



# City of McMinnville

PLANNING

**City of McMinnville  
Planning Department**

231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## **Historic Landmarks Committee Hybrid In-Person & ZOOM Online Meeting Thursday, December 21, 2023 - 3:00 PM McMinnville Civic Hall: 200 NE 2nd St.**

*Please note that this meeting will take place at McMinnville Civic Hall and simultaneously be conducted via ZOOM meeting software if you are unable or choose not to attend in person*

### **Join Zoom Meeting**

<https://mcminnvilleoregon.zoom.us/j/84299228948?pwd=EAPD4Qw0CISxSI8MKHIAPad2UMTqt1.1>

**Zoom Meeting ID: 842 9922 8948**

**Zoom Meeting Passcode: 251625**

**Or join ZOOM Meeting by phone via the following number: 1-253-215-8782**

Committee Members	Agenda Items
John Mead, Chair	<b>1. Call to Order</b>
Mary Beth Branch, Vice Chair	<b>2. Citizen Comments</b>
Mark Cooley	<b>3. Approval of Minutes</b> • None this time.
Eve Dewan	<b>4. Action Items</b> • Certificate of Approval for Alteration: 806 SE Hembree St. ( <i>Exhibit 1</i> )
Christopher Knapp	<b>5. Discussion Items</b>
City Council Liaison Chris Chenoweth	<b>6. Old/New Business</b>
	<b>7. Committee Member Comments</b>
	<b>8. Staff Comments</b>
	<b>9. Adjournment</b>

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](http://www.mcminnvilleoregon.gov). You may also request a copy from the Planning Department.

## EXHIBIT 1 - STAFF REPORT

**DATE:** December 21, 2023  
**TO:** Historic Landmark Committee Members  
**From:** Adam Tate, Associate Planner  
**SUBJECT:** HL 5-23 (Certificate of Approval for Alteration) – 806 SE Hembree Street

### 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

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### Report in Brief:

This is a public meeting for a Certificate of Approval for Alteration land-use application for alterations to the building on the property at 806 SE Hembree Street (Tax Lot R4421-CD-04301). The property is identified as No. A946 a “Distinctive” Historic Landmark on the City of McMinnville’s Historic Resources Inventory, which makes the building subject to the City of McMinnville’s Certificate of Approval and historic preservation review processes, as specified in Section 17.65.060(B) of the McMinnville Municipal Code.

The McMinnville Historic Landmarks Committee serves as the decision-making body for the design review of all remodel/renovation work for historic structures in McMinnville.

### Background:

#### ***Subject Property & Request***

806 SE Hembree Street, McMinnville Historic Resource No. A946, is an example of a vernacular architecture, and one of the oldest existing homes in McMinnville. Originally known as the Hiram Rummel House it is more commonly known as the Sauter House, it was constructed in 1868 and associated with several prominent families in the City’s early history. It was added to the McMinnville Historic Resources Inventory in 1980.

The applicant is seeking approval to insulate and weatherize the home which has never been insulated and has some wood and some outdated and unhistorical metal (aluminum) windows that need to be replaced. They plan to replace 7 of the 18 windows of the home, blow in cellulose insulation from the exterior, add weatherstripping and install an air source heat pump for HVAC purposes.

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#### *Attachments:*

*Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 2-23*

*Attachment B: HL 2-23 Application Materials*

It is worth noting that the 3 wooden windows to be replaced are not on street facing facades of the home. While the Historic Landmarks Committee usually asks for wood replacement windows, staff feels they are appropriate for this application, considering the homeowners qualified for the YCAP grant and the work is government funded.

The proposed changes to the structure follow the Guidelines for Historic Preservation. The Secretary of Interior Standards for Rehabilitation do allow for economic considerations when making a decision on materials used for the rehabilitation or reconstruction of historic elements, especially in areas that are less exposed to the public. The City finds that the replacement windows are mostly on non-public facing elevations except for the one replacement window facing Vine Street, which is aluminum, and which is partially sight obscured by the front porch and landscaping shrubs.

The subject property is located at 806 SE Hembree Street. The property is identified as Tax Lot R4421-CD-04301 **See Vicinity Map (Figure 1) below.**

**Figure 1. Vicinity Map**



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**Attachments:**

Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23

Attachment B: HL 5-23 Application Materials

**Figure 2. Entry on the City of McMinnville Historic Resources Inventory**

<b>Historic Resources Survey City of McMinnville Yamhill County, Oregon</b>						
<b>Site Information</b>						
<b>Site Address</b>			<b>Owner at Time of Survey</b>			
806 SE Hembree St.			John & Annabel Sauter			
<b>Map/Tax Lot</b>	<b>Current Zoning</b>	<b>Special Tax Assessment</b>	<b>Downtown Historic District</b>			
R4421CD04301	R-3	No	No			
<b>Subdivision Name</b>		<b>Block</b>	<b>Lot</b>	<b>Lot Size</b>	<b>Quadrant</b>	
Mrs. P.W. Chandler's 2nd Addition		3		9,998 sq.ft.	SE	
<b>Site Number</b>	<b>Aerial Number</b>	<b>Resource Classification</b>	<b>Resource Number</b>	<b>Historic Significance</b>		
13.37	K-12	A	946	Primary Resource #494		
<b>Historic Information</b>						
<b>Date of Construction</b>		<b>Early Additions/ Remodels</b>		<b>Builder/Architect</b>		
1868		ca. 1888		Unknown		
<b>Historic Name</b>		<b>Original Use</b>		<b>Common Name</b>		<b>Present Use</b>
Hiram Rummel House		Residence		Sauter House		Residence
<b>Condition of Structure</b>		<b>Comments (at time of Survey)</b>				
Excellent						
<b>Building Type</b>		<b>Outbuildings</b>		<b>Building Style</b>		<b>Stories</b>
Residential		Detached Garage		Rectangular		2
<b>Porch</b>	<b>Basement</b>	<b>Roof Style</b>	<b>Roof Type</b>		<b>Moved</b>	<b>Demolished</b> <b>Year/Date</b>
<input type="checkbox"/>	<input type="checkbox"/>	Gable			<input type="checkbox"/>	<input type="checkbox"/>
<b>Permit Number(s)</b>		<b>Additions/ Alterations</b>				

