



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

www.mcminnvilleoregon.gov

Historic Landmarks Committee
Community Development Center, 231 NE 5th Street
May 30, 2019 3:00 PM

Committee Members	Agenda Items
<p>Joan Drabkin, Chair</p> <p>Mary Beth Branch, Vice-Chair</p> <p>Mark Cooley</p> <p>John Mead</p> <p>Heather Sharfeddin</p>	<ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Approval of Minutes <ol style="list-style-type: none"> A. December 28, 2018 Meeting Minutes (Exhibit 1) B. January 23, 2019 Meeting Minutes (Exhibit 2) 4. Action Items <ol style="list-style-type: none"> A. DDR 1-19: 1025 NE 1st Street (Exhibit 3) Review of Built Example of Exterior Materials Review of Proposed Exterior Building Colors 5. Discussion Items <ol style="list-style-type: none"> A. Historic Preservation Awards B. Meeting Location Change 6. Committee Member Comments 7. Staff Comments 8. Adjournment

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



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

www.mcminnvilleoregon.gov

EXHIBIT 1 - MINUTES

December 28, 2018
Historic Landmarks Committee
Regular Meeting

10:00 am
McMinnville Civic Hall
McMinnville, Oregon

Members Present: Vice Chair Mary Beth Branch, Mark Cooley, John Mead and Heather Sharfeddin
Members Absent: Joan Drabkin
Staff Present: Chuck Darnell – Senior Planner
Others Present: Martin Chroust-Masin, Bruce Kenny, Ron Pomeroy, and Andy Wilder

1. Call to Order

Vice Chair Branch called the meeting to order at 10:00 a.m.

2. Citizen Comments

None

3. Approval of Minutes

- A. September 26, 2018 Meeting Minutes
- B. October 22, 2018 Meeting Minutes

Committee Member Mead moved to approve the September 26 and October 22, 2018 meeting minutes. The motion was seconded by Committee Member Cooley and passed 4-0.

4. Action Items

- A. HL 5-18 / DDR 4-18 – Certificate of Approval for Alteration and Downtown Design Review - 711 NE 3rd Street

Senior Planner Darnell reviewed the request for exterior alterations to a building that was on the National Register and classified as a secondary significant contributing property in the Downtown Historic District. The proposed alterations were to remove an existing concrete block wall on the two easternmost bays of the Third Street ground floor façade and construct in its place two sets of recessed storefront window systems and entries. He reviewed the historic preservation

criteria. Regarding preserving the historic character, the proposal was only for the two bays and removal of the concrete wall. The concrete wall was not historic, but was added to the building at a later date. No other historic characteristics would be altered. The storefront window system proposed would be physically and visually compatible with the historic building. The applicant was proposing aluminum storefront windows, and the HLC would need to determine whether they were compatible with the existing historic materials and features of the building. The applicant thought the aluminum windows would be consistent with the other window systems that existed in the other bays on the ground floor of the building, however there was no evidence that the existing aluminum windows were historic materials that existed during its initial construction. The description of the property in the historic nomination for this building said that most of the windows were wood. The applicant was willing to apply wood trim to the exterior of the windows if the HLC deemed it necessary. Staff thought since the building had been heavily altered over time, the rehabilitated storefront was appropriate with the design and overall character of the building. The new materials, other than the aluminum windows to be determined by the HLC, would be compatible with the building, especially with the use of stucco and recessed entries. The applicant thought the proposed alterations should be considered a "rehabilitation" of the existing historic resource as described by the Secretary of the Interior's standards as it would replace missing historic features. Since there was not much evidence about the missing features and other changes had occurred to the building, the applicant was proposing to follow an option in the standards to design a new feature that was compatible with the overall historic character of the building. Staff did find a photo of the building from 1927, which showed a storefront window system along the entire south façade that was completely changed. The application was compatible with the overall historic character of the building and no changes were being proposed to the upper story of the building, only on the ground floor. Public testimony had been received yesterday which included a few more photos of the building. One photo was from the McMinnville Downtown Association and it was estimated the date was from the 1950s. It was difficult to see the design of the storefronts in that picture. Another photo was from 1949 from McMinnville Water and Light and showed the storefront bay more clearly. The storefront bay looked similar to what was in the 1927 photo. Other photos were from film reels from 1943 to 1950s which showed the storefront façade but not the exact details of the last two bays, and the final photo was from 1960, but did not show the ground floor nor Third Street façade.

Senior Planner Darnell then discussed the downtown design standards. One requirement was to have vertical subdivided bays. For the new bays, a stucco bulkhead would be provided at the street level from the sidewalk up to the base of the storefront windows. The top of the storefront windows would be 8'10". After including the door as an opening, only the bulkheads along the base of the building would be non-glazing material. The entry would be recessed, with a mainly transparent door. The windows would also be recessed from the outer wall and above the bulkhead. The building materials included the use of stucco on portions of the new façade that would not be glazing. The windows were proposed to be aluminum framed windows and steel doors. Metal windows were not listed as a prohibited exterior material, however they were also not listed as allowed and the HLC would need to determine if the aluminum windows should be permitted. If the HLC found they should not be permitted, staff suggested adding a condition of approval that required the storefront windows be wood framed or that wood trim and sills be

applied to the exterior of the aluminum framed windows. Staff recommended approval of the application with conditions.

