

HL 1-26 & DDR 1-26

May 28, 2026, Historic Landmarks Committee Meeting

Order of Operations

1. Staff Presentation
2. HLC Deliberation
3. Motion from HLC

No Additional Testimony (Public nor Applicant) is to be introduced today.

Staff Presentation

1. Summary of Applications
2. Decision Criteria, Review Process, and Updated Information
3. Staff Recommendation and Key Points for Deliberation

Summary of Applications

Subject Site – 544 NE 2nd Street



Application Requests

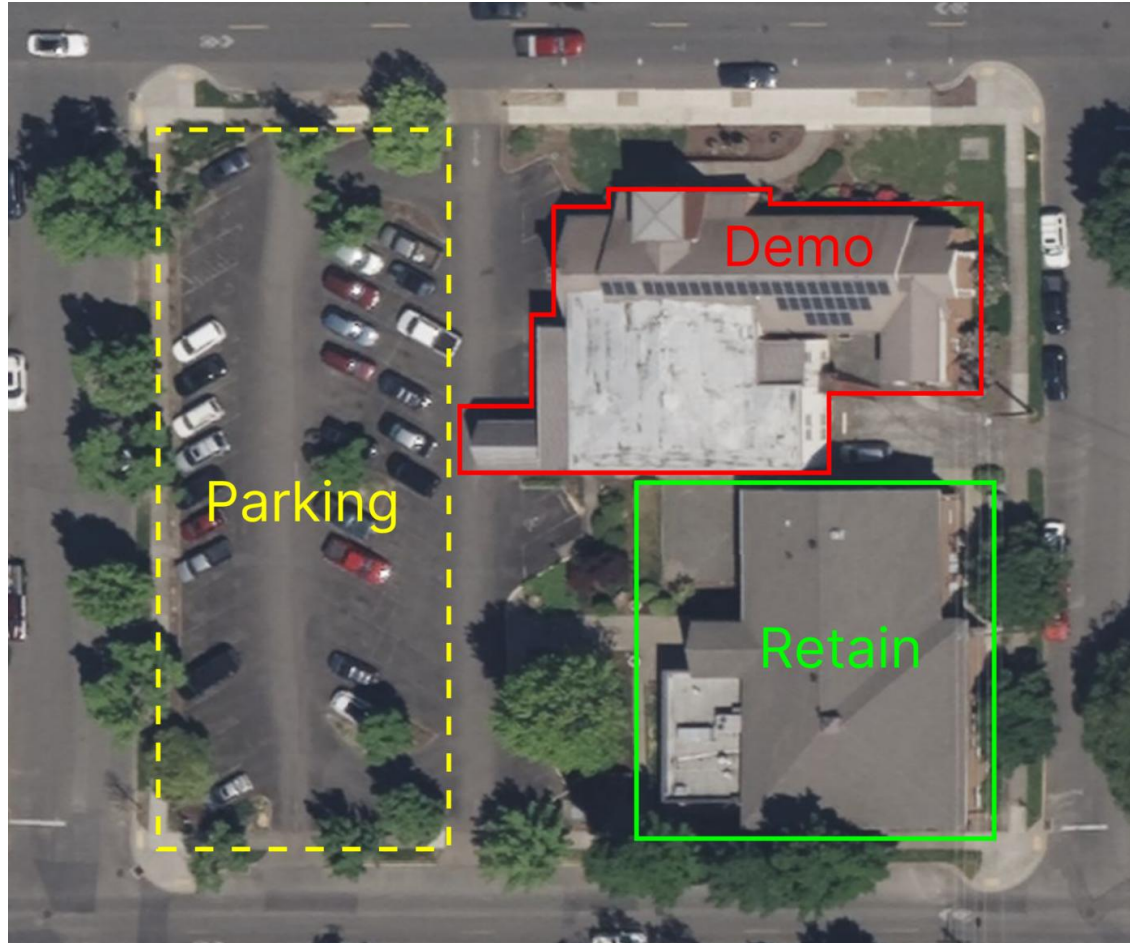
HL 1-26

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

