



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
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DECISION, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR THE APPROVAL OF ALTERATIONS TO A HISTORIC LANDMARK LOCATED AT 608 NE 3RD STREET

- DOCKET:** HL 7-20 (Certificate of Approval for Alteration)
- REQUEST:** Approval of alterations to an existing historic landmark and building that is listed on the McMinnville Historic Resources Inventory as a “Distinctive” historic resource (resource number A866), and is also a contributing building to the McMinnville Downtown Historic District. The proposed alteration includes the addition of two louver vents on the alley (south) façade of the building to provide necessary ventilation for a restaurant use within the building.
- LOCATION:** 608 NE 3rd Street. The property is described as Lot 4 and the West ½ of Lot 3, Block 6, Rowlands Addition. The property is also identified as Tax Lot 10400, Section 21BC, T. 4 S., R. 4 W., W.M.
- ZONING:** C-3 (General Commercial)
- APPLICANT:** Ernie Munch, on behalf of property owner Historic 3rd and Ford LLC
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** December 15, 2020
- HEARINGS BODY & ACTION:** McMinnville Historic Landmarks Committee
- HEARING DATE & LOCATION:** January 5, 2021, Zoom Online Meeting
- PROCEDURE:** An application for a Certificate of Approval for Alteration is processed in accordance with the procedures in Section 17.65.060 of the McMinnville Municipal Code.
- CRITERIA:** The applicable criteria for a Certificate of Approval for Alteration are specified in Section 17.65.060(B) of the McMinnville Municipal Code. In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. “Proposals” specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.
- APPEAL:** As specified in Section 17.65.080 of the McMinnville Municipal Code, the Historic Landmarks Committee’s decision may be appealed to the Planning Commission

Attachments:

Attachment 1 – Application and Attachments

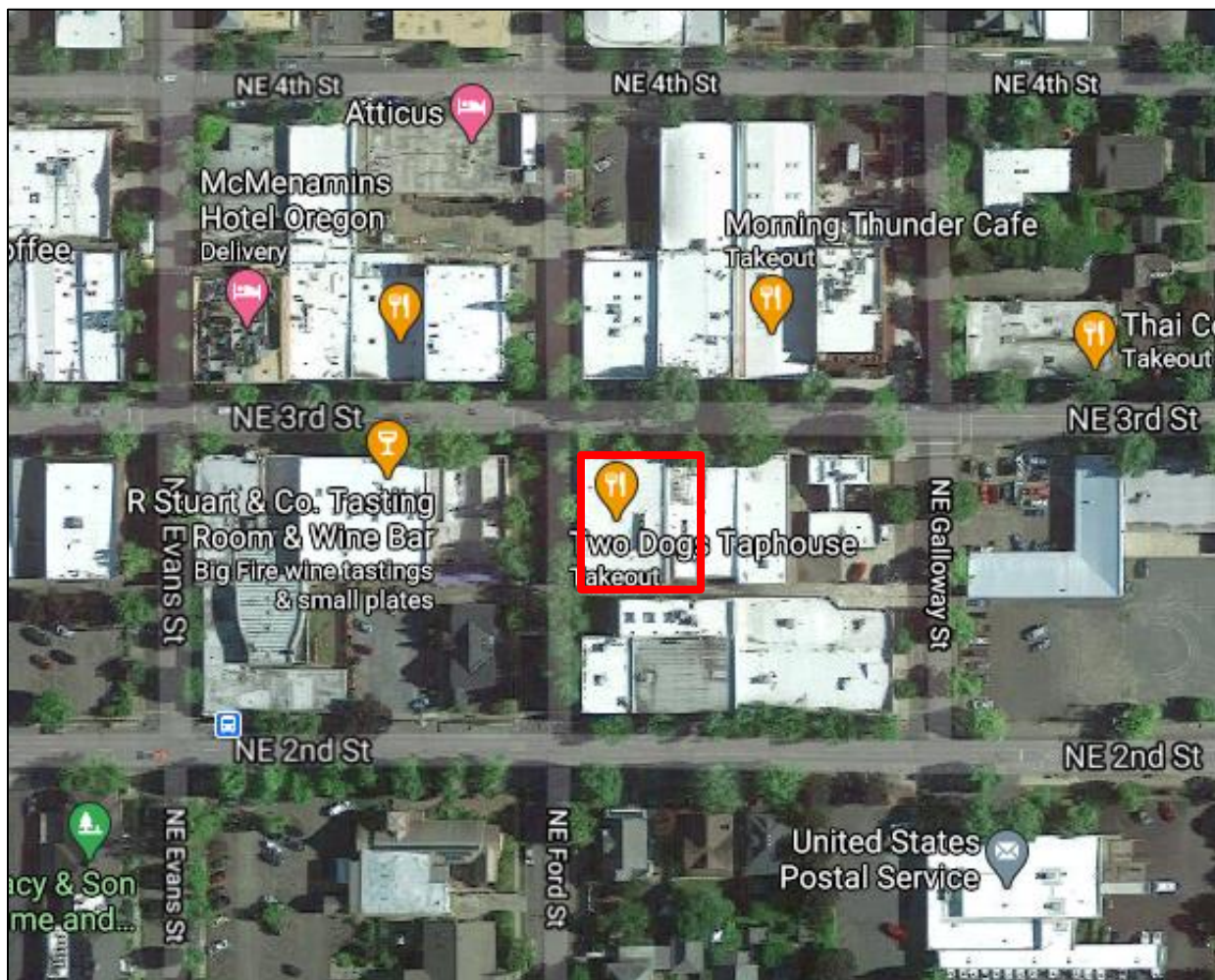
I. APPLICATION SUMMARY:

The applicant has provided information in their application narrative and findings (attached as Attachment 1) regarding the history of the subject site and the request under consideration. Staff has found the information provided to accurately reflect the current land use request and the relevant background, and excerpted portions are provided below to give context to the request, in addition to staff’s comments.

Subject Property & Request

The subject property is located at 608 NE 3rd Street. The property is described as Lot 4 and the West ½ of Lot 3, Block 6, Rowlands Addition. The property is also identified as Tax Lot 10400, Section 21BC, T. 4 S., R. 4 W., W.M. **See Vicinity Map (Figure 1) below.**

Figure 1. Vicinity Map (Property Lines Approximate)



The existing building on the subject property is listed on the Historic Resources Inventory as a Distinctive resource (resource number A866).

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

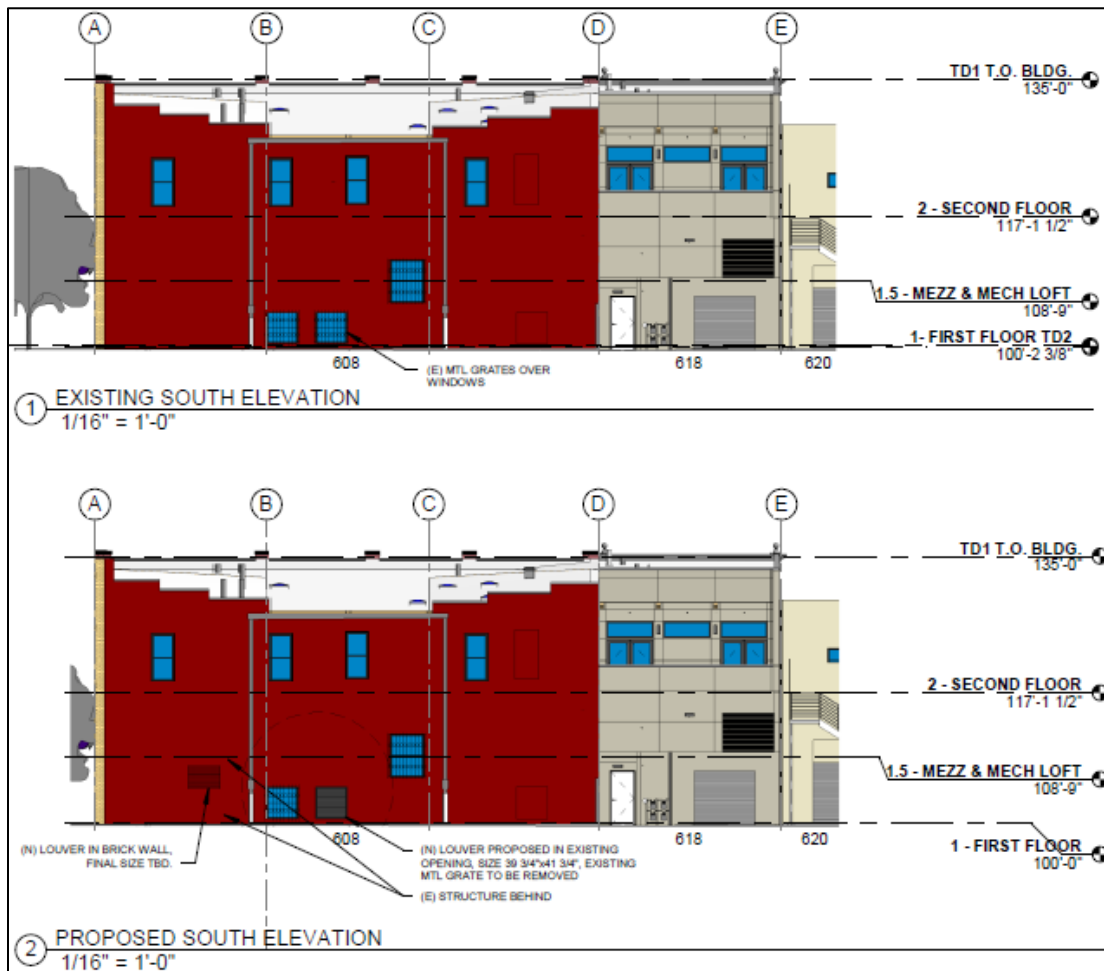
“Two ventilation louvers are proposed to be added to the south/alley façade of the Jameson Hardware Building. One will replace the glass in an existing basement window. The other will be in a new opening. The louvers will be painted to match either the color of the stucco wall, or the color of the window within which they will be placed.

