



City of McMinnville
Planning Department
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MINUTES

February 23, 2022
Historic Landmarks Committee
Regular Meeting

3:30 pm
Zoom Meeting
McMinnville, Oregon

Members Present: Mary Beth Branch, Mark Cooley, Eve Dewan, Hadleigh Heller, Christopher Knapp, and John Mead

Members Absent:

Staff Present: Heather Richards – Planning Director and Adam Tate – Associate Planner

Others Present: Chris Chenoweth – City Council

1. Call to Order

Chair Mead called the meeting to order at 3:30 p.m.

2. Citizen Comments

None

3. Presentation

- New McMinnville Mixed-Use Project, Third Street between Ford and Galloway (609, 611 and 619 NE Third Street)

Gary Reddick, OTAK, presented on the conceptual mixed use project on Third Street. He explained the subject site, history of the site, massing and materials on Third Street, cross section of Ford and Third Streets, proposed three story building and step back to look like a two story building for pedestrians, and architecture and details.

The Committee discussed the emphasis on European style related to the architecture downtown, history of the existing building, intention of demolishing the buildings and replacing them, providing underground parking for the condos, hotel, and delivery/loading, potential proposed colors and materials, showing the mechanical equipment and elevator shed on the elevations, two story expression on the corners of downtown buildings, need for strong design on both the 3rd and Ford Street façades, and massing along 3rd Street.

4. Action Items

- Demolition Code Discussion and Staff Report

Planning Director Richards gave a presentation on the demolition code amendments. She reviewed state compliance and proposed amendments to meet state requirements for National

Register resources. She asked if the Committee wanted to apply the proposed amendments to just the National Register, National Register plus Significant and Distinctive resources (A and B), or to all historic resources (A, B, C, and D). She explained items in the model code that were not in the proposed amendments and considering delaying demolition for alternative mitigation.

Chair Mead thought adding the age of the resource and consideration of the design and construction rarity were easy to ask of the applicant. There was consensus to add that to the requirements.

Committee Member Branch thought all relevant dates should be included, not only the original date of construction but also dates of major additions.

Chair Mead thought a replacement plan should be required.

Committee Member Branch noted they would need to consider the timeline of construction related to the demolition and what the replacement plan needed to include.

Committee Member Knapp thought applicants should be held accountable if they did not follow the replacement plan.

Committee Member Cooley agreed they needed to specify the level of detail required in the replacement plan.

There was consensus to add language about a replacement plan and a potential condition that the demolition would not be approved until the replacement plan was approved by the Building Official. Other potential conditions were to include a relocation study and notice to the public.

There was discussion regarding the number of days to delay demolition and penalty for demolition due to neglect and demolition without permission, asking when the applicant purchased the property, maintenance performed, and alterations they had made on the application, creating a table to apply the code to properties based on their level of distinction, and how the penalty could be a percentage of the assessed value rather than a flat fee.

The code amendments would be brought back for further discussion.

- Review HLG Public engagement program list of 30 poster sites

Associate Planner Tate reviewed the draft list of 30 historic landmarks for the Historic Landmarks Outreach Program Poster Series.

The Committee made suggestions for landmarks to include and exclude on the list.

Associate Planner Tate had received a call from a resident regarding replacing a basement door on the back side of the house. The Committee agreed it did not need to come to them for review.

Chair Mead said Los Molcajetes was going to refurbish their front façade, but would keep the current design. He thought it was maintenance and did not need to come to the Committee. The Committee agreed.

Chair Mead said the Gallery Theater was going to add an electric meter. The Committee agreed that they would need to paint any exposed conduit and that the conduit would follow architectural features.

5. Discussion Items

None

6. Old/New Business

None

7. Committee Member Comments

Committee Member Branch asked about the First Federal compliance issue. Planning Director Richards said the treatment of the stainless steel on the footings of the building was the last thing they had to do for their final occupancy permit.

8. Staff Comments

None

9. Adjournment

Chair Mead adjourned the meeting at 5:47 p.m.