



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

www.mcminnvilleoregon.gov

Historic Landmarks Committee
ZOOM Online Meeting
April 22, 2021 3:00 PM

*Please note that this meeting will be conducted
Via Zoom meeting software due to the COVID-19 event.*

ZOOM Meeting: You may join online via the following link:

<https://mcminnvilleoregon.zoom.us/j/91713003523?pwd=UGJrQjF6Z3o1b1FFR244bWRFZkJKQdz09>

Zoom Meeting ID: 917 1300 3523
Zoom Meeting Password: 896928

Or you can call in and listen via Zoom: 1-669-900-9128

Committee Members	Agenda Items
Mark Cooley, Vice-Chair	1. Call to Order
	2. Citizen Comments
	3. Election of Chair
Mary Beth Branch	4. Action Items
	A. HL 4-19: Review of Proposed Colors per Condition of Approval (Exhibit 1)
Joan Drabkin	714 SE Washington Street
	B. DDR 4-19: Review of Proposal for "Historic/Art Area" per Condition of
Hadleigh Heller	Approval (Exhibit 2)
	118 NE 3 rd Street
Christopher Knapp	5. Discussion Items
	A. Update on Status of Review of Downtown Design Standards Chapter
John Mead	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.



EXHIBIT 1 - STAFF REPORT

DATE: April 22, 2021
TO: Historic Landmark Committee Members
FROM: Chuck Darnell, Senior Planner
SUBJECT: HL 4-19 – 714 SE Washington Street
Review of Proposed Colors for New Garage and ADU

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Define the unique character through a community process that articulates our core principles

Report in Brief:

In 2019, the Historic Landmarks Committee completed a quasi-judicial review of a Certificate of Approval for Alteration land-use application for proposed alterations to an existing historic and building that is listed on the McMinnville Historic Resources Inventory as a “Significant” historic resource (resource number B886). The proposed alterations include replacement of vinyl windows with wood windows, replacement and enlargement of doors, replacement and expansion of a deck on the side and rear of the building, addition of an open wood trellis above the deck, and the addition of a new detached two car garage with an accessory dwelling unit (ADU) above the garage.

The property is located at 714 SE Washington Street (Tax Lot 10500, Section 21CB, T. 4 S., R. 4 W., W.M). The Certificate of Approval application was reviewed as docket number HL 4-19. The applicant was Patrick Donaldson, on behalf of property owner Julia Wright.

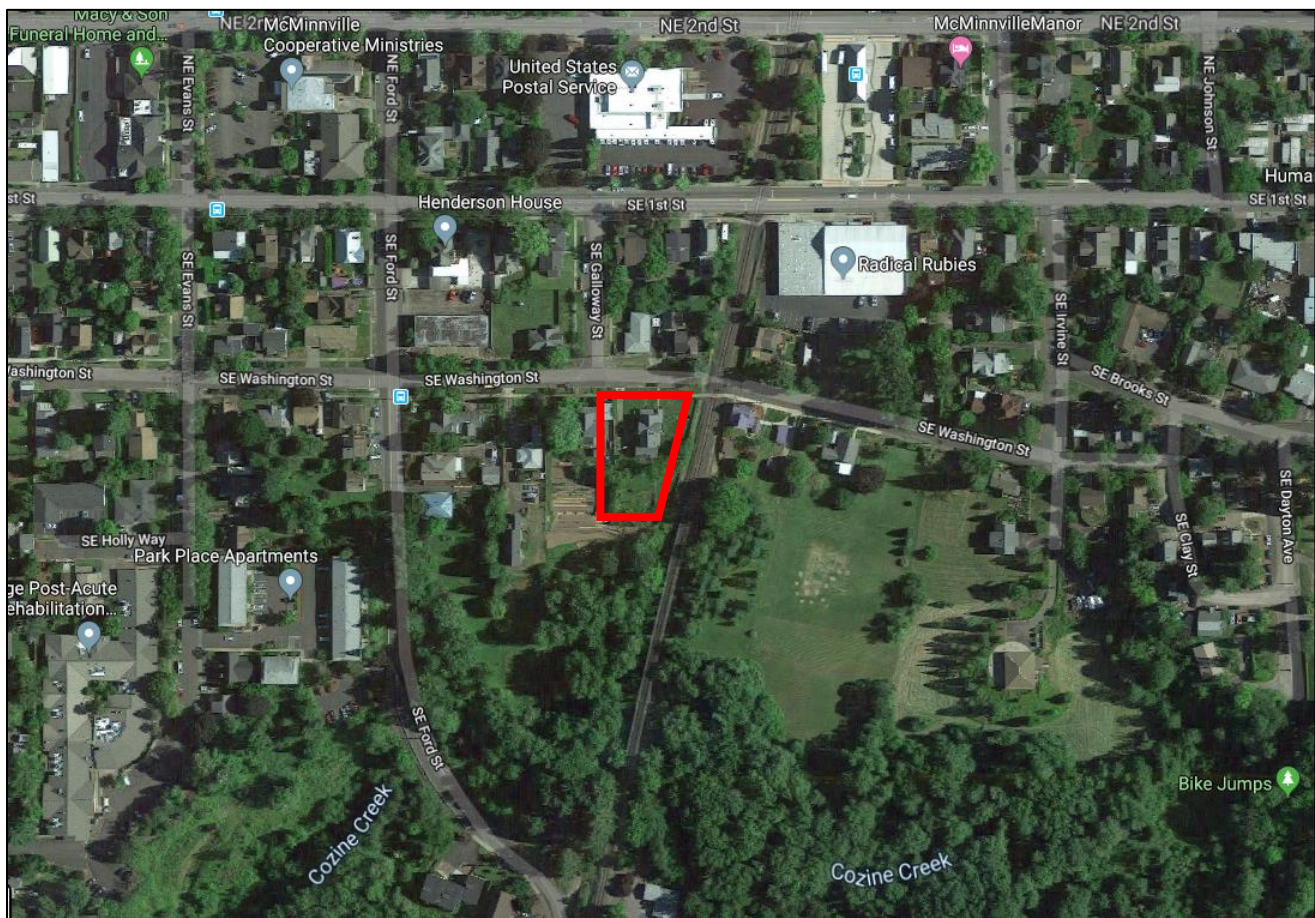
The Historic Landmarks Committee approved the Certificate of Approval application (HL 4-19), subject to a number of conditions of approval. One of those conditions of approval was that the applicant provide a revised example of the proposed color for the new garage and ADU. The applicant has prepared their proposed colors for the garage and ADU, and is requesting that they be reviewed by the Historic Landmarks Committee.

Background:

The subject property is located at 714 SE Washington Street. The property identified as Tax Lot 10500, Section 21CB, T. 4 S., R. 4 W., W.M. **See Vicinity Map (Figure 1) below.**

Attachments:

Attachment A: Proposed Color Swatches

Figure 1. Vicinity Map

The Certificate of Approval for Alteration application (HL 4-19) was reviewed and approved, with conditions, by the Historic Landmarks Committee on Thursday, October 17, 2019. Notice of the decision of the Historic Landmarks Committee was provided to the applicant and those that participated in the public meeting on October 22, 2019. For reference, the conditions of approval as follows:

Certificate of Approval for Alteration (HL 4-19) Conditions of Approval

1. The existing brick chimney shall either be repaired or replaced by a similar brick chimney that will encase the proposed metal flue associated with the addition of a wood burning stove in the historic residence. The repaired or new brick chimney should match the existing chimney in height, depth and any assorted brick design.
2. That all windows and doors proposed to be replaced be replaced with wood windows and doors to match the existing structure's materials. The new windows and doors on the garage and ADU shall also be of wood materials. The replacement and new windows and doors shall include the wood trim and window sill design that exists on the remainder of the windows and doors on the existing structure.
3. That the new front door be consistent in style with the existing door being replaced. The new door shall include the glazing pattern and grid system within the glazed portion of the door, and shall match the other existing front door on the street-facing façade of the structure in design, materials, and color.

