



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

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DECISION, CONDITIONS, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR APPROVAL OF THE ALTERATION OF A HISTORIC BUILDING AT 337 NE BAKER STREET AND LOCATED IN THE DOWNTOWN HISTORIC DISTRICT

- DOCKET:** HL 8-18
- REQUEST:** The applicant has submitted a Certificate of Approval application to request the alteration of the historic building in the Downtown Historic District, which is listed on the National Register of Historic Places. The historic building is subject to the Certificate of Approval alteration review process required by Section 17.65.040(A) of the McMinnville City Code.
- LOCATION:** The subject site is located at 337 NE Baker Street, and is more specifically described as Tax Lot 7600, Section 20AD, 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:** Ralph Turnbaugh, on behalf of TM Rippey Consulting Engineering
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** July 10, 2018
- DECISION-MAKING BODY:** McMinnville Historic Landmarks Committee
- DATE & TIME:** July 25, 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 300 feet of the subject site, as required by Section 17.65.070(C) of the McMinnville City Code. The Planning Department did not receive any public testimony prior to the public meeting.

DECISION

Based on the findings and conclusions, the Historic Landmarks Committee **APPROVES** the alteration of the historic building at 337 NE Baker Street **subject to the conditions of approval provided in this document.**

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DECISION: APPROVAL WITH CONDITIONS

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Planning Department: 
Heather Richards, Planning Director

Date: July 26, 2018

Attachments:
Attachment 1 – Certificate of Approval Application

APPLICATION SUMMARY:

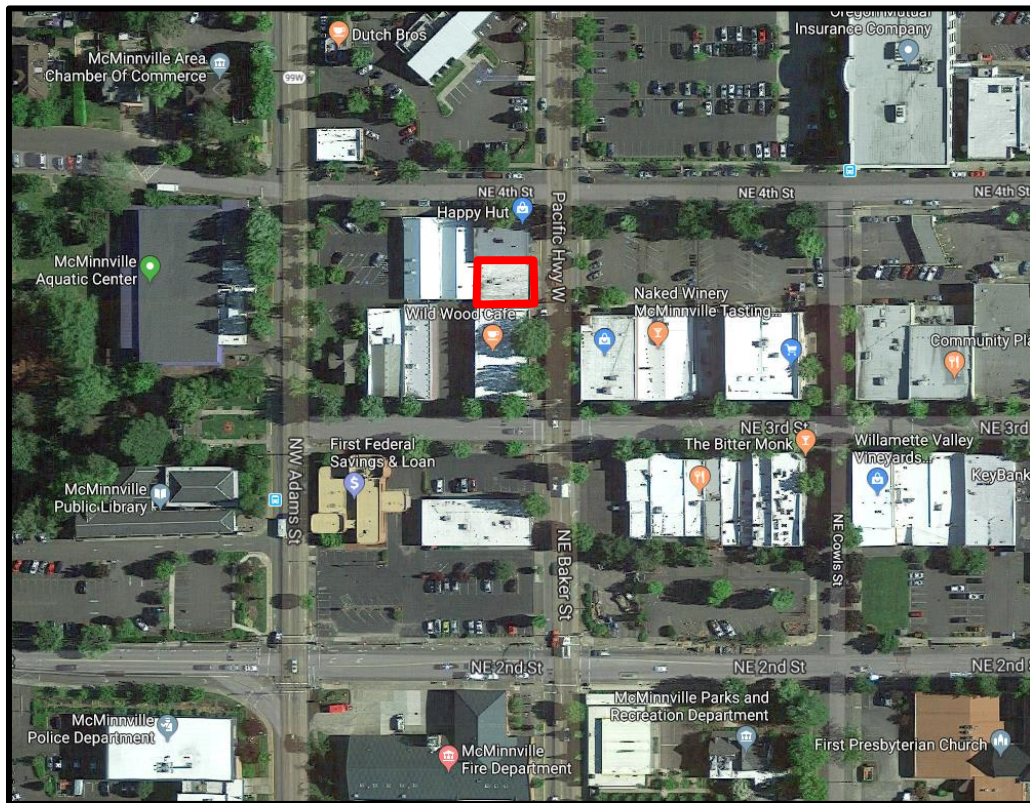
Ralph Turnbaugh, on behalf of TM Rippey Consulting Engineering, submitted a Certificate of Approval application and Downtown Design Review application to request exterior alterations to a one story building in the Downtown Historic District. The subject property is located at 337 NE Baker Street, and is more specifically described as Tax Lot 7600, Section 20AD, T. 4 S., R. 4 W., W.M.