Ron Pomeroy, representing the applicant, concurred with staff's analysis and recommendation. He pointed out on page 8 of the staff report, it stated that the applicant did not provide any historic photos of the building. The applicant did provide the 1927 photo in the application. Regarding the aluminum window frames, there was no evidence that the original structure had aluminum framed windows. However, there was no evidence that the original windows had wood frames either. Staff had assumed that they probably were wood windows. He then discussed some code citations in the staff report regarding the aluminum windows. One was about building materials that included the phrase "including materials commonly found in the district." He thought the word "including" was important as it showed that this was not an exclusive list of materials that could be used in the district. He thought it left a window open for materials that were not on the list. Another area had a list of prohibited materials, and the only mention of aluminum pertained to aluminum siding or roof materials, not window frames. Regarding the national standards for rehabilitation, it stated that designing and installing a new window or its components when the historic feature was missing, it might be an accurate restoration based on documentary and physical evidence, but only when the historic feature to be replaced coexisted with the features currently on the building. There was no evidence of the original construction of the window frames or that wood and aluminum coexisted on the front façade of the building. He requested that the HLC not add a condition to wrap the aluminum frames in wood as it would cause a situation where there would be a mismatch in materials on the front façade and there was no historic evidence that they were ever mismatched.

Bruce Kenny, also representing the applicant, said there were currently aluminum windows on the other recessed facades and they appeared to date from the 1950s. They were not original to the building, but for the last 70 years they had aluminum windows and a hollow metal frame for the doors.

Committee Member Sharfeddin asked if the original transoms over the entryway were missing. Mr. Kenny said yes, they were.

Committee Member Sharfeddin noted the columnar appearance of the building, and she asked if they planned to leave the current awnings on the building. Mr. Kenny confirmed the awnings would remain.

Committee Member Branch asked how the HLC's decision affected ADA requirements for the front doors. Mr. Kenny thought what was proposed would comply because of the angles.

Committee Member Branch asked about the timeline and if the design was done before they had seen the 1927 photo. Mr. Kenny said they had seen the photo after the design.

Committee Member Sharfeddin thought the design was consistent with what was there today and due to the lack of evidence, she did not think they should require the wood windows. She asked if it was possible to restore some of the appearance of the front to create the columnar look the building had at one time. She thought the awnings would have to be removed to do that, but it could be done through paint contrast.

Mr. Kenny said it was a single awning system and would have to be broken apart. Mr. Pomeroy said the columns would still be present and prominent in the proposed design as they would be part of the window system. They were not proposing to do anything to the area that had the awning.

Committee Member Cooley said he was persuaded to allow the aluminum windows due to the Department of the Interior's criterion regarding being able to match existing materials. They did not have evidence to indicate the wood windows were the correct direction to go.

Committee Member Branch did not want to create a building that was half one way and half another. Keeping the cohesive look of the building itself was important. She was conflicted about the wood windows, but she was opposed to making something look like something it was not. The Secretary of the Interior's standards were clear about things that were new looking new and being true to the nature of the remaining historic building.

Committee Member Mead was in agreement with the fundamental design of the storefront system being proposed. The Secretary of the Interior's standards clearly stated when the existing design no longer existed, making it matching was appropriate. He thought the color of the stucco below the windows should be consistent with the window color and should be historically appropriate in creating storefront areas that were contrasting rather than matching the vertical columns in color. Regarding the windows, while he thought wood was a richer material that had historic significance, in this case there was a question about it being the original material on the storefronts. He was also persuaded as they were not recreating the original storefronts and the angled entries on the western portion were aluminum. He agreed aluminum would be the appropriate approach in this circumstance.

Senior Planner Darnell said it sounded like the HLC was leaning towards allowing the aluminum windows given the lack of evidence they had and the existing condition of the building. They would also like the bulkhead painted the same color as the window systems to match the historic character of the building.

Based on the findings of fact and the conclusionary findings for approval as discussed by the Historic Landmarks Committee and the materials submitted by the applicant, Committee Member Mead moved to approve the Certificate of Approval to allow the alteration of the historic building at 711 NE 3rd Street with the conditions recommended by staff except for the condition for the wood windows and with the added condition that the bulkheads below the storefront windows be painted to match the window frame system. The motion was seconded by Committee Member Branch and passed 4-0.

Based on the findings of fact and the conclusionary findings for approval as discussed by the Historic Landmarks Committee and the materials submitted by the applicant, Committee Member Mead moved to approve the exterior alterations and design waivers for the historic building at 711 NE 3rd Street with the conditions recommended by staff except for the condition for the wood windows and with the added condition that the bulkheads below the storefront windows be painted to match the window frame system. The motion was seconded by Committee Member Cooley and passed 4-0.

B. HL 11-18 / HL 12-18 / DDR 10-18 – Certificate of Approval for Demolition, Certificate of Approval for Alteration, and Downtown Design Review and Waiver Requests - 300 NE 3rd Street

Vice Chair Branch opened the public hearing and read the hearing statement. She asked if there was any objection to the Committee hearing this matter. There was none. She asked if any Committee member wished to make a disclosure or abstain from participating or voting on this application. There was none. She asked if any Committee member needed to declare a contact prior to his hearing with the applicant or any other party involved in this hearing or any other source of information other than staff. There was none. She asked if any Committee member had visited the site. Most members had visited the site.

