



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

Office Use Only:	
File No.	<u>HL 11-18</u>
Date Received	<u>Oct. 15, 2018</u>
Fee	<u>0</u>
Receipt No.	<u>-</u>
Received by	<u>SF</u>

Certificate of Approval (Demolition, Moving or New Construction)

Applicant Information

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

Applicant Name Andy Wilder Phone 503-550-7267

Contact Name Martin Chroust-Masin Phone 503-472-8301
(If different than above)

Address 300 NE 3rd Street

City, State, Zip McMinnville, OR 97128

Contact Email _____

Property Owner Information

Property Owner Name Andy Wilder Phone SAME AS ABOVE
(If different than above)

Contact Name _____ Phone _____

Address SAME AS ABOVE

City, State, Zip _____

Contact Email _____

Site Location and Description

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

Property Address 300 NE 3rd Street, McMinnville, OR 97128

Assessor Map No. R4421BC. - 8700 - Total Site Area 4,000 Sq. Ft.

Subdivision McMinnville, Original Town of Block 13 Lot 4

Comprehensive Plan Designation Commercial Zoning Designation C-3

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

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

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

Judy Wilby

Applicant's Signature

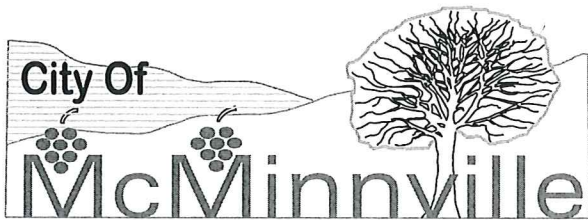
10-13-18

Date

Same

Property Owner's Signature

Date



Planning Department

231 NE Fifth Street ◦ McMinnville, OR 97128
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Office Use Only:

File No. HL 12-18
Date Received Oct. 15, 2018
Fee 0
Receipt No. -
Received by SP

Certificate of Approval (Alteration)

Applicant Information

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

Applicant Name Andy Wilder Phone 503-550-7267

Contact Name Martin Chroust-Masin Phone 503-472-8301
(If different than above)

Address 300 NE 3rd Street

City, State, Zip McMinnville, OR 97128

Contact Email _____

Property Owner Information

Property Owner Name Andy Wilder Phone SAME AS ABOVE
(If different than above)

Contact Name _____ Phone _____

Address SAME AS ABOVE

City, State, Zip _____

Contact Email _____

Site Location and Description

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

Property Address 300 NE 3rd Street, McMinnville, OR 97128

Assessor Map No. R4421BC. - 8700- Total Site Area 4,000 Sq. Ft.

Subdivision McMinnville, Original Town of Block 13 Lot 4

Comprehensive Plan Designation Commercial Zoning Designation C-3

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

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

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

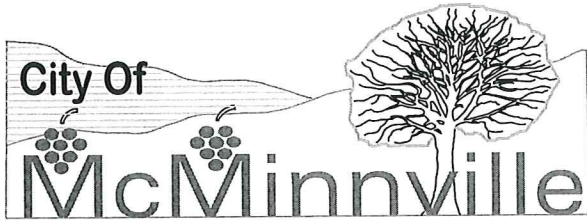
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Judy Waddy
Applicant's Signature

10-13-12
Date

Sam
Property Owner's Signature

Date



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 231 NE Fifth Street o McMinnville, OR 97128
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Office Use Only:	
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Receipt No.	<u>-</u>
Received by	<u>[Signature]</u>

Downtown Design Standards & Guidelines Application

Applicant Information

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

Applicant Name Andy Wilder Phone 503-550-7267

Contact Name Martin Chroust-Masin Phone 503-472-8301

(If different than above)

Address 300 NE 3rd Street

City, State, Zip McMinnville, OR 97128

Contact Email _____

Property Owner Information

Property Owner Name Andy Wilder Phone SAME AS ABOVE

(If different than above)

Contact Name _____ Phone _____

Address SAME AS ABOVE

City, State, Zip _____

Contact Email _____

Site Location and Description

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

Property Address 300 NE 3rd Street, McMinnville, OR 97128

Assessor Map No. R4421BC. - 8700- Total Site Area 4,000 Sq. Ft.

Subdivision McMinnville, Original Town of Block 13 Lot 4

Comprehensive Plan Designation Commercial Zoning Designation C-3



Architectural Design & Land Use Planning

1545 SW Gilson Court
McMinnville, Oregon 97128
Phone: 503-472-8301
e-mail: mchroust@yahoo.com

October 3, 2018

Wilder Short-term rental units; TL# R4421BC-8700.

Owners: Andy Wilder
300 NE 3rd Street
McMinnville, OR 97128

Phone: 503-550-7267

This is a proposal for demolition of an accessory structure currently attached to a building which is on McMinnville Historical Inventory as a Resource # A450, a.k.a. Hodson Building, located on the NE corner of an intersection of 3rd and Cowls Streets, and is more specifically described as Tax Lot 7800, Section 21 BC, T. 4 S., R. 4 W., W.M. Additionally, this is also a request to replace a to be demolished structure with a short-term rental units to be constructed on the site of the formal accessory structure. *Historic Resource Demolition, Moving, or New Construction, Historic Landmark Alteration and Downtown Design Standards and Guidelines* criteria have to be applied for and justified. The site is currently zoned C-3, Commercial.

Application Submittal

The following materials must be provided at the time of submittal, or the application will not be accepted for processing.

- A completed Certificate of Approval application form;
- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), including the following information:
 - Name of owner;
 - Address of site;
 - Lot dimensions;
 - The outline and location of existing structures;
 - The distance of all existing structures from existing property lines;
 - Location, names, and existing widths (right-of-way) of streets and access easements;
 - The outline and location of any proposed building alteration, addition or new construction;

- The outline and location of any proposed building demolition. If only a portion of a building is to be demolished, highlight that area to be demolished; and
- Signs, exterior lighting, and other appurtenances such as walls, fences, and awnings.

Architectural drawings, including elevations showing any proposed demolition or alteration. The elevations shall include colors and descriptions of the proposed finish material.

Photographs and/or drawings of the existing structure.

A completed Downtown Design Standards & Guidelines application form.

A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size). For new construction or structural modifications, show the following information:

- Existing conditions on the site including topography, streetscape, curb cuts, and building condition.
- Details of proposed construction or modification to the existing structure.
- Exterior building elevations for the proposed structure, and adjacent structures.

Building and construction drawings.

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.

Application Summary

The applicant, Andy Wilder, is submitting a Certificate of Approval application to request the demolition of an addition to a historic resource that is listed on the Historic Resources Inventory. The subject property is located at 300 NE 3rd Street, and is more specifically described as Tax Lot 8700, Section 21 BC, T. 4 S., R. 4 W., W.M. Resource Classification A, Resource Number 450.

