



City of McMinnville
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EXHIBIT 1 - STAFF REPORT

DATE: October 17, 2019
TO: Historic Landmark Committee Members
FROM: Chuck Darnell, Senior Planner
SUBJECT: PUBLIC MEETING: HL 4-19 (Certificate of Approval for Alteration) –
714 SE Washington Street

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

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

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

Report in Brief:

This is a quasi-judicial review of a “*Certificate of Approval for Alteration*” land use application for alterations to the existing historic landmark and building located at 714 SE Washington Street (Tax Lot 10500, Section 21CB, T. 4 S., R. 4 W., W.M.). Alterations to existing historic landmarks that are designated on the Historic Resources Inventory need to be reviewed and receive approval for how their design complies with McMinnville’s historic preservation standards. Per the McMinnville Municipal Code, the McMinnville Historic Landmarks Committee serves as the decision-making body for the Certificate of Approval review. The applicant, Patrick Donaldson, on behalf of property owner Julia Wright, is requesting the Certificate of Approval for Alteration approval. The Certificate of Approval for Alteration request is subject to the review process described in Section 17.65.060 of the McMinnville Municipal Code (MMC). The Historic Landmarks Committee will make a final decision on the application, subject to appeal as described in Section 17.65.080 of the MMC.

Background:

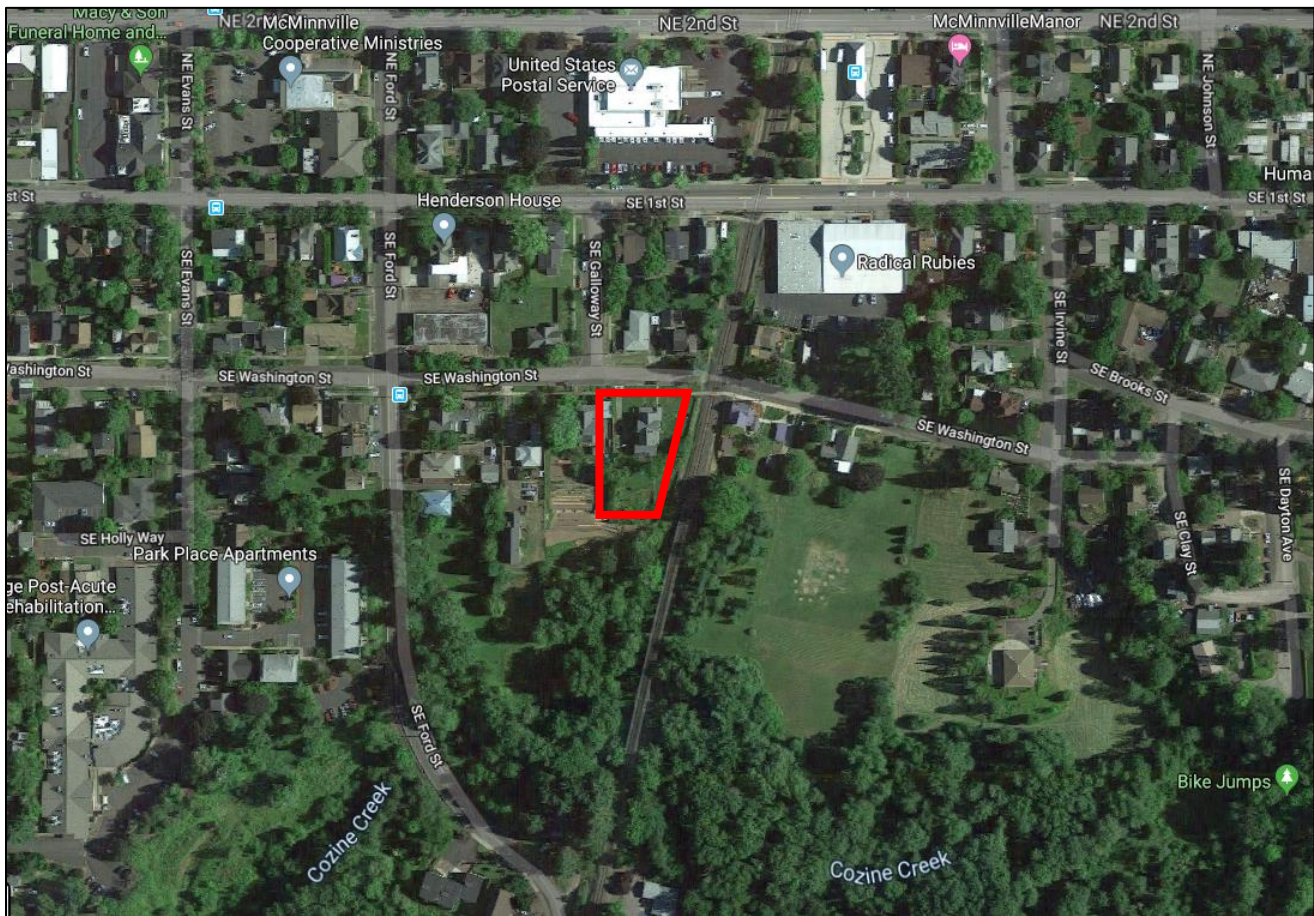
The subject property is located at 714 SE Washington Street. The property identified as Tax Lot 10500, Section 21CB, T. 4 S., R. 4 W., W.M. **See Vicinity Map (Figure 1) below.**

