



PLANNING DEPARTMENT, 231 NE Fifth Street, McMinnville, Oregon 97128  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

---

**PUBLIC MEETING NOTICE**  
**HISTORIC LANDMARKS COMMITTEE REVIEW OF A**  
**HISTORIC RESOURCE ALTERATION REQUEST**

NOTICE IS HEREBY GIVEN that an application for the alteration of a historic landmark at 219 SE Lincoln Street has been submitted to the McMinnville Planning Department. The purpose of this notice is to provide an opportunity for surrounding property owners to submit comments regarding this application or to attend the public meeting of the Historic Landmarks Committee (HLC) where this request will be reviewed. Please contact Chuck Darnell with any questions at 503-434-7311, or [chuck.darnell@mcminnvilleoregon.gov](mailto:chuck.darnell@mcminnvilleoregon.gov).

---

**DOCKET NUMBER:** HL 10-18 (Certificate of Approval - Alteration)

**REQUEST:** Approval to allow for the alteration of a residential structure that is listed on the McMinnville Historic Resources Inventory as a historic landmark. The structure is classified in the Historic Resources Inventory as a Significant resource, and is listed as resource number B430. The alteration proposed is to replace the missing railing around the structure's wraparound porch.

**APPLICANT:** Terry Hall, on behalf of property owner Jeff Sauter

**SITE LOCATION(S):** 219 SE Lincoln Street (see attached map)

**MAP & TAX LOT(S):** R4421CB05000

**ZONE(S):** C-3 (General Commercial)

**MMC REQUIREMENTS:** Sections 17.65.040(A) and 17.65.060  
(see reverse side for specific review criteria)

**NOTICE DATE:** October 16, 2018

**HLC MEETING DATE:** October 22, 2018 at 3:00 p.m.

**MEETING LOCATION:** McMinnville Community Development Center  
231 NE 5<sup>th</sup> Street, McMinnville, OR, 97128

---

Persons are hereby invited to attend the Historic Landmarks Committee meeting to observe the proceedings, or to register any statements in person, by attorney, or by mail, to assist the Historic Landmarks Committee in making a decision. Should you wish to submit comments or testimony on this application prior to the public meeting, please call the Planning Department office at (503) 434-7311, forward them by mail to 231 NE 5<sup>th</sup> Street, McMinnville, OR 97128, or by email to [chuck.darnell@mcminnvilleoregon.gov](mailto:chuck.darnell@mcminnvilleoregon.gov).

Appeals of any Historic Landmarks Committee decision may be made to the Planning Commission, consistent with Section 17.65.080 (Appeals) of the McMinnville Municipal Code.

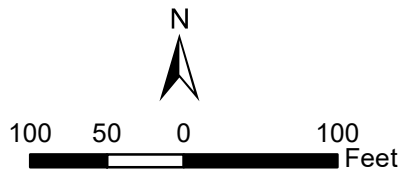
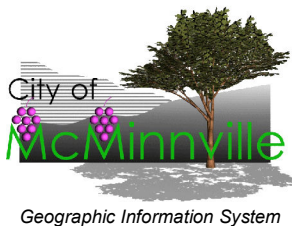
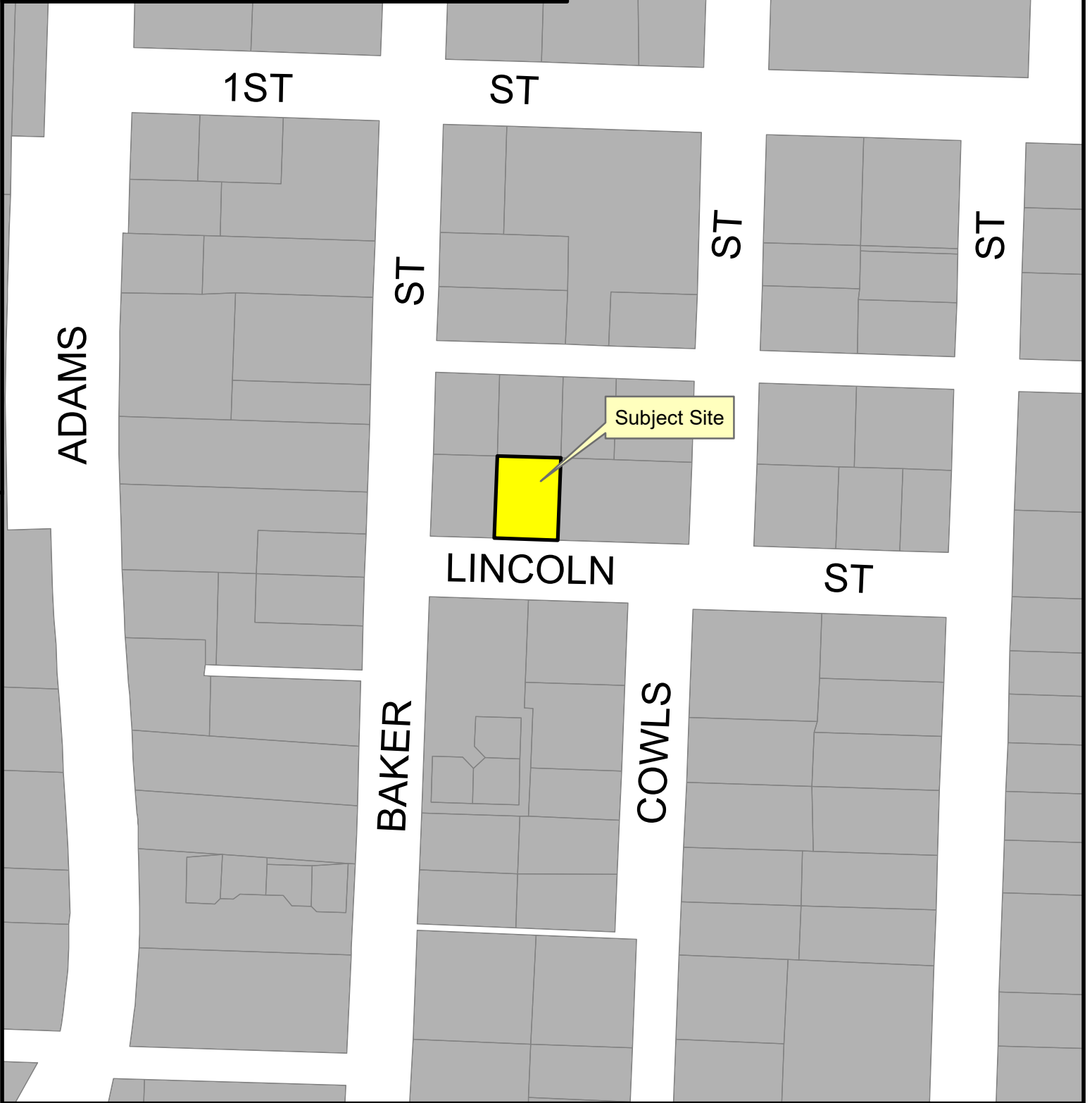
The decision-making criteria, application, and records concerning this matter are available in the McMinnville Planning Department office at 231 NE 5<sup>th</sup> Street, McMinnville, Oregon during working hours and on the Planning Department's portion of the City of McMinnville webpage at [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov).

## **REVIEW CRITERIA:**

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.

- A. The Historic Landmarks Committee may approve, approve with conditions, or deny the application.
- B. The Historic Landmarks Committee shall base its 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.

# Vicinity Map



City of McMinnville  
Planning Department  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311