



**CITY OF MCMINNVILLE
PLANNING DEPARTMENT**
231 NE FIFTH STREET
MCMINNVILLE, OR 97128

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www.mcminnvilleoregon.gov

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 AND 546 NE 3RD STREET

- DOCKET:** HL 4-21 (Certificate of Approval for Alteration)
- REQUEST:** Approval of alterations to four (4) existing historic landmarks that are listed on the McMinnville Historic Resources Inventory and also contributing buildings within the McMinnville Downtown Historic District. The proposed alterations include the addition of three (3) to four (4) exterior-mounted wall lights and associated conduit on the side façade of each of the four (4) buildings to provide enhanced lighting and safety along the sides of the buildings between 3rd Street and the public parking to the north or south along 4th Street and 2nd Street.
- LOCATION:** 300, 303, 406 and 546 NE 3rd Street. The properties are also identified as Tax Lots 8700, 6400, 9500, and 9700, Section 21BC, T. 4 S., R. 4 W., W.M.
- ZONING:** C-3 (General Commercial)
- APPLICANT:** McMinnville Downtown Association, on behalf of each of the four (4) property owners
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** August 16, 2021
- HEARINGS BODY & ACTION:** McMinnville Historic Landmarks Committee
- HEARING DATE & LOCATION:** September 1, 2021, Zoom Online Meeting ID 817 2794 7951
- 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.

Attachments:

Attachment 1 – Application and Attachments

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 within fifteen (15) days of the date written notice of decision is mailed. The City’s final decision is subject to a 120 day processing timeline, including resolution of any local appeal.

COMMENTS: This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Public Works; Yamhill County Planning Department; Frontier Communications; Comcast; Northwest Natural Gas; and Oregon Department of Transportation. Their comments are provided in this document.

RECOMMENDATION

Based on the findings and conclusionary findings, the Historic Landmarks Committee finds the applicable criteria are satisfied with conditions and **APPROVES** the Certificate of Approval for Alteration (HL 4-21), **subject to conditions**.

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DECISION: APPROVAL WITH CONDITIONS
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Planning Department: 
Heather Richards, Planning Director

Date: September 3, 2021

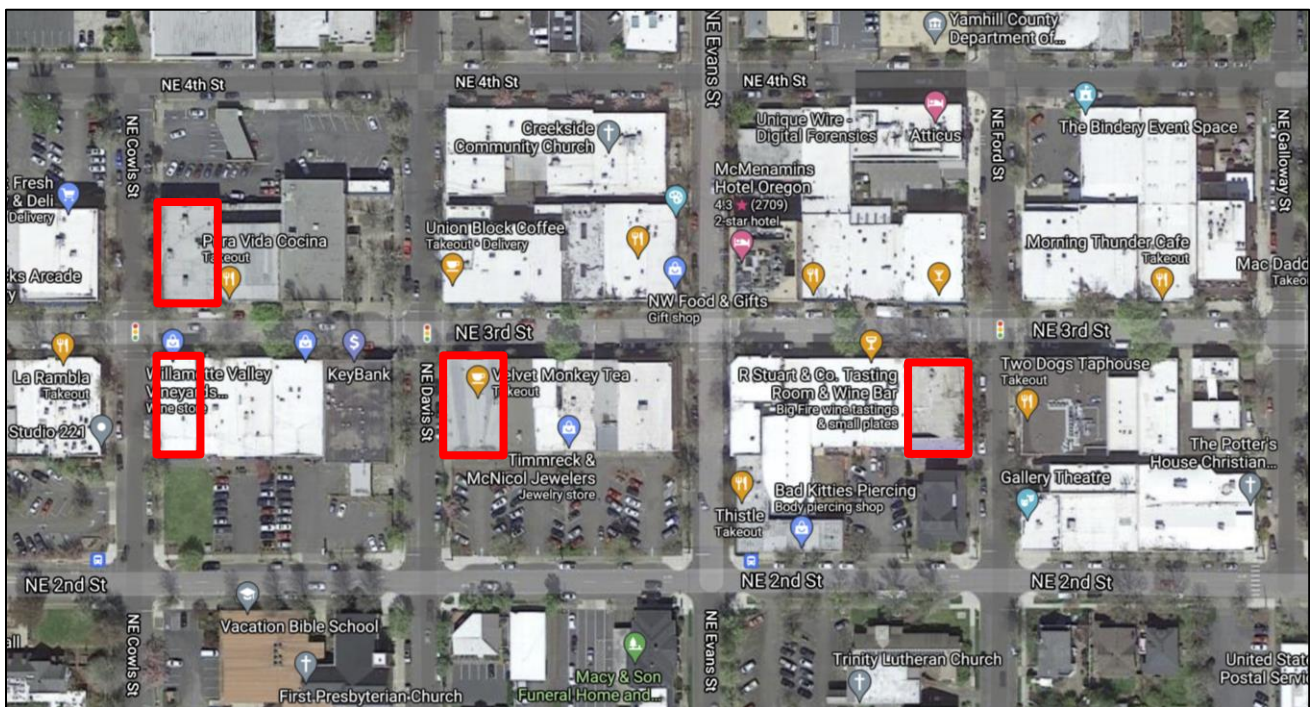
I. APPLICATION SUMMARY:

