

HL 1-26 & DDR 1-26

March 12, 2026, Historic Landmarks Committee Meeting

Order of Operations

1. **Staff Presentation** (20–25 min)

- Evan Hietpas, Interim Planning Manager
- Heather Richards, Carrie Richter, Matthew Deppe

2. **Applicant Presentation** (30 min)

- FFA Architecture, Bienestar Oregon,
McMinnville Cooperative Ministries

3. **HLC Deliberation**

4. **Motion from HLC**

Staff Presentation

1. Proposal and Applications Submitted
2. Review Process and Criteria for Decisions
3. Key Points for Discussion
4. Staff Recommendation

Summary of Applications

Subject Site – 544 NE 2nd Street



Application Requests

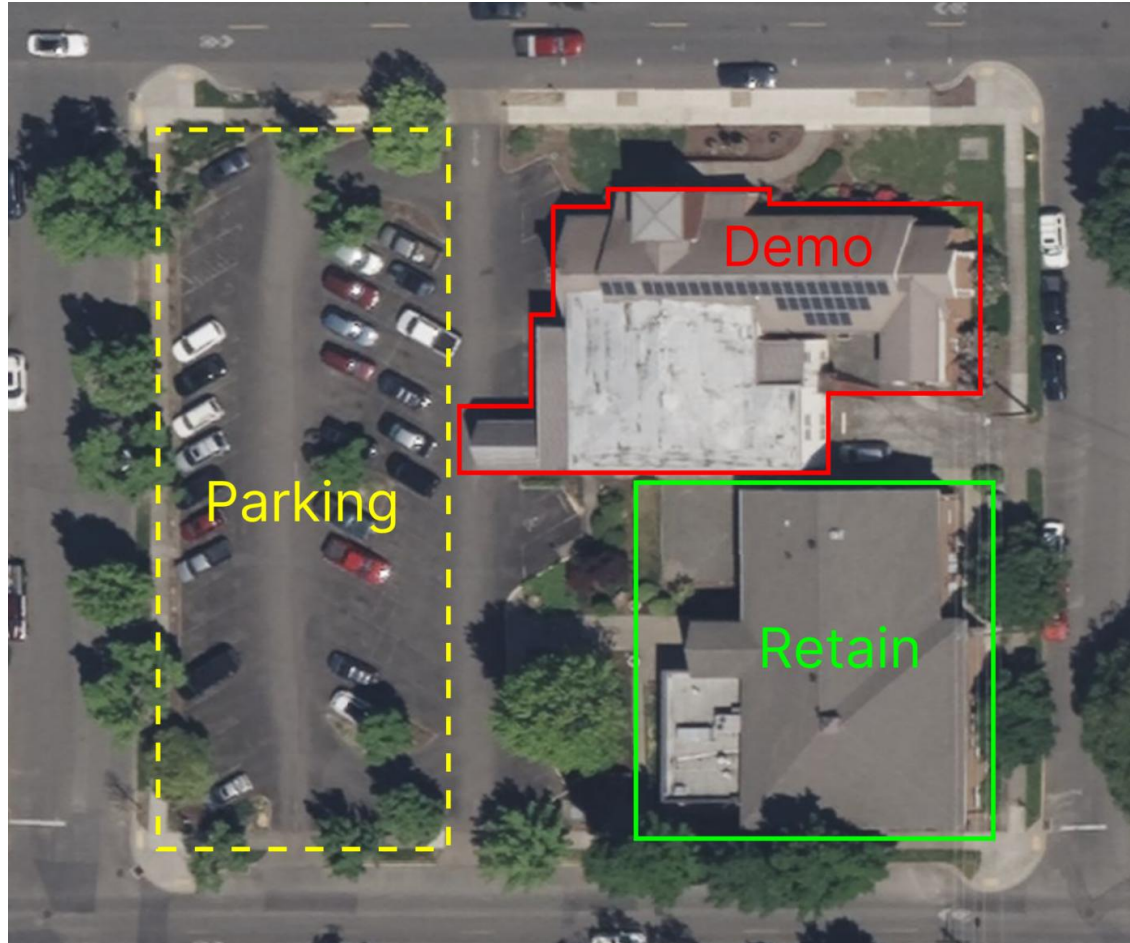
HL 1-26

Demolish a historic resource, designated as a “B” (Significant Resources), by the historic name of “United Methodist Church” now owned by McMinnville Cooperative Ministries

