



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

www.mcminnvilleoregon.gov

Historic Landmarks Committee
Community Development Center, 231 NE 5th Street
June 27, 2018 3:00 PM

Committee Members	Agenda Items
<p>Joan Drabkin Chair</p> <p>John Mead</p> <p>Mary Beth Branch</p> <p>Mark Cooley</p> <p>Heather Sharfeddin</p>	<ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Approval of Minutes <ol style="list-style-type: none"> A. February 28, 2018 Meeting Minutes (Exhibit 1) 4. Action Items <ol style="list-style-type: none"> A. DDR 7-18 - Downtown Design Review and Waiver (Exhibit 2) 631 NE 1st Street 5. Discussion Items <ol style="list-style-type: none"> A. Historic Preservation Plan <p>Staff will lead a discussion on the last draft of the Historic Preservation Plan. Final comments are in the process of being compiled and sent to the consultants for incorporation into the final draft of the plan. This discussion will be the final opportunity for the Historic Landmarks Committee to provide comments on the plan. The most recent draft version of the plan is included in the packet.</p> 6. Old/New Business 7. Committee Member Comments 8. Staff Comments 9. Adjournment

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

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



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

www.mcminnvilleoregon.gov

EXHIBIT 1 - MINUTES

February 28, 2018
Historic Landmarks Committee
Regular Meeting

3:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Chair Joan Drabkin (call-in), Mary Beth Branch, Mark Cooley, and John Mead
Members Absent: None
Staff Present: Heather Richards – Planning Director
Others Present: Michael Hafner

1. Call to Order

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

2. Citizen Comments

None

3. Approval of Minutes

- A. August 23, 2017 Meeting Minutes
- B. October 24, 2017 Meeting Minutes
- C. November 29, 2017 Meeting Minutes

Committee Member Mead moved to approve the August 23, October 24, and November 29, 2017 meeting minutes as written. Motion seconded by Committee Member Branch and passed 4-0.

4. Action Items

- A. Election of Chair and Vice-Chair

Joan Drabkin was nominated for Chair and Mary Beth Branch was nominated for Vice Chair for 2018. Nominations passed 4-0.

5. Discussion Items

A. Historic Single Family Homes in Commercial Zones

Planning Director Richards said this issue was brought forward by JW Mulligan. It had to do with residential homes in the C-3 zone that had been vacated for over a year and how the residential use was no longer allowed. People were having a hard time getting financing for these properties because the residential use was not allowed and they had not been converted to commercial use yet. It caused situations where the properties continued to deteriorate or the current buildings needed to be demolished and something else would be put on the property. The C-3 zone was a strip commercial zone and did not make sense as a buffer zone to the city center. The Office Residential zone was considered a buffer zone and could be used to protect historic single homes adjacent to commercial zones. There were several historic single family homes in the C-3 zone and were operating as residential uses that were in jeopardy. If the Office Residential zone was applied to those areas, it would allow office development to occur which was a classic commercial conversion of a residential structure, small businesses to occur, and single family residential uses to continue. Staff was recommending the Office Residential zone be applied to properties north and south of downtown and as a buffer between C-3 and high density residential. A lot of the homes being used as single family homes in the commercial zones were historic on the landmarks inventory. Staff recommended working with the Planning Commission to increase the Office Residential zone on the north and south sides.

There was discussion regarding changing the zone for additional properties on the couplet.

There was consensus to include the historic residential structures now serving as office space.

There was further discussion regarding other areas that should be included.

There was support from the HLC for the Planning Commission to move forward with this change.

B. Update on Intensive Level Survey and Historic Preservation Plan

Planning Director Richards said the consultants had done the intensive level survey and some of the properties were considered eligible for the national historic register. Staff had looked to see if there was potential for creating a historic district. The common thread that was found for a potential district was that they were all merchant homes in the downtown area. For a historic district they had to look at clustering, majority proportionality that were considered contributing, and a consistent boundary. This area was marginally contributing, however the boundaries could be moved around to include some other historic properties. The consultant would help the City look at the common storyline for the district and the national historic register application would be done through a grant in the future. She also wanted to think about what would make a good district in terms of branding the area, encouraging revitalization and investment, and creating a sense of place.

There was discussion regarding taking out certain areas, such as the community center and parking lots, from the future district boundary.

Planning Director Richards said the next step would be the Historic Preservation Plan. She thought this should be a community effort. The next meeting with the consultants would be April 5.

There was discussion regarding the groups to invite to the meeting.

C. Historic Preservation Month Activities

Planning Director Richards stated May was Historic Preservation Month. The activities to organize were the This Place Matters program and developing and promoting a walking tour of a historic area. She suggested creating a subcommittee to work on the tour, and Chair Drabkin and Committee Member Cooley volunteered. Committee Members Mead and Branch would help with the Historic Preservation Awards. The nominations for the awards would be due by April 13. There was consensus that the winners would be chosen by the Mayor and Council members so the HLC could make nominations. The winners would be announced in May.

There was also consensus that the eligible projects were ones done since the last time the awards were given out to present day.

There was discussion regarding what the award would be, the budget for the awards, and that the award would go to the owners of the properties.

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

None

9. Adjournment

Chair Drabkin adjourned the meeting at 4:06 p.m.



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

www.mcminnvilleoregon.gov

EXHIBIT 2 - STAFF REPORT

DATE: June 27, 2018
TO: Historic Landmarks Committee Members
FROM: Chuck Darnell, Senior Planner
SUBJECT: DDR 7-18 – 631 NE 1st Street

Report in Brief:

An application for downtown design review and the approval of multiple design waivers for the construction of a new mixed use building within the Downtown Design Standards and Guidelines area to be reviewed and approved by the Historic Landmarks Committee.

Background:

The applicants, Brigitte and Clark Hoss, submitted a Downtown Design Standards and Guidelines application to request the review of the exterior design of a proposed new building to be constructed on a property within the Downtown Design Standards and Guidelines area described in Section 17.59.020(A) of the McMinnville Municipal Code. The subject property is located at 631 NE 1st Street, and is more specifically described as Tax Lot 11300, Section 21BC, T. 4 S., R. 4 W., W.M.

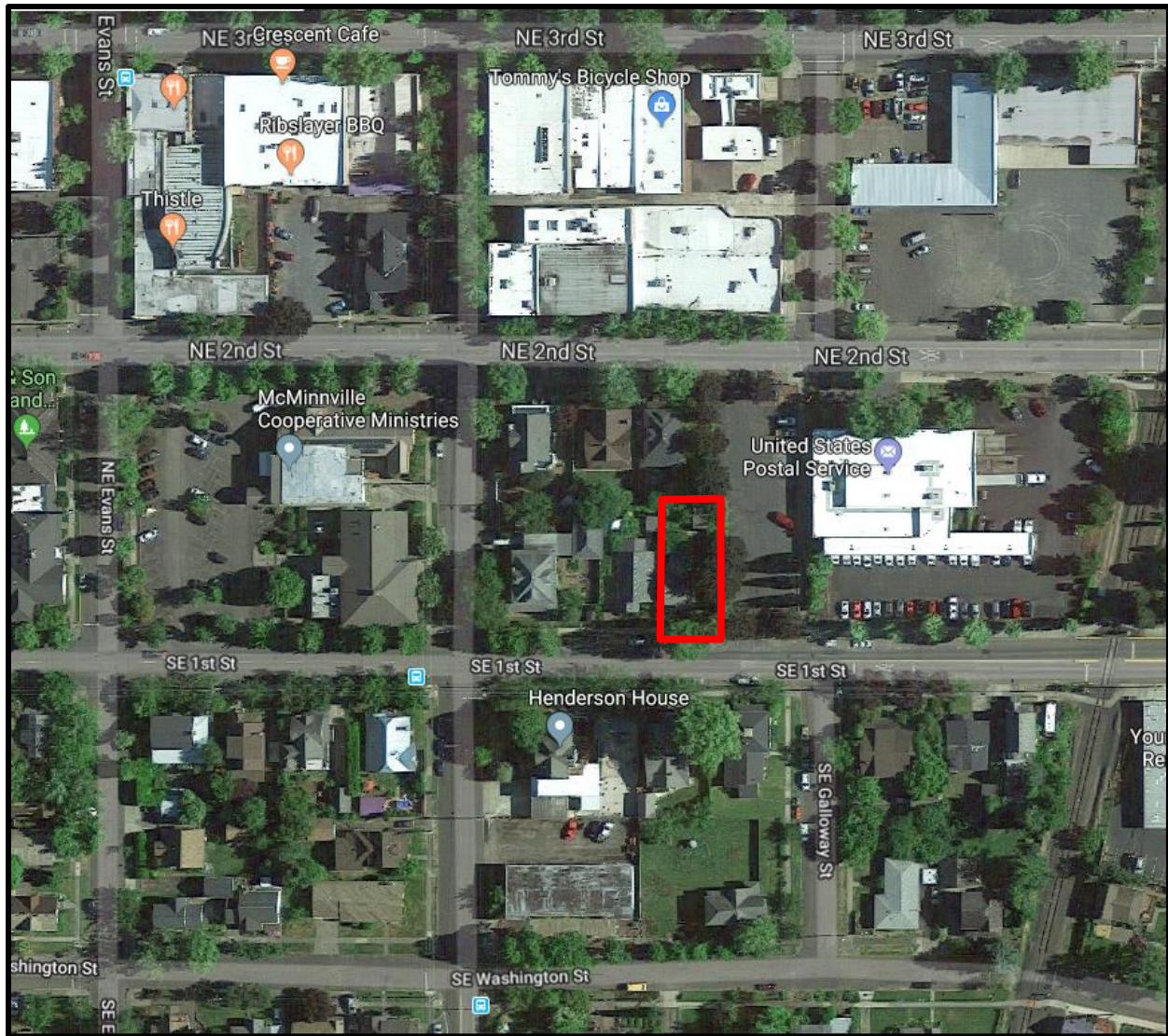
This property is the site of a recently approved demolition of a historic resource (HL 1-18). The historic resource was designated as an “Environmental” historic resource (Resource D878), and was approved for demolition based on the a number of factors including the safety hazard to the general public, the safety concerns of the surrounding property owners and neighborhood, the economic use of the historic resource and the level of investment required to renovate the structure, and the lower level of significance of the historic resource.

The applicants are currently in the process of completing the demolition of the structure that exists on the property. The applicants are now proposing new construction of a mixed use building on the property. The subject property is zoned C-3 (General Commercial), which limits the residential uses of the property as only certain residential uses are listed as permitted uses within that zone. The applicant’s main intent is to provide for a dwelling unit on the property, but single family dwellings are not a permitted in the C-3 zone. In order to provide a single dwelling unit, the applicant is proposing to construct a mixed use building with one dwelling unit and a space for commercial use. Section 17.33.010(4) allows for “owner-occupied residence in the same building as a business” as a permitted use. The applicant intends to reside in the one dwelling unit within the mixed use building, which meets the requirement of the use being an owner-occupied residence. They are also proposing to design the structure in such a way as to provide for the commercial space on the ground floor of the building with its own separate entrance. The one

Attachments:
Downtown Design Standards and Guidelines Application
Decision Document

dwelling unit will then be in the back of the ground floor, accessed from the rear side of the building, and will also make up the upper floor of the building.

The current location of the subject property is identified below:



Discussion:

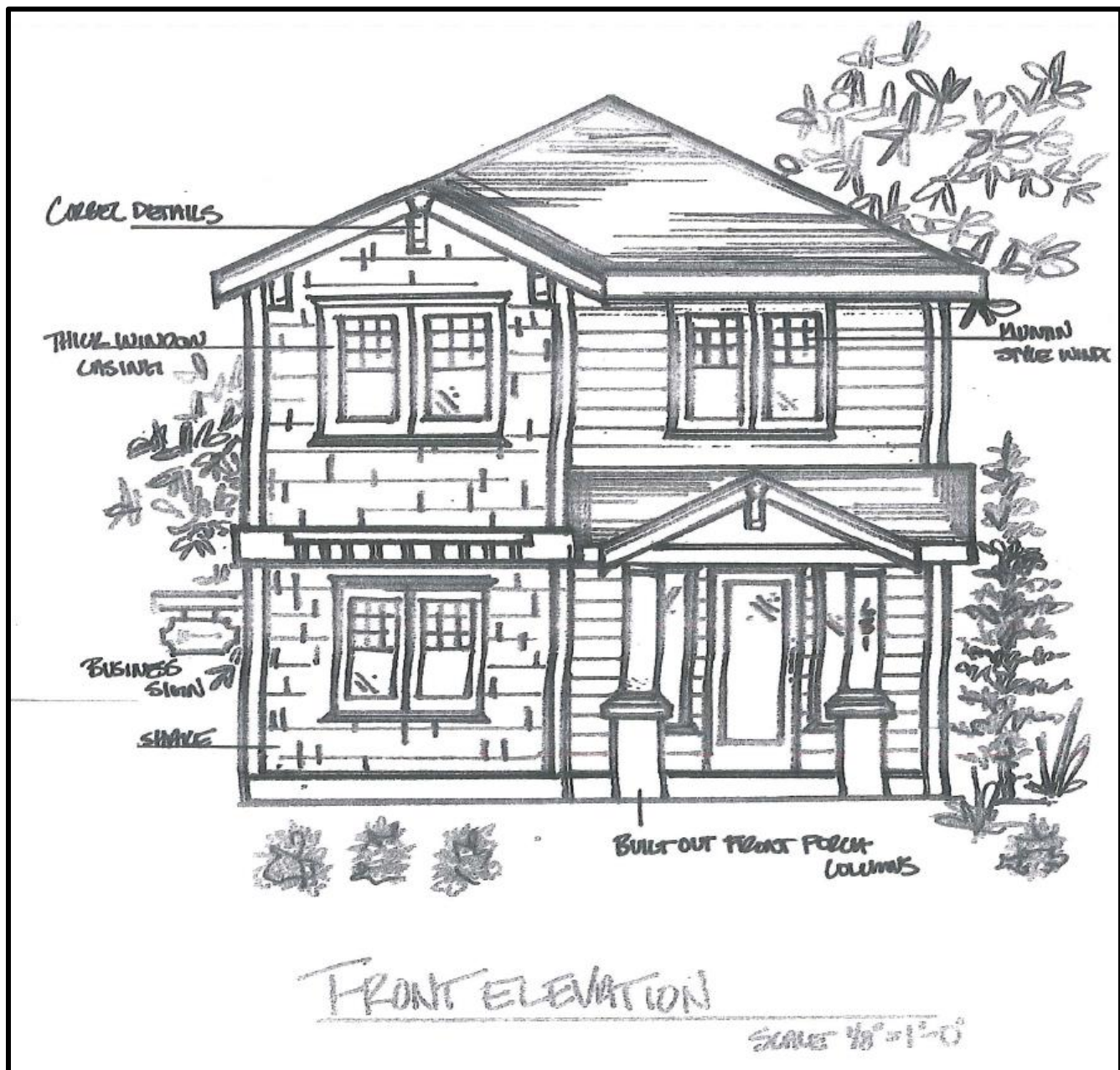
This Historic Landmarks Committee's responsibility in this type of application is to review the proposed exterior design of the building against the applicable Downtown Design Standards and Guidelines. The applicant is also requesting multiple design waivers, so the Historic Landmarks Committee must review those waiver requests against the applicable review criteria for waivers from a Downtown Design Standard.

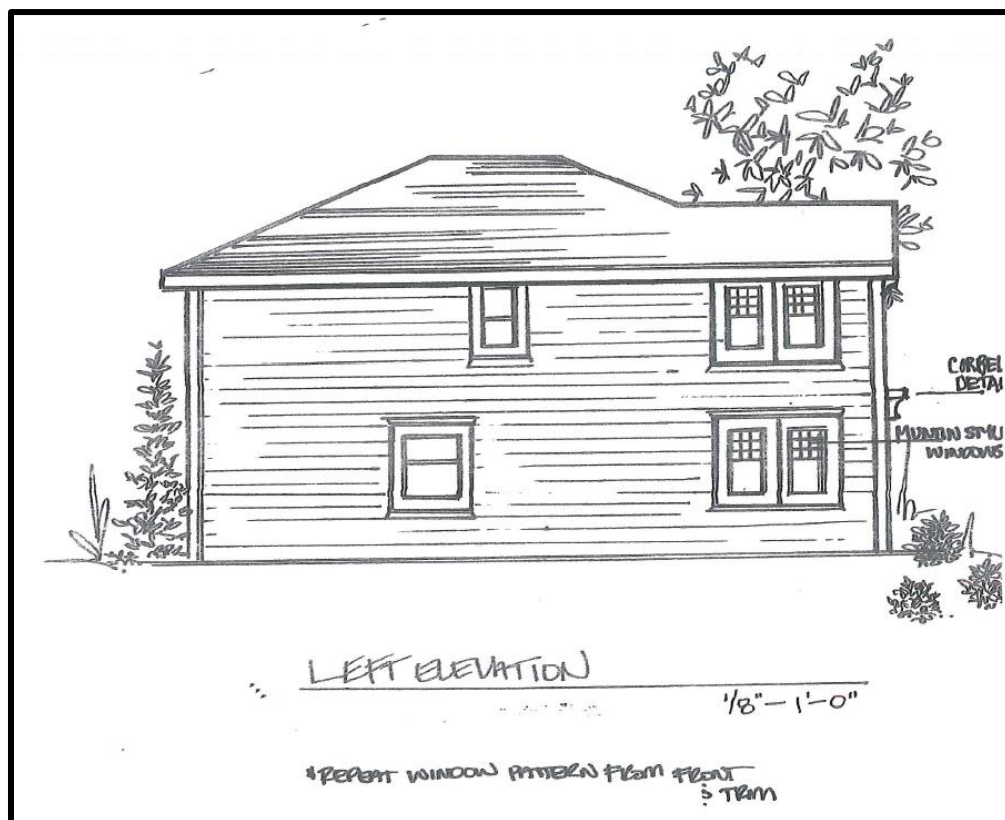
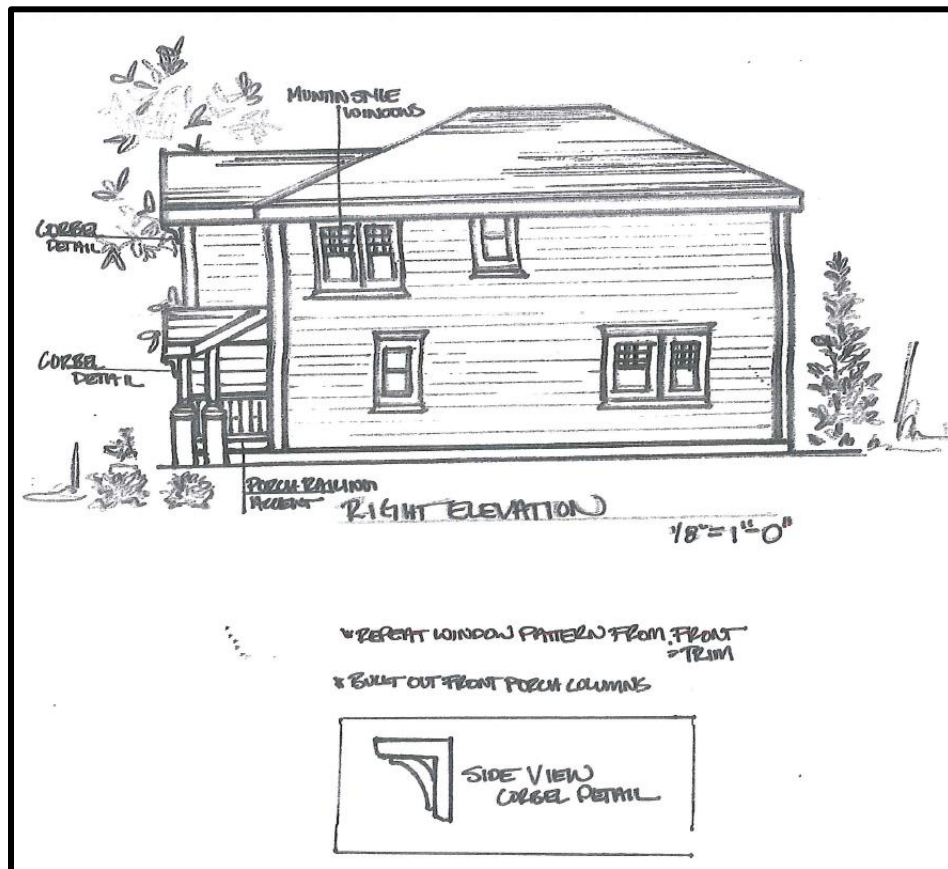
Section 17.59.020(A) describes the Downtown Design Standards area as the area bounded to the west by Adams Street, to the north by 4th Street, to the east by Kirby Street, and to the south by 1st Street. The property in question is located on the north side of 1st Street, so it is subject to the Downtown Design Standards and Guidelines Chapter. Also, Section 17.59.020(B) states that the Downtown Design Standards apply to all new building construction within the Downtown Design Standards area.

Attachments:

Downtown Design Standards and Guidelines Application
Decision Document

The elevations provided for the proposed new building are provided below:







In reviewing the proposed design, the Historic Landmarks Committee must find that the proposed project meets all of the applicable Downtown Design Standards and Guidelines. Those standards and guidelines are provided below.

17.59.050 Building and Site Design.

A. Building Setback.

1. Except as allowed by this ordinance, buildings shall maintain a zero setback from the sidewalk or property line.
2. Exceptions to the setback requirements may be granted to allow plazas, courtyards, dining space, or rear access for public pedestrian walkways.

The applicant is requesting a waiver from the zero setback requirement, which will be discussed in more detail below.

B. Building Design.

1. Buildings should have massing and configuration similar to adjacent or nearby historic buildings on the same block. Buildings situated at street corners or intersections should be, or appear to be, two-story in height.

The surrounding area and block consists primarily of residential uses. While the subject property and the surrounding properties on the same block are zoned C-3, they are all developed with older, historic single family homes. Given the surrounding development pattern, the applicant is proposing a building that mimics the residential character and building massing of the surrounding area. The proposed building is a two story building, with a primary massing form most consistent with a four-square (or Colonial Revival) type home. There are other two-story homes on the same block as the subject property, most notably two properties to the west at 605 NE 1st Street (Resource A868). To the north of the subject property, there are three other historic homes fronting 2nd Street that are one and one-half

or two stories in height, at 606 NE 2nd Street (Resource B867), 624 NE 2nd Street (Resource A874), and 628 NE 2nd Street (Resource C877).

While the overall massing mimics the traditional two-story design of a four-square or Colonial Revival home, the applicant is proposing to include two gable rooflines on the front façade. These gable rooflines extend over the covered entryway, and also over a portion of the two-story portion of the front façade that extends out from the remainder of the front building wall. While the gable rooflines are not typical of a four-square or Colonial Revival home, they are typical of craftsman style homes, which are also prevalent within the surrounding area.

The applicant is requesting to create a building with a design that they are arguing combines aspects of both the four-square and craftsman architectural styles. The craftsman aspects they are providing are the gabled front entrance, square front porch columns supporting the gabled front entrance, decorative corbels on the front façade, larger fascia board trim, and muntin style windows. The four-square aspects are the overall pyramidal roof line and repeating decorative windows on the front and sides of the building.

Overall, the massing is similar to adjacent and nearby buildings, being a two-story building. However, the configuration is not similar to a particular architectural style on adjacent and nearby buildings. It is a combination of features that may be represented in certain architectural styles, but the combination of those features results in a building that does not have the prominent architectural configuration of either the four-square/Colonial Revival style or the craftsman style. Staff believes that a more singular architectural style would be more consistent with the configuration of adjacent and nearby buildings.

The applicant has argued that the combination of styles will not be inconsistent with surrounding properties, and has noted that the draft version of the McMinnville Historic Preservation Plan notes that there are many homes in McMinnville that are not clear examples of a particular architectural style and that there may be combinations of architectural styles on other homes. However, the Downtown Design Standards and Guidelines require a configuration consistent with adjacent historic homes on the same block. The homes on the same block, referenced above, are all listed on the Historic Resources Inventory and all have more defining architectural styles. The home at 605 NE 1st Street (Resource A868) is a clear Colonial Revival building style, as listed on the Historic Resources Inventory sheet and evident in the photo provided below. The property at 606 NE 2nd Street (Resource B867) is somewhat of a combination between the Colonial Revival and craftsman styles, with a two story massing of a Colonial Revival home, but also has more clearly defined gable rooflines and a prominent front porch that lend it to having more distinctive craftsman architectural features. The property at 624 NE 2nd Street (Resource A874) is more of a true craftsman architectural style, with a primary gable roofline, multiple secondary gable rooflines, and a prominent front porch.

The configurations of these adjacent homes differ from the proposed design for the subject property in a number of ways. First, the proposed combination of rooflines results in the loss of a particular configuration or style, and does not mimic the configuration of adjacent properties. Also, the proposed front porch is not prominent on the home, and functions more as a covered front entry that is typical of more modern single family home construction. Nearly every other property on the same block, which are all also within the Downtown Design Standards area, have a prominent front porch that covers at least the entirety of the front façade, with some actually wrapping and covering side facades as well. The other homes also have more architectural detail throughout all facades, including decorative corbels, prominent rooflines consistent with the architectural style of the building, and repetitive window patterns.

Below you will find photos of the adjacent and surrounding homes on the same block as the subject property (which are all also within the Downtown Design Standards area):

Attachments:

*Downtown Design Standards and Guidelines Application
Decision Document*

605 NE 1st Street



606 NE 2nd Street



624 NE 2nd Street



2. Where buildings will exceed the historical sixty feet in width, the façade should be visually subdivided into proportional bays, similar in scale to other adjacent historic buildings, and as appropriate to reflect the underlying historic property lines. This can be done by varying roof heights, or applying vertical divisions, materials and detailing to the front façade.

This standard is not applicable, as the proposed building is not more than 60 feet in width.

3. Storefronts (that portion of the building that faces a public street) should include the basic features of a historic storefront, to include:
 - a. A belt course separating the upper stories from the first floor;
 - b. A bulkhead at the street level;
 - c. A minimum of seventy (70) percent glazing below the transom line of at least eight feet above the sidewalk, and forty (40) percent glazing below the horizontal trim band between the first and second stories. For the purposes of this section, glazing shall include both glass and openings for doorways, staircases and gates;
 - d. A recessed entry and transom with transparent door; and
 - e. Decorative cornice or cap at the roofline.

The applicant is requesting a waiver from the storefront design requirements, which will be discussed in more detail below.

4. Orientation of rooflines of new construction shall be similar to those of adjacent buildings. Gable roof shapes, or other residential roof forms, are discouraged unless visually screened from the right-of-way by a false front or parapet.

As discussed in more detail above, the orientation of rooflines is not consistent with a single architectural style evident on adjacent buildings that are also located within the Downtown Design Standards area.

5. The primary entrance to a building shall open on to the public right-of-way and should be recessed.

The applicant is proposing to include a covered entry for the main entry to the commercial space on the ground floor of the building, which serves as a recessed entry to the building.

6. Windows shall be recessed and not flush or project from the surface of the outer wall. In addition, upper floor window orientation primarily shall be vertical.

The applicant is requesting a waiver from the recessed window requirements, which will be discussed in more detail below.

7. The scale and proportion of altered or added building elements, such as new windows or doors, shall be visually compatible with the original architectural character of the building.

This standard is not applicable, as the building is complete new construction and therefore does not include any altered or added building elements.

8. Buildings shall provide a foundation or base, typically from ground floor to the lower windowsills.

This standard is not applicable, as the proposed residential form of the building does not create the need for a foundation or base.

C. Building Materials.

1. Exterior building materials shall consist of building materials found on registered historic buildings in the downtown area including block, brick, painted wood, smooth stucco, or natural stone.
2. The following materials are prohibited for use on visible surfaces (not applicable to residential structure):
 - a. Wood, vinyl, or aluminum siding;
 - b. Wood, asphalt, or fiberglass shingles;
 - c. Structural ribbed metal panels;
 - d. Corrugated metal panels;
 - e. Plywood sheathing, to include wood paneling such as T-111;
 - f. Plastic sheathing; and
 - g. Reflective or moderate to high grade tinted glass.

The applicant is requesting a waiver to the building materials standards, which will be discussed in more detail below.

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

The applicant has stated that the exterior color of the building will be a “neutral light beige hue with coordinated either lighter or darker earth tone trim accent around windows and doors”. Overall, this is consistent with the exterior building color requirements. However, since specific colors were not provided, staff is suggesting a condition of approval to require that the applicant provide specific color samples prior to the issuance of building permit to be reviewed by the Planning Director.

17.59.060 Surface Parking Lots.

- A. Surface parking lots shall be prohibited from locating on Third Street. In addition, vehicular access to parking lots from Third Street is prohibited.

This standard is not applicable, as the subject property is not located on Third Street.

- B. All parking lots shall be designed consistent with the requirements of Section 17.60.080 of the McMinnville Zoning Ordinance.

The site plan submitted does not provide detail on the proposed construction of the parking lot. However, this will be required for building permit review, and staff will ensure at that time that the parking lot meets all requirements of Section 17.60.080 of the McMinnville Zoning Ordinance.

- C. A hedge or wall, thirty (30) inches in height, or dense landscaping within a buffer strip a minimum of five feet in width shall be placed along the street-side edge of all surface parking lots. Landscaping within the buffer strip shall include street trees selected as appropriate to the situation and spaced according to its type, shrubs spaced a minimum of three feet on center, and groundcover. A landscaping plan for this buffer shall be subject to review and approval by the McMinnville Landscape Review Committee. (Ord. 4797 §1, 2003).

