage in the downtown area.

Vice-Chair Drabkin asked if there was any other discussion. Committee member Quandt moved that the Historic Landmarks Committee recommend approval of the Façade Improvement Grant with the conditions recommended by staff, with the addition of the reference to the use of eggplant or plum color in place of the bright purple. Committee member Mead seconded. With no further discussion, the committee voted to recommend approval of the application with conditions.

Vice-Chair Drabkin stated that the Historic Landmarks Committee should recommend the approval with conditions as the first option, but that if the applicant was not agreeable to the conditions, that the application should be denied. Staff stated that they would present the committee's recommendation to MURAC in that way.

5. Discussion Items:

B. Potential Ordinance Updates

Associate Planner Darnell introduced the topic and explained that since the last regular meeting, staff has further reviewed the historic preservation ordinance and has developed some major areas of the ordinance that could be updated.

Associate Planner Darnell stated that staff believed that the review processes could be updated. The exterior alteration and remodeling review process for historical landmarks, as defined in Section 9 of Ordinance No. 4401, only allows for the Historic Landmarks Committee to review and approve or deny a project when the proposed alterations require a building permit. Also, the Downtown Design Standards and Guidelines only allows for the review of activities that require a building permit.

Staff explained that this has resulted in many alterations of exterior buildings without any review or approval by the City, and this could lead to the installation of prohibited materials or cause a historic building to lose its historic or architectural character. Vice-Chair Drabkin stated that that situation just occurred with the exterior repairs being proposed at the Taylor Dale Hardware building at 608 NE 3d Street. Committee member Quandt stated that color is another design treatment that would not require building permits.

Staff stated that one potential option to address this could be to require that any proposed exterior alteration be approved by the Historic Landmarks Committee. Committee member Quandt stated that she was supportive of that and that it would allow the Historic Landmarks Committee to be more proactive than reactive. Committee member Mead stated that if that process was created, that there should be an educational component to ensure that property owners are aware of the changes that are being considered.

Associate Planner Darnell stated that staff had researched other community's review processes for historic properties or buildings, and found that many communities simply adopt the Secretary of the Interior's Standards for the Treatment of Historic Properties.

Staff stated that those standards may not apply to all situations, especially new construction, but the standards could be used in reviewing alterations or remodeling of existing historic buildings or could only apply to properties listed on the National Register of Historic Places.

Associate Planner Darnell stated that at a previous Historic Landmarks Committee, the committee had expressed interest in possibly increasing the size of the committee to have more people able to assist in completing works and to bring in more members with expertise in historic preservation. Vice-Chair Drabkin stated that the smaller committee results in more effective discussion and decision making. Committee member Quandt stated that she would be supportive of adding more members. Committee member Mead stated that two could be added to keep an odd number for voting purposes, but that the committee could keep this idea in mind and revisit the expansion of the committee when and if the workload of the committee becomes too onerous.

Associate Planner Darnell stated that the Department of Land Conservation and Development (DLCD) is currently leading a rulemaking process to update Oregon Administrative Rules (OARs) related to Statewide Planning Goal 5 (Open Spaces, Scenic and Historic Areas, and Natural Resources). The rulemaking that is underway will address the evaluation of historic buildings, processes for conducting historic inventories, and guidance on how historic resource protection should be incorporated into local comprehensive plans. Staff is following the rulemaking process, and any changes to our local plans or processes that may be required from the result of the updated rules will be brought before the Historic Landmarks Committee for consideration.

6. Old/New Business

There was no old or new business to discuss.

7. Committee Member Comments

The committee discussed the historic walking tour, and decided to postpone the tour until the next regular meeting when the two new committee members would be in place.

8. Staff Comments

There were no staff comments.

9. Adjournment

The meeting was adjourned at 3:35 PM.



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EXHIBIT 3 - STAFF REPORT

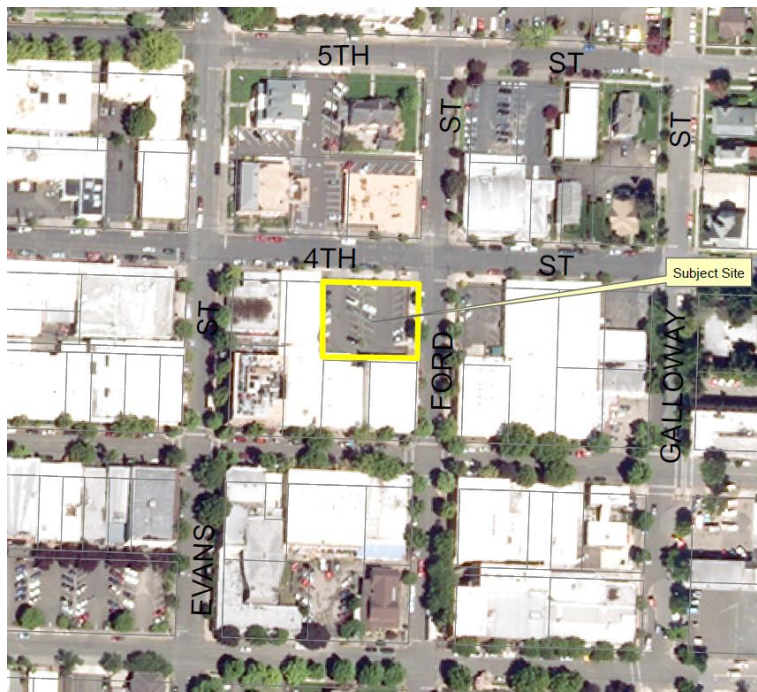
DATE: January 23, 2017
TO: Historic Landmarks Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 4A: DDW 1-17

Report in Brief:

An application for new construction design review and a design waiver request to be reviewed and approved by the Historic Landmarks Committee.

Background:

The applicant, Nathan Coopriider on behalf of Erin Stephenson, submitted an application for design review and a design waiver associated with the design of a new construction hotel building to be constructed on the property located on the southwest corner of NE 4th Street and NE Ford Street. The subject property is more specifically described as Tax Lot 4700, Section 21BC, T. 4 S., R. 4 W., W.M. The location of the subject property is identified below:



Attachments:
Application & Submitted Plans
Building Elevation Drawings and Renderings

Discussion:

The applicant is proposing to construct a new building on the southwest corner of NE 4th Street and NE Ford Street. The new building will be a four-story hotel. The subject property is located within the downtown area as defined by Section 17.59.020 (A), which is an area bounded to the west by Adams Street, to the north by 4th Street, to the east by Kirby Street, and to the south by 1st Street. New construction on properties located within this area are subject to the Downtown Design Standards and Guidelines (Chapter 17.59 of the McMinnville Zoning Ordinance), which is the purpose for this application and review process. Of the required design standards and guidelines, the applicant is requesting one design waiver, which is allowed if approved by the Historic Landmarks Committee.

The Historic Landmarks Committee's responsibility regarding this type of application is to hold a public meeting to review the proposed building design for compliance with the design standards and guidelines, and also to render a decision to approve, approve with conditions, or deny the design waiver request. This is not a public hearing so it is up to the chairperson of the Historic Landmarks Committee to determine if they want to hear public testimony on the application or not.

Design Review

In reviewing the plan for compliance with the Downtown Design Standards and Guidelines, the Historic Landmarks Committee must find that the design of the building is meeting the following standards:

- **Standards Related to Building Setback (Section 17.59.050(A))**

Standard: Except as allowed by this ordinance, buildings shall maintain a zero setback from the sidewalk or property line.

Finding: The proposed building will be constructed with no setback from the sidewalk or property line. The building will front directly onto the sidewalks on both NE 4th Street and NE Ford Street.

- **Standards Related to Building Design (Section 17.59.050(B))**

Standard: Buildings should have massing and configuration similar to adjacent or nearby historic buildings on the same block. Buildings situated at street corners or intersections should be, or appear to be, two-story in height.

Finding: The applicant is proposing to construct the building with a rectangular building footprint that is similar to traditional historic buildings in the area. The building will be narrow and long to allow for sunlight to reach each hotel room.

Standard: Where buildings will exceed the historical sixty feet in width, the façade should be visually subdivided into proportional bays, similar in scale to other adjacent historic buildings, and as appropriate to reflect the underlying historic property lines. This can be done by varying roof heights, or applying vertical divisions, materials and detailing to the front façade.

Finding: The north elevation of the building, which will front onto NE 4th Street, will be wider than sixty feet. To break up the scale of the façade of the building, vertical stucco reveals will be incorporated into the façade to create visual bays varying in width from 18 feet to 24 feet. Flower boxes will also be installed on alternating windows to provide additional visual interest in the upper floors of the façade. The west and east elevations of the building will be less than sixty feet wide.

