



City of McMinnville
Planning Department
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EXHIBIT 2 - STAFF REPORT

DATE: December 20, 2018
TO: Planning Commissioners
FROM: Chuck Darnell, Senior Planner
SUBJECT: AP 2-18 – 219 SE Lincoln Street

Report in Brief:

This is a public hearing to consider an appeal of a recent Historic Landmarks Committee decision. The Historic Landmarks Committee recently reviewed an application (HL 10-18) for a Certificate of Approval for exterior alterations to a historic landmark located at 219 SE Lincoln Street. The subject property is listed on the McMinnville Historic Resources Inventory as a Significant resource (resource number B430). The subject property is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.

A Certificate of Approval is defined in Section 17.06.060 of the McMinnville City Code as “a decision issued by the Historic Landmarks Committee to approve the alteration, demolition or moving of a historic resource or landmark”. An alteration is defined in Section 17.06.060 as “the addition to, removal of, removal from, or physical modification and/or repair of any exterior part or portion of an historic resource that results in a change in design, materials or appearance. Painting, reroofing, and general repairs are not alterations when the new materials and/or colors match those already in use.”

Historic landmarks are defined in Section 17.06.060 as “any historic resource which is classified as “Distinctive” or “Significant” on the McMinnville Historic Resources Inventory. [...]”

Section 17.65.060 of the McMinnville City Code provides the criteria for which the Historic Landmarks Committee must make a decision about approving a Certificate of Approval for the exterior alteration of a historic resource.

The Historic Landmarks Committee, after reviewing the application during a public meeting and providing an opportunity for public testimony, voted unanimously to deny the Certificate of Approval application (HL 10-18), providing findings of fact in a decision document to support the decision. The applicant, Terry Hall on behalf of property owner Jeff Sauter, submitted an Appeal application appealing the Historic Landmarks Committee’s decision to deny the Certificate of Approval application. The Appeal application was submitted within the 15 day appeal period that began on the date that the written notice of the Historic Landmarks Committee decision was mailed. When an appeal of a decision by the Historic Landmarks Committee is filed, Section 17.65.080 of the McMinnville City Code states that the Planning Commission

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shall receive a report and a recommendation from the Historic Landmarks Committee and shall hold a public hearing on the appeal.

Background:

Terry Hall, the original applicant on behalf of property owner Jeff Sauter, submitted a Certificate of Approval application (HL 10-18) to request exterior alterations to a residential building that is listed on the McMinnville Historic Resources Inventory as a Significant resource (B430). The subject property is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.

The historic designation for this particular historic resource is associated with the structure and the original owner of the building. The statement of historical significance and description of the property, as described in the Historic Resources Inventory sheet, is as follows:

This two-story gabled rural vernacular structure is built on a Latin cross plan with an encircling porch and other detailing showing influence from Queen Anne eclecticism. The siding is “drop’ siding except for the upper gables above the windows which are shingled in courses of diamond and imbricated patterns. The central chimney has a corbelled cap. The shed porch roof forms a pediment with fan detail over the porch steps. The detailed porch frieze includes small scroll brackets.

The eaves are boxed with vergeboards, ends rounded as if knobs. The porch railing of simple square section spindle is missing except for the east side sections. Windows are predominately double hung 1/1 with a large fixed sash window on the first story street façade. This window as well as the paneled door windows have single stained (colored) glass side lights. Door and window frames have a single cornice cap except where belt boards form the upper frame member.

Julia Gault and her husband built this house.

Section 17.65.040(A) of the McMinnville City Code requires that the Historic Landmarks Committee (HLC) review and approve a Certificate of Approval for a request to alter any resource that is considered a historic landmark and/or listed on the National Register of Historic Places as a contributing resource. Since the subject property is classified as a historic landmark, the Certificate of Approval review was required.