The historic designation for this particular historic resource relates to the main structure itself and not to the later addition. The statement of historical significance and description of the property as it is on file follows:

A450 (State Special Assessment Program)

“A rectangular, Italianate, two-storied stucco brick structure, the Sears building faces north on the corner of Third and Cows. A shorter section on the rear of the building appears to be

an addition. The building has a basement. There are two sets of three inset double-hung one-over-one windows with no ornament at the second-floor level on the façade. The east façade has irregular fenestration; the second story windows are arched, double-hung sash, and those on the ground floor are single-paned. All have simple, splayed sills. Windows on the rear addition are four-lighted, inset squares. The projecting cornice conceals the roofline and is supported by large scrolled brackets and smaller modillions. There is a paneled frieze below the cornice. The original façade at the first-floor level has been replaced by large store windows and setback entry. The south elevation is sheathed in corrugated sheet metal; unpainted brick shows on the exposed portion of the east side. The building was built in 1901-1902 by O. Orville Hodson to house his hardware and tin business. Born in Indiana in 1857, Hodson came to Oregon in 1878 with his father, A.H. Hodson and bought a hardware business. He became sole owner in 1888 and was eventually to do much of the metal work on cornices in McMinnville's business district. He was an active mason and built the Queen Ann home on Fifth and Davis Streets. In 1928, the building was occupied by a grocer and confectioner. Today, Sears Roebuck catalog store occupies the building."

Regarding the addition, Mr. Wilder, the applicant, submitted the following letter to the City Building Division:

"Having researched the history of the building located at 300 NE Third Street in McMinnville, I found almost no information about the existing constructed addition. Almost all of the information was sourced from hearsay and folklore.

As the story goes, the addition was built in the late 1920's or early 1930's. Its purpose was to accommodate the mercantile with a commercial smoker, which was built into the northeast corner of the addition.

The meats and fish were smoked on the first floor, and after the smoking process was complete it was taken by the freight elevator to the second floor of the main building and hung on the rafter hooks, to cure.

The southern and eastern walls of the addition were constructed in that what would be considered as barn framing style.

There is no foundation and the bottom and top plates are 4"x 6" beams. The walls of the first floor are constructed with wall studs at 4' O.C. and the second-floor walls are constructed with wall studs being at 6' O.C. These two walls have no exterior plywood sheathing or insulation. The interior doesn't contain any partitions. The exterior of the building addition is covered with a galvanized corrugated tin sheathing in random sizes from 3'x 6' to 4'x 8'. At one time the addition contained two windows and a door on the south wall. The assumption was that the corrugated southern and the eastern walls would allow the excess smoke, from the meat smoking process, to exit the building.

The west wall is a two-story brick façade that contains an 8'x 8' aluminum rollup door and three 3'x 3' metal framed windows. One of the windows is on the first floor and two are on the second floor. The brick is a 6-pannel Terra Cotta block standard brick. The wall contains a 3"x 3" corner column that runs to the ceiling of the second story.

The addition's façade has begun to separate from the southwest corner of the original building due to settling of the southwest column on the addition."

Historic Resource Demolition or New Construction Review Process

Chapter 17.65 (Historic Preservation) of the McMinnville City Code requires that the Historic Landmarks Committee review and approve a Certificate of Approval for a request to demolish any historic resource.

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;*
- 2. The economic use of the historic resource and the reasonableness of the proposed action and*
- 3. their relationship to the historic resource preservation or renovation;*
- 4. The value and significance of the historic resource;*
- 5. The physical condition of the historic resource;*
- 6. Whether the historic resource constitutes a hazard to the safety of the public or its occupants;*
- 7. Whether the historic resource is a deterrent to an improvement program of substantial benefit to the City which overrides the public interest in its preservation;*
- 8. Whether retention of the historic resource would cause financial hardship to the owner not outweighed by the public interest in the resource's preservation; and*
- 9. Whether retention of the historic resource would be in the best interests of a majority of the citizens of the City, as determined by the Historic Landmarks Committee, and, if not, whether the historic resource may be preserved by an alternative means such as through photography, item removal, written description, measured drawings, sound retention or other means of limited or special preservation.*

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 is to restore and preserve structures that have special historical or architectural significance. A demolition clearly does not meet that intent. The proposed alteration does not include any structural or architectural changes to Hodson Building, which will preserve the historic resource's architectural and historical significance. The intent is to demolish only the later addition which is in disrepair and is a danger to the community of falling down on its own.

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:

- 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 demolition of an addition to a structure, which is listed on the Historic Resources Inventory as an addition to the "Primary" resource per Section 17.65.040(C). The "Primary" resource will not be harmed in any way. The demolished addition will be replaced with a short-term rental units, which will be constructed in the same style as the existing resource.

17.65.050 Demolition, Moving, or New Construction. The property owner shall submit an application for a Certificate of Approval for the demolition or moving of a historic resource, or any resource that is listed on the National Register for Historic Places, or for new construction on historical sites on which no structure exists. 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 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.

- A. The Historic Landmarks Committee may approve, approve with conditions, or deny the application.*
- 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. A demolition clearly does not meet that intent, so the other demolition review criteria that were established as part of the City's Historic Preservation program must be met in order to approve the demolition. Those will be described in more detail below.

- 2. The economic use of the historic resource and the reasonableness of the proposed action and their relationship to the historic resource preservation or renovation;*

Finding: The historic resource is used as a wine tasting room by Willamette Valley Vineyards, on the ground floor and an apartment on the second floor. These activities will be retained. The addition, which is proposed to be demolished, is currently used as a storage space. The storage space has been deteriorating over the time and it is starting to lean to the south away from the main building. This is evident from the developing crack that has been visible on the west side of the building's façade. There is no economic value of the storage building on the site. Rehabilitating the accessory structure would not bring any economic value to the entire building. The original use for which the addition was intended, mercantile with a commercial smoker, no longer exists. Therefore, the proposal is reasonable and that the demolition is

warranted based on the economic non-use of the existing structure and the fact that the addition was not a part of the original historical resource.

3. *The value and significance of the historic resource;*

Finding: The historic resource is listed as a primary resource, however, even though the addition is mentioned in the Historic Resources Survey document, the document does not seem to be giving any appreciable historical value to the addition.

4. *The physical condition of the historic resource;*

Finding: The applicant has provided photo evidence of the exterior of the building showing some of the poor condition of the accessory structure. One of the photos shows the detail of the crack in the façade on the west side of the building. There are few photos of the interior showing the shell of a building. Based on the physical condition of the addition to the historic resource this review criteria is satisfied.

5. *Whether the historic resource constitutes a hazard to the safety of the public or its occupants;*

Finding: The applicant's argument that the historic resource has become a public safety hazard is based on the fact that the deterioration is occurring to this day, and is substantiated by the photograph included with the application, on which it can be seen that the addition is starting to lean to the south away from the main building. This could cause eventual collapse and causing damage to a person or a property.