Attachments:

Attachment A: Proposed Color Swatches

4. That the construction plans submitted for building permit review for the new garage and Accessory Dwelling Unit (ADU) shall not include the decorative curved cap detail that exists on the existing historic structure over the north façade windows.
5. That the applicant shall provide a revised example of the proposed color of the new garage and Accessory Dwelling Unit (ADU) for review and approval by the Historic Landmarks Committee. The color of the new garage and ADU shall be in the same color range of the existing historic structure, but shall distinguish the new construction from the original building.

Discussion:

The property owner has moved forward with the construction of the new garage and ADU first, and is planning to complete the alterations to the main home as a second phase. A building permit application was issued for the new garage and ADU in 2020, and construction of the structure is underway. The plans that were submitted with the building permit review did not include the decorative curved cap detail, as required by condition #4 of docket HL 4-19.

Swatches of the proposed building colors are attached to this staff report. The contractor provided a few different options for paint colors and paint schemes, should there be any concern with their preferred color scheme. The contractor also more specifically described what the three proposed color schemes would be, which coincide with the titles of the color swatches provided.

Those proposed color schemes are as follows (in order of the property owner's preferred color scheme):

Option 1 (Preferred Color Scheme):

Base color- Shitake
Trim color- Avocado
Accent color- Exclusive Plum

Option 2:

Base color- Shagreen
Trim color- Calico
Accent color- Soulmate

Option 3:

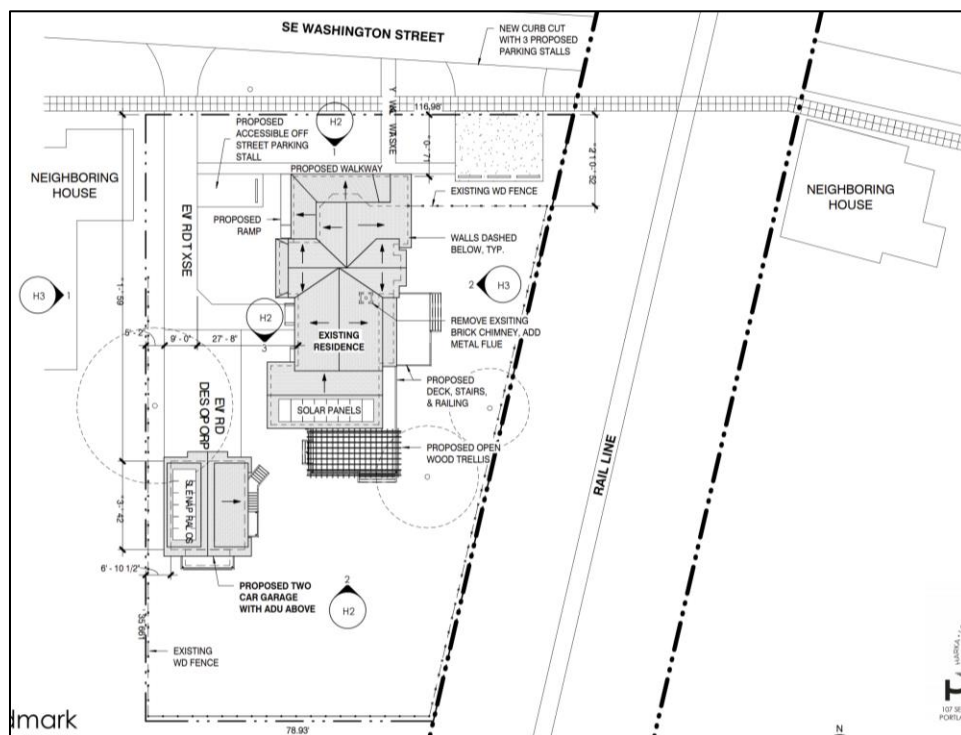
Base color- Majolica Green
Trim color- Tempe Star
Accent color- Grapy

Condition #5 of docket HL 4-19 did require consideration of the proposed colors against the colors of the historic landmark and building. Specifically, the condition states: "The color of the new garage and ADU shall be in the same color range of the existing historic structure, but shall distinguish the new construction from the original building."

An image of the main home that shows its exterior colors can be seen below:

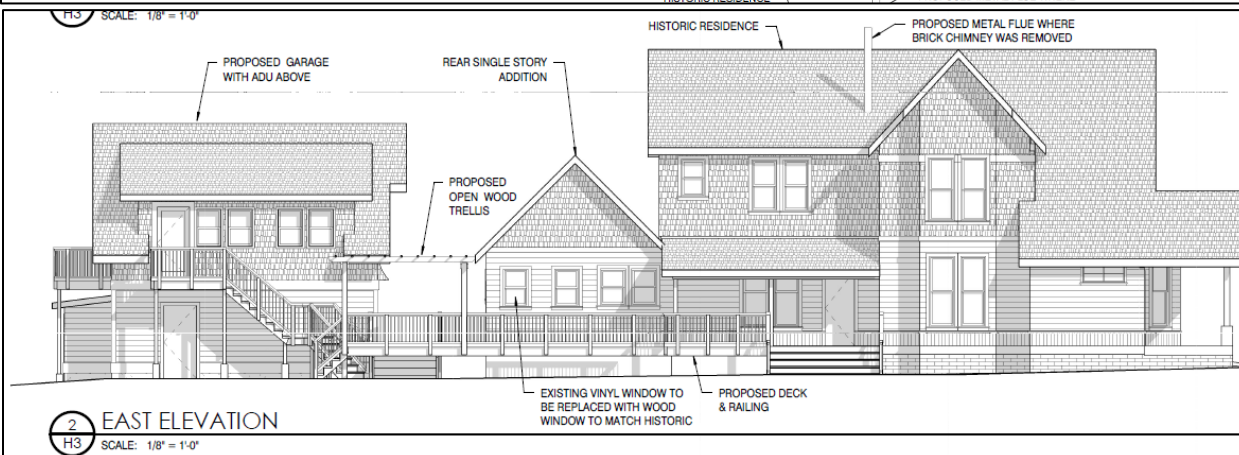
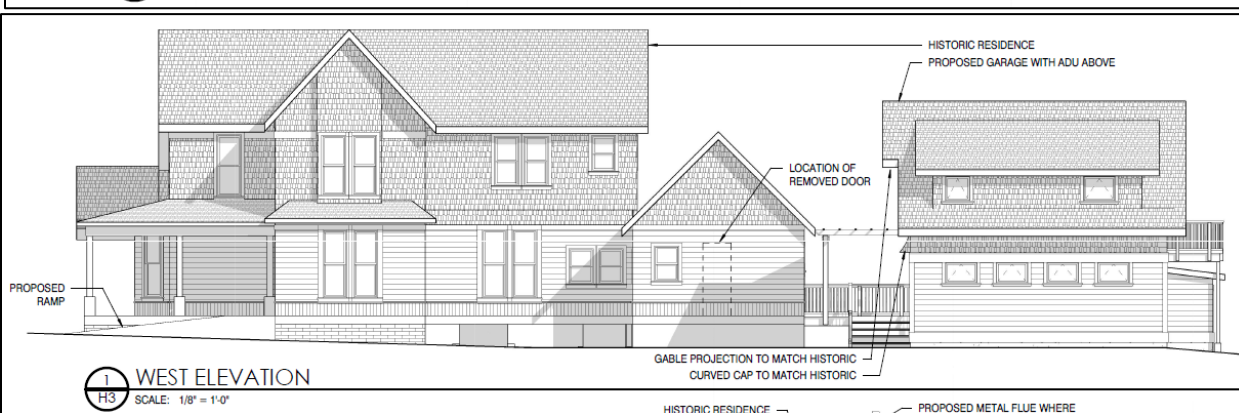
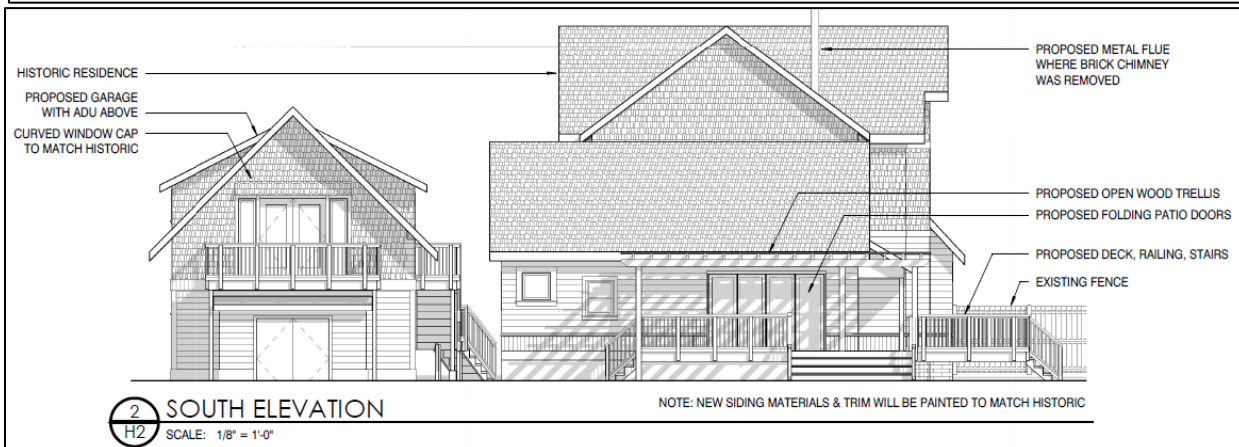
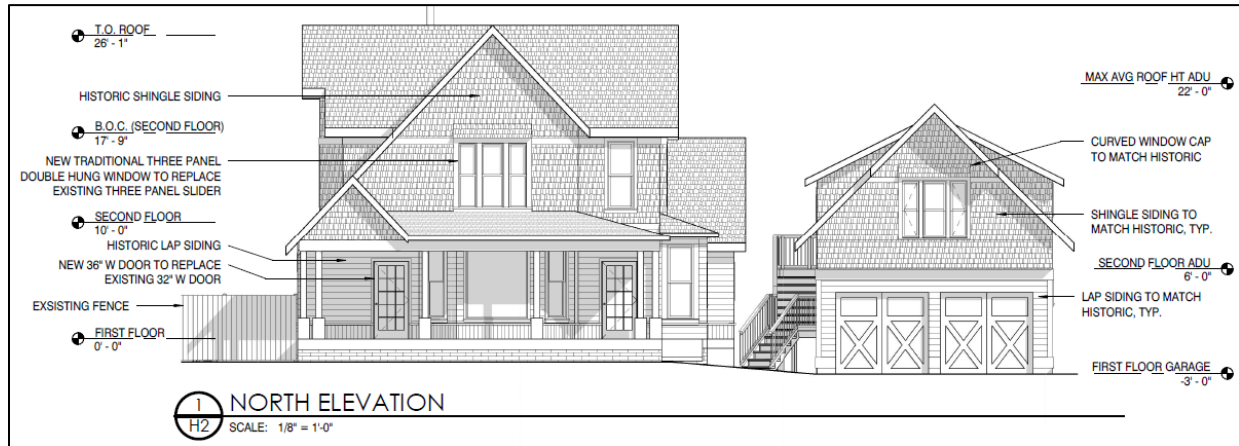