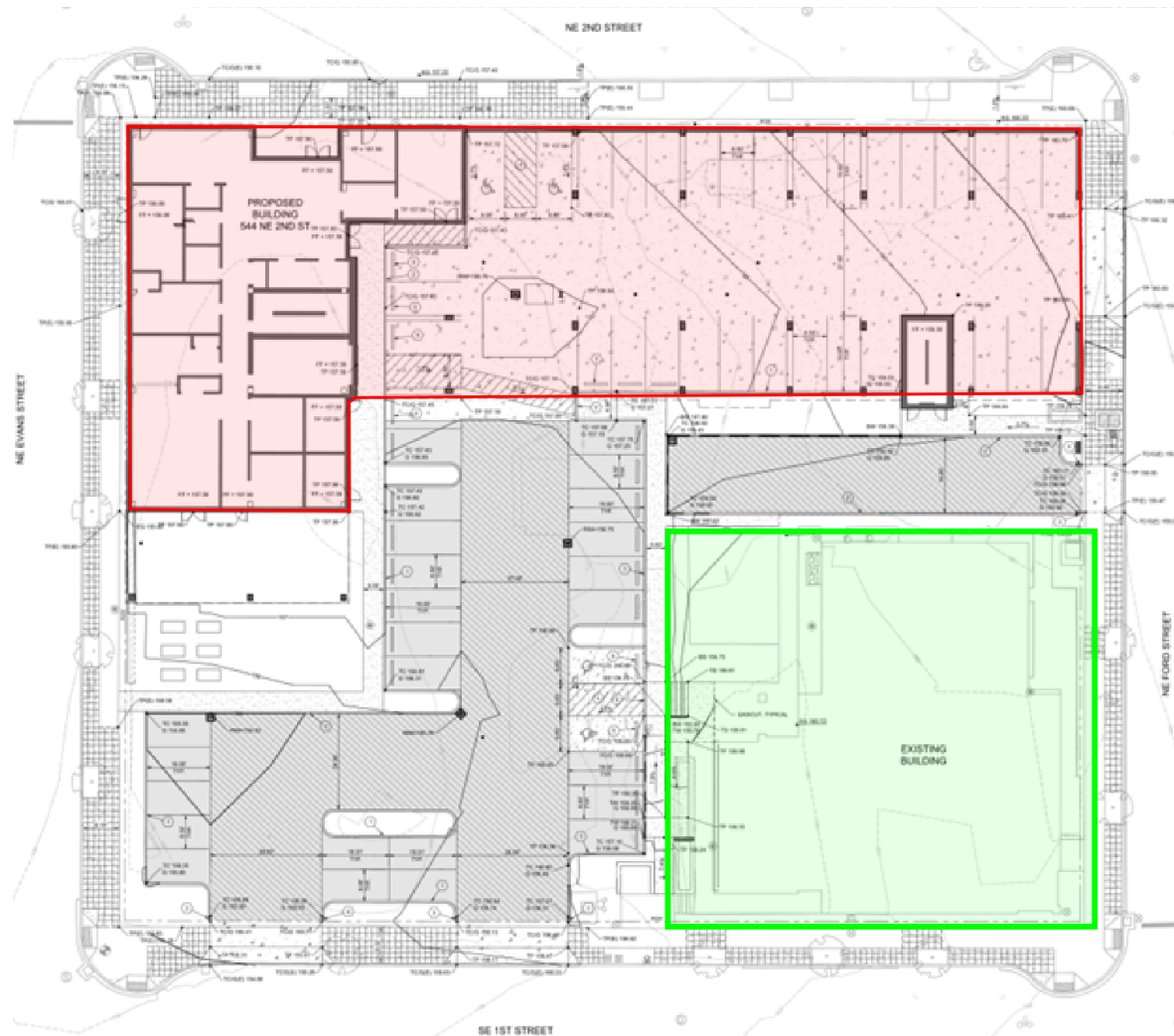
DDR 1-26

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)



NE CORNER

DDR 1-26 (Proposed Building)



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
- **Approval issued on May 4, 2026**

Review Process

Review Process

HL 1-26

- Notice to properties within 300 feet

DDR 1-26

- Notice to properties within 100 feet

BOTH APPLICATIONS

- Historic Landmark Committee decision
- Applicant has requested multiple extensions to allow for continued public hearings and additional application materials to be submitted and included in the HLC's review