6. *Whether the historic resource is a deterrent to an improvement program of substantial benefit to the City which overrides the public interest in its preservation;*

Finding: The historic resource in question is not a deterrent to an improvement program, so this criterion is not applicable.

7. *Whether retention of the historic resource would cause financial hardship to the owner not outweighed by the public interest in the resource's preservation; and*

Finding: The applicant has expressed concern that the retention of the historic resource would cause financial hardship. Trying to bring the building to the condition it was in 1930's would be expensive and meaningless. The use for which the structure was originally built no longer exists. Further, if the structure collapsed it would put the applicant into financial jeopardy.

8. *Whether retention of the historic resource would be in the best interests of a majority of the citizens of the City, as determined by the Historic Landmarks Committee, and, if not, whether the historic resource may be preserved by an alternative means such as through photography, item removal, written description, measured drawings, sound retention or other means of limited or special preservation.*

Finding: The existing structure is negatively impacting the surrounding neighborhood in terms of crime and safety issues associated with the structure sitting vacant, there have been incidents where there have been people camping overnight in an alcove of the attached storage

building. The building exterior is covered with a corrugated tin paneling which is not very appealing for the image that Downtown McMinnville is trying to portray. Further, the deteriorating building will have negative impact on structures and on surrounding property owners if and when it finally collapses. Recent photographs are being submitted with the application that can be kept in file as documented historical evidence of the structure.

Historic Landmark Alteration Review Process

The review process described below is provided in more detail in Chapter 17.65 (Historic Preservation) of the McMinnville Zoning Ordinance.

Exterior Alteration or Remodeling (Section 17.65.060)

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. An alteration is defined as: "The addition to, removal of, removal from, or physical modification and/or repair of any exterior part or portion of an historic resource that results in a change in design, materials or appearance. Painting, reroofing, and general repairs are not alterations when the new materials and/or colors match those already in use."

If the proposed activities are found to be an alteration by the Planning Director, 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. 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: See justification response above.

- 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 for commercial use, with a variety of different businesses occupying the space. There is an apartment on the second floor. The main building is connected to the addition by doors on the first and second floors. It is a plan for these two entries to be sealed off and make the new short-term rental units a separate space. The proposed use of short-

term rental units is a new use, but is still commercial in function and will not involve the removal of any distinctive materials or features on the exterior of the building. The plan is to continue with the existing façade on the west and the south of the new building, which satisfies this standard.

- 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 requirement is met by retaining the main façade as is.

- 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: this requirement is met by not altering any existing architectural element of the façade, fenestration and extending the projecting cornice, large scrolled brackets & smaller modillions and a paneled frieze below the cornice to the west and south sides of the new structure.

- d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.*

Finding: There are no change to the façade and so all its character defining features, which are (1) the Italianate stile, two-storied stucco brick structure, (2) the inset double-hung one-over-one windows with no ornament at the second-floor level on the façade, (3) simple, splayed sills, (4) the projecting cornice, (5) large scrolled brackets & smaller modillions, (6) a paneled frieze below the cornice. (7) The original façade at the first-floor level has been replaced by large store windows and setback entry.

- e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.*

Finding: This requirement is met, as no changes to the existing façade are proposed and it will be extended to the new addition.

- 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: The aspect of the existing building is that it's most historic character and significance is that it is a rectangular, Italianate, two-storied stucco brick structure, two sets of three inset double-hung one-over-one windows with no ornament at the second-floor level on the façade. The west façade has irregular fenestration; the second story windows are arched, double-hung sash, and those on the ground floor are single-paned. All have simple, splayed sills. The projecting cornice conceals the roofline and is supported by large scrolled brackets and smaller modillions. There is a paneled frieze below the cornice. The original façade at the first-floor level has been replaced by large store windows

and setback entry. These historical characteristics of the property will be retained and preserved, as the applicant is not proposing to alter any of the existing façade. The colors being proposed for the exterior façade are same as the existing main building walls and same for the color accents. This color schema will assist in ensuring that the new addition is compatible with the existing historic building. The colors, that are subtle earth tones, which is consistent with the colors allowed in the Downtown Design Standards chapter of the McMinnville City Code. The required building code updates will not alter the exterior of the building or remove any historic materials or features from the exterior façade of the building. Therefore, the above criteria are satisfied.

Renderings of the proposed short-term rental units and an elevation drawing, both of which show the preservation of the façade, are provided at the end of this document.

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: The applicant is not proposing to significantly alter any exterior portion of the façade. Any necessary repairs to the window frames and cornice will be made in the gentlest means possible. The addition will be made with today's available modern materials that will resemble the materials on the existing building. These materials shall consist of following:

- **Exterior Cladding:** The new building side and back (west and south facing) will be painted Hardi stucco panels which are more durable for the rainy Western Oregon region. The new stucco wall shall be painted with the same color as the existing building (See Illustration). This will be compatible with the existing building.
- **Weather Resistive Barrier:** Tyvek® weather barriers that help keep air and water out, and let buildings breathe.
- **Exterior Trims:** Painted wood trims as shown. This will be compatible with the existing building.
- **Cornice:** Painted trims & sheet metal Cap. This will be compatible with the existing building.
- **Metal Fabrication:** If used it will be Powder Coated, Shop-Fabricated Steel.
- **Windows:** Wood windows. This will be compatible with the existing building.
- **Public Entry Doors:** Custom Wood entry door, stained. This will be compatible with the existing building.

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

Finding: We are not aware of any potential archeological resources that may be present on the property. A new slab will be installed for the new structure. If any historical or archeological objects are discovered it will be reported to the McMinnville Planning Department.

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

Finding: The existing building and the new addition shall be treated within the Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

Given the fact that the existing building and the façade, including the existing character defining features are being protected and maintained, the proposal does satisfy the main requirements of the rehabilitation treatment. Also, the proposed construction of an addition is allowed under the rehabilitation treatment, which will continue the same look and character of the existing building.

- 1) *Placing functions and services required for a new use (including elevators and stairways) in secondary or non-character-defining interior spaces of the historic building rather than constructing a new addition.*

Finding: this requirement is met. We are adding stairs inside the new building for the second level access. No outside access is being proposed.

- 2) *Constructing a new addition on secondary or non-character-defining elevation and limiting its size and scale in relationship to the historic building.*

Finding: this requirement is met by constructing the addition as an extension of existing façade, therefore, the building will be unified.

- 3) *Constructing a new addition that results in the least possible loss of historic materials so that character-defining features are not obscured, damaged, or destroyed.*

Finding: this requirement is met because we are not changing anything to the main façade which is one of the characters defining element of the building. We are extending the façade.