Senior Planner Darnell reviewed the request for demolition of the southern portion of the building at 300 NE 3rd Street that was listed on the National Register as a primary significant contributing property in the downtown historic district and a request for a new building addition to be constructed in the same footprint of the portion of the building that would be demolished. He discussed the demolition review criteria. The proposal to demolish the south portion of the building would preserve the primary and historically significant building, and only demolish the portion of the building that was described as an addition to the main building. The applicant had provided detailed descriptions of the construction of the addition that showed the addition was made out of different materials that were not consistent with the primary historic building and with the historic district. The addition was originally constructed for and used as a meat smoking area, but most recently had been used only for storage. Given the existing construction and building materials, a large scale renovation would be required to bring the structure up to a standard that would provide some level of current economic use, and that type of renovation would likely completely change the appearance and construction form of the addition. The main building was one that had high historic value and historic significance, as described in the National Register of Historic Places nomination form and the Historic Resource Inventory. The main building would be preserved and no portion of the main building was proposed to be demolished. The addition's building condition and building materials were not consistent with other buildings from the primary period of development in the Downtown Historic District, and detracted from the historic value and significance of the main building. The construction and building materials of the addition were not of high quality or of any construction technique that was of significance to the primary period of development in the Downtown Historic District. In addition, the applicant had stated that the west façade of the addition had begun to separate from the southwest corner of the main building due to settling of the southwest column on the addition and there was a crack in the exterior wall. The applicant had stated that they believed that the retention of the addition portion of the historic resource would cause a financial hardship. Staff agreed that preservation of the addition portion of the historic resource did not outweigh the financial hardship that could be caused for the owner and would not be in the best interests of a majority of the citizens of the City.

Senior Planner Darnell discussed the Certificate of Approval for alteration review. One criterion was the need to avoid the replacement of intact or repairable historic materials and the alteration of features, spaces and spatial relationships that characterized a property. In this case, the existing building was not proposed to be changed or altered in any way. The proposed new

addition would be of the same massing and configuration as the existing building and would be constructed at the same setbacks and height as the existing building, which would provide an uninterrupted transition between the spaces of the existing building and the new addition. The façade of the addition was proposed to include similar decorative features as existed on the main building, which were all noted as being significant features in the National Register of Historic Places nomination form and the McMinnville Historic Resources Inventory. The building materials were also proposed to be consistent with the materials on the existing building. The applicant had argued that the proposed alterations could most closely be considered a “rehabilitation” of the existing historic resource, which was a type of treatment of historic properties described in the Secretary of the Interior’s standards. The Secretary of the Interior also provided a number of guidelines for additions. One was constructing a new addition on a secondary or non-character-defining elevation and limiting its size and scale in relationship to the historic building. The proposed addition would be constructed on the south side of the existing building, which was functionally the rear side of the building. The new addition would have a new façade and expanded building wall to the south along the west property line, but that property line was the secondary elevation. The main entrance to the existing building was on the north side, fronting Third Street, which made that the primary elevation. The applicant was proposing for the addition to be the same height and follow the same setbacks as the existing building in an effort to make the addition compatible with the existing buildings form and massing while also being consistent with the overall development pattern in the surrounding area. However, the overall footprint of the addition would be limited in size and scale in relationship to the existing building, given that the addition’s footprint would be 20 feet in depth by 40 feet in width, and the existing building’s footprint is much larger at 80 feet in depth by 40 feet in width. The other guidelines had to do with being compatible with the historic structure and considering the design of the historic building and surrounding historic district. Staff thought the addition was compatible due to the same scale and massing and including the same materials and decorative features in the design as the historic building. It would be consistent with the development pattern of the downtown historic district. There were also guidelines about additions being compatible, yet differentiated from the main historic building. The addition would be secondary and subordinate to the historic building, the entry into the new space was fronting and oriented towards the right-of-way on Cows Street, and the window pattern was different from the historic building. Also a fabric awning was proposed to be installed along the entire west façade over the main entry and the windows on the ground floor. This would clearly identify where the building addition started from the ground floor and at the pedestrian scale along the sidewalk on Cows Street.

Senior Planner Darnell explained the downtown design review criteria. The existing building was currently constructed with a zero setback from the north and west property lines and sidewalks, and the proposed addition continued that same zero setback along the west property line. The addition would also be constructed with a zero setback on the south property line. The proposed addition would be the same massing and configuration as the existing building on the same property. The applicant had proposed to use materials that were listed as allowable exterior building materials. The new awning would extend along the entire 20 foot width of the new addition’s west façade. It would be at the same height as the awnings on the north side of the building and would be a soft canvas material in charcoal grey color. A condition of approval was

suggested by staff to require the applicant to submit a sample of the awning material for Planning Director review to ensure that the charcoal grey was a neutral grey color and was not dark enough to be considered the high intensity black color that was specifically prohibited. The applicant was requesting design standard waivers because it would make the addition non-compatible with the main historic building as they were not features present on the historic building. These included vertical divisions on the façade, bulkhead at the street level, 70% storefront glazing, recessed entry and transom with transparent door, and a foundation on the ground floor. The storefront standards that the applicant requested waiving were glazing of the storefront windows and recessed entry. However they were providing some features and design treatments that would meet some of the standards such as the color treatment and decorative cornice. Staff recommended approval of the application with conditions and he reviewed the conditions.

Committee Member Mead asked about the waiver for the recessed entryway, were there building requirements that the entry door not swing out into the right-of-way? Senior Planner Darnell said there were some requirements related to that, but the City had allowed for exceptions when the accessible path and sidewalk around the door could be maintained. That was something the applicant would have to work out with the City's Building Official.