The historic designation for this particular historic resource is associated with the location of the property within the Downtown Historic District that is listed on the National Register of Historic Places. The building was classified as a secondary significant contributing property in the historic district. The statement of historical significance and description of the property, as described in the nomination of the Downtown Historic District, is as follows:

This square one-story painted extruded brick building has a single stepped brick cornice, a recessed entrance with original brick bulkheads, aluminum frame storefronts and doors. The building is separated into three bays, two of which contain wooden garage doors.

Section 17.65.040(A) of the McMinnville City Code requires that the Historic Landmarks Committee review and approve a Certificate of Approval for a request to alter any resource that is considered a historic landmark and/or listed on the National Register of Historic Places as a contributing resource. Since the subject property is classified as secondary significant contributing property by the National Park Service in the National Register of Historic Places McMinnville Downtown Historic District, the Certificate of Approval review is required. The property is also located in the Downtown Design Standards and Guidelines area. Any exterior alterations of the building are subject to the Downtown Design Standards and Guidelines contained in Chapter 17.59 of the McMinnville City Code.

The current location of the historic resource is identified below:



The subject building was recently severely damaged by a traffic accident on April 22, 2018, when a passenger vehicle drove through the front wall destroying the painted brick veneer and damaging the structure supporting the veneer. The damage was severe enough and impacted structural components of the building, which required demolition of the façade for safety reasons. Currently the building's façade has temporary shoring and plywood cover.

The east, street-facing façade, as it existed in August 2017 prior to the recent accident, can be seen below:



CONDITIONS OF APPROVAL

1. That the applicant shall submit building permit applications prior to completing any work, and that the construction plans submitted with the building permit applications be consistent with the exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee.

ATTACHMENTS

1. Certificate of Approval Application (on file with the Planning Department)

COMMENTS

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

FINDINGS OF FACT

1. Ralph Turnbaugh, on behalf of TM Rippey Consulting Engineering, submitted a Certificate of Approval application to request the alteration of a historic building in the Downtown Historic District. The subject property is located at 337 NE Baker Street, and is more specifically described as Tax Lot 7600, Section 20AD, 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.

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3. Notice of the alteration request was provided to property owners within 300 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 July 25, 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:

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 and the purpose of the Historic Preservation chapter are to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to restore the existing historic building and restore the façade to its previous historic character, by use of distinctive elements, materials, features, and special relationships based on a historic photograph of the building. The upgrades being proposed to the building will bring the building into compliance with building code requirements following the recent accident and damage, which will improve the property’s value, safety, and structural stability. The proposal will result in a building that can be utilized for commercial uses, which will strengthen the vibrancy and economy of the city and specifically the Downtown Historic District by providing opportunities for jobs in a building in the downtown core. Therefore, the Comprehensive Plan goal and the purpose of the Historic Preservation chapter are satisfied by the proposal.

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:

17.65.040 Certificate of Approval Process. A property owner shall obtain a Certificate of Approval from the Historic Landmarks Committee, subject to the procedures listed in Section 17.65.050 and Section 17.65.060 of this chapter, prior to any of the following activities:

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- A. The alteration, demolition, or moving of any historic landmark, or any resource that is listed on the National Register for Historic Places;
 - 1. Accessory structures and non-contributing resources within a National Register for Historic Places nomination are excluded from the Certificate of Approval process.
- B. New construction on historical sites on which no structure exists;
- C. The demolition or moving of any historic resource.