The applicant has provided information in their application narrative and findings (attached as Attachment 1) regarding 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 properties are located at 300, 303, 406 and 546 NE 3rd Street. The properties are also identified as Tax Lot 8700, 6400, 9500, and 9700, Section 21BC, T. 4 S., R. 4 W., W.M. **See Vicinity Map (Figure 1) below.**

Figure 1. Vicinity Map (Property Lines Approximate)



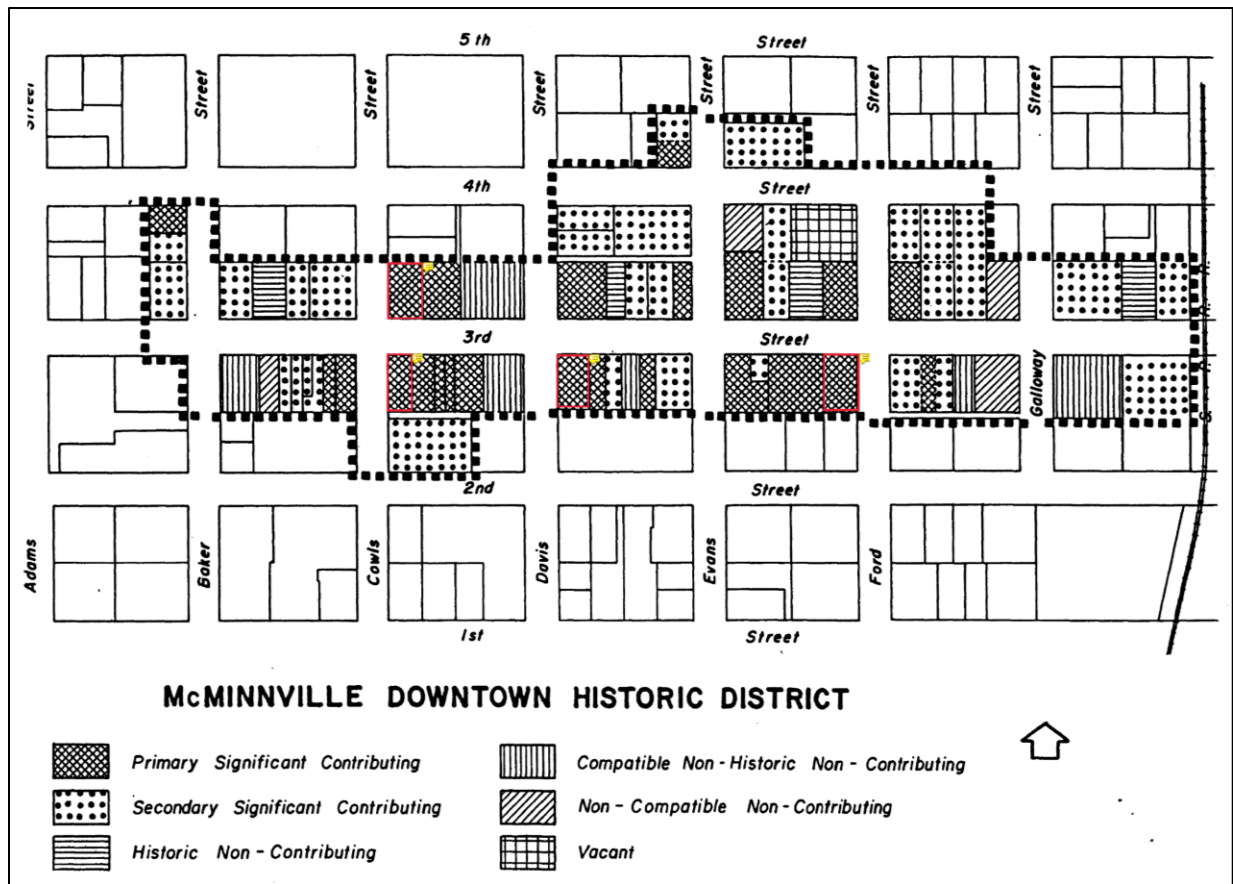
The existing buildings are listed on the Historic Resources Inventory as follows:

- 300 NE 3rd Street – Distinctive resource (resource number A450)
- 303 NE 3rd Street – Significant Resource (resource number B449)
- 406 NE 3rd Street – Distinctive Resource (resource number A476)
- 546 NE 3rd Street – Environmental Resource (resource number D856)

The existing buildings are all listed as “Primary Significant Contributing” within the McMinnville Downtown Historic District that is listed on the National Register of Historic Places, which makes the buildings subject to the City of McMinnville’s Certificate of Approval and historic preservation review processes. A map identifying the buildings within the McMinnville Downtown Historic District is provided below:

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

“The MDA in association with Visit McMinnville pursued and was awarded a grant from Travel Oregon for downtown improvements enhancing the Dine Out(Side) initiative. Key to this request was addressing lighting improvements to corridors leading to back-lot parking areas.

Safety

With 3rd Street closed for 18 weekends June-September, parking has been eliminated to make room for outdoor dining. Cross streets have remained open accommodating parking in near proximity, and city parking lots located behind 3rd Street businesses are in greater use by evening customers. Each weekend evening approximately 600 residents and visitors are seen frequenting food and beverage establishments. Safe pedestrian passage is paramount to ensuring that the experience is positive. Improved lighting achieves this objective not only for Dine Out but when shorter days of winter are upon us.