The main floor and the second floor of the Jameson Hardware Building, (built from 1917 to 1919), were renovated in 2017-2020. The first floor is now occupied by a tap house. The second Floor has been renovated a yet to open, seven-unit high end boutique hotel.

The building formally at 618 NE 3rd Street was demolished in favor of a two-story addition to the Jameson Hardware Building. That addition will add two units to the second-floor hotel and host a small high-end restaurant on the ground floor. Because of the constrains of the 618 parcel, (24' x 100'), the restaurant spills over into the basement of the Jameson Hardware Building. The restrooms, and a prep-kitchen are located in that basement, along with a small wine cellar tasting venue.

Permission is requested to add 2 ventilation louvers for a type 2 hood in the basement prep kitchen. The hood will serve a large commercial soup kettle, and 2 baking ovens. It may also serve the compressor units for the walk-in refrigeration, also in the the basement. Given that the upper two floors, and the highly valued north and west brick facades of the Jameson Hardware Building have been fully renovated and restored, the only viable ventilation route is through least valued, alley façade. That façade is no longer original after being covered with stucco in about 2015.”

Elevations identifying the proposed louver alterations are identified below:



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Background

The property was originally surveyed in 1980, which is the date that the “Statement of Historical Significance and Property Description” were drafted and included on the Historic Resources Inventory sheet (resource number A866) for the subject property. The survey photo of the building is dated as 1983. This survey work led to the inclusion of the property on the Historic Resources Inventory, and the Historic Resources Inventory was adopted by the McMinnville City Council on April 14, 1987 by Ordinance 4401. The “Statement of Historical Significance and Property Description” state the following:

“One of the least-changed buildings on the main street, this fine square two-story red brick structure retains its original flavor. It is flat-roofed with projecting chimney. Fenestration is quite regular; the second floor has one-over-one double-hung sash windows and the ground floor has storefront windows superimposed by multi-lighted transoms on the façade (facing north) and square multi-lighted fixed windows on the west elevation. One bay on the façade serves as a stairwell opening. Ornament consists of a simple corbelled brick cornice line, two corbelled brick belt courses, piers from the street to the second floor, simulated quoins, on the second story, and raised window labels, all of contrasting buff-colored brick. The legend “Jameson Hardware Co. Sporting Goods” appears on what is visible of the east elevation. The rear elevation is plain painted brick with irregular fenestration.

The building was erected by J.L. Fletcher in 1904 and occupied by R.M. Wade and Company. Subsequently Evans and Jameson operated and in 1921, Harold Taylor bought into the business. Four apartments upstairs were occupied in the 1920’s by Dr. Wood, the Jameson’s, and the librarian, Mrs. Barton. In 1932, Harold Taylor assumed ownership of the business. Today it is in the hands of his son-in-law, Ethan Dale.”

The City would note that the property and building have changed ownership since the time of the writing of the statement of historical significance above. The building has been significantly updated in recent years to preserve the historical character and allow for new uses within the building. The adjacent building at 618 NE 3rd Street has also been demolished with a new building being constructed in its place and connected to the main Jameson/Taylor Dale building on the corner of 3rd and Ford Streets. That work is described in further detail in land use application docket numbers HL 3-18, HL 1-19, HL 2-19, HL 3-19, DDR 2-18, DDR 2-19, and BLA 8-19.