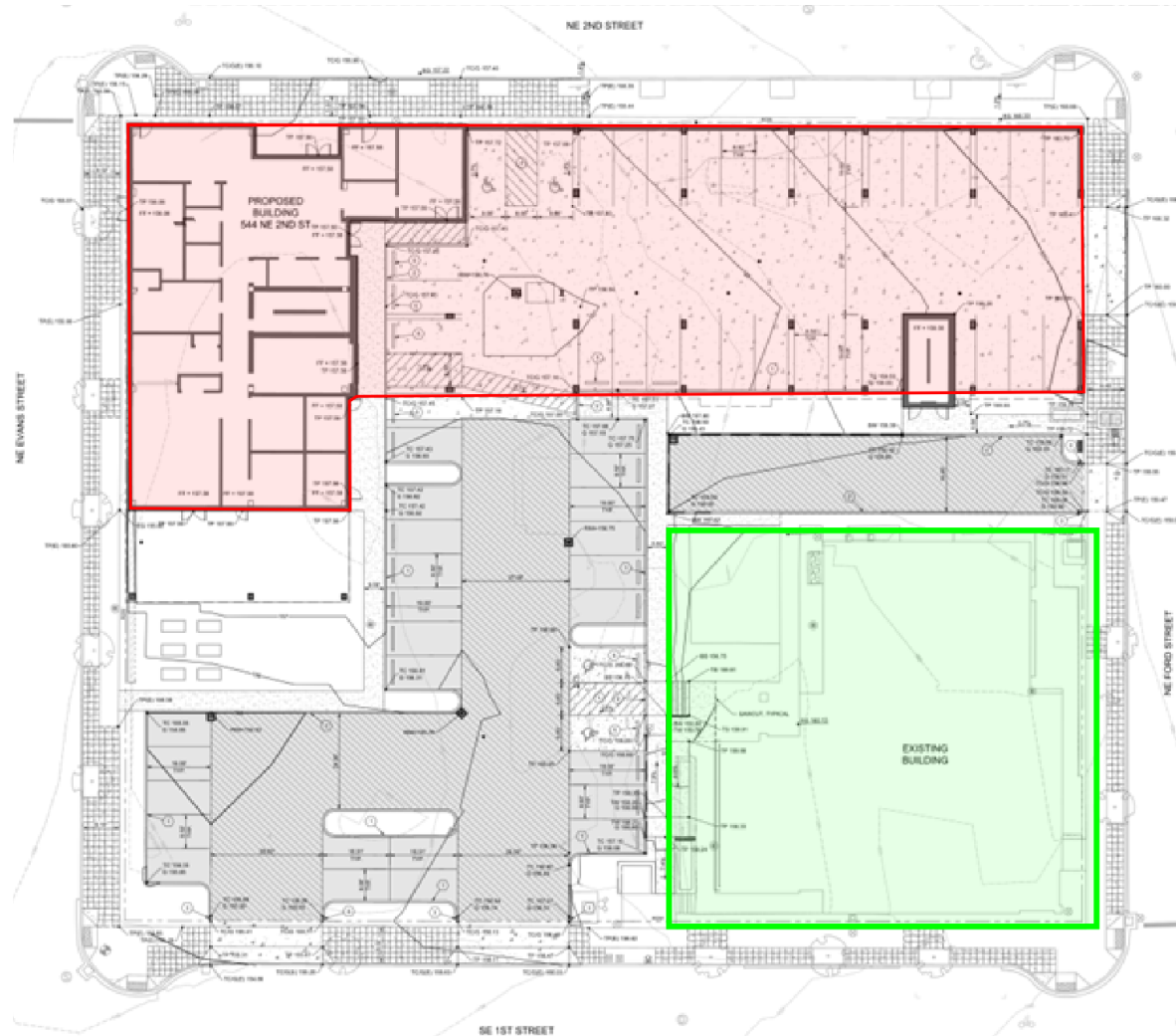
DDR 1-26

Construct a new four-story apartment building on a mixed-use site with a continued church use.