- 4) *Designing a new addition that is compatible with the historic building.*

Finding: this requirement is met because, given the fact that the existing building and the façade, including the existing character defining features are being protected and maintained, the proposal does satisfy the main requirements of the rehabilitation treatment. Also, the proposed construction of an addition is allowed under the rehabilitation treatment, which will continue the same look and character of the existing building.

- 5) *Ensuring that the addition is subordinate and secondary to the historic building and is compatible in massing, scale, materials, relationship of solids to voids, and color.*

Finding: this requirement is met by setting the addition in the rear of the historical building and will look like rest of the building. See described materials above in 17.65.060(2)(g).

- 6) *Using the same forms, materials, and color range of the historic building in a manner that does not duplicate it, but distinguishes the addition from the original building.*

Finding: this requirement is met because the new addition façade is using the same stucco material as the main building façade, the same wall and trim color, and the windows use a compatible layout in proportion with rest of the building. See described materials above in 17.65.060(2)(g).

- 7) *Basing the alignment, rhythm, and size of the window and door openings of the new addition on those of the historic building.*

Finding: This requirement is met, as the layout of the windows use will be compatible in overall layout to that of the rest of the building.

- 8) *Incorporating a simple, recessed, small-scale hyphen, or connection, to physically and visually separate the addition from the historic building.*

Finding: this requirement is met, since the addition will be an extension of the existing building, therefore, there will be no need to visually separate the two buildings.

- 9) *Distinguishing the addition from the original building by setting it back from the wall plane of the historic building.*

Finding: this requirement is met, since the addition will be an extension of the existing building, therefore, there will be no need to visually separate the two buildings.

- 10) *Ensuring that the addition is stylistically appropriate for the historic building type (e.g., whether it is residential or institutional).*

Finding: this requirement is met because the building use remains commercial, and short-term rental units and is designed with same materials and esthetic as the existing building.

- 11) *Considering the design for a new addition in terms of its relationship to the historic building as well as the historic district, neighborhood, and setting.*

Finding: this requirement is met by constructing the addition on the rear of the existing building, because we don't want it to distract from the historic street front. The historic district is really defined by the historic façades on 3rd street and the addition setback does not interfere with it. Also, the sides of the addition will use the same color and fenestration, the projecting cornice, large scrolled brackets and smaller modillions and a paneled frieze below the cornice of the existing building, which will help it better blend in its surroundings.

- 12) *Designing a compatible rooftop addition for a multi-story building, when required for a new use, that is set back at least one full bay from the primary and other highly-visible elevations and that is inconspicuous when viewed from surrounding streets.*

Finding: see answer above.

- 13) *Limiting a rooftop addition to one story in height to minimize its visibility and its impact on the historic character of the building.*

Finding: this requirement is met, since the addition will be an extension of the existing building, therefore, there will be no need to visually separate the two buildings.

14) Adding a new building to a historic site or property only if the requirements for a new or continuing use cannot be accommodated within the existing structure or structures.

Finding: the existing building could not accommodate extra two short-term rental units; therefore, the addition is the only solution.

15) Locating new construction far enough away from the historic building, when possible, where it will be minimally visible and will not negatively affect the building's character, the site, or setting.

Finding: since the addition will be an extension of the existing building, therefore, there will be no need to visually separate the two buildings.

16) Designing new construction on a historic site or in a historic setting that it is compatible but differentiated from the historic building or buildings.

Finding: this requirement is met because the new addition is compatible in material, color and style to the existing building.

17) Considering the design for related new construction in terms of its relationship to the historic building as well as the historic district and setting.

Finding: this requirement is met by constructing the addition on the rear of the existing building, because we don't want it to distract from the historic street front. The historic district is really defined by the historic façades on 3rd street and the addition setback does not interfere with it. Also, the sides of the addition will use the same color and fenestration, the projecting cornice, large scrolled brackets and smaller modillions and a paneled frieze below the cornice of the existing building, which will help it better blend in its surroundings.

18) Ensuring that new construction is secondary to the historic building and does not detract from its significance.

Finding: the final footprint of the entire building will be exactly the same as it is now. The only change that will take place will be removal of 20' corrugated metal clad addition to the original building which will be replaced with a 20'x 40' short-term rental units. Therefore, the footprint of the entire structure will not change.

19) Using site features or land formations, such as trees or sloping terrain, to help minimize the new construction and its impact on the historic building and property.

Finding: not applicable, as the building occupies the entire lot.

20) Designing an addition to a historic building in a densely-built location (such as a downtown commercial district) to appear as a separate building or infill, rather than as an addition. In such a setting, the addition or the infill structure must be compatible with the size and scale of the historic building and surrounding buildings-usually the front elevation of the new building should be in the same plane (i.e., not set back from the historic building). This approach may also provide the opportunity for a larger addition or infill when the façade can be

broken up into smaller elements that are consistent with the scale of the historic building and surrounding buildings.

Finding: not applicable, as the building occupies the entire lot. The scale of the building will be same as the rest of the downtown buildings.

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 historic resource is used as a wine tasting room by Willamette Valley Vineyards, on the ground floor and an apartment on the second floor. These activities will be retained. The addition, which is proposed to be demolished, is currently used as a storage space. The storage space has been deteriorating over the time and it is starting to lean to the south away from the main building. This is evident from the crack that has been visible on the west side of the building's façade. There is no economic value of the storage building on the site. Rehabilitating the accessory structure would not bring any economic value to the entire building. The original use for which the addition was intended, mercantile with a commercial smoker, no longer exists. Therefore, the proposal is reasonable and that the demolition is warranted based on the economic non-use of the existing structure and the fact that the addition was not a part of the original historical resource.

4. *The value and significance of the historic resource; and*

Finding: The historic resource is listed as a primary resource, however, even though the addition is mentioned in the Historic Resources Survey document, the document does not seem to be giving any appreciable historical value to the addition.

5. *The physical condition of the historical resource.*

Finding: The applicant has provided photo evidence of the exterior of the building showing some of the poor condition of the accessory structure. One of the photos shows the detail of the crack in the façade on the west side of the building. There are few photos of the interior showing the shell of a building. Based on the physical condition of the addition to the historic resource this review criteria is satisfied.

Downtown Design Standards and Guidelines Review Process

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;*

See justifications above.

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*

The applicant is aware that the subject building is a historic landmark on the City's Historic Resources Inventory and the McMinnville Downtown location, where the building is sited, is listed on the National Register for Historic Places.

3. *If applicable (waiver request), that all of the following circumstances are found to exist:*

A waiver is being requested for the design along the Cowl Street. Because, the new construction proposed is an addition to the main building, and since the buildings are on the same lot, the overall structure (the main, existing historic building and the new addition) should be treated as one building. Therefore, this design standard does apply. Based on the current proposed design, this would require a design waiver.