This standard is not applicable, as the proposed parking lot will not be located along a street-side of the property. The applicant is proposing to provide off-street parking on the back side of the building, which will not be visible from the public right-of-way. The parking area will be accessed by a driveway along the west side of the building. A landscape plan will be required for the site prior to building permit submittal, and the Landscape Review Committee will review the landscaping for the entire site, including the areas around the parking lot. The other landscape plan review criteria do require screening and buffering of parking areas, so some landscaping will be required by the Landscape Review Committee, but not necessarily the level of screening required in this standard since the parking is not located along the street-side edge of the property.

17.59.080 Signs.

- A. The use of flush-mounted signs, flag-mounted signs, window signs, and icon signs are encouraged. Sign materials shall be compatible with materials used in the building.
- B. Where two or more businesses occupy the same building, identifying signs should be grouped together to form a single panel.
- C. Wall signs shall be placed in traditional locations in order to fit within architectural features, such as: above transoms; on cornice fascia boards; or, below cornices. Wall signs shall not exceed the height of the building cornice.
- D. For every lineal foot of building frontage, 1.5 square feet of signage may be allowed, to a maximum of 200 square feet.
- E. The use of the following are prohibited in the downtown area:
 1. Internally-lit signs;
 2. Flashing signs
 3. Pedestal signs and pole-mounted signs;
 4. Portable trailer signs;
 5. Cabinet-type plastic signs;
 6. Billboards of all types and sizes;
 7. Historically incompatible canopies, awnings, and signs;
 8. Signs that move by mechanical, electrical, kinetic or other means; and,
 9. Inflatable signs, including balloons and blimps.

The applicant is proposing one small flag-mounted sign on the front façade of the building. The sign materials and specific size were not provided. Therefore, staff would recommend that a condition of approval be included to require that the proposed sign details, including size, materials, and colors, be provided to the Planning Department at the time of building permit submittal, and that the Planning Director have the authority to approve the signage provided that it is consistent with the Downtown Design Standards.

Waiver Requests

The applicant is requesting waivers from the following standards:

- Zero Setback (Section 17.59.050(A))
- Storefront Design Features (Section 17.59.050(B)(3))
- Recessed Windows (Section 17.59.050(B)(6))
- Building Materials (Section 17.59.050(C)(1) and Section 17.59.050(C)(2))

The Historic Landmarks Committee must review each waiver request against the required review criteria for waivers from the Downtown Design Standards, which are described in Section 17.59.040(3). An analysis of each requested waiver is provided below.

Attachments:

*Downtown Design Standards and Guidelines Application
Decision Document*

- Zero Setback (Section 17.59.050(A))
 - a. There is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;

The standard related to zero setback is more typical of a downtown commercial building form with storefront window systems, or with a continuous zero setback building environment. The surrounding area of the subject property is primary residential uses, and the homes are setback from the front property line at varying distances. The other single family homes on the same side of 1st Street, which are on the same block and also within the Downtown Design Standards area, are setback approximately 14 feet from the existing sidewalk. The applicant is therefore proposing to also have their front yard setback at the same distance to maintain a consistent setback along this portion of the 1st Street corridor.

- b. There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein; and

The proposed setback at a consistent distance with neighboring properties on 1st Street is more consistent with the historic development pattern in the surrounding area. A zero setback on the front of the building would be inconstant with the surrounding properties, and meeting the existing setback of other established homes on the same block will help in having the proposed new building blend into the neighborhood and not detract from the existing historic development pattern.

- c. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

The requested waiver is the minimum necessary, as the applicant is proposing to match the exact same setback as the neighboring properties to the west on 1st Street.

- Storefront Design Features (Section 17.59.050(B)(3))
 - a. There is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;

The standards related to storefront design features are also more typical of a downtown commercial building form with storefront window systems. The applicant is proposing a residential design and character for their new building to better blend in with the surrounding historic buildings, which are all single family residential in form. The application of belt courses, bulk heads at street level, and minimum glazing requirements would not result in a building massing or configuration that is consistent with the historic residential buildings on the same block as the subject property.

- b. There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein; and

The proposed design is residential in form and character, and better accomplishes the purpose of the Downtown Design Standards chapter. Specifically, the construction of a new building that is residential in character to match the surrounding residential development pattern will “foster an organized, coordinated, and cohesive historic district that reflects the “sense of place,” economic base, and history unique to McMinnville and the downtown core.”

- c. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

The requested waiver is the minimum necessary, as the applicant is proposing a different form of development that would not be conducive to the application of the storefront design features.

- Recessed Windows (Section 17.59.050(B)(6))
 - a. There is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;

The applicant is requesting to not have recessed windows on the building, arguing that the “residential window design” would be more consistent with other homes on 1st Street. However, the construction of recessed windows was more common on historic residential construction. Typical construction would include slightly recessed windows, with window sills and casing around the opening of the building wall. The use of completely flush mounted windows is more typical of modern single family home construction.

- b. There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein; and

The applicant is proposing to use wider window frame and wider trim around the windows, with decorative caps and sills. While this design could achieve visual compatibility with more traditional historic window design and installation, the proposed materials are lacking in the amount of detail. In order to approve a waiver to the recessing of the windows on the building, a window detail would need to be provided.

- c. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

The applicant did not provide any findings for how the waiver to the recessed window requirements are the minimum necessary to alleviate the difficulty of meeting the recessed window requirements.

- Building Materials (Section 17.59.050(C)(1) and Section 17.59.050(C)(2))
 - a. There is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;

The applicant is requesting the use of an alternative building material for their building, other than a material that is listed as a permitted exterior building material (block, brick, painted wood, smooth stucco, or natural stone). The applicant is proposing to use wood shake siding on a portion of the front façade, but is then proposing to use Hardie Plank siding on the remainder of the front façade and the side and rear facades. Section 17.59.050(C)(2) does not specifically list fiber cement based siding as a prohibited building material. However, the material is also not specifically listed as a permitted exterior building material in Section 17.59.050(C)(1). The proposed design of the new building, being residential in character, does create a difficulty in meeting the list of permitted exterior building materials.

- b. There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein; and

The proposed use of the wood shake siding on the front façade is not inconsistent with exterior materials that exist on other historic residential properties in the surrounding area. The use of the Hardie Plank siding could be found to be acceptable, given that the new building is complete new construction. However, the overall design of the project is not consistent with the configuration and style of a particular architectural style on adjacent and nearby buildings, as discussed in more detail above. If the overall design was found to be more consistent with surrounding development, potentially being a more singular architectural style consistent with the configuration of adjacent and nearby buildings, the use of the Hardie Plank siding may be acceptable. Given the current overall design, staff is not supportive of the waiver to the building material requirements.

- c. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

The applicant did not provide any findings for how the waiver to the building material requirements are the minimum necessary to alleviate the difficulty of meeting the building material requirements.

Fiscal Impact:

None.

Committee Options:

- 1) **APPROVE** the application, providing findings of fact for the required review criteria.
- 2) **APPROVE** the application **WITH CONDITIONS**, providing findings of fact for the required review criteria.
- 3) **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

Staff believes that the applicant has made a strong case for many of the overall design features and proposed design waivers. The construction of a mixed use building that is overall residential in character, massing, and design is suitable for the subject site, given the residential development pattern and the existence of primarily historic single family homes on the same block and in the surrounding area. The proposed residential design keeps with the existing development pattern, and would not detract from the historic character of the area. This is also consistent with the purpose of the Downtown Design Standards chapter, which in part, calls for development that will “foster an organized, coordinated, and cohesive historic district that reflects the “sense of place,” economic base, and history unique to McMinnville and the downtown core.” This residential design and site layout support the waiver from the zero setback requirements, storefront design features, and potentially the recessed windows and building material requirements.

However, staff does have concern with the details of the proposed design. Primarily, the concern is with the overall configuration and style of the proposed building. The building plans provided are more consistent with typical modern single family home construction, with some additional decorative details incorporated in an attempt to mimic historic architectural styles. This approach does not result in a configuration or style that is consistent with adjacent and nearby historic buildings on the same block or within the Downtown Design Standards area. The combination of features that are proposed may

Attachments:

Downtown Design Standards and Guidelines Application
Decision Document

come from certain architectural styles, but the combination of those features results in a building that does not have the prominent architectural configuration of either the four-square/Colonial Revival style or the craftsman style. Staff believes that a more singular architectural style would be more consistent with the configuration of adjacent and nearby historic buildings. Also, details should be provided for the proposed design and construction of the windows on the building, to ensure that the construction will mimic historic residential window design with window sills, casing, and decorative caps. The exterior building materials proposed could also be found to be allowed through a design waiver, if the overall proposed design was found to be fully compatible in terms of massing and configuration with adjacent and nearby historic buildings.

Given the concerns noted above, and in more detail in the Discussion section of the Staff Report, staff is recommending denial of the application.

Suggested Motion:

THAT BASED ON THE FINDINGS OF FACT AND THE CONCLUSIONARY FINDINGS FOR DENIAL AS DISCUSSED BY THE HISTORIC LANDMARKS COMMITTEE AND AS PROVIDED IN THE DECISION DOCUMENT, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE DENIES THE DOWNTOWN DESIGN REVIEW REQUEST AND THE FOUR WAIVERS FROM THE DOWNTOWN DESIGN STANDARDS.

CD:sjs



Planning Department
231 NE Fifth Street • McMinnville, OR 97128
(503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:

File No. DDR 7-18
Date Received 5-7-18
Fee \$0
Receipt No. N/A
Received by CD

*review 5/23rd
city.*

Downtown Design Standards & Guidelines Application

Applicant Information

Applicant is: ☐ Property Owner ☐ Contract Buyer ☐ Option Holder ☐ Agent ☐ Other _____

Applicant Name Brigitte + Clark Hoss Phone 503.887.0879

Contact Name _____ Phone _____
(If different than above)

Address 10305 NE Fox Farm Rd.

City, State, Zip Dundee, OR 97115

Contact Email BrigitteHoss@hotmail.com

Property Owner Information

Property Owner Name Brigitte + Clark Hoss Phone _____
(If different than above)

Contact Name _____ Phone _____

Address Same

City, State, Zip _____

Contact Email _____

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 631 NE 1st Street

Assessor Map No. R4421-BC-11300 Total Site Area 100' x 40'

Subdivision Rowlands Add Block 5 Lot 7

Comprehensive Plan Designation Com Zoning Designation C-3

This request is for a:

☒ **Design Review**

☐ **Design Waiver**

1. Attach a written narrative that describes:

- A. The proposed project in detail, including descriptions of the architectural features and building materials being used;
- B. How the project meets the applicable downtown design standards and guidelines;
- C. How the project meets the historic preservation standards and guidelines (if applicable); and
- D. How the project will fit into the context of the downtown historic district.

2. As part of this application, is a waiver to the standards and guidelines of Chapter 17.59 being requested? If so, explain in detail how the criteria for waiving a standard or guideline as listed in Section 17.59.040(A) have been met (attach additional pages if necessary).

Please see attached narrative

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). For new construction or for structural modifications show the information listed in page one of the information sheet.
- ☒ Building and construction drawings including building elevations of all visible sides.
- ☒ A narrative describing the architectural features that will be constructed and how they fit into the context of the Downtown Historic District.
- ☐ Photographs of the subject site and adjacent property.
- ☐ Other information deemed necessary by the Planning Director.

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.

Clark Hoss 4.16.18
[Signature]
Applicant's Signature

4.16.18
Date

Date

RECEIVED

June 11, 2018

JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER

Hello Chuck,

Here is our latest version of the Design Application. We made sure the design elements/ architectural features are consistent from front to side elevations, and revised the plot map to reflect the removal of garage door as well as inclusion of parking in back per your direction.

With regard to the overall design features of the house, we researched options and thought long and hard. We prefer the Craftsman design elements, but definitely want to capitalize on the Four Square pyramid roof shape in that it maximizes square footage on such a small narrow lot. In our lay research it appears that maximizing square footage was indeed the intention behind the boxed/pyramidal roof line popularity on small city lots. However, we also love the Craftsman character and quaintness.

Soooo..... we tipped the design back towards Craftsman while maintaining "some" elements of Four Square such as the roof line (obviously) and the repeated window pattern around the sides. However, in lieu of a significantly wider front porch under an extended roof line across the entire front (which became awkward), we instead included more craftsman elements— knee brace accents, corbels, decorative window cornices, paned windows, squared porch columns, etc. bringing the overall design feel heavier towards the Craftsman side. In researching design options, it became apparent that the Four Square and Craftsman designs many times converge/ meld given their complimentary design natures. This together with what seems apparent to us, that many historic homes in McMinnville blend architectural style features, we would like to give this current design a try with the Historic Review Committee.

We appreciate all your guidance in this learning process!

Brigitte and Clark Hoss

RECEIVED

JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER

McMinnville Downtown Design Application 631 NE 1st Street

The following narrative supports our Downtown McMinnville Design application. Our proposed construction project is outlined in terms of downtown design standards and the preservation of historic aesthetics.

The property at 631 NE 1st street is unique in its C3 zoning which requires new construction projects to meld residential and commercial elements within the context of historic architectural design features. It is located on a block of mostly private residential homes, while in close territorial proximity to the higher commercial zone of downtown 3rd street. Given this unique situation we have put forth a concerted effort to find the best fit in creating a residential design that would integrate well with neighboring residences, be workable on an extremely narrow lot, contribute to the historic aesthetic feel of McMinnville while also meeting commercial use requirements. The existing structure which has degenerated beyond repair is rated at the *lowest level of historical significance*. We are hoping to improve this property considerably.

Our intention with regard to the commercial section of the home, namely the front half portion of the 1st floor, including a large room and adjacent hallway and bathroom, is to have this space serve as a Bed and Breakfast accommodation for McMinnville's highly popular tourist industry or a professional business office. We are excited to live in this home and contribute positively to the neighborhood. We have already begun to develop relationships with neighbors and the association headed by Ellie Gunn. We currently run a larger inn in the city of Dundee so we are familiar with this line of work (www.franziskahaus.com).

We intend to demolish existing structure (per demolition approval permit) and rebuild a home according to the following conditions:

1. A. Proposed Project Architectural Features:

1675 sf, 2 story home with specific historical features consistent with neighboring homes on 1st street; i.e. covered large front porch, shake siding, front post build-outs using wood, larger window trim/ fascia boards/decorative cornices, paned windows, specific window groupings (*elevations/ style drawing enclosed*) (*pictures of neighboring home fronts on 1st Street to follow*). Mass and configuration of home is similar to neighboring existing homes (17.59.050 B1.) while addressing the challenges of the exceptionally narrow lot and parking requirements. Orientation and rooflines of new construction will be similar to neighboring existing homes (17.59.050 B4.)

For specific design comparison per ordinances above, please refer to the home at 605 NE 1st Street (2 doors down from our property) and 627 NE 1st Street (next door property). We intend to build a combination Craftsman and Four Square design style home. The craftsman aspects include the larger gabled front porch entrance, larger built out square front porch columns, craftsman corbels/knee braces, larger fascia board trims, corniced window frames, porch railing accent and muntin style windows. Four Square design features include pyramidal roof line and

repeating front window pattern to both sides of the home. We believe the Craftsman and Four Square designs fit in with the historical design nature of downtown McMinnville and are pleasingly complimentary to one another. The Four Square roof line allows for maximization of space on our exceptionally small lot while the Craftsman Style design features add a quaint character to the home. A "combination of design styles" was common practice per McMinnville's Historic Preservation Plan report draft (p. 19) presented to citizens on 5-23-18.

A second separate front entrance leading to designated business use portion of home will be incorporated per C-3 guidelines. This front porch will serve as recessed entry per guidelines (17.59.050 B5.)

Exterior color will be in neutral light beige hue with coordinated either lighter or darker earth tone trim accent around windows and doors. The color choices will be in line with typical Craftsman color/hues. (17.59.050 C3.)

Building Setback (17.59.050 A1.) *discussed in Waiver section to follow.*

Building Materials (17.59.050 C1. & C2.) *discussed in Waiver section to follow.*

1.B. Downtown Design Standards

Home will be consistent in mass and configuration to other homes on 1st street, especially with regard to 605 NE 1st Street, and 627 NE 1st Street. Home front will find best fit integration of required aspects —consistent with other residential homes on 1st street while in adherence to majority of C-3 residential /business guidelines. (17.59.050 B.1.) The business use portion of the home will be met with a second front entrance. This second entrance will lead to apportioned business room and bathroom, separated from residential living space. The overall design will be met in a manner so as not to contrast other homes and the feel of the street, while at the same time meeting C-3 requirements.

Home will be 2 story in height with and thus will meet 2 story business design requirements. *(see attached elevation illustrations)*

Home will be well under the 60 ft width business front maximum. (17.59.050 B.2.)

Front Porch will serve as "recessed entry" (17.59.050 B5)

Driveway will be of sufficient length to allow 3 car tandem parking spaces as well as additional pull-in parking spots behind the home. (17.59.060)

Awnings will not be used (17.59.070)

Business Signage will be flag-mounted and up to 2 sf in size. (17.59.080 A. & C. & D.)

1.C. Historical Preservation Standards

Project is new construction. Will coordinate in style and scale with neighboring historical homes on 1st Street, entailing a 2 story structure along the Craftsman and Four Square design themes. *Please see photos and descriptions to follow.*

1.D. Context of Historical District

Project's style, size, plan and construction will mirror character of neighboring homes on 1st street. The project will replace an existing structure that has blighted the neighborhood for quite some time. New construction will restore the aesthetics of the location as well as contribute to the livability and comfort of pedestrian passersby /visitors to the neighborhood. The business use portion offering a Bed & Breakfast space will fit in well with the significant tourism aspects of downtown McMinnville.

We take tremendous personal pride, care and effort constructing and maintaining our properties and contributing to the community in general. Please reference www.franziskahaus.com, our current home, to gain an understanding of our commitment to building quality homes. For further reference, please note that we are currently actively involved in the Dundee community, serving as board members of the Dundee Hills Winegrowers Association. For reference please contact Denise Flora, DHWA board president at 612-991-0289 / denisewflora@gmail.com.

2. Requesting Waiver on:

Zero setback (17.59.050). Home to continue previous structure's setback; a setback consistent with neighboring homes on 1st street of approximately 14 feet. (neighbor to the left of property's front porch set back also equals approx 14 feet) There is difficulty meeting zero setback because of the unique aspect of site with other homes/structures on street which have greater set backs. A zero setback would be highly inconsistent with the layout of 1st Street residences. (17.59.040 3.a.) The alternate design setback is superior to regulation standards as described above. (17.59.040 3.b.) The waiver requested is the minimum necessary to alleviate the difficulty of meeting regulation requirements (17.59.040 3.c.)

Storefront guidelines (17.59.050 B3a. through B3e.). Home to meet C-3 guidelines in more coordinated manner to other homes on 1st Street as opposed to stark contrast of retail storefront. 1st street is categorically different from downtown 3rd in terms of intended business usage and designs. With regard to a "belt course separating the upper stories from first floor", a "bulk head at street level", "glazing percentage requirements", "recessed entry and transom with transparent door" and "decorative cornice or cap at roof line", there is considerable difficulty meeting these specific requirements due to the unique "residential" aspect of site. The aforementioned storefront guidelines would create a highly out of character disconnect from other residential properties on 1st Street. (17.59.040 3.a.) The alternate design with separate front entrance and flag mounted business signage accomplishes the purpose of regulation in a manner that is superior to proposed storefront guidelines in terms of aesthetic consistency/

continuity of neighboring homes. (17.59.040 3.b.) *Please see look of neighboring homes in following section.* The storefront waiver request is the minimum necessary to alleviate regulation standards. (17.59.040 3.c.)

Recessed Windows (17.59.050 B6). Home to have windows consistent with other homes on 1st Street. There is considerable difficulty in meeting recessed window guidelines given the unique residential site. Recessed windows would look considerably out of place/ inconsistent with neighboring homes (17.59.040 3a.) There is demonstrable evidence that the alternative “residential window design” accomplishes regulation purpose in a manner that is superior (17.59.050 3b.) The waiver requested is the minimum necessary to alleviate the difficulty of meeting recessed window regulations (17.59.050 3c.) *Please see look of neighboring homes in following section.*

Building Materials (17.59.050 C.) Exterior building materials on front will include a considerable portion of “wood” shakes (per required material options) in order to preserve the historic aesthetics visible from street view. However, we are asking for a waiver of wood siding requirement on portion of front, sides and back facades of home. We have consulted construction products experts at Parr Lumber (Ken Schulz, purchasing manager) and other contractors who have warned of several issues including the considerable fire risk posed with using wood siding materials on the side of a structure, one that is only a few feet away from a neighboring structure. We would prefer to use Hardi Plank siding, especially around the sides and back of the home which are not very visible from the street. This product has a significantly higher safety rating, is much more sustainable (one of the best eco-friendly siding options). We believe that there is demonstrable evidence that the aforementioned alternative siding design accomplishes regulation purpose in a manner that is superior by the addition of wood products where the aesthetics are of greatest visibility to public while using a safer, more sustainable product where there is less visibility (17.59.050 3b.) The waiver requested is the minimum necessary to alleviate the difficulty of meeting building material requirements (17.59.050. 3c.)

Neighboring Homes Most Representative of Intended Construction Style



605 NE 1st Street Comparison

Proposed Four Square Specific Design Feature comparisons:

Squared, 2 story roof line (pyramidal type). Well suited 2 story elevation maximizing sf for small city lots

Repeated front window (grouped) pattern around sides of home

Boxed porch columns

Front door with 2 window side lights



627 NE 1st Street Comparison

Proposed Craftsman Specific Design Feature comparisons:

Gabled covered front porch with thick square built out columns

Multiple pane windows, grouped together and cased in wide trim (muntin window style)

Eaves with decorative corbels /knee brace accent supports

Wood Shake decorative siding accent

Wood railing accent

Other Neighboring Comparison Features on NE 1st Street Between SE Galloway and SE Davis (Cross Streets)

The proposed home will fit in with other neighboring homes on 1st Street in terms of **setbacks, the inclusion of elements of craftsman simplicity, gabled roof over front porch, pyramidal roof lines, decorative window trim, corbels/knee brace accents, front door with side lights, natural color hues and square tapered columns with bases trimmed in wood.**



Gabled roof front entry, square column wood build outs, corniced window trim, wider fascia boards, light natural color hue



Knee brace accents, wider fascia boards



Four Square pyramidal roof line, corbel accents, window cornice trim, repeat window design around side elevations, light natural color hue



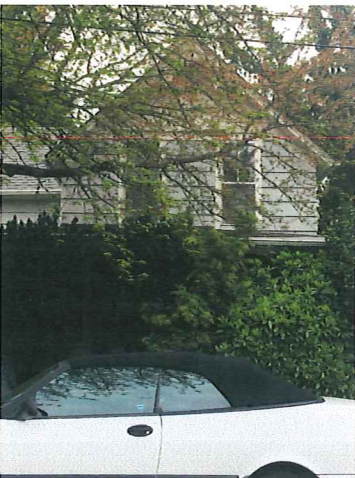
Gabled roof front entry, front door with side lights, square column wood build outs, shake siding accents, light natural color hue



Front door with side lights, square column wood build outs, knee brace accents



Gabled roof front entry, front door with side lights, square column wood build outs, muntin windows, light natural color hue



Craftsman simplicity, light natural color hue



Craftsman simplicity, light natural color hue



Craftsman like simplicity, shake siding accents, natural color hue, wood rail trim accent, paned windows

Other Miscellaneous Neighboring Home Designs



RECEIVED

JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER

CORBEL DETAILS

THICK WINDOW
CASING

HUMAN
SCALE WALK

BUSINESS
SIGN

SHAKE

BUILT OUT FRONT PORCH
COLUMNS

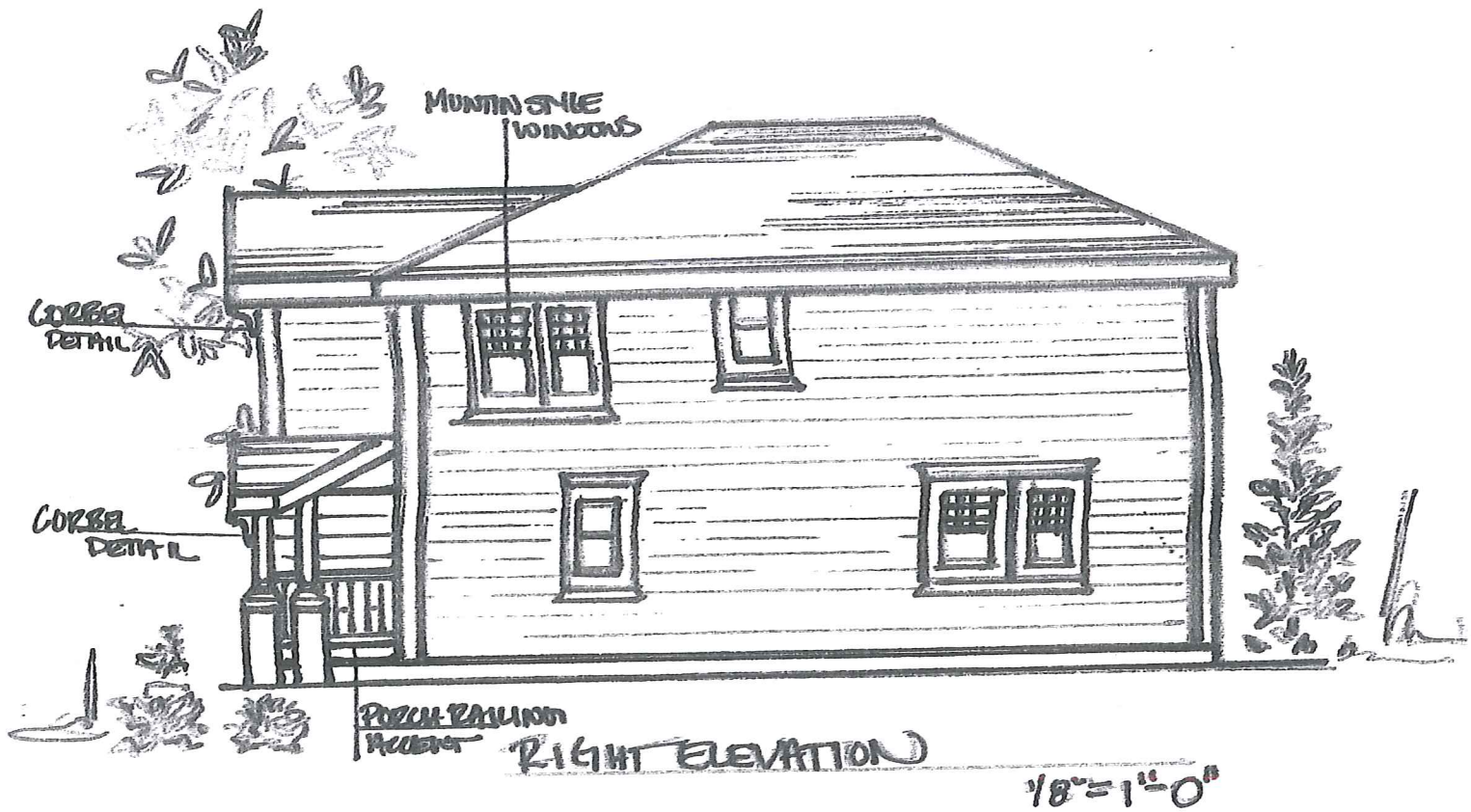
FRONT ELEVATION

SCALE 1/8" = 1'-0"

RECEIVED

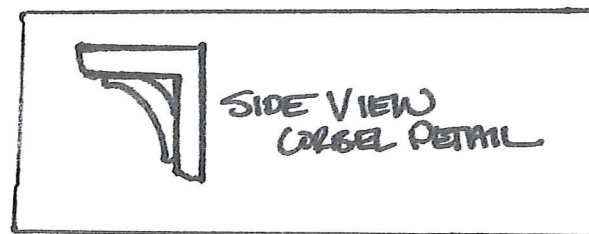
JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER



* REPEAT WINDOW PATTERN FROM FRONT
= TRIM

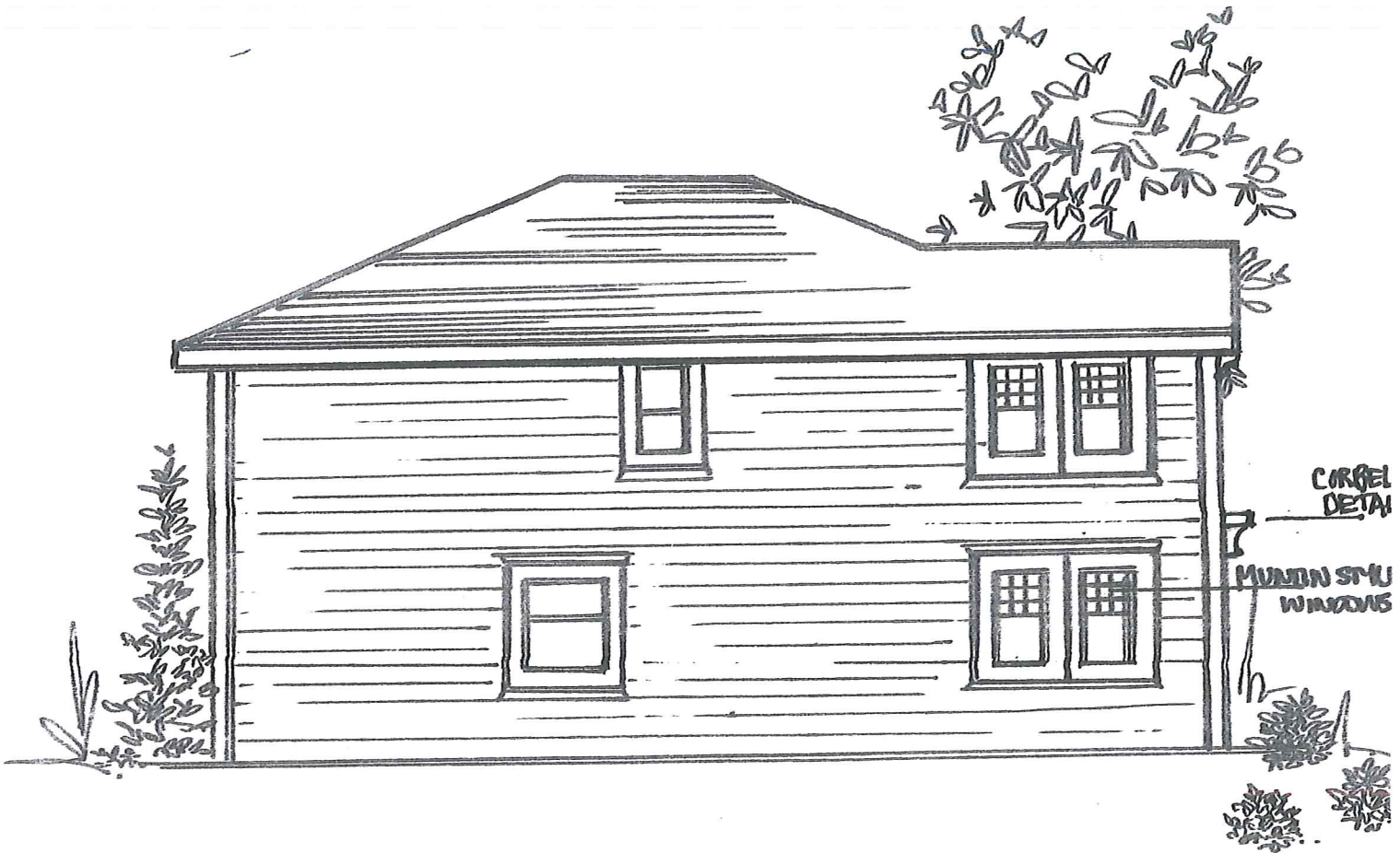
* BUILD OUT FRONT PORCH COLUMNS



RECEIVED

JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER



LEFT ELEVATION

1/8" - 1'-0"

*REPEAT WINDOW PATTERN FROM FRONT
S. TRM

RECEIVED

JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER

NOTE:
ADDRESS MUST BE LOCATED
ON THE HOUSE WHERE IT IS EASILY
SEEN FROM THE MAIN ACCESS ROAD
(OWNER RESPONSIBILITY)



REAR ELEVATION
1/8" = 1'-0"

CLARK & BRIGITTE HOSS

PHONE - (503) 887-0879

LOCATION - 631 NE 1st STREET

MCMINNVILLE, OR 97126

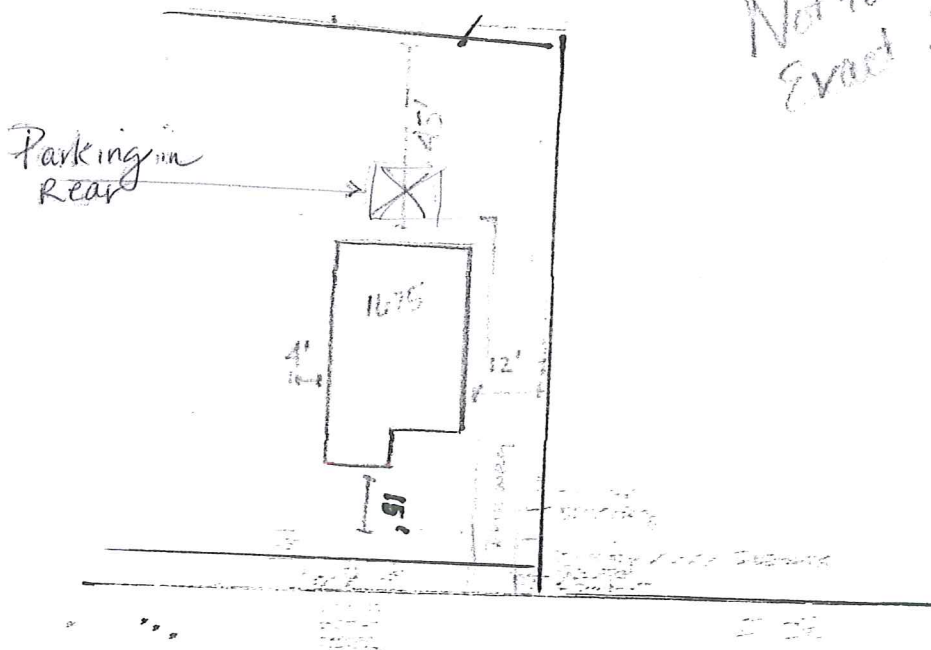
TAX LOT # - R4421BC11300

1" = 20'

RECEIVED

JUN 11 2018

COMMUNITY DEVELOPMENT
CENTER



*Not to
Exact Scale*

6-10-18



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

503-434-7311
www.mcminnvilleoregon.gov

**DECISION, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE
HISTORIC LANDMARKS COMMITTEE FOR DENIAL OF THE DOWNTOWN DESIGN REVIEW AND
DOWNTOWN DESIGN WAIVER REQUESTs AT 631 NE 1ST STREET**

DOCKET: DDR 7-18

REQUEST: The applicant has submitted a Downtown Design Review application to request approval of the exterior design of a proposed new construction mixed use building. The property is located in the downtown design area described in Section 17.59.020 of the McMinnville City Code, and any new building construction is required to follow the Downtown Design Review process required by Section 17.59.030(A) of the McMinnville City Code.

LOCATION: The subject site is located 631 NE 1st Street, and is more specifically described as Tax Lot 11300, Section 21BC, T. 4 S., R. 4 W., W.M.

ZONING: The subject site is designated as Commercial on the McMinnville Comprehensive Plan Map, and is zoned C-3 (General Commercial).

APPLICANT: Brigitte and Clark Hoss

STAFF: Chuck Darnell, Associate Planner

DATE DEEMED COMPLETE: June 11, 2018

DECISION-MAKING BODY: McMinnville Historic Landmarks Committee

DATE & TIME: June 27, 2018. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128.

COMMENTS: Public notice was provided to owners of properties within 100 feet of the subject site, as required by Section 17.59.030(C)(3) of the McMinnville City Code. The Planning Department did not receive any public testimony prior to the public meeting.

Based on the findings and conclusions, the Historic Landmarks Committee **DENIES** the proposed exterior design of the new construction mixed use building at 631 NE 1st Street.

////////////////////////////////////

DECISION: DENIAL

////////////////////////////////////

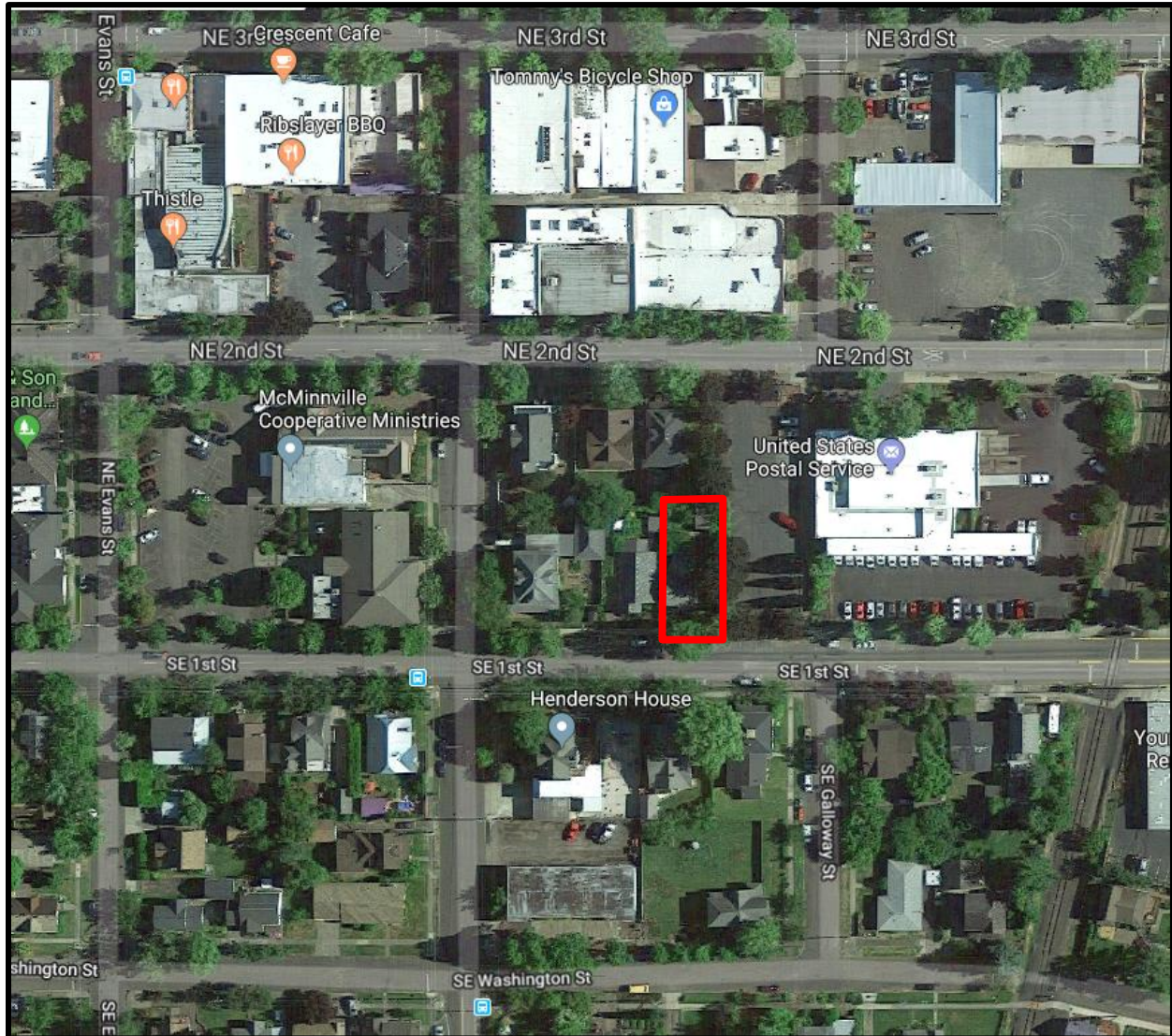
Date: _____

Date: _____

APPLICATION SUMMARY:

The applicants, Brigitte and Clark Hoss, submitted a Downtown Design Review application to request approval of the exterior design of a proposed new construction mixed use building in the Downtown Design Standards area. The subject property is located at 631 NE 1st Street, and is more specifically described as Tax Lot 11300, Section 21BC, T. 4 S., R. 4 W., W.M.

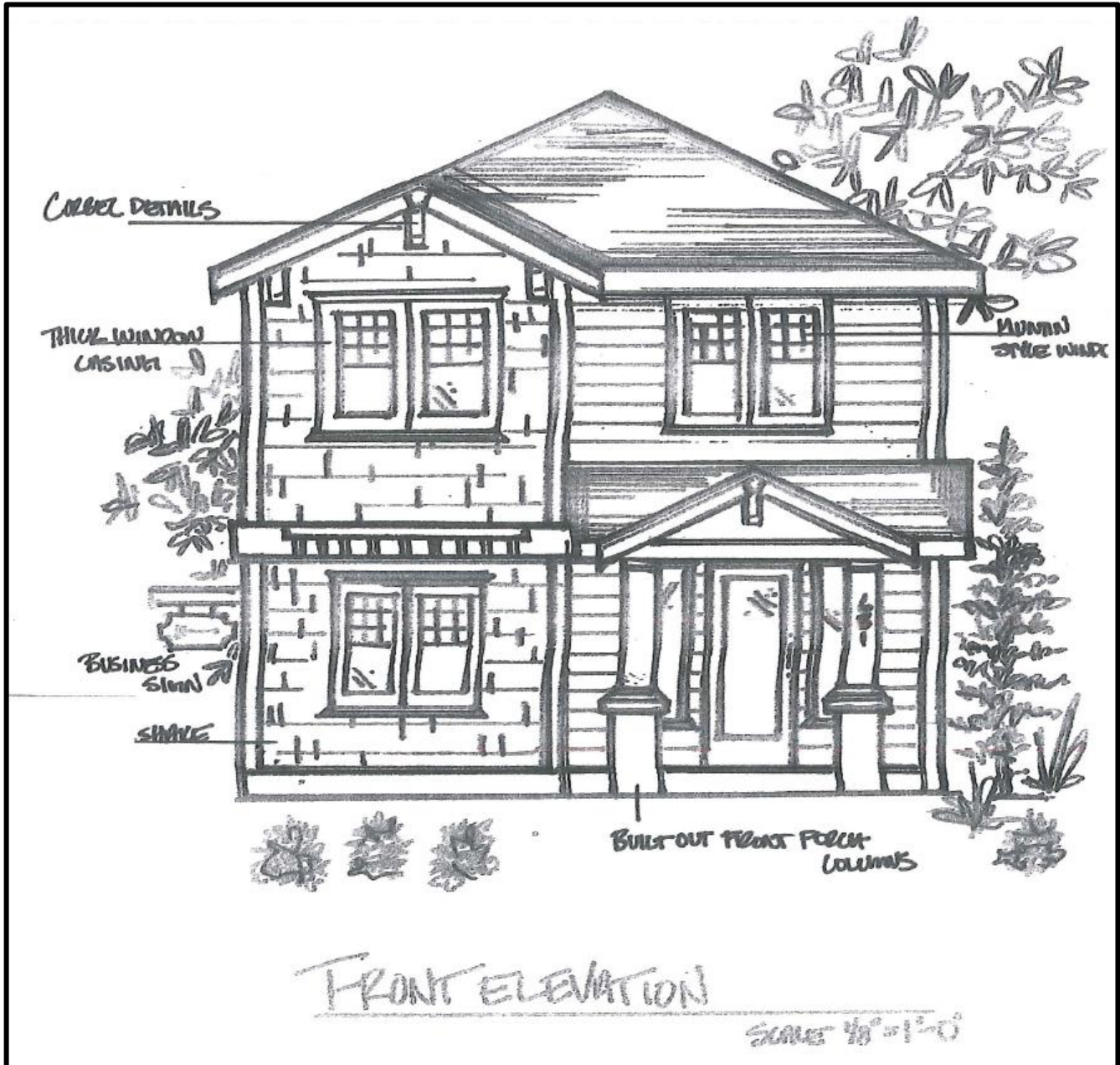
The current location of the subject property is identified below:

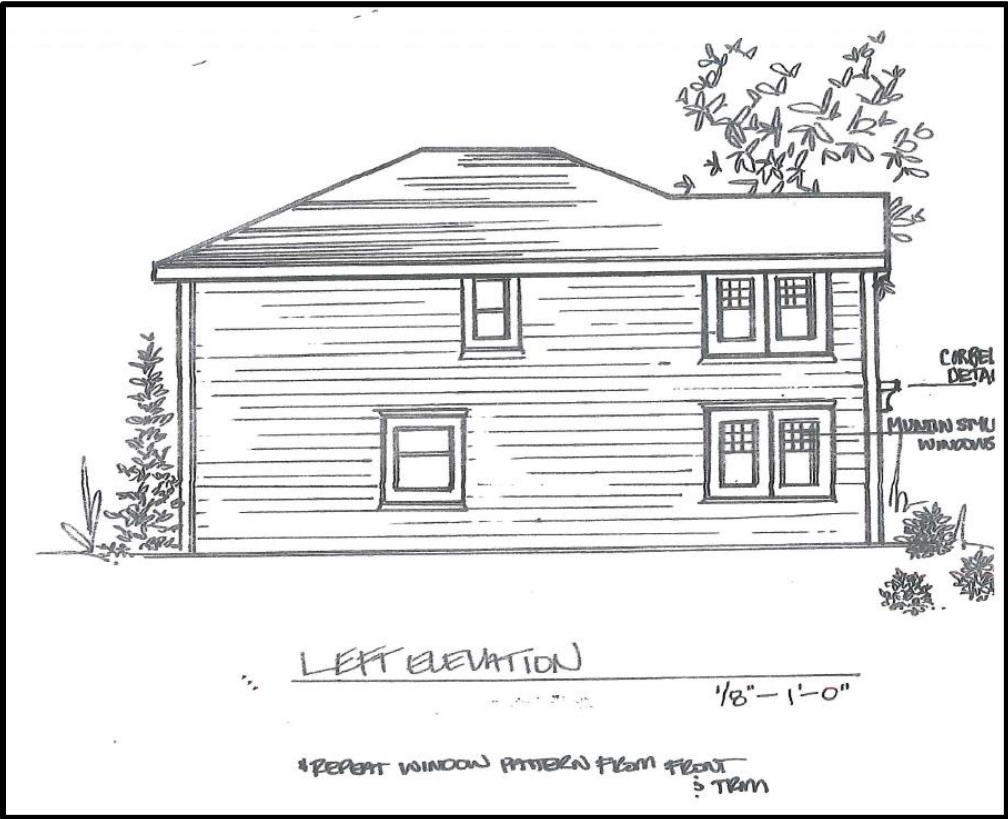
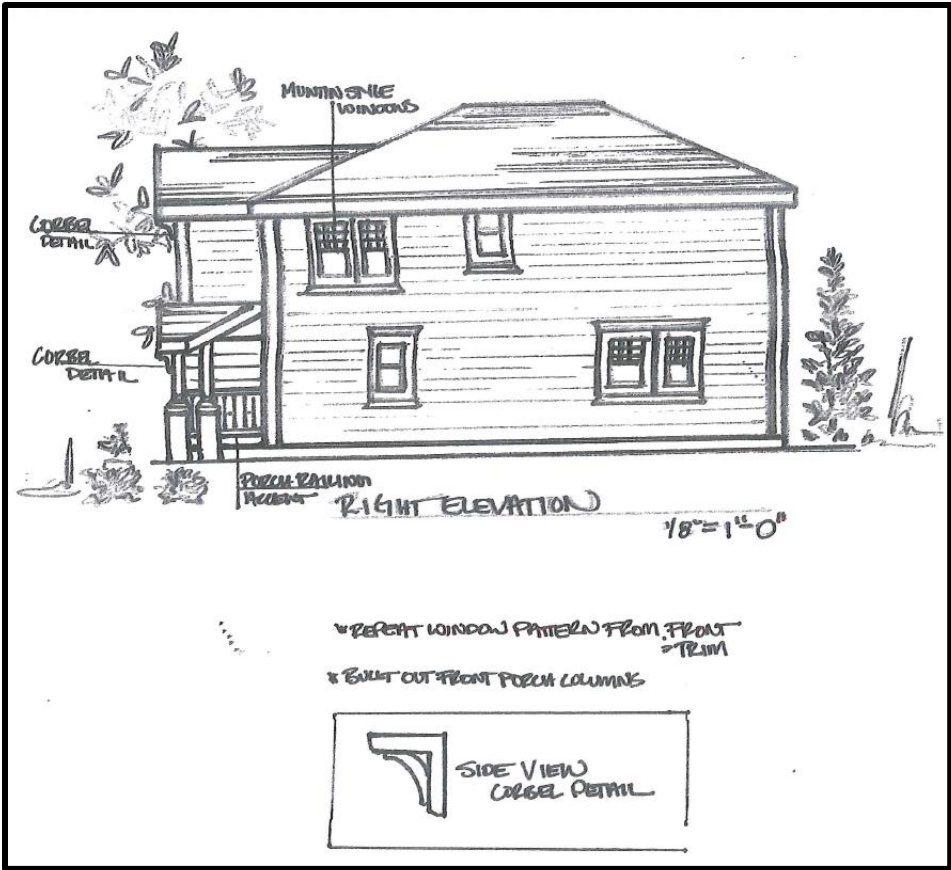


Attachments:

Attachment 1 – Downtown Design Review Application

The proposed exterior design of the building is identified below:







ATTACHMENTS

1. Downtown Design Review Application (on file with the Planning Department)

COMMENTS

This matter was not referred to other public agencies for comment.

FINDINGS OF FACT

1. Brigitte and Clark Hoss, submitted a Downtown Design Review application to request approval of the exterior design of a proposed new construction mixed use building located in the Downtown Design Standards area. The subject property is located at 631 NE 1st Street, and is more specifically described as Tax Lot 11300, Section 21BC, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned C-3 (General Commercial), and is designated as Commercial on the McMinnville Comprehensive Plan Map, 1980.
3. Notice of the downtown design review request was provided to property owners within 100 feet of the subject site. The Planning Department did not receive any public testimony prior to the public meeting.
4. A public meeting was held by the Historic Landmarks Committee on June 27, 2018 to review the proposal.

CONCLUSIONARY FINDINGS

McMinnville's Comprehensive Plan:

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

Attachments:

Attachment 1 – Downtown Design Review Application

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

Finding: The focus of the comprehensive plan goal is to preserve areas that have special historical or architectural significance to the City of McMinnville. The proposed new construction was not found to be consistent with all of the Downtown Design Standards, as discussed in more detail below, and therefore does not satisfy Goal III 2 in that the historic residential development pattern in the area of the subject site was not protected with the proposed design.

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

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.

Finding: Goal X 1 and Policy 188.00 are satisfied in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Historic Landmarks Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and meeting process.

McMinnville's City Code:

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.59.020 Applicability.

- A. The provisions of this Chapter shall apply to all lands located within the area bounded to the west by Adams Street, to the north by 4th Street, to the east by Kirby Street, and to the south by 1st Street. Lands immediately adjacent to the west of Adams Street, from 1st Street to 4th Street, are also subject to the provisions of this Chapter.
- B. The provisions of this ordinance shall apply to the following activities conducted within the above described area:
 - 1. All new building construction;
 - 2. Any exterior building or site alteration; and,
 - 3. All new signage.

Finding: The subject site is located within the downtown design area described in Section 17.59.020(A), and the applicant is proposing new building construction. Therefore, the provisions of the Downtown Design Standards and Guidelines chapter are applicable to the proposed construction.

17.59.030 Review Process.

- A. An application for any activity subject to the provisions of this ordinance shall be submitted to the Planning Department and shall be subject to the procedures listed in (B) through (E) below.
- B. Applications shall be submitted to the Planning Department for initial review for completeness as stated in Section 17.72.040. The application shall include the following information:

Attachments:

Attachment 1 – Downtown Design Review Application

1. The applicant shall submit two (2) copies of the following information:
 - a. A site plan (for new construction or for structural modifications).
 - b. Building and construction drawings.
 - c. Building elevations of all visible sides.
 2. The site plan shall include the following information:
 - a. Existing conditions on the site including topography, streetscape, curbcuts, and building condition.
 - b. Details of proposed construction or modification to the existing structure.
 - c. Exterior building elevations for the proposed structure, and also for the adjacent structures.
 3. A narrative describing the architectural features that will be constructed and how they fit into the context of the Downtown Historic District.
 4. Photographs of the subject site and adjacent property.
 5. Other information deemed necessary by the Planning Director, or his/her designee, to allow review of the applicant's proposal. The Planning Director, or his/her designee, may also waive the submittal of certain information based upon the character and complexity (or simplicity) of the proposal.
- C. Review Process
1. Applications shall be submitted to the Planning Department for initial review for completeness as stated in Section 17.72.040. The Planning Director shall review the application and determine whether the proposed activity is in compliance with the requirements of this ordinance.
 2. The Planning Director may review applications for minor alterations subject to the review criteria stated in Section 17.59.040. The Historic Landmarks Committee shall review applications for major alterations and new construction, subject to the review criteria stated in Section 17.59.040. It shall be the Planning Director's decision as to whether an alteration is minor or major.
 3. Notification shall be provided for the review of applications for major alterations and new construction, subject to the provisions of Section 17.72.110.
 - a. The Historic Landmarks Committee shall meet within 30 (thirty) days of the date the application was deemed complete by the Planning Department. The applicant shall be notified of the time and place of the review and is encouraged to be present, although their presence shall not be necessary for action on the plans. A failure by the Planning Director or Historic Landmarks Committee, as applicable, to review within 30 (thirty) days shall be considered an approval of the application.
 - b. If the Planning Director or Historic Landmarks Committee, as applicable, finds the proposed activity to be in compliance with the provisions of this ordinance, they shall approve the application.
 - c. If the Planning Director or Historic Landmarks Committee, as applicable, finds the proposed activity in noncompliance with the provisions of this ordinance, they may deny the application, or approve it with conditions as may be necessary to bring the activity into compliance with this ordinance.

Finding: The applicant submitted an application as required, and the application was reviewed by the Historic Landmarks Committee as it consists of new construction. Notification was provided to property owners within 100 feet of the subject site.

17.59.040 Review Criteria

- A. In addition to the guidelines and standards contained in this ordinance, the review body shall base their decision to approve, approve with conditions, or deny the application, on the following criteria:
 1. The City's historic preservation policies set forth in the Comprehensive Plan;

2. If a structure is designated as a historic landmark on the City's Historic Resources Inventory or is listed on the National Register for Historic Places, the City's historic preservation regulations in Chapter 17.65, and in particular, the standards and guidelines contained in Section 17.65.060(2); and

Finding: The proposal did not satisfy the City's historic preservation policies in the Comprehensive Plan, as discussed above. The subject property is not listed as a historic landmark on the City's Historic Resource Inventory. Therefore, the historic preservation regulations in Chapter 17.65 are not applicable to the Downtown Design Review request.

3. If applicable (waiver request), that all of the following circumstances are found to exist:
 - a. There is a demonstrable difficulty in meeting the specific requirements of this Chapter due to a unique or unusual aspect of the site, an existing structure, or proposed use of the site;
 - b. There is demonstrable evidence that the alternative design accomplishes the purpose of this Chapter in a manner that is equal or superior to a project designed consistent with the standards contained herein; and
 - c. The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter.

Finding for Zero Setback (Section 17.59.050(A)) Waiver Request: The standard related to zero setback is more typical of a downtown commercial building form with storefront window systems, or with a continuous zero setback building environment. The surrounding area of the subject property is primarily residential uses, and the homes are setback from the front property line at varying distances. The other single family homes on the same side of 1st Street, which are on the same block and also within the Downtown Design Standards area, are setback approximately 14 feet from the existing sidewalk. The applicant is therefore proposing to also have their front yard setback at the same distance to maintain a consistent setback along this portion of the 1st Street corridor.

The proposed setback at a consistent distance with neighboring properties on 1st Street is more consistent with the historic development pattern in the surrounding area. A zero setback on the front of the building would be inconstant with the surrounding properties, and meeting the existing setback of other established homes on the same block will help in having the proposed new building blend into the neighborhood and not detract from the existing historic development pattern.

The requested waiver is the minimum necessary, as the applicant is proposing to match the exact same setback as the neighboring properties to the west on 1st Street.

Overall, the Historic Landmarks Committee would have found that the zero setback design waiver was warranted, if the overall design would have been approved.

Finding for Storefront Design Features (Section 17.59.050(B)(3)) Waiver Request: The standards related to storefront design features are also more typical of a downtown commercial building form with storefront window systems. The applicant is proposing a residential design and character for their new building to better blend in with the surrounding historic buildings, which are all single family residential in form. The application of belt courses, bulk heads at street level, and minimum glazing requirements would not result in a building massing or configuration that is consistent with the historic residential buildings on the same block as the subject property.

The proposed design is residential in form and character, and better accomplishes the purpose of the Downtown Design Standards chapter. Specifically, the construction of a new building that is residential in character to match the surrounding residential development pattern will "foster an organized, coordinated, and cohesive historic district that reflects the "sense of place," economic base, and history unique to McMinnville and the downtown core."

Attachments:

Attachment 1 – Downtown Design Review Application

The requested waiver is the minimum necessary, as the applicant is proposing a different form of development that would not be conducive to the application of the storefront design features.

Overall, the Historic Landmarks Committee would have found that the storefront features design waiver was warranted, if the overall design would have been approved.

Finding for Recessed Windows (Section 17.59.050(B)(6)) Waiver Request: The applicant is requesting to not have recessed windows on the building, arguing that the “residential window design” would be more consistent with other homes on 1st Street. However, the construction of recessed windows was more common on historic residential construction. Typical construction would include slightly recessed windows, with window sills and casing around the opening of the building wall. The use of completely flush mounted windows is more typical of modern single family home construction.

The applicant is proposing to use wider window frame and wider trim around the windows, with decorative caps and sills. While this design could achieve visual compatibility with more traditional historic window design and installation, the proposed materials are lacking in the amount of detail. In order to approve a waiver to the recessing of the windows on the building, a window detail would need to be provided.

The applicant did not provide any findings for how the waiver to the recessed window requirements are the minimum necessary to alleviate the difficulty of meeting the recessed window requirements.