Property Protection

Over the past 18 months there has been an increase in vandalism pertaining to graffiti marking of buildings. This has led to property owner expense in elimination of repainting of facades in the downtown core. The greatest impediment to vandalism is increased lighting of dark corridors and public spaces.

The Project

In cooperation with the MDA Design Committee (Rob Stephenson, Patti Webb, Kent Taylor, Chuck Darnell, Patty Sorensen), the Passageway Lighting Project was proposed as part of the grant application to meet the above concerns. Careful thought was given as to how application of additional lighting could be achieved both affordably and without jeopardizing building character. Zack Geary and Jeb McMullen (McMullen Electric) were asked to evaluate potential building locations and the feasibility to install aesthetically pleasing yet commercially rated fixtures for installation. The MDA looked to a recent project implemented in downtown Vancouver entitled “Spruce the Couve”. This initiative too was undertaken with similar reasoning as to safety and property protection. Elements of their project have been adopted for use here in McMinnville.

Project Material and Installation

- Four passageway corridors have been identified for lighting installation. All four property owners of buildings impacted have agreed to the project as defined:
- Three to four Bronze Gooseneck Barn Lights with 14 inch caged domes would be installed on each building at a height ranging from 12-15 feet in height (See Destination Lighting tech sheet and building photographs that illustrate location and dimensions).
303 NE 3rd Street- 4 lights on west wall, 2 lights on north wall
300 NE 3rd Street- 3 lights on west wall
406 NE 3rd Street- 3 lights on west wall
546 NE 3rd Street- 3 lights on east wall
- Electrical supply would be run through ½” conduit to minimize visual appearance.
- Electrical runs would be installed at building horizontal lines, cornices or 2nd story transitions to conceal appearance.

303 NE 3rd Street- Conduit would be attached immediately below the 2nd story brick overhang transition line. Conduit would be painted to match building exterior color.

300 NE 3rd Street- Conduit would be attached at the 1st and 2nd story paint transition line. Conduit would be painted to match the tan-colored upper exterior.

406 NE 3rd Street- Conduit would be attached at the brick and stucco transition line below 2nd story window casing. Conduit would be painted to match the mauve-colored upper stucco exterior or salmon-colored lower brick exterior depending upon best concealment.

546 NE 3rd Street- Conduit would be attached at the 1st and 2nd story paint transition line. Conduit would be painted to match the salmon-colored upper façade or dark brown-colored lower façade depending upon best concealment.

- To achieve connection with fixtures needing to be hung at a height above or below conduit line, drop runs would be used to supply power.
- Electrical connection points would use existing power sources in an effort to reduce or eliminate the need for new dedicated electrical service (see photos for each building).

303 NE 3rd Street- Connection outlet is located between the far right and 2nd light fixture below the conduit line on Cowls Street.

300 NE 3rd Street- Connection outlet is located above the rear Cowls Street doorway to an existing light outlet.

406 NE 3rd Street- Connection outlet is located beneath the canopy at the back entrance to Cupcake Couture on Davis Street.

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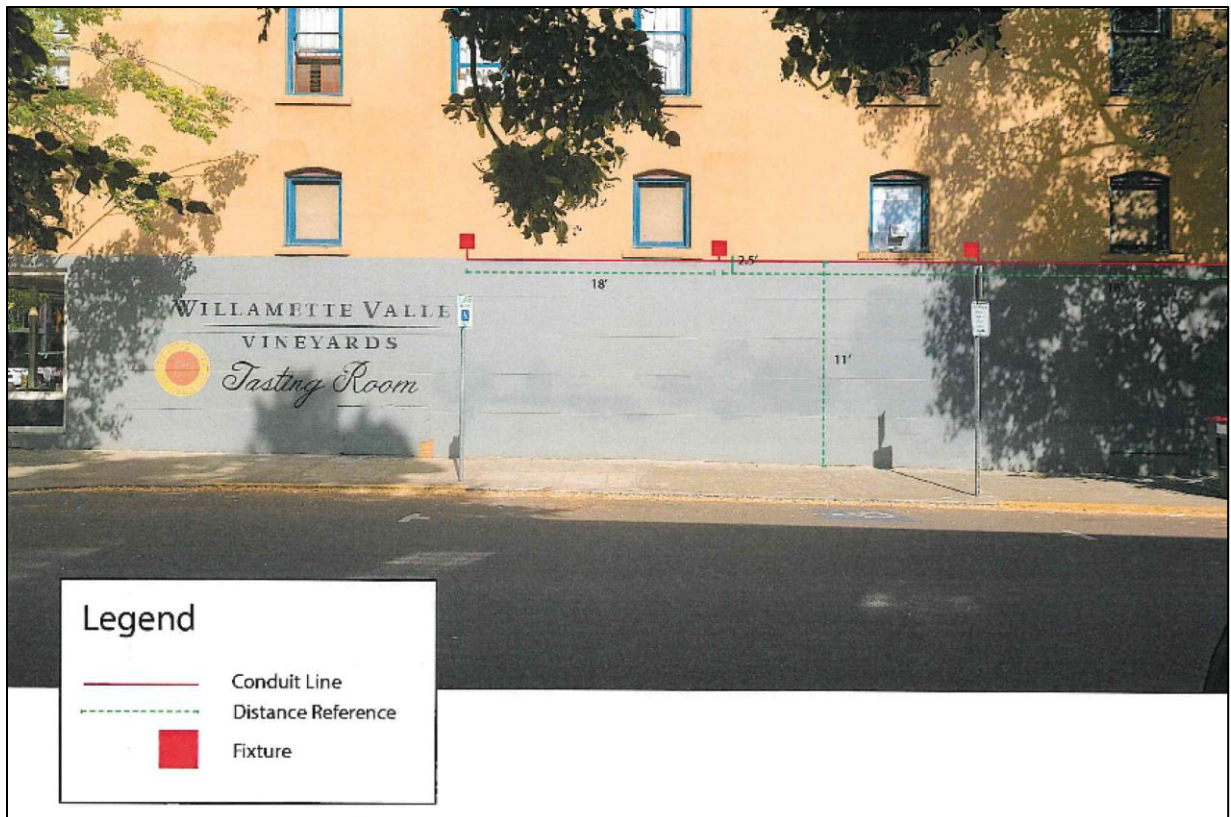
546 NE 3rd Street- Connection outlet is located at the front of the building on along paint transition line on 3rd Street