Demolition of Historic Resource

- **Section 17.65.050** “Demolition, Moving, or New Construction (of historic resources)”
- Comprehensive Plan Goals and Policies

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

Review Process, since April 23rd

- April 23, 2026: HLC and Applicant agreed to a “7-7-7” extension process to allow for additional written record to be submitted for consideration at today’s meeting.
- May 1, 2026:
 - Additional public testimony could be submitted.
 - Applicant Submitted Updated Documents Related to the **Downtown Design Review Waiver Request**
- May 12, 2026 (extended): Public and applicant may provide written comment on the additional materials in the public record
- May 19, 2026 (extended): Applicant may provide final written testimony for the record.
- May 21, 2026: Meeting packet, with Decision Documents published
- The 120-day review timeline is **August 27, 2026**.

Review Criteria

HL 1-26 (Demolition)

Demolition of Historic Resource

Section 17.65.050 (Criteria 1-8)

- The Historic Landmarks Committee shall base its decision on the following criteria.
- The proposal does not need to meet **ALL** criteria.
- Decision Document support findings to **APPROVE** the Certificate Demolition.

DELIBERATION NEEDED FROM COMMITTEE

Section 17.65.050

Criteria	Guidance for Deliberation
1. The City's historic policies set forth in the comprehensive plan and the purpose of this ordinance;	Consistent with Comprehensive Plan
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;	Key Point of Discussion
3. The value and significance of the historic resource;	Key Point of Discussion
4. The physical condition of the historic resource;	Key Point of Discussion
5. Whether the historic resource constitutes a hazard to the safety of the public or its occupants;	<i>Not Applicable</i>

Section 17.65.050

Criteria	Guidance for Deliberation
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;	Key Point of Discussion
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	Key Point of Discussion
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.	<i>Mitigation proposed through Conditions of Approval</i>

DDR 1-26 (Design Review)

Local Requirement	Mandatory Adjustment	Applicant Proposal
<u>17.11.090 Common Spaces</u> 15% of the site (5,219 sq ft required)	<u>(4)(b)</u> Reduction up to 25% (3,915 sq ft required)	4,321 sq ft provided
<u>17.60 Required Parking</u> 0.5 spaces for units with two bedrooms or less 1 spaces for units with more than two bedrooms	<u>(4)(c)</u> Full adjustment (no parking required) <i>69, two-bedroom or less</i> <i>3, three-bedroom</i>	- Church use requires 38 spaces - Shared parking for mixed-use development will have 59 spaces
<u>17.59.050(C) Building Materials</u> Exterior materials shall consist... [of] block, brick, painted wood, smooth stucco, or natural stone.	<u>(5)(a)</u> Full adjustment allowed for Façade materials	- Some brick on the ground-level façade. - Fiber cement shingles for majority
<u>17.11.090 Wall and Roof Design/Articulation Requirements</u>	<u>(5)(b)</u> Full adjustment allowed for Façade articulation	Provided some recesses, offsets, and articulation elements, and 17.59-compliant roof pitch
<u>17.11.090 Private Porches/Balconies</u>	<u>(5)(h)(C)</u> Full adjustment allowed for Façade articulation	No porches or balconies proposed
<u>17.59.050 Windows/Glazing</u>	Local Waiver Requested to Provide Alternative Design	

Downtown Design Review (17.59) and Apartment Residential Design Standards (17.11)

Decision Document provides findings for **APPROVAL**, with the SB 1537 Mandatory Adjustments and Local Waiver for Glazing Requirement.

Waiver Request Process (17.59.030)

A guideline or standard contained in this ordinance may be waived as part of the design review process **when it can be demonstrated that the proposed design satisfies or exceeds the downtown design goals and objectives of this ordinance**. If a waiver is requested, the applicant must explain in their application how the proposed design satisfies or exceeds these goals and objectives.