Finding for Building Materials (Section 17.59.050(C)(1) and Section 17.59.050(C)(2)) Waiver Request: The applicant is requesting the use of an alternative building material for their building, other than a material that is listed as a permitted exterior building material (block, brick, painted wood, smooth stucco, or natural stone). The applicant is proposing to use wood shake siding on a portion of the front façade, but is then proposing to use Hardie Plank siding on the remainder of the front façade and the side and rear facades. Section 17.59.050(C)(2) does not specifically list fiber cement based siding as a prohibited building material. However, the material is also not specifically listed as a permitted exterior building material in Section 17.59.050(C)(1). The proposed design of the new building, being residential in character, does create a difficulty in meeting the list of permitted exterior building materials.

The proposed use of the wood shake siding on the front façade is not inconsistent with exterior materials that exist on other historic residential properties in the surrounding area. The use of the Hardie Plank siding could be found to be acceptable, given that the new building is complete new construction. However, the overall design of the project is not consistent with the configuration and style of a particular architectural style on adjacent and nearby buildings, as discussed in more detail below. If the overall design was found to be more consistent with surrounding development, potentially being a more singular architectural style consistent with the configuration of adjacent and nearby buildings, the use of the Hardie Plank siding could have been found to be warranted by the Historic Landmarks Committee.

The applicant did not provide any findings for how the waiver to the building material requirements are the minimum necessary to alleviate the difficulty of meeting the building material requirements.

17.59.050 Building and Site Design.

A. Building Setback.

1. Except as allowed by this ordinance, buildings shall maintain a zero setback from the sidewalk or property line.
2. Exceptions to the setback requirements may be granted to allow plazas, courtyards, dining space, or rear access for public pedestrian walkways.

Finding: The applicant requested a waiver from the zero setback requirement, which is discussed in more detail above.

Attachments:

Attachment 1 – Downtown Design Review Application

B. Building Design.

1. Buildings should have massing and configuration similar to adjacent or nearby historic buildings on the same block. Buildings situated at street corners or intersections should be, or appear to be, two-story in height.

Finding: The surrounding area and block consists primarily of residential uses. While the subject property and the surrounding properties on the same block are zoned C-3, they are all developed with older, historic single family homes. Given the surrounding development pattern, the applicant is proposing a building that mimics the residential character and building massing of the surrounding area. The proposed building is a two story building, with a primary massing form most consistent with a four-square (or Colonial Revival) type home. There are other two-story homes on the same block as the subject property, most notably two properties to the west at 605 NE 1st Street (Resource A868). To the north of the subject property, there are three other historic homes fronting 2nd Street that are one and one-half or two stories in height, at 606 NE 2nd Street (Resource B867), 624 NE 2nd Street (Resource A874), and 628 NE 2nd Street (Resource C877).

While the overall massing mimics the traditional two-story design of a four-square or Colonial Revival home, the applicant is proposing to include two gable rooflines on the front façade. These gable rooflines extend over the covered entryway, and also over a portion of the two-story portion of the front façade that extends out from the remainder of the front building wall. While the gable rooflines are not typical of a four-square or Colonial Revival home, they are typical of craftsman style homes, which are also prevalent within the surrounding area.

The applicant is requesting to create a building with a design that they are arguing combines aspects of both the four-square and craftsman architectural styles. The craftsman aspects they are providing are the gabled front entrance, square front porch columns supporting the gabled front entrance, decorative corbels on the front façade, larger fascia board trim, and muntin style windows. The four-square aspects are the overall pyramidal roof line and repeating decorative windows on the front and sides of the building.

Overall, the massing is similar to adjacent and nearby buildings, being a two-story building. However, the configuration is not similar to a particular architectural style on adjacent and nearby buildings. It is a combination of features that may be represented in certain architectural styles, but the combination of those features results in a building that does not have the prominent architectural configuration of either the four-square/Colonial Revival style or the craftsman style. Staff believes that a more singular architectural style would be more consistent with the configuration of adjacent and nearby buildings.

The applicant has argued that the combination of styles will not be inconsistent with surrounding properties, and has noted that the draft version of the McMinnville Historic Preservation Plan notes that there are many homes in McMinnville that are not clear examples of a particular architectural style and that there may be combinations of architectural styles on other homes. However, the Downtown Design Standards and Guidelines require a configuration consistent with adjacent historic homes on the same block. The homes on the same block, referenced above, are all listed on the Historic Resources Inventory and all have more defining architectural styles. The home at 605 NE 1st Street (Resource A868) is a clear Colonial Revival building style, as listed on the Historic Resources Inventory sheet and evident in the photo provided below. The property at 606 NE 2nd Street (Resource B867) is somewhat of a combination between the Colonial Revival and craftsman styles, with a two story massing of a Colonial Revival home, but also has more clearly defined gable rooflines and a prominent front porch that lend it to having more distinctive craftsman architectural features. The property at 624 NE 2nd Street (Resource A874) is more of a true craftsman architectural style, with a primary gable roofline, multiple secondary gable rooflines, and a prominent front porch.

The configurations of these adjacent homes differ from the proposed design for the subject property in a number of ways. First, the proposed combination of rooflines results in the loss of a particular configuration or style, and does not mimic the configuration of adjacent properties. Also, the proposed front porch is not prominent on the home, and functions more as a covered front entry that is typical of more modern single family home construction. Nearly every other property on the same block, which are all also within the Downtown Design Standards area, have a prominent front porch that covers at least the entirety of the front façade, with some actually wrapping and covering side facades as well. The other homes also have more architectural detail throughout all facades, including decorative corbels, prominent rooflines consistent with the architectural style of the building, and repetitive window patterns.

For the reasons provided above, the proposed design is not consistent with the configuration and style of adjacent or nearby historic buildings on the same block.

Below you will find photos of the adjacent and surrounding homes on the same block as the subject property (which are all also within the Downtown Design Standards area):

605 NE 1st Street



606 NE 2nd Street



624 NE 2nd Street



2. Where buildings will exceed the historical sixty feet in width, the façade should be visually subdivided into proportional bays, similar in scale to other adjacent historic buildings, and as appropriate to reflect the underlying historic property lines. This can be done by varying roof heights, or applying vertical divisions, materials and detailing to the front façade.

Finding: This standard is not applicable, as the proposed building is not more than 60 feet in width.

3. Storefronts (that portion of the building that faces a public street) should include the basic features of a historic storefront, to include:
 - a. A belt course separating the upper stories from the first floor;
 - b. A bulkhead at the street level;
 - c. A minimum of seventy (70) percent glazing below the transom line of at least eight feet above the sidewalk, and forty (40) percent glazing below the horizontal trim band between the first and second stories. For the purposes of this section, glazing shall include both glass and openings for doorways, staircases and gates;
 - d. A recessed entry and transom with transparent door; and
 - e. Decorative cornice or cap at the roofline.

Finding: The applicant requested a waiver from the storefront design feature requirements, which is discussed in more detail above.

4. Orientation of rooflines of new construction shall be similar to those of adjacent buildings. Gable roof shapes, or other residential roof forms, are discouraged unless visually screened from the right-of-way by a false front or parapet.

Finding: As discussed in more detail above, the orientation of rooflines is not consistent with a single architectural style evident on adjacent buildings that are also located within the Downtown Design Standards area.

5. The primary entrance to a building shall open on to the public right-of-way and should be recessed.

Finding: The applicant is proposing to include a covered entry for the main entry to the commercial space on the ground floor of the building, which serves as a recessed entry to the building.

6. Windows shall be recessed and not flush or project from the surface of the outer wall. In addition, upper floor window orientation primarily shall be vertical.

Finding: The applicant requested a waiver from the recessed window requirements, which is discussed in more detail above.

7. The scale and proportion of altered or added building elements, such as new windows or doors, shall be visually compatible with the original architectural character of the building.

Finding: This standard is not applicable, as the building is complete new construction and therefore does not include any altered or added building elements.

8. Buildings shall provide a foundation or base, typically from ground floor to the lower windowsills.

Finding: This standard is not applicable, as the proposed residential form of the building does not create the need for a foundation or base.

C. Building Materials.

1. Exterior building materials shall consist of building materials found on registered historic buildings in the downtown area including block, brick, painted wood, smooth stucco, or natural stone.
2. The following materials are prohibited for use on visible surfaces (not applicable to residential structure):
 - a. Wood, vinyl, or aluminum siding;
 - b. Wood, asphalt, or fiberglass shingles;
 - c. Structural ribbed metal panels;
 - d. Corrugated metal panels;
 - e. Plywood sheathing, to include wood paneling such as T-111;
 - f. Plastic sheathing; and
 - g. Reflective or moderate to high grade tinted glass.

Finding: The applicant requested a waiver from the building material requirements, which is discussed in more detail above.

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

Finding: The applicant has stated that the exterior color of the building will be a “neutral light beige hue with coordinated either lighter or darker earth tone trim accent around windows and doors”. Overall, this is consistent with the exterior building color requirements. However, since specific colors were not provided, a condition of approval would have been included, if the Historic Landmarks Committee would have decided to approve the downtown design review request, to require that the applicant provide specific color samples prior to the issuance of building permit to be reviewed by the Planning Director.

17.59.060 Surface Parking Lots.

- A. Surface parking lots shall be prohibited from locating on Third Street. In addition, vehicular access to parking lots from Third Street is prohibited.

Finding: This standard is not applicable, as the subject property is not located on Third Street.

- B. All parking lots shall be designed consistent with the requirements of Section 17.60.080 of the McMinnville Zoning Ordinance.

Finding: The site plan submitted does not provide detail on the proposed construction of the parking lot. However, this will be required for building permit review, and staff will ensure at that time that the parking lot meets all requirements of Section 17.60.080 of the McMinnville Zoning Ordinance.

- C. A hedge or wall, thirty (30) inches in height, or dense landscaping within a buffer strip a minimum of five feet in width shall be placed along the street-side edge of all surface parking lots. Landscaping within the buffer strip shall include street trees selected as appropriate to the situation and spaced according to its type, shrubs spaced a minimum of three feet on center, and groundcover. A landscaping plan for this buffer shall be subject to review and approval by the McMinnville Landscape Review Committee. (Ord. 4797 §1, 2003).

Finding: This standard is not applicable, as the proposed parking lot will not be located along a street-side of the property. The applicant is proposing to provide off-street parking on the back side of the building, which will not be visible from the public right-of-way. The parking area will be accessed by a driveway along the west side of the building. A landscape plan will be required for the site prior to building permit submittal, and the Landscape Review Committee will review the landscaping for the entire site, including the areas around the parking lot. The other landscape plan review criteria do require screening and buffering of parking areas, so some landscaping will be required by the Landscape Review Committee, but not necessarily the level of screening required in this standard since the parking is not located along the street-side edge of the property.

17.59.080 Signs.

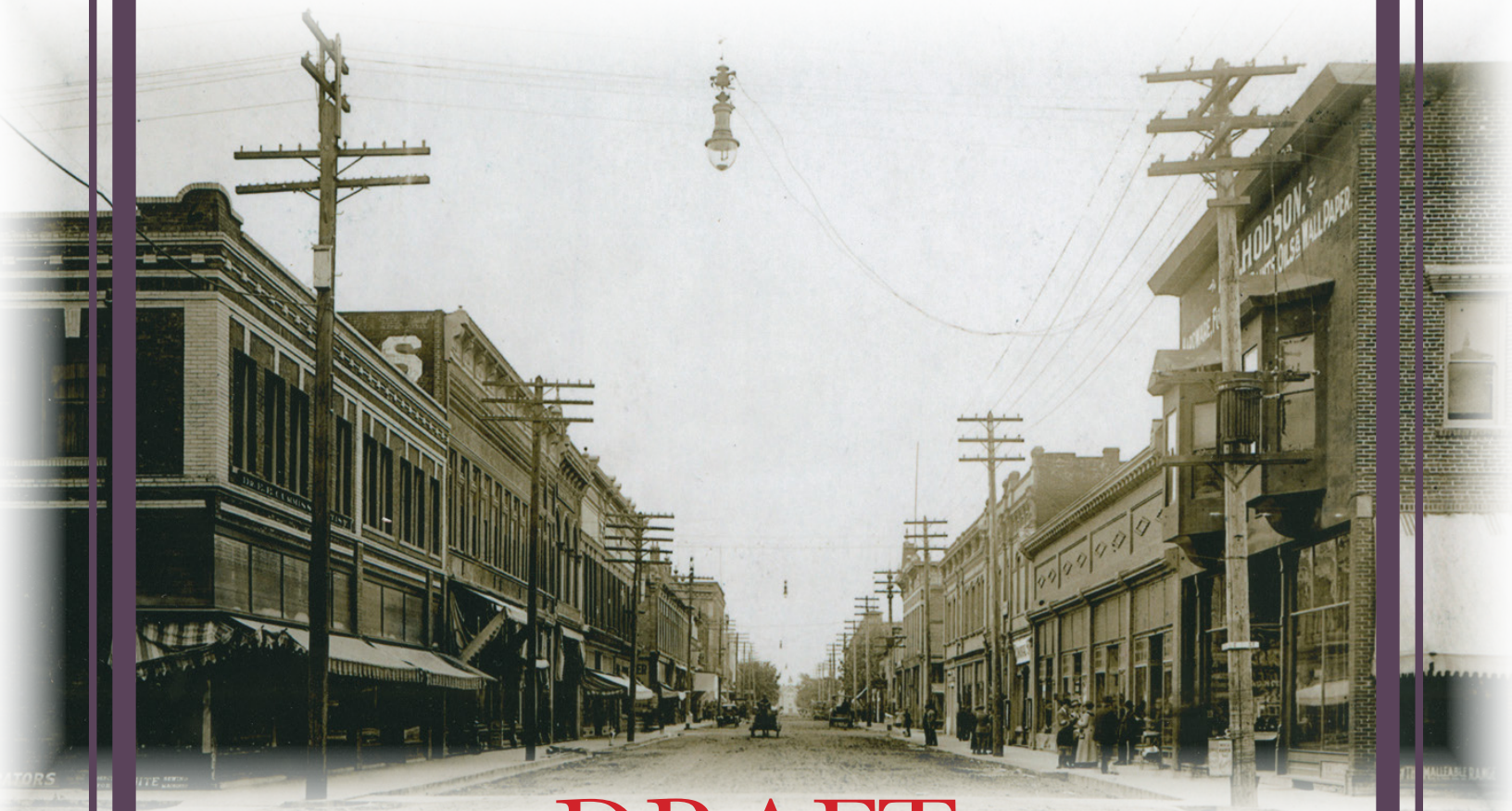
- A. The use of flush-mounted signs, flag-mounted signs, window signs, and icon signs are encouraged. Sign materials shall be compatible with materials used in the building.
- B. Where two or more businesses occupy the same building, identifying signs should be grouped together to form a single panel.
- C. Wall signs shall be placed in traditional locations in order to fit within architectural features, such as: above transoms; on cornice fascia boards; or, below cornices. Wall signs shall not exceed the height of the building cornice.
- D. For every lineal foot of building frontage, 1.5 square feet of signage may be allowed, to a maximum of 200 square feet.
- E. The use of the following are prohibited in the downtown area:
 - 1. Internally-lit signs;
 - 2. Flashing signs
 - 3. Pedestal signs and pole-mounted signs;
 - 4. Portable trailer signs;
 - 5. Cabinet-type plastic signs;
 - 6. Billboards of all types and sizes;
 - 7. Historically incompatible canopies, awnings, and signs;
 - 8. Signs that move by mechanical, electrical, kinetic or other means; and,
 - 9. Inflatable signs, including balloons and blimps.

Finding: The applicant is proposing one small flag-mounted sign on the front façade of the building. The sign materials and specific size were not provided. Therefore, a condition of approval would have been included, if the Historic Landmarks Committee would have decided to approve the downtown design review request, to require that the proposed sign details, including size, materials, and colors, be provided prior to the issuance of building permit to be reviewed by the Planning Director.

CD:sjs

McMINNVILLE

HISTORIC PRESERVATION PLAN



DRAFT

City of McMinnville, Oregon

Adopted [DATE]

DRAFT

Prepared by: Northwest Vernacular, Inc.

Katie Pratt and Spencer Howard

3377 Bethel Rd SE Suite 107 #318

Port Orchard, WA 98366

(360) 813-0772

www.nwvhp.com

Prepared for: City of McMinnville

Historic Landmarks Committee

This publication has been funded with the assistance of a matching grant-in-aid from the Oregon State Historic Preservation Office and the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, D.C. 20240.



Front Cover:

TABLE OF CONTENTS

<i>Acknowledgments</i>	5
1. Executive Summary	7
<i>1a. Summary of Goals & Policies</i>	7
2. Introduction	9
<i>2a. Plan Purpose</i>	9
<i>2b. Plan Process</i>	9
<i>2c. Benefits of Historic Preservation</i>	9
3. Historic Context	13
<i>3a. Historic Context & Development Periods</i>	13
<i>3b. Historic Property Types & Architectural Styles</i>	17
<i>3c. Existing Landmarks and Districts</i>	30
4. Current Status of Historic Preservation	31
<i>4a. Current Program</i>	31
<i>4b. Survey and Inventory</i>	32
<i>4c. Historic Landmarks Committee & Design Review</i>	36
<i>4d. Historic Registers</i>	37
<i>4d. Municipal Regulations</i>	38
<i>4e. Incentives and Benefits</i>	44

5. Goals, Policies, & Proposals	49
<i>Goal 1: Increase Public Awareness and Understanding of Historic Preservation</i>	49
<i>Goal 2: Encourage the Preservation and Rehabilitation of Historic Resources</i>	51
<i>Goal 3: Document and Protect Historic Resources</i>	52
6. Implementation	55
Appendix A: Community survey & Stakeholder Interviews	63
<i>Community Survey Questions</i>	64
<i>Community Survey Responses</i>	68
<i>Stakeholder Interview Questions</i>	79
<i>Stakeholder Interviewees</i>	79

Acknowledgments

The authors of this historic preservation plan wish to express their sincerest thanks to the following organizations and individuals for providing their insight, wisdom, and assistance throughout this project:

City of McMinnville

- Heather Rogers, Planning Director
- Chuck Darnell, Associate Planner

Historic Landmarks Committee (HLC)

- Mary Beth Branch
- Joan Drabkin
- John Mead
- Mark Cooley
- Heather Sharfeddin

Yamhill Historical Society

Stakeholders

- Sylla McClellan
- Erin Stephenson
- Marilyn Worrix
- John Mead
- Kitri McGuire
- Heather Sharfeddin
- Rebecca Ziegler
- Jenny Berg
- Ellie Gunn

DRAFT

[PAGE LEFT INTENTIONALLY BLANK]

1. EXECUTIVE SUMMARY

In 2017, the City of McMinnville began the process to develop a Historic Preservation Plan (the Plan) to guide the city's historic preservation efforts for the next 15-20 years. The City of McMinnville received a grant from the Oregon State Historic Preservation Office (SHPO) to prepare a historic preservation plan to guide historic preservation efforts in the city for the next 15-20 years. Historic preservation is about preserving the buildings, structures, sites, and objects of our past. But more than that, historic preservation helps us ask questions about our history and what to preserve from our past for future generations. William Murtagh, the first keeper of the National Register of Historic Places, summarized historic preservation in his book *Keeping Time: the History and Theory of Preservation in America*, stating, "It has been said that, at its best, preservation engages the past in a conversation with the present over a mutual concern for the future."

A historic preservation plan is the result of a process through which a community establishes its vision, goals, and priorities for the preservation of its historic resources. It is a city planning document that will help steer the city's historic preservation program.

1a. Summary of Goals & Policies

The goals and policies for the City of McMinnville's historic preservation program are described in full in Chapter 5. Through background research and conversations with community members, three goals have been identified to guide preservation:

- Goal 1: Promote Public Awareness and Understanding of Historic Preservation
- Goal 2: Encourage the Preservation and Rehabilitation of Historic Resources
- Goal 3: Document and Protect Historic Resources

It was clear that public outreach and fostering an increased understanding of the details of historic preservation should be the first goal for the City of McMinnville's historic preservation program. The charm of the downtown historic district is unmistakable, but historic preservation is more than charm and has significant cultural, economic, and environmental benefits. City historic preservation programs and preservation ordinances are primarily reactive in nature. However, increasing public outreach and awareness can make McMinnville's program more proactive. Promoting public awareness of historic preservation will help support the preservation and rehabilitation of historic resources and help the public see the value in documenting and protecting them.

DRAFT

[PAGE LEFT INTENTIONALLY BLANK]

2. INTRODUCTION

This chapter states the purpose of the Historic Preservation Plan (Plan), the process the City and its consultants followed in developing the Plan, and the benefits of historic preservation.

2a. Plan Purpose

In 2017, the City of McMinnville and its Historic Landmarks Commission (HLC) set out to create a Historic Preservation Plan to guide preservation planning efforts for the next 15 to 20 years. The City of McMinnville received a grant from the Oregon State Historic Preservation Office (SHPO) to prepare this plan. Historic preservation is about preserving the buildings, structures, sites, and objects of our past. But more than that, historic preservation helps us ask questions about our history and what to preserve from our past for future generations. The city's historic character is vital to the city's identity, economic growth, and appeals to residents and visitors alike.

This historic preservation plan is the result of a process through which stakeholder and community input established the vision, goals, and priorities for the preservation of McMinnville's historic resources. It is a city planning document that helps steer the city's historic preservation program. The historic preservation plan for McMinnville provides guidance on how to achieve those goals identified by the community. The historic preservation plan includes a brief overview of the city's history, architecture, and historic development patterns as well as review of the historic preservation program.

2b. Plan Process

This process began when the City hired consultants, Northwest Vernacular, in late 2017. Northwest Vernacular reviewed the city's historic preservation program and relevant ordinances and associated planning documents. The consultants met with City staff in January 2018 and drove and walked through the city to better understand its unique historic resources and their distribution. The consultants launched the preservation plan process in February 2018 with a public meeting. They worked with staff to create a community survey related to historic preservation, which was distributed through the HLC's email distribution list and shared throughout the community. In addition to the community-wide survey, the consultants interviewed a range of community stakeholders to learn more specifically about historic preservation in McMinnville and its needs. See Appendix A for the community survey questions, a list of stakeholders interviewed, and more specific results.

In analyzing the stakeholder and community feedback, it became clear that there are two general issues related to historic preservation in McMinnville: a lack of public awareness about the *specifics* of historic preservation and a shortage of means to maintain historic properties (financial and/or know-how).

[INSERT DISCUSSION ON LAST PHASE OF PROCESS]

2c. Benefits of Historic Preservation

Historic preservation is more than just protecting old buildings – historic preservation provides communities with environmental, economic, and cultural benefits.

Historic preservation promotes **sustainability** with its emphasis on reusing quality building materials. Repurposing existing buildings and structures reduces the need for new construction and its consumption of resources (i.e., land, energy, materials). Furthermore, historic preservation recognizes the embodied energy in existing buildings. According to the National Trust for Historic Preservation’s Preservation Green Lab, “Embodied energy is required to produce a building. It includes the up-front energy investment for extraction of natural resources, manufacturing, transportation, and installation of materials, referred to as initial embodied energy.”¹

***Because PLACE
matters.
– Restore Oregon***

For more information on the sustainability of historic preservation, visit the Advisory Council on Historic Preservation’s webpage at: <http://www.achp.gov/sustainability.html>

Historic preservation has cultural benefits to a community and place, too. Historic preservation practices help retain neighborhood character, which contributes to a community’s unique sense of place. People live, work, or simply pass by historic buildings in their community every day and these buildings are a part of the community’s history. Historic preservation also has aesthetic value which can help promote downtown revitalization efforts and heritage tourism. In McMinnville, historic preservation has contributed to its successful heritage tourism industry. In 2017, Visit McMinnville, McMinnville’s a full-service marketing group dedicated to enhancing McMinnville’s economy through the promotion of tourism, published a visitor survey. According to the survey, 65% of those surveyed cited visiting Downtown McMinnville as one of the locations they visited during their trip.²

More recently, studies have been conducted to demonstrate the **economic** benefits of historic preservation. In 2011, the ACHP published a report prepared by Donovan Rypkema and Caroline Cheong of PlaceEconomics with Randall Mason, PhD, of the University of Pennsylvania. While their study makes it clear that more research needs to be conducted, the study does state,

[H]istoric preservation has become a fundamental tool for strengthening American communities. It has proven to be an effective tool for a wide range of public goals including small business incubation, affordable housing, sustainable development, neighborhood stabilization, center city revitalization, job creation, promotion of the arts and culture, small town renewal, heritage tourism, economic development, and others.³

1 . Preservation Green Lab, “The Greenest Building: Quantifying the Environmental Value of Building Reuse,” (National Trust for Historic Preservation, 2011), 16, <http://forum.savingplaces.org/HigherLogic/System/DownloadDocumentFile.ashx?DocumentFileKey=5119e24d-ae4c-3402-7c8e-38a11a4fca12&forceDialog=0> (accessed May 2, 2018).

2 . RRC Associates, “McMinnville Visitor Survey, Summer/Fall 2016 Final Results,” prepared for Visit McMinnville (November 2016), 17, <http://visitmcminnville.com/wp-content/uploads/2018/01/McMinnville-Summer-2016-Final-Report.pdf> (accessed May 2, 2018).

3 . PlaceEconomics and Randall Mason, PhD, “Measuring the Economic Impacts of Historic Preservation,” prepared for the Advisory Council on Historic Preservation (November 2011), 1, <http://www.preserveamerica.gov/docs/economic-impacts-of-historic-preservation-study.pdf> (accessed May 2, 2018).

DRAFT

The ACHP has a listing of states that have conducted studies on the economic impacts of historic preservation. While Oregon does not have a report, Washington, California, and Utah have reports.

DRAFT

[PAGE LEFT INTENTIONALLY BLANK]

3. HISTORIC CONTEXT

3a. Historic Context & Development Periods

The McMinnville Multiple Property Documentation (MPD) draft prepared in 2011 by SWCA for the City of McMinnville provides a comprehensive historical overview of the city’s development, residential architecture, and architectural styles. The following provides a brief synopsis of the city’s development periods per the Section E of the MPD.

- Pre-Settlement History (pre-1844)
- Settlement and Early Development (1844-1879)
- Entry of the Railroad and Development of Industry (1879-1903)
- Motor Age, Boom and Bust (1903-1940)
- World War II and the Post-war Years (1941-1965)

Pre-Settlement History

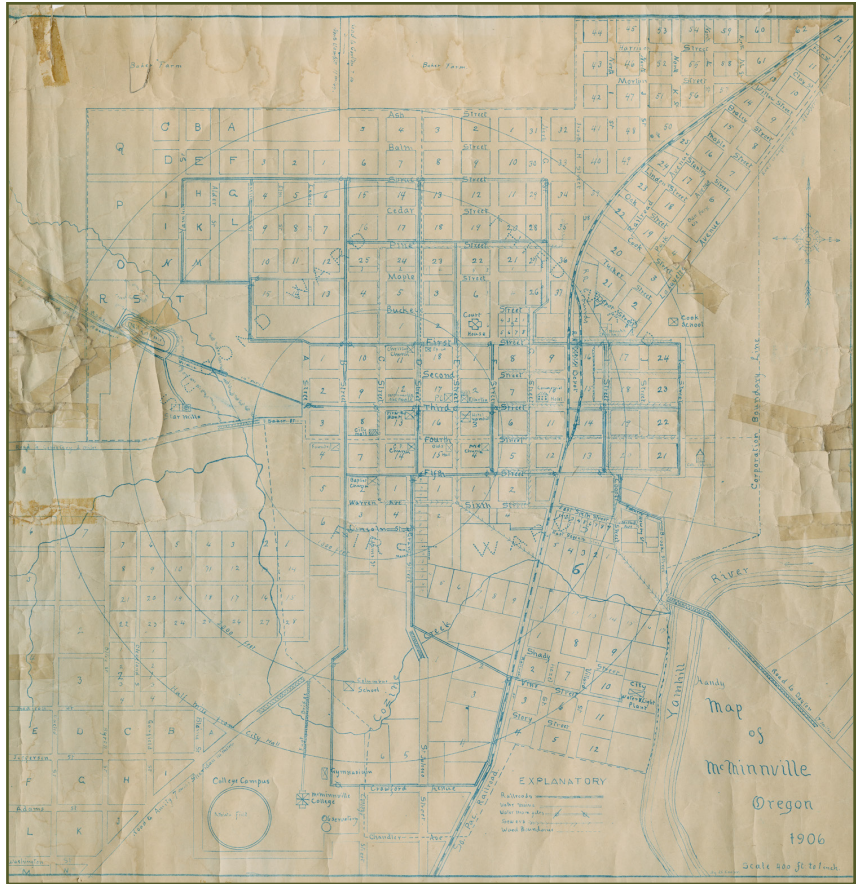
Per Section E of the draft MPD, the pre-settlement history of the Willamette Valley extends at least 6,000 years prior to arrival of the first European explorers. The current site of McMinnville existed within an overlapping area of the Yamhill and Tualatin, both bands of the Kalapuyan peoples. Euro-American settlement of the McMinnville area began in 1844 with the John G. Baker claim. During the area’s developmental years, the neighboring town of Lafayette (founded 1847) along the Yamhill River served as the county seat and main commercial hub until McMinnville secured the county seat in 1887. The 1850 Oregon Donation Land Act triggered a dramatic settlement increase, which was followed by the 1853 grist mill development by William Newby serving local growers. Newby’s 1856 donation land claim encompassed the majority of what would become downtown McMinnville. The next 50 years witnessed the platting and incorporation of the city, railroad connection, provision of electricity to every building, and the substantial build out of the main brick business district. From 1900 to 1910 the city experienced a 679-percent population growth rate with continued growth through the following decades. The build out of housing, commercial, and industrial growth followed suit with brief drops during the Great Depression and World War II followed by a resurgence during the 1950s and 1960s.¹

Settlement and Early Development (1844—1879)

Euro-American settlement began in the area now comprising much of northwestern McMinnville in 1844 when John G. Baker filed a claim for just over 635 acres of land. Other emigrants to the area soon joined Baker; these emigrants included William Newby, Samuel Cozine, Nehemiah Martin, and Madison Malone. These early settlers established wheat farms in the area and sold to William Newby and shipped harvested wheat from nearby Lafayette.