Committee Member Cooley stated there was guidance from the Secretary of the Interior in respect to additions to historic resources that encouraged differentiation in both scale and material while simultaneously there was downtown design review guidance that went in the opposite direction. Senior Planner Darnell said that was true, there was conflicting language between the two. Staff's recommendation was that the historic preservation standards took a higher precedence in this case to maintain compatibility with the historic building and preserving the historic building. If this resulted in some of the design standards not being met, there should be waivers of those standards.

Martin Chroust-Masin, applicant, agreed with the staff report. He noted the awning would break up the façade to give it a different dimension and he thought the vertical height would be broken.

Committee Member Mead asked in regard to the proposed hardy stucco panels, what would the installation at the seams be? Andy Wilder, applicant, explained how all of the seams would be hidden.

Vice Chair Branch asked if the cornice of the historic building would be replicated exactly on the addition. Mr. Wilder said yes, it would basically be the same. One of the issues might be replicating the galvanized tin, but the profile and shape would be the same.

Vice Chair Branch asked about the transition from the historic building to the new addition and where the façade details on the new addition ended. Mr. Wilder explained how they had distinguished between the two structures.

Committee Member Sharfeddin thought the design made the addition look like a separate building. Was there a reason this was an addition and not its own separate commercial building? Senior Planner Darnell clarified it was because this was one parcel.

Mr. Chroust-Masin said he could change the design to look totally different from the historic building if that was preferred.

Committee Member Mead suggested using three part stucco instead. He was still concerned about concealing the seams. Mr. Chroust-Masin said the hardy stucco sheets were less expensive and were easily attached. He thought it would look just like any other stucco building in town.

The applicant chose to waive the seven day period for final written arguments.

Vice Chair Branch closed the public hearing.

Vice Chair Branch did not have any reservations regarding the demolition permit as this building was not put on the national register or local inventory to preserve the addition. The addition was an eyesore to the rest of the building. She agreed with the findings in the staff report on the demolition.

The rest of the Committee agreed with those comments.

Vice Chair Branch had concerns about how the addition related to the historic building, especially as they were the same height and had the same elaborate cornice. The new windows in the addition looked like they were larger than the historic building.

Vice Chair Branch reopened the public hearing.

Mr. Chroust-Masin clarified the windows in the new addition would be scaled to be the same size as the windows in the historic building. Mr. Wilder said the intention was to remain consistent with historic structure. If it would be better to have a differentiation between the two, they could make minor changes to the design.

Committee Member Sharfeddin asked what the plan was for the third story. Mr. Chroust-Masin said it would be a loft.

Committee Member Sharfeddin was curious about whether the height of the addition could be slightly smaller so that it did not have the same prominence as the historic building.

Vice Chair Branch asked what the ceiling heights were for each floor. Mr. Chroust-Masin said they were 10 feet tall.

Committee Member Mead asked if the applicant would be open to reducing the roof height or parapet height and reducing the cornice so the addition would appear different from the historic building. Mr. Chroust-Masin said they were open to that.

Vice Chair Branch agreed that reducing the scale and massing of the addition and less replicating the exact dimensions of the historic building would help it feel less prominent. She thought they could keep the 10 foot height for the ground floor, but she questioned the necessity of a 20 foot high second floor and the loft could be reduced as well. The cornice could come down 3-4 feet and the scale and design of the cornice could be much simpler. This could also potentially allow the upper windows to be taller.

Vice Chair Branch closed the public hearing.

Vice Chair Branch wanted none of the new windows to be larger than the existing windows. The scale of the taller, skinnier windows was preferable. She asked how the HLC should deal with the trim details and how to distinguish them as something new but not outweigh the historic building.

Committee Member Mead liked the idea of continuing the cornice, but it created a tension of replicating exactly what was there and a continuation of the historic building. He thought they should either allow the same materials, window height, and façade or request a change to the design to be subservient and set down in height and prominence.

There was discussion regarding whether the HLC should approve the application with conditions or have the applicant come back with a revised application.

Some of the changes the HLC would like to see were the new windows should not exceed the existing windows in size and the top of the parapet should be less than the existing building. They wanted the addition to be distinguished from the existing building, yet it needed to follow the downtown design guidelines.

Based on the findings of fact and the conclusionary findings for approval as discussed by the Historic Landmarks Committee and the materials submitted by the applicant, Committee Member Cooley moved to approve the certificate of approval to allow the demolition of the south portion of the building at 300 NE 3rd Street with the condition recommended by staff. The motion was seconded by Committee Member Sharfeddin and passed 4-0.

Based on the findings of fact and the conclusionary findings for approval as discussed by the Historic Landmarks Committee and the materials submitted by the applicant, Committee Member Mead moved to continue HL 12-18 / DDR 10-18 to January 23, 2019 so the applicant could revise the design including the window size, building height, and scale and prominence of the cornice. The motion was seconded by Committee Member Cooley and passed 4-0.

There was discussion regarding what should be included in the revised design to make it compatible but differentiated.

5. Discussion Items

None

6. Old/New Business

A. HL 5-18 – Certificate of Approval for Alteration

Senior Planner Darnell said the applicant had requested continuation of this application.