Existing Development



Proposed Development



HL 1-26 (Proposed Demolition)



DDR 1-26 (Proposed Building)



DDR 1-26 (New Renderings from March 5, 2026)



Related Records (L 2-26)

Landscape Plan Review

- Administrative Review, with no public notice
- Conditional Approval issued on February 19

Related Records (MA 1-26)

Mandatory Adjustments for Qualifying Residential Development, under Oregon Senate Bill 1537

- Submitted with Downtown Design Review
- Requires public notice, but there is no public meeting or public appeal process
- Applicant has demonstrated that the project is eligible for the adjustments
- This application is not within the HLC's purview
- Staff is moving forward with issuing the decision

Related Records (MA 1-26)

Mandatory Adjustments for Qualifying Residential Development, under Oregon Senate Bill 1537

- Applicant may request up to ten (10) adjustments
- Applicant requested five (5) adjustments
 - Common area, open spaces and landscaping (17.11.090.D.5.)
 - Parking Minimums (17.60)
 - Façade articulation (17.11.090.D.12.b.4.)
 - Total window area (17.59.050.B.3.c.)
 - Requirements for balconies and porches (17.11.090.D.6.)

Review Process and Criteria

Demolition of Historic Resource

- **Section 17.65.050** “Demolition, Moving, or New Construction (of historic resources)”

- Comprehensive Plan Goals and Policies
- Oregon State Law

Downtown Design Review

- **HLC Focus: Chapter 17.59, primarily Section 17.59.050** “Building and Site Design”

- Staff Review: All other applicable zoning ordinance sections, primarily 17.11.090 (Apartment Design)
- Comprehensive Plan Goals and Policies
- Oregon State Law

Review Process

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- Notice to properties within 300 feet

DDR 1-26

- Notice to properties within 100 feet

BOTH APPLICATIONS

- Historic Landmark Committee decision
- HLC shall meet within thirty (30) days of the date the application was deemed complete to make a decision (approval, approval with conditions, denial)
- **Applicant may request an extension to the review timeline to provide additional information**

Key Points for Discussion

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Demolition of Historic Resource

Section 17.65.050

- Criteria 1 and 4 could support justification for demolition.
- Criterion 5 (safety hazard) is not applicable and should not be used as justification for demolition.
- Criteria 2, 3, 6, 7, and 8 should be considered closer to better understand if they support justification for demolition

SEEKING INPUT FROM COMMITTEE

Section 17.65.050

2. The **economic use of the historic resource** and the **reasonableness of the proposed action** and their relationship to the historic resource preservation or renovation;

6. Whether the historic resource is a deterrent to an improvement program of substantial benefit to the City which overrides the public interest in its preservation;

7. Whether **retention of the historic resource would cause financial hardship to the owner not outweighed by the public interest in the resource's preservation**; and

Section 17.65.050

3. The **value and significance** of the historic resource;

8. Whether retention of the historic resource would be in the **best interests of a majority of the citizens of the City**, as determined by the Historic Landmarks Committee, and, if not, whether the historic resource may be **preserved by an alternative** means such as through photography, item removal, written description, measured drawings, sound retention or other means of limited or special preservation.