Attachments:

Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 4-19

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Figure 1. Vicinity Map



The existing building on the subject property is listed on the Historic Resources Inventory as a Significant resource (resource number B886).

The applicant provided an overview of their proposal and project in the application narrative, which is as follows:

“The intent of this project is to convert the home and property from a single family residence into a Bed & Breakfast. Through the oral history of the community, it is believed that this residence used to serve as a boarding house for the railroad, as it borders the Southern Pacific rail line. The residence to the east, directly across the tracks, would have also served the railroad in some capacity. A bed & breakfast would be in keeping with how the home was used historically.

The proposed project consists of minor alterations to the existing historic home (Resource No. B886), alterations to the rear addition, the addition of a deck with railings off the first floor to the east and the south, the addition of an open wood trellis on the deck to the south, and the addition of a two car garage with Accessory Dwelling Unit above.

Minor Alterations to the historic home are the removal of a narrow deck to the east with non-historic railing, the addition of an ADA ramp for greater accessibility, and the replacement of the three-panel sliding window with traditional double hung windows as photographed in the 'Original 1983 Survey Photo' (IMAGE A.3). A further alteration would be the removal of the remaining brick chimney due to maintenance and the addition of a metal flue in its place. Where the east deck is removed the porch

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overhead will remain. A more expansive and functional deck will be constructed in its place. The deck will provide outdoor space to visitors to enjoy the site and offers a direct connection to the railroad, a significant element in this site's and town's history.