1. SWCA, “McMinnville Multiple Property Documentation” (draft), prepared for the City of McMinnville (2011).

More settlers arrived in the area following the passage of the Oregon Donation Land Act by the U.S. Congress in 1850. The land act encouraged settlement in the newly formed Oregon Territory (1848), but also established the Office of Surveyor-General of Oregon, and provided for the public land surveys.² Single white men who had arrived in Oregon Territory prior to December 1, 1850, could claim up to 320 acres; if the man was married, his wife could claim an additional 320 acres for a total of 640 acres. The act stipulated that the man must live and work the land for four years before receiving title. The land act also allowed men who had arrived between December 1, 1850, and December 1, 1853, (later extended to 1855) to claim up to 160 acres of land if they were single and 320 acres if they were married.³ As the Oregon Donation Land Act took effect, the population in the Willamette Valley grew. The 1862 Homestead Act replaced the Donation Land Act.



"MAP OF MCMINNVILLE, OREGON, 1906." COURTESY HISTORIC MAC.

As more settlers arrived to the area, a community developed around the donation land claim of William Newby, who constructed a grist mill in 1853 (near the west end of present-day 3rd Street). Commerce grew as local farmers bringing their harvest to the grist mill and Solomon Beary opened the first general store adjacent to the mill. The first post office opened in 1855. Newly arrived settlers sought permission from Newby to construct their homes on his land claim. Newby had a 5-acre townsite surveyed on his land claim; the plat for the town was drawn in 1856 and Newby named it McMinnville after his hometown of McMinnville, Tennessee. Although followed for several years, the plat was officially filed with the Yamhill County Courthouse in 1865.

In the meantime, a business district began to form along 3rd Street. By 1871, the town had five general stores, two drug stores, two wagon shops, four blacksmiths, two cobblers, a furniture store, a barber, a saloon, a hotel, a livery stable, two boarding houses, a land agent, a jeweler/watchmaker, a butcher, a photographer, two doctors, a dentist, two lawyers, a tin store, and a saddler. The town also had two oper-

2. Champ Clark Vaughan, *A History of the United States General Land Office in Oregon* (U.S. Department of the Interior, Bureau of Land Management, 2014), 12, <https://www.blm.gov/or/landsrealty/glo200/files/glo-book.pdf>.

3. Margaret Riddle, "Donation Land Claim Act, Spur to American Settlement of Oregon Territory, Takes Effect on September 27, 1850," *HistoryLink.org Online Encyclopedia of Washington State History* (2010), <http://www.historylink.org/File/9501> (accessed February 23, 2018).

ating flouring mills, the college, a sash and door factory, two churches, and several fraternal organizations. McMinnville was incorporated as a town in 1876 with a mayor-council form of government.

Entry of the Railroad and Development of Industry (1879—1903)

McMinnville, first as a town and then as a city (incorporated in 1882), flourished with the arrival of a railroad connection. The Western Oregon Railroad Company incorporated in 1879 and began to extend a rail line to McMinnville. Once the railroad arrived, McMinnville became the dominant city in the region. Oregon City merchants Jacob Wortman and his son John Wortman established a bank in McMinnville in 1884, the First National Bank of McMinnville, cementing the new city's status. The city's economic growth reflected its population growth; between 1880 and 1890, McMinnville grew from 400 residents to over 1,300.⁴

By 1887 the city was the county seat and by 1888 was providing electricity to every building as part of a combined municipal electricity and water/sewer system. Between 1888 and 1892, seventeen new additions to the city were platted. Brick buildings lined the business district on 3rd Street with macadamized streets and a mixture of plank and "artificial stone" (cement) sidewalks. During this period, another bank arrived in the city and two newspapers provided residents with news. A nationwide economic depression started in 1893 and extended through 1897, briefly slowing growth until recovery started circa 1900.

Motor Age, Boom and Bust (1903—1940)

This period marked the arrival of the automobile. Most of the garages added to the houses surveyed were built during this period. The city was amid a massive population growth extending from 1900 through 1910 and increased prosperity with industrial growth provided jobs and steady wages. By 1914 a spur from the main interurban railroad corridor along the Willamette Valley linked the city with Portland and cities to the south. Building construction grew considerably from 1900 to 1909 relative to pre-1900 construction, and then nearly doubled during the 1910s.⁵

Population growth continued between 1910 and 1940, increasing from 2,767 in 1920 to 3,706 in 1940.⁶ New industries established in the city and surrounding area included including a small foundry, a machine shop, a planing mill, a creamery, and an incandescent and arc light factory. The launch of Prohibition in 1919 devastated the hops industry, the area's second-most profitable crop, motivating farmers to diversify their products to include legumes, clover, and animal products.

The nation's Great Depression started with the 1929 stock market crash and lasted just over a decade until the industrial ramp up during the late 1930s and the United States' entry into World War II in 1941. Prior to the stock market crash, 1928 had been an active year in building construction for the city. However,

4. Several population statistics exist for McMinnville during this period, with the Oregon Blue Book indicating the population had boomed to nearly 2,500 while the Oregon Secretary of State estimated it more conservatively at 1,368.

5. Analysis based on City of McMinnville GIS data and estimated building construction dates. As of 2018 110 properties remain in the city attributed to the 1800s, with 127 attributed to 1900-1909, 230 attributed to the 1910s, 179 attributed to the 1920s, 237 attributed to the 1930s, and 511 attributed to the 1940s. These numbers reflect only remaining buildings and does not account for buildings demolished to construct later buildings but does provide a general context to quantity of construction for these periods.

6. Robert S. Farrell, Jr., Oregon Blue Book 1945-1946 (State Printing Department, Salem: 1945), 290 in SWCA.



"LIGHTS ON 3RD STREET." COURTESY HISTORIC MAC.

existing building stock (as of 2018) built during the 1930s rivals the level of construction during the 1910s. During the 1930s, several innovations did occur in the city and surrounding region. Cooperative creameries opened up in the area with the Farmer Cooperative Creamery opening in McMinnville in 1939. Turkey farming and processing also started in the area.

World War II and the Post-war Years (1941—1965)

The United States' entry into World War II after the bombing of Pearl Harbor on December 7, 1941, had profound consequences nation-wide as men were drafted and production shifted to support the war effort. In McMinnville, the U.S. Army established an airfield just outside the city in 1942. The airfield transferred to city ownership after the war. Building construction within the city jumped significantly during the 1940s and held to a high volume of construction through the 1950s before starting to slow in the 1960s.⁷ Residential growth from this period extended predominately to the north and northeast of the historic residential areas along the north side of downtown.

After the war, several new industries were established in McMinnville. The Yamhill Plywood Company, with financial investment from McMinnville citizens, arrived in 1955. A manufacturing facility for Rex Mobile Homes as constructed in 1956. Nelson Paint Company and Northwest Fabrics, Inc. were established in the city in 1960 and 1961, respectively. Bradley Frozen Foods, Inc. was founded in 1964 and L & W Food Products in 1965.

7. Analysis based on City of McMinnville GIS data and estimated building construction dates. As of 2018 511 properties remain attributed to the 1940s, 566 attributed to the 1950s, and 484 attributed to the 1960s. These numbers reflect only remaining buildings and does not account for buildings demolished to construct later buildings but does provide a general context to quantity of construction for these periods. Of note, construction increased dramatically during the 1970s, with 1,049 properties attributed to the 1970s and then another 4,496 properties attributed to the next nearly four decades from 1980 to 2018. The bulk of these last four decades of growth has occurred predominately to the west and southwest of downtown.

3b. Historic Property Types & Architectural Styles

Property Types

COMMERCIAL

The earliest extant commercial buildings in McMinnville date to the 1880s. The first period of permanent commercial construction in McMinnville occurred between 1881 and 1912. These structures, typically brick in construction and 1- to 2-stories tall, replaced earlier, wood-frame, commercial buildings. The city's historic commercial corridor runs along 3rd Street and was listed as a historic district in the National Register in 1987.⁸ The oldest extant commercial building within the district is the Schilling Building (1884) at 238 E 3rd Street.



"COWLS AND THIRD." COURTESY HISTORIC MAC.

Commercial buildings from this period of construction (1881-1912) include:

- Schilling Building (1884), 238 E 3rd Street, Italianate style
- Cook's Hotel (1886), 502 E 3rd Street, Italianate style
- Union Block (1890), 411-425 E 3rd Street, Italianate style
- Wright Building (1893), 406-428 E 3rd Street, Queen Anne style
- Dielschneider Jewelry Store (1905), 310-320 3rd Street, Commercial style
- 521-525 E 3rd Street (ca. 1910), Commercial style

The second wave of commercial construction in downtown McMinnville occurred between 1913 and 1937. Third Street was paved in 1912, shepherding in a new era of development. Transportation was on the rise in the community, as the Southern Pacific completed its new depot at the east end of Third Street. Construction boomed in 1928 with \$463,984 in permits issued.

Commercial buildings from this period of construction (1913-1937) include:

- 226 E 3rd Street (ca. 1913), Commercial style
- 225 E 3rd Street (1918), Commercial style
- Spence Building, 425 E 3rd Street (1925), Commercial style
- 236 E 3rd Street (ca. 1930), Commercial style

8. Northwest Heritage Property Associates, "McMinnville Downtown Historic District," National Register of Historic Places Nomination (Salem, Oregon: State Historic Preservation Office, 1987).

RESIDENTIAL

The earliest non-Native residential construction that occurred in the McMinnville area began with the erection of small, temporary buildings on donation land claims. These cabins were replaced with squared log houses meant to last much longer. As families became more settled and grew in size, the log houses were either replaced by new houses or incorporated into a larger house which utilized dressed and finished lumber.

After Newby had the town platted, residential construction within the town limits occurred around the budding commercial district. The McMinnville College Plat, south and southeast of the original town was added in 1865. Rowland's Addition was also platted in 1865 immediately east of the original town plat.⁹

As the community's population grew, additional plats were created to the south of the already platted areas and included Court's Addition (1881), Newby's 2nd Addition (1882), McMinnville College 2nd Addition (1882). Additional land was platted to the south with the filing of Newby's 3rd Addition in 1884. Once the city became the Yamhill County seat, 17 new additions were platted between 1888 and 1892. The largest plat added during this time was the Oak Park Addition, located between present-day Lafayette Avenue (east) and the midpoint between Galloway and Ford streets (west) and 5th Street (south) and 15th Street (north).

Historic residential properties in the city are largely single-family dwellings, ranging from 1- to 2.5-stories in height.

AGRICULTURAL

Like the residential properties, the earliest agricultural structures were small, temporary buildings on donation land claims. Surrounding Yamhill County farmlands supported the economic development and expansion of McMinnville. Agricultural structures were primarily outside of the city limits and few remain within the city limits. Listed in the NRHP, Buchanan Cellers Mill (1888) is one of few remaining agricultural structures and the only flour mill building in the city.¹⁰ Buchanan Cellers Mill anchors the current Granary District, the original industrial district for the city.

CIVIC

Civic and educational construction has occurred throughout McMinnville's development and features a variety of architectural styles. The first school within the city was founded by the Baptist Church congregation in 1856. Baptists in the community, led by William Newby, also formed the Baptist College in 1858,

9. Northwest Heritage Property Associates, "McMinnville Downtown Historic District," Section 7, page 1.

10. Margaret Legard, "Buchanan Cellers Mill," National Register of Historic Places Nomination (Salem, OR: State Historic Preservation Office, 2011), Section 8, page 8.

renamed McMinnville College before becoming Linfield College in 1927.¹¹ The Carnegie Library opened in 1913. Other schools were constructed in the city in the 1910s and 1920s, including the former McMinnville Junior High (1913) at 13th and Cows streets and Cook School (1929) on Lafayette Avenue.

Municipal functions are presently housed in largely non-historic buildings, with the exception of City Hall which occupies the former Courtemanche House (ca. 1930) at 230 2nd Street. County functions are housed in a variety of buildings around the downtown core. The Clerk's Office is located in the former U.S. Post Office (1935) at 414 N Evans Street. The Yamhill County Courthouse was constructed in 1963.

RELIGIOUS

A city directory from 1891-92 indicated McMinnville had at least five churches.¹² Religious architecture in the city ranges in age and style, from the vernacular First Church of Christ, Scientist (1926) with Neoclassic details at 806 N Davis Street to the Spanish Colonial Revival style First Baptist Church (1926) at 125 Cows Street.

Architectural Styles

The following architectural styles are outlined in the “McMinnville Multiple Property Documentation” prepared by SWCA. They are organized chronologically and represent the most prevalent styles represented in McMinnville. It is important to note that not all buildings clearly exhibit an architectural style or even just one style. Furthermore, a building's architectural style may change over time as property owners update their buildings to reflect changing tastes.

Key styles represented in McMinnville include:

- Vernacular forms
- Classical Revival
- Gothic Revival
- Italianate
- Queen Anne
- Colonial Revival
- Craftsman
- Prairie Style
- Tudor Revival
- English Cottage
- Minimal Traditional
- Ranch
- Contemporary

11. Section E, page 4.

12. Northwest Heritage Property Associates, Section 8, page 4.

VERNACULAR FORMS¹³

Vernacular architecture is the most commonly used form of architecture. It utilizes local materials and reflects established building traditions. Eric Mercer distills this concept simply: “vernacular architecture is the common building of a given time and place.”¹⁴

The following discussion on vernacular architecture has been excerpted from the “McMinnville Multiple Property Documentation” prepared by SWCA.

Vernacular forms extend through the mid-twentieth century, in parallel to the established forms of architecture perpetuated by professional designers and architects. Each era has a vernacular language of architecture associated with it, responding to the changing needs and availability of information and materials. For example, in the 1870s and 1880s, vernacular architecture in McMinnville responded to the building traditions of the first two decades of settlement, utilizing the forms typically found on farms, such as cross-wing and block forms. With the lumber industry well-established by this point, these would be clad in similar siding types as those more formal architect-designed houses, and may include many of the stylistic cues associated with the popular residential styles of the time. By the 1910s, the tastes had changed, as did the availability of mass-produced building elements, such as windows and doors, hardware, stylistic elements that could be ordered from catalogs, and all transported directly to McMinnville by train. Vernacular architecture, therefore, can be found in many forms, and displaying stylistic characteristics of any of the defined architectural styles.

Beginning in the 1870s, vernacular styles and forms, especially those employed in construction of farmhouses, began to appear roughly simultaneously across the west. Prominent among these were the T-plan and L-plan farmhouses, some of which are evident in and around McMinnville. Borrowing elements of various styles and applying them to these basic forms, the result is a collection of surviving architecture more unified by form than by style, as some of these houses were built originally with a relatively unadorned basic form, then updated periodically to reflect the changing tastes in architectural style. In some cases, these houses retain some elements of more than one style, presenting a difficulty when attempting to classify by stylistic movement.¹⁵ This form, as it is represented in McMinnville, is seen to include houses

PENDING

PENDING IMAGE CAPTION

13. The word “vernacular” also refers to a method of architectural investigation that focuses on the building as an artifact, which serves as the primary source of information when other, more traditional sources (such as documentary or photographic evidence) are not available, or are insufficient to answering key research questions.

14. Thomas Carter and Elizabeth Collins Cromley, *Introduction to Vernacular Architecture* (University of Tennessee Press: Knoxville, 2005), 8.

15. Philip Dole, *Farmhouses and Barns of the Willamette Valley*, from Vol. I of Vaughan and Ferriday (1974), 227–236.

with near identical form and floor plan, but with applied stylistic elements of the Queen Anne (such as bays to create irregularity or asymmetry, spindle-work or similarly intricate detailing in porch elements, etc.), Colonial Revival (such as pediments or entablatures at porches, windows and doors, or the use of friezes, architraves, and cornices beneath eaves, etc.), and Craftsman styles (such as exposed rafter tails, knee-braces beneath overhanging eaves, etc.), and sometimes elements of more than one of these. Cottages of this period similarly adopt near identical forms with various stylistic elements applied in varying degrees of ornamentation, depending on the tastes and means of the owner. These cottages tend to be seen in McMinnville in one of two forms, the single-story hipped-roof cottage, and the 1- or 1½-story front gabled home.

CLASSICAL REVIVAL

Classical Revival was a style that was popular in the east between the 1820s and 1840s and brought to the Oregon Territory by emigrants. Classical Revival buildings, along with Gothic Revival, were constructed in Oregon between the 1840s and 1890s.

The Classical Revival style was influenced by the United States increasing interest in the ancient Greek and Roman culture. Properties designed in this style typically feature a prominent entry porch (portico) on the main elevation. The porch will be full-height and often supported by columns with a gable roof. The main elevation will exhibit a symmetry with a centered entrance with vertically and horizontally aligned windows.¹⁶

According to the SWCA survey and accompanying MPD, no known examples of the Classical Revival style are known to remain in McMinnville. However, a fine example of the style can be seen just a few dozen meters to the west of McMinnville's corporate boundary in the Thomas Jefferson Shadden House (built 1859), at 11105 Baker Creek Road.

GOthic REVIVAL

Gothic Revival was a style that was popular in the eastern United States between the 1850s and 1860s and, like Classical Revival, was brought to the Oregon Territory by emigrants. Gothic Revival buildings were constructed in Oregon between the 1840s and 1890s.

Gothic Revival was influenced Medieval architecture. The style was in sharp contrast to the Classical architectural elements utilized in Classical Revival. Andrew Jackson Downing, a landscape architect, published two pattern books highlighting the style, *Cottage Residences*, *Rural Architecture and Landscape Gardening* (published 1842) and *The Architecture of Country Houses* (published 1850). Residential properties constructed

PENDING

PENDING IMAGE OF 11105 BAKER CREEK ROAD

16. Virginia McAlester and Lee McAlester, *A Field Guide to American Houses* (Alfred A. Knopf, Inc.: New York, 1984), 169.



PENDING IMAGE OF 505 SE DAVIS (LEFT) AND ANDREW J BAKER HOUSE, COURTESY OREGON SHPO (RIGHT).

in this style typically feature steeply pitched gable roofs, often with cross gables. Decorated vergeboards and windows extending into the gables, often with a Gothic shape, also mark the style. Non-residential styles may feature a flat roof with a castellated parapet.¹⁷ Pointed arches are a common feature associated with Gothic Revival properties.

Gothic Revival have been represented in a similar way as the Classical Revival in McMinnville applications, either as fully realized and represented by Downing, or as stylistic elements applied to vernacular forms familiar to early western emigrants.¹⁸ The style persisted in other building types beyond the period of popularity of the style in residential architecture, especially in religious architecture. Several examples of the style are known to exist in McMinnville, both through historic photographs and in modern historic properties surveys. The style is represented in domestic architecture in McMinnville beginning in the mid-1850s, with the last known example built in 1890. A late example of the Gothic Revival style can be seen at 505 SE Davis Street (built 1890). Earlier examples can be found outside the city limits, including the Baker, Andrew J., House (1857) at 17670 SW Oldsville Road and the Davis House (1870) at 11301 Peavine Road SW.

In religious architecture, the style persisted into the first decade of the twentieth century, with examples in McMinnville and throughout Oregon. Religious examples in McMinnville include Cumberland Presbyterian Church (1897) at 2nd and Davis streets and Pentecostal Church of the Nazarene (1907) at 1st and Davis streets.

ITALIANATE

The Italianate style was a reaction against the formalism of classical architectural language, like the nearly contemporary Gothic Revival style. The style drew from the existing examples of Italian villas of the sixteenth century, simplified and, to some degree, standardized in their ornamentation and shape in the adaptation to American homes. Andrew Jackson Downing also championed this style.

17. McAlester, 197.

18. Gelertner (1999), pp.150–151.

PENDING



PENDING IMAGE OF ANDREW JEFFERSON NELSON HOUSE AND
UNION BLOCK.

The style is marked by elaborate decorative detailing around windows and doors, arched windows, often in pairs or threes, and elaborate, bracketed cornices. Often they include square towers as finishing elements, or cupolas or lanterns in four-square forms where towers are not present. Oregon examples, generally dating to the 1870s to 1890s, substitute wood siding for the masonry or brick typically employed in other regions, but are no less ornate, with rich details (e.g., quoins and cornices) in wood trim.

The earliest known example of the Italianate style applied to residential architecture in McMinnville is in 1870, with the majority occurring in the 1880s. The style persisted through the end of the nineteenth century, with the most recent known example built in 1900. The style was very commonly applied to commercial architecture, and this application persisted well into the twentieth century. A residential example of the Italianate style can be seen in the Andrew Jefferson Nelson House (1875) at 501 NW Birch Street. Commercial examples are present downtown on 3rd Street at the Hodson Building (ca. 1901) at 300 E 3rd Street and Union Block (1890) at 411-425 E 3rd Street.

QUEEN ANNE

The Queen Anne style is well represented in McMinnville from the 1880s to about 1910. English architects (especially Richard Norman Hunt) developed the style in the nineteenth century, although the adoption of the style in the United States was accompanied by the application of American stylistic tastes to the basic form.¹⁹

Queen Anne architecture is marked by complex and asymmetrical rooflines, incorporating hips and gables as well as towers and other irregularities. Asymmetry continues on the elevations, with projecting gables, isolated or compound projecting bays, some cantilevering (especially at the bays), and rich, highly stylized detail in all elements of trim work. Porches are almost always included, and many wrap around two or more elevations. The overall massing is quite heavy, although this is usually somewhat offset by the intricacy of the detailing. Queen Anne architecture often incorporated mixed materials in siding; examples in

19. McAlester and McAlester, 268.



PENDING QUEEN ANNE EXAMPLE AT 206 NE 10TH STREET (LEFT) AND COLONIAL REVIVAL EXAMPLE AT 434 NE EVANS STREET (RIGHT).

McMinnville typically just use wood, but incorporate a variety of applications, such as horizontal board (e.g., shiplap and clapboard) and shingles (coursed or more elaborate). Queen Anne houses are typically large, 2- or 2.5-story residences, but smaller 1-story cottages are not uncommon. In McMinnville, the Queen Anne style is most commonly seen in the larger form, although smaller cottages in the style are known to exist.

The overall trend in Queen Anne stylistic design tended to be one of decreasing elaboration, with the earliest examples tending to be the most elaborate while later examples were more simplistic and representative of the Free Classic subset. Free Classic Queen Anne buildings feature a restrained use of decorative applications, and the inclusion of stylistic elements commonly associated with the Classical styles of architecture and those styles that drew on classical stylistic motifs, especially the Colonial Revival style. In McMinnville, the earliest known examples of the Queen Anne style appear at the outset of the 1880s, reaching the peak of their popularity in the late 1880s and early 1890s. The style persisted in transitional forms into the first decade of the twentieth century but was almost completely superseded by the Colonial Revival and Craftsman styles by the close of the 1910s. An example of the Queen Anne style can be seen at 206 NE 10th Street (built 1890).

COLONIAL REVIVAL

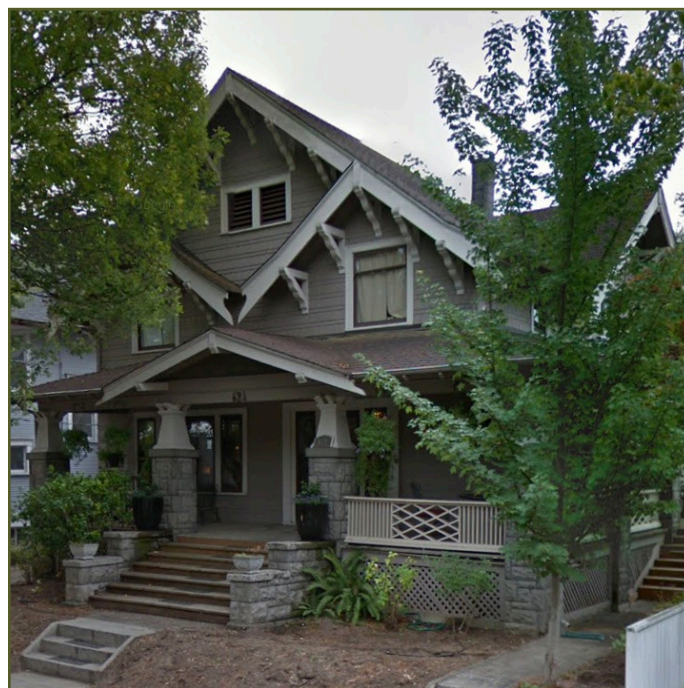
The Colonial Revival style finds its roots in the reawakening of appreciation for the historical origins of the United States, following the observance of the national centennial in 1876. During the following decades the style drifted westward, and by 1900 it had become one of the more popular residential styles in the Pacific Northwest and in the Willamette Valley. This style developed at roughly the same time as the Queen Anne, but reached the peak of its popularity in the early twentieth century, following the decline of the Queen Anne.

The Colonial Revival style is distinguished by its use of symmetrical distribution of windows and doors, especially on the principal elevation, and the application of somewhat muted classical elements. These elements include pedimented or segmentally pedimented entry porches and gables, eave returns on gable ends, window and door trim with varying degrees of elaborated moldings, corner boards, and entry doors flanked with sidelights and frequently topped by a transom. Windows tend to be double-hung with multi-light sashes on the upper or both sashes, and paired windows were a common element as well.

The popularity of the Colonial Revival style endured, especially as applied to residential architecture, through the twentieth century. In McMinnville, the introduction of the style is in about 1880, although very few examples this early are known. During the 1890s the style gained popularity, although the greatest period of popularity was during the late 1920s and 1930s, somewhat later than in other Willamette Valley cities. An example of the Colonial Revival style can be found in the Frank W. Fenton House (built 1909) at 434 NE Evans Street.

CRAFTSMAN

The Craftsman style is the first major architectural stylistic movement that had its roots on the West Coast, rather than the East. As a result, the Craftsman style is found in Oregon soon after its initial applications in California by architects Charles and Henry Greene, who are credited with popularizing the style in the opening years of the twentieth century. The style was spread through the publishing of designs and plans in pattern books and popular magazines like *Good Housekeeping*, *Ladies' Home Journal*, and *House Beautiful*. The style was dominant from about 1905 until the 1930s, when economic conditions led to the simplification of design, especially in residential architecture.²⁰ This trend holds true in McMinnville residential architecture as well, as the style gained popularity about 1905, and stayed very popular into the early 1930s. Buildings with the fullest realization of the style are sometimes referred to as “Arts and Crafts” while those with less ornamentation are sometimes referred to as “Bungalow” style. “Arts and Crafts” is more appropriately the name applied to the stylistic and artistic movement of the late nineteenth and early twentieth centuries from which the Craftsman style arose, while “Bungalow” is more appropriately a classification of form (a 1- to 1½-story, low-pitched gable-roofed volume). Both of these are most appropriately referred to as Craftsman style.



PENDING IMAGE OF 624 E 2ND STREET.

The Craftsman style was developed as a reaction to the applied stylistic elements of earlier styles, such as the Queen Anne style. Embracing the idea that design should suggest the labor of a master craftsman, design elements associated with the style are often derived from structural elements of the building. The

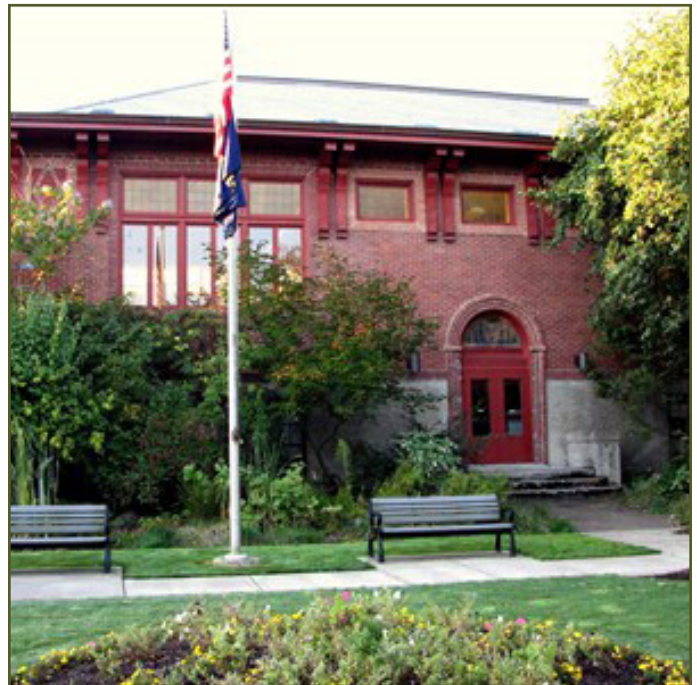
20. McAlester and McAlester, 454.

style relies heavily on shaping exposed framing and bracing (although these are, ironically, often stylistic elements that are not load-bearing, especially knee-bracing overhanging eaves), heaviness of design elements such as box posts, and use of mixed materials, such as wood in the main body of a building, and river cobble or cast stone in porch elements.