DDR 1-26

Downtown Design Review

17.59.050(B) Building Design

- Criteria 3c and 8

17.59.050(C) Building Materials

- Criterion 1

**ADDITIONAL INFORMATION REQUESTED FROM
APPLICANT**

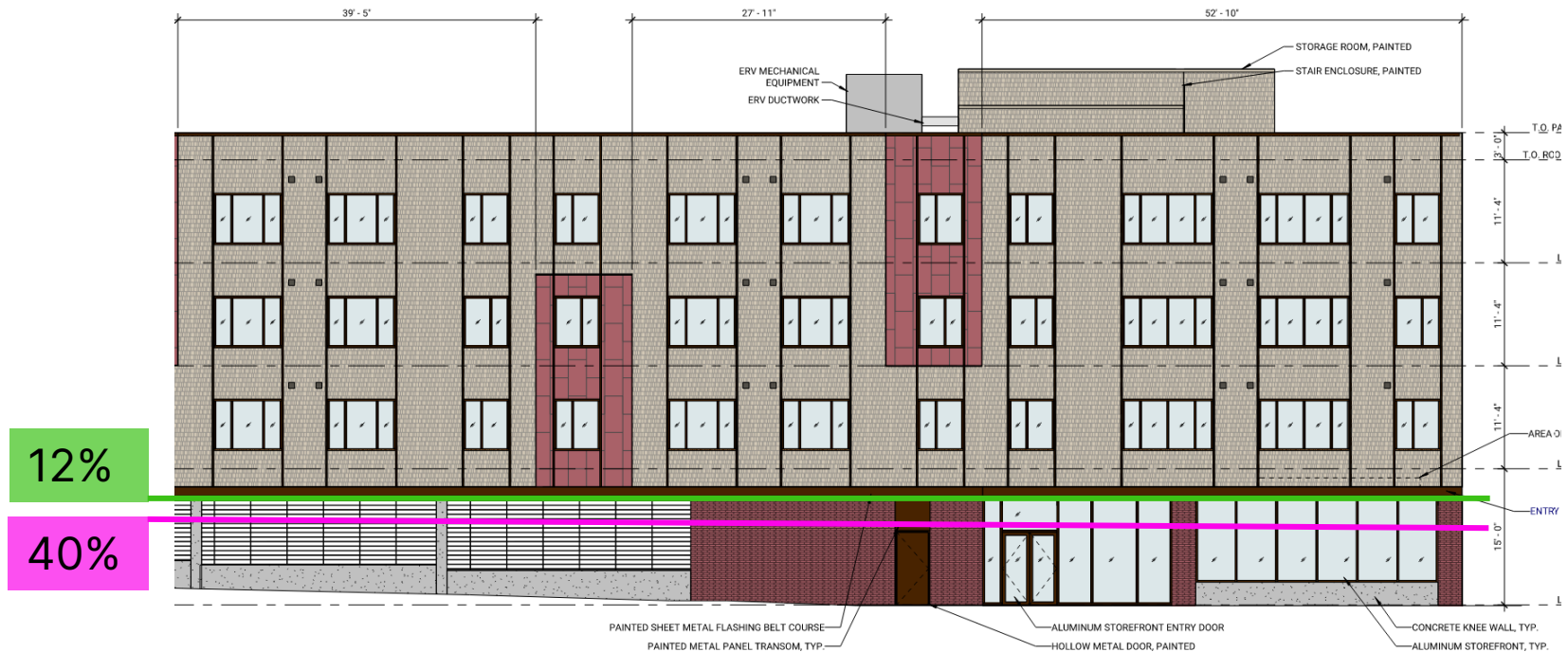
17.59.050(B) Building Design

Criteria 3c (with Mandatory Adjustment)

- SB 1537: “Must allow up to 30% adjustment if application includes at least 12% of total façade as window area”
- Portion of the building that faces a public street should include:
 - ~~70%~~ **40%** glazing below the transom line of at least eight feet above the sidewalk, and
 - ~~40%~~ **12%** glazing below the horizontal trim band between the first and second stories.

17.59.050(B) Building Design

City Findings: Mesh metal screens do not meet the intent of the glazing requirement, and it has not been demonstrated how the 12% above the transom line has been met



For visual assistance only. Image is not intended to show exact dimensions

17.59.050(B) Building Design

Criteria 8

- Buildings shall provide a foundation or base, typically from ground floor to the lower windowsills
- *Applicant Response: The bulkheads beneath the storefront windows and **metal screens** establish a base for the building on both street facing facades.*

17.59.050(B) Building Design

City Findings: It is not clear how the metal screens adequately establish a base for the building, especially as it relates to the pedestrian realm along 2nd Street.



17.59.050(c) Building Materials

Criterion 1

- 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.
- *Applicant Response:* The design team will make every effort to incorporate these building materials. The current design seeks to reflect the historic church on the site and the nearby historic commercial corridor by including brick at the first floor with concrete columns. The upper stories are primarily clad in fiber cement shingles with vertical elements of fiber cement panels.
- **City Findings:** The fiber cement shingles and fiber cement panels are used for the majority of the exterior building design.

Staff Recommendation

Staff Recommendation

Next:

- Carefully consider the applicant's presentation
- Facilitate a detailed discussion centered on the Decision Criteria for these applications

Staff Recommendation

Staff recommends to “**CONTINUE** the public meeting to a specific date and time” that will allow the applicant time to respond to potential questions and requests for revisions.

- Before a motion is made, staff recommends discussing a reasonable and achievable time frame for the next meeting and subsequent review process deadlines.
- Applicant may request an extension to the review timeline to provide additional information

Alternatives for HLC Consideration

- If the HLC wishes to make a decision today, adequate findings must be provided (for either approval or denial)