



City of McMinnville
Planning Department
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MINUTES

April 22, 2021
Historic Landmarks Committee
Regular Meeting

3:00 pm
Zoom Meeting
McMinnville, Oregon

Members Present: Mark Cooley, Joan Drabkin, Christopher Knapp, and John Mead
Members Absent: Mary Beth Branch and Hadleigh Heller – Youth Liaison
Staff Present: Chuck Darnell – Senior Planner
Others Present: Jim Schlotfeldt, Tonna Faxon, Carr Biggerstaff, and Angela Baker

1. Call to Order

Vice Chair Cooley called the meeting to order at 3:00 p.m.

2. Citizen Comments

None

3. Election of Chair

This item was postponed to the next meeting.

4. Action Items

A. HL 4-19: Review of Proposed Colors per Condition of Approval -714 SE Washington Street

Vice Chair Cooley asked if any Committee Member wished to make a disclosure or abstain from participating or voting on this application. There was none. He asked if any Committee Member needed to declare any contact prior to the hearing with the applicant or any party involved in the hearing or any other source of information outside of staff regarding the subject of this hearing. There was none.

Senior Planner Darnell presented the staff report. This application was approved in October 2019. He discussed the plans and conditions of approval for a garage and ADU above the garage. He then explained the proposed colors for the project, Shitake for the base color, Avocado for the trim, and Exclusive Plum for the accent color. Staff recommended approval.

Angela Baker, representing the applicant, said they had provided alternate color options just in case but the first option was the preferred.

Committee Member Drabkin thought all three colors should be used to match the original house. Committee Member Mead agreed. He thought the trim around the windows and the doors could be the plum color.

There was consensus that the accent color would go on exterior doors, window sashes, and belly bands.

Committee Member Mead moved to approve HL 4-19, with the applicant's preferred color choices and added condition that the exterior doors, window sashes, and belly bands be painted the Exclusive Plum accent color. The motion was seconded by Committee Member Drabkin and passed 3-1 with Committee Member Knapp opposed.

B. DDR 4-19: Review of Proposal for "Historic/Art Area" per Condition of Approval - 118 NE 3rd Street

Vice Chair Cooley asked if any Committee Member wished to make a disclosure or abstain from participating or voting on this application. There was none. He asked if any Committee Member needed to declare any contact prior to the hearing with the applicant or any party involved in the hearing or any other source of information outside of staff regarding the subject of this hearing. There was none.

Senior Planner Darnell presented the staff report. This application had been previously approved in September 2019. It was a review of the historic/art area on the property. He discussed the conditions of approval related to this area and the approved landscape plan. He then explained the proposal for two art installations. If the HLC supported approval, staff recommended the HLC allow staff to work with the applicant on the final layout and orientation of the art installation and final locations of signage.

There was discussion regarding the height of the art and line of sight.

Jim Schlottfedlt, First Federal, said it had been a long process to decide what to do with this space. He thought this met the requirements and would be a good addition to the site. They would make sure the placement would not interfere with the vision triangle.

There was discussion regarding the process for the word cloud with the Public Arts Committee and First Federal customers.

Vice Chair Cooley thought this met the requirements to lessen the impact of the parking lot on Third and engage pedestrians at ground level.

Committee Member Drabkin moved to approve DDR 4-19 for the historic/art area with the provision that the City make sure all visual line sights were adhered to so it was safe. The motion was seconded by Committee Member Knapp and passed 4-0.

5. Discussion Items

A. Update on Status of Review of Downtown Design Standards Chapter

Senior Planner Darnell said a smaller group made up of Committee Members Mead and Branch was working on the downtown design standards, but the City Attorney thought there needed to

be more public notice. He would be verifying with the City Attorney the correct noticing process for a subcommittee. He asked if that was still the approach the Committee wanted to take.

There was consensus to continue with the subcommittee. Committee Member Knapp volunteered to help on the subcommittee.

6. Committee Member Comments

None

7. Staff Comments

Senior Planner Darnell explained due to budget shortfalls, staff was being furloughed through September. Historic Preservation Month was coming up in May. He asked the Committee to forward any nomination suggestions.

8. Adjournment

Vice Chair Cooley adjourned the meeting at 3:57 p.m.