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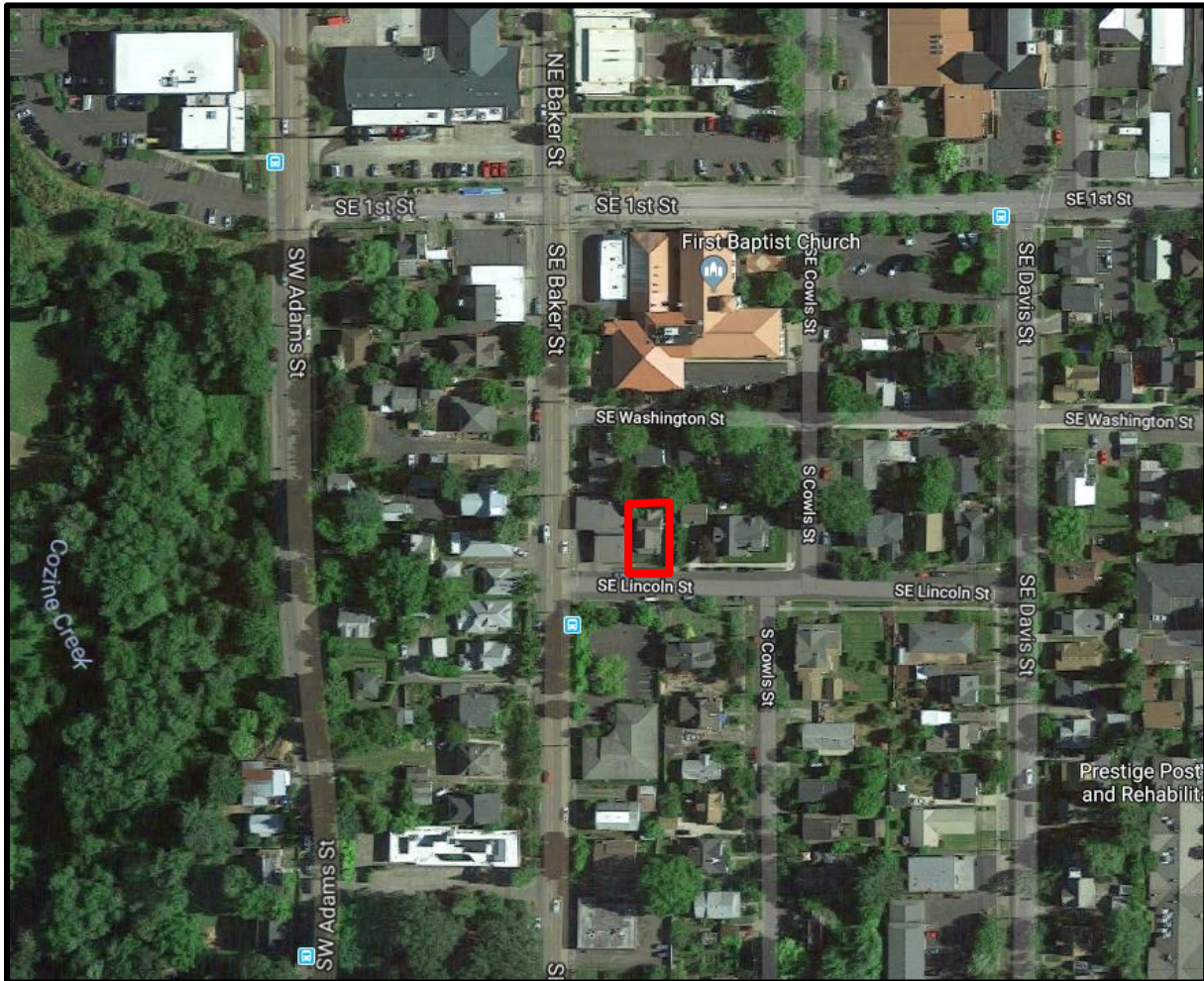
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The current location of the historic landmark is identified below (outline of property is approximate):



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The photo from the time of the survey of the building that led to it being listed on the Historic Resources Inventory, as shown in the Historic Resources Inventory sheet, is provided below:



More recent photos of the building, with a close up view of the porch, as it existed prior to the proposed alterations can be seen below:



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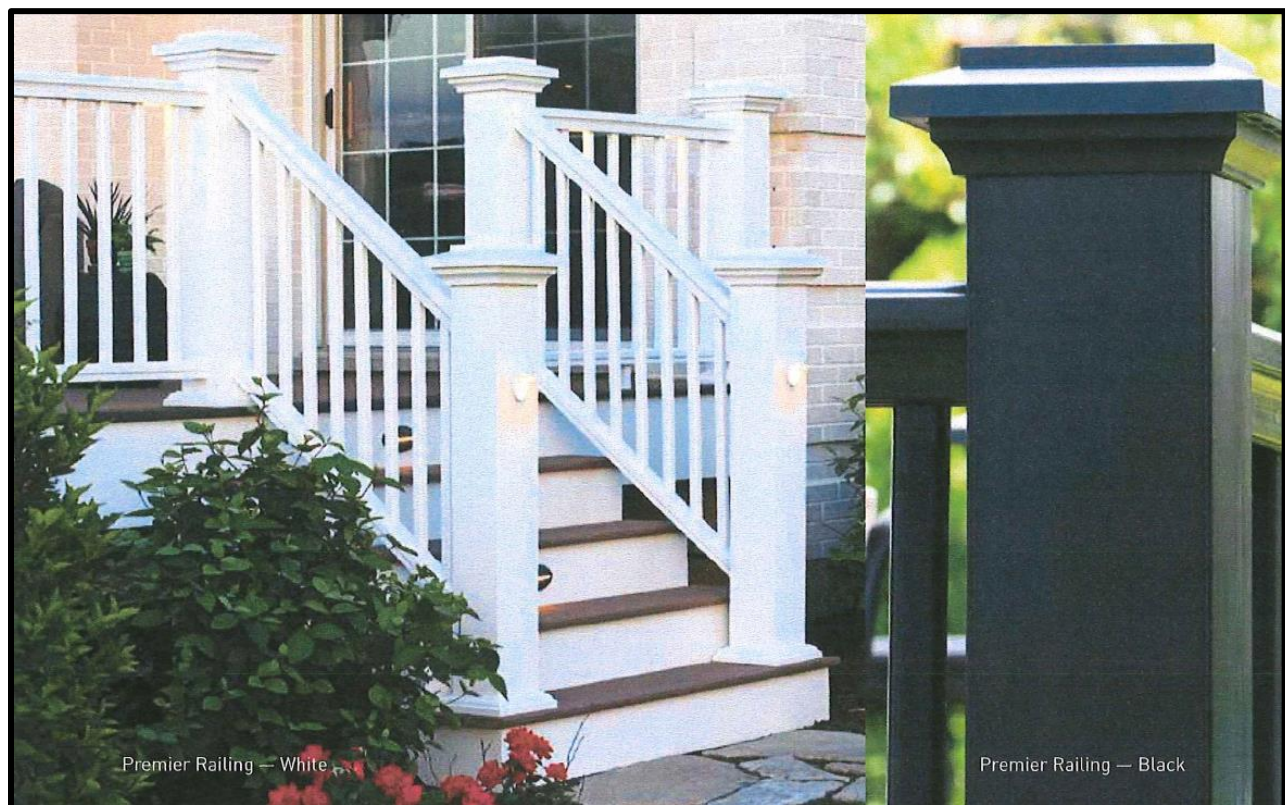
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Discussion:

The Planning Commission's responsibility regarding this type of land use request is to conduct a public hearing and, at its conclusion, render a decision to recommend approval, approval with conditions, or denial of the appeal request utilizing the same review criteria used for the original application's review in Section 17.65.060 of the McMinnville City Code.

Proposed Alterations

As described above, the original application (HL 10-18) being appealed was for proposed alterations to a historic landmark. More specifically, the applicant was proposing to complete the following work: "Replacing rotted or missing railing on wraparound porch". The applicant was proposing to reconstruct a railing around the wraparound porch, but with a material other than the original wood material that exists in other areas of the porch. The building material and product being proposed was an engineered, polymer composite material that has a profile similar to more decorative wood railings, and was proposed to be constructed to meet building code requirements as the existing porch varies in height between 32 and 36 inches. An example of the proposed material can be seen below:

**Historic Landmarks Committee Review Process**

The construction activities on the historic landmark also included the replacement of the porch deck boards with a composite material. This construction activity had actually already begun when the contractor (and eventual Certificate of Approval applicant) realized a need for building permits. After

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contacting the McMinnville Building Department, it was determined that the home in question was a historic landmark. Upon learning that the home was a historic landmark and historic preservation standards applied to the building, and because the work was already in progress, the contractor requested to come to the next possible meeting of the HLC to discuss their project and receive feedback on how the proposed project would be effected by the applicable historic preservation standards.

The contractor attended the September 26, 2018 regular meeting, and shared the proposed project during the Citizen Comments portion of the agenda. The project was described as the replacement of the porch deck boards with a composite material (which was already largely complete) and the installation of the porch railing (which was largely missing) using the composite railing material. Staff then provided an overview of the applicable language in the McMinnville City Code. The HLC discussed the project, and decided that the replacement of the porch deck boards with the composite material could be treated as general repairs and not treated as an alteration, as the porch deck boards were similar in color, were existing prior to the construction activities, and were not as visible so would not result in a change in appearance, as stated in the definition of “alteration” in Section 17.06.060 of the McMinnville City Code. The HLC had concerns with the use of the composite material for the porch railing, as it was a completely new addition and resulted in a larger change in appearance, again as stated in the definition of “alteration” in Section 17.06.060. Therefore, the addition of the railing was considered an alteration, which required a Certificate of Approval application.