- 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 proposal is to continue the façade of the main building and have it blend in and be compatible with the main, historic building. Adding a storefront to the existing building would be difficult and expensive proposition. The existing building never had a store front on its western side. Adding a storefront to the proposed short-term rental units is impractical since this is not a commercial retail use, but it is more of a residential use. The reason that the main door to the street are not recessed is the fact that recesses invite undesirable activity as mentioned above in Item 8. On Page 7. Additionally, a recessed doorway would complicate the interior design of the whole structure.

- 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 existing building is 80' long and the addition is 20'. Therefore, the existing building does not meet the criteria. To satisfy this criterion the existing building would have to be drastically reconstructed to meet the criteria. The reason we want to continue with the façade to prevent loss of an interior square footage and great additional cost burden to the property owner. The visual effect for the entire property will be union of the two buildings into one structure.

- c. *The waiver requested is the minimum necessary to alleviate the difficulty of meeting the requirements of this Chapter. (Ord. 5034 §2, 2017; Ord. 4797 §1, 2003).*

This requested waiver is the minimum necessary to alleviate difficulty of the cost burden and the designed spatial integrity of the proposal as required by the ordinance.

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.*

Finding: The building currently meets this requirement and there are no plans to change the setback.

2. *Exceptions to the setback requirements may be granted to allow plazas, courtyards, dining space, or rear access for public pedestrian walkways.*

Finding: N/ A - no exceptions is being requested.

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 massing and configuration of the existing structure remains unchanged; The massing and configuration of the proposed structure will be similar in height and width and will be compatible with the adjacent buildings, meeting the configuration criteria.

2. *Where buildings will exceed the historical sixty feet in width, the facade 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 facade,*

Finding: For application of a waiver for Findings 17.59.050(B)(3)(a-d) see justifications above Findings 17.59.40(A)(3)(a-c). The waiver is being sought for the structure design along the Cowl Street.

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;*

Finding: This requirement is met because the building's storefront remains a two-story building. The proposed addition is on the side street and will not have a storefront, however, the second floor will be separated from the first floor by differentiating paint color. For application of a waiver for Findings 17.59.050(B)(3)(a-d) see justifications above Findings 17.59.40(A)(3)(a-c). The waiver is being sought for the structure design along the Cowl Street.

- b. *A bulkhead at the street level;*

Finding: This requirement is met, as there is no change to the 3rd Street front facade. The addition will not have a bulkhead, refer to the photograph of the 3rd Street Elevation. For application of a waiver for Findings 17.59.050(B)(3)(a-d) see justifications above Findings 17.59.40(A)(3)(a-c). The waiver is being sought for the structure design along the Cowl Street.

- 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;

Finding: This requirement is met, as there is no change to the 3rd Street facade, refer to the photograph of the 3rd Street Elevation. For application of a waiver for Findings 17.59.050(B)(3)(a-d) see justifications above Findings 17.59.40(A)(3)(a-c). The waiver is being sought for the structure design along the Cowl Street.

d. A recessed entry and transom with transparent door; and

Finding: This requirement is met, as there is no change to the 3rd Street facade, refer to the photograph of the 3rd Street Elevation. For application of a waiver for Findings 17.59.050(B)(3)(a-d) see justifications above Findings 17.59.40(A)(3)(a-c). The waiver is being sought for the structure design along the Cowl Street.

e. Decorative cornice or cap at the roofline.

Finding: this requirement is met, as the cornice will be added to the façade and will continue to the end of the new structure on the west and south side. Refer architectural drawings.

- 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: This requirement is met. Adjacent buildings with second stories have minimal slope of .25/12. The proposed second story roof will have the same minimal slope of .25/12.

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

Finding: This requirement is met. Entry door is recessed and located along NE 3rd Street.

- 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: This requirement is met, all windows on the first level and the second level will be recessed to match the existing building.

- 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: The windows and doors will be matched to the existing building fenestration and access. Elements will replicate the scale and proportions of the existing building.

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

Finding: This requirement is met. The building's foundation or base will be matched to the existing building.

C. Building Materials.

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

Finding: This requirement is met. The existing facade will not be modified. The facade of the new addition will also use stucco. The new building side and back (west and south facing) will be painted Hardi stucco panels which are more durable for the rainy Western Oregon region.

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: this requirement is met because the building will use none of such materials. Refer to the materials listed 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 facade of the building are prohibited except as may be approved for building trim. (Ord. 4797 §1, 2003).*

Finding: this requirement is met because the building color will be matched to the existing building.

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.*
- B. *All parking lots shall be designed consistent with the 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 entire requirement section is met. There are no parking lots for this building and no new parking lots are proposed.

17.59.070 Awnings.

- A. *Awnings or similar pedestrian shelters shall be proportionate to the building and shall not obscure the building's architectural details. If transom windows exist, awning placement shall be above or over the transom windows where feasible.*

Awnings shall be placed between pilasters.

- B. Where feasible, awnings shall be placed at the same height as those on adjacent buildings in order to maintain a consistent horizontal rhythm along the street front.*
- C. Awnings should be constructed of soft canvas, fabric, or matte finished vinyl. The use of wood, metal or plastic awnings is prohibited*
- D. Awnings may be indirectly illuminated; internal illumination of awnings is prohibited.*
- E. Awning colors shall be of a low reflective, subtle, neutral or earth tone color.*
- F. Awning colors shall be of a low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the awning are prohibited. (Ord. 4797 §1, 2003).*

Finding: This entire requirement section is met. The new awning above the entryways to the building on SE Cows Street will match the awnings that exists on the building front on 3rd Street. The height and the construction material shall be the same. The only difference will be the color which will be charcoal grey to meet the color requirement. The proposed awning material will be a tent quality soft canvas.

17.59.080 Signs.

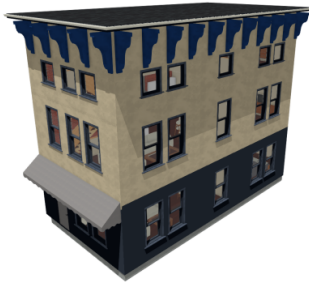
- A. The use of flush-mounted signs, flag-mounted signs, window signs, and icon signs are encouraged. Sign materials shall be compatible with materials used in the building.*
- B. Where two or more businesses occupy the same building, identifying signs should be grouped together to form single panel.*
- 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.*
- C. For every lineal foot of building frontage, 1.5 square feet of signage may be allowed, to a maximum of 200 square feet.*
- D. 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, Inflatable signs, including balloons and blimps. (Ord. 4797 §1, 2003).*

Finding: This entire requirement section is met. There are no signs being proposed for the new addition.

WILDER VACATION RENTAL

ADDRESS: 304 NE 3RD STREET, McMinnville, OREGON
 TAX LOT: R4421BC 8700 IN
 SW 1/4 NW 1/4 SECTION 21, T4S -R4W, W.M.
 YAMHILL COUNTY, OREGON
 ZONING: COMMERCIAL
 LOT SIZE: 4,000 SQ. FT.