7. Committee/Commissioner Comments

None

8. Staff Comments

A. Historic Preservation Plan

Senior Planner Darnell recommended additional language for the Historic Preservation Plan related to the Committee's previous discussion on adding additional information and policies addressing the pre-European settlement history of McMinnville. This information would be included in the history of the City chapter and a proposal in Goal 1 to partner with tribal organizations or consultants to further research and document the history of human settlement prior to European explorer arrival. It would also be added to the implementation matrix as a midterm action.

Committee Member Cooley moved to recommend to the Planning Commission the adoption of the Historic Preservation Plan to be incorporated into the Comprehensive Plan. The motion was seconded by Committee Member Branch and passed 4-0.

Senior Planner Darnell said at the next HLC meeting there would be a discussion on the work plan for the coming year.

9. Adjournment

Vice Chair Branch adjourned the meeting at 12:39 p.m.



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

www.mcminnvilleoregon.gov

EXHIBIT 2 - MINUTES

January 23, 2019
Historic Landmarks Committee
Regular Meeting

3:00 pm
McMinnville Civic Hall
McMinnville, Oregon

Members Present: Chair Joan Drabkin, Mary Beth Branch, Mark Cooley, John Mead, and Heather Sharfeddin

Members Absent: None

Staff Present: Chuck Darnell – Senior Planner

Others Present: Eric Wolff

1. Call to Order

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

2. Election of Chair and Vice Chair

The Committee elected Joan Drabkin to serve as Chair and Mary Beth Branch to serve as Vice Chair.

3. Action Items

- A. HL 12-18 / DDR 10-18 – Certificate of Approval for Alteration and Downtown Design Review and Waiver Requests - 300 NE 3rd Street

Senior Planner Darnell said the applicant had hoped to be in attendance, but was not able to make it. This application had been continued from last month's meeting to allow the applicant to respond to the request to better differentiate the addition from the main structure. This was a primary significant resource and was in the Downtown Historic District. He explained the originally proposed design for the addition. The applicant had changed the design by lowering the height of the addition by 3.5 feet, changing the cornice to a smaller scale but still complimenting the existing cornice, adding decorative quoins on the corners of the building, and painting the addition a different shade of the same general color. The applicant also provided more information on the window size, which would be 3 x 6 to match the existing windows. There was still a request for waivers of some of the design standards in order for the addition to be more compatible with the existing building. Staff recommended approval of the application with the conditions that the quoins on the ground floor not be included, that the addition be painted the same colors as the existing building with the different

color on the ground floor to provide the separation from the ground floor and upper stories, and that the applicant provide more detailed construction drawings for review.

There was discussion regarding the awning for the addition and the entrance door.

Senior Planner Darnell said they could add a condition that the door would be the custom wood door represented in the application and that the Planning Director would review and approve it.

Committee Member Mead discussed the hardie stucco siding and how it would accentuate the seams as they would either need to use a lot of caulking which would look terrible or metal channels which would make it look too modern. He did not think it would look like historic stucco. He suggested adding a condition that the applicant would create a built sample or drawings that would address the seams so there was a seamless transition between the panels and that it would be approved by the Planning Director or the applicant could use traditional stucco.

Committee Member Cooley moved to approve HL 12-18 with the conditions recommended by staff and the following new conditions: the applicant shall provide a completed physical example showing the proposed transition between plating panels or the applicant could use traditional stucco for the exterior plating and the applicant shall provide a detail of the custom wood door for review and approval by the Planning Director. The motion was seconded by Committee Member Branch and passed 5-0.

Committee Member Cooley moved to approve DDR 10-18 with the conditions recommended by staff. The motion was seconded by Committee Member Mead and passed 5-0.

B. HL 16-18 – Historic Resources Inventory Deletion Request - 1206 NE 10th Avenue

Senior Planner Darnell presented the request for deletion of a historic resource from the historic resource inventory. The property was zoned R-2 and there was a single family home on the site. It was listed on the inventory as an environmental resource, which was the lowest tier on the inventory. He explained the criteria for deletion of a resource. The applicant stated the resource had lost a lot of the original qualities that were described on the historic resources inventory sheet, including the low gable roof and exposed eaves and rafters. The gabled porch and siding had been changed over time as well. The applicant also thought the resource would no longer qualify under the criteria for which it was originally designated as those features had been removed and argued that the owner consent process was not followed at the time the resource was designated. Staff had looked into the records for the original designation process. In the 1980s the first version of the Comprehensive Plan was adopted and a Historic Preservation Ordinance was also adopted and an inventory was done. The documents he found showed that the work was funded by the State Historic Preservation Office. In the funding tasks, it was stated that the City would notify property owners of any designations. He could not find any of the letters that were sent, but there were reimbursement requests for the notifications. Staff recommended approval of the application based on the fact that the resource no longer had the qualities that it was originally designated for. There was not enough evidence to show that the owner was not notified at the time of designation.

Committee Member Branch asked if they thought that the properties on the lower two tiers were not designated until 1987 or did they think they were designated in 1983/1984 when the survey was completed. Senior Planner Darnell said the first ordinance adopted the inventory and laid out a process for additional inventory work that was done in the next few years. The next version of the ordinance that they had been following until recently was not adopted until 1987. He found that staff

did the notification for the two lower tiers at the time of the survey. He wasn't able to find evidence of the notification process that they went through when the ordinance was adopted.

Committee Member Branch said it looked like the survey was done in December 1983 and County records showed the property was sold in September 1984.