For reference, the site plan and building elevations are also provided below. Please note that these are the plans from the Certificate of Approval application review process, and the building permit plans for the new garage and ADU did not include the decorative curved cap above the front windows.



Attachments:

Attachment A: Proposed Color Swatches



Attachments:

Attachment A: Proposed Color Swatches

Commission Options:

- 1) **APPROVE** the proposed colors for the new garage and ADU.
- 2) **DENY** the proposed colors for the new garage and ADU, providing findings of fact for the denial in the motion to deny.
- 3) **CONTINUE** the request 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:

Staff believes that the proposed colors would be consistent with the condition of approval. The main body color (Shiitake) is a tan color that would provide differentiation between the new building and the historic building, but is simple enough as to not distract from the main historic building. However, the use of the purple (Exclusive Plum) and green (Avocado) colors on the accent siding and building trim would tie the new construction in with the historic building, which includes those same colors in its main body (green) and accent features (purple).

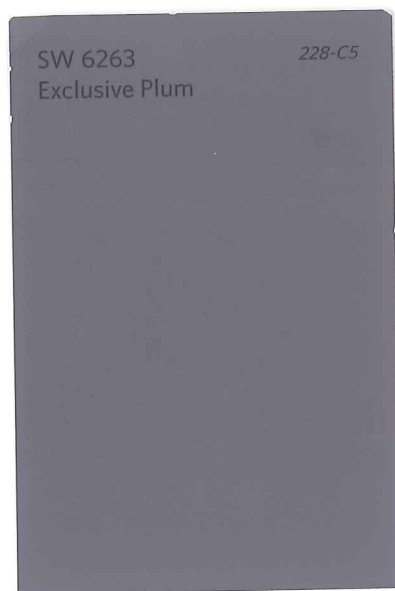
Staff would recommend approval of the preferred colors and color scheme, but also recommends that the Committee review the proposed colors at the meeting, deliberate, and make a decision on the applicant's proposed color scheme.

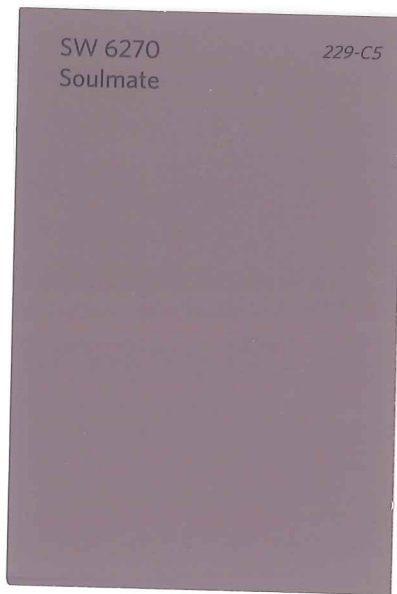
Suggested Motion:

If the Historic Landmarks Committee finds the proposed colors to be acceptable, the following motion may be made:

THAT BASED ON THE PROPOSAL PROVIDED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE APPROVES THE PROPOSED COLORS FOR USE ON THE NEW GARAGE AND ACCESSORY DWELLING UNIT.

CD





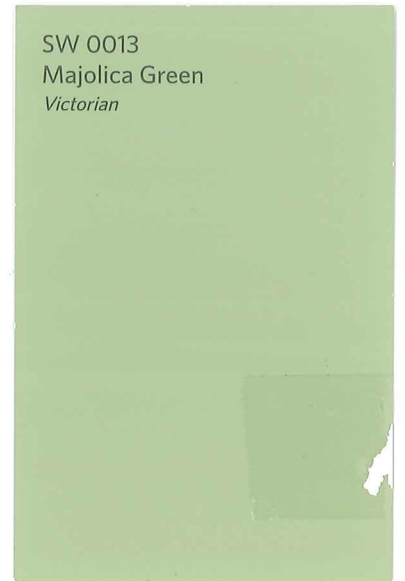
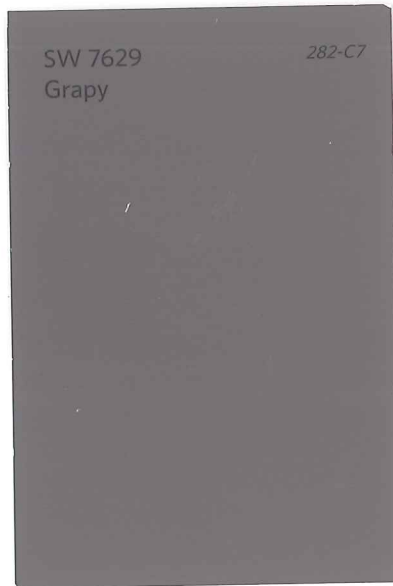
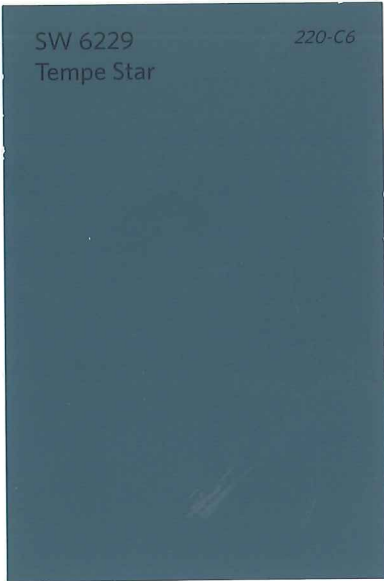