- All lights would be LED rated and would be activated by a knuckle photo eye sensitive to day and night light changes. ”

The lighting fixture proposed is identified below:

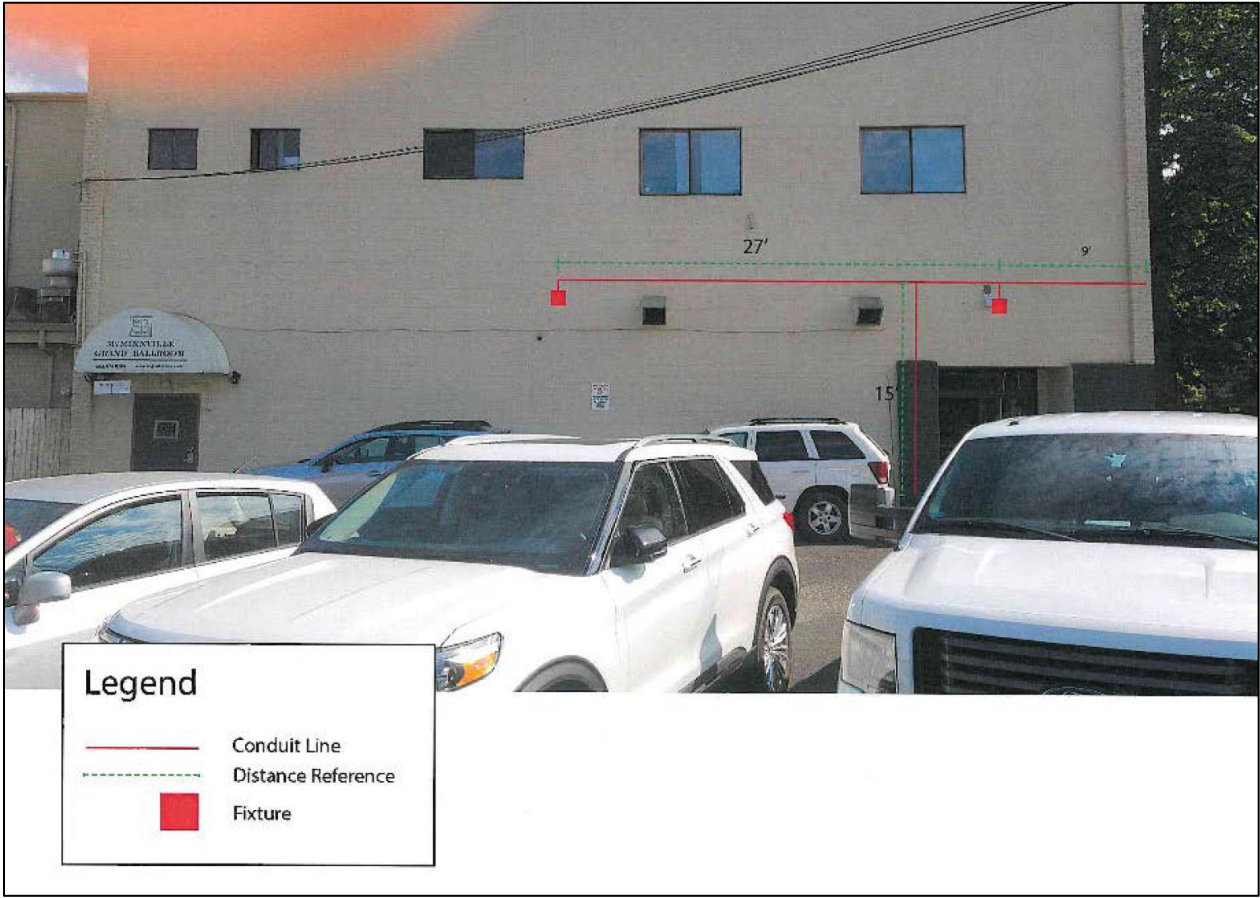
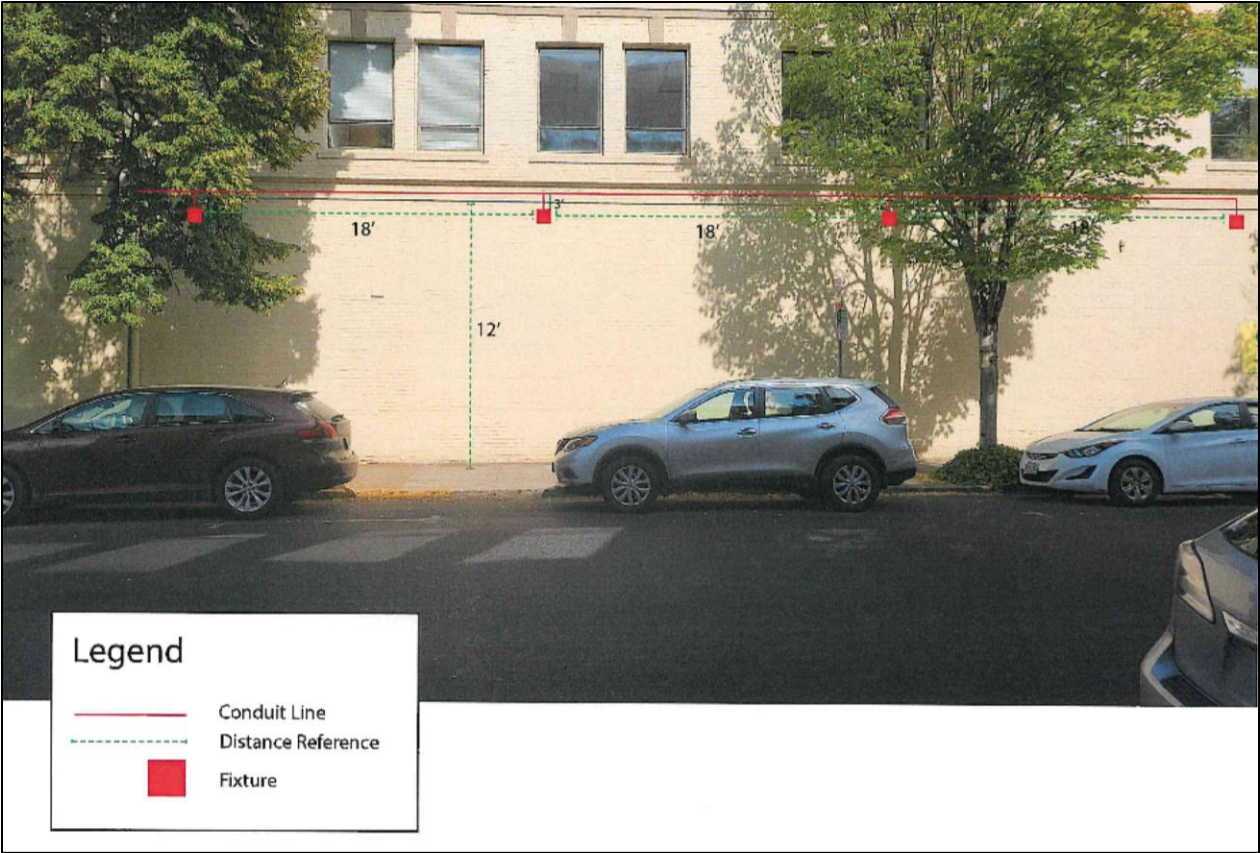


