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January 2, 2019

Denny Elmer  
C.S. Property Holdings  
P.O. Box 237  
McMinnville, OR 97128

Re: Certificate of Approval (HL 5-18) and Downtown Design Review (DDR 4-18) Requests

Dear Mr. Elmer:

This is to advise you that, at a meeting of the McMinnville Historic Landmarks Committee on Friday, December 28, 2018, your applications for a Certificate of Approval (HL 5-18) and Downtown Design Review (DDR 4-18) to alter a historic building were reviewed and studied. The subject historic resource is designated as resource B884 on the McMinnville Historic Resources Inventory, and is also listed on the National Register of Historic Places as a Secondary Significant Contributing property in the Downtown Historic District. The building is located on the property at 711 NE 3<sup>rd</sup> Street, and is more specifically described as Tax Lot 5200, Section 21BD, 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 5-18), subject to conditions. The Historic Landmarks Committee also voted to **APPROVE** your Downtown Design Review application (DDR 4-18), subject to conditions. Attached are the land-use decisions with the Findings of Fact and Conclusionary Findings to support the Historic Landmarks Committee's decisions.

We have outlined the condition of approval applicable to the Certificate of Approval application (HL 5-18) below:

1. That the stucco bulkheads beneath the storefront windows shall be painted the same grey color as the windows and window frames on the remainder of the building in order for the historic storefront bay system and columnar stucco pilasters to be more prominent. The bulkheads beneath the storefront windows along the entire south façade, including the two bays proposed to be rehabilitated and the two existing bays to the west, shall all be painted the same grey color to ensure consistency along the entire south façade.
2. That the applicant shall submit building permit applications prior to completing any work, and that the construction plans submitted with the building permit applications shall be consistent with the exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee, and consistent with all applicable conditions of approval.

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We have also outlined the condition of approval applicable to the Downtown Design Review application (DDR 4-18) below:

1. That the stucco bulkheads beneath the storefront windows shall be painted the same grey color as the windows and window frames on the remainder of the building in order for the historic storefront bay system and columnar stucco pilasters to be more prominent. The bulkheads beneath the storefront windows along the entire south façade, including the two bays proposed to be rehabilitated and the two existing bays to the west, shall all be painted the same grey color to ensure consistency along the entire south façade.
2. That the applicant shall submit building permit applications prior to completing any work, and that the construction plans submitted with the building permit applications shall be consistent with the exhibits, drawings, and renderings submitted for review by the Historic Landmarks Committee, and consistent with all applicable conditions of approval.
3. Any future signage proposal shall be submitted to the Planning Department for review and approval by the Planning Director or Historic Landmarks Committee, depending on whether the signage constitutes a major or minor alteration to the site, prior to installation. It shall be the Planning Director's decision as to whether the signage proposed is a major or minor alteration.

Pursuant to Section 17.65.080(A) and Section 17.59.030(E) 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 January 17, 2019, 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:sjs

c: Ron Pomeroy, P.O. Box 1514, McMinnville, OR 97128  
Bruce Kenny, 9318 North Mohawk Avenue, Portland, OR 97203

Attachments:

*Decision, Conditions, Findings of Fact and Conclusionary Findings of the McMinnville Historic Landmarks Committee for Approval of the Alteration of a Historic Resource at 711 NE 3<sup>rd</sup> Street. (Docket HL 5-18)*

*Decision, Conditions, Findings of Fact and Conclusionary Findings of the McMinnville Historic Landmarks Committee for Approval of the Alteration of a Historic Building at 711 NE 3<sup>rd</sup> Street Within the Downtown Design Area. (Docket DDR 4-18)*