The stucco reveal joints are identified below on the north elevation of the building:

Attachments:

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Building Elevation Drawings and Renderings

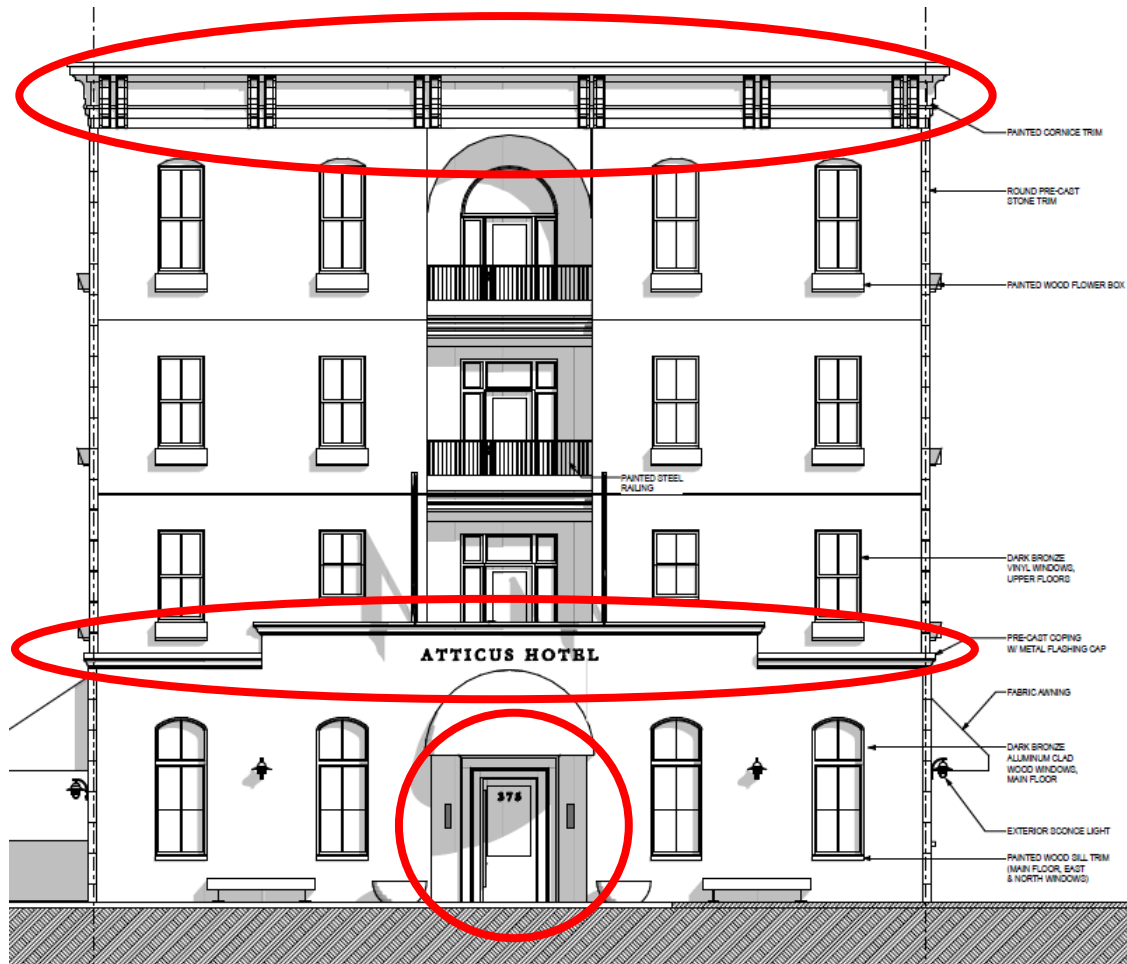


Standard: Storefronts (that portion of the building that faces a public street) should include the basic features of a historic storefront, to include:

- 1) A belt course separating the upper stories from the first floor;
- 2) A bulkhead at the street level;
- 3) A minimum of seventy (70) percent glazing below the transom line of at least eight feet above the sidewalk, and forty (40) percent glazing below the horizontal trim band between the first and second stories. For the purposes of this section, glazing shall include both glass and openings for doorways, staircases and gates;
- 4) A recessed entry and transom with transparent door; and
- 5) Decorative cornice or cap at the roofline.

Finding: A majority of the classic storefront architectural features will be incorporated into the building. A belt course, or transition trim, two feet in height will separate the ground floor from the upper floors of the building. The belt course will begin 16 (sixteen) feet above ground level. The main entry, which will come from NE Ford Street, has a prominent recessed entry, with the recess extending to the full height of the building. This also creates balconies for three of the larger hotel suites. A recessed entry will also be used for the entry to the restaurant off of NE 4th Street. A detailed decorative cornice will cap all four (4) sides of the building, providing definition of the façade. The one standard that is not being satisfied by the proposed design is the 70 percent glazing. The applicant has requested a waiver of this standard, which will be discussed in detail below.

These primary architectural features are identified below on the east elevation of the building:



Standard: Orientation of rooflines of new construction shall be similar to those of adjacent buildings. Gable roof shapes, or other residential roof forms, are discouraged unless visually screened from the right-of-way by a false front or parapet.

Finding: The proposed roofline is a continuous horizontal line, similar to the rooflines of adjacent buildings. The only variation will be a vaulted architectural feature on the west elevation where signage will be installed.

Standard: The primary entrance to a building shall open on to the public right-of-way and should be recessed.

Finding: As discussed above, both the primary entry into the hotel lobby and the entry into the restaurant will be recessed. This creates recessed entries on both public right-of-ways the building will front.

Standard: Windows shall be recessed and not flush or project from the surface of the outer wall. In addition, upper floor window orientation primarily shall be vertical.

Finding: All upper floor windows on the building will be vertical, with a simple, repetitive window pattern throughout the south, east, and north elevations of the building, which will be the most visible from the public right-of-way. The vertically oriented hotel room windows will be recessed, with the only feature projecting from the wall being flower boxes that will be installed on alternating windows. The recessed windows allow for a stucco return around each window creating the appearance of a thick-walled masonry building.

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Building Elevation Drawings and Renderings

Standard: The scale and proportion of altered or added building elements, such as new windows or doors, shall be visually compatible with the original architectural character of the building.

Finding: The scale and proportion of the windows on the building follow a simple, repetitive pattern which is consistent and compatible with historic architecture on surrounding and adjacent buildings.

Standard: Buildings shall provide a foundation or base, typically from ground floor to the lower windowsills.

Finding: The building will have a six (6) inch concrete base between the sidewalk and the building façade. The applicant has provided evidence (see Exhibit 1: Concrete Building Base) of a similar base feature that was used on surrounding and adjacent buildings, including the Odd Fellows Lodge, O'Dell Building, Old Telephone Register, and the building currently occupied by AmeriTitle.

- **Standards Related to Building Materials (Section 17.59.050(C))**

Standard: Exterior building materials shall consist of building materials found on registered historic buildings in the downtown area including block, brick, painted wood, smooth stucco, or natural stone.

Finding: The exterior of the building will be clad in a traditional stucco material with precast stone trim used in areas. Decorative trim and flower boxes will be constructed of painted wood.

Standard: The following materials are prohibited for use on visible surfaces (not applicable to residential structure):

- 1) Wood, vinyl, or aluminum siding;
- 2) Wood, asphalt, or fiberglass shingles;
- 3) Structural ribbed metal panels;
- 4) Corrugated metal panels;
- 5) Plywood sheathing, to include wood paneling such as T-111;
- 6) Plastic sheathing; and
- 7) Reflective or moderate to high grade tinted glass.

Finding: None of the listed prohibited materials are proposed on the building.

Standard: Exterior building colors shall be of low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the façade of the building are prohibited except as may be approved for building trim.

Finding: The exterior colors will be subtle and neutral tones. The ground floor will be a deep navy blue, providing contrast from the upper floors, which will be a neutral white color. The awnings are shown to be a subtle grey color.

- **Standards Related to Surface Parking Lots (Section 17.59.060)**

Standard: Surface parking lots shall be prohibited from locating on Third Street. In addition, vehicular access to parking lots from Third Street is prohibited.

Finding: The proposed surface parking lot does not front Third Street and is only accessed from NE Ford Street.

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Standard: All parking lots shall be designed consistent with the requirements of Section 17.60.080 (Design requirements) of the McMinnville Zoning Ordinance.

Finding: The parking lot will be consistent with the requirements of the McMinnville Zoning Ordinance, and will be verified to be so during the building permit process.

Standard: A hedge or wall, thirty (30) inches in height, or dense landscaping within a buffer strip a minimum of five feet in width shall be placed along the street-side edge of all surface parking lots. Landscaping within the buffer strip shall include street trees selected as appropriate to the situation and spaced according to its type, shrubs spaced a minimum of three feet on center, and groundcover. A landscaping plan for this buffer shall be subject to review and approval by the McMinnville Landscape Review Committee.

Finding: The proposed surface parking lot will be adjacent to NE Ford Street. However, the parking lot will be set back from the street and will be separated by pedestrian spaces and landscaped areas. A thirty inch fence will be installed around a landscaped patio area, which will also double as a space for utility vaults, therefore disguising the vaults in a landscape area. The fence will be planted with vines to provide for screening and visual interest. The access to the parking lot will be separated from the public sidewalk by a custom steel rolling gate. The parking lot will be used for valet parking only, so the gate should be closed at most times. The specific design of the gate has yet to be determined, but the Historic Landmarks Committee could include a condition of approval that requires the gate to be designed to provide for screening of the parking lot.

In addition, landscaping is shown to surround the parking lot in planting strips on all four (4) sides and street trees will be maintained within the public sidewalk on both NE 4th Street and NE Ford Street. Specific species of landscaping will be reviewed and approved by the Landscape Review Committee, but the Historic Landmarks Committee could include a condition of approval stating that the landscaping shall be a dense, continuous wall of shrubs to provide for adequate screening, as required by Section 17.59.060(C) of the McMinnville Zoning Ordinance. Also, a custom wood and steel gate will be installed on the NE 4th Street elevation of the building to screen a small, private alley that will be used for trash enclosures and electric equipment.

- **Standards Related to Awnings (Section 17.59.070)**

Standard: Awnings or similar pedestrian shelters shall be proportionate to the building and shall not obscure the building's architectural details. If transom windows exist, awning placement shall be above or over the transom windows where feasible.

Finding: Awnings are being proposed in traditional locations over each door that provides access into the building. The placement of these awnings will provide for pedestrian shelters. Staff believes that the awnings will not obscure the building's architectural details.

Standard: Awnings shall be placed between pilasters.

Finding: The awnings being placed above main entries to the building have recessed areas with vertical architectural features that function as pilasters.

Standard: Where feasible, awnings shall be placed at the same height as those on adjacent buildings in order to maintain a consistent horizontal rhythm along the street front.

Finding: The proposed awnings are being placed at a traditional height, directly above the top of the doors that provide access into the building. Multiple separate awnings will be visible along the north and south elevations, and those awnings are proposed to be a consistent height along those façades.

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Standard: Awnings should be constructed of soft canvas, fabric, or matte finished vinyl. The use of wood, metal or plastic awnings is prohibited.

Finding: The applicant has stated that the awnings will be a fabric material, and will be sloped 45 degrees to be consistent with other awnings on buildings along Third Street. Material samples were not available at the time of application submittal, so staff is suggesting that the Historic Landmarks Committee include a condition of approval stating that a sample of the final material shall be provided to the Planning Department for approval during the building permit process.

Standard: Awnings may be indirectly illuminated; internal illumination of awnings is prohibited.