FIRST FLOOR: 861 SQ. FT.
 SECOND FLOOR: 861 SQ. FT.
 LOFT: 465 SQ. FT.
 TOTAL LIVING: 2,187 SQ. FT.



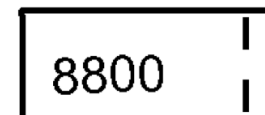
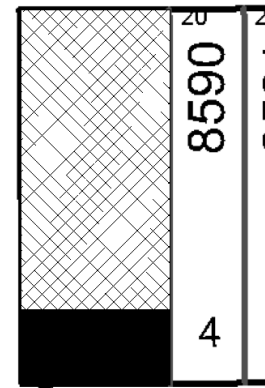
SOUTHWEST PERSPECTIVE OVERVIEW



SOUTHSIDE PERSPECTIVE OVERVIEW

3RD ST.

COWLS ST.



SITE PLAN
 1" = 10'



DATE:	11/20/18
SCALE:	
SHEET:	A-1
PROJECT NO.:	WCM-18-001
PROJECT NAME:	WILDER VACATION RENTAL
ARCHITECT:	WCM Design
ARCHITECT ADDRESS:	148 SW Cedar St. #200 McMinnville, Oregon 97128 e-mail: mcmin@wcm.com
OWNER:	ANDY WILDER 300 NE 3RD STREET McMinnville, OR 97128
PROJECT TYPE:	SITE PLAN & PERSPECTIVE VIEWS