Senior Planner Darnell said more research would need to be done to track the ownership and when this property came under the provisions of the ordinance.

Eric Wolff, applicant, stated he wanted the designation removed in order to purchase the property. He would maintain it as it was, but in the future he would develop the property and clean it up.

Chair Drabkin said she had visited the site and it seemed like a neighborhood where affordable housing could be built. Was that in his plans?

Mr. Wolff thought there were some potential challenges to the existing footprint of the structure, size of the lot, and roadblocks to developing the site.

Committee Member Cooley noted it was zoned R-2 and on a corner, which had potential.

Mr. Wolff said they knew what could be built there, but there were setbacks that were causing a challenge. His intention was to maximize the parcel, such as for a duplex.

Committee Member Branch clarified if it was taken off the inventory, the applicant would not have to go through a demo permit for the property.

Committee Member Branch said it was always difficult for her on applications where the owners were responsible for not taking care of the resource and then requested something based on the fact that it wasn't taken care of. It was hard without the owners being present to know if they knew their house was on the historic resources list or not.

Mr. Wolff said the owners had given him written statements that they did not know. That was one of the reasons he had submitted the alternate proposal for consideration because they were not informed.

Committee Member Mead moved to approve HL 16-18 to remove 1206 NE 10th Avenue from the historic resources inventory based on the property no longer meeting the criteria. The motion was seconded by Committee Member Cooley and passed 5-0.

Mr. Wolff discussed the issues regarding the cost to preserve a historic structure versus the cost to demolish it and start over. He suggested finding ways to economically incentivize restoring historic homes, such as a tax deferral. Many of these homes were very deteriorated and it was a question of how to get people to take care of their historic buildings or restore them. He spoke about another property he owned that when he bought it he did not know it had historic homes on it. The homes were very deteriorated to the point that they were barely standing, and one was a Class C resource and the other was a Class B. He would have to get a demo permit for them because it was not viable financially to fix the houses. He thought this was a common scenario and that the Committee would see other similar applications.

Chair Drabkin said one of the Committee's objectives was to go to all of the real estate agents about advising potential home buyers on properties that were on the historic register. There were a lot of people who did not know. She thought there were statewide grants for renovation of historic properties.

Mr. Wolff questioned how the historic register was presented to existing owners. He did not think they were informed or given the option. He thought the Committee should also work on notifying property owners. He thought there were economic and informative pieces that were lacking.

There was discussion regarding how to notify real estate agents and home owners of historic designations or if something should be recorded on the property.

Chair Drabkin discussed a Letter to the Editor in the *News Register* regarding the house where the banister was replaced without approval. The owner of the house had misrepresented the facts about what had been required.

There was discussion regarding how typically the City did not respond to these types of letters.

4. Discussion Items

A. Certified Local Government (CLG) Grant Projects & Application

Senior Planner Darnell said the CLG grant deadline was February 22 and he was looking for guidance on what to include in the grant application. They could ask for a total project cost of up to \$23,000. The Committee had created a work plan recently and they could request funding assistance for either a reconnaissance level survey of the area south of downtown or exploring the viability of creating a downtown residential district north of downtown. Some funds could also be used for property owner awareness and education.

Chair Drabkin was in favor of the survey for the south side of town as she thought it was a fragile area.

Committee Member Sharfeddin said she had been approached by residents from south of downtown about getting their houses on the inventory. They wanted to make sure that historic houses were preserved.

Senior Planner Darnell agreed there was property owner support and interest.

There was discussion regarding which projects should be priority.

There was consensus that the Committee would like the reconnaissance level survey and possible intensive level survey of a few properties in the south of downtown as first priority and the notification to property owners as the second priority. They would also like to do a Farmer's Market booth and for staff to research how to get the current historic designations onto title reports.

5. Committee/Commissioner Comments

Committee Member Branch asked if the City Attorney could give the Committee training on land use decisions.

6. Staff Comments

None

7. Adjournment

Chair Drabkin adjourned the meeting at 4:38 p.m.



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

www.mcminnvilleoregon.gov

EXHIBIT 3 - STAFF REPORT

DATE: May 30, 2019
TO: Historic Landmarks Committee Members
FROM: Chuck Darnell, Senior Planner
SUBJECT: DDR 1-19 – 1025 NE 1st Street – Review of Built Example & Color of Exterior Materials

Report in Brief:

In February 2019, the Historic Landmarks Committee approved a Downtown Design Review application (DDR 1-19) for a new apartment building to be constructed on the property at 1025 NE 1st Street, which is located in the Downtown Design area. Two conditions of approval were included that required the applicant to submit a built example of the proposed exterior building materials, and to submit samples of the colors to be used on the exterior building materials. The applicant has provided those, and they will be reviewed by the Historic Landmarks Committee at the May 30, 2019 meeting.