Finding: The proposed awnings will not be internally illuminated. Sconce lights are proposed on the exterior of the building, but outside of the areas covered by awnings.

Standard: Awning colors shall be of a low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the awning are prohibited.

Finding: The renderings show the awnings to be a subtle grey color. As stated above, staff is recommending that a condition of approval be that a sample of the final material be provided to the Planning Department for approval during the building permit process, at which time the final color could be verified as well.

- **Standards Related to Signs (Section 17.59.080)**

Standard: The use of flush-mounted signs, flag-mounted signs, window signs, and icon signs are encouraged. Sign materials shall be compatible with materials used in the building.

Finding: The signage being proposed will be painted signage, which will therefore be flush-mounted and consistent with historic signage used on surrounding and adjacent buildings.

Standard: Where two or more businesses occupy the same building, identifying signs should be grouped together to form a single panel.

Finding: The plans currently show only signage for the Atticus Hotel. However, if another entity leases the restaurant space, window signage could be used on the north elevation as encouraged by Section 17.59.080 of the McMinnville Zoning Ordinance.

Standard: Wall signs shall be placed in traditional locations in order to fit within architectural features, such as: above transoms; on cornice fascia boards; or, below cornices. Wall signs shall not exceed the height of the building cornice.

Finding: The primary signage on the building will be above the main entry and will also be incorporated into the vaulted architectural feature on the west elevation of the building. This architectural feature does extend above the height of the building cornice, but is still incorporated into the façade of the building. The signage will be a painted sign and is not a separate structure extending above the building cornice, such as a roof sign or billboard.

Standard: For every lineal foot of building frontage, 1.5 square feet of signage may be allowed, to a maximum of 200 square feet.

Finding: Based on the size of the building and its frontage onto both NE 4th Street and NE Ford Street, 200 square feet of signage will be allowed. The applicant has stated that final signage

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Application & Submitted Plans

Building Elevation Drawings and Renderings

design is not yet finalized. Staff is recommending that the Historic Landmarks Committee approve the general location of the signs, with a condition of approval, that the Planning Department approve of final size and type of signage during the building permit process.

Standard: The use of the following are prohibited in the downtown area:

- 1) Internally-lit signs;
- 2) Flashing signs
- 3) Pedestal signs and pole-mounted signs;
- 4) Portable trailer signs;
- 5) Cabinet-type plastic signs;
- 6) Billboards of all types and sizes;
- 7) Historically incompatible canopies, awnings, and signs;
- 8) Signs that move by mechanical, electrical, kinetic or other means; and,
- 9) Inflatable signs, including balloons and blimps.

Finding: None of the listed prohibited signs are proposed on the building.

• **Waiver Review**

The applicant has requested a waiver from the design standard requiring that a minimum of 70 (seventy) percent of the façade below the transom line be glazing, which includes glass and openings for doorways, staircases, and gates. The specific waiver request is for the east façade to have an aggregate area of 30 (thirty) percent glazing below the belt course, and for the north façade to have an aggregate area of 26 (twenty-six) percent glazing below the belt course.

In reviewing the design waiver request, the Historic Landmarks Committee must make findings for the following criteria:

- 1) There is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;

Finding: The applicant has argued that the traditional standard of 70 (seventy) percent glazing is intended to create a storefront design, similar to what is seen in the historic storefronts in the commercial and retail uses along Third Street. The applicant has argued that the site of the Atticus Hotel is unique, in that the site is located one block north of Third Street, and the surrounding historic buildings do not incorporate 70 (seventy) percent glazing. Examples have been provided (see Exhibit A: Glazing Percentage Comparison) of surrounding and adjacent buildings that have similar glazing percentages to what is being proposed on the Atticus Hotel.

Staff believes that the unique location of the proposed hotel, along with the proposed use as a hotel and not as typical commercial or retail space, creates an argument for not providing the required 70 (seventy) percent glazing. The examples provided show that adjacent buildings, specifically the Odd Fellows Lodge and the Old U.S. Post Office buildings, were designed in such a way as to have less than 70 (seventy) percent glazing. Therefore, staff believes that the applicant has designed the building to blend into its surrounding environment and that the design will result in a coordinated and cohesive historic district which is desired in the purpose statement of the Downtown Design Standards and Guidelines (Section 17.59.010).

- 2) There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein;

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Application & Submitted Plans

Building Elevation Drawings and Renderings

Finding: The applicant has argued that the design of the building was intention to match the fenestration percentage, rhythm, and pattern of surrounding and adjacent buildings. As stated above, the purpose of the Downtown Design Standards and Guidelines is to “foster an organized, coordinated, and cohesive historic district”. Staff believes that the proposed glazing on the Atticus Hotel will be cohesive with surrounding historic buildings and therefore accomplishes the purpose of the Downtown Design Standards and Guidelines.

- 3) The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

Finding: The applicant has argued that the percentage of glazing that is being proposed is coordinated and cohesive with the surrounding and adjacent buildings. Based on the fact that the building is not going to be located directly on Third Street, the proposed use of the building is a hotel and not a traditional commercial storefront, and the glazing rhythm and design has been coordinated with surrounding buildings, staff believes that the glazing being proposed is appropriate and can be allowed. The percentage of glazing proposed is the minimum necessary to still provide visual interest in the façade but not result in discrepancies of the intended design of the building, which is to have proportionate, repetitive windows along the building façades.

Fiscal Impact:

None.

Recommendation/Suggested Motion:

Based on the findings described above, staff is recommending that the design of the proposed building be approved with the following conditions:

- 1. That the applicant shall obtain building permits prior to construction, and that the plans submitted for building permit review shall be consistent with those submitted for review by the Historic Landmarks Committee.
- 2. That the custom steel rolling gate to be installed across the access aisle to the parking lot shall be designed in such a way as to provide for as much screening of the surface parking lot as possible.
- 3. That prior to the release of building permits for the proposed development, the applicant shall submit a landscape plan for the site to be reviewed and approved by the McMinnville Landscape Review Committee. Every attempt shall be made to maintain existing street trees during construction. If existing street trees are damaged or required to be removed to allow for construction, street trees shall be replaced at a one-to-one ratio and shall be of a species from the McMinnville Street Tree List. Landscaping shall be installed to provide for screening of the surface parking lot, and any shrubs to be planted as a screening wall shall be planted densely or spaced a minimum of three feet on center. All landscaping shall be installed prior to occupancy of the building. Alternatively, a landscape bond for an amount calculated to be 120-percent of the landscaping cost of the uninstalled portion shall be placed on deposit with the City prior to occupancy.
- 4. That the applicant shall provide samples of the final awning material and final exterior stucco building material to be approved by the Planning Director prior to the release of building permits for the proposed development. The awning and stucco colors shall be consistent with the renderings provided for review by the Historic Landmarks Committee.

Attachments:
Application & Submitted Plans
Building Elevation Drawings and Renderings

5. That the applicant shall provide final design plans for any building signage to be approved by the Planning Director prior to the release of building permits for the proposed development. The signage shall not exceed 200 square feet in surface area, and shall be placed in locations consistent with the plans submitted for review by the Historic Landmarks Committee.

Staff is also suggesting that the design waiver request be approved, based on the findings described above.

Suggested Motion: “I move to approve the design of the proposed building with the proposed conditions of approval outlined in this staff report, and to approve the design waiver to allow for glazing percentages of 30 percent on the east façade and 26 percent on the north façade based upon the careful review of the application, the Findings of Fact.”

CD:sjs



Planning Department
 231 NE Fifth Street • McMinnville, OR 97128
 (503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:	
File No.	_____
Date Received	_____
Fee	_____
Receipt No.	_____
Received by	_____

Downtown Design Standards & Guidelines Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other Architect

Applicant Name Nathan Coopriider Phone 503-729-2859

Contact Name _____ Phone _____
 (If different than above)

Address 6911 SW 53rd Avenue

City, State, Zip Portland, OR 97219

Contact Email nathan@nathancoopriider.com

Property Owner Information

Property Owner Name Erin Stephenson - owners' rep. Phone 971-237-4750
 (If different than above)

Contact Name Erin Stephenson Phone 971-237-4750

Address P.O. Box 1277

City, State, Zip McMinnville, OR 97128

Contact Email erin@thirdstreetflats.com

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address SW Corner of 4th and Ford Streets

Assessor Map No. R4 421 - BC - 4700 Total Site Area 12,000^{sq}

Subdivision Rowland's Addition Block 2 Lots 1 + 2

Comprehensive Plan Designation Commercial Zoning Designation C-3 (General Commercial)

This request is for a:

Design Review

Design Waiver

1. Describe the project in detail and how it will fit into the context of the downtown historic district. Note the architectural features and any materials to be used (*attach additional pages if necessary*).___

See attached narrative.

2. As part of this application, is a waiver to the standards and guidelines of Chapter 17.59 being requested? If so, explain in detail how the proposal satisfies or exceeds the goals and objectives for downtown design as outlined in Chapter 17.59 of the Zoning Ordinance and how the criteria for waiving a standard or guideline as listed in Section 17.59.040. A.3 have been met (*attach additional pages if necessary*).___

Waiver request for 17.59.050.B.3.c.
Minimum 70 percent glazing.
See attached request.

In addition to this completed application, the applicant must provide the following:

- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size). For new construction or for structural modifications show the information listed in page one of the information sheet.
- Building and construction drawings including building elevations of all visible sides.
- Photographs of the subject site and adjacent property.
- Other information deemed necessary by the Planning Director.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

1/6/2017
Date


Property Owner's Signature

1/6/2017
Date



ATTICUS HOTEL - DESIGN NARRATIVE
January 9, 2017
Nathan Coopriider Architect, LLC

The Atticus Hotel is a new building located on the southwest corner of the intersection of NE 4th and NE Ford Streets in Historic Downtown McMinnville. The location is in the center of the downtown, and one block north of Historic 3rd Street.