Summary of Criteria & Issues

The application (HL 7-20) is subject to Certificate of Approval for Alteration review criteria in Section 17.65.060(B) of the McMinnville Municipal Code (MMC). The goals and policies in Volume II of the Comprehensive Plan are also independent approval criteria for all land use decisions.

The specific review criteria for Certificate of Approval for Alteration requests, 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

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- will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
- d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
 - e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
 - f. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
 - g. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
 - h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
 - i. The 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 findings to support the request for a Certificate of Approval for Alteration. These will be discussed in detail in Section VII (Conclusionary Findings) below.

II. CONDITIONS:

1. That the louvers shall be finished as proposed in the application narrative and application materials. Specifically, the louver that will be in a new opening in the building façade shall be constructed as identified on Sheet SD-5 and shall be painted to match the color of the surrounding stucco on the building façade. The louver that will be in the existing window opening shall be constructed as identified on Sheet SD-4 and will be painted to match the color of the remaining windows on the south building façade.

III. ATTACHMENTS:

1. HL 7-20 Application and Attachments (on file with the Planning Department)

IV. COMMENTS:

Agency Comments

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

- McMinnville Building Department
No building code issues.
- McMinnville Water and Light

McMinnville Water & Light has no comments for this historic landmark submittal.

- McMinnville Fire Department

The Fire Department has no issues with this request as long as the addition does not reduce fire department access through the alley.

- Comcast

Comcast has no conflicts or objections to this Development.

Public Comments

Notice of this request was mailed to property owners located within 300 feet of the subject site. As of the date of the Historic Landmarks Committee public meeting on January 5, 2021, no public testimony had been received by the Planning Department.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, Ernie Munch, on behalf of property owner Historic 3rd and Ford LLC, submitted the Certificate of Approval application (HL 7-20) on December 14, 2020.
2. The application was deemed complete on December 15, 2020. Based on that date, the 120 day land use decision time limit expires on April 14, 2021.
3. Notice of the application was referred to the following public agencies for comment in accordance with Section 17.72.120 of the Zoning Ordinance: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Public Works, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas.

Comments received from agencies are addressed in the Decision Document.

4. Notice of the application and the January 5, 2021 Historic Landmarks Committee public meeting was mailed to property owners within 300 feet of the subject property in accordance with Section 17.65.070(C) of the Zoning Ordinance on December 18, 2020.
5. No public testimony was submitted to the Planning Department prior to the Historic Landmarks Committee public meeting.
6. On January 5, 2021, the Historic Landmarks Committee held a duly noticed public hearing to consider the request.

VI. FINDINGS OF FACT – GENERAL FINDINGS

1. **Location:** 608 NE 3rd Street. The property is described as Lot 4 and the West ½ of Lot 3, Block 6, Rowlands Addition. The property is also identified as Tax Lot 10400, Section 21BC, T. 4 S., R. 4 W., W.M.
2. **Size:** Approximately 9,000 square feet

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3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3 (General Commercial)
5. **Overlay Zones/Special Districts:** Downtown Design Standards Area (per Section 17.59.020(A) of the Zoning Ordinance); Reduced Landscaping Requirements Area (per Section 17.57.080); Reduced Parking Requirements Area (per Section 17.60.100).
6. **Current Use:** Commercial – Restaurant and Lodging
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** Historic Resources Inventory – Resource Number A866; Secondary Significant Contributing property in the McMinnville Downtown Historic District.
 - b. **Other:** None
8. **Other Features:** The site is generally flat, and is fully developed. There are no significant or distinguishing natural features associated with the property.
9. **Utilities:**
 - a. **Water:** Water service is available to the subject site.
 - b. **Electric:** Power service is available to the subject site.
 - c. **Sewer:** Sanitary sewer service is available to the subject site.
 - d. **Stormwater:** Storm sewer service is available to the subject site.
 - e. **Other Services:** Other utility services are available to the subject site. Northwest Natural Gas and Comcast is available to serve the site.
10. **Transportation:** The site is adjacent to NE Third Street, which is identified as a major collector in the McMinnville Transportation System Plan. Section 17.53.101 of the McMinnville Municipal Code identifies the right-of-way width for major collector streets as 74 feet. The right-of-way width adjacent to the subject site is only 60 feet, but the site is fully developed and within an area with historic buildings constructed up to the property line. Therefore, no right-of-way dedication is required during the course of development of the properties adjacent to NE Third Street. The site is also bounded on the south by a public right-of-way in the form of a 10 foot wide alleyway.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Certificate of Approval for Alteration are specified in Section 17.65.060(B) of the Zoning Ordinance.

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

Comprehensive Plan Volume II:

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

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans,

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which are sufficient to adequately address applicable goals, polices, and proposals as they apply to this application.