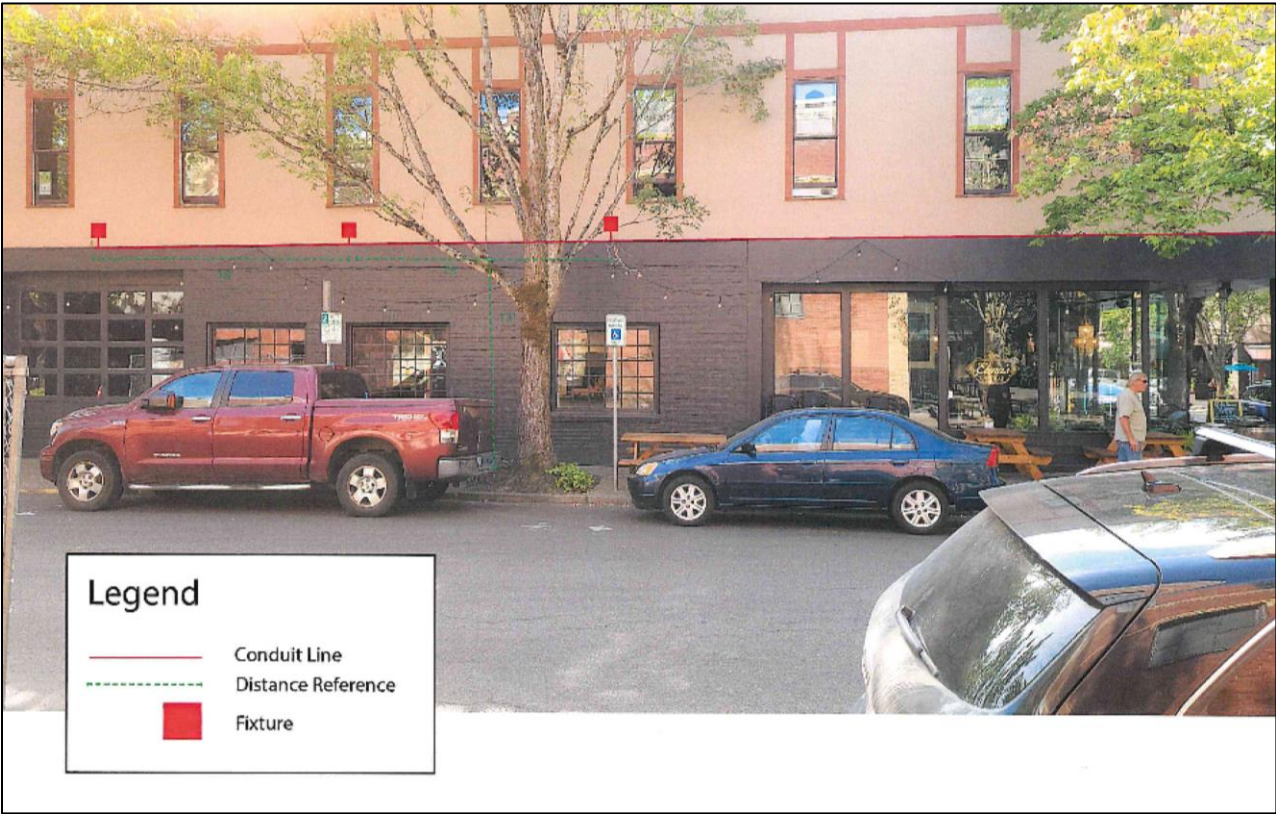
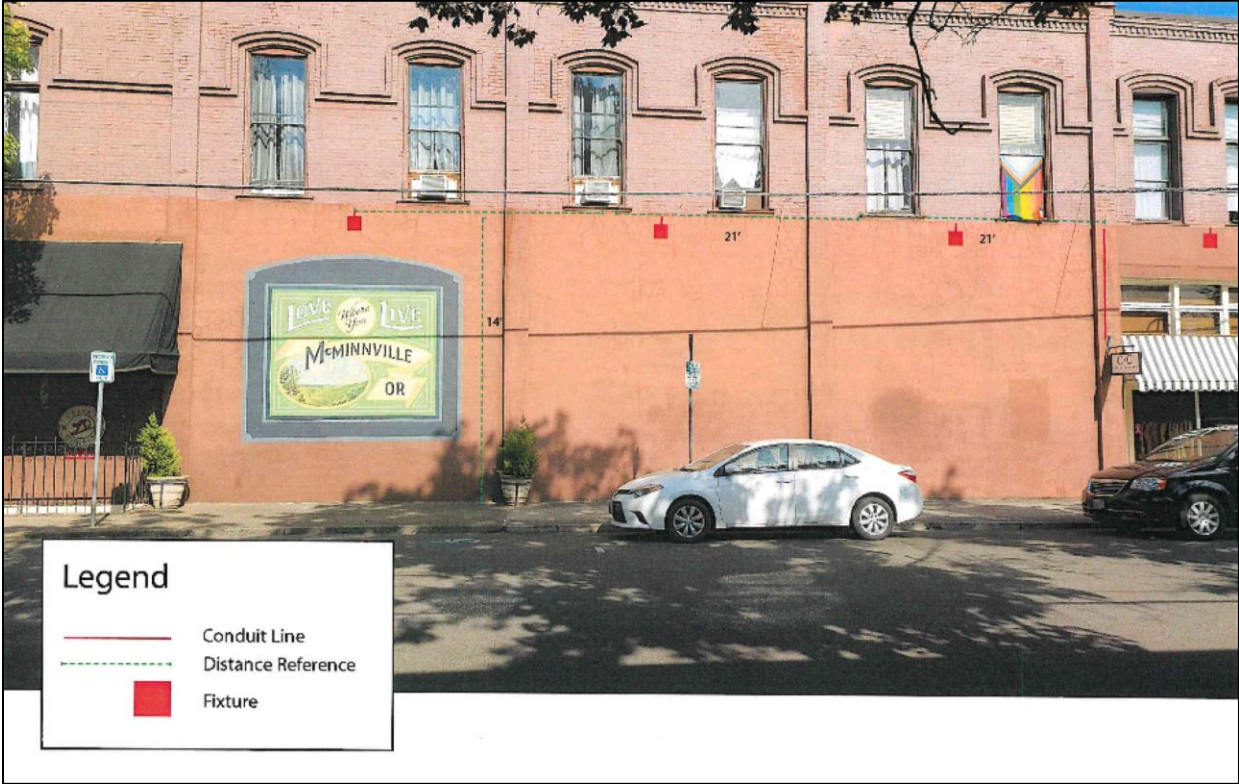
Photos of each building wall with proposed lighting installations are identified below:



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Background

The properties were all 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 sheets for the subject properties. This survey work led to the inclusion of the buildings and properties on the Historic Resources Inventory, and the Historic Resources Inventory was adopted by the McMinnville City Council on April 14, 1987 by Ordinance 4401.

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 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.

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II. CONDITIONS:

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 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.

III. ATTACHMENTS:

1. HL 4-21 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. No comments in opposition were received.

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 September 1, 2021, one item of public testimony had been received by the Planning Department.

1. Jerry Hart, Property Owner at 330/340 NE Evans Street
 - a. Email received on August 23, 2021 – Comments expressed support of the proposal.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, McMinnville Downtown Association, on behalf of each of the four (4) property owners, submitted the Certificate of Approval application (HL 4-21) on August 4, 2021.
2. The application was deemed complete on August 16, 2021. Based on that date, the 120 day land use decision time limit expires on December 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.

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4. Notice of the application and the September 1, 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 August 19, 2021.
5. One item of public testimony was submitted to the Planning Department prior to the Historic Landmarks Committee public meeting. Public testimony is on file with the Planning Department.
6. On September 1, 2021, the Historic Landmarks Committee held a duly noticed public hearing to consider the request.

VI. FINDINGS OF FACT – GENERAL FINDINGS

1. **Location:** 300, 303, 406 and 546 NE 3rd Street. The properties are also identified as Tax Lots 8700, 6400, 9500, and 9700, Section 21BC, Section 21BC, T. 4 S., R. 4 W., W.M.
2. **Size:** Various
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 – Various Uses including Retail, Office, Restaurant, and Lodging
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** Historic Resources Inventory – Resource Numbers A450, B449, A476, and D586; All buildings are Primary Significant Contributing within the McMinnville Downtown Historic District.
 - b. **Other:** None
8. **Other Features:** The sites are generally flat, and are fully developed. There are no significant or distinguishing natural features associated with the properties.
9. **Utilities:**
 - a. **Water:** Water service are available to the subject sites.
 - b. **Electric:** Power service are available to the subject sites.
 - c. **Sewer:** Sanitary sewer service are available to the subject sites.
 - d. **Stormwater:** Storm sewer service are available to the subject sites.
 - e. **Other Services:** Other utility services are available to the subject sites. Northwest Natural Gas and Comcast are available to serve the sites.
10. **Transportation:** The sites are 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. Some of the sites are also bounded on the south by a public right-of-way in the form of a 10 foot wide alleyway.

Attachments:

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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, which are sufficient to adequately address applicable goals, policies, 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 passageway lighting project will achieve these goals in that it does not require and change to each buildings physical exterior other than attachment of lighting fixtures. Increased safety is the overwhelming objective which will have a positive influence on visitor (tourist) and resident experience in navigating the historic district.

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

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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 buildings that are designated as Primary Significant Contributing buildings within the McMinnville Downtown Historic District that is listed on the National Register for Historic Places. 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:

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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: Light fixtures to be used in the project reflect a historical appearance and will be used consistently on all passageway areas. Electrical runs will follow building lines that separate ground floor from second story exterior transitions.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the proposed method of providing lighting for the pedestrian ways adjacent to each building maximizes the retention of the historic and character defining distinctive materials and features, those being the historic brick and stucco façades and storefront window features on the 3rd Street façades of each building. The side building facades are still historically significant and contain historic features that contribute to the integrity of the buildings, but are not as prominent as the front or 3rd Street building facades. The lighting installations are proposed to be constructed as exterior alterations and exterior connections, so the proposed lighting fixtures and conduit could be removed in the future and the building walls re-exposed, should the building owners or larger historic district no longer require lighting of the pedestrian ways along each side building façade.

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: There will be no alteration of historic materials and fixture locations have been spatially identified to avoid visual imbalances.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the proposed method of providing exterior lighting maximizes the retention of the historic and character defining distinctive materials and features, those being the historic brick and stucco façades and storefront window features on the 3rd Street façades of each building. The mounting of the equipment will be an alteration to the side and rear building façades to allow for the attachment of conduit and lighting fixtures, but otherwise the historic character, materials, and features will be retained and preserved. The applicant is also proposing to mount the conduit in as minimal a size as possible, in locations on the building wall that will assist in minimizing the visual appearance of the conduit (along existing horizontal lines on buildings, etc.), and is proposing to conceal the conduit through painting to match the existing exterior colors of the buildings.

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.*

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APPLICANT’S RESPONSE: Project materials (fixtures) will be documented for further reference and project expansion should additional passageways be identified for lighting need in the future.

FINDING: SATISFIED WITH CONDITION #1. The City partially concurs with the applicant’s findings. However, the City adds that the proposed lighting installation is proposed to be complete in a manner that blends in with the existing side and rear building façades, and therefore will be visually compatible with the remainder of the buildings. In order to ensure visual compatibility with the buildings and the other streetlights within the downtown district, a condition of approval is included to require that the lighting fixtures installed be the manufacturer’s black color option instead of the bronze originally proposed.

The City clarifies that the proposed alteration to add exterior lighting is not necessary to stabilize, consolidate, or conserve existing historic materials or features. However, the lighting installations are proposed to be constructed as exterior alterations and exterior connections, so the proposed lighting fixtures and conduit could be removed in the future and the building walls re-exposed, should the building owners or larger historic district no longer require lighting of the pedestrian ways along each side building façade. This will ensure that property is recognized in its physical form at the time of the introduction of the new exterior lighting (the restaurant within the building), and the documentation of the existing building conditions within the application materials will provide documentation for any future removal or reconfiguration of the exterior lighting.

