



**City of McMinnville**  
**Planning Department**  
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# MINUTES

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**May 24, 2017**  
**Historic Landmarks Committee**  
**Regular Meeting**

**3:00 pm**  
**Community Development Center**  
**McMinnville, Oregon**

**Members Present:** Chair Joan Drabkin, Mary Beth Branch, John Mead, and Cory Schott

**Members Absent:** Rebecca Quandt

**Staff Present:** Chuck Darnell - Associate Planner and Heather Richards – Planning Director

**Others Present**

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**1. Call to Order**

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

**2. Citizen Comments**

None.

**3. Approval of Minutes**

- A. February 22, 2017 Meeting Minutes
- B. March 22, 2017 Meeting Minutes

Committee Member Mead moved to approve the February 22, 2017 and March 22, 2017 meeting minutes. The motion passed 4-0.

**4. Action Items**

- A. HL 2-17 – 738 SW Edmunston Street - Re-evaluation of Significance of Historic Resource

Associate Planner Chuck Darnell stated this property was on the inventory and was listed as significant. The applicant was a new owner who was requesting to change the designation to contributory. The structure was originally located on the Linfield campus and built around 1900.

College professors had lived there and there were prominent architectural features. The structure had fallen into disrepair and it was sold for \$1 and was moved to its current location in 2001. Since then other alterations had occurred and the new owner did not believe the features and architectural character were still there. He explained the criteria in determining the significance of a structure. Staff thought since the house was on the Linfield campus and had a historical tie to the community, it met the historical criteria. Some of the main architectural and structural features that still existed included the dormer windows on the second floor and high gable roof, which met the style and design criteria. The applicant provided a list of elements that were no longer there which showed the structure did not meet the integrity criteria. Some of the alterations were: all the windows had been changed out to vinyl, some of the dormers had been filled in, there were different types of trim, the original foundation was different because it had been moved, and the chimneys were removed. Regarding the environment criteria, in looking at this area, there was nothing cohesive in terms of historic design. Many of the historic structures in this area had been heavily altered and had lower classifications. Staff recommended approval of the re-classification of the structure as contributory. He explained the original process for designating the structure as significant and how the integrity and environment criteria had been reduced since then.

There was discussion regarding how to enforce preserving these historic structures so they were not continuously being downgraded.

Committee Member Branch suggested offering some education on the restrictions when a historic home was sold or a title report was pulled and educating current owners as well. Chair Drabkin thought there needed to be incentives for people to preserve these structures.

Chair Drabkin thought this structure should be re-classified to environmental instead of contributory.

Associate Planner Darnell gave the definition of contributory and environmental. He agreed it could be found to meet the definition of environmental.

Committee Member Mead thought it could be contributory as it was one of the few historic homes in the area. Many of the historical features were still there and someone might restore it in the future.

Based on the findings of fact, conclusionary findings for approval, and the materials submitted by the applicant, Committee Member Mead moved to approve the change to the historic resources inventory and the re-designation of the historic resource at 738 SW Edmunston Street to a contributory historic resource that would be designated as resource C-165. The motion was seconded by Committee Member Branch and passed 4-0.

## **5. Discussion Items**

### **A. Draft Amendments to Historic Preservation Ordinance**

Associate Planner Darnell explained that the Oregon Administrative Rules were revised for Goal 5 and staff had reviewed how it would impact the local regulations and found some revisions that needed to be made. The HLC reviewed the revisions to the City's ordinance and had questions on some of the components. One issue was subjecting the structures on the local historic register to the Secretary of the Interior's design standards. McMinnville had four categories in the local inventory and it was unclear whether the standards would apply to all four. Staff had talked with the State Historic Preservation Office and DLCDC and they said only the structures that were deemed to be locally significant historic resources had to follow the standards. In McMinnville's case that would be historic landmarks, the top two categories, and the standards would not apply to historic resources of the lower two categories. That was the current practice. Staff recommended keeping the current

practice of the top two categories being more heavily protected. He provided a map that showed where all the distinctive, significant, and contributory resources were located. There were 550 sites at these levels. He suggested amending the historic landmarks definition to include that it served as McMinnville's locally significant historic resource in accordance with the OAR.

There was consensus to keep the current practice and apply the Secretary of Interior's standards to the top two categories.

Associate Planner Darnell said the other issue was in regard to the requirement to protect resources that were in a national register district. Non-contributing and accessory structures could be excluded. He showed a map of the historic district and how the properties were designated. The HLC needed to decide if the City should exclude non-contributing and accessory structures.

There was discussion regarding how this would apply to the national register district.

Committee Member Mead thought the non-contributory and accessory structures should be excluded, based on the fact that those structures were likely not constructed during the period of significance and may not have any historical characteristics. There was discussion regarding the need to define accessory structures.

There was consensus to exclude non-contributory and accessory structures and to look at how accessory structures were defined.

## **6. Old/New Business**

None.

## **7. Committee/Commissioner Comments**

None.

## **8. Staff Comments**

Associate Planner Darnell discussed the Historic Preservation Month activities. Staff was working on the Facebook page and branding.

Planning Director Heather Richards said staff was putting together a communication plan for social media outreach to be done by June 30. After that they would launch the This Place Matters program. As part of the discussion regarding bringing the Historic Preservation Ordinance into the Zoning Ordinance, the enabling code for the HLC would be put into the City Code and the name Committee would be changed to Commission.

## **9. Adjournment**

Chair Drabkin adjourned the meeting at 3:55 p.m.