*Attachments:*

*Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23*

*Attachment B: HL 5-23 Application Materials*



**Figure 3: Photo from the Historic Resources Inventory**



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*Attachments:*

*Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23*

*Attachment B: HL 5-23 Application Materials*

**Figure 4: Photo of Current Exterior Conditions**



**Figure 5: Mockup of potential placement of heat pump**



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**Attachments:**

Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23

Attachment B: HL 5-23 Application Materials

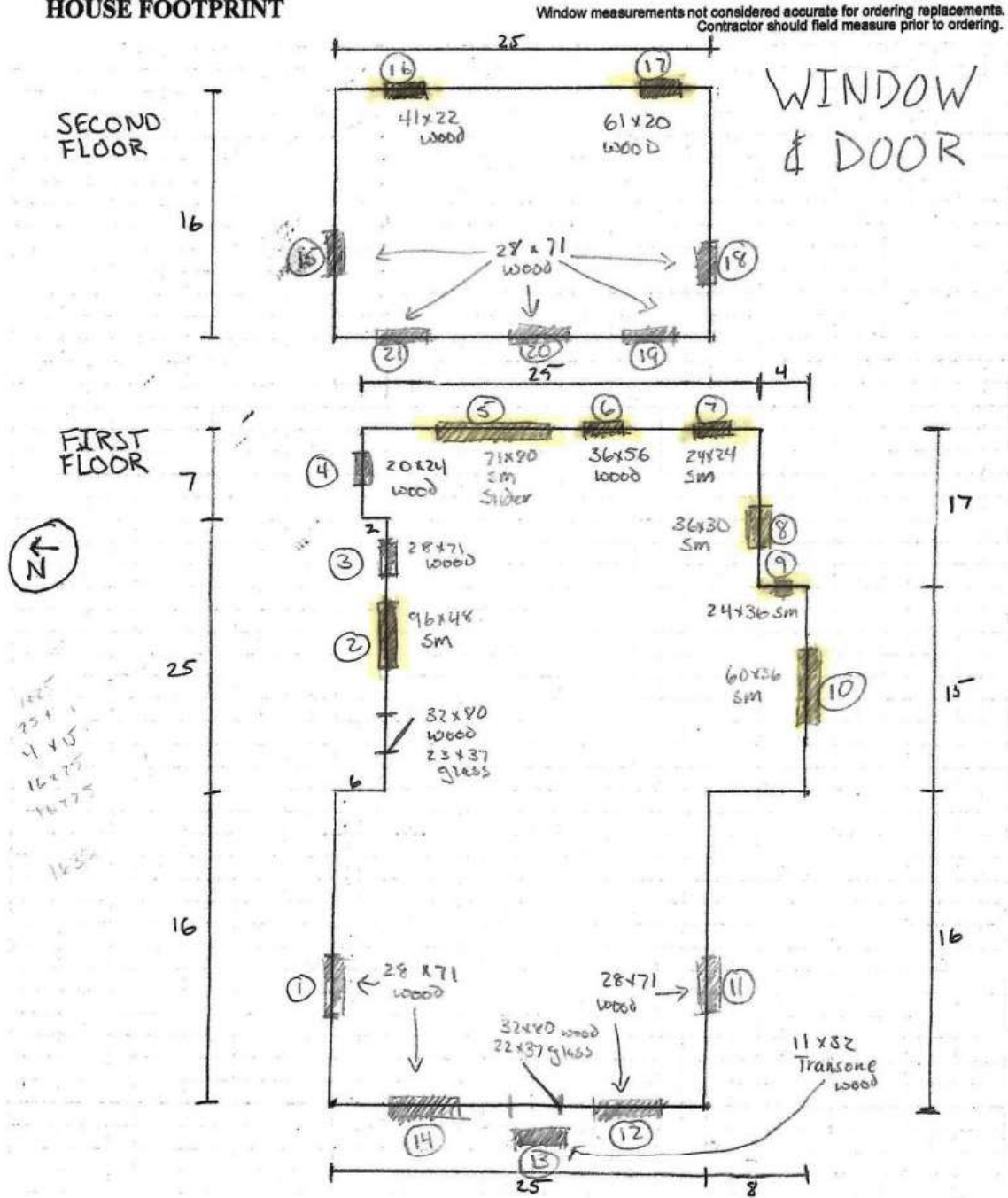


Figure 6. Diagram from Applicant showing windows to be replaced

House Layout Drawn by YCAP Auditor:

Yellow areas are windows to be replaced during weatherization. #2 is the only window visible from the street.

HOUSE FOOTPRINT



Revised July 2, 2010 This form adapted from Association of Energy Conservation Professionals Energy Checklist aecpes.org

Hembree St

Attachments:

Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23

Attachment B: HL 5-23 Application Materials

**Discussion:**

Decisions and/or recommendations for approval of the land use application is dependent upon whether or not the application meets state regulations, the McMinnville Comprehensive Plan, and the McMinnville Municipal Code. The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

The specific review criteria for HL 5-23 are as follows:

1. The City's historic preservation policies set forth in the Comprehensive Plan;
2. The City's historic preservation regulations in Chapter 17.65, and in particular, the standards and guidelines contained in Section 17.65.060(2);

**Summary of Applicant Findings**

The applicant has provided a written narrative and supplementary documents combined with their application to support their requests. The narrative is provided in the application materials, and are also reiterated and expanded upon in the Decision Document for the land use application. The Decision Document includes the specific findings of fact for each of the applicable review criteria, but an overview of the findings in the Decision Document is provided below.

The application is for proposed alterations of the residential property located at 806 SE Hembree St.

Included in the application is a site plan, as well as photos of the building, and a mockup of possible locations for the proposed heat pump..

**Suggested Conditions of Approval**

Staff is suggesting some conditions of approval to ensure that all of the applicable standards are being achieved by the proposal.

The first condition of approval is related to the future building permit submittal process and ensuring that the construction plans eventually submitted for building permit review are consistent with both the plans submitted for HL 5-23 as well as any requests by the Historic Landmarks Committee and the City of McMinnville Building Department.

The second condition of approval is related to any further exterior alterations necessary to address requirements of affected agencies which shall be reviewed by the Planning Director.

The third condition of approval comes from the Engineering Department and states that sidewalks and driveways will need to be upgraded to PROWAG standards if the value of the remodel is 25% or greater than the tax assessed value of the home, and that the applicant would also need to do a scope of the sanitary sewer line.

The fourth and final condition of approval relates to the potential for finding any archaeological resources and what should be done in the event that occurs.

**Commission Options:**

- 1) Close the public meeting and **APPROVE** the application **WITH CONDITIONS**, per the decision document provided which includes the findings of fact.

**Attachments:**

*Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23*

*Attachment B: HL 5-23 Application Materials*



- 2) **CONTINUE** the public meeting to a specific date and time.
- 3) Close the public meeting and **DENY** the application, providing findings of fact for the denial in the motion to deny.

**Recommendation:**

Based on the information and plans provided, staff believes that most of the City's Historic Preservation standards, are being achieved by the alterations made but that the suggested conditions of approval are needed to ensure future compliance with city rules and regulations.

Staff is recommending approval of the application, subject to the following suggested conditions of approval:

1. That the applicant and/or current owners shall submit building permit applications prior to completing any future work of their choice or work required by either the Historic Landmarks Committee or City of McMinnville Building Department. Any construction plans submitted with these building permit applications will be reviewed by the Planning Director for consistency with the written narrative, exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee, along with any revisions to respond to other conditions of approval.
2. Any further exterior alterations necessary to address requirements of affected agencies shall be reviewed by the Planning Director to address additional minor exterior alterations such as meters, electrical conduit, etc.
3. If the value of a remodel is 25% or greater than the tax assessed value of the structure then sidewalks and driveway approaches will need to be updated to meet PROWAG as required by the Engineering Department. The applicant will also have to scope the sewer line.
4. Archeological resources discovered must be reported to the Planning Department and Historic Landmarks Committee along with a plan for their preservation, either in situ or donated to a proper archaeological/historical facility.

**MOTION FOR HL 5-23:**

**BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE APPROVES HL 5-23, SUBJECT TO THE CONDITIONS OF APPROVAL PROVIDED IN THE DECISION DOCUMENT.**

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*Attachments:*

*Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 5-23*

*Attachment B: HL 5-23 Application Materials*

**DECISION, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR THE APPROVAL OF ALTERATIONS TO A HISTORIC LANDMARK LOCATED AT 806 SE HEMBREE STREET.**

- DOCKET:** HL 5-23 (Certificate of Approval for Alteration Resubmission)
- REQUEST:** Applicant is requesting approval to replace windows, and add a heat pump as part of an insulation and weatherization project for a historic home. The structure is an “A”, distinctive historic resource on the McMinnville Historic Landmarks Inventory (A946)
- LOCATION:** 806 SE Hembree St, also known as Tax Lot R4421-CD-04301
- ZONING:** R-3 (Medium Density Residential Zone)
- APPLICANT:** Aaron Kumnick, YCAP
- STAFF:** Adam Tate, Associate Planner
- DATE DEEMED COMPLETE:** November 27, 2023
- REVIEW BODY & ACTION:** McMinnville Historic Landmarks Committee
- MEETING DATE & LOCATION:** December 21, 2023. This will be a hybrid meeting, in person at McMinnville Civic Hall 200 NE 2<sup>nd</sup> St and online via Zoom. Zoom Online Meeting ID: 842 9922 8948, Meeting Password: 251625.
- PROCEDURE:** An application for a Certificate of Approval for Alteration is processed in accordance with the procedures in Section 17.65.060 of the McMinnville Municipal Code, with a public meeting and decision made by the Historic Landmarks Committee.
- CRITERIA:** The applicable criteria for a Certificate of Approval for Alteration are specified in Section 17.65.060(B) of the McMinnville Municipal Code. In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. “Proposals” specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.
- APPEAL:** As specified in Section 17.65.080 of the McMinnville Municipal Code, the Historic Landmarks Committee’s decision may be appealed to the Planning Commission within fifteen (15) days of the date written notice of decision is mailed. The City’s

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Attachments:

Attachment 1 – Application

Attachment 2 – Supplementary Materials

final decision is subject to a 120 day processing timeline, including resolution of any local appeal.