Background:

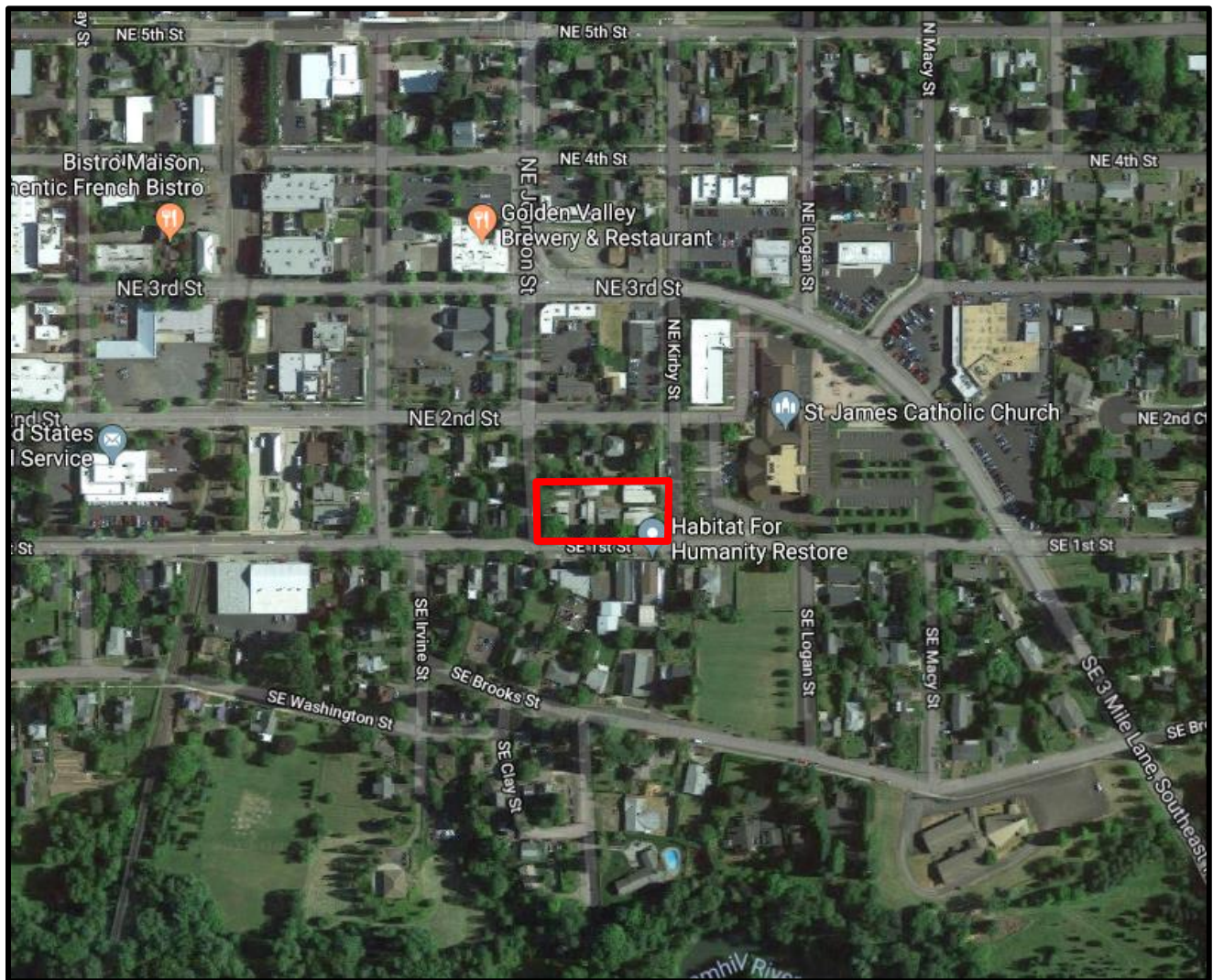
The applicants, Jonathan and Robin Rouse, on behalf of RJED, Corp., submitted a Downtown Design Review application requesting the approval of the design of a proposed new apartment building on a property that is located in the Downtown Design area. The subject property is located at 1025 NE 1st Street, and is more specifically described as Lots 5, 6, 7, and 8, Rowland's Addition. The subject site is also identified as Tax Lot 7900, Section 21BD, T. 4 S., R. 4 W., W.M. The property makes up the entire block frontage of the north side of NE 1st Street between NE Johnson Street and NE Kirby Street.

The property is located within the Downtown Design Standards and Guidelines area defined in Section 17.59.020 of the McMinnville Municipal Code, and any new construction in that area is subject to the standards and guidelines within the Downtown Design area. Section 17.59.030(C)(2) requires the Historic Landmarks Committee to review any application for major alterations or new construction within the Downtown Design area.

The application (DDR 1-19) was approved by the Historic Landmarks Committee with conditions of approval that required the applicant to submit a built example of the proposed exterior building materials, and to submit samples of the colors to be used on the exterior building materials.

The location of the property is identified below (outline of property is approximate):

Attachments:
None



Renderings of the approved building design (prior to any changes that are required by conditions of approval) are provided below:



Corner of Johnson Street and 1st Street View



Corner of 1st Street and Kirby Street View

Discussion:

The specific conditions of approval that were included in the DDR 1-19 Decision Document required the following:

[...]

7. That the applicant shall provide samples or swatches of the final colors selected to be used for all exterior materials to be reviewed and approved by the Historic Landmarks Committee prior to application on any portion of the building.
8. That the applicant shall provide a built example of the final exterior panel building material to be reviewed and approved by the Historic Landmarks Committee prior to the release of building permits for the proposed development. The built example shall include an example of the treatment of the vertical reveal joint between panels to ensure that the reveal joint is minimized in visual appearance and prominence on the building façade.

The findings that were included in the DDR 1-19 Decision Document to support those conditions are provided in detail below:

C. Building Materials.

1. Exterior building materials shall consist of building materials found on registered historic buildings in the downtown area including block, brick, painted wood, smooth stucco, or natural stone.