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

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

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

GOAL III 6: INCREASE HERITAGE TOURISM

APPLICANT’S RESPONSE: The afore mentioned structures have not received any public grants. The proposal is not undertaken under interim measures for historic preservation. The proposed vents are important to the uses housed in the historic structure, which promote heritage tourism, and contribute to the economic vitality of the Historic District and the larger community.

Once on line, the hotel and boutique restaurant together will offer a high-end visitor experience and represent something unique to McMinnville and Oregon. They will encourage the continued growth and diversification of McMinnville’s economy, and further cement the city’s role as the cultural and economic center of Yamhill County and the Oregon wine industry.

FINDING: SATISFIED. The City concurs with the applicant’s findings, and adds that the manner in which the alterations are proposed is consistent with other applicable historic preservation review criteria and the Secretary of the Interior Standards as further described below.

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

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

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

APPLICANT’S RESPONSE: None.

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

McMinnville Zoning Ordinance

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

Chapter 17.03. General Provisions

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

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The purpose of the Zoning Ordinance is met by the proposal as described in the Conclusionary Findings contained in this Decision Document.

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.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The applicant, who is representing the property owner, filed an application and request for approval of proposed alterations to the building that is designated as a Distinctive resource on the Historic Resources Inventory. The application was reviewed by the Historic Landmarks Committee within 30 days of the application being deemed complete.

17.65.060 Exterior Alteration or Remodeling. [...]

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

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

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The findings for the applicable Comprehensive Plan policies are provided above.

17.65.060(B)(2)(a). *A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a*

treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.

APPLICANT’S RESPONSE: The proposal supports a new use which will give economic viability to the historic structure and the addition now under construction. The louvers will not disrupt spatial relationships or spaces. The proposal will not interrupt or compromise the highly valued west and north facades. The original brick alley façade was previously covered with stucco.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the proposed method of providing ventilation for the new use maximizes the retention of the historic and character defining distinctive materials and features, those being the historic brick façade, storefront, and window features on the north and west façades of the building. As stated by the applicant, the south façade is not historically significant, as it was replaced with a stucco finish that is not historic to the building. The proposed additions of louvers in the south façade will result in one new opening in the building and the replacement of a window in an existing opening in the building. These openings will occur in the building façade that is less prominent and less historically significant. As proposed to be constructed in the details provided on Sheet SD-4, the proposed louver within the existing window opening could be removed in the future and the window re-established, should the internal use of the building no longer require the ventilation provided by the louver.

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

APPLICANT’S RESPONSE: The louvers will be placed in a non-original stucco finish, not in the highly valued west or north façades. The louvers will not disrupt spatial relationships or spaces.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the proposed method of providing ventilation for the new use maximizes the retention of the historic and character defining distinctive materials and features, those being the historic brick façade, storefront, and window features on the north and west façades of the building. As stated by the applicant, the south façade is not historically significant, as it was replaced with a stucco finish that is not historic to the building.

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

APPLICANT’S RESPONSE: The louvers will fit into the alley landscape but be detailed to distinguish the original opening from the new opening.

FINDING: SATISFIED WITH CONDITION #1. The City partially concurs with the applicant’s findings, in that the louvers are proposed to be finished in a manner that blends in with the existing alley (south) façade and therefore will be visually compatible with the remainder of the building.

The City clarifies that the proposed alteration to add the two louvers to the building façade is not necessary to stabilize, consolidate, or conserve existing historic materials or features. However, the proposed method of construction for the louver that will be placed within an existing window opening will allow for the addition of one of the louvers without a new opening in the building wall. As proposed to be constructed in the details provided on Sheet SD-4, the proposed louver

within the existing window opening could be removed in the future and the window re-established, should the internal use of the building no longer require the ventilation provided by the louver. This will ensure that property is recognized in its physical form at the time of the introduction of the new use (the restaurant within the building), and the documentation of the existing window that will be replaced with a louver within the application materials will provide documentation for any future conversion back to a window.