EXHIBIT 2 - STAFF REPORT

DATE: April 22, 2021
TO: Historic Landmark Committee Members
FROM: Chuck Darnell, Senior Planner
SUBJECT: DDR 4-19 – 118 NE 3rd Street
Review of Proposal for Historic/Art Area

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Define the unique character through a community process that articulates our core principles

Report in Brief:

In 2019, the Historic Landmarks Committee completed a quasi-judicial review of a Downtown Design Review land-use application for a new building to be constructed on the property at 118 NE 3rd Street (Tax Lots 8600, 8700 and 9200, Section 20AD, T. 4 S., R. 4 W., W.M). The Downtown Design Review application was reviewed as docket number DDR 4-19. The applicant, Kelley Wilson of SUM Design Studio, on behalf of property owner First Federal Savings & Loan, had requested the approval of the exterior design of the proposed new building, including approval of waivers from the following 5 (five) codified downtown design standards:

- 1) Reduction in the amount of glazing (i.e. windows and other glass or openings) on the ground floor facades from the required 70 percent to 40 percent on the Third Street façade and 25 percent on the Baker Street facade;
- 2) Allowance of a new parking lot to be located on Third Street (parking lots are prohibited on Third Street);
- 3) Allowance of an entrance to the new parking lot proposed to be located on Third Street (vehicular access to parking lots from Third Street is prohibited);
- 4) Reduction of the landscaping buffer strip between a new parking lot adjacent to Second Street and the sidewalk from the required width of 5 feet down to 3 feet; and
- 5) Allowance of a steel awning material.

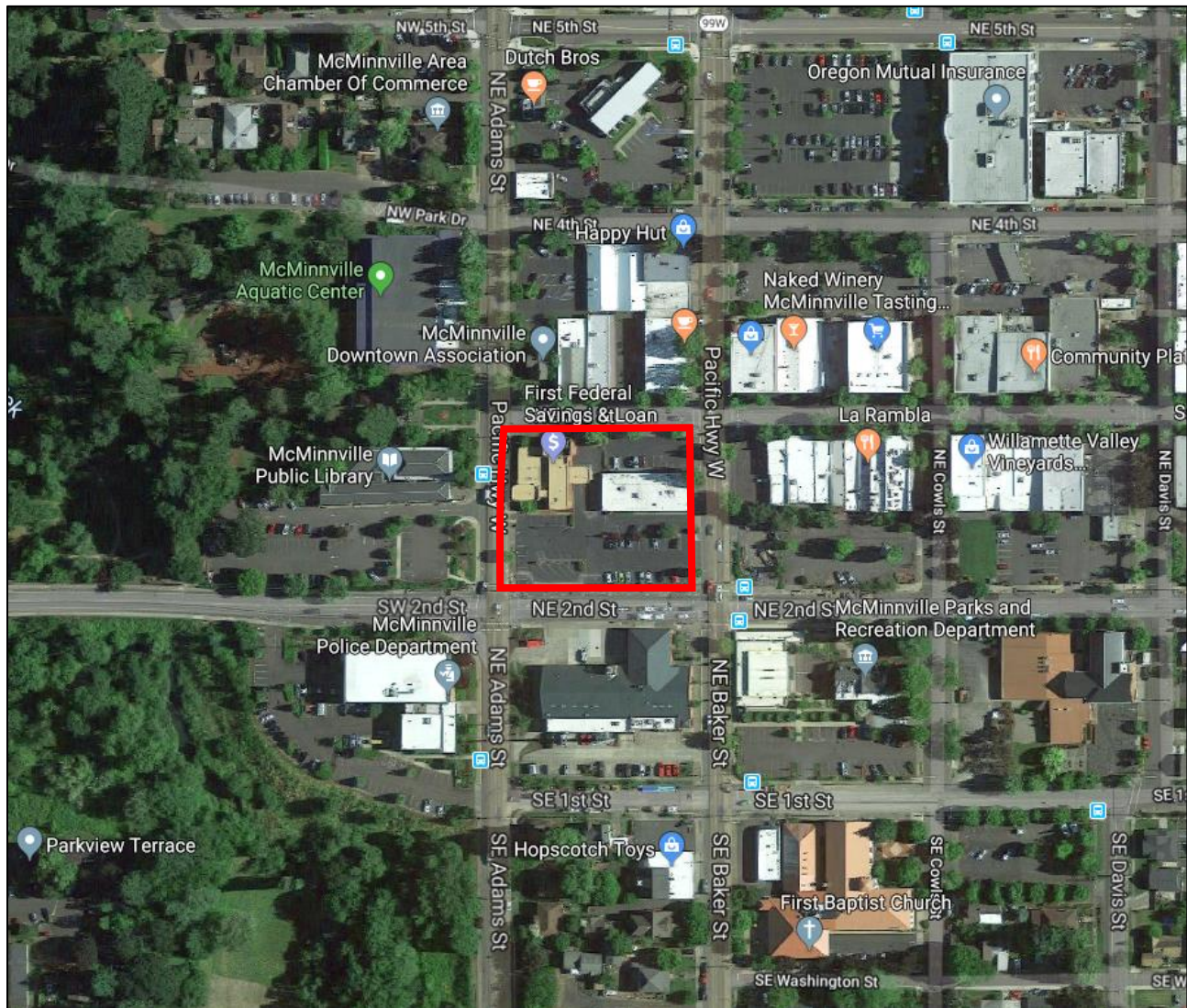
The Historic Landmarks Committee approved the Downtown Design Review application (DDR 4-19), subject to a number of conditions of approval. One of those conditions of approval was that the applicant provide a more detailed proposal and proposed design for what was referred to as the “Historic/Art Area” on the northwest corner of the site, in what was proposed as a space to provide buffering between 3rd Street and a new parking lot on site. The applicant has prepared those materials, and is requesting that they be reviewed by the Historic Landmarks Committee.

Attachments:

Attachment A: Historic/Art Area Proposal (Received from First Federal Savings & Loan on 4-13-21)

Background:

The subject property is located at 118 NE 3rd Street and encompasses a full city block. The property is identified as Tax Lots 8600, 8700 and 9200, Section 20AD, T. 4 S., R. 4 W., W.M. See Vicinity Map (Figure 1) below for the approximate location of the site.