**COMMENTS:** This matter was referred to the following public agencies for comment: McMinnville Fire District, Police Department, Engineering Department, Building Department, Parks Department, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Public Works; Yamhill County Planning Department; Frontier Communications; Comcast; Northwest Natural Gas; and Oregon Department of Transportation. Their comments are provided in this document.

**RECOMMENDATION**

Based on the findings and conclusionary findings, the Historic Landmarks Committee finds the applicable criteria are satisfied with conditions and **APPROVES** the Certificate of Approval for Alteration (HL 5-23), subject to the conditions in Section II of this Decision Document

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**DECISION: APPROVAL WITH CONDITIONS**  
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Historic Landmarks Committee: \_\_\_\_\_  
John Mead, Chair

Date: 12-21-2023

Planning Department: \_\_\_\_\_  
Heather Richards, Community Development Director

Date: 12-21-2023

## **I. APPLICATION SUMMARY:**

### ***Subject Property & Request***

The subject property is located at 806 SE Hembree Street. The property is also identified as Tax Lot R4421-CD-04301. **See *Vicinity Map (Figure 1) below.***

YCAP has a grant-funded program to assist qualifying homeowners with weatherization work. The homeowners qualified for a grant, and YCAP is the applicant on behalf of the property owner. Because the grants utilize federal funds, the work also requires approval by SHPO. There is a Programmatic Agreement between US DOE, OR SHPO, and OHCS, in regard to weatherization of historic homes. The Department of Energy made the agreement and has a memo that directs what steps weatherization agencies such as YCAP must take when working on historic homes. Additionally, YCAP is monitored by OHCS, and historic reviews are part of that monitoring.

YCAP has already applied for, and obtained approval from, the Oregon State Historic Preservation Office (SHPO) for the proposed work.

Staff consulted with Robert Olguin from SHPO on their approval of the project.

However, McMinnville's Ordinance also requires approval by the Historic Landmarks Committee.

The proposed weatherization work is described in the application and summarized below. The HLC's review is limited to exterior alterations. Some of the work is interior. The work includes insulation, weatherstripping, removal of an in-wall air-conditioning unit and installation of a heat-pump, removal and replacement of 8 windows and an aluminum-framed sliding glass door, and investigation and removal of knob and tube wiring.

Only one of the windows to be replaced is on a street-facing façade (north elevation facing Vine Street), which is an aluminum window. Which is partially sight obscured by a porch and landscaping shrubbery. All other windows and doors on street-facing facades are proposed to be retained. 7 other windows, on the east and south sides, are proposed for replacement, including 4 metal windows and 3 wood windows. 11 other windows and the front door, all wood, are proposed to be retained.

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*Attachments :*

Attachment 1 – Application



Figure 1. Vicinity Map (Property Lines Approximate)



**Figure 2: Entry on City of McMinnville Historic Resources Inventory**

<b>Historic Resources Survey City of McMinnville Yamhill County, Oregon</b>						
<b>Site Information</b>						
<b>Site Address</b>			<b>Owner at Time of Survey</b>			
806 SE Hembree St.			John & Annabel Sauter			
<b>Map/Tax Lot</b>	<b>Current Zoning</b>	<b>Special Tax Assessment</b>	<b>Downtown Historic District</b>			
R4421CD04301	R-3	No	No			
<b>Subdivision Name</b>		<b>Block</b>	<b>Lot</b>	<b>Lot Size</b>	<b>Quadrant</b>	
Mrs. P.W. Chandler's 2nd Addition		3		9,998 sq.ft.	SE	
<b>Site Number</b>	<b>Aerial Number</b>	<b>Resource Classification</b>	<b>Resource Number</b>	<b>Historic Significance</b>		
13.37	K-12	A	946	Primary Resource #494		
<b>Historic Information</b>						
<b>Date of Construction</b>		<b>Early Additions/ Remodels</b>		<b>Builder/Architect</b>		
1868		ca. 1888		Unknown		
<b>Historic Name</b>		<b>Original Use</b>		<b>Common Name</b>		<b>Present Use</b>
Hiram Rummel House		Residence		Sauter House		Residence
<b>Condition of Structure</b>		<b>Comments (at time of Survey)</b>				
Excellent						
<b>Building Type</b>		<b>Outbuildings</b>		<b>Building Style</b>		<b>Stories</b>
Residential		Detached Garage		Rectangular		2
<b>Porch</b>	<b>Basement</b>	<b>Roof Style</b>		<b>Roof Type</b>		<b>Moved</b>
<input type="checkbox"/>	<input type="checkbox"/>	Gable				<input type="checkbox"/>
<b>Demolished</b>		<b>Year/Date</b>				
<input type="checkbox"/>						
<b>Permit Number(s)</b>		<b>Additions/ Alterations</b>				

**Figure 3: Photo from Historic Resources Inventory**





**Figure 4: Photo of Current Exterior Conditions (West side facing Hembree)**



**Figure 5: Mockup of potential placement of heat pump (North side facing Vine)**



Note: The HVAC contractor prefers the solution rendered in green. This would be the least visible from the street.

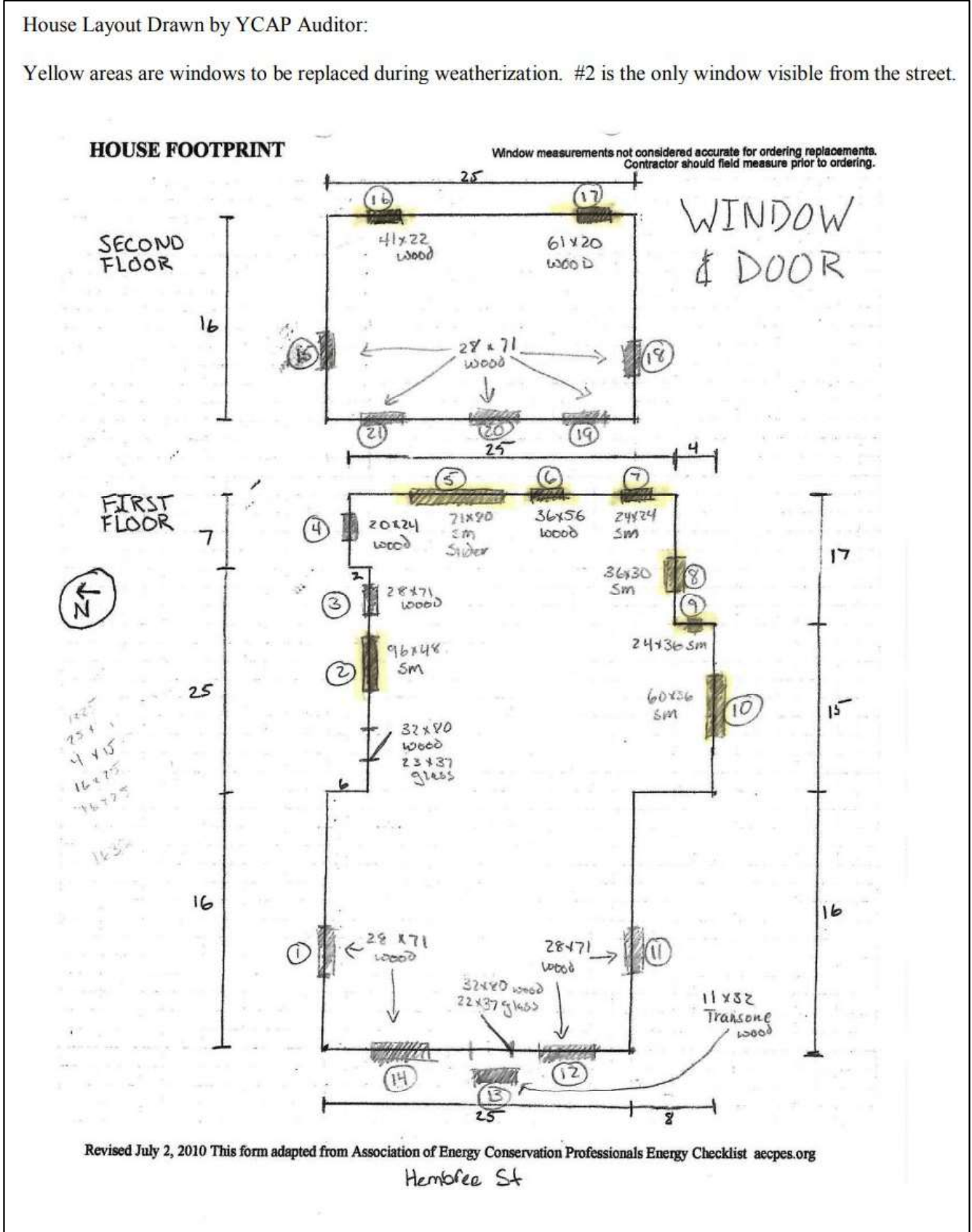
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*Attachments :*

Attachment 1 – Application



Figure 6. Diagram from Applicant showing windows to be replaced



## Background

806 SE Hembree Street, McMinnville Historic Resource No. A946, is an example of a vernacular architecture, and one of the oldest existing homes in McMinnville. Originally known as the Hiram Rummel House it is more commonly known as the Sauter House, it was constructed in 1868 and associated with several prominent families in the City's early history. It was added to the McMinnville Historic Resources Inventory in 1980.

