



City of McMinnville
Planning Department
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MINUTES

November 29, 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

None

4. Action Items

None

5. Discussion Items

A. Update on Intensive Level Survey

Associate Planner Darnell said the contract with Northwest Vernacular had been finalized. The intensive level survey would be done first. There had been discussion regarding what area to include in the survey, either north of downtown or south of downtown. The consultant would review all of the information staff sent them and would give a recommendation on what area to focus on that would best meet the City's goals. The recommendation would be submitted in December and the Committee could select an area at their next meeting.

There was discussion regarding what being in a national historic district would mean to property owners and possible benefits. There was further discussion that instead of a national historic

district there could be a local designation or an area that was developed with a historic sense of place. Associate Darnell would come back with a list of benefits.

The Committee preferred to do a survey of the area south of downtown due to the historic homes, proximity to Linfield College, and the fragility and need for improvement in the area.

B. Historic Resource Awareness Projects

Associate Planner Darnell reviewed the historic awareness projects that the Committee had previously discussed. One was the McMinnville Matters campaign, and staff was ready to post information on social media. He would like a list of properties that photos and a paragraph of the history of those places would be posted. He planned to post a few locations per week for four months. The Committee made a list of possible properties.

Another project was a walking tour brochure that would be created from the results of the intensive level survey. The design and printing of the brochure would be part of the grant the City had received. The third project was reestablishing annual Historic Preservation Awards. The last time this was done was in 2011.

There was discussion regarding the types of work they would want to recognize and how nominations would be collected.

The Committee wanted to keep it flexible so if there were no projects to nominate, awards would not have to be given out annually. Nominations would be due by mid-March, the Committee would decide at the March meeting, and the awards would be presented in May.

C. Finalize December Meeting Time

Associate Planner Darnell said the December meeting fell a few days after Christmas and he asked if they wanted to meet on that date or reschedule it. A meeting would need to be held in December to decide on the intensive level survey area.

There was consensus to meet on December 20.

6. Old/New Business

There was discussion regarding recruiting for new Committee members and possible candidates.

7. Committee/Commissioner Comments

None

8. Staff Comments

None

9. Adjournment

Chair Drabkin adjourned the meeting at 3:51 p.m.