Figure 1. Vicinity Map

The Downtown Design Review application (DDR 4-19) was reviewed and approved, with conditions, by the Historic Landmarks Committee on Thursday, September 26, 2019. Notice of the decision of the Historic Landmarks Committee was provided to the applicant and those that participated in the public meeting on October 2, 2019. For reference, the conditions of approval related to the “Historic/Art Area” were as follows:

Downtown Design Review (DDR 4-19) Conditions of Approval

1. That the improvements within the proposed “Historic/Art Area” be designed and installed through the collaborative process described by the applicant, which was to design and develop this area

Attachments:

Attachment A: Historic/Art Area Proposal (Received from First Federal Savings & Loan on 4-13-21)

through a decision process by Applicant's Board with input from Planning Department staff, and Steve Rupp, chair of the Downtown Public Arts Committee. The "Historic/Art Area" shall be located on both the west and east sides of the right-turn only egress, and on each side shall be a minimum dimension of 25 feet wide and 15 feet deep, as shown on the submitted site plan. The "Historic/Art Area" shall not simply be an increased landscape planting area, but it shall incorporate some or all of the features described by the applicant such as statues, art, decorative walls, and/or historic district gateway/monument signage that is accessible and uniquely adds value to the pedestrian experience. The "Historic/Art Area" shall also incorporate some feature with verticality to screen the parking lot from view from Third Street. The final design of the "Historic/Art Area" shall be submitted for review and final approval by the Historic Landmarks Committee.

2. That the painting and signage for the right-turn only egress onto NE Third Street from the surface parking lot on the northwest portion of the site be submitted to the City for review and approval prior to installation. The signage shall not interfere or distract from the proposed improvements within the "Historic/Art Area", and the painting and/or markings on the ground shall enhance pedestrian safety within the sidewalk space and not detract from the pedestrian experience of Third Street. In addition, the surface of the driving area within the "Historic/Art Area" shall be differentiated from the sidewalk through the use of pavers to better define the pedestrian sidewalk space.

Discussion:

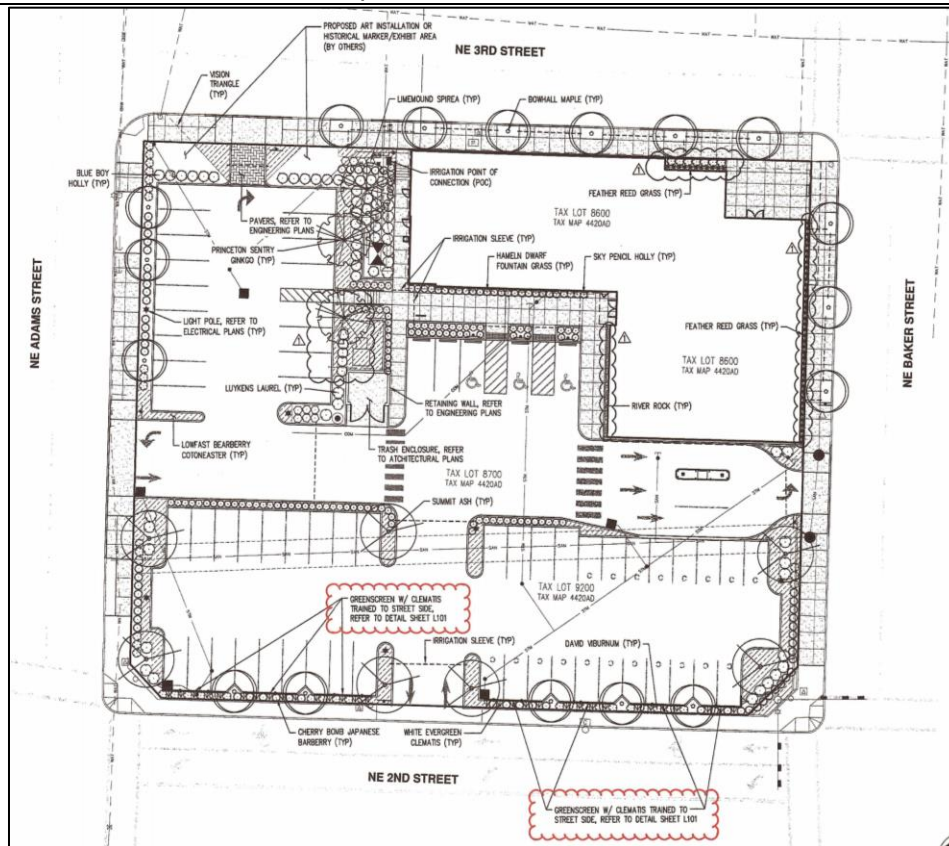
The applicant has provided a proposal and proposed design for the "Historic/Art Area", which is attached to this staff report. To summarize, the proposal includes the installation of two art or sculpture features, with one on each side of the egress-only drive aisle that will provide vehicular exiting from the parking lot onto 3rd Street. The remainder of the space will be improved as shown on the building permit site plan and landscape plan. This includes the "Historic/Art Area" spaces with minimum dimensions of 25 feet by 15 feet, a paver material for the surface of the driving area within the "Historic/Art Area" (which was already approved by the City as having met the requirements of condition #2 from docket DDR 4-19), and also rows of shrubs along the perimeter of the parking lot that would serve as the backdrop for the proposed art installations.

The final locations of other signage have not yet been approved by the City, as the final locations were dependent upon the final approved design of the "Historic/Art Area". The current site plan and landscape plan include the painting of a right-turn only arrow on the ground within the parking lot, which would meet the requirements of condition #2 from docket DDR 4-19 by providing direction to drivers but having it be located outside of the paver driving area or the sidewalk. However, the locations of more typical, up-right street signs (one will be required for vehicles leaving the parking lot as a "right-turn only" sign, and one will potentially be required for vehicles on 3rd Street as an "exit only"/"no entrance" sign) will be finalized once the "Historic/Art Area" design is approved.

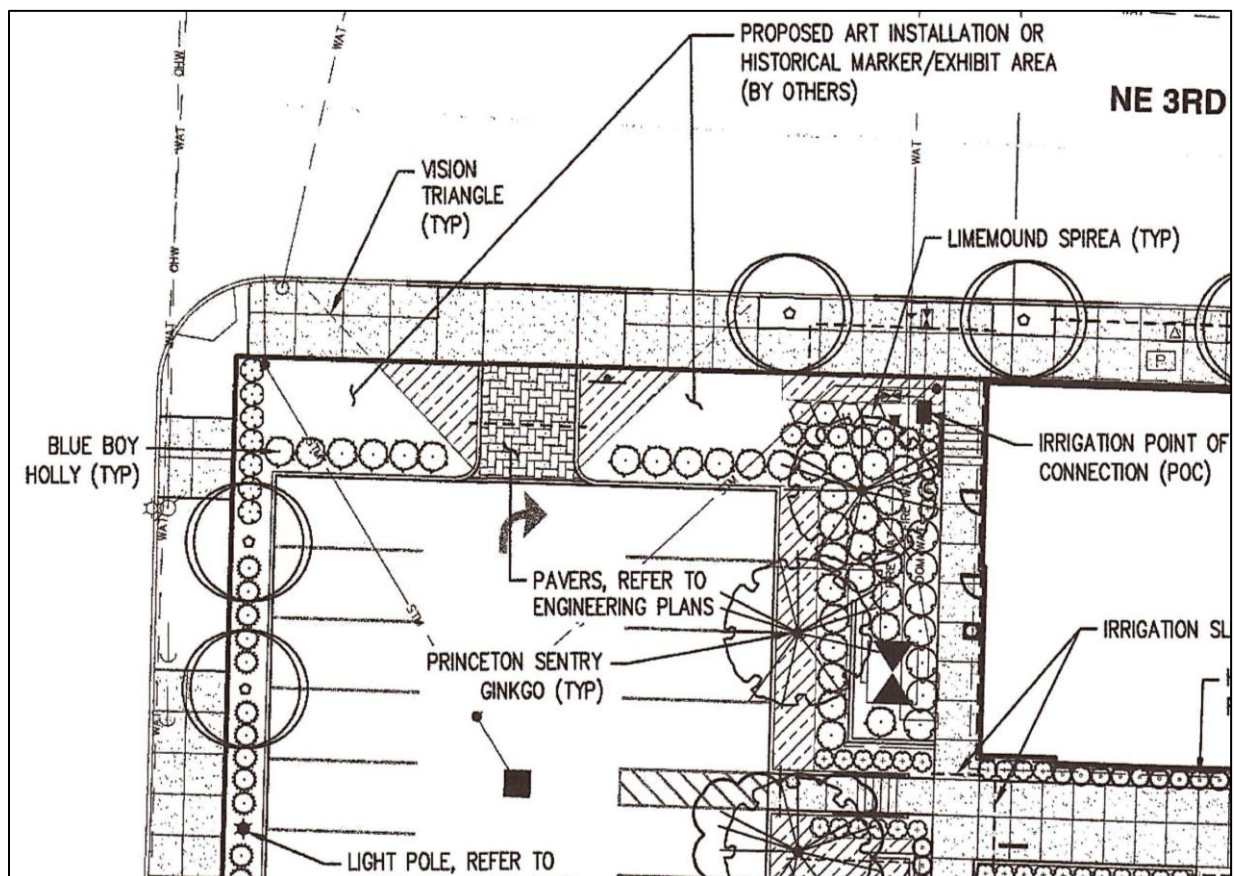
The landscape plan, as already approved by the Landscape Review Committee under docket L 31-19, that identifies these other improvements is provided below:

Attachments:

Attachment A: Historic/Art Area Proposal (Received from First Federal Savings & Loan on 4-13-21)



A zoomed in view of the northwest corner of the site and the “Historic/Art Area” is provided below:



Attachments:

Attachment A: Historic/Art Area Proposal (Received from First Federal Savings & Loan on 4-13-21)

For reference, the rendering of the new building is provided below. The “Historic/Art Area” will be located just to the right of the building, as viewed in the rendering below:



Commission Options:

- 1) **APPROVE** the proposal for the “Historic/Art Area” design.
- 2) **DENY** the proposal for the “Historic/Art Area” design, 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:

Staff has not had an opportunity to thoroughly review the materials proposed by the applicant. Therefore, staff recommends that the Committee review the proposal at the meeting, deliberate, and make a decision on the applicant’s proposal.

Suggested Motion:

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

THAT BASED ON THE PROPOSAL PROVIDED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE APPROVES THE PROPOSED DESIGN AND ART INSTALLATIONS WITHIN THE HISTORIC/ART AREA.

CD

Attachments:

Attachment A: Historic/Art Area Proposal (Received from First Federal Savings & Loan on 4-13-21)

Via Email

April 13, 2021

Chuck Darnell
Senior Planner
City of McMinnville
231 NE 5th Street
McMinnville, OR 97128

Chuck,

I am presenting First Federal's plan for our "Historic / Art Area" with this letter, and have included artist renderings of the proposed art installation. We collaborated with Steve Rupp, Chair of the Public Art Committee, along with Rob Stephenson and Stuart Jacobson to develop concepts for the area. Using the Art Committee member's initial input on materials, elevations and potential style, we began exploring options. We ultimately decided to work with Ben Dye, a local artist from the Oregon City area, to develop a design that works well in the space and symbolizes the natural beauty and First Federal's role in McMinnville and Yamhill County.

www.BenDyeSculpture.com

Downtown Design Review (DDR 4-19) Conditions for Approval

1. That the improvements within the proposed "Historic/Art Area" be designed and installed through the collaborative process described by the applicant, which was to design and develop this area through a decision process by Applicant's Board with input from Planning Department staff, and Steve Rupp, chair of the Downtown Public Arts Committee. The "Historic/Art Area" shall be located on both the west and east sides of the right-turn only egress, and on each side shall be a minimum dimension of 25 feet wide and 15 feet deep, as shown on the submitted site plan. The "Historic/Art Area" shall not simply be an increased landscape planting area, but it shall incorporate some or all of the features described by the applicant such as statues, art, decorative walls, and/or historic district gateway/monument signage that is accessible and uniquely adds value to the pedestrian experience. The "Historic/Art Area" shall also incorporate some feature with verticality to screen the parking lot from view from Third Street. The final design of the "Historic/Art Area" shall be submitted for review and final approval by the Historic Landmarks Committee.
2. That the painting and signage for the right-turn only egress onto NE Third Street from the surface parking lot on the northwest portion of the site be submitted to the City for review and approval prior to installation. The signage shall not interfere or distract from the proposed improvements within the "Historic/Art Area", and the painting and/or markings on the ground shall enhance pedestrian safety within the sidewalk space and not detract from the pedestrian experience of Third Street. In addition, the surface of the driving area within the "Historic/Art Area" shall be differentiated from the sidewalk through the use of pavers to better define the pedestrian sidewalk space

Conditions Met by Proposed Installation:

- Steve Rupp, Rob Stephenson and Stuart Jacobson, members of the Public Art Committee, have collaborated on the art installation design; and reviewed and support this proposal.
- The Historic / Art Area measures approximately 25 feet wide and 15 feet deep on each side of driveway.
- The proposed installation incorporates two pieces of commissioned art to be located on the west and east sides of the right-turn only egress.
- The design includes gateway signage “Welcome to Historic McMinnville”.
- The art will uniquely add value to the pedestrian experience.
- The size and elevations of the two pieces of art will provide verticality to screen the view of the parking lot from Third Street.
- The contractor has been instructed to size and place signage so it will not interfere or detract from the proposed improvements to the Historic / Art Area.
- The painting and/or markings on the ground will enhance pedestrian safety, assist with way finding, and not detract from the pedestrian experience.
- The surface of the driving area will be differentiated from the pedestrian path with the use of pavers.

Words of Praise is a word cloud concept with the words arranged in mirror twins. The sculpture as presented is 10-feet tall by 8-feet wide by 5-feet deep. The design would be cut from ¾-inch plate steel that is curved slightly for aesthetics and added strength. The word cloud will contain words used by our customers in response to a 2020 survey question, “Why did you choose First Federal?” (e.g., charitable, friendly, dedicated, essential) to characterize First Federal’s role in the community, and will also include the names of towns in Yamhill County where we have branch locations.

Geese Taking Flight would be cut from ½-inch plate steel. The geese would be naturally weathered while the support beam would be painted for contrast. The sculpture would be a maximum height of 16-feet, including the base stones. The design symbolizes the natural beauty of McMinnville and Yamhill County, and the wording serves as a gateway monument sign for Historic Downtown McMinnville.

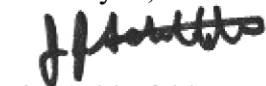
The measurements for *Geese*: 16' high x 22' wide x 5' deep.

The measurements for *Words*: 10' high x 8' wide x 5' deep.