SITE PLAN AND PERSPECTIVE VIEWS



NE 3rd STREET ELEVATION VIEWS



CORNER OF NE 3rd AND NE COWLS STREET ELEVATION VIEWS



EXISTING STRUCTURE WEST ELEVATION



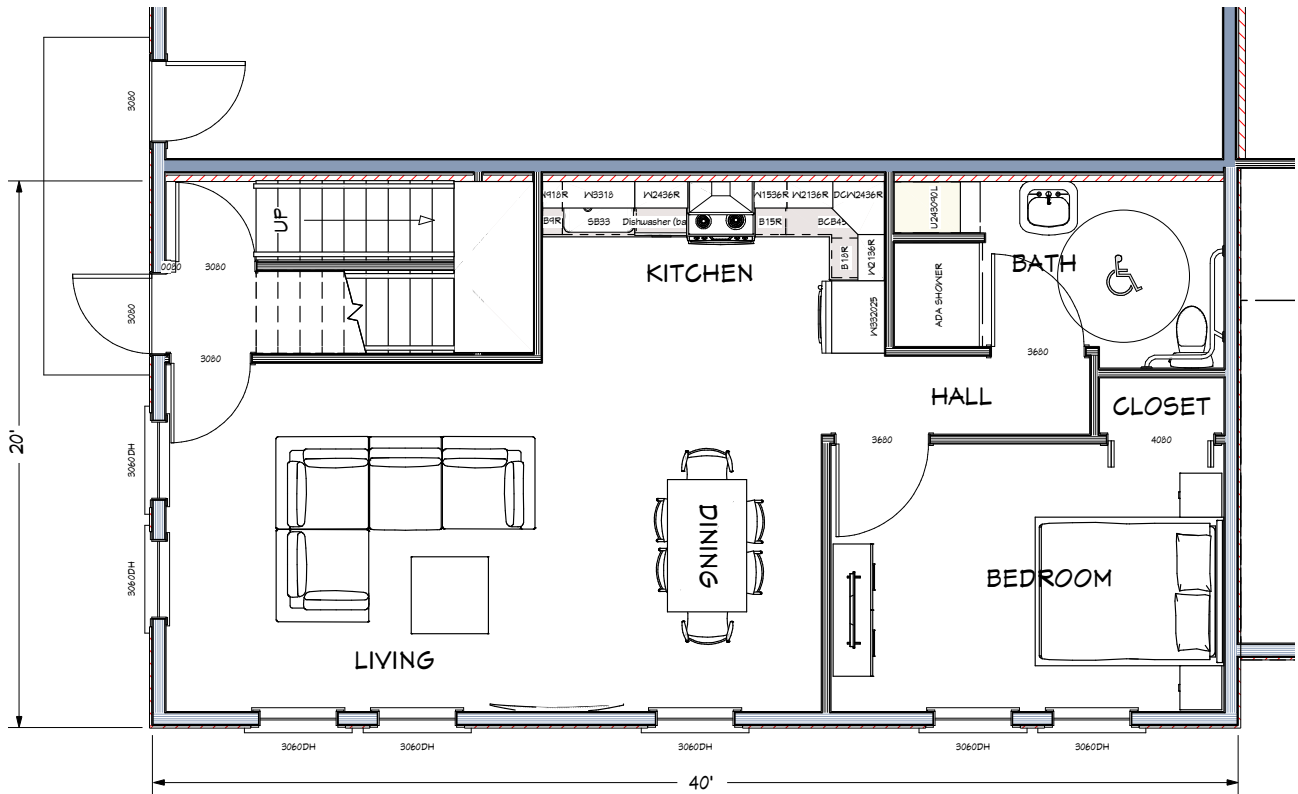
PROPOSED STRUCTURE WEST ELEVATION



EXISTING STRUCTURE SOUTH ELEVATION



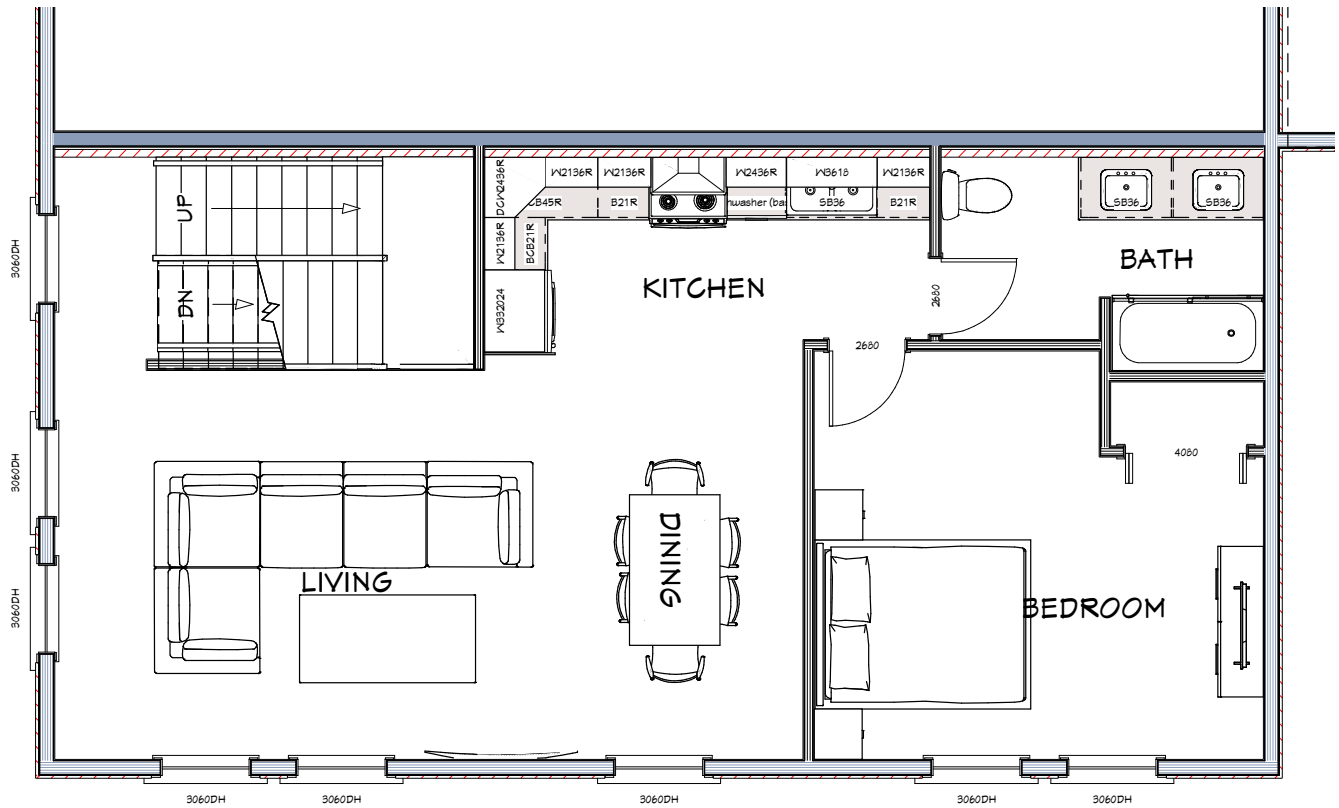
PROPOSED STRUCTURE SOUTH ELEVATION



