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SENT VIA EMAIL

September 3, 2021

Dave Rucklos
McMinnville Downtown Association
105 NE 3rd Street
McMinnville, OR 97128
dave@downtownmcminnville.com

Re: 300, 303, 406 & 546 NE 3rd Street – Certificate of Approval for Alteration Approval

Dear Mr. Rucklos:

This is to advise you that, at a meeting of the McMinnville Historic Landmarks Committee on Wednesday, September 1, 2021, your application for a Certificate of Approval for Alteration (HL 4-21) for proposed alterations to multiple historic landmarks was reviewed and studied. The subject properties are located at 300, 303, 406, and 546 NE 3rd Street. The subject properties are also identified as Tax Lots 8700, 6400, 9500, and 9700, Section 21BC, T. 4 S., R. 4 W., W.M.

Based on the material submitted, the testimony received, and the review criteria in Section 17.65.060(B) 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 Certificate of Approval for Alteration (HL 4-21) 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.

Certificate of Approval for Alteration (HL 4-21) Conditions of Approval

1. That the lighting fixtures installed shall be the style proposed, but in the manufacturer's black color option instead of the bronze color originally proposed.
2. That the applicant shall make slight adjustments in the placement of light fixtures on each façade to ensure symmetry and coordination with adjacent building features, such as

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windows. The applicant shall coordinate with Committee Member Branch to finalize the exact locations of the light fixtures prior to installation, as described on the record during the Historic Landmarks Committee meeting on September 1, 2021.

Pursuant to Section 17.65.080(A) of the McMinnville City 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 September 18, 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,



Chuck Darnell
Senior Planner

CD

Enclosures:

Decision, Findings of Fact, Conditions and Conclusionary Findings of the McMinnville Historic Landmarks Committee for the Approval of Alterations to Four Historic Landmarks Located at 300, 303, 406 & 546 NE 3rd Street (Docket HL 4-21)