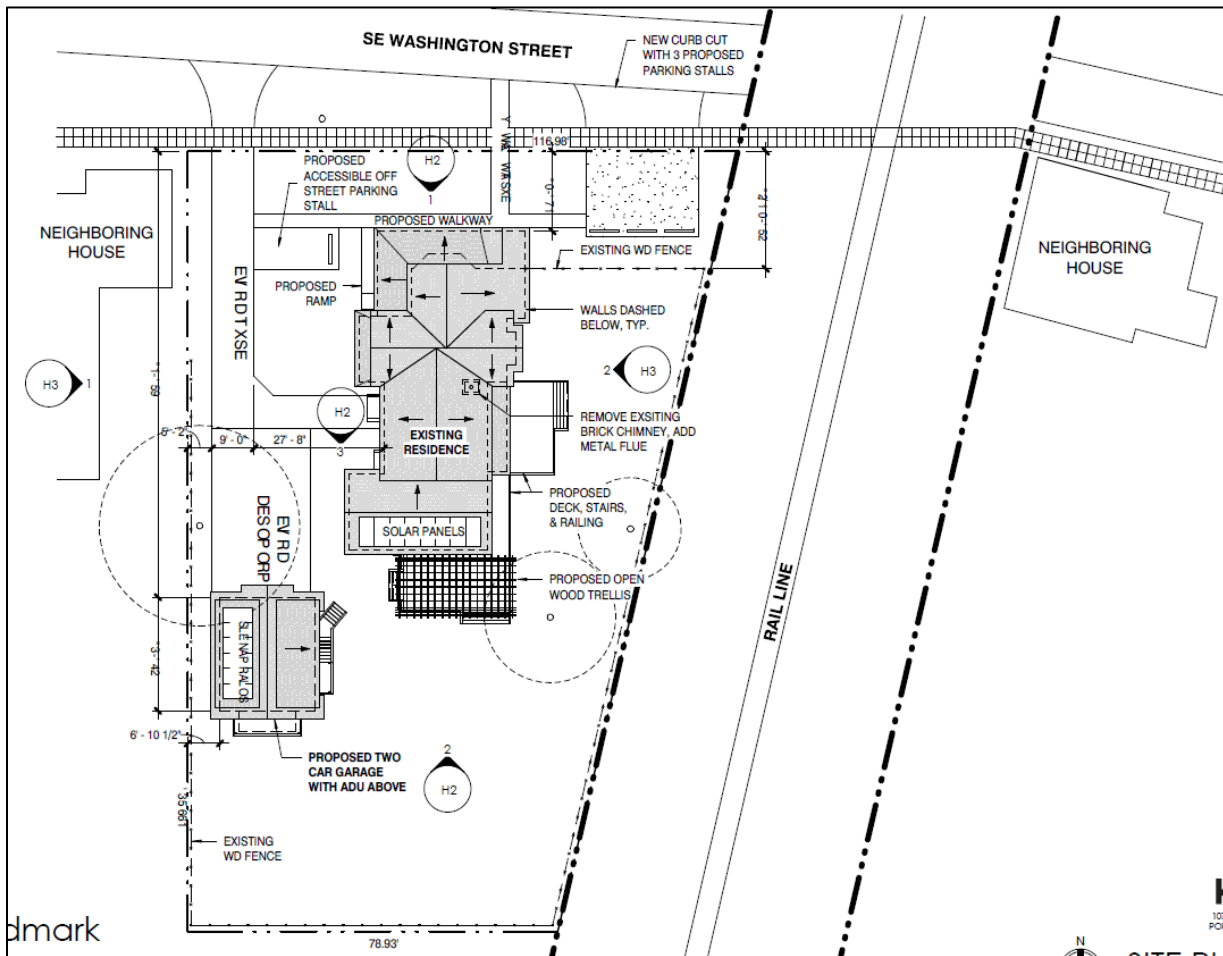
Remaining alterations are concentrated at the rear single story structure, which is believed to be an addition to the original residence (time unknown). These alterations include the addition of a double hung wood window, the removal of an exterior door on the west, the removal of a vinyl window, a wood window, and the rear exterior door to accommodate for a larger opening to the south, and the replacement of a vinyl window from a previous remodel to a more appropriate double hung wood window. Both landings and stairs at side and rear doors will be removed (IMAGE A.1 & A.2).

The open wood trellis will serve for the growing of grapes and their vines, a nod to the significance of this fruit in Yamhill County.”

Discussion:

The applicant has provided a site plan and elevations identifying the improvements that would occur, should the Certificate of Approval for Alteration land-use application be approved. See Site Plan and Elevations (Figure 2 and Figure 3) below.