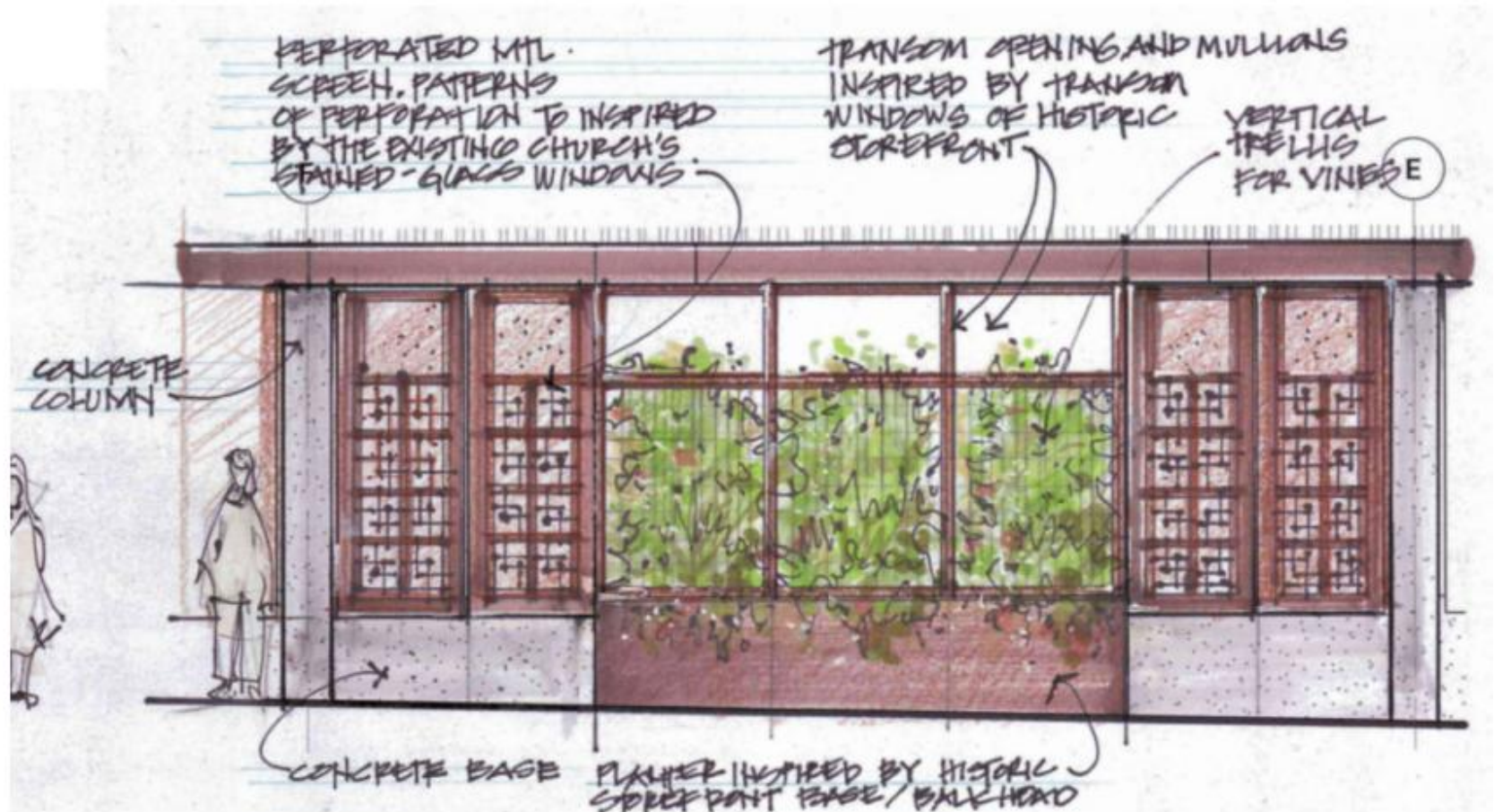
“17.59.010 Purpose. To provide for the protection, enhancement and preservation of buildings, structures, and other elements in the downtown core which contribute to its special historic and cultural value. Further, it is not the purpose of this ordinance to create a “themed” or artificial downtown environment. Rather, its purpose is to build on the “main street” qualities that currently exist within the downtown and to foster an organized, coordinated, and cohesive historic district that reflects the “sense of place,” economic base, and history unique to McMinnville and the downtown core.”

Waiver Review Criteria – 17.59.040(A)(3)

3. If applicable (**waiver request**), that **ALL** of the following circumstances are found to exist:

- 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 existing structure, or proposed use of the site**;
- 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; and
- c. The waiver requested is the **minimum necessary** to alleviate the difficulty of meeting the requirements of this Chapter.