The applicant is seeking approval to insulate and weatherize the home which has never been insulated and has some wood and some outdated and unhistorical metal (aluminum) windows that need to be replaced. They plan to replace 7 of the 18 windows of the home, blow in cellulose insulation from the exterior, add weatherstripping and install an air source heat pump for HVAC purposes.

It is worth noting that the 3 wooden windows to be replaced are not on street facing facades of the home. While the Historic Landmarks Committee usually asks for wood replacement windows, staff feels they are appropriate for this application, considering the homeowners qualified for the YCAP grant and the work is government funded.

The proposed changes to the structure follow the Guidelines for Historic Preservation. The Secretary of Interior Standards for Rehabilitation do allow for economic considerations when making a decision on materials used for the rehabilitation or reconstruction of historic elements, especially in areas that are less exposed to the public. The City finds that the replacement windows are mostly on non-public facing elevations except for the one replacement window facing Vine Street, which is aluminum, and which is partially sight obscured by the front porch and landscaping shrubs.

### ***Project Summary from the Applicant's Narrative***

The project home located at 806 SW Hembree St in McMinnville is currently listed on the National Register of historic places. The documents from the registry have been included at the end of this document. The home was built in 1868 with an addition in 1888 then another modification in the 1970s. The historical significance of the home will not be altered. The value to the community will be increased by providing upgrades that enable the home to remain in good condition for this owner as well as future owners.

This project is not intended to change the look or appearance of the home. Weatherization work is intended to lower energy bills as well as improve the overall health of the home. The goal is to maintain the home as a residence for the existing owners. The work is not intended to alter, remove or add to the structure or architectural elements. Thus, no historic elements will be altered beyond the scope listed above.

Scope of the project is as follows:

#### **Visible from public spaces:**

- Exterior wall insulation (plugs from wall blow may be visible but would be avoided wherever possible).
- Installation of a ductless heat pump (which may be partially obscured by landscaping)
- Replacement of 1 single metal window for a double pane vinyl window
- Install weather-strips on front and side doors

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*Attachments :*

Attachment 1 – Application

**Work not visible from public spaces:**

- Exterior wall insulation (plugs from wall blow may be visible but would be avoided wherever possible).
- General air sealing (caulking and foaming penetrations from inside).
- Removal of through wall air conditioner unit.
- Insulate attic and knee walls.
- Insulate floor at crawl space
- Replace 7 additional windows than listed above (3 wood and 4 metal)
- Replace 1 metal sliding glass door with vinyl.
- Investigate and remove any remaining knob and tube (mostly in attic)

The wall blow will follow the OHCS Field Guide for Weatherization. The preferred method of installing the wall insulation will be to blow from the attic down the wall. This will minimize the number of pieces of siding that need to be removed, or drilled into. The entire west side of the home is covered with vinyl siding which will remain after weatherization is complete. The section of the field guide that includes wall blow insulation is included in this document.

The installation of the ductless heat pump could easily be removed should the home be restored in the future. Expectation is that there will only be a few mounts installed on the North side of home with a line set to be installed to the front door (see photos with diagrams).

The noted work above has also cleared a SHPO Built Environment Review. By following the review process, this project is cleared to move forward in regard to SHPO.

**Summary of Criteria & Issues**

The application (HL 5-23) is subject to Certificate of Approval for Alteration review criteria in Section 17.65.060(B) of the McMinnville Municipal Code (MMC). The goals and policies in Volume II of the Comprehensive Plan are also independent approval criteria for all land use decisions.

The applicant has provided supplementary materials to support the request for a Certificate of Approval for Alteration. These supplementary materials can be found in the combined Application Submittal which is Attachment 1 to this Decision Document.

**II. CONDITIONS:**

1. That the applicant and/or current owners shall submit building permit applications prior to completing any future work of their choice or work required by either the Historic Landmarks Committee or City of McMinnville Building Department. Any construction plans submitted with these building permit applications will be reviewed by the Planning Director for consistency with the written narrative, exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee, along with any revisions to respond to other conditions of approval.
2. Any further exterior alterations necessary to address requirements of affected agencies shall be reviewed by the Planning Director to address additional minor exterior alterations such as meters, electrical conduit, etc.
3. If the value of a remodel is 25% or greater than the tax assessed value of the structure then sidewalks and driveway approaches will need to be updated to meet PROWAG as required by the Engineering Department. The would also require the applicant to scope the sewer line.

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*Attachments :*

Attachment 1 – Application

4. Archeological resources discovered must be reported to the Planning Department and Historic Landmarks Committee along with a plan for their preservation, either in situ or donated to a proper archaeological/historical facility.

### **III. ATTACHMENTS:**

1. HL 5-23 Application and Attachments (on file with the Planning Department)

### **IV. COMMENTS:**

#### **Agency Comments**

This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Public Works, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas. Comments received are below:

- McMinnville Engineering Department:

If the value of a remodel is 25% or greater than the tax assessed value of the structure of the property than sidewalks and driveway approaches will need to be updated to meet PROWAG. They will also have to scope the sewer line.

- McMinnville Building Department:

For administration of the State of Oregon building codes, there is no permitting necessary for window replacement as long as window headers are not altered (i.e., the window opening is not widened).

Mechanical and electrical permitting is necessary for installation of the heat pump system.

No permit necessary for the installation of retrofitted insulation.

- McMinnville Water & Light:

Water: No issues. Power: Contact McMinnville Water and Light if plans involve a change to electric service.

- McMinnville Fire District:

The Fire District has no comment for HL 5-23.

- Comcast:

Comcast has no comments.

#### **Public Comments**

Notice of this request was mailed to property owners located within 300 feet of the subject site. As of the date of the Historic Landmarks Committee public meeting on December 21st, 2023, no public testimony has been received by the Planning Department.

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*Attachments :*

Attachment 1 – Application



## **V. FINDINGS OF FACT - PROCEDURAL FINDINGS**

1. The applicant, Aaron Kumnick, of Yamhill Community Action Partnership, submitted the Certificate of Approval application (HL 5-23) on October 27, 2023.
2. The application was deemed complete on November 27, 2023. Based on that date the 120 day land use decision time limit expires on March 26, 2024.
3. Notice of the application was referred to the following public agencies for comment in accordance with Section 17.72.120 of the Zoning Ordinance: McMinnville Fire District, Police Department, Parks and Recreation Department, Engineering and Building Departments, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Public Works, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas.

Comments received from agencies are addressed in the Decision Document.

4. Notice of the application and the December 21st, 2023, Historic Landmarks Committee public meeting was mailed to property owners within 300 feet of the subject property in accordance with Section 17.65.070(C) of the Zoning Ordinance on December 4<sup>th</sup>, 2023.
5. On December 21<sup>st</sup>, 2023, the Historic Landmarks Committee held a duly noticed public meeting to consider the request.
6. The Historic Landmarks Committee approved the application, subject to the conditions in the decision document.