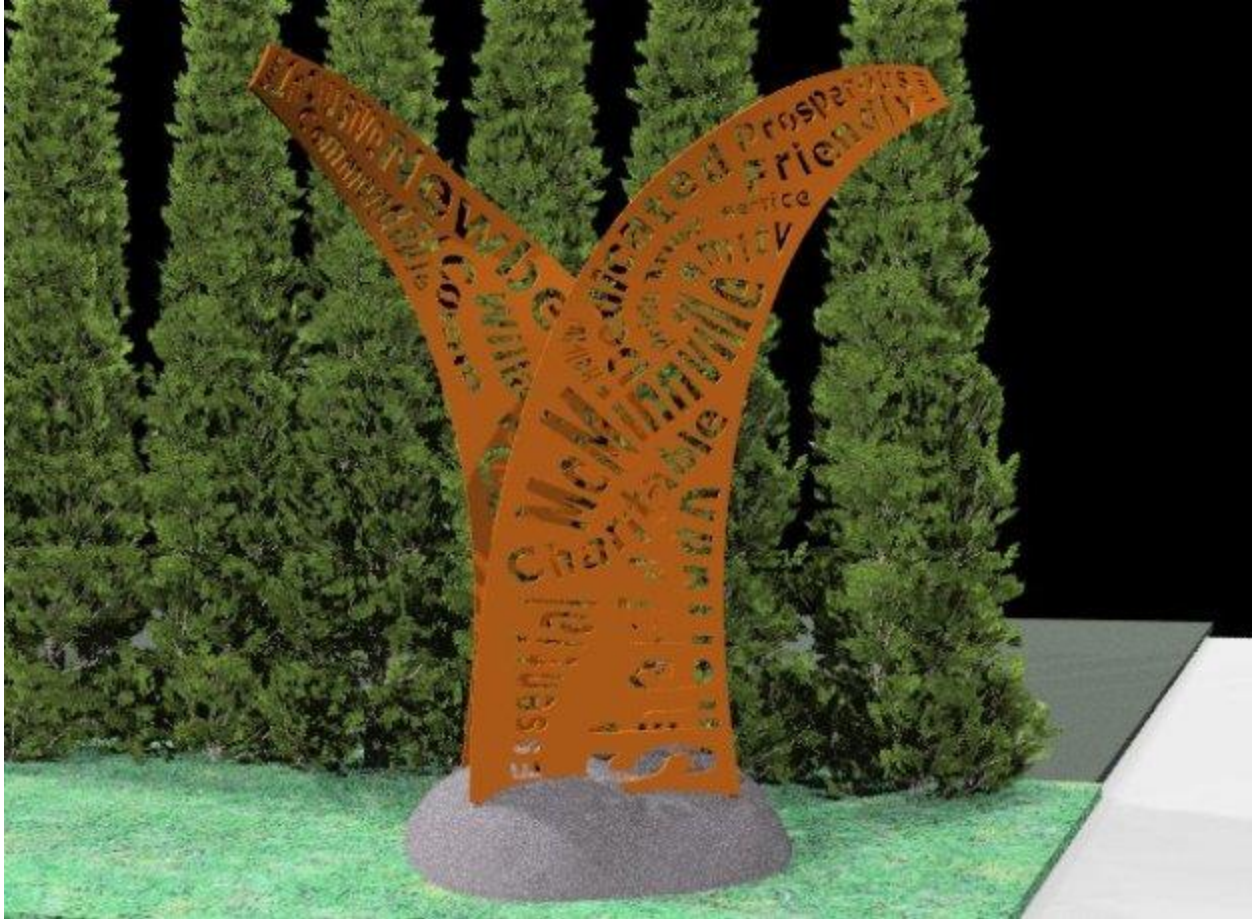
First Federal and the members of the Public Art Committee consider the prescribed DDR conditions for the Historic / Art Area to be met with this proposal. Upon receiving HLC approval of concept and design elements, we will move forward with structural and civil engineering to complete the calculations for footings and exact placement of the artwork within the area to preserve the vision triangle for pedestrian safety.

Please let me know if you need any additional information, and I hope we are able to get this on the April 22, 2021 HLC meeting agenda.