The main goal of the building design was to create a structure completely at home in the historic setting. The first step was to create a simple, rectangular building footprint extending to the sidewalk on both Ford and 4th Streets. The simple rectangular footprint is similar to traditional buildings in the area, and is narrow and long to allow for sunlight to reach every room. The remainder of the lot contains a small parking area that will be used for private valet use only, limiting the amount of traffic in and out the parking area and thus improving the pedestrian quality of the block. The parking lot is screened from view by a 4 foot tall fence, and in front of the fence is a roughly 20' by 20' pocket park which provides a small urban plaza, and a lushly planted foreground to the hotel.

In the detailing of the building design, it was important to embrace the classical design principles embodied in the turn of the century buildings in the downtown core. Like the historic buildings of McMinnville, the Atticus Hotel has a very clear base, middle, and top – with the base being the navy blue ground floor, the middle being the three floors of hotel rooms with simple, repetitive, vertically proportioned windows, and the top being a detailed decorative cornice on all 4 sides of the building.

There is another base to the building, which is a 6" concrete curb surrounding the building and creating a strong intersection between the building and the sidewalk. This base is identical to the base of nearby historic buildings such as the Odd Fellows Hall, The O'Dell Building and The Old Telephone Register. (See Exhibit-1)

At the top of the ground floor is a continuous, classically profiled transition trim which emphasizes the transition between the building's base and middle section. This transition trim is at a height of 16 feet above the sidewalk, and raises to 18 feet on the east to signify the importance of the main building entry. Other features of the main entry include a recessed entry door, a half-dome shaped awning, and an arched recess that extends the full height of the building and contains balconies for three of the hotel rooms. The main entry is flanked by the American and Oregon State flags. In the tradition of Classical design, the front of the building draws on the power of a simple, symmetrical, and well-proportioned composition.

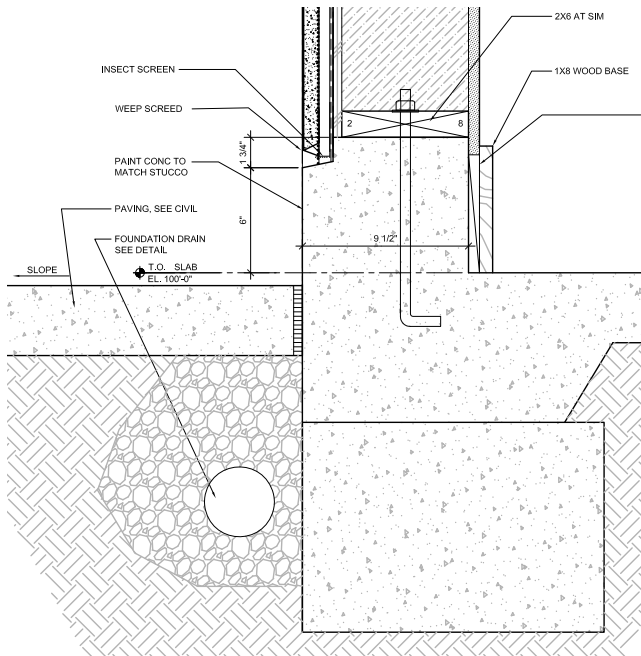
The north building façade, which faces 4th Street, is characterized by a simple rhythm of hotel room windows which have a proportion and spacing similar to the Historic Hotel Elberton (currently home to the McMennamins Hotel Oregon) which is the other 4 story building on this block. Vertical stucco reveals break this façade into bays of 18 to 24 foot width. Painted wood flower boxes are added to every other bay of windows,

creating depth, color, rhythm and adding more interest to the design. The ground floor level is punctuated by a recessed entry to the restaurant tenant space, and a large grouping of windows at the restaurant dining room. Other features include a glazed door to the back stair of the Hotel, and a symmetrical composition consisting of windows flanking a side staff entrance. Traditionally shaped fabric awnings with a slope of 45 degrees, recall the awnings lining 3rd Street, and create depth and a pedestrian quality to the façade.

The south and west elevations of the Hotel are not facing streets, but they can be seen by pedestrians from several streets in the Downtown core. Therefore, we continued the traditional materials, themes and design elements on all sides of the building to give a unified and solid appearance to the Hotel. All hotel room windows are vertically proportioned and operate similarly to the traditional windows in the Historic District. The windows are recessed allowing a stucco return which gives the appearance of a thick-walled masonry building.

On the west elevation, which can be viewed from several blocks away, another simple, symmetrical window composition is capped by a classical pediment incorporated into the cornice, reminiscent of the facades of the nearby Odd Fellows Lodge, Wright Building, and Old Telephone Register.

End of Design Narrative
Attachment: Exhibit 1



ATTICUS HOTEL CONCRETE BASE DETAIL

SIMILAR BASE DETAIL IN CLOSE VICINITY:



AMERITITLE, 424 NE 4TH STREET



ODD FELLOWS LODGE



O'DELL BUILDING



OLD TELEPHONE REGISTER

EXHIBIT 1: CONCRETE BUILDING BASE

ATTICUS HOTEL, DESIGN NARRATIVE JAN 9, 2017

ATTICUS HOTEL - WAIVER REQUEST
January 9, 2017
Nathan Coopriider Architect, LLC

Waiver Request:

Standard 17.59.050.B.3.c.: A minimum of 70% glazing below the transom line of at least eight feet above the sidewalk, and 40% glazing below the horizontal trim band between the first and second stories. For the purpose of this section, glazing shall include both glass and openings for doorways, staircases and gates.

A waiver is requested to allow the east façade to have an aggregate area of 30% glazing below the horizontal trim band between the first and second stories, and the north façade to have an aggregate area of 26% glazing below the horizontal trim band.

Criteria A:

A. There is a demonstrable difficulty in meeting the specific requirements of this chapter due to a unique or unusual aspect of the site, an exiting structure, or proposed use of the site.

The difficulty in meeting this requirement is due to a unique or unusual aspect of the site.

The standard of 70% glazing is intended to preserve, protect and enhance the historic pattern of glass storefronts that line both sides of Historic 3rd Street. In the unique vicinity of the Atticus Hotel site, however, the existing historic pattern is of buildings with ground floor facades that contain a balanced rhythm of windows and doors located within masonry walls. Examples of this can be seen at the east façade of the adjacent Odd Fellows Lodge and at the Old U.S. Post Office directly across the street from the Atticus Hotel site. The Atticus Hotel was designed to fit into this unique location by matching the building design of these adjacent historic structures.

Criteria B:

B. There is demonstrable evidence that the alternative design accomplishes the purpose of this chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein.

The purpose of the Design Standard is to “foster an organized, coordinated, and cohesive historic district...” The proposed design for the Atticus Hotel accomplishes this purpose by matching the fenestration percentage, rhythm, and pattern of the historically significant buildings within its immediate vicinity. (see attached Exhibit A). By matching the percentage of glazing in the adjacent historic structures, the Atticus

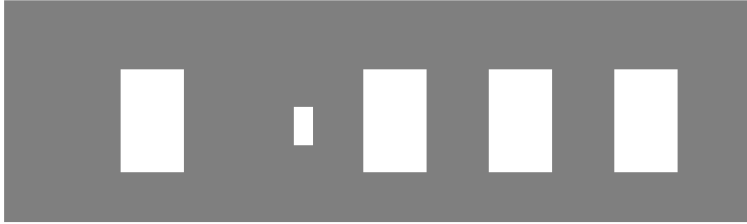
Hotel design accomplishes the purpose of the chapter in an equal or superior way then if the ground floor contained 70% glazing.

Criteria C:

C. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this chapter.

By maintaining 26 to 30% glazing at the street level, the Atticus Hotel provides a historic, welcoming, and pedestrian friendly streetscape, while also matching the existing pattern of historic buildings in the immediate vicinity. Reducing the glazing further would not be appropriate, and would result in a building that would not fit as well within the historic setting as the proposed design does.

End of Waiver Request
Attachment: Exhibit A



OLD U.S. POST OFFICE, SOUTH ELEVATION: 18% GLAZING



ATTICUS HOTEL, EAST ELEVATION: 30% GLAZING



ATTICUS HOTEL, NORTH ELEVATION: 26% GLAZING



ODD FELLOWS LODGE, EAST ELEVATION: 26% GLAZING

EXHIBIT A: GLAZING PERCENTAGE COMPARISON

ATTICUS HOTEL, WAIVER REQUEST JAN 9, 2017

CODE:

2014 OSSC (OREGON STRUCTURAL SPECIALTY CODE)

ZONING SUMMARY:
 ZONE: C3, GENERAL COMMERCIAL
 DISTRICT: 3RD STREET NATIONAL HISTORIC DISTRICT
 SETBACKS: 20' SIDE & REAR YARD WHEN ADJACENT TO RESIDENTIAL ZONE
 HEIGHT: 80' MAXIMUM

OCCUPANCY:
 FIRST FLOOR: A-2 / R-1 RESTAURANT, BAR, HOTEL
 SECOND FLOOR: R-1 HOTEL
 THIRD FLOOR: R-1 HOTEL
 FOURTH FLOOR: R-1 HOTEL

CONSTR TYPE: VA (TYPE 5, 1 HOUR RATED)

FIRE SUPPRESSION SYSTEM:
 PROVIDE NFPA 13 AUTOMATIC SPRINKLER SYSTEM
 BIDDER DESIGNED SYSTEM PER CODE REQUIREMENTS.

LIFE SAFETY:
 CONTRACTOR TO PROVIDE EGRESS ILLUMINATION,
 EXIT SIGNS, FIRE EXTINGUISHERS, FIRE ALARMS,
 OCCUPANCY POSTING, AND CARBON MONOXIDE
 DETECTORS AS REQUIRED BY CODE.

BUILDING AREA SUMMARY:

1ST FLOOR: 5,660 SQ.FT.
 2ND FLOOR: 5,660 SQ.FT.
 3RD FLOOR: 5,660 SQ.FT.
 4TH FLOOR: 5,660 SQ.FT.