## **VI. FINDINGS OF FACT – GENERAL FINDINGS**

1. **Location:** 806 SE Hembree St., also known as Tax Lot R4421-CD-04301
2. **Size:** Lot: 9,997 Square Feet
3. **Comprehensive Plan Map Designation:** Residential
4. **Zoning:** R-3 (Medium Density Residential Zone)
5. **Overlay Zones/Special Districts:** None
6. **Current Use:** Residential
7. **Inventoried Significant Resources:**
  - a. **Historic Resources:** The building is a historic resource on the McMinnville Historic Resources list, NO. A946.
  - b. **Other:** None
8. **Other Features:** The site is flat and fully developed. There are no significant or distinguishing natural features associated with the property.
9. **Utilities:**
  - a. **Water:** Water service are available to the subject sites.
  - b. **Electric:** Power service are available to the subject sites.
  - c. **Sewer:** Sanitary sewer service are available to the subject sites.

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*Attachments:*

Attachment 1 – Application

- d. **Stormwater:** Storm sewer service are available to the subject sites.
- e. **Other Services:** Other utility services are available to the subject sites. Northwest Natural Gas and Comcast are available to serve the sites.

10. **Transportation:** The site is adjacent to Hembree and Vine Streets which are classified as local residential streets in the McMinnville Transportation System Plan. Section 17.53.101 of the McMinnville Municipal Code identifies the right-of-way width for local streets as 50 feet.

**VII. CONCLUSIONARY FINDINGS:**

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Certificate of Approval for Alteration are specified in Section 17.65.060(B) of the Zoning Ordinance. Applicable criteria include those in OAR 660-023-0200 for National Register properties. The subject property is not on the National Register, so OAR 660-023-0200 doesn't apply to this application.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

**Comprehensive Plan Volume II:**

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, polices, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

**GOAL III 2: TO PRESERVE AND PROTECT SITES, STRUCTURES, AREAS, AND OBJECTS OF HISTORICAL, CULTURAL, ARCHITECTURAL, OR ARCHAEOLOGICAL SIGNIFICANCE TO THE CITY OF McMINNVILLE.**

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant is working to ensure that a historical structure on the City's historic resources inventory stays habitable.

**GOAL III 4: ENCOURAGE THE PRESERVATION AND REHABILITATION OF HISTORIC RESOURCES**

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant is working to ensure that a historical structure on the City's historic resources inventory stays habitable, with weatherization work that substantially retains the historic character of the home.

**GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.**

**GOAL X 2: TO MAKE EVERY EFFORT TO ENGAGE AND INCLUDE A BROAD CROSS SECTION OF THE COMMUNITY BY MAINTAINING AN ACTIVE AND OPEN CITIZEN INVOLVEMENT PROGRAM THAT IS ACCESSIBLE TO ALL MEMBERS OF THE COMMUNITY AND ENGAGES THE COMMUNITY DURING DEVELOPMENT AND IMPLEMENTATION OF LAND USE POLICIES AND CODES.**

*Policy 188.00 The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The process for a Certificate of Approval for Alteration provides an opportunity for citizen involvement throughout the process through the public notice and the public meeting process. Throughout the process, there are opportunities for the public to review and obtain copies of the application materials and the completed staff report prior to the advertised public meeting(s). All members of the public have access to provide testimony and ask questions during the public review and meeting process.

### **McMinnville Zoning Ordinance**

The following Sections of the McMinnville Zoning Ordinance provide criteria applicable to the request:

#### **Chapter 17.03. General Provisions**

**17.03.020 Purpose.** The purpose of this ordinance is to encourage appropriate and orderly physical development in the City through standards designed to protect residential, commercial, industrial, and civic areas from the intrusions of incompatible uses; to provide opportunities for establishments to concentrate for efficient operation in mutually beneficial relationship to each other and to shared services; to provide adequate open space, desired levels of population densities, workable relationships between land uses and the transportation system, and adequate community facilities; to provide assurance of opportunities for effective utilization of the land resource; and to promote in other ways public health, safety, convenience, and general welfare.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The purpose of the Zoning Ordinance is met by the proposal as described in the Conclusionary Findings for Chapter 17.65 below in this Decision Document.

#### **Chapter 17.65. Historic Preservation**

**17.65.060 Exterior Alteration or Remodeling.** The property owner shall submit an application for a Certificate of Approval for any exterior alteration to a historic landmark, or any resource that is listed on the National Register for Historic Places. Applications shall be submitted to the Planning Department for initial review for completeness as stated in Section 17.72.040 of the McMinnville Zoning Ordinance. The Planning Director shall determine whether the proposed activities constitute an alteration as defined in Section 17.65.020 (A) of this chapter. The Historic Landmarks Committee shall meet within thirty (30) days of the date the application was deemed complete by the Planning Department to review the request. A failure to review within thirty (30) days shall be considered as an approval of the application. Within five (5) working days after a decision has been rendered, the Planning Department shall provide written notice of the decision to all parties who participated.

*Attachments :*

Attachment 1 – Application

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant has provided an application, complete with a detailed narrative, photos and renderings. The proposal constitutes an alteration which requires review by the Historic Landmarks Committee through a public meeting.

**17.65.060 Exterior Alteration or Remodeling.** [...]

B. The Historic Landmarks Committee shall base its decision on the following criteria:

**17.65.060(B)(1).** *The City’s historic policies set forth in the comprehensive plan and the purpose of this ordinance;*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The findings for the applicable Comprehensive Plan policies are provided above. The findings regarding the purpose of the Zoning Ordinance are provided above.

**17.65.060(B)(2)(a).** *A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The weatherization and insulation of the structure will allow for its continued use as a residence and help preserve the structure.

**17.65.060(B)(2)(b).** *The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The property’s historic features will be preserved as part of the work proposed by minimizing exterior impacts and retaining a majority of the wood windows and doors, including all of the wood windows and doors on the street facing facades which fulfills the requirement.

**17.65.060(B)(2)(c).** *Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant has provided detailed plans on how the work they will do will minimize any changes to the historic materials of the building or the historical use of the site as a residential dwelling.

**17.65.060(B)(2)(d).** *Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

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*Attachments :*

Attachment 1 – Application

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant has provided detailed plans on how the work they will do will minimize any changes to the historic materials of the building or the historical use of the site as a residential dwelling.

**17.65.060(B)(2)(e).** *Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant has provided detailed plans on how the work they will do will minimize any changes to the historic materials of the building and their aim preserve distinctive materials, features, finishes and craftsmanship of the original structure.

**17.65.060(B)(2)(f).** *The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** This is not a restoration project, any replacement or repair will ensure that new materials match the existing materials in composition, design, color, and texture as appropriate.

**17.65.060(B)(2)(g).** *Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant’s plan does not include the use of chemical treatments.

**17.65.060(B)(2)(h).** *Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION OF APPROVAL #4** In the offhand chance archaeological resources are discovered during the project, as a condition of approval, they shall be properly reported and catalogued.

**CONDITION OF APPROVAL #4:** Archeological resources discovered must be reported to the Planning Department and Historic Landmarks Committee along with a plan for their preservation, either in situ or donated to a proper archaeological/historical facility.

**17.65.060(B)(2)(i).** *The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.*

**APPLICANT’S RESPONSE:** None.

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*Attachments :*

Attachment 1 – Application

**FINDING: SATISFIED.** The proposed changes to the structure follow the Guidelines for Historic Preservation. The Secretary of Interior Standards for Rehabilitation do allow for economic considerations when making a decision on materials used for the rehabilitation or reconstruction of historic elements, especially in areas that are less exposed to the public. The City finds that the replacement windows are mostly on non-public facing elevations except for the one replacement window facing Vine Street, which is aluminum, and which is partially sight obscured by the front porch and landscaping shrubs.

This application has already been approved by The Oregon State Historic Preservation Office (SHPO). There is a Programmatic Agreement between US DOE, OR SHPO, and OHCS, in regard to weatherization of historic homes. The Department of Energy made the agreement and has a memo that directs what steps weatherization agencies such as YCAP must take when working on historic homes. Additionally, YCAP is monitored by OHCS, and historic reviews are part of that monitoring.

**17.65.060(B)(3).** *The economic use of the historic resource and the reasonableness of the proposed alteration and their relationship to the public interest in the historic resource's preservation or renovation;*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The economic use of the building as a residential home is maintained. The restoration proposed is reasonable and in the public's interest as it helps preserve the historic structure and ensure it will be habitable for years to come.

**17.65.060(B)(4).** *The value and significance of the historic resource; and*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The building is an A list Historical Resource. The alterations proposed do not change that fact, indeed they will help to preserve the building for future generations.