Thank you,

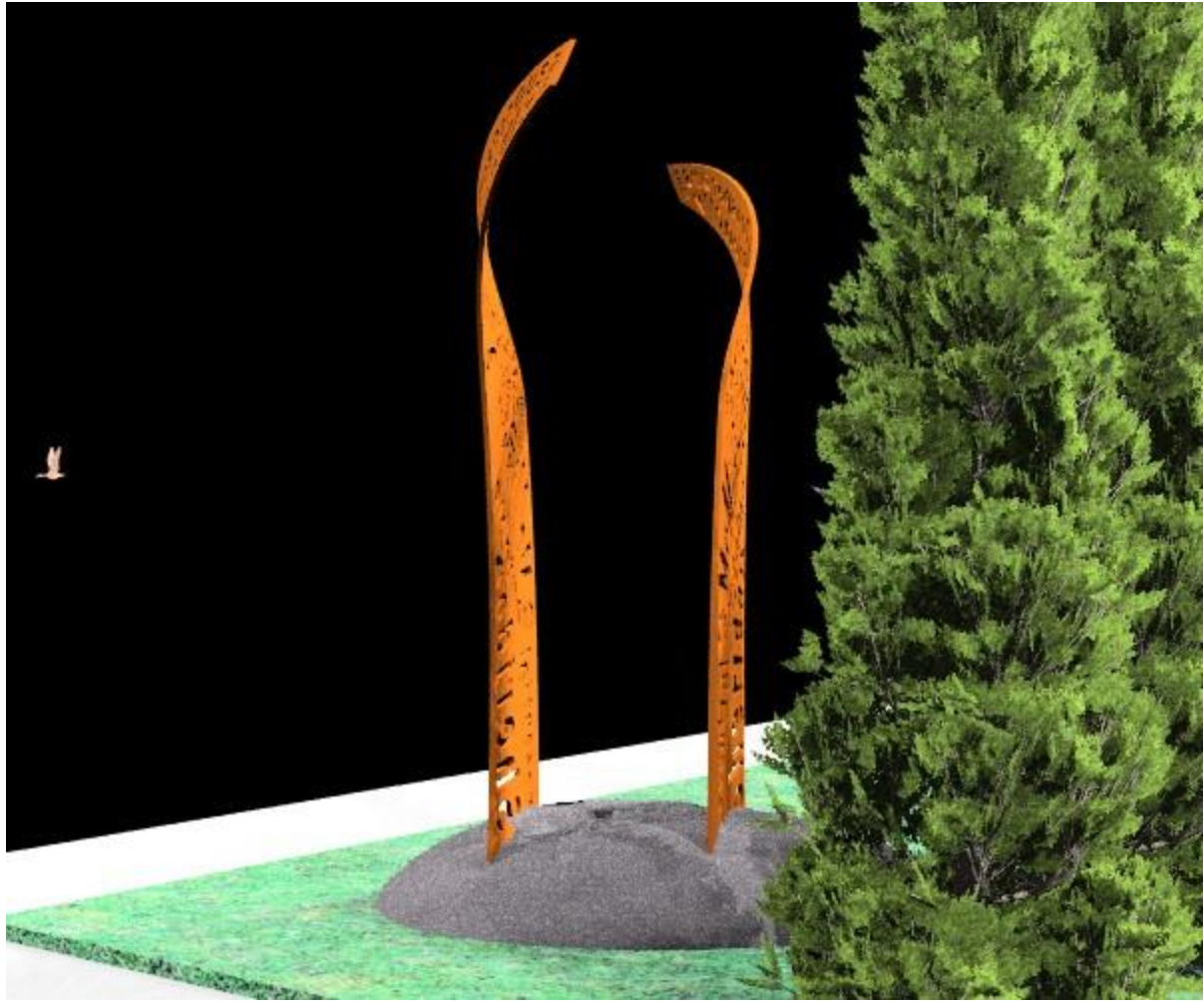


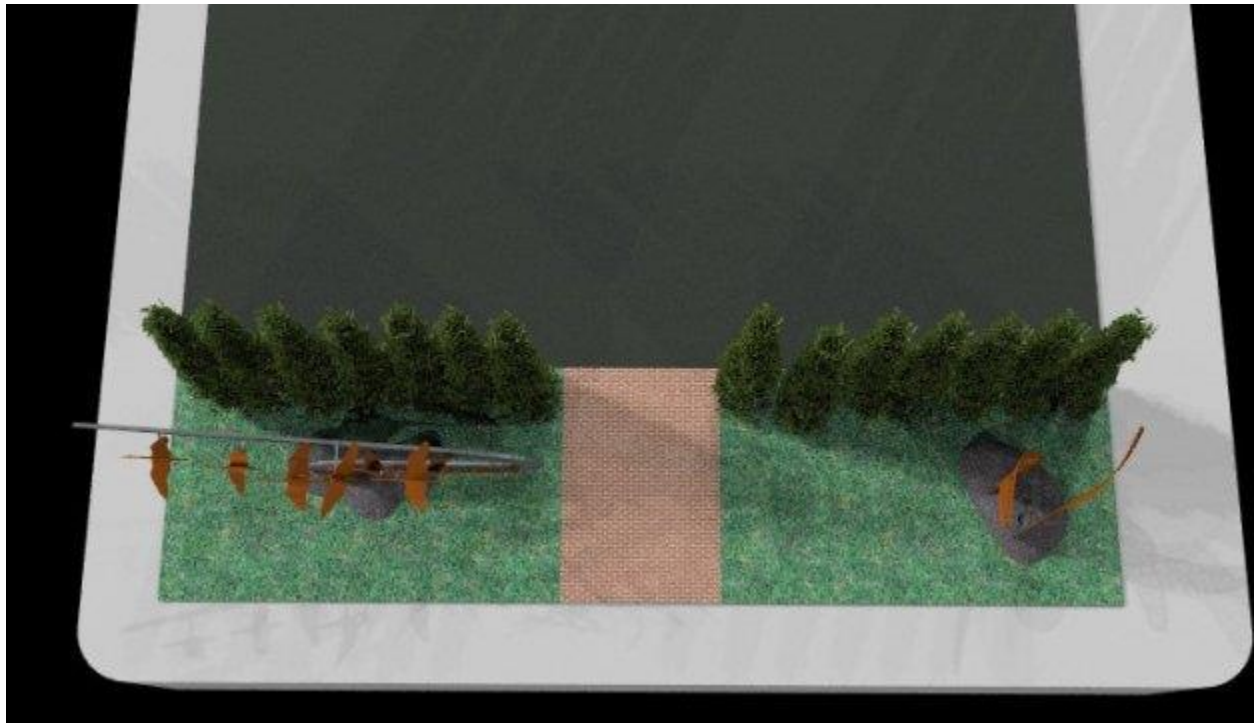
Jim Schlotfeldt
President / CEO



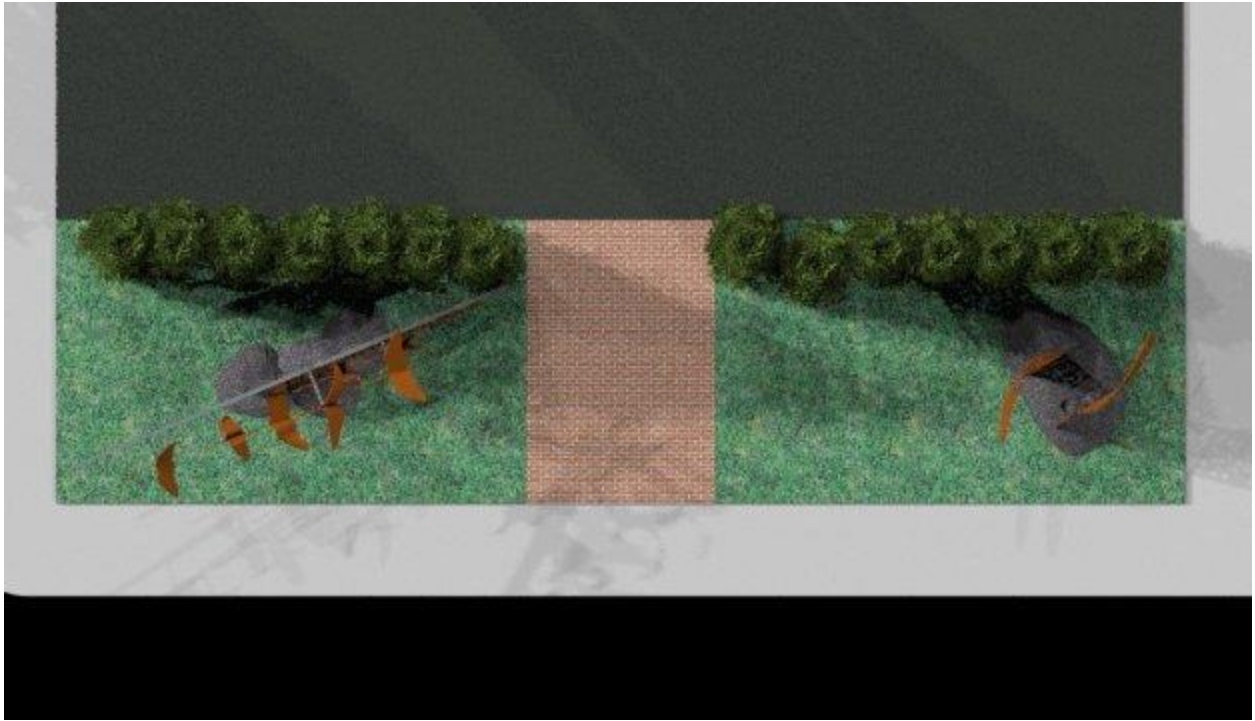
The work cloud is comprised of answers from a customer survey done in 2020 when asked “why did you chose First Federal”. It also includes the names of towns in Yamhill County where First Federal has branch location.



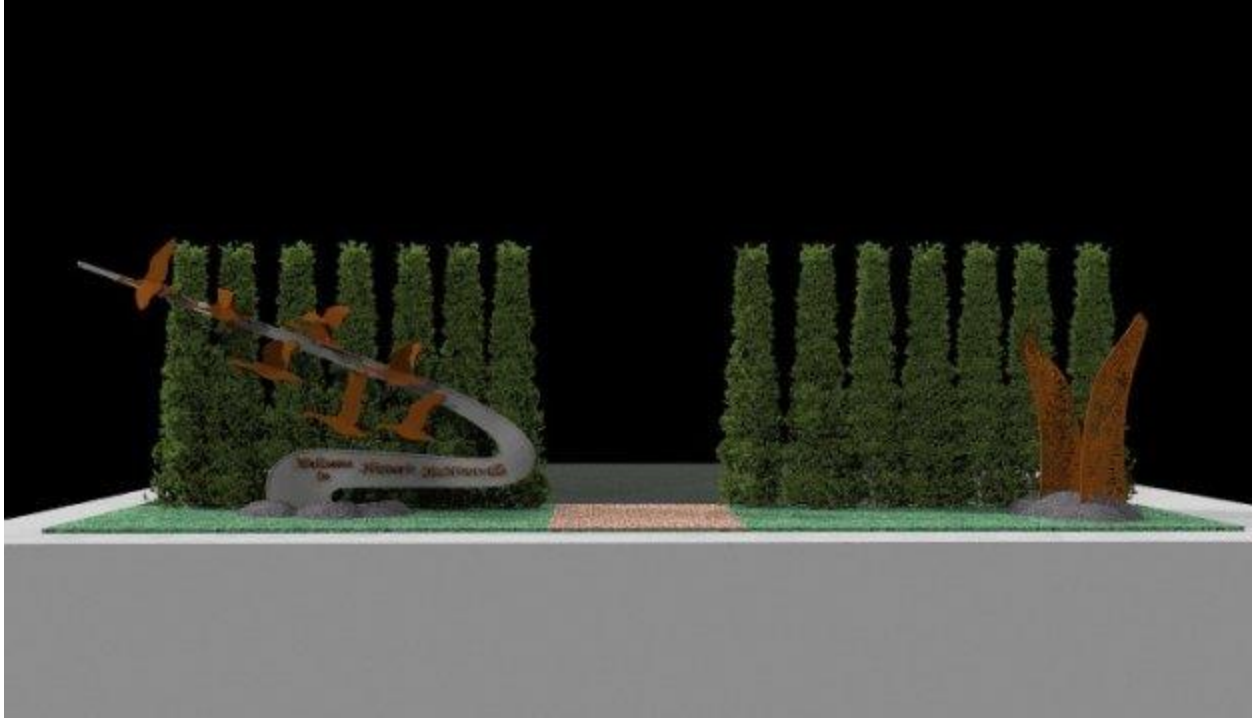




Possible orientation. Exact orientation will be determined with help of civil and structural engineer and will preserve vision triangle.



Possible orientation. Exact orientation will be determined with help of civil and structural engineer and will preserve vision triangle.



The hedge in the background is not on the landscape plan, but is being used as a backdrop in the renderings.



Geese taking flight represents a common image in the valley. The wording serves as a gateway monument sign for Historic Downtown McMinnville.