Finding: The applicant submitted an application for a Certificate of Approval to request the alteration of the historic landmark, per Section 17.65.040(A), because the resource is classified as a secondary significant contributing property within the Downtown Historic District that is listed on the National Register of Historic Places.

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

- A. The Historic Landmarks Committee may approve, approve with conditions, or deny the application.

Finding: The Historic Landmarks Committee, after reviewing the request during a public meeting and offering an opportunity for public testimony, decided to approve the alteration request and Certificate of Approval.

- B. The Historic Landmarks Committee shall base its decision on the following criteria:
 - 1. The City's historic policies set forth in the comprehensive plan and the purpose of this ordinance;

Finding: The City's historic policies in the comprehensive plan focus on the establishment of the Historic Landmarks Committee, however, the goal related to historic preservation is as follows:

Goal III 2: To preserve and protect sites, structures, areas, and objects of historical, cultural, architectural, or archaeological significance to the City of McMinnville.

The purpose of the Historic Preservation ordinance includes the following:

- (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.

The focus of the comprehensive plan goal and the purpose of the Historic Preservation chapter are to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to restore the existing historic building and restore the façade to its previous historic character, by use of distinctive elements, materials, features, and special relationships based on a historic photograph of the building. The upgrades being proposed to the building will bring the

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building into compliance with building code requirements following the recent accident and damage, which will improve the property's value, safety, and structural stability. The proposal will result in a building that can be utilized for commercial uses, which will strengthen the vibrancy and economy of the city and specifically the Downtown Historic District by providing opportunities for jobs in a building in the downtown core. Therefore, the Comprehensive Plan goal and the purpose of the Historic Preservation chapter are satisfied by the proposal.

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

Finding: The property has historically been used commercially, originally as an automobile service shop with some retail components. The original building façade had three distinct bays with storefront window systems. Over time, overhead doors were added to the building façade, likely to provide a means of egress for automobile servicing. The applicant provided a photo from circa 1940s that shows that the two storefront windows existed on each side of the center bay, which included the entry door. By the time of the nomination of the Downtown Historic District in 1987, two overhead doors were added to the building façade. Since that time, one of the overhead doors was removed, the center bay was converted to a storefront window, and the entry was created in the south bay.

The circa 1940s photograph can be seen below:



The current use of the property is as commercial office space, and the property owners intend to continue to use the property for commercial office space. The proposed alterations and restoration intend to restore the design of the building its previous historic character, by use of distinctive elements, materials, features, and special relationships based on a historic photograph of the building. The proposed design is actually more consistent with the historic design and character of the building than the altered façade that existed prior to the recent accident and damage.

- b. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

Finding: This criteria describes the need to avoid the replacement of intact or repairable historic materials or alteration of features, spaces and spatial relationships. In this case, the building's original historic façade had been heavily altered over time, with the removal of storefront systems, addition of overhead service doors, and the relocation of the main entrance. More recently, on April 22, 2018, a passenger vehicle drove through the front wall of the building destroying the painted brick veneer and damaging the structure supporting the veneer. The damage was severe enough and impacted