Figure 2. Site Plan

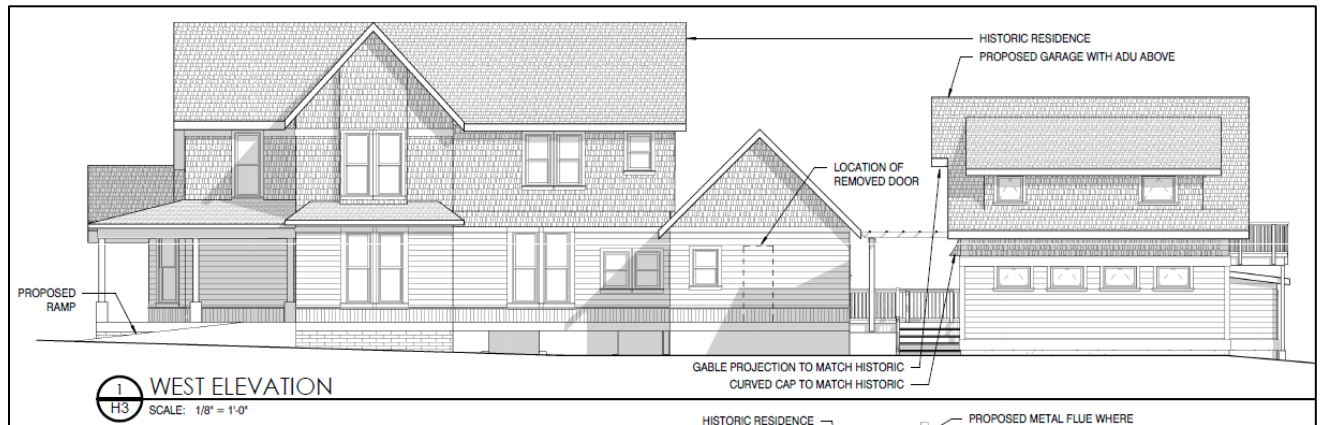
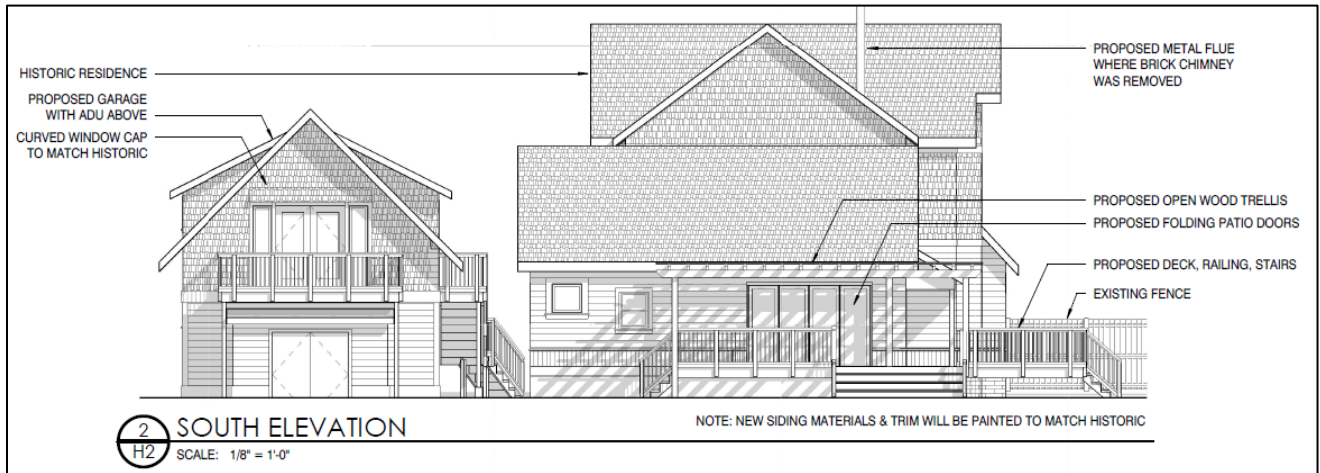
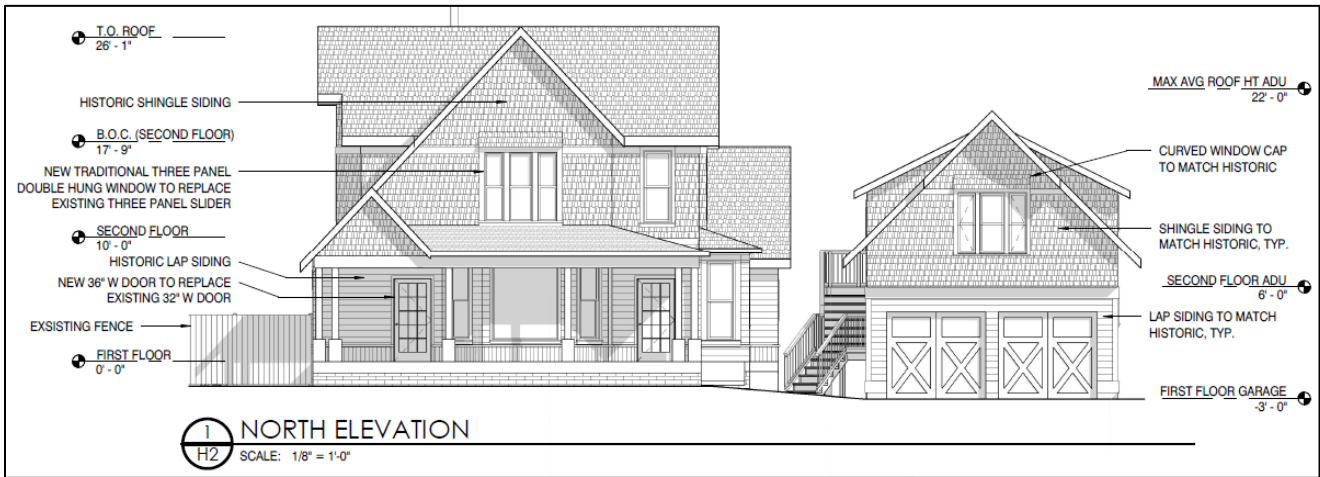