TOTAL CONDITIONED SPACE: **22,640 SQ.FT.**

CODE NOTES - FIRE RATINGS:

FIRE SEPARATION:
 BETWEEN UNITS & OTHER UNITS 1 HOUR
 BETWEEN UNITS & OTHER USES 1 HOUR
 CORRIDOR RATING 5 HOURS
 CORRIDOR DOORS 20 MINUTE
 SHAFTS AND STAIRS 2 HOUR

ELEVATOR NOTES:

THYSSENKRUPP ENDURA MRL 3,500 LB MACHINE-ROOM-LESS
 HYDRAULIC, OR APPROVED.
 PIT: 5' DEEP (PROVIDE WATERPROOFING OF PIT)
 OVERHEAD: 13'-4" CLEARANCE

MECHANICAL / ELECTRICAL / PLUMBING NOTES:

MEP SYSTEMS TO BE PROVIDED AS 'BIDDER-DESIGNED' SYSTEMS,
 DESIGNED TO MEET THE OWNER'S PERFORMANCE
 REQUIREMENTS AND ALL APPLICABLE CODES.

HOTEL SUITES HVAC:
 INDIVIDUALLY CONTROLLED DUCTLESS MINI-SPLIT SYSTEM

RESTAURANT / LOBBY / BAR / ETC:
 INDIVIDUALLY ZONED DUCTED SPLIT-SYSTEM

DRAWING SHEET INDEX:

- A0.0 EXTERIOR PERSPECTIVES
- A1.0 SITE PLAN / GENERAL INFO
- A1.1 SITE SURVEY
- A2.1 FIRST FLOOR PLAN
- A2.2 SECOND FLOOR PLAN
- A2.3 THIRD FLOOR PLAN
- A2.4 FOURTH FLOOR PLAN
- A2.5 ROOF PLAN
- A3.0 EAST ELEVATION
- A3.1 NORTH ELEVATION
- A3.2 WEST ELEVATION
- A3.3 SOUTH ELEVATION
- A4.0 BUILDING SECTION
- A5.0 INTERIOR NARRATIVE & RENDERINGS
- A5.1 INTERIOR INSPIRATION & RENDERINGS

PROJECT TEAM:

OWNER:
 ODD FELLOWS BUILDING, LLC
 CONTACT: ERIN STEPHENSON

ARCHITECT:
 NATHAN COOPRIDER ARCHITECT, LLC
 CONTACT: NATHAN COOPRIDER
 503-729-2859
 nathan@nathancooprider.com

INTERIOR DESIGN:
 CHRISTINA M. TELLO INTERIORS
 CONTACT: CHRISTINA TELLO

LANDSCAPE DESIGN:
 ROB STEPHENSON LANDSCAPE DESIGN
 CONTACT: ROB STEPHENSON

CIVIL ENGINEER:
 PIETROK ENGINEERING & RESOURCES
 CONTACT: NEIL PIETROK, P.E.

STRUCTURAL ENGINEER:
 NORDLING STRUCTURAL ENGINEERS LLC
 CONTACT: JOHN NORDLING, P.E.

MECHANICAL / PLUMBING CONSULTANT:
 MEP CONSULTING
 CONTACT: DAVID KEYS / DON PARRISH

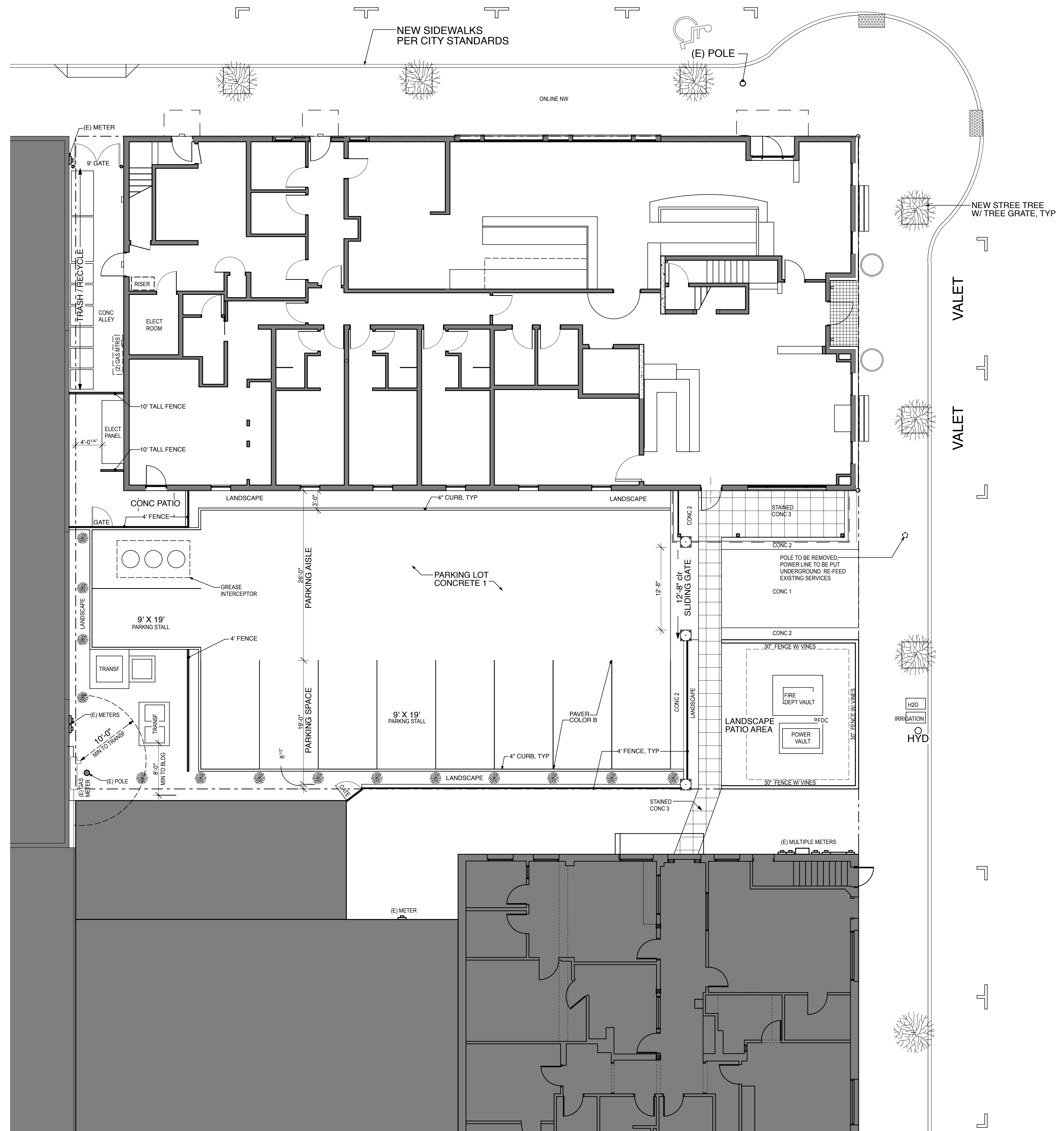
ACOUSTICAL CONSULTANT:
 ACOUSTIC DESIGN STUDIO
 CONTACT: TODD MATTHIAS, P.E.

BUILDING ENVELOPE CONSULTANT:
 NEUMANN SLOAT ARNOLD ARCHITECTS LLP
 CONTACT: AUSTIN SLOAT, AIA

SPECIFICATIONS MANAGEMENT:
 JLC ARCHITECTURAL CONSULTING PC
 CONTACT: LARRY CHEW, AIA

FOOD SERVICE CONSULTANT:
 ROSES EQUIPMENT & SUPPLY
 CONTACT: VINCENT CHHM

GENERAL CONTRACTOR:
 R&H CONSTRUCTION
 CONTACT: NORM DOWTY, PRINCIPAL
 503-784-0028
 ndowty@rhconst.com



1 SITE PLAN
 SCALE: 1/8" = 1'-0"
 0 4' 8' 16'

NATHAN COOPRIDER ARCHITECT, LLC
 503-729-2859
 nathan@nathancooprider.com 6811 SW 53rd Ave. Portland, OR 97219

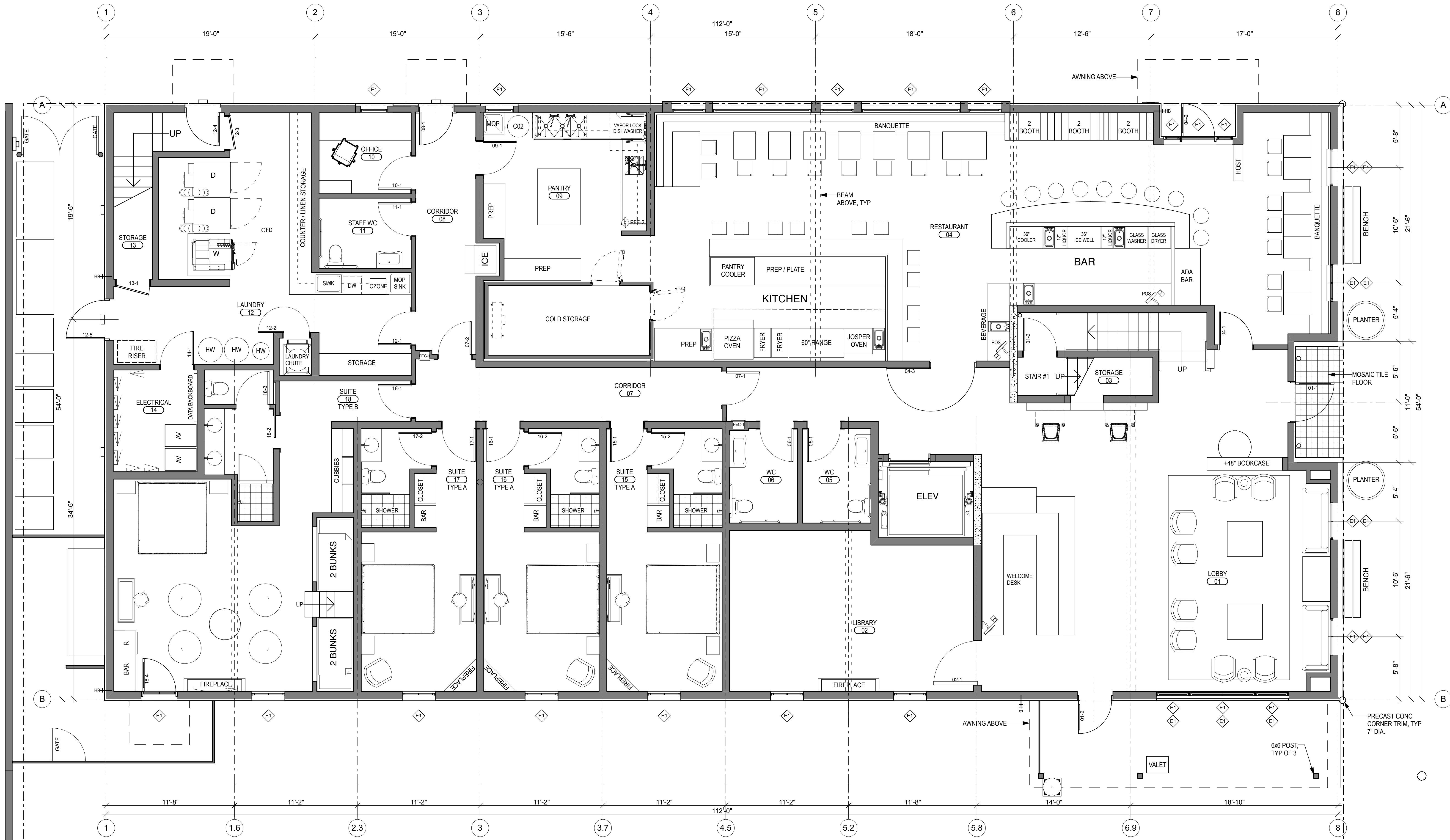
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ATTICUS HOTEL
 Odd Fellows Building, LLC
 NE 4th & NE Ford Street
 McMinnville, Oregon 97128