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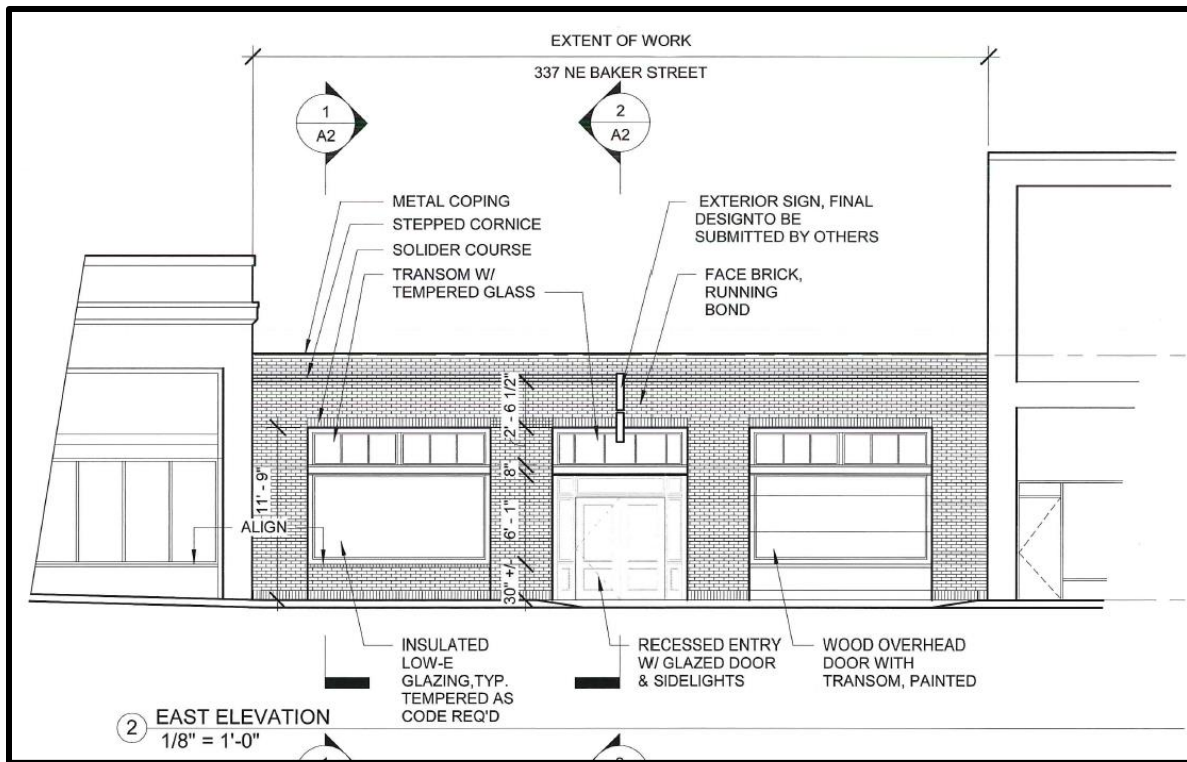
structural components of the building, which required demolition of the façade for safety reasons. Therefore, the building's façade no longer exists.

Where these original materials or elements are now missing, the applicant is proposing to replace the distinctive features to match the historic character of the building in design, color, texture, and materials. The applicant is basing the proposed design on a circa 1940s photograph that shows the original façade design with three separate bays, two storefront window systems, and a recessed entry in the center bay. Specifically, the proposal includes the restoration of the structure to also include a brick façade, a single stepped cornice, a recessed entrance, three separate and distinct bays, and a brick bulkhead. In addition to being visible in the circa 1940s photograph, most of these features were referenced in the Downtown Historic District nomination that resulted in the building being classified as a secondary significant contributing property in the Downtown Historic District on the National Register of Historic Places.

The applicant is proposing to retain an existing overhead door in the north bay. While this overhead door is not consistent with the circa 1940s design and historic character of the building, it did exist prior to the recent accident and damage that occurred to the building and provides functionality for the current business operations that take place within the building. The applicant is proposing to update the existing overhead door to be more compatible with the overall design of the restored building façade. To be more compatible, the door would be painted to be the same color as the other doors, windows, and trim, and is also shown to have a row of windows installed in one row of the overhead door to imitate the transom window design that will exist in the other two bays. This creates the appearance of a consistent transom window pattern across the entire façade.

The width of the overhead door will also be consistent with the south bay, which will include a storefront window. The brick pillars on each side of the door will be the same width as the brick pillars on each side of the storefront window in the south bay. The applicant has designed this to be consistent so that, in the future if the use of the building converts to a more traditional retail commercial use, the overhead door could be replaced with a storefront window system matching that in the south bay.