Glazing Waiver Proposal

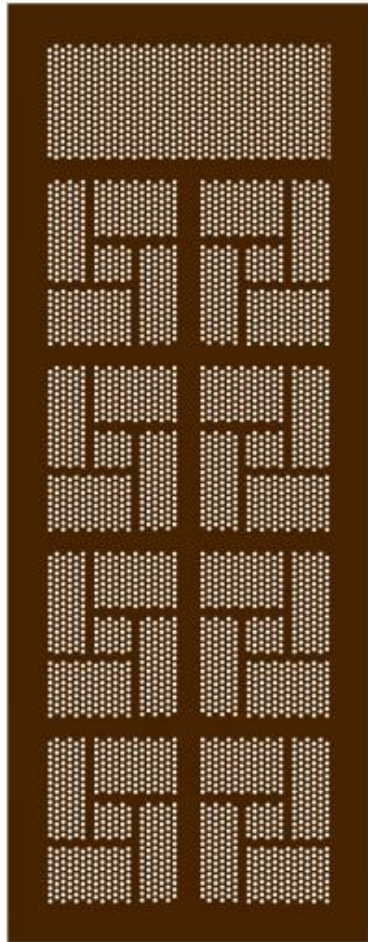


Glazing Waiver Proposal



NORTH FACADE

Glazing Waiver Proposal



Waiver Review Criteria – 17.59.040(A)(3)

DECISION DOCUMENT FINDINGS: **SATISFIED**

- a. The applicant has shown that there is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique aspect of the site, and the proposed use of the site. In this case the proposal of tuck-around parking provides an efficient use of space in the downtown area. Considering this is a housing development that would not have business storefronts along 2nd Street, it is reasonable that this is a unique case based on the proposed use.
- b. By replicating the rhythm of storefronts with the panels, trellises and planters, the applicant has demonstrated that the alternative design accomplishes the purpose of this Chapter.
- c. The applicant is providing significant glazing elsewhere on the building, where there is not the conflict with the tuck-under parking. The applicant considered the installation of additional glazing near the corner entrance of the building and the public meeting room, however, this additional glazing would result in even less brick being provided, which has been a key design consideration of the HLC.

Summary of Conditions of Approval

HL 1-26 Conditions (Paraphrased)

1. Replacement project must have approved building permits before demolition can take place
2. **Replacement project must be an apartment building with at least 70 units for households earning no more than 60% Area Median Income for 30 years**
3. **Photographs of the building and allow Yamhill Historic Society to conduct a preservation effort**
4. Archaeological plan to account of potential discover of sensitive archaeological resources
5. Resource will be removed from City inventory
6. **Monument shall be installed to commemorate the church, and design shall be reviewed by HLC**

DDR 1-26 Conditions

1. Prior to completing any work, the applicant shall submit building permit applications. The construction plans submitted with the building permit applications will be reviewed by the Planning Director for consistency with the written narrative, exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee.
2. Any proposed signage will require a separate sign permit application, subject to the criteria in Section 17.59.080.

Landscape Plan Review (Docket L 2-26)

-Condition #14: "All landscaping approved by the landscape plan shall be continually maintained, including necessary watering, weeding, pruning, mowing, and replacement in compliance with MMC 17.57.070(C)."

Landscape Plan will be updated to show planter boxes proposed with Waiver

HLC Options and Staff Recommendation

HL 1-26

1. APPROVE the application, subject to the attached Decision Document.
2. APPROVE the application, subject to the attached Decision Document, with specific modifications to the findings or conditions of approval.
3. DENY the application, by providing the necessary findings of fact for the denial in the motion to deny

HL 1-26

- Staff is recommending that the Committee issue a **CONDITIONAL APPROVAL** for docket HL 1-26.
- Recommended Motion: **I MOVE THAT THE HISTORIC LANDMARKS COMMITTEE APPROVES DOCKET HL 1-26, SUBJECT TO THE ATTACHED DECISION DOCUMENT.**

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Key Points for Deliberation

- Demolition of Historic Resource Criteria
- Downtown Design Review Waiver Criteria