**17.65.060(B)(5).** *The physical condition of the historical resource.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The physical condition of the resource will be improved and made more resilient by the weatherization and insulation work proposed.

**17.65.060(C).** *Any approval may be conditioned by the Historic Landmarks Committee to secure interior and/or exterior documentation of the resource prior to the proposed action. Required documentation shall consist of no less than twenty (20) black and white photographs with negatives or twenty (20) color slide photographs. The Historic Landmarks Committee may require documentation in another format or medium that is more suitable for the historic resource in question and the technology available at the time. Any approval may also be conditioned to preserve site landscaping such as individual plants or trees or to preserve selected architectural features such as doors, windows, brackets, mouldings, or other details.*

**APPLICANT'S RESPONSE:** None

**FINDING: NOT APPLICABLE.** This has not been conditioned by the committee.

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*Attachments :*

Attachment 1 – Application

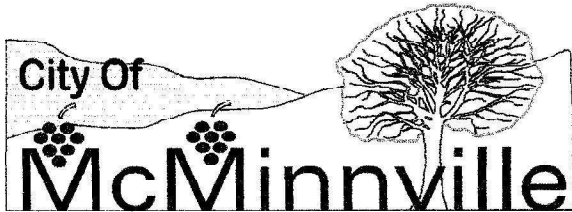


**17.65.060(D).** *If the historic landmark is located in the downtown core as defined by Section 17.59.020 (A) of the McMinnville Zoning Ordinance, the exterior alteration shall also comply with the requirements of Chapter 17.59 (Downtown Design Standards and Guidelines)..*

**APPLICANT’S RESPONSE:** None

**FINDING: NOT APPLICABLE.** The property isn’t within the boundary of the core area subject to the downtown design standards and guidelines.

AT



**Planning Department**  
231 NE Fifth Street ◦ McMinnville, OR 97128  
(503) 434-7311 Office ◦ (503) 474-4955 Fax  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

<b>Office Use Only:</b>	
File No.	<u>HL 5-23</u>
Date Received	<u>10/27/23</u>
Fee	<u>\$904.50</u>
Receipt No.	<u>208989</u>
Received by	<u>AW</u>

569-23-000588-PLNG

## Certificate of Approval (Alteration)

### Applicant Information

Applicant is:  Property Owner  Contract Buyer  Option Holder  Agent  Other Non Profit Contractor

Applicant Name Yamhill Community Action Partnership Aaron Phone 503-437-3667  
Contact Name Aaron Kumnick or Kraig Ludwig Kraig Phone 503-883-4174  
*(if different than above)*  
Address 1317 NE Dustin Ct  
City, State, Zip McMinnville, OR 97128  
Contact Email aaronk@yamhillcap.org or kraigl@yamhillcap.org

### Property Owner Information

Property Owner Name Albert Davis Phone 971-241-0231  
*(if different than above)*  
Contact Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address 806 SE Hembree St  
City, State, Zip McMinnville, OR 97128  
Contact Email \_\_\_\_\_

### Site Location and Description

*(if metes and bounds description, indicate on separate sheet)*

Property Address 806 SE Hembree St. McMinnville OR 97128  
Assessor Map No. R4 421 - CD - 04301 Total Site Area .2295 Acre  
Subdivision MRS PW Chandler's Second Addition Block 3 Lot 04301  
Comprehensive Plan Designation Residential Zoning Designation R3

1. What is the classification of the historic building? Listed on Historic Registry A946

2. Architect Name None for this project Phone   
(Engineer or Other Designer)

Contact Name  Phone

Address

City, State, Zip

Contact Email

3. Contractor Name Yamhill Community Action Partnership Phone

Contact Name Aaron Kumnick Phone 503-437-3667

Address 1317 NE Dustin Ct

City, State, Zip McMinnville, OR 97128

Contact Email aaronk@yamhillcap.org

4. The existing use of the property. Residence

5. The intended use of the property. Residence

6. Attach a written narrative that describes:

A. The proposed project in detail (specific portions of the structure being altered, new features being constructed, etc.);

B. How the proposed project meets the applicable Comprehensive Plan policies;

C. How the proposed project meets the applicable design standards and guidelines, which are as follows:

- a. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
- b. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
- c. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
- d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
- e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
- f. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.

- g. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
  - h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
  - i. The proposed project must be consistent with the Guidelines for Historic Preservation as published by the United States Secretary of the Interior;
- D. The reasonableness of the proposed project and a description of the economic use of the historic resource, and how those factors relate to the proposed project;
- E. The current value and significance of the historic resource, and how those factors relate to the proposed project; and
- F. The physical condition of the historic resource, and how the condition relates to the proposed project.

In addition to this completed application, the applicant must provide the following:

- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), showing the information listed in the information sheet.
- Architectural drawings, including elevations of the proposed alteration. The elevations shall include descriptions of the proposed finish material.
- Photographs and/or drawings of the existing structure.

**I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.**

  
\_\_\_\_\_  
Applicant's Signature

9/18/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Property Owner's Signature

9/18/23  
\_\_\_\_\_  
Date

## Project Summary:

The project home located at 806 SW Hembree St in McMinnville is currently listed on the National Register of historic places. The documents from the registry have been included at the end of this document. The home was built in 1868 with an addition in 1888 then another modification in the 1970s. The historical significance of the home will not be altered. The value to the community will be increased by providing upgrades that enable the home to remain in good condition for this owner as well as future owners.

This project is not intended to change the look or appearance of the home. Weatherization work is intended to lower energy bills as well as improve the overall health of the home. The goal is to maintain the home as a residence for the existing owners. The work is not intended to alter, remove or add to the structure or architectural elements. Thus, no historic elements will be altered beyond the scope listed above.

Scope of the project is as follows:

Visible from public spaces:

- Exterior wall insulation (plugs from wall blow may be visible but would be avoided where ever possible).
- Installation of a ductless heat pump
- Replacement of 1 single metal window to double pane vinyl
- Install weather-strips on front and side doors

Work not visible from public spaces:

- Exterior wall insulation (plugs from wall blow may be visible but would be avoided where ever possible).
- General air sealing (caulking and foaming penetrations from inside).
- Removal of through wall air conditioner unit.
- Insulate attic and knee walls.
- Insulate floor at crawl space
- Replace 7 additional windows than listed above (3 wood and 4 metal)
- Replace 1 metal sliding glass door with vinyl.
- Investigate and remove any remaining knob and tube (mostly in attic)

The wall blow will follow the OHCS Field Guide for Weatherization. The preferred method of installing the wall insulation will be to blow from the attic down the wall. This will minimize the number of pieces of siding that need to be removed, or drilled into. The entire west side of the home is covered with vinyl siding which will remain after weatherization is complete. The section of the field guide that includes wall blow insulation is included in this document.

The installation of the ductless heat pump could easily be removed should the home be restored in the future. Expectation is that there will only be a few mounts installed on the North side of home with a line set to be installed to the front door (see photos with diagrams).

The noted work above has also cleared a SHPO Built Environment Review. By following the review process, this project is cleared to move forward in regards to SHPO.



Reference Photographs:



Google street view of the home. North is facing up. Property is outlined in red.



View from Hembree St facing East. This complete side has vinyl siding. All windows and doors look to be original. Front door and upper windows have exterior aluminum storm windows. Decorative elements seem to be in tact.





View looking South from Vine St. Siding and most windows appear to be original. Detail on porch is original. Behind large shrub on porch is a double metal window replaced in the late 70s. There is also a wall AC unit installed under the window.



Close up view of porch from photo above. Shows double metal window and wall installed AC unit.

The views on this page are **NOT** visible from the street. They are for context of the rest of the structure.



View of South side of home. Two windows on left of photo are wood. The two other windows on this side of home are metal.