100% DD	9/21/16
DATE	REVISION

PRELIMINARY NOT FOR CONSTRUCTION

A1.0
 SITE PLAN



1 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"



GENERAL NOTES

- EXTERIOR DIMENSIONS TO F.O. CONC OR F.O. PLYWOOD, U.N.O.
INTERIOR DIMENSIONS TO F.O. FRAMING UNLESS OTHERWISE NOTED.
CLEAR DIMENSION TO F.O. FINISH.
- VERIFY SKYLIGHT ROUGH OPENINGS PRIOR TO FRAMING.
- SEE A0 FOR LIFE SAFETY NOTES & FIRE SPRINKLER REQUIREMENTS.
- ALL CALLOUTS ALSO REFER TO ALL SIMILAR ITEMS THAT OCCUR ON SAME SHEET.

LEGEND

- | | |
|--|--|
| | ROOM NAME
ROOM NUMBER
OCCUPANT LOAD |
| | DIRECTION OF EMERGENCY EGRESS TRAVEL
COMBINED NUMBER OF OCCUPANTS |
| | EXIT SIGN - CEILING OR HIGH-WALL MOUNTED
READILY VISIBLE FROM ANY DIRECTION OF EGRESS TRAVEL
SEE ELECTRICAL FOR ADDITIONAL INFO. |
| | RECESSED FIRE EXTINGUISHER CABINET |
| | WALL HUNG FIRE EXTINGUISHER |
| | WALL / FLOOR / ROOF TYPE, SEE A8.0 & A8.1 |

EGRESS LIGHTING LEGEND

- | | |
|--|--|
| | WALL SCONCE LIGHT FIXTURE WITH INTEGRAL BATTERY BACKUP |
| | CAN LIGHT FIXTURE WITH INTEGRAL BATTERY BACKUP |
| | 2' X 4' LIGHT FIXTURE WITH INTEGRAL BATTERY BACKUP |
| | LINEAR LIGHT FIXTURE WITH INTEGRAL BATTERY BACKUP |
| | WALL MOUNTED LINEAR FIXTURE WITH INTEGRAL BATTERY BACKUP |
| | EXIT LIGHT WITH INTEGRAL BATTERY BACKUP |
| | EXIT LIGHT WITH EMERGENCY FLOOD LIGHTS & INTEGRAL BATTERY BACKUP |
| | EMERGENCY LIGHT - TURNS ON UPON POWER LOSS |
| | COMBINATION VISUAL/AUDIBLE ALARM, SEE ELECTRICAL FOR ADD'L INFO. |

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9/21/16

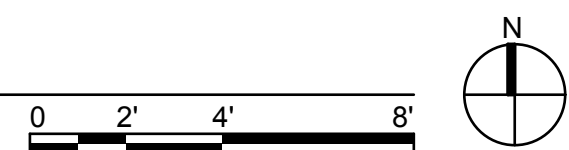
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DATE REVISION

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NOT FOR
CONSTRUCTION**

A2.1
FIRST FLOOR PLAN



1 SECOND & THIRD FLOOR PLAN
 SCALE: 1/4" = 1'-0"



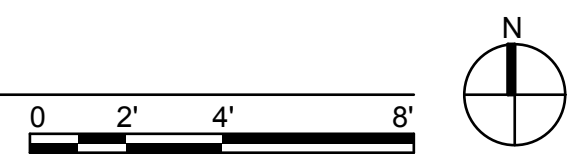
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 NE 4th & NE Ford Street
 McMinnville, Oregon 97128

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1 4TH FLOOR PLAN
SCALE: 1/4" = 1'-0"



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ATTICUS HOTEL

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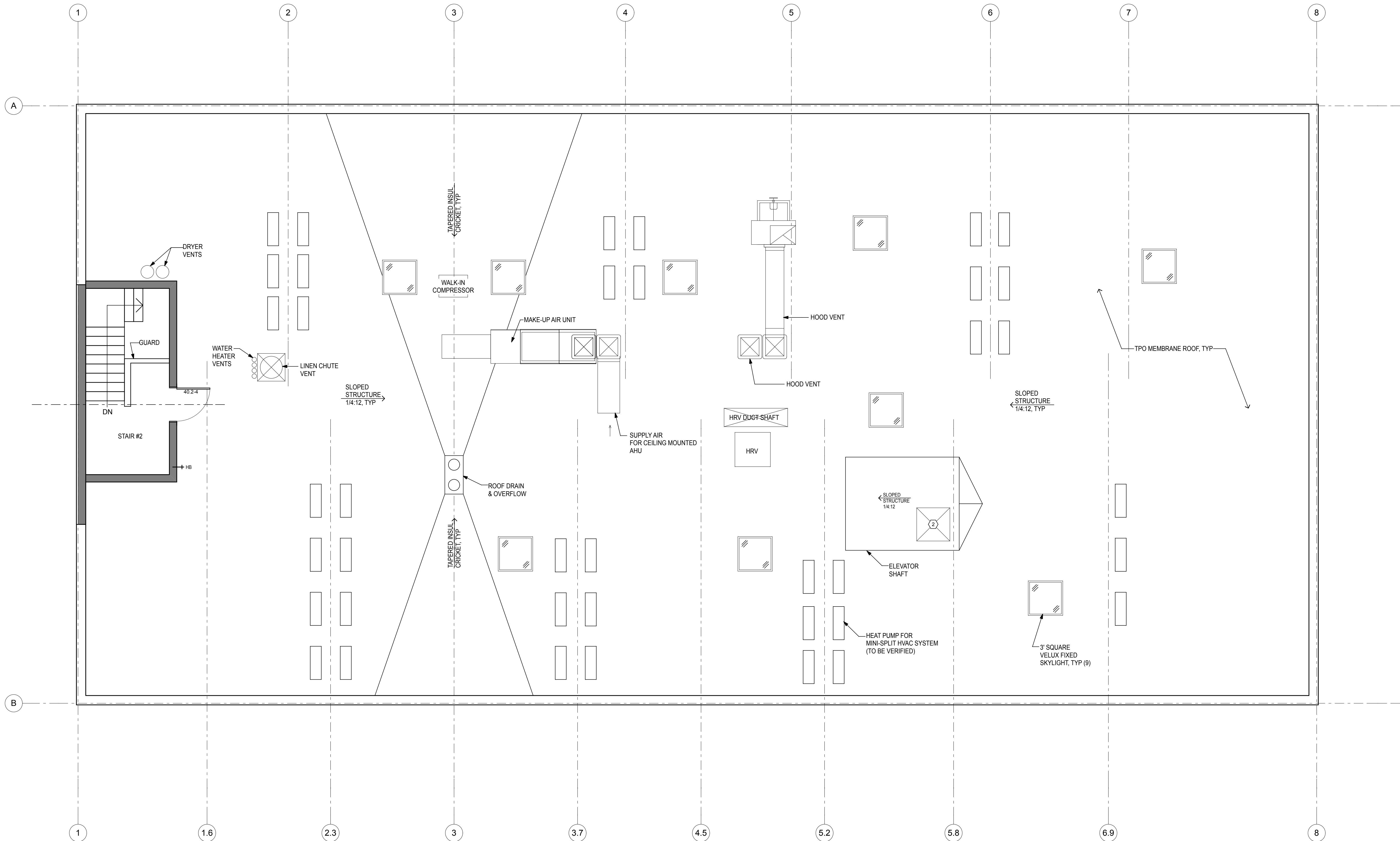
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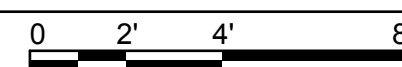
DATE REVISION

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NOT FOR
CONSTRUCTION

A2.4
FOURTH FLOOR PLAN



1 ROOF PLAN
SCALE: 1/4" = 1'-0"



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100% DD	DATE	REVISION
	9/21/16	