The proposed design for the façade can be seen below:



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

Finding: As described in more detail above, the building and property has been heavily altered over time, and more recently was severely damaged. The building's original façade materials and features no longer exist. Therefore, the applicant is proposing to replace the distinctive features to match the historic character of the building in design, color, texture, and materials, as described in more detail above.

- d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
- e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
- f. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.

Finding: As described in more detail above, the building and property has been heavily altered over time, and more recently was severely damaged. The original entrance to the building was in the center bay and was recessed. The original north and south bays had storefront window systems. Those features were changed, with the center bay being reconstructed into a storefront design but with an aluminum framed window system. The entrance to the building was moved to the south bay, but was not designed in such a way as to mimic the original design or a more traditional recessed entry to a commercial storefront. Therefore, the changes that had taken place on the building and property did not have any historical significance in their own right. In addition, the façade was severely damaged and no longer exists.

The applicant is proposing to replace distinctive features to match the historic character of the building in design, color, texture, and materials. The applicant is basing the proposed design on a circa 1940s photograph that shows the original façade design with three separate bays, two storefront window systems, and a recessed entry in the center bay. The proposal also includes the restoration of the structure to also include a brick façade, a single stepped cornice, a recessed entrance, three separate and distinct bays, and a brick bulkhead. In addition to being visible in the circa 1940s photograph, most of these features were referenced in the Downtown Historic District nomination that resulted in the building being classified as a secondary significant contributing property in the Downtown Historic District on the National Register of Historic Places.

- g. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

Finding: This criteria is not applicable, as there are no chemical or physical treatments proposed.

- h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Finding: The applicant has stated that they are not aware of any known archeological resources.

- i. The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

Finding: The applicant has argued that the proposed alterations can most closely be considered a “Rehabilitation” of the existing historic resource, which is a type of treatment of historic properties described in the Secretary of the Interior’s Standards for the Treatment of Historic Properties. This document describes the rehabilitation of a historic building as follows:

In Rehabilitation, historic building materials and character-defining features are protected and maintained as they are in the treatment Preservation. However, greater latitude is given in the Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings to replace extensively deteriorated, damaged, or missing features using either the same material or compatible substitute materials. Of the four treatments, only Rehabilitation allows alterations

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and the construction of a new addition, if necessary for a continuing or new use for the historic building.

However, in reviewing the proposed scope of work, the Historic Landmarks Committee finds that the more applicable treatment in the Secretary of the Interior’s Standards for the Treatment of Historic Properties is the “Restoration” treatment. The restoration of a historic building as follows:

Restoration is the treatment that should be followed when the expressed goal of the project is to make the building appear as it did at a particular—and at its most significant—time in its history. The guidance provided by the Standards for Restoration and Guidelines for Restoring Historic Buildings is to first identify the materials and features from the restoration period. After these materials and features have been identified, they should be maintained, protected, repaired, and replaced, when necessary. [...]

While the project does include the reconstruction of the entire building façade, the “Reconstruction” treatment in the Secretary of the Interior’s Standards for the Treatment of Historic Properties requires extensive research and documentation of the historic characteristics of a building. The Secretary of the Interior’s Standards for the Treatment of Historic Properties specifically states the following:

[...]like restoration, reconstruction also involves recreating a historic building which appears as it did at a particular—and at its most significant—time in its history. Because of the potential for historical error in the absence of sound physical evidence, this treatment can be justified only rarely and, thus, is the least frequently undertaken of the four treatments. Reconstructing a historic building should only be considered when there is accurate documentation on which to base it. [...]

Given the limited amount of historical information available, the Historic Landmarks Committee finds that this treatment is not the most applicable. The City and the applicant searched for additional documentation of the original design and character of the building. However, the only evidence that could be identified was the circa 1940s photograph that was obtained through the Yamhill County Historical Society. The Historical Society did not have any other photographic evidence of the subject property.

Some of the applicable restoration guidelines for treating masonry on historic buildings are provided below:

Recommended Guideline: Replacing in kind an entire masonry feature from the restoration period that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature. Examples can include a large section of a wall, a cornice, balustrade, pier, or parapet. If using the same kind of material is not feasible, then a compatible substitute material may be considered. The new work may be unobtrusively dated to guide future research and treatment.