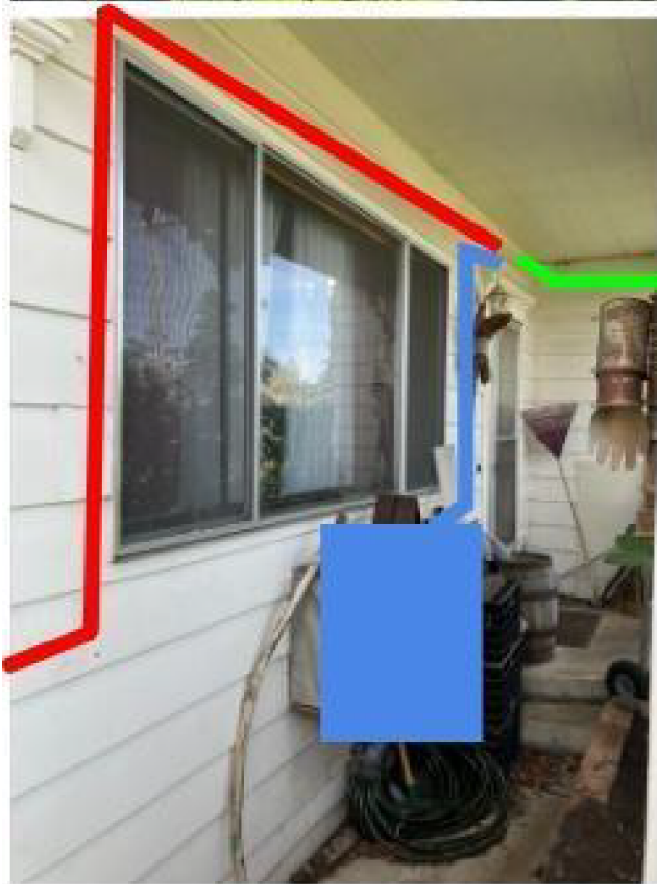


Two views of East side of home. The window on the upper floor represents the addition from the 1880s. You can somewhat see the addition in front from the 1970s. This is used as an add on to the kitchen / mud room. The garage blocks most of the view of this addition.



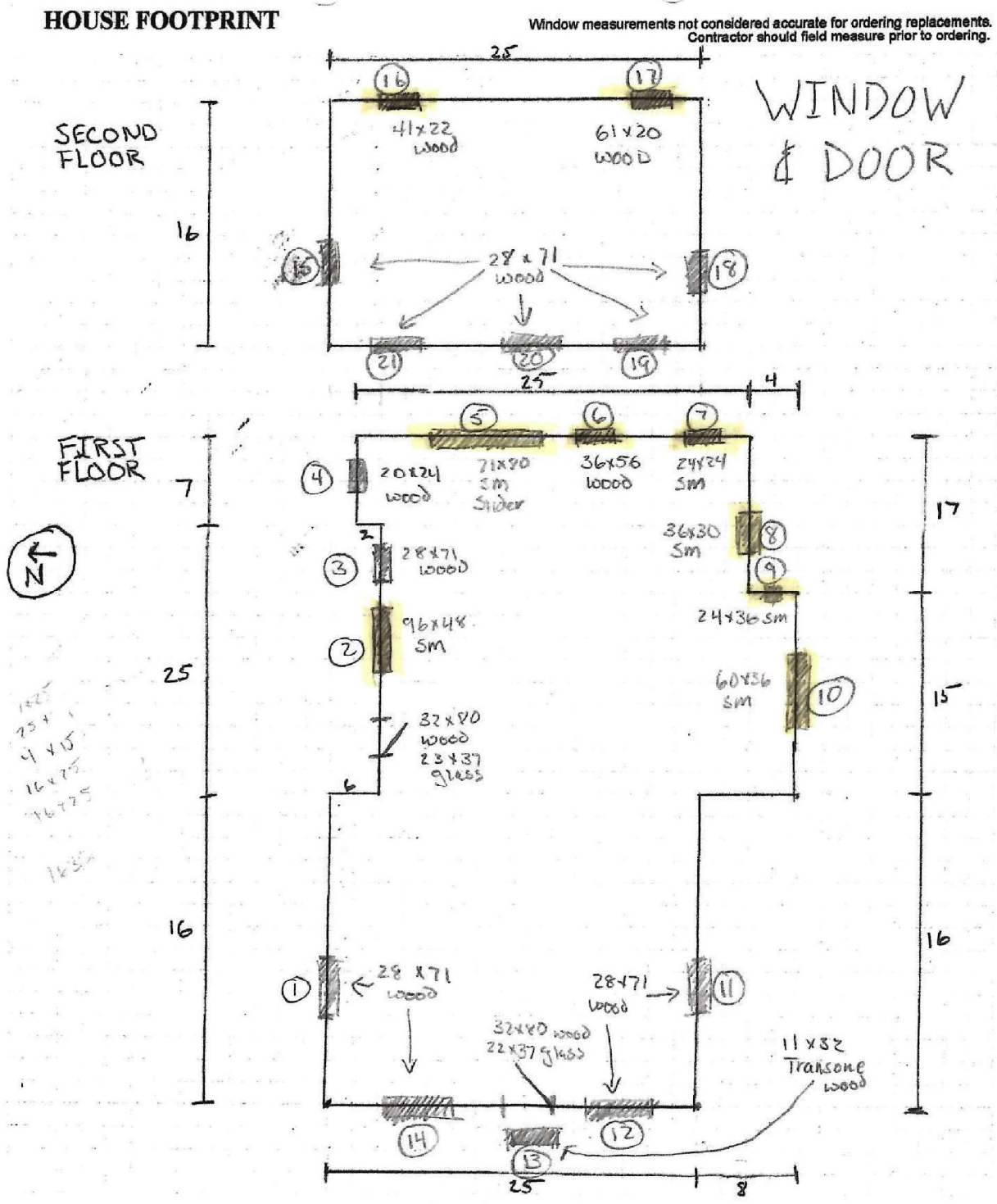


There are three possible locations for the ductless heat pump. For all locations the indoor unit would be above the door on the North side of the home (Vine St). There are three possible locations for the outdoor unit. The **BLUE** option takes the same location of the in wall AC unit. The Red unit is on the ground just to the East of the porch. Only the **RED** location would be somewhat visible from Vine. The **GREEN** option would be hidden behind the Rhododendron. The **GREEN** version is what our HVAC contractor prefers. Several perspectives are given below.



House Layout Drawn by YCAP Auditor:

Yellow areas are windows to be replaced during weatherization. #2 is the only window visible from the street.



Revised July 2, 2010 This form adapted from Association of Energy Conservation Professionals Energy Checklist aecpes.org

Hemlock St



Historic Resources Survey  
City of McMinnville  
Yamhill County, Oregon

Site No. 13.37 Aerial Map K-12  
Block 3 Lot 4  
Addition Mrs. P. W. Chandler's Second  
Tax Lot 4421CD 4300  
Address 806 Hembree  
Common Name Sauter House  
Historic Name Hiram Rummel House  
Present Owner John & Annabel Sauter  
Present Use Residence  
Original Use Residence  
Builder or Architect -----  
Outbuildings Detached garage  
Date of Construction 1868 & 1888

-Condition Assessment on Reverse Side-

Statement of historical significance and description of property:

This tall, two-story rectangular structure faces west toward the railroad tracks. Its facade is three bayed and has a full width porch supported by four slender turned posts and decorated by sawnwood brackets. A long, gabled one-story section added to the back forms a T with the basic structure and a second one-story gabled section extends to the south from behind the original house, making a rather complex roofline at the rear. One end (the south elevation) of the main block is entirely shingled; the other elevations are covered with drop siding. A second porch with square posts and sawnwood brackets extends along the north side of the back ell. Fenestration on the main block is regular; windows are one-over-one double hung sash with pronounced cornice molding trim. On both back portions, aluminum windows have replaced some of the originals and lap siding has in some areas covered the original. The foundation of the original block is brick--the rest of the structure has had new foundation put in. Original apple and maple trees still stand; the present owners have planted aspen and tamarack.

John Sauter says a pencilled message from 1868 remains on the wall in the original part of the house. Hiram Rummel was a local farmer who bought the entire block from Mrs. P. W. Chandler in 1888 for \$350. In 1903, his daughter and son-in-law, Charles Taff, bought the block for \$400. Hiram Rummel died in 1943. The east side fire station sat on the Rummel property until the 1920's.