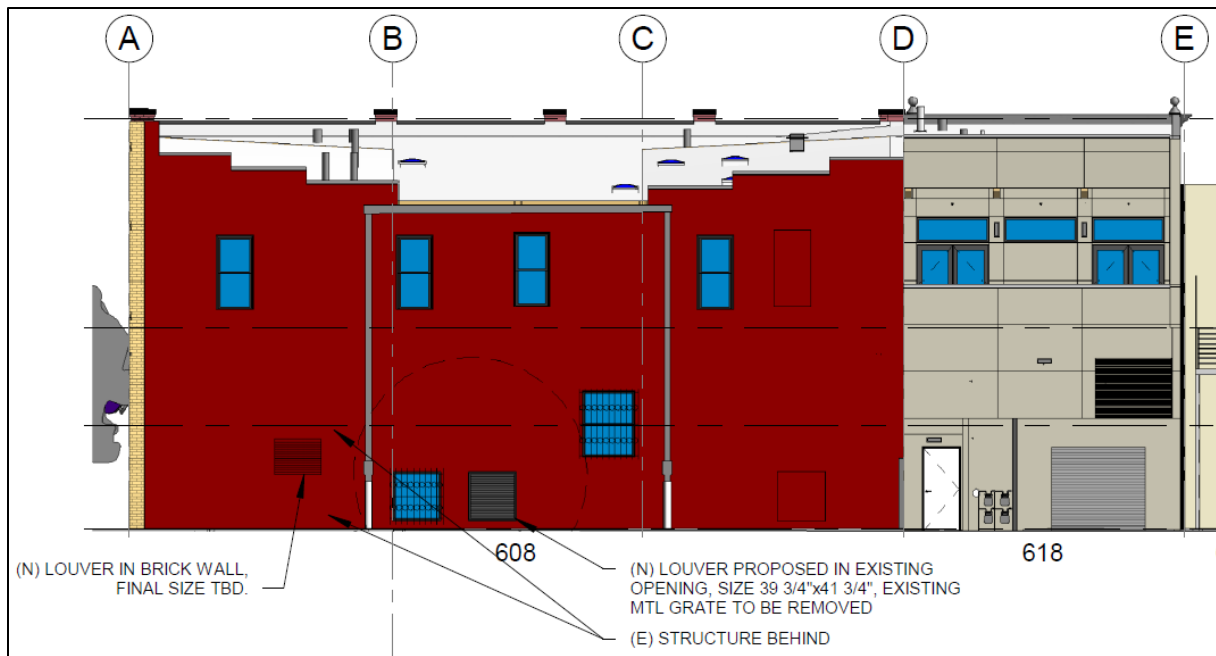
A condition of approval is included to require that the louvers be finished as proposed in the application narrative. Specifically, the louver that will be in a new opening in the building façade shall be constructed as identified on Sheet SD-5 and shall be painted to match the color of the surrounding stucco on the building façade. The louver that will be in the existing window opening shall be constructed as identified on Sheet SD-4 and will be painted to match the color of the remaining windows on the south building façade.

The colors of the south building façade and the windows within in can be seen below in a photo of the existing condition and also in the elevation drawing that identifies the locations of the louvers:



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

APPLICANT'S RESPONSE: The addition to the original Jameson Hardware will be constructed as approved by the Historic Landmarks Committee.

FINDING: SATISFIED. The City concurs with the applicant's findings in that the new building addition to the east of the historic Jameson/Taylor Dale Building will be constructed as reviewed and approved by the Historic Landmarks Committee. However, the City adds that there is no evidence that recent changes to the alley façade of the building have acquired historic significance that require retention or preservation. The existing stucco finish of the alley façade was added approximately four years before the date of this Certificate of Approval application (HL 7-20), and the material is not historically consistent with the remainder of the building. Therefore, the introduction of new opening in the alley façade is being proposed in a location that does not impact one of the building façades that has more historic significance, those being the north and west façades of the building that include the historic brick façade, storefront, and window features.

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

APPLICANT'S RESPONSE: The earlier installed replacement sash in the existing opening will be preserved, and available for reglazing if, in the future, the louver is no longer needed.

FINDING: SATISFIED. The City concurs with the applicant's findings, but adds that the proposed construction of the louver in the window opening, as shown in the details provided on Sheet SD-4, would allow for the louver be removed in the future and the window re-established, should the internal use of the building no longer require the ventilation provided by the louver. Other distinctive materials, features, finishes, and construction techniques present on the building will be preserved by directing the ventilation and the louvers to the alley façade that has already been altered from its historic form and materials.

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

APPLICANT’S RESPONSE: The intervention will not exceed the minimum required while respecting the proportions of the original opening. The earlier installed replacement sash in the existing opening will be preserved.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the addition of the new opening in the building wall is necessary to provide ventilation and return air for the proposed new use within the building. The applicant is proposing one new opening in the rear (alley) façade that is not as historically significant as other facades that would be more impacted by the introduction of a new wall opening, as described in more detail in other applicable findings above. The placement of the second louver within an existing window opening, while resulting in the loss of the window glazing, does avoid an additional opening within the building wall. The proposed construction of the louver in the window opening, as shown in the details provided on Sheet SD-4, would allow for the louver be removed in the future and the window re-established, should the internal use of the building no longer require the ventilation provided by the louver. Therefore, the intervention proposed is found to be appropriate as this window opening and some of its components are being preserved.