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: No changes will be made to each property relative to historic significance.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that there is no evidence that recent changes to the side or rear façades of the buildings have acquired historic significance that require retention or preservation. The City adds that the introduction of new exterior lighting is being proposed in locations that do not impact the building façades that have more prominence along the front or 3rd Street building facades, and those façades also include the historic brick and stucco façades and storefront window features referenced in the Historic Resources Inventory survey sheets for each building.

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: All distinctive materials, features or finishes and construction techniques will be preserved. Painting of conduit and attachment straps will conceal appearance to blend with façade exterior.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the lighting installations are proposed to be constructed as exterior alterations and exterior connections, so the proposed lighting fixtures and conduit could be removed in the future and the building walls re-exposed, should the building owners or larger historic district no longer require lighting of the pedestrian ways along each side building façade. Other distinctive materials, features, finishes, and construction techniques present on the buildings will be preserved by the proposed mounting of lighting and conduit in locations that do not impact significant architectural features such as windows or architectural detailing.

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: Electrical ½ inch conduit lines will be painted to match exterior building color and will be attached along building lines that separate ground floor from second story exterior transitions.

FINDING: SATISFIED. The City concurs with the applicant’s findings, but adds that the proposed installation of exterior lighting is not being completed to repair or replace any distinctive historical feature or material.

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: No treatments that cause damage to historic materials will be used.

FINDING: SATISFIED. The City concurs with the applicant’s findings, and adds that the only chemical-related treatment proposed involves painting which is not inconsistent with existing building finishes.

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, and adds that no excavation or site disturbance will be necessary for the proposed scope of work.

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 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 proposal does include an alteration, which is only allowed in the Rehabilitation treatment. The proposal involves the addition of new lighting to the exterior of the building walls, which is therefore an alteration.

The proposal is 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 for these Mechanical System Guidelines: Electrical runs will be purposely camouflaged in their locations and color-matched to the building's exterior.

The proposal is supported by some of the applicable Rehabilitation guidelines for brick and stucco on historic buildings, which are provided below:

Recommended Guideline: Identifying, retaining and preserving masonry features that are important in defining the overall historic character of the building (such as walls, brackets, railings, cornices, window and door surrounds, steps, and columns) and decorative ornament and other details, such as tooling and bonding patterns, coatings, and color.

Not Recommended Guideline: Altering masonry features which are important in defining the overall historic character of the building so that, as a result, the character is diminished.

Finding for these Brick and Stucco Guidelines: There will be no alteration to masonry features beyond attachment of fixtures to exterior façade so as not to diminish historic character of the buildings selected.

FINDING: SATISFIED WITH CONDITION #2. The City concurs with the applicant's findings, but adds that the proposal generally protects the character-defining structural components of the historic landmark, in that the major building forms and features of each building that are listed in the Historic Resources Inventory would remain, including the brick and stucco façades, brick and other architectural detailing (cornice, belt courses, and piers), storefront windows and entrances, and windows. Outside of the mounting of the lighting fixtures and conduit, there will be no significant impact to the buildings and the exterior mounting is being proposed in a manner that will have as little alteration as possible. The proposed locations of conduit, along with concealment techniques including painting to match the exterior building façade, will result in less visual identification of the conduit. The light fixtures and conduit are not proposed in a manner that would radically change, damage, or destroy the buildings' character-defining features.

In order to ensure that the light fixtures do not obscure any character-defining features, a condition of approval is included to require that the applicant make slight adjustments in the placement of light fixtures on each façade to ensure symmetry and coordination with adjacent building features, such as windows. The condition specifies that the applicant shall coordinate with Committee Member Branch to finalize the exact locations of the light fixtures, as described on the record during the Historic Landmarks Committee meeting on September 1, 2021.

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: It is in the public interest to provide safe corridors for pedestrian movement. Increased lighting will also contribute toward reduction in vandalism of each historic building selected.

FINDING: SATISFIED. The City concurs with the applicant's findings, in that the proposed addition of exterior lighting will have a benefit to the public interest in increased safety within the public spaces adjacent to each building. 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 features and materials on each 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: All four buildings selected are designated "primary" relative to historical significance. Although each has undergone various alternations, each remains important cornerstones to McMinnville's 3rd Street access.

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 and features of each building that are listed in the Historic Resources Inventory would remain, including the brick and stucco façades, brick and other architectural detailing (cornice, belt courses, and piers), storefront windows and entrances, and windows. The currently proposed alterations avoid impacts to the more prominent building facades that front onto 3rd Street, and focus the alterations on the side and rear façades that are less prominent and in some cases are already more utilitarian in nature. This focus on the avoidance of the character defining and historically significant features of the buildings 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: Each building is in good or moderate condition.

FINDING: SATISFIED. The City concurs with the applicant's findings, but adds that the currently proposed alterations avoid impacts to the more prominent building facades that front onto 3rd Street, and focus the alterations on the side and rear façades that are less prominent and in some cases are already more utilitarian in nature. Outside of the mounting of the lighting fixtures and conduit, there will be no significant impact to the physical condition of the buildings.

CD

Attachments:

Attachment 1 – Application and Attachments