Primary Resource No. 494

## **Section 2: Wall Insulation**

### **2.01: General**

1. Material shall be installed according to the provisions of current Oregon Building Code or other applicable codes and shall meet the requirements of the agency weatherization program. Any exceptions shall be approved in writing in advance by the agency. If wall insulation is included as a measure, the installer must provide a signed and dated certificate. For loose fill, the document must indicate the type of insulation, coverage area, initial R-value, installed thickness and R-value, final R-value and the number of bags used. For all insulation except loose fill, the certificate must show the type of insulation, coverage area, installed thickness and R-value with the number of bags used. If insulation is installed in more than one section of the home, it is acceptable to put the data on one certificate. It's highly recommended to place the certificate in a consistent location, i.e., the electrical panel. In addition, the coverage chart off the bag of insulation that was used must be posted at the job site and bag count verified during the final inspection. A copy of the insulation certificate must be included in the project file. (SWS 4.0201)
2. In addition, a coverage chart must be posted on the jobsite. A copy of the insulation certificate must be included in the job file.
3. Lead and asbestos safety procedures must be followed where applicable. (SWS 4.0202.2)
4. Walls shall be insulated to the highest R-value practical (this shall include above windows) with a minimum of R-13 in 4-inch cavities with R-21 in 6-inch cavities preferable. Insulation may be installed in wall cavities, which have R-7 or less of existing insulation and in cavities less than 3-1/2 inches thick, depending upon the agency recommendations and cost-effective screening requirements. Any existing voids should be filled.

### **2.02: Holes and penetrations**

1. Holes and penetrations on exterior surface of exterior walls will be sealed with appropriate materials to ensure resistance to outdoor elements.
2. Intentionally ventilated walls will not be sealed at vent locations (i.e., weep

holes).

3. Holes and penetrations on the interior surface of exterior walls will be repaired.
4. Backing or infill will be provided as needed to meet the specific characteristics of the selected sealant and the characteristics of the penetration.
5. All accessible holes and penetrations in top and bottom plates will be sealed. (SWS 4.0202.1)

### **2.03: Blown-in wall insulation**

1. Access to exterior wall cavities will be gained; sheathing will be drilled as needed and probed to locate each cavity, wall studs, and blockers. (SWS 4.0202.1, 4.0202.2)
2. Interior will be masked, and dust controlled during drilling when accessing from interior. See [Appendix G](#) for specifics on completing an interior access. (SWS 4.0202.1)
3. Insulation shall **not** be installed in wall cavities which:
  - a. Serve as air ducts for heating, cooling or ventilation and electrical service boxes.
  - b. Contain electric space heaters unless fire stops are present or installed which isolate the heater from all contact by the insulation material. Verification of this shall be accomplished by removal of the heater prior to the installation. (SWS 4.0202.1)
  - c. Contain active knob and tube wiring unless corrective action is taken per [Section 1.07](#) of these specifications.
4. The installer shall perform a thorough visual inspection of the walls and other areas that will be insulated from the interior and exterior to ensure integrity before blowing insulation. Drilling hazards (i.e., wiring, venting, fuel piping) will be located. Cavities will be free of hazards, intact, and able to support dense pack. If problems are discovered so that insulation cannot be installed, the installer must notify the agency before commencing work. The installer is responsible for any damage that occurs as the result of blowing

walls. (SWS 4.0202.1)

## **2.04: Blown-in cavity insulation**

1. Whenever possible, insulation will be installed into cavities from the exterior side of the wall. When feasible, exterior cladding at the insulation access point will be removed before creating an access hole through the sheathing. The insulation access point will be created to minimize air barrier and drainage plane disruption. The access point will be sealed to be airtight and watertight after insulation installation before reinstalling the exterior cladding. (SWS 4.0202.1). Siding and shingles shall be removed and reinstalled in a professional manner. Broken siding or shingles occurring during the insulation process shall be replaced, painted, or primed at the installer's expense. For techniques on removing various siding types see [Appendix F](#).
2. If new siding must be installed, new siding will be installed in accordance with manufacturer specifications and local codes after exterior wall insulation is installed. (SWS 4.0202.2)
3. It is allowable but not required, to remove cement/asbestos siding to install wall insulation as long as precautions are taken to prevent damage to the siding. Drilling, cutting or sanding of the siding is not allowed. Cement/asbestos siding is not considered friable. If asbestos siding is going to be removed, inform the client that suspected asbestos siding is present and how precautions will be taken. Workers removing siding must be trained in proper removal and replacement of siding.





4. Dense pack insulation: see [Appendix E](#) for techniques in blowing high-density wall insulation. Using fill tube, 100% of each cavity will be filled to a consistent density. High-density wall insulation is defined as installing cellulose insulation at 3.5 pounds per cubic foot or fiberglass at 2.5 pounds per cubic foot. Fiberglass used for dense packing walls must limit maximum air permeance to 3.5 cfm/ft<sup>2</sup> measured using the BPI's (Building Performance Institute, <http://www.bpi.org>) 102 "Standard for Air Resistance of Thermal insulation Used in Retrofit Cavity Applications" or ASTM C522, E 283, or E2178. (SWS 4.0202.1)
5. Before blowing high-density wall insulation, a blowing machine pressure test will be performed by the installer with air on full, feed off, agitator running, and gate closed. Hose outlet pressure will be at least 80 inches of water column or 2.9 pounds per square inch for cellulose insulation; for other types of dense pack, check manufacturer specification for blowing machine set up. (SWS 4.0202.1)





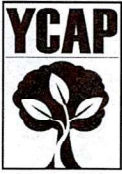
6. Insulation density will be verified by any or all of the following methods: (SWS 4.0202.1)
  - a. Bag count from the insulation certificate;
  - b. Core sampling;
  - c. Infrared camera with the blower door at 50 pascals; and/or
  - d. Using Chemical smoke at 50 Pascals of pressure difference.
7. The agency shall determine access to the wall cavities and other areas. The installer may gain access to other areas in a different manner if approved by the agency; drilling directly through the existing interior gypsum board, lath and plaster, stucco and other material finishes which are similar in texture. This procedure shall have prior approval from the homeowner before work commences.

### **2.05: Areas for dense-pack insulation**

1. To assure positive quality control, the installer may be required to notify the agency a minimum of 48 hours in advance when dense-pack insulation is being installed so that an in-progress inspection may be conducted.
2. Special attention shall be given to thermal bypass areas to ensure a tight thermal envelope. These spaces include but are not limited to corners, kitchen and bathroom soffits, pocket doors, intersection of partition walls, walls where plumbing is present, and inside corners of firewalls.
3. Exterior wall plugs shall be made of material that will not shrink or expand beyond the design of the siding, resulting in damage to the siding or finish (i.e., wood or Styrofoam™). Plugs shall not be of the vented type (i.e., button vents).



4. If the installer accesses the wall cavity by removing the siding or shingles, the installer shall install an appropriate size plug and re-install the siding or shingles.
5. If the drill and fill method is used by the installer, the plugs shall be recessed into place, so the outer surface of the plug is below the surface of the siding. The plug shall be covered with an outdoor spackling. The spackling shall have at least one-coat primer paint after being installed. (SWS 4.0202.1)



**Yamhill Community Action Partnership**

**WEATHERIZATION**

**WEATHERIZATION ELIGIBILITY**

CCB 0050960

Form No. WX006 Rev. 10.26.2023

The Yamhill Community Action Partnership, Inc. (YCAP) verifies that Albert & Delores Davis is/are the occupant(s) located at 806 SE Hembree St McMinnville OR 97128

The process of qualification is complete and this household falls within the 200 % Federal Poverty income guidelines and is eligible for the Low-Income Weatherization Assistance Program.

Number of Occupant(s) 2

Anaberta Arenas 10-27-2023  
Energy & Weatherization Specialist Authorization Date

Kraig Ludwig 10-27-2023  
Energy Services Director Authorization Date

**Income Guidelines for Oregon (Program Year 2023)  
(Effective January 12,2023)**

**200 % of Federal Poverty Line by Household Size**

Size of Family Unit	Monthly Income	Annual Income
1	2,430.00	29,160.00
2	3,286.66	39,440.00
3	4,143.33	49,720.00
4	5,000.00	60,000.00
5	5,856.66	70,280.00
6	6,713.33	80,560.00
7	7,570.00	90,840.00
8	8,426.66	101,120.00
9	9,283.32	111,400.00
10	10,139.98	121,680.00
11	10,996.64	131,960.00
12	11,853.30	142,240.00
Each additional member	856.66	10,280.00