



231 NE Fifth Street • McMinnville, Oregon 97128 • www.mcminnvilleoregon.gov

May 22, 2018

Ernie Munch
EMA Architecture, LLC
111 SW Oak Street
Portland, OR 97204

Re: Certificate of Approval (HL 3-18) and Downtown Design Review (DDR 2-18) Requests

Dear Mr. Munch:

This is to advise you that, at a meeting of the McMinnville Historic Landmarks Committee on Tuesday, May 15, 2018, your applications for a Certificate of Approval (HL 3-18) and Downtown Design Review (DDR 2-18) to alter a historic landmark were reviewed and studied. The subject historic landmark is designated as resource A866, and is located on the property at 608 NE 3rd Street. The subject property is more specifically described as Tax Lot 10400, Section 21BC, T. 4 S., R. 4 W., W.M.

Based on the material submitted and the testimony received, the Historic Landmarks Committee voted to **APPROVE** your Certificate of Approval application (HL 3-18), subject to conditions. The Historic Landmarks Committee also voted to **APPROVE** your Downtown Design Review application (DDR 2-18). Attached are the land-use decisions with the Findings of Fact and Conclusionary Findings to support the Historic Landmarks Committee's decisions.

We have also outlined the conditions of approval applicable to the Certificate of Approval application (HL 3-18) below:

1. That the distinctive features of the storefront system on the north and west facades described in the National Register of Historic Places nomination, including the original bronze fasteners that connect the plate glass and the wood framing system, be retained and repaired.
2. That the replacement door providing access to the second story be wood to be consistent with the original building materials on the ground floor of the building. The final details of the replacement door shall be reviewed and approved by the Planning Director prior to installation.
3. That all other replacement doors, including the double doors and garage door on the west façade, be wood and be replicated to have the same design as the existing original doors.

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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 June 6, 2018, 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
Associate Planner

CD:sjs

c: Heather Richards, Planning Director
Seth Caillat, Historic Third & Ford, LLC

Attachment: *Decision, Findings of Fact and Conclusionary Findings of the McMinnville Historic Landmarks Committee for Approval of the Alteration of a Historic Landmark at 608 NE 3rd Street and Located in the Downtown Historic District. (Docket HL 3-18)*

Decision, Findings of Fact and Conclusionary Findings of the McMinnville Historic Landmarks Committee for Approval of the Alteration of a Historic Landmark at 608 NE 3rd Street Within the Downtown Design Area and Also for a Waiver from Some Downtown Design Standards. (Docket DDR 2-18)