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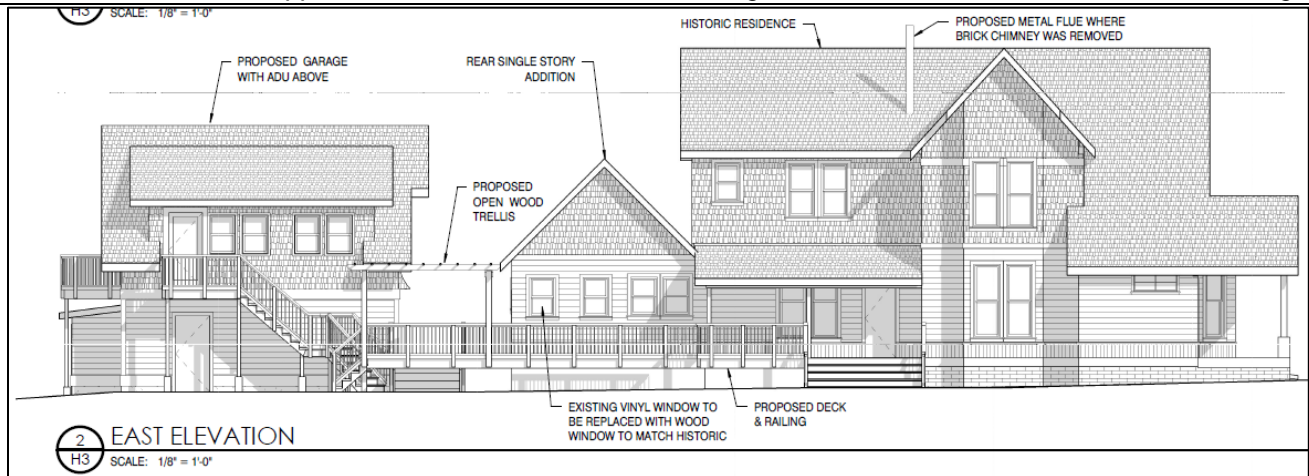
Figure 3. Elevations



