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**SENT VIA EMAIL**

October 16, 2021

Amy & Silas Halloran-Steiner  
17504 SW Masonville Road  
McMinnville, OR 97128  
silashalloransteiner@gmail.com

Re: Downtown Design Review Approval – DDR 1-21 Amendment

Dear Mr. & Mrs. Halloran-Steiner:

This is to advise you that, at a meeting of the McMinnville Historic Landmarks Committee on Thursday, October 14, 2021, your application to amend the land-use decision for Downtown Design Review for New Construction (DDR 1-21) was reviewed and studied. The property in question is located at 631 NE First Street, and is also identified as Tax Lot 11300, Section 21BC, T. 4 S., R. 4 W., W.M.

Based on the material submitted, the testimony received, and the review criteria in Section 17.59.040 of the McMinnville Municipal Code, the Historic Landmarks Committee voted to **APPROVE** the application, subject to conditions.

Enclosed for your records is a copy of the signed land use Decision Document which includes the Historic Landmarks Committee's decision with Findings of Fact, Conclusionary Findings, and Conditions of Approval.

The Downtown Design Review for New Construction (DDR 1-21 Amended) approval included conditions of approval, which are included in your land use Decision Document. We have also outlined those conditions of approval below. Please note that we are providing the conditions of approval within this letter as a courtesy. The official Decision Document with the Findings of Fact, Conclusionary Findings and Conditions of Approval is a separate document and is enclosed with this letter for the applicant and is also on file with the Planning Department.

**Downtown Design Review for New Construction (DDR 1-21) Conditions of Approval**

1. The vertical reveal joint trim of the painted cementitious panels of the first two stories of the southside of the building (First Street) shall be flangeless.
2. Outside corner details of the painted cementitious panels and reveal joint trim shall be submitted for approval by staff and the Historic Landmarks Committee Chair prior to installation of panels and joint trim.

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Pursuant to Section 17.59.030(E) of the McMinnville Municipal Code, a decision by the Historic Landmarks Committee may be appealed to the Planning Commission within fifteen (15) days of the date of this letter. If no appeal is filed with the Planning Department on or before October 31, 2021, the decision of the Historic Landmarks Committee will be final.

If you have any questions regarding this matter, please feel free to contact me at (503) 434-7330.

Sincerely,



Heather Richards  
Planning Director

HR

c: Marcia Mikesh, [marcia@goodhut.com](mailto:marcia@goodhut.com) – SENT VIA EMAIL

Enclosure:

*Decision, Conditions, Findings of Fact and Conclusionary Findings of the McMinnville Historic Landmarks Committee for the Approval of a New Building at 631 NE 1<sup>st</sup> Street Within the Downtown Design Area (Docket DDR 1-21 Amendment)*