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

APPLICANT’S RESPONSE: Other than painting, there will be no physical or chemical treatments.

FINDING: SATISFIED. The City concurs with the applicant’s findings.

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

APPLICANT’S RESPONSE: No archeological resources have been identified.

FINDING: SATISFIED. The City concurs with the applicant’s findings.

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

APPLICANT’S RESPONSE: The Guidelines for Historic Preservation as published by the United States Secretary of the Interior for Rehabilitation call for, “Installing a new mechanical system, if required, so that it results in the least alteration possible to the historic building and its character-defining features.”

The south, alley façade was chosen as the most appropriate area to provide ventilation because it would be least disruptive of the rehabilitation work recently done on the main and upper floors of the historic, because the alley façade was neither in original condition nor highly visible, and because of the three facades, the alley façade is the least valued as an historic resource.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the proposed alterations would 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 and the construction of a new addition, if necessary for a continuing or new use for the historic building.”

The City finds that the proposal does include an alteration, which is only allowed in the Rehabilitation treatment. The proposal involves alterations to two features of the historic landmark including the alley façade and building wall, and also one existing window in the alley façade. The alley façade and building wall would be altered by introducing a new opening in the façade for a louver, and the window would be altered by replacing the window and glazing with a louver within the same opening.

The City finds that the proposal generally protects the character-defining structural components of the historic landmark, in that the major building forms of the structure that are listed in the Historic Resources Inventory would remain, including the brick façade and brick detailing (cornice, belt courses, and piers), storefront window and entrances, and windows. These features were preserved or replaced, as approved, during past rehabilitation work on the building that was reviewed and approved by the City’s Historic Landmarks Committee.

The City’s findings are supported by some of the applicable Rehabilitation guidelines for mechanical systems within historic buildings, which are provided below:

Recommended Guideline: Installing a new mechanical system, if required, so that it results in the least alteration possible to the historic building and its character-defining features.

Recommended Guideline: Installing new mechanical and electrical systems and ducts, pipes, and cables in closets, service areas, and wall cavities to preserve the historic character of the interior space.

Recommended Guideline: Concealing HVAC ductwork in finished interior spaces, when possible, by installing it in secondary spaces (such as closets, attics, basements, or crawl spaces) or in appropriately-located, furred-down soffits.

Not Recommended Guideline: Installing a new mechanical system so that character-defining structural or interior features are radically changed, damaged, or destroyed.

Not Recommended Guideline: Installing systems and ducts, pipes, and cables in walls or ceilings in a manner that results in extensive loss or damage or otherwise obscures historic building materials and character-defining features.

Finding: While not specifically applicable to the City’s standards for historic preservation which focus only on exterior alterations, the proposed ventilation duct work will be installed within the basement of the building, which is in a location that does not impact interior spaces that may have more historic character. The proposed alteration and addition of the two louvers in the building’s exterior on the south building façade protects the character-defining structural components of the historic landmark, in that the major building forms of the structure that are listed in the Historic Resources Inventory would remain, including the brick façade and brick

detailing (cornice, belt courses, and piers), storefront window and entrances, and windows. The alterations are focused in the south façade of the building, which is not as historically significant as the north and west building facades. The south (alley) facade was replaced with a stucco finish that is not historic to the building and is not a prominent building elevation since it fronts on the alley. Therefore, the addition of the required ventilation in this alley façade does not result in extensive loss, damage, or obscuring of historic building materials and character-defining features, which are more prevalent on other facades of the building.

The City's findings are further supported by some of the applicable Rehabilitation guidelines for windows on historic buildings, which are provided below:

Recommended Guideline: Identifying, retaining, and preserving windows and their functional and decorative features that are important to the overall character of the building. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, ogee lugs, glazing, pane configuration, sills, mullions, casings, or brick molds) and related features, such as shutters.

Finding: As described in more detail above, one of the louvers is proposed to be installed within an existing window opening in the south building façade. This results in the loss of one window and its glazing, but does avoid the addition of another opening in the building wall. The proposed construction of the louver in the window opening, as shown in the details provided on Sheet SD-4, would allow for the louver be removed in the future and the window re-established, should the internal use of the building no longer require the ventilation provided by the louver. Other distinctive materials, features, finishes, and construction techniques present on the building will be preserved by directing the ventilation and the louvers to the alley façade that has already been altered from its historic form and materials.