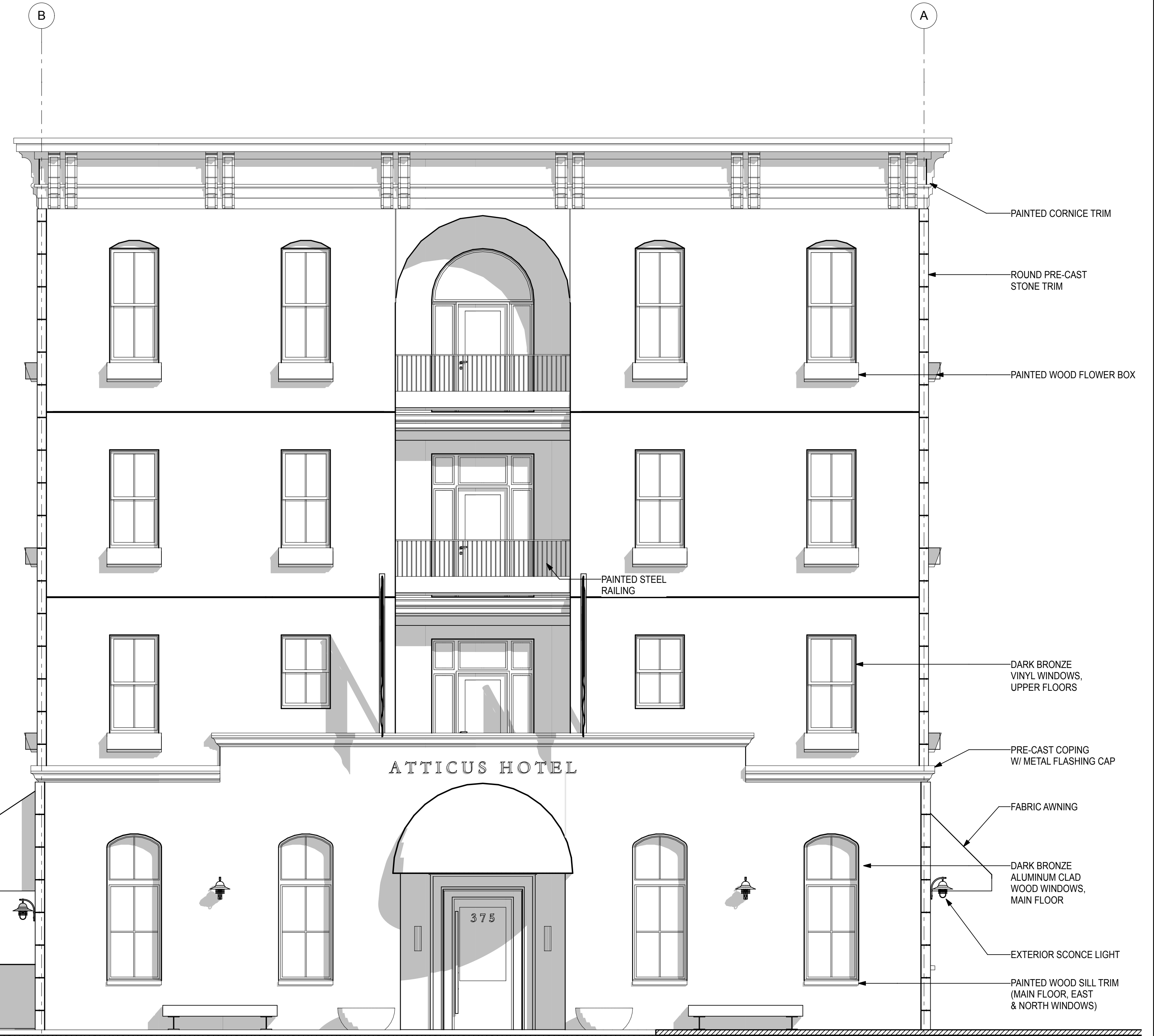
**PRELIMINARY
NOT FOR
CONSTRUCTION**

GENERAL NOTES

1. ALL CALLOUTS ALSO REFER TO ALL SIMILAR ITEMS THAT OCCUR ON SAME SHEET.
2. SEE MECH. ELECT. PLUMBING DRAWINGS FOR ADDITIONAL BUILDING MOUNTED FIXTURES, VENTS & EQUIPMENT NOT SHOWN
3. SEE PLANS & SCHEDULES FOR ADDITIONAL INFORMATION ON DOORS & WINDOWS.
4. TOP OF WINDOW ROUGH OPENING SHOWN ON SCHEDULE. VERIFY WITH DESIGN INTENT SHOWN IN ELEVATION & NOTIFY ARCHITECT OF ANY DISCREPANCY.
5. PROVIDE MOCK-UPS OF ALL COLORS & FINISHES FOR OWNER & ARCHITECT APPROVAL PRIOR TO INSTALLATION.
6. ALL PENETRATIONS IN EXTERIOR BUILDING ENVELOPE TO BE FLASHED AND SEALED TO KEEP BUILDING AIR AND WATER TIGHT.

EXTERIOR MATERIAL NOTES

- EXTERIOR CLADDING:** 3-COAT TRADITIONAL CEMENT STUCCO OVER VENTILATED RAINSCREEN
- WEATHER RESISTIVE BARRIER:** PROSOCO CAT-5 LIQUID APPLIED AIR BARRIER
- EXTERIOR TRIMS:** PAINTED WOOD TRIMS AS SHOWN
- CORNICE:** PAINTED TRIMS & SHEET METAL CAP
- METAL FABRICATION:** POWDER COATED, SHOP-FABRICATED STEEL
- WINDOWS:** 1ST FLOOR, ALUMINUM CLAD WOOD. 2ND / 3RD / 4TH FLOOR, VINYL
- PUBLIC ENTRY DOORS:** CUSTOM WOOD ENTRY DOORS, STAINED
- DOORS, BACK-OF-HOUSE:** PAINTED HOLLOW METAL, INSULATED



1 EAST ELEVATION
SCALE: 1/4" = 1'-0"
0 2' 4' 8'

NATHAN COOPRIDER ARCHITECT, LLC
 503-729-2859
 nathan@nathancooprider.com 6811 SW 53rd Ave. Portland, OR 97219

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 McMinnville, Oregon 97128

DATE	REVISION
9/21/16	

100% DD
 PRELIMINARY NOT FOR CONSTRUCTION

A3.0
 EAST ELEVATION

GENERAL NOTES

1. ALL CALLOUTS ALSO REFER TO ALL SIMILAR ITEMS THAT OCCUR ON SAME SHEET.
2. SEE MECH. ELEC. PLUMBING DRAWINGS FOR ADDITIONAL BUILDING MOUNTED FIXTURES, VENTS & EQUIPMENT NOT SHOWN
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- WINDOWS:** 1ST FLOOR, ALUMINUM CLAD WOOD. 2ND / 3RD / 4TH FLOOR, VINYL
- PUBLIC ENTRY DOORS:** CUSTOM WOOD ENTRY DOORS, STAINED
- DOORS, BACK-OF-HOUSE:** PAINTED HOLLOW METAL, INSULATED



1 NORTH ELEVATION

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



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ATTICUS HOTEL

Odd Fellows Building, LLC
 NE 4th & NE Ford Street
 McMinnville, Oregon 97128

9/21/16

100% DD

DATE REVISION

PRELIMINARY NOT FOR CONSTRUCTION

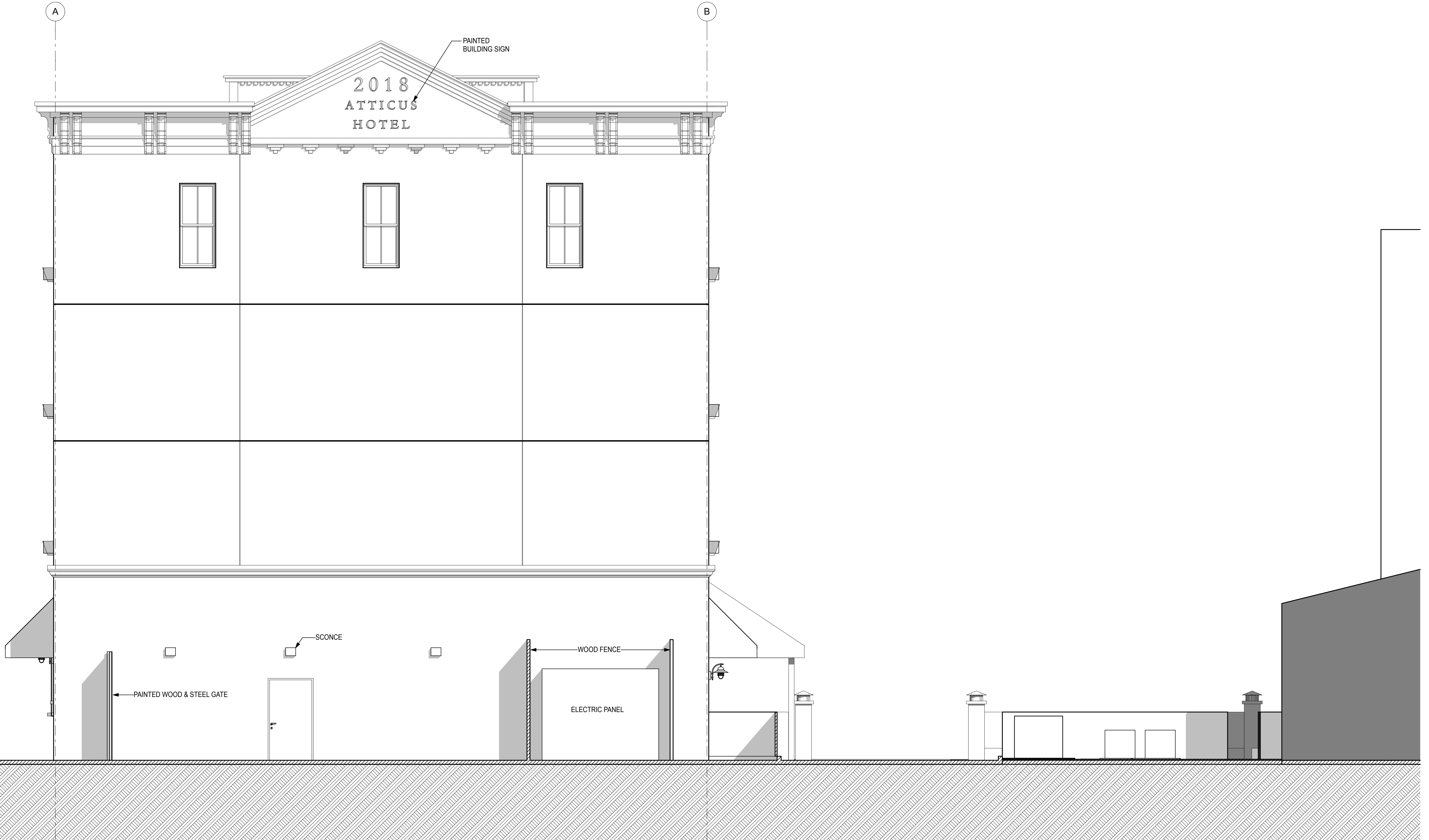
A3.1
 NORTH ELEVATION

GENERAL NOTES

1. ALL CALLOUTS ALSO REFER TO ALL SIMILAR ITEMS THAT OCCUR ON SAME SHEET.
2. SEE MECH. ELECT. PLUMBING DRAWINGS FOR ADDITIONAL BUILDING MOUNTED FIXTURES, VENTS & EQUIPMENT NOT SHOWN
3. SEE PLANS & SCHEDULES FOR ADDITIONAL INFORMATION ON DOORS & WINDOWS.
4. TOP OF WINDOW ROUGH OPENING SHOWN ON SCHEDULE. VERIFY WITH DESIGN INTENT SHOWN IN ELEVATION & NOTIFY ARCHITECT OF ANY DISCREPANCY.
5. PROVIDE MOCK-UPS OF ALL COLORS & FINISHES FOR OWNER & ARCHITECT APPROVAL PRIOR TO INSTALLATION.
6. ALL PENETRATIONS IN EXTERIOR BUILDING ENVELOPE TO BE FLASHED AND SEALED TO KEEP BUILDING AIR AND WATER TIGHT.