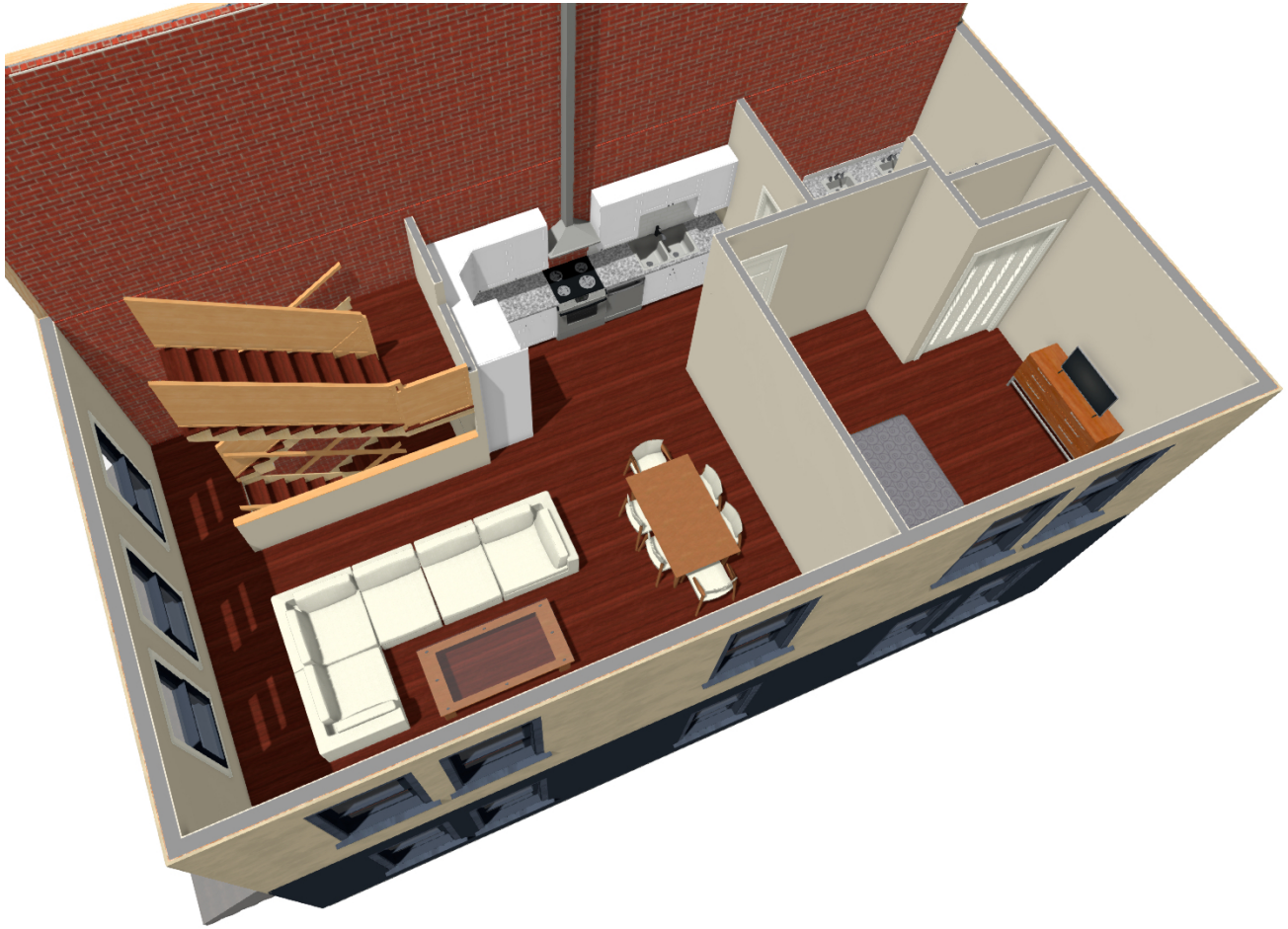
FIRST FLOOR ADA PLAN



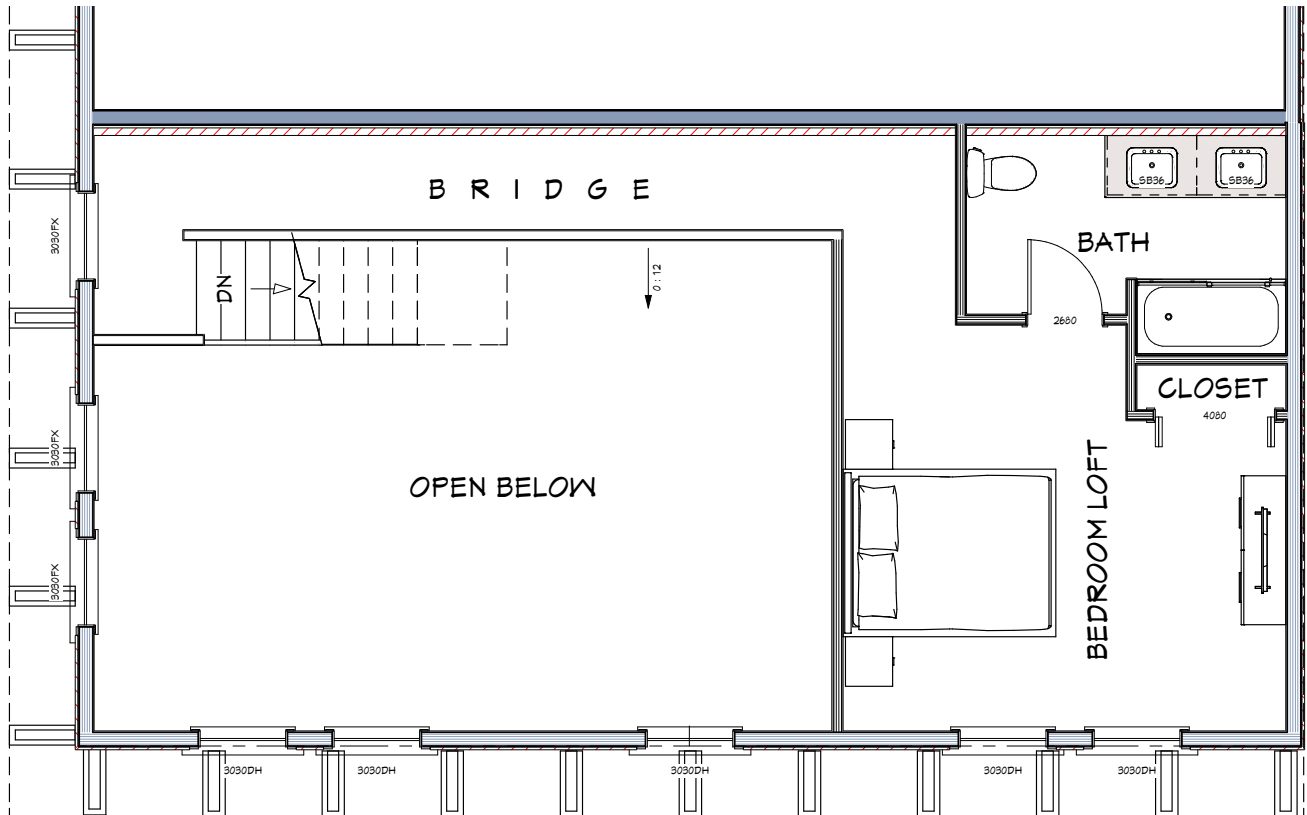
PERSPECTIVE VIEW OF FIRST FLOOR ADA PLAN



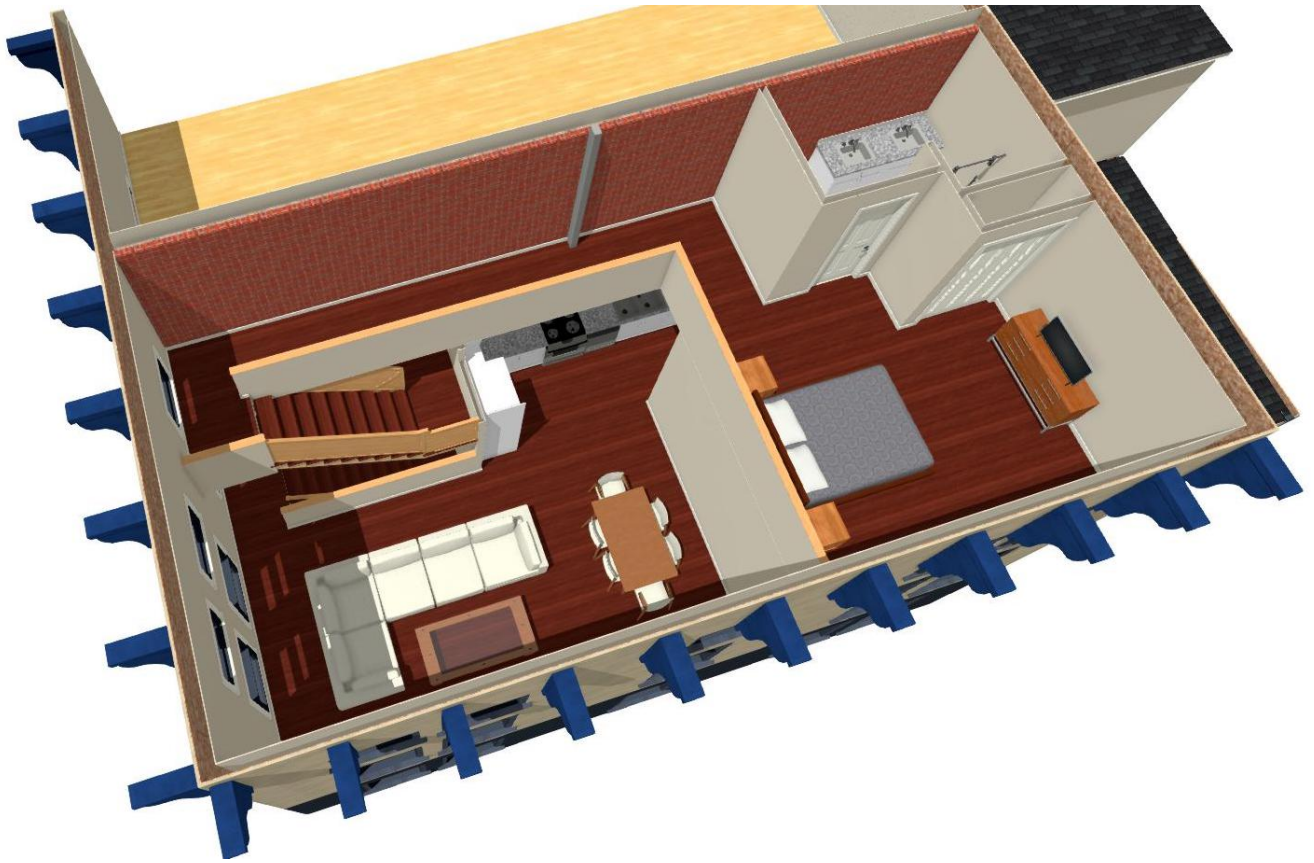
SECOND FLOOR PLAN



PERSPECTIVE VIEW OF SECOND FLOOR PLAN



SECOND FLOOR LOFT PLAN



PERSPECTIVE VIEW OF SECOND FLOOR LOFT PLAN



ADDITION INTERIOR



THE CRACK IN THE WEST WALL

End of the Report.