Coinciding with a period of expansion in population in McMinnville's history, the Craftsman/Bungalow style is the best-represented style in the city, with the vast majority of these considered "Bungalows." Just as the style became the dominant style in residential architecture in the first decade of the twentieth century, McMinnville experienced a rapid population increase. Residential examples of the Craftsman style can be found in the James Burdett House (built 1909) at 408 NE 13th Street and the Mulkey House (ca. 1920) at 624 E 2nd Street.

PRAIRIE STYLE

The Prairie style originated in the midwestern United States during the early twentieth century, and gained limited popularity during the following decades in the Pacific Northwest. Emphasizing horizontality, the style was designed to fit into the broad, flat landscapes found in the Midwest.²¹ With broad, very low-pitched roofs (usually hipped), the style shares some similarity with the Craftsman style when rendered in the foursquare form, but the horizontality is emphasized in the Prairie style, and the emphasis on exposed structural elements found in Craftsman homes is not as accentuated in the Prairie style. Eaves on Prairie style homes are overhanging, often much further than in the Craftsman style, and where the Craftsman style featured exposed, and often shaped rafter tails, the eaves in the Prairie style are typically enclosed with soffits, and capped at the ends with squares fascias. There are no known examples of the Prairie style in McMinnville as applied to residential architecture, although the style is seen in limited application in most Willamette Valley cities. The Carnegie Library (1913) at 225 Adams is an example of the style applied to civic architecture. Some currently unidentified residential examples may exist in McMinnville.



PENDING IMAGE OF CARNEGIE LIBRARY.

TUDOR REVIVAL AND ENGLISH COTTAGE

The Tudor Revival style, and its more modest relative, the English Cottage, are presumed to be based on the architecture of the Tudor period of English history (sixteenth century), although McAlester and McAlester note in *A Field Guide to American Houses* that these bear little resemblance to the actual architectural

21. McAlester and McAlester (1984), p. 440.

characteristics of that period beyond the used of ornamental, false half-timbering.²²

In its modern application, the Tudor Revival style bears more resemblance to idealized versions of medieval architecture, including the heavy reliance of steeply sloped rooflines featuring many cross-gables and gabled dormers irregularly dispersed across a side-gabled main massing. The use of elliptical arches and arched panels over multi-light widows is extremely common. Wall cladding between half-timbering is often stucco or brick. Decorative arches are common at the ends of porches on Tudor Revival styles. These are often seen on English Cottage residences where one side of the forward-facing cross-gable extends much lower than the other side, the arch cut into the lower side. In some cases, this is seen as an arched window, rather than a pass-through arch. Tudor Revival examples are typically distinguished by their use of wall cladding materials other than wood on large portions of the exterior cladding, while English Cottages commonly will employ either horizontal wood weatherboard across the entirety of the walls, or in some combination with masonry or brick veneer. The English Cottage rarely uses half-timbering. Where gabled roofs are nearly universal in Tudor Revival examples, the English Cottage may include jerkinheads, hipped dormers rather than gabled, or some combination of these with the more traditional gable. In McMinnville, most Tudor Revival examples are larger and more expressive of the style, while English Cottages are more commonly more modest in size and ornamentation.

Both the Tudor Revival and English Cottage styles are well-represented in McMinnville, especially during the 1930s, although some examples are known in the late 1920s and early 1940s. McMinnville appears to have a somewhat larger stock of Tudor Revival and English Cottage style residences than other Willamette Valley cities of similar size, likely related to the highly visible and extremely well executed examples of the Tudor Revival style residences designed by noted architect Roscoe Hemenway, who was active in McMinnville during the 1920s

22. McAlester and McAlester (1984), p. 358.



PENDING



PENDING

PENDING TUDOR REVIVAL AND ENGLISH COTTAGE IMAGES.

and 1930s. An example of the English Cottage style can be seen at 407 NE 12th Street (1932). An example of the Tudor Revival style can be seen at 307 NE 7th Street (1930).

MINIMAL TRADITIONAL

The Minimal Traditional style is derived from the Tudor Revival and English Cottage styles that reached the height of their popularity in the 1930s. Demonstrating the same basic form as these earlier eclectic models, especially the forward-facing cross-gable, the Minimal Traditional differs in the reduction of the pitch of the gables, an overall simplified presentation lacking the applied stylistic cues associated with the Tudor and English Cottage, and an overall smaller footprint and profile, rarely reaching a full 1.5 stories and very seldom including dormers. The Minimal Traditional style became increasingly popular as the 1930s progressed and the Great Depression persisted, as the relatively low construction costs associated with these simple residences made them attractive to those able to make the investment in new home construction.

The Minimal Traditional style is very well represented in McMinnville beginning in the early 1930s and continuing into the early 1960s. The peak of popularity of the Minimal Traditional style in McMinnville was in the 1940s and early 1950s, although with the emergence of the style in the early 1930s, the style quickly became popular and early examples are quite well represented. Neighborhoods platted and developed in the late 1940s and 1950s are particularly dense with the Minimal Traditional style residence, often mixed in with the Ranch style residences that were becoming increasingly popular during the 1950s and 1960s. Minimal Traditional style houses are found in older neighborhoods as well, as replacement housing for older historic houses demolished and redeveloped during the 1930s through the post-war decades. A single-family residential example of the Minimal Traditional style can be seen at 546 NW 12th Street (built 1947). An apartment example of the Minimal Traditional style is at 507 N Davis Street (ca. 1945).

RANCH

Ranch style residences became popular in the post-war decades, beginning with the early development of the style in the late 1940s. Popularity of the Ranch style increased during the 1950s in the earliest form, which was generally one story, covering more square footage than the Minimal Traditional style. Like the Minimal Traditional style, the 1950s ranches frequently include a forward-facing cross-wing element at one end of an otherwise side-oriented roofline; however, they often have a very low-pitched, hip roof rather than gables. Ornamentation is minimal, generally restricted to applied features such as veneer siding on the lower portions of the elevations and incorporated planters along principal elevations.

PENDING

PENDING IMAGE OF MINIMAL TRADITIONAL.

During the 1960s, the overall shape of the Ranch style moved away from more compact floor plans toward a sprawling, linear floor plan, the building footprint stretching out to a long, narrow side-gabled massing, often with an incorporated, recessed entry porch. By the mid-1950s, nearly all Ranch style houses include an incorporated garage. Decorative wrought-iron porch supports and non-functional decorative shutters are quite common on Ranch style homes, especially as the 1960s progressed. In McMinnville, the Ranch style quickly rose in popularity in the early 1950s, and trending with the overall stylistic changes that occur within the Ranch style during the early 1960s away from the more compact floor plan toward the more sprawling plans, especially where recently platted lots allowed for wide street frontage. Both the early Ranch and later Rambling Ranch styles are very well represented in McMinnville. An example of the early Ranch style can be seen at 550 NW 10th Street (built 1951). An example of the Rambling Ranch style can be seen at 135 NW 11th Street (built 1965).

CONTEMPORARY

The Contemporary style arose in the 1950s with the rise in a move toward more modernist residential architecture. It is easily distinguished from earlier and contemporary residential architectural styles in its use of low-pitched gables or shed roofs, or flat roofs, large windows, often occupying much of the dominant elements of the principal elevation. Roofs almost always extend well beyond the wall interface with exposed, heavy main rafters in the forward-facing roof elements. The style was extremely popular among architects designing residences, with more modest examples clearly derived from the ground-breaking architect-designed residences of the mid-to late 1950s. Applied decorative detailing is extremely minimal, usually restricted to combinations of siding materials including stucco, brick, stone, and wood.

Nearly all of residences in this style are single story, with very few rising to 1½ stories, or arranged in a split-level form. Symmetry is eschewed in favor of complex wall surfaces, with walls receding in steps, or broken by incorporated, recessed entry ways. Because of its rejection of traditional stylistic cues, and

PENDING

PENDING

PENDING IMAGE OF RANCH (ABOVE) AND CONTEMPORARY
(BELOW)

its embrace of unusual forms and profiles as compared to the more common Minimal Traditional and Ranch style houses with which it is a contemporary, the style was never as widely employed as these other two. Concentrations of these are rarely found, except where residential developments specifically called for the wide application of this style in a planned and intentional effort to attract those more keyed in to modernistic architectural trends. In McMinnville, there are a handful of examples of each of the gabled, shed, and flat-roofed varieties, the gabled being the most commonly seen. All of the examples inventoried to date were constructed during the 1950s and early 1960s. An example of the Contemporary style can be seen at 405 NE 11th Street (built 1956).

3c. Existing Landmarks and Districts

The City of McMinnville’s historic preservation ordinance (Ordinance No. 4401) established the following definitions for historic properties in Section 2:

- Historic District: A geographical definable area of local, state, or national historical significance, the boundaries of which have specifically been adopted by the City Council.
- Historic Landmark: Any historic resource which is classified as “Distinctive” or “significant” on the McMinnville Historic Resources Inventory.
- Distinctive: Resources outstanding for architectural or historical reasons and potentially worthy of nomination to the National Register of Historic Places.
- Significant: Resources of recognized importance to the City due to historical association or architectural integrity, uniqueness, or quality.
- Historic Resources: Any site, structure, building, district, or object included on the Historic Resources Inventory.

As of June 2018, the McMinnville City Council has adopted 1 historic district, the National Register of Historic Places-listed McMinnville Downtown Historic District. The district was added to the National Register in 1987. The historic district encompasses a 9-block area and has a period of significance which extends from 1884 to 1937.

The following two tables list the identified historic landmarks in the city of McMinnville.

Figure 1. Distinctive Historic Resources

[INSERT TABLE pending]

Figure 2. Significant Historic Resources

[INSERT TABLE pending]

4. CURRENT STATUS OF HISTORIC PRESERVATION

This chapter explores the current City of McMinnville historic preservation program, outlining how the program is currently staffed, how survey and inventory has been used in the past, the city's historic resources inventory, past education and advocacy efforts, relevant regulations, and incentives available to historic properties.

4a. Current Program

Historic Preservation is currently addressed in Ordinance No. 4401 and as Chapter 17.65 in the Zoning Ordinance.

The City of McMinnville's historic preservation program began in the 1980s and is operated within the City's Planning Department. In 1980, a historic resources survey centered on McMinnville's downtown resulted in the creation of a Historic Resources Inventory and fulfilled the City's inventory of historic resources requirement under Statewide Planning Goal No. 5. The City grew its historic preservation program to protect resources on the inventory, passing Ordinance No. 4228 in 1982, establishing the Historic Landmarks Committee and protecting properties identified as primary historic resources (generally properties built prior to 1910) in the 1980 Historic Resources Inventory.

The City expanded its Historic Resources Inventory with a second round of survey work in 1983 and 1984, per Comprehensive Plan Policy 17.01 (adopted by Ordinance No. 4218 in 1982), to re-evaluate and document all historic resources within the city's Urban Growth Boundary. In 1987, the City adopted its historic preservation ordinance (Ordinance No. 4401, repealing Ordinance No. 4228); the ordinance was amended in 2017 (Ordinance No. 5034).

The ordinance (No. 4401) establishes that districts, objects, structures, and sites of special historical, architectural, or cultural significance should be preserved as part of the City's heritage. The ordinance (Section 1 Purpose) explains its purpose in the following ways:

- (a) Stabilize and improve property values through restoration efforts;
- (b) Promote the education of local citizens on the benefits associated with an active historic preservation program;
- (c) Foster civic pride in the beauty and noble accomplishments of the past;
- (d) Protect and enhance the City's attractions for tourists and visitors; and
- (e) Strengthen the economy of the City.

4b. Survey and Inventory

The Oregon SHPO defines a survey as “the process of gathering and recording information about cultural resources.” An inventory is the organized compilation of the survey records. There are two types of surveys: Reconnaissance Level Survey (RLS) and Intensive Level Survey (ILS). The Oregon SHPO has published guidelines, “Guidelines for Historic Resource Surveys in Oregon” (2011), to help communities and historic preservation professionals identify, evaluate, and document historic resources in the state of Oregon.

A Reconnaissance Level Survey (RLS), is defined by the Oregon SHPO as “the basic survey level to identify, document, and report historic resources.” An RLS is the first step in documenting properties and provides local governments and the SHPO with a baseline dataset about historic and non-historic resources within a surveyed area. Information collected for an RLS is primarily limited to physical and architectural data. General research is conducted to provide context for the survey area; individual property research is not necessary with an RLS.

An Intensive Level Survey (ILS) is often the next step after an RLS and contains a higher level of documentation for each surveyed property. This documentation includes additional research into the history of each individual survey property, including builders, architects, and previous owners and tenants.

McMinnville’s Historic Resources Inventory

As McMinnville established its historic preservation program in the early 1980s, the City commenced a series of surveys funded by National Park Service grants through the Oregon SHPO to inventory the city’s historic resources. These produced the following two products.

- Historic Resources Inventory maintained and updated by the city with resource classes specific to the City of McMinnville. Historic resources, per Ordinance 4401 section 2(f), are any site, structure, building, district, or object that is included on the Historic Resources Inventory. This inventory uses the same property data as the Oregon SHPO Historic Sites Database. When new survey work is conducted, this inventory is updated per section 17.65.030 of the city’s Zoning Ordinance.
- Resource forms within the Oregon SHPO Historic Sites Database and serving as the main repository for property data (location, physical attributes, photos, etc.) but using a different set of evaluation codes relative to potential National Register of Historic Places eligibility.

Survey work over the course of the last four decades follows below. The City’s Historic Resource Inventory only includes properties resulting from survey work up through 1984. Subsequent survey work has not been evaluated for adding, removing, or updating the Historic Resource Inventory.

- The 1976 and 1980 reconnaissance level survey focused on the downtown area and surveyed approximately 650 resources built in or prior to 1930 (50-years of age or older at the time).
- The 1983-1984 reconnaissance level city-wide survey extended to the city’s urban growth boundary and surveyed approximately 500 resources built in or prior to 1934 (50-years of age or older at the time). This survey also included several barns and related properties existing within the Urban Growth Boundary.

- The 2010 reconnaissance level survey focused on predominately on 1930s to early 1960s properties within an irregular-shaped area north of downtown and surveyed 402 resources.
- The 2013 Settlement-era Dwellings, Barns & Farm Groups the Willamette Valley, Oregon surveyed 242 resources within the broader geographical area of nine Oregon counties: Benton, Clackamas, Lane, Linn, Marion, Multnomah, Polk, Washington and Yamhill. From this survey, three resources surveyed within Washington County exist within the City of McMinnville city limits (a fourth has since been demolished).
- The 2018 intensive level survey focused on eight properties north of downtown.

The 1983-1984 survey established the methodology and process defining the city's historic resource classes conveying level of significance as "distinctive," "significant," "contributory," or "environmental."¹ Ordinance No. 4401 Section 2(g) provides the following definitions.

- **Distinctive:** Resources outstanding for architectural or historic reasons and potentially worthy of nomination to the National Register of Historic Places;
- **Significant:** Resources of recognized importance to the City due to historical association or architectural integrity, uniqueness, or quality;
- **Contributory:** Resources not in themselves of major significance, but which enhance the overall historic character of the neighborhood or City. Removal or alteration would have a deleterious effect on the quality of historic continuity experienced in the community;
- **Environmental:** This category includes all resources surveyed that were not classified as distinctive, significant, or contributory. The resources comprise an historic context within the community.

As of May 2018, there are 558 properties listed on the city's Historic Resource Inventory at the top three levels, of which only 69 properties (12-percent) are classified as "Distinctive", 200 (36-percent) as "Significant" and 289 (52-percent) as "Contributory." No count was available for properties classified as Environmental.

Those properties which are classified as "distinctive" or "significant" are considered historic landmarks per Ordinance No. 4401 Section 2(e) and OAR 660-023-0200(1)(j). The Historic Landmarks Committee reviews alterations to and demolitions of historic landmarks, as well as the demolition of any historic resource per Zoning Ordinance Section 17.65.040(C). Note, there is a conflict here between 4401 which says only historic landmarks, and the zoning ordinance that says any historic resource, which by definition is any property on the historic resource inventory regardless of classification.

Survey and Inventory Recommendations

Although the City has already surveyed a significant number of resources within the city limits, survey work and updating the Historic Resource Inventory based on the survey work needs to be an ongoing process to insure the inventory is up-to-date and accurately reflects the range of McMinnville's historic resources (e.g. properties from the recent past).

1. Section 17.65.030 of the city's Zoning Ordinance establishes the process for adding, deleting, or changing the level of significance of a resource.

The following survey recommendations stem from a review of City of McMinnville Historic Resources Inventory, geographic information system (GIS) property data, and selective field work consisting of walking through areas to confirm existing conditions. Each of the following areas exhibit a high concentration of potentially historic properties and should be surveyed to expand the Historic Resources Inventory.

- Post 1984 Survey Updates
- Hayden, Saylor, Baker and Martin Additions Survey
- Downtown Residential Survey
- Chandler's 2nd Addition Survey
- SE Baker Street Survey & Design Guidelines

POST 1984 SURVEY UPDATES

Review findings from survey work conducted since 1984 to update the Historic Resource Inventory. Utilize this as an outreach and public education opportunity to expand awareness of and the role of the Historic Resource Inventory. Properties classified as "Environmental" should be mapped in order to provide a complete visual record of what has been evaluated and which properties have not.

HAYDEN, SAYLORS, BAKER AND MARTIN ADDITIONS SURVEY

Conduct a reconnaissance level survey of approximately 169 properties built prior to 1960, develop a neighborhood context, and property owner outreach to update and add properties to the Historic Resource Inventory within the survey area spanning NW Birch and NW 5th Streets (not within a historic plat) and within the R. B. Hayden Tract, C. G. Saylor Addition, Walnut Park, Christens, Vanecek, Laurel, and Baker and Martin Addition. Develop a historic context statement to better understand the development relationship for these properties and each addition relative to downtown McMinnville.

There are 67 properties within the recommended survey area currently on the Historic Resource Inventory, of which:

- 6 properties are classified as "Distinctive;"
- 16 properties are classified as "Significant;" and
- 45 properties are classified as "Contributory."

There are 236 properties within the area built between the 1800s and 1959. Most, but not all of the pre-1930 properties have been evaluated and included in the Historic Resource Inventory. Properties from the later three decades of construction follow below:

- 1930s: 48 properties
- 1940s: 73 properties
- 1950s: 30 properties

Based on age of properties and proximity to downtown, this area has a high potential to be related to the growth and development of downtown McMinnville, and exhibits a high concentration of high integrity properties contributing to the character and continuity of the neighborhood. This area is an important

single family residential concentration along the edge of the downtown commercial district conveying the historic development pattern of the city.

The area is notable for a mid to high design level and a high level of integrity. Property construction spanned from the 1800s through the 1950s, with most of the properties built during two peak periods, 1910 to 1919 and 1930 to 1939. The core area includes the R. B. Hayden Tract and exists between the 1885 C. G. Saylor's Addition, the 1889 Baker and Martin's Addition, the 1865 original town plat, and the city park to the south. Based on proximity to downtown McMinnville and the scale of houses, it is likely this areas' past property owners were closely tied with the growth and development of downtown McMinnville.

DOWNTOWN RESIDENTIAL SURVEY

Conduct a reconnaissance level survey and property owner outreach to update and add properties to the Historic Resource Inventory. Contact owners prior to the survey work to gauge their level of interest and the potential for building interior access. Develop a historic context statement specific to the Rowlands Addition to better understand the development relationship these properties held with downtown McMinnville and the role of their previous owners. This addition also serves as part of a character-area transition east of downtown, which would be supported through the development of the historic context statement.

Based on preliminary field work this area has a high concentration of some of the largest and most intact single-family houses within and just south of the 1865 Rowland's Addition.

This area is southeast of the intersection of NE 2nd Street and NE Ford Street, and runs along both sides of NE 1st Street. The area contains 9 properties, constructed between the 1800s (2 properties) and 1929, with the majority built between 1910 and 1919 (4 properties). Based on the scale of the properties and proximity to downtown McMinnville, these buildings are likely architect designed and associated with past property owners prominent in the growth and development of McMinnville. The core portion of these properties are zoned General Commercial (C-3) and those south, across NE 1st Street are zoned Office/Residential (O-R), placing greater potential replacement pressure on the properties in the C-3 zoning.

CHANDLER'S 2ND ADDITION SURVEY

Conduct a reconnaissance level survey to expand the current inventory to include properties built through 1969. Conduct public outreach to notify owners and residents of the survey work in advance. This will update 12 properties and evaluate 30 properties for inclusion on the Historic Resource Inventory. Develop a historic context statement specific to this addition and how its development ties in with broader city development. The intent of this research would be to better understand the unique development of this addition and if there is a social history connected with under-represented minorities. Based on this work, identify any potential properties for a next phase of intensive level survey work that could support interpretive and educational efforts.

This 19-acre addition was platted in 1887 and has 59 properties. The notable aspect is that two peak development periods were the 1800s (11 properties) and the 1940s (14 properties), with only 6 built from 1900 through 1929 and none built in the 1930s (opposite of the NW Birch and NW 5th District and Downtown Residential) This area is all zoned as a Two-Family Residential Zone (R-3) placing some pressure on the potential replacement of single-family houses with denser housing.

SE BAKER STREET SURVEY & DESIGN GUIDELINES

Conduct a reconnaissance level survey and property owner outreach to update and add properties to the Historic Resource Inventory. Develop a historic context statement specific to this corridor to better understand the development relationship these properties and this section of SE Baker Street held with downtown McMinnville and the role of their previous owners. As part of the historic context research, identify past property owners and residents of the surveyed properties and their relationship to the development of McMinnville. Develop design review guidelines or establish a conservation district to shape the character of new development to retain the concentration of historic character at this entry to city. This will update data on 12 properties and potentially add 3 additional properties to the Historic Resource Inventory. This work could support interpretive and educational efforts.

This 9.5-acre area extends along either side of SE Baker Street. Several plats abut the sides of this area (Cozines 2nd Addition, Sunnyside Addition), and the area overlaps a portion of the 1865 Original Town plat and a corner of the McMinnville College and McMinnville College 2nd additions. This southwest entrance to McMinnville from Highway 18 is an important gateway to the city. The 1852 government land office (GLO) survey map showed a main roadway passing through this same general area, which became the county road by the 1900s, then Sheridan Road, and then Highway 18. By 1912 through 1928, this was an established residential corridor with prominent houses, many of which remain.

Based on preliminary field work, there are 15 single-family residences along this section of SE Baker Street that have a moderate to high level of design and a high level of integrity. Most of the character properties were built between the 1800s and 1919. Most of the area is zoned General Commercial (C-3), placing pressure on the replacement of single-family buildings, with some Office/Residential (O-R) on the east side of the street. This area has the potential to be an important historic character element for the City and heritage tourism, as well as an important commercial area within quick walking distance to the multiple-family residential zone (R-4) to the east.

4c. Historic Landmarks Committee & Design Review

The McMinnville Historic Landmarks Committee (HLC) was established by Ordinance No. 4228 and updated by Ordinance 4401 (which repealed Ordinance No. 4228). The HLC consists of five at-large members; each member is allowed one vote on the HLC. City Council appoints the HLC members who may serve two consecutive four-year terms. After the completion of these two terms, members may be reappointed to the HLC after a four-year hiatus.

The historic preservation ordinance (Ordinance No. 4401) identifies the role of the HLC in Section 3(b) as follows:

1. Review the building permit applications for alterations to historic landmarks or construction upon historic sites where the guidelines for alteration provided in Section 10 of this ordinance would be violated as determined by the Planning Director;
2. Review of the demolition permit applications which would result in the destruction of historic landmarks;
3. Evaluate and designate historic districts, buildings, structures, sites, and objects as provided by the procedures in Section 6 of this ordinance;

4. Conduct surveys, inventories, and studies of potential historic resources as budgeted;
5. Make recommendations to the Planning Commission and City Council regarding historic preservation issues, including, but not limited to, ordinance amendments and historic district designations;
6. Promote public awareness and appreciation of the City's historic resources as budgeted; and,
7. Conduct other historic preservation functions as determined by the Planning Director.

Two of the roles assigned to the HLC relate to design review, for alterations and demolitions, and new construction on historic landmark sites (where no structure exists). Guidelines for design review for alterations are outlined in the Zoning Ordinance section 17.65.030(C). Guidelines for demolition, moving, or new construction are outlined in Section 8.

4d. Historic Registers

The National Register of Historic Places (NRHP) is the official Federal list of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, engineering, and culture. Properties listed in the NRHP may be significant at the local, state, or national level. The National Historic Preservation Act (NHPA) of 1966 created the program which is managed by the National Park Service.

As of March 2018, 7 properties in McMinnville are listed in the NRHP:

- McMinnville Downtown Historic District
- Spencer, Jack, House (1929) – 536 NE 5th Street
- Buchanan Cellers Mill (1888) – 855 E 5th Street
- Cate, Asa F., Farm Ensemble (1880) – 16000 NW Baker Creek Road²
- Fenton, Frank W., House (1909) – 434 NE Evans Street
- Pioneer Hall, Linden College (1881) – Fellows Street
- Matthey, Joseph, House (1890) – 10221 Matthey Lane

Three of the individually listed properties within the city limits are classified as “distinctive” within the Historic Resources Inventory:

- Spencer, Jack, House (1929) – 536 NE 5th Street
- Fenton, Frank W., House (1909) – 434 NE Evans Street
- Pioneer Hall, Linden College (1881) – Fellows Street

2. This property is technically located outside of the city limits and is, therefore, not under the jurisdiction of the City of McMinnville. However, the property illustrates pre-1900 construction methods and is a significant example of an early multi-unit farm in Yamhill County associated with subsistence farming activity.

The Buchanan Cellers Mill, also known as the Houcking Flour Mill, is only listed as “contributory.” The building was listed in the NRHP in 2012.³

The McMinnville Downtown Historic district NRHP nomination lists 52 buildings as contributing and 14 as non-contributing. A contributing property is a building, site, structure, or object that adds to the historic significance of the district. A non-contributing property a building, site, structure, or object that does not add to the historic significance of a property. Non-contributing properties may have been altered to the point where they no longer can convey their significance or they may have been constructed outside the period of significance identified for the district.

The City of McMinnville does not have its own register of historic places; instead, it classifies properties within its inventory as “distinctive” or “significant.” Distinctive and significant inventoried properties are identified as historic landmarks in the city’s historic preservation ordinance.

Historic Register Recommendations

Work with Yamhill County to list the following buildings to the National Register of Historic Places.

- 536 NE 5th St (Yamhill County Law Library). Currently classified as “Distinctive” in the Historic Resource Inventory and listed as A728.
- 434 NE Evans St (Yamhill County). Currently classified as “Distinctive” in the Historic Resource Inventory and listed as A723.

4d. Municipal Regulations

Downtown Design Standards and Guidelines

The City of McMinnville has a set of design standards and guidelines to ensure the protection, enhancement, and preservation of buildings, structures, and other elements in the city’s downtown core. The value of this area to the city is further emphasized in the purpose statement of the standards and guidelines which clarifies their intention.

[I]t is not the purpose of this ordinance to create a “themed” or artificial downtown environment. Rather, its purpose is to build on the “main street” qualities that currently exist within the downtown and to foster an organized, coordinated, and cohesive historic district that reflects the “sense of place,” economic base, and history unique to McMinnville and the downtown core.⁴

The area subject to the “Downtown Design Standards and Guidelines” is bounded to the west by Adams Street, to the north by 4th Street, to the east by Kirby Street, and to the south by 1st Street. Property im-

3. Margaret Legard, “Buchanan Cellers Mill,” National Register of Historic Places Nomination (Oregon State Historic Preservation Office), http://heritagedata.prd.state.or.us/historic/index.cfm?do=main.loadFile&load=NR_Noms/11001065.pdf (accessed March 20, 2018).

4. “Purpose,” Zoning Ordinance, Chapter 17.59.010, <https://www.mcminnvilleoregon.gov/sites/default/files/fileattachments/planning/page/1341/zoningordinance.pdf>.

mediately adjacent to the west of Adams Street, from 1st Street to 4th Street, is also subject to these standards and guidelines. See Figure 3.

Figure 3: Downtown Design Guidelines Boundary

[INSERT MAP OF DOWNTOWN
DESIGN GUIDELINES BOUNDARY]

Properties within this area must complete an application and submit it to the Planning Department for initial review. Minor alterations go through an administrative review with the Planning Director while major alterations and new construction go through review with the HLC. The Downtown Design Standards and Guidelines are currently only located in the Zoning Ordinance in Chapter 17.59. The standards and guidelines address:

- Building and site design, including setback, design, and materials
- Surface parking lots
- Awnings
- Signs

Properties that are within the standards and guidelines boundaries, but that are also listed on the National Register for Historic Places or designated as a historic landmark (i.e. those classified as “distinctive” or “significant”) on the City’s Historic Resources Inventory, must also comply with the standards and guidelines specific to historic preservation contained in Section 17.65.060(2).

Zoning

Zoning governs the use and development of land in the City of McMinnville. The following zoning update recommendations are based on a review of City of McMinnville’s zoning ordinance and comparison of zoning maps with Historic Resources Inventory, geographic information system (GIS) property data, and selective field work consisting of walking through areas to confirm existing conditions. The following states the purpose set forth for the City of McMinnville’s zoning. These recommendations, based on how zoning affects historic and potentially historic properties, are intended to highlight opportunities to both retain historic character and support population densities and compatible uses.