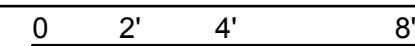
EXTERIOR MATERIAL NOTES

- EXTERIOR CLADDING:** 3-COAT TRADITIONAL CEMENT STUCCO OVER VENTILATED RAINSCREEN
- WEATHER RESISTIVE BARRIER:** PROSOCO CAT-5 LIQUID APPLIED AIR BARRIER
- EXTERIOR TRIMS:** PAINTED WOOD TRIMS AS SHOWN
- CORNICE:** PAINTED TRIMS & SHEET METAL CAP
- METAL FABRICATION:** POWDER COATED, SHOP-FABRICATED STEEL
- WINDOWS:** 1ST FLOOR, ALUMINUM CLAD WOOD. 2ND / 3RD / 4TH FLOOR, VINYL
- PUBLIC ENTRY DOORS:** CUSTOM WOOD ENTRY DOORS, STAINED
- DOORS, BACK-OF-HOUSE:** PAINTED HOLLOW METAL, INSULATED



1 WEST ELEVATION

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



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WEST ELEVATION

GENERAL NOTES

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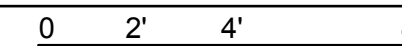
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- PUBLIC ENTRY DOORS:** CUSTOM WOOD ENTRY DOORS, STAINED
- DOORS, BACK-OF-HOUSE:** PAINTED HOLLOW METAL, INSULATED



1 SOUTH ELEVATION

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



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A3.3

SOUTH ELEVATION





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378







2018
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**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

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EXHIBIT 4 - STAFF REPORT

DATE: January 23, 2017
TO: Historic Landmarks Committee Members
FROM: Chuck Darnell, Associate Planner
SUBJECT: Agenda Item 5A: Draft Certified Local Government Application

Report in Brief:

The purpose of this discussion item is to review a rough draft and overview of the work items that the City will be including on the Certified Local Government (CLG) grant application.

Background:

The City of McMinnville is an active Certified Local Government (CLG), which is a historic preservation program administered by the State of Oregon's State Historic Preservation Office. The State Historic Preservation Office awards grants to Certified Local Governments for eligible historic preservation activities. The next grant cycle begins in 2017, and the application deadline is February 24, 2017. The Planning Department will be completing an application for the 2017 CLG grant cycle, and the Planning Department has set aside \$12,000 in its budget to use as the required local match for the grant funds.

Discussion:

The Historic Landmarks Committee recently adopted a 2017-2018 Work Plan, which identified activities that the committee would be completing in the upcoming years. Of those work plan activities, staff has determined which activities would be eligible to be funded by CLG grant funds and has begun to develop descriptions, budgets, and timeframes for completion of each item.

The activities that staff is proposing to include in the CLG grant application are:

- Development of a Historic Preservation Plan for the City of McMinnville
- Completion of an Intensive Level Survey (ILS) of properties previously included in the 2010 Reconnaissance Level Survey (RLS)
- Public Education – Including promotion of preservation month activities, establishment of historic preservation award program, update of the City's website, and development and publishing of historic walking tour brochures

The information that will be required on the CLG application for each type of activity is summarized below. Staff is still in the process of fully developing budgets, timelines, and descriptions of each activity, but wanted to provide an overview of the main components of the application for review by the Historic Landmarks Committee.

Attachments: None

Intensive Level Survey

Budget: \$12,000 for consultant services. Consultant shall be a professional who meets the Professional Qualifications Standards as required by the State Historic Preservation Office.

Timeline: April 2017 – December 2017

Properties to be Documented: Historical documentation of buildings from the Reconnaissance Level Survey that was completed in 2010. Properties to be documented will be selected from those that were identified as potentially eligible for listing in the National Register of Historic Places. It is estimated that approximately 6 – 12 properties will be surveyed. The SHPO survey data forms for each historic building average 25 – 50 hours to research and fill out. Consultant rates are approximately \$40 - \$80 per hour.

Reason for Selection of Properties: The properties to be included in the Intensive Level Survey will be selected based on their architectural or historical characteristics, as described in the Reconnaissance Level Survey. The properties to be further surveyed will assist in identifying historical areas of the City of McMinnville that may be eligible for nomination as residential historic districts. Also, the Intensive Level Survey will assist the Historic Landmarks Committee in educating the community about the historic characteristics of areas outside of the Downtown Historic District.

Staff Comments: Staff is in the process of mapping and identifying the properties from the Reconnaissance Level Survey to better identify areas of the City in which the Intensive Level Survey should be focused. It may also be a work task assigned to the consultant to assist in identifying the exact properties and buildings to include in the Intensive Level Survey.

Historic Preservation Plan

Budget: \$10,000 for consultant services. Consultant shall be a professional who meets the Professional Qualifications Standards as required by the State Historic Preservation Office.

Timeline: January 2018 – July 2018

Quantity & Type of Product: Final product will be a Historic Preservation Plan in digital and hard copy (minimum of 2 hard copies to be provided by consultant to City)

Intended Audience: Community Members, City Staff, and Elected and Appointed Officials (City Council and Historic Landmarks Committee)

Goals: Development and publication of a McMinnville Historic Preservation Plan, including the following:

- 1) Work with City staff and the Historic Landmarks Committee to understand the background of historic preservation in McMinnville, the current state, and where the community wishes to take it in the future.
- 2) Conduct surveys of the community and owners of historic and non-historic properties within the downtown and other areas of historic character to identify the needs and goals within the community.
- 3) Based on the input, develop a historic preservation plan with draft goals and strategies for the Historic Landmarks Committee consideration.
- 4) The Historic Preservation Plan shall include historic overview, an analysis of McMinnville's existing historic resource management program, a summary of the survey results, a list of preservation program priorities, recommended zoning ordinance revisions, and a summary of the preferred preservation program, including an implementation plan of the preferred preservation program.

Attachments: None

Staff Comments: Staff believes that it would be beneficial to have a single consultant complete both the Intensive Level Survey and the Historic Preservation Plan. It would also be beneficial to have the consultant complete the Intensive Level Survey prior to the development of the Historic Preservation Plan, so that any findings from the Intensive Level Survey could be incorporated into the plan.

Public Education

Budget: \$2,000

Timeline: April 2017 – August 2018

Quantity & Type of Product: The main products will be:

- Promotional materials for Historic Preservation Month
- Annual Historic Preservation Award materials
 - Creation and distribution of award nomination forms
 - Framed photos with plaques for award winners
- Historic walking tour brochures focused on areas outside of the downtown core
- Updated City of McMinnville historic preservation website to create one-stop shop for information on the preservation of historic resources in McMinnville

Outreach & Promotional Information: McMinnville's Downtown Historic District contributes significantly to the success of the downtown area and is enjoyed by residents and tourists alike. The City of McMinnville and the McMinnville Downtown Association have an excellent partnership and both work to educate and promote the historic character of the buildings in Historic District and along historic Third Street. The materials and products to be produced with the CLG grant funds will expand the ability of both the City and the McMinnville Downtown Association to educate the public and visitors on the historic resources that exist in McMinnville.

Promotional materials will be produced to distribute at the many events that are hosted in and around Third Street, with a focus on raising awareness during Historic Preservation Month in May. The City's website will be updated to create a one-stop shop for information on historic preservation, as well as to provide information for owners of historic resources to ensure that historical characteristics of those resources are preserved and maintained.

While the downtown area is a tremendous asset, many other historic buildings exist in the City, as is evident in the City's Historic Resources Inventory which designates nearly 500 buildings and properties as resources of historical significance. The Historic Landmarks Committee will build on the Historic Resources Inventory, and the Intensive Level Survey that will be completed, to develop educational materials and walking tour brochures in other historic areas of town, many which are residential areas that are within easy walking distance of the popular Historic Downtown District.

Intended Audience: Community members, tourists/visitors, and owners of historic properties.

Goals: To educate the public and raise awareness and appreciation of the many historic resources that exist in the City of McMinnville. The educational and promotional materials developed through the CLG grant will help the Historic Landmarks Committee build community support for historic resources. The Historic Preservation Award program will raise awareness by acknowledging and awarding property owners that are preserving historic resources. Also, by distributing information developed during the Intensive Level Survey and developing tours of historic residential areas, the City hopes to bring neighbors and property owners together to create a better sense of community and appreciation of the historic character of areas outside of the Historic Downtown District.

Attachments: None

Overall Project Budget

The total grant request will be \$12,000, with a local match of \$12,000 for a total project budget of \$24,000.

Fiscal Impact:

The Planning Department will provide \$12,000 as local match from the department budget, and in-kind staff support.

Recommendation/Suggested Motion:

No motion required. The Historic Landmarks Committee may provide guidance to staff in the development of the CLG grant application.