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Decisions and/or recommendations for approval of the land use application is dependent upon whether or not the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code. The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria. Attached is a decision document that provides the staff-suggested Findings of Fact and Conclusionary Findings for the land-use application. This document outlines the legal findings on whether or not the application meets the applicable criteria and whether or not there are conditions of approval that if achieved put the application in compliance with the criteria.

The specific review criteria for a Certificate of Approval for Alteration in Section 17.65.060(B) of the MMC require the Historic Landmarks Committee to base each 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 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.
 - b. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
 - c. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
 - d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
 - e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
 - f. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
 - g. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
 - h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

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- i. The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.
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;
4. The value and significance of the historic resource; and
5. The physical condition of the historical resource.

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

Overall, the proposal includes alterations that preserve or re-establish architectural features of the existing historic structure. The applicant is proposing to replace some existing incompatible vinyl windows with wood windows that match and are consistent with most of the other existing windows on the house. One of the windows proposed to be replaced with a more compatible wood window is the prominent window on the upper story of the north and street-facing façade. One of the existing entry doors on the north and street-facing façade of the building is proposed to be replaced and enlarged to allow for adequate accessibility into the structure. The new door will be of a design and material that is more compatible with the historic structure, as the existing door is a replacement door in a more modern and recent replacement. The new door will re-establish a glazed door with a more intricate grid system, consistent with photos of the building from the 1983 Historic Resources Inventory survey work. Conditions of approval are suggested by staff to ensure these replacement windows and doors are of a wood material and include the same design as the existing windows on the historic structure.

Other proposed alterations are focused on less prominent facades of the historic structure, and also on an existing single story addition that was constructed at a later date than the original historic structure. A new deck and railing is proposed on the east and south sides of the building, but will again be replacing incompatible materials with more compatible wood decking and railing materials.

A new, detached garage with an Accessory Dwelling Unit (ADU) is proposed to be constructed on the property. The applicant is proposing to locate the ADU at the rear of the property, behind the existing historic structure and at the end of an existing driveway in a location that is likely the location of an older garage that has now been demolished and removed. The new garage and ADU is proposed to be designed to complement and be compatible with the existing historic structure, carrying forward the same roof pitch, siding materials, and even a decorative curved cap detail that exists on the historic structure over the larger second story windows and the slight gable projection found on the north and east roofs. While these design features will ensure compatibility with the historic structure, but the new structure will also be differentiated from the historic structure through the fact that the structure is detached and that the garage doors are of a design that is different than any other design or fenestration pattern than exists on the existing historic structure.

Based on these elements of the project, staff believes that the applicant’s proposal, along with the findings provided by the applicant, the expanded findings suggested staff in the attached Decision Document, and the suggested conditions of approval, meets the applicable historic preservation review criteria in the City’s code.

Commission Options:

- 1) Close the public hearing and **APPROVE** the application, per the decision document provided which includes the findings of fact.
- 2) **CONTINUE** the public hearing to a specific date and time.

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- 3) Close the public hearing, but **KEEP THE RECORD OPEN** for the receipt of additional written testimony until a specific date and time.
- 4) Close the public hearing and **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation:

Staff recommends approval of the land-use application with the conditions specified in the decision documents. Suggested conditions of approval include:

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

A recommended motion for the land-use application is provided below.

MOTION FOR HL 4-19:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE APPROVE HL 4-19, SUBJECT TO THE CONDITIONS OF APPROVAL PROVIDED IN THE DECISION DOCUMENT.

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