17.03.020 Purpose. The purpose of the ordinance codified in Chapters 17.03 (General Provisions) through 17.74 (Review Criteria) of this title 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, adequate community facilities; and to provide assurance of opportunities for effective utilization of the land resources; and to promote in other ways public health, safety, convenience, and general welfare. (Ord. 4920, §2, 2010; Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).

The following table provides a quick reference for the discussion of zoning change recommendations and how they relate to existing historic buildings.

Figure 4: Overview of Key Zoning Elements

ZONE	LOT SIZE MIN.	HEIGHT MAX.	YARD MIN.	DENSITY (LOT AREA PER FAMILY) MIN.
R-1	9000-sqft	35-ft (3 stories)	20-ft front, rear 10-ft side	9000-sqft
R-2	7000-sqft	35-ft (3 stories)	20-ft front, rear 7.5-ft side	7000-sqft
R-3	6000-sqft	35-ft (3 stories)	15-ft front 7.5-ft side 20-ft rear	4000-sqft

ZONE	LOT SIZE MIN.	HEIGHT MAX.	YARD MIN.	DENSITY (LOT AREA PER FAMILY) MIN.
R-4	5000-sqft/ 2500-sqft for single family	60-ft (5 stories)	15-ft front 6-ft side 20-ft rear 1 ft increase for each 2ft of building height over 35-ft	1500-sqft (each 2-bedroom unit) 1750-sqft (each 3-bedroom unit)
C-3	NA	80-ft (6-7 stories)	No required yards 20-ft side yard when adjacent to a residential zone	NA
O-R	NA	35-ft (3 stories)	15-ft front Side and rear variable depending on context	NA

R-4 MULTIPLE-FAMILY RESIDENTIAL ZONE

This zoning permits greater density than other residential zones (R-1, 2, 3) through smaller lot size allowances and nearly double the allowable building height.

Recommend further analysis of the zoning of the following areas to better support the retention of historic single-family houses, single-family residential uses, and historic development patterns.

- South area along SE Cowls Street, SE Lincoln Street, and SE Davis Street (near SE Lincoln Street) which generally corresponds to the more intact, and older houses within the area.
- North area bounded by NE Baker Street (west), NE Ford Street (east), NE 10th Street (north), and NE 6th Street (south), which generally corresponds to the potential historic district area.

The above areas generally exhibit characteristics more closely related to the current R-1 zoning. They have 9,000 to 16,000 square foot lots, often with 20-foot front yards, and large on to 3-story, multi-bedroom residences. The height increase allowable under R-4 is a significant visual change within the neighborhoods. The greater height allowance can lead to an increase in property values to reflect the development potential and encourage the merging of smaller parcels to construct larger buildings.⁵

The intent of further analysis of the above areas is to determine whether the current R-4 zone will keep historic development patterns evident. The city's historic single-family residential neighborhood

5. These patterns are already evident in apartment buildings constructed within the southeast and east portions of the south area, such as 501 SE Davis Street, 230 SE Evans Street, 615 SE Washington Street, and 421 SE Evans Street.

growth around the downtown core remains an important feature of the city and its history. There is a long-term value in affordable, owner-occupied housing, with a low turn-over rate, within walking distance to downtown businesses.

C-3 GENERAL COMMERCIAL ZONE

This zoning is focus on commercial uses (including multiple-family) with an allowance for owner-occupied residence in the same building as a business. It permits greater density than other residential zones (R-1, 2, 3) through smaller lot size allowances and nearly double the allowable building height.

Recommend further analysis of the zoning of the following areas to better support the retention of historic single-family houses through alternative uses. The analysis could consider the potential use of the O-R zone in the following areas.

- North area, bounded by NE Baker Street (west), NE 6th Street (north), NE 5th Street (south), and NE Cows Street (east). This area is part of the south end of a potential historic district. The area contains both single and multiple-family buildings and is one of the last examples of what historically was single family housing along the edge of the downtown core. This area provides an important transition buffer to the single-family housing north of NE 6th Street.
- West area, along the west side of NW Adams Street, between NW Park Drive (south) and NW 6th Street (north). This area is the east edge of a potential residential historic district and contains three potentially contributing properties. This area provides an important transition buffer to the single-family housing west along NW 5th Street.
- East area, north and east of the intersection of NE Galloway Street and NE 4th Street. This area has single-family residences with high design and integrity levels. The analysis could support the retention of this historic use character along the east edge of the downtown core.
- South area, southeast of the intersection of NE Ford Street and NE 2nd Street. This could result in the extension of the O-R zoning north across NE 1st Street to support the retention through alternative uses of 6 of the highest design and high integrity single-family residences in the downtown core. These properties represent an important part of the city's development history. Due to their scale they are unlikely to be retained for single-family use.
- Southwest area, along the west side of SE Baker Street, between SE 1st Street (north) and SE Handley Street (south). This area has moderate to high design and high integrity single-family residences along this key entry corridor to the city. These properties represent an important part of the character of this corridor and the city's development history.

O-R OFFICE/RESIDENTIAL ZONE

This zoning has two beneficial purposes, described below.

17.24.010 Purpose. The purpose and intent of this zone is at least two-fold. One, it may be used to provide a transition and buffer area between commercially zoned and residentially zoned areas; and two, it is intended to provide an incentive for the preservation of old and historical structures. It may also serve as a buffer zone along major arterials between the roadway and the interior residential areas. Therefore, the requirements set forth herein should be interpreted in relationship to the protection of abutting residential areas. Implementation and interpretation should take into consideration those factors conducive to a healthy place to live, and improvements should be in scale and relationship to surrounding property uses. (Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).

Recommend further analysis of the zoning of the following area.

- North area bounded by NE 6th Street (south), NE 7th Street (north), and along either side of NE Cows Street and NE Davis Street. This area is currently in single-family use and is part of the recommended potential historic district.

4e. Incentives and Benefits

This section outlines the financial incentives and benefits currently available to historic properties and historic preservation-related activities in the city of McMinnville. This list is not exhaustive and these incentives may change over time.

Local Incentives

The following financial incentives are locally financed.

FACADE GRANT PROGRAM

The Facade Grant Program is a matching grant program of the City of McMinnville Urban Renewal Agency for property within the Urban Renewal District. The maximum individual grant is limited to \$2,500. A minimum private match of 100% (1:1) of the grant amount is required.

Eligible applicants include property owners of commercial or industrial zoned buildings within the Urban Renewal District and business owners or tenants of commercial or industrial zoned buildings within the District with property owner consent. The grant funds are to be used for existing exterior facade improvements on any street-facing building wall.

[INSERT STATISTICS ON CURRENT/PAST USE OF THE PROGRAM]

FREE DESIGN ASSISTANCE PROGRAM

This program offers 10 free hours (or \$1,000) of architectural/conceptual/design services for an eligible property. Properties must be located within the Urban Renewal Zone (see Figure 1). This appears to be the only local incentive that is available to single-family residential properties, albeit just those located in the Urban Renewal District.

DEVELOPMENT LOAN/GRANT PROGRAM

This program, offered through the McMinnville Urban Renewal Agency, provides an ongoing source of gap financing for new construction or substantial rehabilitation projects that provide an immediate increase in assessed value and support additional goals identified in the McMinnville Urban Renewal Plan. Loans are available up to 20% of construction costs, but they cannot exceed \$100,000 and are subject to funding availability. Projects must be located within the McMinnville Urban Renewal District and meet other eligibility requirements.

State Incentives

These financial incentives are either administered through the Oregon State Historic Preservation Office as part of the Oregon Parks & Recreation Department or at least offered in connection with the SHPO. Questions related to grants should be directed to the Grants and Outreach Coordinator and more information is available on the SHPO website at <http://www.oregon.gov/oprd/HCD/SHPO/Pages/index.aspx>.

SPECIAL ASSESSMENT

Established in 1975, Oregon's Special Assessment of Historic Property Program was the nation's first state-level historic preservation tax incentive. The program specially assesses a property's assessed value for 10 years. It is most effective when the program is in place prior to any substantial rehabilitation of the property. This incentive is available to both commercial and residential properties, though more readily used and applicable to commercial properties. Per the 2008 State Taskforce report on the incentive: "The complicated nature of "special assessment" has inadvertently triggered much higher taxes for some participants (primarily residential) at the end of their terms than they would have had if they had not participated in the program."⁶

Basic program requirements are as follows:

- The property must be listed in the National Register of Historic Places, either individually or as a contributing property in a historic district, or be considered historic by the State Historic Preservation Officer, and listed within two years of being certified for the benefit program.
- A preservation plan must be prepared that outlines substantial rehab work the building will undergo during the 10-year period, with emphasis on exterior rehabilitation of the structure.
- There is an application fee equal to 1/10 of 1% (0.001) of the assessed value.
- 10% of the total real market value (RMV) of the property must be invested in rehabilitation within the first five years of the program. For most properties, this includes the RMV of both the building (improvements) and the land.
- State Historic Preservation Office (SHPO) approval or local government approval, whichever is appropriate, is needed for exterior projects, and interior projects of substance.
- An approved plaque provided by the Oregon SHPO must be installed on the building.

PRESERVING OREGON GRANT

Preserving Oregon Grant Program is administered by the Oregon State Historic Preservation Office (SHPO). Grant funds are to be used for rehabilitation work on properties listed in the National Register of Historic Places, or significant work contributing to identifying, preserving and/or interpreting archaeological sites. As of the 2017-19 biennium, grant funds may be awarded for amounts up to \$20,000 and require a match of 100% (1:1), which can be in the form of cash, in-kind donations, and volunteer time. While commercial properties may be eligible, they need to have exceptional significance and/or extraordinary public benefit to compete. Higher priority is given to publicly owned resources and private non-profit resources, and properties that offer the greatest public benefit through visual access and interpretive/educational value.

Within the Preserving Oregon Grant program there is also the **Diamonds in the Rough Grant Program** (at least for the 2017-2019 biennium). This program provides grants to restore or reconstruct the facades of buildings that have been heavily altered over the years. The purpose is to return them to their historic appearance and potentially qualify them for historic register designation (local or national). Grants may be awarded up to \$20,000. These grants are funded in part by the Oregon Cultural Trust.

6. Report of the Task Force on Historic Property (2008), 5.

OREGON HERITAGE GRANT

The Oregon Heritage Commission administers the Oregon Heritage Grant Program, which provides matching grants to non-profit organizations, federal recognized tribal governments, universities, and local governments for projects that conserve, develop, or interpret Oregon's heritage. Currently, \$200,000 per biennium is available, but awards generally range between \$3,000 and \$20,000. Grants are made for no more than 50 percent of total project costs.

OREGON HISTORIC CEMETERIES GRANT

The Oregon Commission on Historic Cemeteries (OCHC) offers Historic Cemetery Grants to provide financial assistance in the following general categories: Protection and Security, Restoration and Preservation, Education and Training, Research and Interpretation. Eligible projects may include, but aren't limited to: security needs, training, conservation of historic elements such as curbs, markers, etc., documentation and mapping, signage, landscape restoration and planning.

OREGON MUSEUM GRANT

The Oregon Heritage Commission offers matching grants to public and non-profit heritage museums that meet certain qualifications. The grants support Oregon museums in projects for the collection and management of heritage collections, for heritage-related tourism, and heritage education and interpretations. Currently, \$110,000 per biennium is available.

OREGON MAIN STREET REVITALIZATION GRANT

This grant supports downtown revitalization efforts in communities participating in the Oregon Main Street Network (e.g. McMinnville Downtown Association). The purpose of the program is to acquire, rehabilitate, and construct buildings on properties in designated downtown areas statewide; and facilitate community revitalization that will lead to private investment, job creation or retention, establishing or expanding viable businesses, or creating a stronger tax base. Grants may be awarded up to \$100,000. Grants may fund up to 70% of project costs. 30% of project costs must be matched. Match can be in the form of cash, in-kind donations, and volunteer time. The match requirement may include necessary project "soft" costs for professional service (i.e. architectural or engineering studies directly related to the project/property). Project costs outside of the grant period do not qualify as match.

Federal Incentives

FEDERAL TAX CREDIT

This program is for income-producing buildings only (commercial and residential rental). A 20% income tax credit is available for the rehabilitation of historic, income-producing buildings that are determined by the Secretary of the Interior, through the National Park Service, to be "certified historic structures." The State Historic Preservation Offices and the National Park Service review the rehabilitation work to ensure that it complies with the Secretary's Standards for Rehabilitation. The Internal Revenue Service defines qualified rehabilitation expenses on which the credit may be taken. Owner-occupied residential properties do not qualify for the federal rehabilitation tax credit.

4f. Education and Advocacy

This section summarizes current education and advocacy efforts occurring in the city of McMinnville. While the City itself is not an advocacy organization, it can partner with and support advocacy efforts to help raise awareness about historic preservation. The following are programs or organizations that currently promote historic preservation and community heritage. For recommendations on new programs and outreach efforts, see Goal 1 in Chapter 4: Goals, Policies, and Proposals.

City of McMinnville Historic Preservation Awards

The City has re-established their awards program for historic preservation. The purpose of the awards program is to acknowledge property owners or individuals that are helping to preserve McMinnville's history, and also to increase the community's awareness of historic preservation efforts going on in the city.

McMinnville Downtown Association

Established in 1986, the McMinnville Downtown Association (MDA) is a non-profit committed to partnering with member businesses to ensure downtown McMinnville is a safe and beautiful space that members of the community can enjoy for years to come. MDA is McMinnville's Main Street program and utilizes the National Main Street Center's Four-Point Approach® (design, organization, economic vitality and promotions) to organize and maintain a refreshingly vibrant downtown district.

The Main Street Four-Point Approach® is a unique preservation-based economic development tool that enables communities to revitalize downtown and neighborhood business districts by leveraging local assets - from historic, cultural, and architectural resources to local enterprises and community pride. It is a comprehensive strategy that addresses the variety of issues and problems that challenge traditional commercial districts.

The MDA also maintains the Historic Mac website (www.historicmac.com) which highlights downtown McMinnville's history, architecture, and important people. The website is the digital version of the Stroll McMinnville brochure, which is a walking tour of the Downtown McMinnville Historic District, available at <http://www.historicmac.com/pub/doc/Historic-Walking-Map.pdf>.

Yamhill County Historical Society

The Yamhill County Historical Society (YCHS) is a non-profit educational and public service organization engaged to protect, preserve, and share the history and heritage of Yamhill County. YCHS operates two locations, the Historic Lafayette Museum in Lafayette and the Yamhill Valley Heritage Center just southwest of McMinnville. The Miller Log Cabin Museum at the Lafayette site houses the Ruth Stoller Research Library containing photos, genealogical and archival materials, and books on local history. The Yamhill Valley Heritage Center is a 12 acre site with several buildings housing a saw mill, a blacksmith shop, and an incredible fleet of antique farm vehicles. For more information on YCHS and their educational programs, visit <https://www.yamhillcountyhistory.org/>.

DRAFT

[PAGE LEFT INTENTIONALLY BLANK]

5. GOALS, POLICIES, & PROPOSALS

McMinnville is already a vibrant city known for its historic character. The success of historic preservation efforts within the city have fostered community pride in the city's historic resources.

This chapter utilizes the format established in McMinnville's comprehensive plan and is organized by goals, policies, and proposals.

- **Goals** are broadly-based statements intended to set forth the general principles on which historic preservation decisions will be made.
- **Policies** are the more precise and limited statements intended to further define goals.
- **Proposals** are the possible courses of action available to the City and stakeholders to implement the goals and policies.

This chapter outlines the following three goals and their related policies and proposals to guide the City of McMinnville's historic preservation program:

- Goal 1: Promote Public Awareness and Understanding of Historic Preservation
- Goal 2: Encourage the Preservation and Rehabilitation of Historic Resources
- Goal 3: Document and Protect Historic Resources

Goal 1: Increase Public Awareness and Understanding of Historic Preservation

Vibrant historic preservation programs must go beyond just following their preservation ordinance and seek ways to make connections between the community and preservation. McMinnville's historic resources contribute to its overall character and make it a desirable place to live, work, and visit. Promoting historic preservation—what it is, why it's important, and what it can do for the community—will help residents better understand preservation and how it affects them.

Policy 1.A. Promote Historic Preservation Month every May

- Proposal 1.A.1. Continue to host an annual McMinnville Historic Preservation Awards program and invite community input. Consider creating categories for the nominations to promote a variety of projects. Examples could include: Downtown Rehabilitation, Residential Rehabilitation, Leadership in Preservation, Organization in Preservation, or Community Engagement.
- Proposal 1.A.2. Host (or co-host) at least one other preservation-related activity or event during the month of May and encourage HLC members to attend. Potential events include a trivia night at a

local coffee shop or pub, a walking tour, or scavenger hunt. Staff time is limited, so try to co-sponsor events or partner with other groups already hosting events.

Policy 1.B. Partner with related organizations on programs to establish connections between historic preservation and other city interests

- Proposal 1.B.1. Consider hosting or sponsoring additional events, either during Preservation Month or the rest of the year.
- Proposal 1.B.2. Set up a booth at the McMinnville Farmers Market. Have informational brochures available on the historic preservation program and the Historic Resources Inventory along with the Stroll Mac walking tour. The Farmers Market is located near the downtown historic district and provides an opportunity to encourage residents to take in their historic resources.
- Proposal 1.B.3. Collaborate with the Yamhill County Historical Society and McMinnville Downtown Association to host a lunchtime walking tour or host a tour in conjunction with McMinnville's 3rd on 3rd (Monthly on the 3rd Friday, 27 storefronts and galleries along McMinnville's historic downtown 3rd Street are open late).
- Proposal 1.B.4. Host research sessions (parties) for property owners or neighborhood residents to bring in an address and get help researching the history of the property. Work with the historical society to identify historic photographs of neighborhoods and streetscapes and then take contemporary photographs to do a "then" and "now" profile. Work with volunteers to research a brief (250 words maximum) write up on what changes occurred between the two photos and the significance of the view or neighborhood.
- Proposal 1.B.5. Attend and present information about the historic preservation program at a meeting of the Yamhill County Association of Realtors to help educate real estate agents on the Historic Resources Inventory, financial incentives, and design review.
- Proposal 1.B.6. Work with the Urban Renewal Board to utilize historic preservation as a key revitalization tool supporting both the historic character and regional destination draw of downtown and the larger Urban Renewal Area. Historic preservation can anchor place identity and support an authentic experience for visitors while providing a context for compatible new development. This would support Goal 7 Historic Preservation of the Urban Renewal Plan.

Policy 1.C. Increase interpretation efforts of the city's historic resources

- Proposal 1.C.1. Reprint the existing walking tour brochure (Stroll Historic McMinnville) and distribute it to downtown businesses, the library, and various city offices with public interaction.
- Proposal 1.C.2. Develop additional walking tours through McMinnville, possibly offshoots from the downtown historic district into the residential neighborhoods. Utilize content from survey work recommendations outlined in the preservation plan. Work with neighborhood groups to develop and participate in these tours.
- Proposal 1.C.3. Support the character and place identity of neighborhoods within the city through survey and historic context research to understand the unique history and their role relative to the growth and development of McMinnville. This can help support a connection between residents and their neighborhood's history, the preservation of buildings, and education through walking tours.

Policy 1.D. Increase and streamline the historic preservation program's media presence

- Proposal 1.D.1. Add “Historic Preservation” as a sub-category under Planning on the city web-page’s prominent toolbar under the “Government” tab
- Proposal 1.D.2. Streamline the historic preservation program’s website. Consider using drop-down menus or collapsible lists to make information easy to find at-a-glance. There is a lot of good information on the website, but a visitor needs to know what they’re looking for or else they could be overwhelmed. Move the Supporting Documents PDF links up before the Historic Resource Inventory List or add them to the Informational Brochures page. Add a map to the Zoning & Maps tab that is the Historic Resource Inventory showing the color coded ranking and resource number as an alternate means for residents to find out which properties are on the inventory. Convert the Historic Resource Inventory list to a collapsible list.
- Proposal 1.D.3. Make design review easier to find on the website. The guidelines are currently located in Chapter 17.59 of the Zoning Ordinance. They should be copied into their own document to make them easy to find for applicants.

Goal 2: Encourage the Preservation and Rehabilitation of Historic Resources

This goal focuses on the nuts and bolts of owning a historic property and how the City of McMinnville can be a resource to property owners. Lack of information and funds were two key constraints to maintaining historic properties that came up during the community survey and stakeholder interviews.

Policy 2.A Promote local, state, and federal incentives available to historic resources

- Policy 2.A.1. Create a list of all the incentives available to historic resources and place it on the city’s historic preservation website. Consider creating a graphic handout to have available at any public outreach events (e.g. workshops with real estate and construction professionals).
- Policy 2.A.2. Consider increasing the maximum individual grant amount of the facade grant program to \$5,000 to allow for projects with a greater impact.
- Policy 2.A.3. Consider making the facade grant program available to houses (either active rentals or owner-occupied) that are listed on the Historic Resource Inventory as distinctive or significant and to assist with in-kind repairs to character-defining features to directly support integrity retention. This would support work such as repainting, or repairs to wood windows, but would not include the replacement of wood windows.
- Policy 2.A.3. Explain what properties are eligible for using the Free Design Assistance Program. This appears to be the only local incentive that is available to single-family residential properties, albeit just those located in the Urban Renewal District.

Policy 2.B Strengthen the integration of historic preservation in city planning to capitalize on neighborhood history and character as City assets.

- Policy 2.B.1. Further analyze city zoning per recommendations in this plan to encourage the retention of historic residential character in key areas around the downtown.

Goal 3: Document and Protect Historic Resources

The City of McMinnville’s historic resources inventory, particularly with its classifications, is an important planning tool. It helps the planning department know where and what types of historic resources exist throughout the city. The inventory also functions as the city’s landmarking process, allowing the city and the HLC to protect those resources through the design review process. As a result, it is critical for the city to develop a system to regularly add to and assess the inventory to ensure the inventory is accurate and reflects the breadth of the city’s historic resources. The city and HLC should also consider their design review process to ensure owners of inventoried properties can easily navigate the process.

Policy 3.A. Regularly update the Historic Resources Inventory

- Proposal 3.A.1. HLC and staff review per Zoning Ordinance section 17.65.030 of survey work conducted since 1984 to classify surveyed properties as “distinctive,” “significant,” “contributory,” or “environmental.” Conduct public notice and public meetings per Zoning Ordinance section 17.65.070 associated with applying these changes to the inventory.
- Proposal 3.A.2. Update the inventory after each survey project so the field work, research, and inventory updates are all closely related.
- Proposal 3.A.3. Work with Yamhill County to include the Historic Resources Inventory classification on property titles. This would start with new transactions and would not be retroactive. This would support the network of real estate agents in their effort to inform prospective property owners of any regulatory requirements associated with a new home and also provides a measure of predictability for new home buyers that the character of the neighborhood they are buying into will not change dramatically and reduce their property value.

Policy 3.B. Create tools to better assist applicants through the design review process

- Proposal 3.B.1. Develop illustrated design guidelines, grounded in the Secretary of the Interior’s Standards, to ensure consistency and fairness in design review.
- Proposal 3.B.1. Consider posting an example completed application on the city website to demonstrate to applicants how to successfully navigate the design review process

Policy 3.C. Train the HLC and staff

- Proposal 3.C.1. Encourage HLC members and staff to regularly attend SHPO trainings for CLGs. This provides an important opportunity for HLC members to talk with other commission members and experience how other communities approach historic preservation.

Policy 3.E. Implement survey recommendations identified in chapter 4.

- Proposal 3.E.1. Review findings from survey work conducted since 1984 to update the Historic Resource Inventory.
- Proposal 3.E.2. Conduct a reconnaissance level survey in the Hayden, Saylor, Baker, and Martin Additions.
- Conduct a reconnaissance level survey to document the residential properties around the downtown area, particularly Rowlands Addition.
- Conduct a reconnaissance level survey of Chandler's 2nd Addition to include properties built through 1969 (or 50 years prior to whatever year the survey is conducted).
- Conduct a reconnaissance level survey along SE Baker Street
- Develop design review guidelines for the properties along SE Baker Street (or establish a conservation district) to retain the concentration of historic character at this entry to the city.

DRAFT

[PAGE LEFT INTENTIONALLY BLANK]

6. IMPLEMENTATION

The following section divides the proposals from the previous chapter (Chapter 5: Goals, Policies, and Proposals) into short-term, mid-term, long-term, and ongoing activities over a 15-year period starting in 2019 (2019-2033). The proposals are sequenced in order to help the planning department prioritize activities and build upon previous work.

- Short-term: between 2019 and 2023. This phase focuses on public education and outreach and updating the inventory with survey work from recent years.
- Mid-term: between 2024 and 2028. This phase builds on education and outreach and begins additional inventory work and policy updates.
- Long-term: between 2029 and 2033. This phase continues education, outreach, and inventory work and finalizes policy and program updates.
- Ongoing: these proposals will continue each year and directly support the proposals outlined in each phase.

The proposals were developed from a review of the historic preservation ordinance, conversations with planning staff, interviews with stakeholders, and a community online survey.