Finding: **Section 17.59.050(C)(1) is satisfied, and a condition of approval is included to ensure that the criteria is satisfied.**

As discussed in more detail above, the building design includes the use of a brick bulkhead along the base of the three building facades that front onto public right-of-way. The applicant has also described the belt course and cornice as being constructed of painted fiber cement, which is similar in appearance to smooth stucco and has been approved for use as an exterior building material on other recent buildings in the downtown design area. The remainder of the building facades are proposed to be painted fiber cement panels, which the applicant stated are similar in appearance to smooth stucco. The applicant notes again other recent projects in the downtown design area that have used this type of building material. The fiber cement panels were proposed to be applied to the building with their reveal joints showing. Because the proposed fiber cement panels are not specifically listed as an allowable exterior building material, or listed as a prohibited building material, a condition of approval is included to require that a built example of the final exterior panel building material be submitted to be reviewed and approved by the Historic Landmarks Committee prior to the release of building permits for the proposed development. The built example shall include an example of the treatment of the vertical reveal joint between panels to ensure that the reveal joint is minimized in visual appearance and prominence on the building façade.

[...]

3. Exterior building colors shall be of low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the façade of the building are prohibited except as may be approved for building trim.

Finding: **Section 17.59.050(C)(3) is satisfied, and conditions of approval are included to ensure that the criteria are satisfied.**

Attachments:

None

The new building is proposed to use exterior colors that are low reflective, subtle, and neutral or earth tones. The colors shown in the renderings provided depict the general coloring proposed to be used on the exterior of the building, which is a tan color for the main body of the building, a lighter white or cream color for the cornice, belt course, and trim, and a blue color for the doors (outside of what will be transparent on the ground floor entry doors). More specifically, the application narrative describes the colors as “Sherwin-Williams 2822 Downing Sand” for the body, “Sherwin-Williams 2819 Downing Slate” for the trim, and “Sherwin-Williams 7606 Blue Cruise” for the doors. The applicant has stated that the railings, which will be on the courtyards on the ground floor units and the staircases on the north side of the building, will be a powder coated, low-reflective black color. The use of black is stated to be allowed for building trim, and the railings are treated similarly as an accessory feature of the overall building. A condition of approval is included to require that samples of the final colors selected to be used for all exterior materials be submitted to be reviewed and approved by the Historic Landmarks Committee prior to application on any portion of the building.

The windows on the entire building were proposed to be white in color. However, due to their prominence and the proposed material being vinyl, a condition of approval is included to require that the windows be black or dark bronze in color to be more compatible with the building façades, which was found to be a more subtle color for the window features.

The applicant has provided the built example of the proposed fiber cement panels that includes a portion of the proposed vertical reveal joint between the panels. The applicant has also painted portions of the built example with the proposed “Sherwin-Williams 2822 Downing Sand” color (to be used for the main portion of the exterior wall), the “Sherwin-Williams 2819 Downing Slate” color (to be used for the trim), and the “Sherwin-Williams 7606 Blue Cruise” color (to be used on the exterior doors). This built example will be available at the Historic Landmarks Committee meeting for review and determination of whether it meets the applicable Downtown Design Standards and the findings of fact provided in the DDR 1-19 Decision Document.

The built example is also available at the Planning Department office at the Community Development Center (231 NE 5th Street), if any Committee member would like to stop in to review the built example prior to the meeting.

Fiscal Impact:

None.

Committee Options:

- 1) **APPROVE** the built example.
- 2) **DENY** the built example, providing findings of fact for the denial in the motion to deny.
- 3) **CONTINUE** the application to a future Historic Landmarks Committee to allow for more information to be provided by the applicant. If continued, the continuation must be date specific.

Recommendation/Suggested Motion:

Staff recommends that the Historic Landmarks Committee review the built example and take action to either approve or deny the use of the proposed exterior building materials and finishes. In taking that action, the Historic Landmarks Committee will be making a determination of whether the built example

Attachments:

None

meets the applicable Downtown Design Standards and the whether the built example is consistent with the findings of fact provided in the DDR 1-19 Decision Document.

Suggested Motion:

If the Historic Landmarks Committee finds the built example to be acceptable, the following motion may be made:

THAT BASED ON THE BUILT EXAMPLE OF THE EXTERIOR BUILDING MATERIALS PROVIDED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE FINDS THAT THE PROPOSED MATERIALS AND EXAMPLE OF ACTUAL BUILT FINISHES ARE CONSISTENT WITH THE APPLICABLE DOWNTOWN DESIGN STANDARDS AND THE FINDINGS OF FACT IN THE DDR 1-19 DECISION DOCUMENT.

If the Historic Landmarks Committee finds the built example to not be acceptable, findings and reasoning should be stated in detail by the Committee on the record, and the following motion may be made:

THAT BASED ON THE BUILT EXAMPLE OF THE EXTERIOR BUILDING MATERIALS PROVIDED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE FINDS THAT THE PROPOSED MATERIALS AND EXAMPLE OF ACTUAL BUILT FINISHES ARE NOT CONSISTENT WITH THE APPLICABLE DOWNTOWN DESIGN STANDARDS AND THE FINDINGS OF FACT IN THE DDR 1-19 DECISION DOCUMENT, BASED ON THE FINDINGS DISCUSSED BY THE COMMITTEE ON THE RECORD.

CD