Finding: As mentioned above, the applicant is proposing to replace distinctive features to match the historic character of the building in design, color, texture, and materials. The applicant is basing the proposed design on a circa 1940s photograph that shows the original façade design with three separate bays, two storefront window systems, and a recessed entry in the center bay. The proposal also includes the restoration of the structure to also include a brick façade, a single stepped cornice, a recessed entrance, three separate and distinct bays, and a brick bulkhead.

Some of the applicable restoration guidelines for treating windows on historic buildings are provided below:

Recommended Guideline: Replacing in kind an entire window from the restoration period that is

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too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered. The new work may be unobtrusively dated to guide future research and treatment.

Recommended Guideline: Recreating a missing window or window feature that existed during the restoration period based on documentary and physical evidence; for example, duplicating a hoodmold or shutter.

Finding: The applicant is proposing to install new wooden storefront windows on the south bay and partially glazed wood doors in the center bay. The doors will be flanked by sidelights and a transom. Both the south and center bay will also include a transom window system in a location consistent with the location as shown in the circa 1940s photograph of the building. The north bay, which currently houses an overhead door, will be updated with an overhead door that is painted wood, with windows along the top of the overhead door to simulate the transom and storefront configuration on the other two bays.

Some of the applicable restoration guidelines for treating entrances on historic buildings are provided below:

Recommended Guideline: Replacing in kind an entire entrance or porch from the restoration period that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered. The new work may be unobtrusively dated to guide future research and treatment.

Recommended Guideline: Recreating a missing entrance or porch or its features that existed during the restoration period based on documentary and physical evidence; for example, duplicating a transom or porch column.

Finding: The proposed alterations would restore a recessed entrance in the center bay, which is consistent with the overall design that is evident in the circa 1940s photograph of the building. The historical photograph does not provide clear detail on the actual door from the historic period. Therefore, the applicant is proposing to include a partially glazed wood door system within the recessed area. The doors will include sidelights and a transom, which is similar to typical historical design of entry door systems.

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

Finding: The proposed alteration is reasonable, as the applicant intends to restore the existing building thereby providing continuity to the historic character of the surrounding Downtown Historic District. The current condition of the building, after the accident and the damage to the street-facing façade, requires the façade to be reconstructed. In its current damaged condition, it does not provide any benefit to the public interest. The restoration of the façade to be more consistent with the historical design and character, as described in more detail above, will be in the public's best interest as it restores the historic building and benefits the surrounding Downtown Historic District.

4. The value and significance of the historic resource;

Finding: The historic resource is located within the Downtown Historic District that is listed on the

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National Register of Historic Places, and is classified as a secondary significant contributing property in the historic district. The overall the intent of the proposed alterations and work are on the restoration of character defining historical features, including the exterior masonry, distinct and separated bays, wooden storefront window systems, transom windows, and a recessed entry.

5. The physical condition of the historic resource;

Finding: The current condition of the building, after the accident and the damage to the street-facing façade, requires the façade to be reconstructed. The restoration of the façade to be more consistent with the historical design and character, as described in more detail above, will result in the improvement of the condition of the historic building, and will also benefit the overall, surrounding Downtown Historic District.

17.65.070 Public Notice.

- A. After the adoption of the initial inventory, all new additions, deletions, or changes to the inventory shall comply with subsection (c) of this section.
- B. Any Historic Landmark Committee review of a Certificate of Approval application for a historic resource or landmark shall comply with subsection (c) of this section.
- C. Prior to the meeting, owners of property located within 300 feet of the historic resource under consideration shall be notified of the time and place of the Historic Landmarks Committee meeting and the purpose of the meeting. If reasonable effort has been made to notify an owner, failure of the owner to receive notice shall not impair the validity of the proceedings.

Finding: Notice was provided to property owners located within 300 feet of the historic resource. A copy of the written notice provided to property owners is on file with the Planning Department.

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