Figure 5. Implementation Matrix

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Short-term	Set up a booth at the McMinnville Farmers Market. Have informational brochures available on the historic preservation program and the Historic Resources Inventory along with the Stroll Mac walking tour.	Goal 1, Policy 1.B	City of McMinnville, HLC
Short-term	Support the character and place identity of neighborhoods within the city through survey and historic context research to understand the unique history and their role relative to the growth and development of McMinnville. This can help support a connection between residents and their neighborhood's history, the preservation of buildings, and education through walking tours.	Goal 1, Policy 1.C	City of McMinnville, HLC, Consultant

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Short-term	Add “Historic Preservation” as a sub-category under Planning on the city web-page’s prominent toolbar under the “Government” tab	Goal 1, Policy 1.D	City of McMinnville
Short-term	Streamline the historic preservation program’s website. Consider using drop-down menus or collapsible lists to make information easy to find at-a-glance. There is a lot of good information on the website, but a visitor needs to know what they’re looking for or else they could be overwhelmed. Move the Supporting Documents PDF links up before the Historic Resource Inventory List or add them to the Informational Brochures page. Add a map to the Zoning & Maps tab that is the Historic Resource Inventory showing the color coded ranking and resource number as an alternate means for residents to find out which properties are on the inventory. Convert the Historic Resource Inventory list to a collapsible list.	Goal 1, Policy 1.D	City of McMinnville
Short-term	Make design review easier to find on the website. The guidelines are currently located in Chapter 17.59 of the Zoning Ordinance. They should be copied into their own document to make them easy to find for applicants.	Goal 1, Policy 1.D	City of McMinnville
Short-term	Consider posting an example completed application on the city website to demonstrate to applicants how to successfully navigate the design review process	Goal 3, Policy 3.B	City of McMinnville
Short-term	Encourage HLC members and staff to regularly attend SHPO trainings for CLGs. This provides an important opportunity for HLC members to talk with other commission members and experience how other communities approach historic preservation.	Goal 3, Policy 3.C	City of McMinnville, HLC

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Short-term	Consider conducting a survey of the downtown historic district to identify those properties which may be vulnerable to damage during a seismic event.	Goal 3, Policy 3.D	City of McMinnville, Consultant
Short-term	Review findings from survey work conducted since 1984 to update the Historic Resource Inventory.	Goal 3, Policy 3.E	City of McMinnville, HLC
Ongoing	Host an annual McMinnville Historic Preservation Awards program and invite community input. Consider creating categories for the nominations to promote a variety of projects.	Goal 1, Policy 1.A	City of McMinnville
Ongoing	Reprint the existing walking tour brochure (Stroll Historic McMinnville) and distribute it to downtown businesses, the library, and various city offices with public interaction.	Goal 1, Policy 1.C	City of McMinnville, McMinnville Downtown Association, HLC
Ongoing	Update the inventory after each survey project so the field work, research, and inventory updates are all closely related.	Goal 3, Policy 3.A	City of McMinnville
Mid-term	Collaborate with the Yamhill County Historical Society and McMinnville Downtown Association to host a lunchtime walking tour or host a tour in conjunction with McMinnville's 3rd on 3rd (Monthly on the 3rd Friday, 27 storefronts and galleries along McMinnville's historic downtown 3rd Street are open late).	Goal 1, Policy 1.B	City of McMinnville, McMinnville Downtown Association, HLC, Yamhill County Historical Society
Mid-term	Host research sessions (parties) for property owners or neighborhood residents to bring in an address and get help researching the history of the property. Work with the historical society to identify historic photographs of neighborhoods and streetscapes and then take contemporary photographs to do a "then" and "now" profile. Work with volunteers to research a brief (250 words maximum) write up on what changes occurred between the two photos and the significance of the view or neighborhood.	Goal 1, Policy 1.B	City of McMinnville, HLC, Yamhill County Historical Society

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Mid-term	Attend and present information about the historic preservation program at a meeting of the Yamhill County Association of Realtors to help educate real estate agents on the Historic Resources Inventory, financial incentives, and design review.	Goal 1, Policy 1.B	City of McMinnville, HLC
Mid-term	Work with the Urban Renewal Board to utilize historic preservation as a key revitalization tool supporting both the historic character and regional destination draw of downtown and the larger Urban Renewal Area. Historic preservation can anchor place identity and support an authentic experience for visitors while providing a context for compatible new development. This would support Goal 7 Historic Preservation of the Urban Renewal Plan.	Goal 1, Policy 1.B	City of McMinnville, HLC
Mid-term	Explain what properties are eligible for using the Free Design Assistance Program. This appears to be the only local incentive that is available to single-family residential properties, albeit just those located in the Urban Renewal District.	Goal 2, Policy 2.A	City of McMinnville
Mid-term	Create a list of all the incentives available to historic resources and place it on the city's historic preservation website. Consider creating a graphic handout to have available at any public outreach events (e.g. workshops with real estate and construction professionals).	Goal 2, Policy 2.A	City of McMinnville
Mid-term	Develop a system to regularly add to and assess the inventory to ensure the inventory is accurate and reflects the breadth of the city's historic resources.	Goal 2, Policy 2.B	City of McMinnville, HLC

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Mid-term	HLC and staff review per Zoning Ordinance section 17.65.030 of survey work conducted since 1984 to classify surveyed properties as “distinctive,” “significant,” “contributory,” or “environmental.” Conduct public notice and public meetings per Zoning Ordinance section 17.65.070 associated with applying these changes to the inventory.	Goal 3, Policy 3.A	City of McMinnville, HLC
Mid-term	Consider conducting an annual workshop with HLC members to refresh them on meeting procedures, design review protocol, and the historic preservation ordinance.	Goal 3, Policy 3.C	City of McMinnville, HLC
Mid-term	Assist property owners within the district as they carry out seismic retrofitting. This could be making them aware of any available financial incentives or working with groups of owners (with adjacent properties on a single block) to jointly tackle retrofits.	Goal 3, Policy 3.D	City of McMinnville, HLC, Consultant
Mid-term	Conduct a reconnaissance level survey in the Hayden, Saylors, Baker, and Martin Additions.	Goal 3, Policy 3.E	City of McMinnville, HLC, Consultant
Mid-term	Conduct a reconnaissance level survey to document the residential properties around the downtown area, particularly Rowlands Addition.	Goal 3, Policy 3.E	City of McMinnville, HLC, Consultant
Mid-term	Conduct a reconnaissance level survey along SE Baker Street	Goal 3, Policy 3.E	City of McMinnville, HLC, Consultant
Long-term	Consider hosting or sponsoring additional events, either during Preservation Month or the rest of the year.	Goal 1, Policy 1.B	City of McMinnville, HLC
Long-term	Develop additional walking tours through McMinnville, possibly offshoots from the downtown historic district into the residential neighborhoods. Utilize content from survey work recommendations outlined in the preservation plan. Work with neighborhood groups to develop and participate in these tours.	Goal 1, Policy 1.C	City of McMinnville, HLC, Yamhill County Historical Society, Consultant

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Long-term	Consider increasing the maximum individual grant amount of the facade grant program to \$5,000 to allow for projects with a greater impact.	Goal 2, Policy 2.A	City of McMinnville
Long-term	Consider making the facade grant program available to houses (either active rentals or owner-occupied) that are listed on the Historic Resource Inventory as distinctive or significant and to assist with in-kind repairs to character-defining features to directly support integrity retention. This would support work such as repainting, or repairs to wood windows, but would not include the replacement of wood windows.	Goal 2, Policy 2.A	City of McMinnville
Long-term	Update city zoning per recommendations in this plan to encourage the retention of historic residential character in key areas around the downtown.	Goal 2, Policy 2.B	City of McMinnville
Long-term	Work with Yamhill County to include the Historic Resources Inventory classification on property titles. This would start with new transactions and would not be retroactive. This would support the network of real estate agents in their effort to inform prospective property owners of any regulatory requirements associated with a new home and also provides a measure of predictability for new home buyers that the character of the neighborhood they are buying into will not change dramatically and reduce their property value.	Goal 3, Policy 3.A	City of McMinnville, Yamhill County
Long-term	Develop illustrated design guidelines, grounded in the Secretary of the Interior's Standards, to ensure consistency and fairness in design review.	Goal 3, Policy 3.B	City of McMinnville, HLC, Consultant
Long-term	Conduct a reconnaissance level survey of Chandler's 2nd Addition to include properties built through 1969 (or 50 years prior to whatever year the survey is conducted).	Goal 3, Policy 3.E	City of McMinnville, HLC, Consultant

DRAFT

TERM	PROPOSAL	SUPPORTING GOAL & POLICY	SUGGESTED PARTICIPANTS
Long-term	Develop design review guidelines for the properties along SE Baker Street (or establish a conservation district) to retain the concentration of historic character at this entry to the city.	Goal 3, Policy 3.E	City of McMinnville, HLC, Consultant

DRAFT

[PAGE LEFT INTENTIONALLY BLANK]

APPENDIX A: COMMUNITY SURVEY & STAKEHOLDER INTERVIEWS

The following sections depict the community survey that was shared online and its responses, along with the list of stakeholder interviewees and their questions. There were 62 responses to the online survey, which was shared through SurveyMonkey.

Community Survey Questions

City of McMinnville, Oregon, Historic Preservation

Historic Preservation Community Survey

The City of McMinnville received a grant from the Oregon State Historic Preservation Office (SHPO) to prepare a historic preservation plan to guide historic preservation efforts in the city for the next 15-20 years. This survey will help the consultants, Northwest Vernacular, gather data about the public perception of historic preservation in McMinnville. Historic preservation is about preserving the buildings, structures, sites, and objects of our past. But more than that, historic preservation helps us ask questions about our history and what to preserve from our past for future generations.

A historic preservation plan is the result of a process through which a community establishes its vision, goals, and priorities for the preservation of its historic resources. It is a city planning document that will help steer the city's historic preservation program. The historic preservation plan for McMinnville will provide guidance on how to achieve those goals identified by the community. The historic preservation plan will also include a brief overview of the city's history, architecture, and historic development patterns as well as review its current historic preservation program. For more information about the City of McMinnville's Historic Preservation program and Historic Landmarks Committee, visit <https://www.mcminnvilleoregon.gov/planning/page/historic-preservation>

OK

0 of 9 answered

1. How do you feel historic preservation is viewed in your community? Please select all that apply.

- ☐ It's seen as an asset to the community
- ☐ It's seen as a hindrance to development
- ☐ It's not well understood
- ☐ Other (please specify)

2. Which methods or programs should the City use to inform and/or educate the public about historic preservation projects and programs? Please select all that apply.

- ☐ City website
- ☐ Social media (Facebook, Instagram, Twitter)
- ☐ Newsletters
- ☐ Tours
- ☐ Plaques on historic buildings
- ☐ Awards
- ☐ Historic Preservation month events
- ☐ Other (please specify)

3. What do you consider the biggest priority for historic preservation in McMinnville?

- | | |
|---|---|
| <input type="radio"/> Encourage more adaptive reuse (renovation) projects | <input type="radio"/> Public outreach/education to raise awareness on the benefits of historic preservation |
| <input type="radio"/> Increase survey and inventory projects to document the city | <input type="radio"/> Increase use of financial incentives available to historic properties |
| <input type="radio"/> Increase the number of properties listed to the National Register or McMinnville Register | <input type="radio"/> Celebrate the historic preservation successes in McMinnville to raise awareness of historic character of the city |
| <input type="radio"/> Other (please specify) | |

4. What do you consider the biggest challenge for historic preservation efforts in the city of McMinnville?

- ☐ Design review/regulation
- ☐ Lack of community interest
- ☐ Cost of sensitive historic rehabilitations
- ☐ Other (please specify)
- ☐ Property owner deferred maintenance
- ☐ Increased redevelopment in and around downtown
- ☐ Lack of property owner knowledge about historic preservation construction methods

5. Many properties listed on the local historic inventory are residential homes. Which most closely conveys your thoughts about living in older homes near the downtown historic district?

- ☐ Would like to live in one, they are an asset, convey city character, and are walking distance to the downtown historic district (NE 3rd Street)
- ☐ Would like to live in one, but too expensive to purchase
- ☐ Would like to live in one, but too expensive to maintain
- ☐ Other (please specify)
- ☐ Would like to live in one, but would not feel safe
- ☐ Don't want to live in one, would prefer to live in a new house near downtown
- ☐ Don't want to live near downtown

6. What type of development around the edge of the downtown historic district would be the most helpful to the district?

- ☐ Housing, having more people living next to downtown
- ☐ Parking, easier and faster to find parking when visiting downtown
- ☐ Offices, having more people working next to downtown
- ☐ Housing and offices, having people living and working near downtown

Other (please specify)

7. Do you believe historic preservation is a worthwhile goal for the City of McMinnville?

- ☐ Highly Agree
- ☐ Agree
- ☐ Not Agree

8. What is the biggest challenge to maintaining a historic property?

- | | |
|---|--|
| <input type="radio"/> Design review compliance | <input type="radio"/> Finding the time to do the work |
| <input type="radio"/> Having money to spend on maintenance and repairs | <input type="radio"/> Knowing and prioritizing what needs to be done |
| <input type="radio"/> Finding qualified and affordable contractors to do the work | <input type="radio"/> Knowing how to do the work in a compatible way |
| <input type="radio"/> Other (please specify) | |

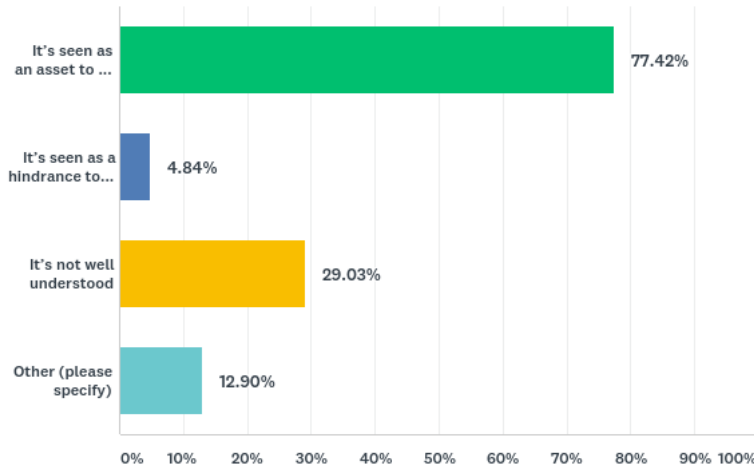
9. Please tell us about yourself

- | | |
|---|--|
| <input type="checkbox"/> Do you live in McMinnville? (check if yes) | <input type="checkbox"/> Do you deal with historic preservation in your profession? (check if yes) |
| <input type="checkbox"/> Do you live in a historic district or listed historic property? (check if yes) | <input type="checkbox"/> Do you have a general interest in historic preservation? (check if yes) |
| <input type="checkbox"/> Do you own a listed historic property? (check if yes) | <input type="checkbox"/> Have you ever completed a project which went through review with the Historic Landmarks Committee? (check if yes) |

How old is the house you live in?

Community Survey Responses

Q1 How do you feel historic preservation is viewed in your community? Please select all that apply.



- ☐ **Q1** I think it's viewed as a hinderance by some; I disagree with them. preserving the historic nature of the downtown is crucial to our unique identity and culture.

4/23/2018 9:01 PM

[View respondent's answers](#)

[Add Tags ▼](#)

- ☐ **Q1** I don't know how other people view historic preservation. I see it an asset to the community

4/4/2018 12:14 PM

[View respondent's answers](#)

[Add Tags ▼](#)

- ☐ **Q1** Preserving the historic nature of our older neighborhoods enriches the quality of living in our city. Many people think that historic preservation has onerous requirements attached, but that is only in the case of properties on the official National Register.

4/4/2018 11:23 AM

[View respondent's answers](#)

[Add Tags ▼](#)

- ☐ **Q1** Many people recognize its tremendous value for attracting residents, visitors and business as well as the unconscious pride and general quality of life values it adds. Many more just like the fun and educational aspects associated with it. Far too many though are basically unaware of any of the forgoing and a few greedy ones see it only as a potential hindrance. In any event, we have not sufficiently educated as many as we need to insure preservation will be successful.

3/29/2018 3:34 PM

[View respondent's answers](#)

[Add Tags ▼](#)

- ☐ **Q1** City does not take into account that accessory buildings an vacation rentals are allowed in these areas. They do not take care of the property as well as a residential

3/20/2018 11:47 AM

[View respondent's answers](#)

[Add Tags ▼](#)

- ☐ **Q1** We need more awareness as McMinnville grows about its history and its historic buildings.

3/20/2018 10:06 AM

[View respondent's answers](#)

[Add Tags ▼](#)

- ☐ **Q1** Homeowners seem to care. Not sure that the economic development objectives align with individual's desire to maintain historic homesites, particularly near downtown

3/20/2018 9:13 AM

[View respondent's answers](#)

[Add Tags ▼](#)

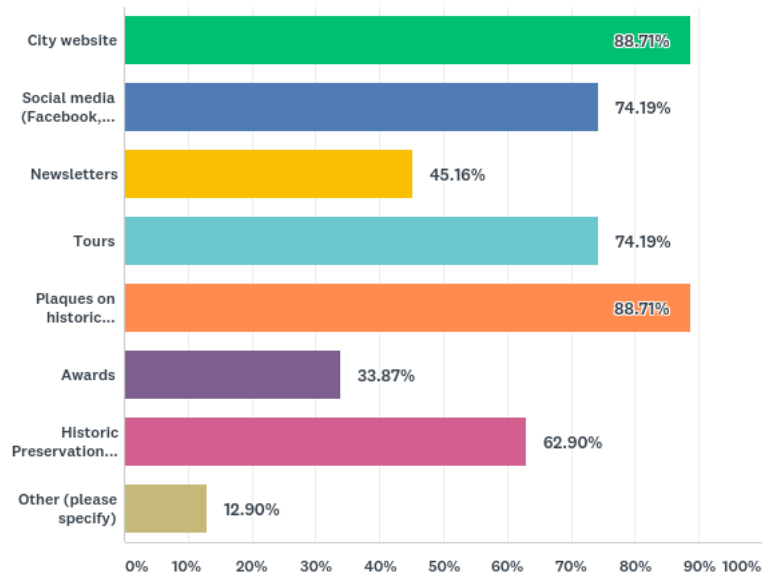
- ☐ **Q1** Although not understood well within the community, the citizens appreciate the historic nature of the community and how well many buildings within this community are preserved.

3/19/2018 2:14 PM

[View respondent's answers](#)

[Add Tags ▼](#)

Q2 Which methods or programs should the City use to inform and/or educate the public about historic preservation projects and programs? Please select all that apply.



☐ Curriculum in local schools. Contests.

5/7/2018 3:51 PM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ Newspaper articles. Signage at entrance to city informing that it encourages historical blogs.

4/25/2018 2:02 AM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ Solicit travel writers and editors, use on billboards and other signage announcing the town similar to or more than the "Tree City" designation we have. But, most importantly, figure out how to fund earthquake proofing retrofits so that we will still have some historic structures after the coming earthquake. The full burden should not be dropped on those who are temporary guardians of these structures. Most won't survive unless we do something and people will die.

4/22/2018 4:29 PM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ Partner organizations (like the downtown association)

4/20/2018 10:06 AM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ involve the MDA and Visit McMinnville

4/10/2018 8:25 AM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ I checked all of the boxes because I don't think historic preservation should be a singular category of city assets but should rather be woven into the very fabric.

4/4/2018 10:07 AM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ Many of those are already being undertaken by the Yamhill County Historical Society, but it has less than 500 members. Much more needs to be done. One truly critical thing that needs to be done immediately is retrofit our historic structures, many of which are un-reinforced masonry. When the guaranteed to arrive Cascadia subduction earthquake finally hits, we will lose many of our most important buildings. Others will be severely and expensively damaged. Worse, many inside or adjacent to them will die or be injured from falling architecture and/or fires. Although vital, (this is after all a largely preventable calamity as to the deaths and destruction by retrofitting), it is expensive to do so and the politicians and building code bureaucrats are gutless. Since the historic buildings are really for us all, it makes sense to have government fund the retrofit rather than just penalize the caretakers of such buildings. Moreover, the building codes need to be revised immediately to figure out how to make historic structures safe without remuddling out of existence all the things that made them important to begin with. Fortunately, good intelligent design can be done in that regard.

3/29/2018 3:34 PM

[View respondent's answers](#)

[Add Tags ▼](#)

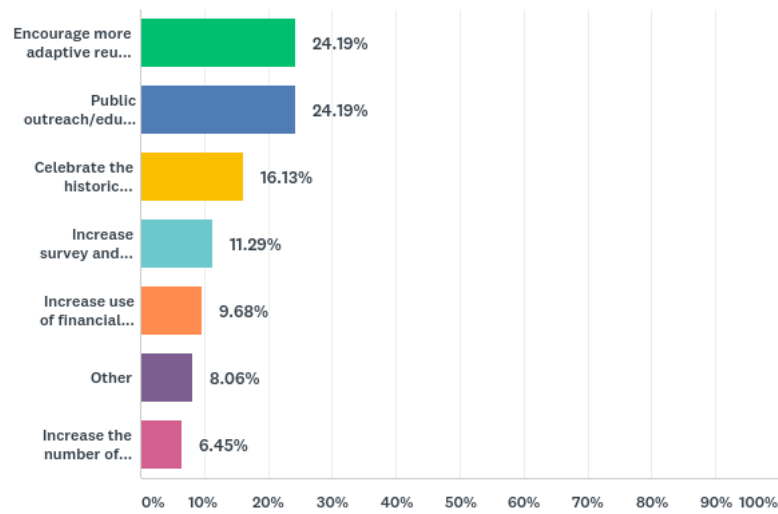
☐ Keep the education ongoing. Work with realtors; they are the front line and are often I'll informed.

3/19/2018 5:42 PM

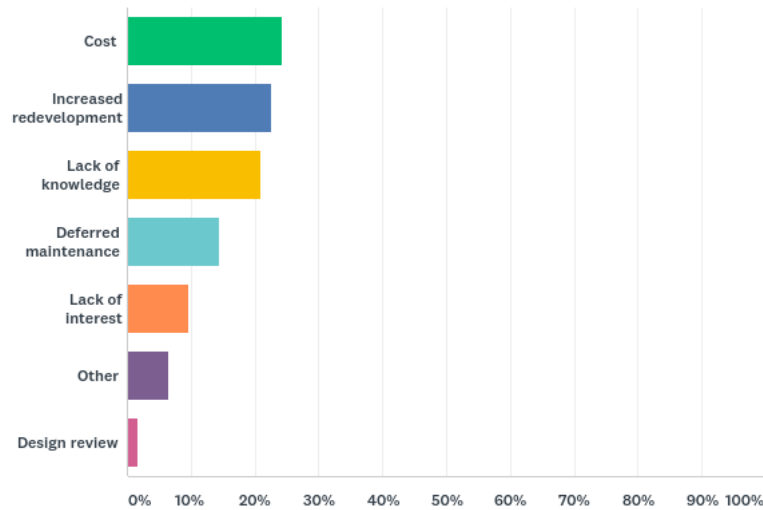
[View respondent's answers](#)

[Add Tags ▼](#)

Q3 What do you consider the biggest priority for historic preservation in McMinnville?



Q4 What do you consider the biggest challenge for historic preservation efforts in the city of McMinnville?



☐ developers who do not care about the historic character

4/23/2018 9:01 PM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ All the above are important, but the funding mentioned previously may be the most important since they dictate whether the buildings survive at all. It should not be insensitive retrofitting however. Simply chopping off overhangs or ugly bracing will not do.

4/22/2018 4:29 PM

[View respondent's answers](#)

[Add Tags ▼](#)

☐ Every single one of those is applicable, but probably cost is the biggest deterrent at present.

3/29/2018 3:34 PM

[View respondent's answers](#)

[Add Tags ▼](#)

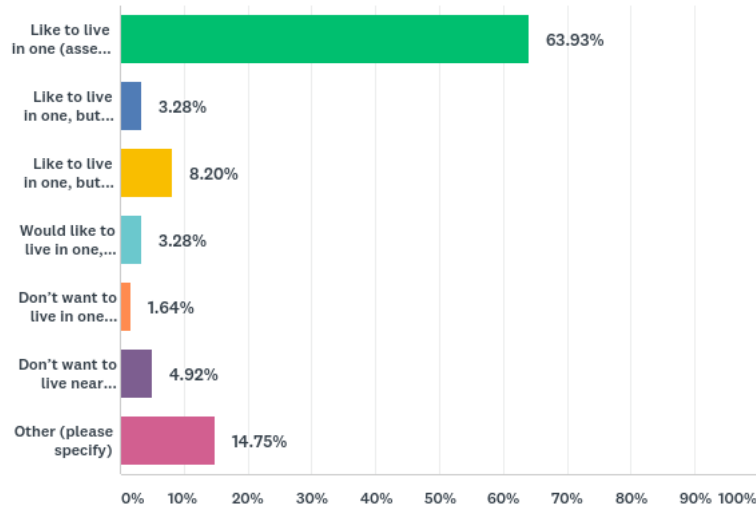
☐ Other answers above touch on it...but the biggest hindrance is misinformation.

3/19/2018 5:42 PM

[View respondent's answers](#)

[Add Tags ▼](#)

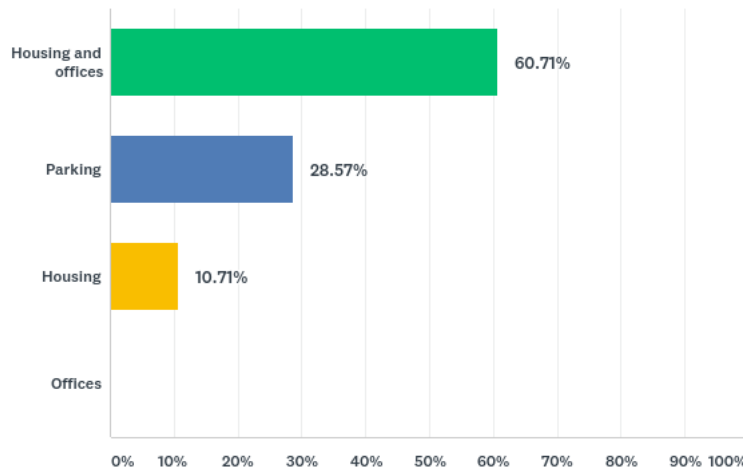
Q5 Many properties listed on the local historic inventory are residential homes. Which most closely conveys your thoughts about living in older homes near the downtown historic district?



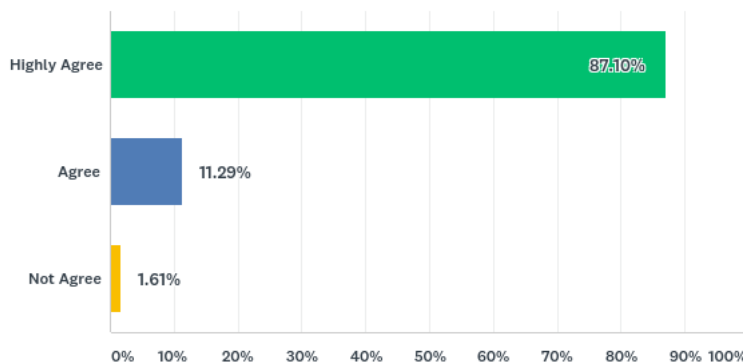
DRAFT

- ☐ I live in one that's not listed but is well known to locals. I am unsure about registering it as it may prevent me from amending it or living freely on the property
4/20/2018 7:44 PM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ I own a turn-of-the-century home about a mile from downtown and enjoy it very much
4/4/2018 12:14 PM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ I already live in one, and I'm alarmed at the possibility of many older/historic homes being turned into businesses and losing their single family residential status!
4/3/2018 11:41 PM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ I have lived in several and put others on the National Historic Register. I always chose living quarters close to downtown, but my wife is now severely disabled anymore and it is difficult to retrofit one for wheelchairs.
3/29/2018 3:34 PM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ I do live in one, and agree with the first statement wholeheartedly
3/20/2018 12:30 PM [View respondent's answers](#) [Add Tags ▼](#)
- ☐ I live in a very old home. Not horribly expensive to maintain but there are some serious hurdles should they become an issue. Would be good to get some sort of credit or special loan term. Maybe work with a local bank like First Federal on loan terms for refinancing historical homes?
3/20/2018 10:28 AM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ I do live in one near downtown.
3/20/2018 8:16 AM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ I do live in one. However, they are costly to maintain. My home is on the existing historic building register. I asked recently if there was any resource help from the city to refurbish historic parts of the home that badly need repair and was told no. So unfortunately, a lot of the work we need to be done will be replacements because otherwise it's just too costly.
3/19/2018 9:32 PM [View respondent's answers](#) [Add Tags ▼](#)
-
- ☐ Live in one and parking is a challenge.
3/19/2018 5:01 PM [View respondent's answers](#) [Add Tags ▼](#)

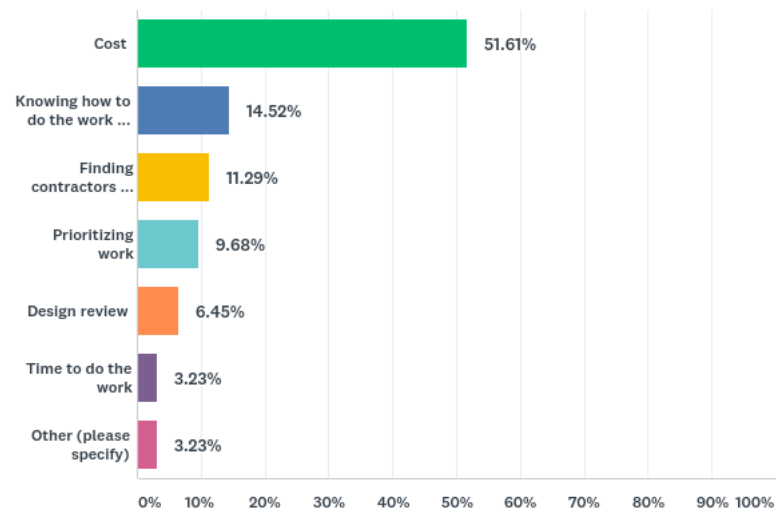
Q6 What type of development around the edge of the downtown historic district would be the most helpful to the district?



Q7 Do you believe historic preservation is a worthwhile goal for the City of McMinnville?



Q8 What is the biggest challenge to maintaining a historic property?



☐ two of these go together: knowing how to do the work in a way that is compatible with the character of the building while still being adaptable to modern use, AND having the money to do the maintenance.

4/4/2018 11:23 AM

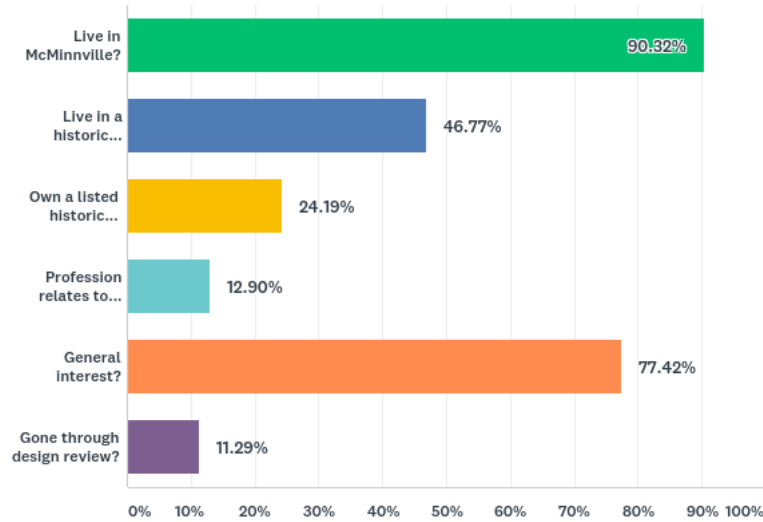
[View respondent's answers](#) [Add Tags ▼](#)

☐ I think a combination of these items...Cost for sure, but also knowledge, time, and execution

3/20/2018 9:13 AM

[View respondent's answers](#) [Add Tags ▼](#)

Q9 Please tell us about yourself



Stakeholder Interview Questions

1. Please tell me a bit about yourself and your involvement with historic preservation, in McMinnville or elsewhere. (E.g. You own historic properties)
2. How do you feel historic preservation is perceived in McMinnville?
3. What do you think are the best ways for the City to educate the public about historic preservation?
4. What do you consider the biggest priority for historic preservation in McMinnville?
5. What do you see as the biggest challenge for historic preservation in McMinnville?
6. What development around downtown do you think would be most helpful to the downtown historic district?
7. What is the biggest challenge to maintaining a historic property?
8. Have you ever had to go through design review with the Historic Landmarks Committee? If so, what was that like?

Stakeholder Interviewees

- Sylla McClellan – Owner of Third Street Books and building (320 NE Third Street)
- Erin Stephenson – Owner of Third Street Flats and Odd Fellows Lodge & part-owner of Atticus Hotel
- Marilyn Worrix – Owner of Old Elk’s building (520 NE Third Street)
- John Mead – Cellar Ridge Construction – Contractor with Historic Preservation Experience and member of HLC
- Kitri McGuire – Owner of historic residential property north of downtown
- Heather Sharfeddin - Owner of historic residential property south of downtown
- Rebecca Ziegler – Owner of residential property and former Manager of McMinnville Downtown Association
- Jenny Berg – McMinnville Downtown Association President
- Ellie Gunn – Board Co-Chair of South of Downtown Association of Neighbors (SoDan)