Recommended Guideline: Adding new window openings on rear or other secondary, less visible elevations, if required by a new use. The new openings and the windows in them should be compatible with the overall design of the building but, in most cases, not duplicate the historic fenestration.

Not Recommended Guideline: Changing the number, location, size, or glazing pattern of windows on primary or highly-visible elevations which will alter the historic character of the building.

Not Recommended Guideline: Cutting new openings on character-defining elevations or cutting new openings that damage or destroy significant features.

Not Recommended Guideline: Replacing a window that contributes to the historic character of the building with a new window that is different in design (such as glass divisions or muntin profiles), dimensions, materials (wood, metal, or glass), finish or color, or location that will have a noticeably different appearance from the historic windows, which may negatively impact the character of the building.

Not Recommended Guideline: Removing a character-defining window to conceal mechanical equipment or to provide privacy for a new use of the building by blocking up the opening.

Finding: While not specifically for a window, the new opening in the building wall that will be made for the addition of one of the louvers will be on the rear (south/alley) façade which is a secondary and less visible elevation. This elevation is also less historically significant, as

described in more detail above. The new opening will also not damage or destroy significant features, as it is in the rear façade that has already been altered from its historic form and materials with a more modern stucco finish that is not historic to the building.

The window that is being replaced with the other louver is not a window that contributes greatly to the historic character of the building, as it is within the rear (alley/south) building façade that is not as historically significant as described in more detail above. The alternative to the removal of this window would be to direct the ventilation ductwork to another area in the rear façade, which would result in an additional opening in the building wall, or to direct the ventilation ductwork to either the west or north building facades which would impact more character-defining features of the building. The City has determined that the addition of the louver either within the brick façade or within another existing window on the west or north façades would have more negative impacts on the historic character of the building than the location as proposed on the rear (alley/south) façade.

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

APPLICANT'S RESPONSE: The provision of ventilation for a basement type 2 hood is critical to the viability of the boutique restaurant on the first floor of the addition to the Jameson Hardware Building. The restaurant will support the economic viability of that recently rehabilitated historic landmark.

FINDING: SATISFIED. The City concurs with the applicant's findings, in that the proposed addition of ventilation to allow for a restaurant use within the building is important to the economic use of the historic resource and to economically support the overall rehabilitation of the historic landmark. The City adds that the proposed alterations are reasonable, based on the overall goal of avoiding alterations or impacts to the more character defining building facades and historic materials on the north and west facades of the building. The reasonableness of the proposed action is further supported in the findings for other applicable review criteria, particularly in the findings for the Secretary of the Interior Standards that are further described above.

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

APPLICANT'S RESPONSE: Despite its misclassification, the Jameson Hardware Building is a primary contributor to McMinnville's Downtown Historic District. Its rehabilitation is integral with the Owners' vision to provide a guest an up-scale experience with a boutique hotel and restaurant. Provision of a prep kitchen in the basement of the landmark is vital to the success that vision.

FINDING: SATISFIED. The City concurs with the applicant's findings, and adds that the proposal generally protects the character-defining structural components of the historic resource, in that the major building forms of the structure that are listed in the Historic Resources Inventory would remain, including the brick façade and brick detailing (cornice, belt courses, and piers), storefront window and entrances, and windows. These features were preserved or replaced, as approved, during past rehabilitation work on the building that was reviewed and approved by the City's Historic Landmarks Committee. The currently proposed alterations avoid impacts to the more historically significant building facades, and focus the alterations on the rear (alley/south) façade that is less prominent and already heavily altered. This focus on the avoidance of the character defining and historically significant features of the building will

preserve the value and significance of the historic resource while still allowing the alteration to occur.

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

APPLICANT’S RESPONSE: The historic Jameson Hardware Building has been recently been rehabilitated is ready for the next 100 years. It is now being fitted with an addition appropriate to McMinnville’s Downtown Historic District. It’s going to be great.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the currently proposed alterations avoid impacts to the more historically significant building facades that have been recently rehabilitated and preserved, and instead focuses the alterations on the rear (alley/south) façade that is less prominent and already heavily altered. The existing stucco finish of the rear (alley/south) façade was added approximately four years before the submittal of this Certificate of Approval application (HL 7-20), and the material is not historically consistent with the remainder of the building. Therefore, the introduction of new opening in the alley façade is being proposed in a location that does not impact a building façade that has significant historic significance, that being the historic brick façade, storefront, and window features on the north and west façades of the building.

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