



City of McMinnville
Planning Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

MINUTES

October 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
Others Present Alan Ruden

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. June 28, 2017 Meeting Minutes
- B. July 26, 2017 Meeting Minutes

Committee Member Mead moved to approve the June 28, 2017 and the July 26, 2017 meeting minutes. The motion was seconded by Committee Member Branch and passed 4-0.

4. Action Items

- A. HL 4-17 – Farnham Electric Sign – Historic Resource Designation

Associate Planner Darnell said this was the official request to designate the Farnham electric sign as a historic resource. The designation would make the sign exempt from the City's sign standards. He discussed the criteria for the designation, which included history, style and design, integrity, and environment. The sign had been with the business for many years even as it moved locations from 3rd Street to 4th Street to its current location. It was a historic business and the sign had been kept all these years. The sign had neon lighting, which was not common anymore. It was not in good condition, but the applicant was interested in repairing and repainting it. This would be a designation for the sign itself, not the property. The sign contributed

to the historic character of the area. Staff recommended approval of the request. He suggested it be designated as significant, but the Committee could decide which level fit best.

There was discussion regarding the process for moving the sign, and how it would need to come to the HLC before it was moved. If someone wanted to remove the designation on the sign, they would have to come to the HLC and there would be a condition that the sign would be offered for sale or donation to a museum.

There was further discussion regarding whether the sign should be designated as contributory or significant. Committee Member Mead thought it added to the environment which could make it contributory, but the sign met other factors as well that could designate it as significant. He thought it would still be significant even after the sign was repaired.

Chair Drabkin said this business had been in the City for a long time, and she was in favor of the application.

Committee Member Schott thought it was a good example of the process to preserve signs.

Committee Member Branch moved to approve HL 4-17, designating the Farnham electric sign to the historic resources inventory with a combined value of 7 making it a significant resource and designating the sign as Resource B1140. The motion was seconded by Committee Member Mead and passed 4-0.

5. Discussion Items

A. Announcement of Consultant Selection – Intensive Level Survey and Historic Preservation Plan

Associate Planner Darnell stated an RFP process was issued for one company to do both the intensive level survey and Historic Preservation Plan. Three proposals were received and were reviewed by Planning Director Richards, Associate Planner Darnell, and Committee Member Quandt. Northwest Vernacular had been selected, which had two consultants. One would do the survey and one would do the Plan. He shared the work plan that the consultants had proposed. They would begin by selecting the area to focus on for the survey.

There was discussion regarding what criteria to use to pick the focus area, such as how many resources were on the local inventory and willing property owners.

Chair Drabkin thought the SoDAN area was more fragile and that there might be a stronger case for preserving that area.

Associate Planner Darnell said the goal was to update the local inventory which could help in creating another historic district.

Committee Member Mead asked if the Plan would include recommendations that the City could implement. Associate Planner Darnell confirmed there would be implementation actions included in the Plan as well as goals and policies to guide historic preservation in McMinnville.

B. Future Meeting Times

Associate Planner Darnell said Committee Member Quandt had a new position and it would be difficult for her to attend at the 3:00 meeting time. She asked the Committee to consider changing the time of the meetings.

Chair Drabkin thought the time worked and they should stick with it. The time was good for Committee Members Schott and Branch. Committee Member Mead had more flexibility.

There was consensus to leave the meeting time at 3 p.m. There was also consensus to reschedule the next HLC meeting to November 29 and to possibly cancel the December meeting.

6. **Old/New Business** – None
7. **Committee/Commissioner Comments** – None
8. **Staff Comments** – None
9. **Adjournment**

Chair Drabkin adjourned the meeting at 3:30 p.m.