Following that meeting, the contractor submitted, on behalf of the property owner, an application for a Certificate of Approval (HL 10-18) to install the porch railing using the composite material.

The HLC reviewed the Certificate of Approval application at their October 22, 2018 regular business meeting. Following typical procedures for the HLC meetings, a staff report was provided outlining the proposed application and decision options for the HLC to consider. An opportunity was provided for the applicant to address the HLC, however, the applicant nor the property owner were in attendance. An opportunity for the public to provide testimony was also provided. No members of the public were in attendance or provided testimony on the application. Following the opportunity for applicant and public testimony, the HLC deliberated and then a motion was made to deny the application as proposed. That motion was voted on and passed unanimously, thereby denying the Certificate of Approval application (HL 10-18).

Applicable Review Criteria for Alteration of Historic Landmark

The HLC reviewed the Certificate of Approval application against the review criteria in Section 17.65.060 of the McMinnville City Code, which read as follows:

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.

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- 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;
 5. The physical condition of the historic resource;

Historic Landmarks Committee Decision and Findings

In reviewing the application against the review criteria, findings were made by the HLC that multiple review criteria were not being satisfied. The findings most applicable in the denial decision were for the review criteria in Sections 17.65.060(B)(2)(c), 17.65.060(B)(2)(f), and 17.65.060(B)(2)(i). These are the findings that the applicant is appealing in their current appeal application (AP 2-18). Those review criteria, and the exact findings used by the HLC in their decision document, are as follows:

- 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

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physically and visually compatible, identifiable upon close inspection, and properly documented for future research.

Finding: Section 17.65.060(B)(2)(c) is **NOT SATISFIED**. This criteria is not satisfied due to the fact that the proposed material (composite polymer) to replace the railing is not compatible with the original wood materials. As described in more detail above, the building has overall retained much of the architectural form, features, and detailing that existed at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. However, the replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch, which are wood.

- 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.

Finding: Sections 17.65.060(B)(2)(d) through 17.65.060(B)(2)(f) are **NOT SATISFIED**, specifically (f) since the proposed materials for the replacement railing is a composite polymer material and the old railing is wood. There are no changes to the property that have acquired their own historic significance. As described in more detail above, the building has overall retained much of the architectural form, features, and detailing that existed at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Also described in more detail above, most of the railing on the wraparound porch is missing, so there is no preservation of historic materials that can occur. However, the replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch. The composition of the new material was not found to match the old materials and other existing materials, which were and are still wood.

- i. The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

Finding: Section 17.65.060(B)(2)(i) is **NOT SATISFIED**. This criteria was not satisfied as the proposed material for the new railing is of a completely different material than the original railing.

The proposed alterations can most closely 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

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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.

Some of the applicable rehabilitation guidelines for treating entrances on historic buildings are provided below:

Recommended Guideline: Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

As described in more detail above, most of the railing on the wraparound porch is missing, so there is no preservation of those historic materials that can occur. The replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch. The composition of the new material was not found to match the old materials and other existing materials, which were and are still wood. The proposed composite polymer material was therefore not found to be a compatible substitute material.

Appeal Request

The applicant is appealing the findings of the HLC for the specific review criteria in the section above. The applicant has provided alternative findings for each of those criteria, which are provided in their application materials and summarized below:

- 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.

The applicant is arguing that the proposed material is “physically and visually compatible” and that the “proposed railing looks and feels like wood and is virtually identical in design, color and texture of wood.” The applicant has also referenced a document published by the National Park Service and Department of the Interior that states that there are “appropriate times to use substitute materials in preservation projects”, for example when there are “inherent flaws in the original materials”. The applicant has stated that there are flaws in the original material, which is wood, those flaws being as follows: “Ultraviolet light, moisture penetration behind joints, and stresses caused by changing temperatures quickly impair the performance of wood over time. It becomes unsightly over a relatively short period of time and can quickly reduce a grand historic resource to just a dilapidated old building.”

- 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.

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The applicant is arguing that the “proposed material matches the old in composition, design, color, and texture.

- j. The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

The applicant has cited the HLC’s findings of the use of the Rehabilitation treatment, which is a type of treatment of historic properties described in the Secretary of the Interior’s Standards for the Treatment of Historic Properties. The applicant has highlighted the language in the description of the Rehabilitation treatment that states “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”. The applicant is again arguing that the proposed material is a compatible substitute material, and that the “proposed product greatly supports the committee’s goal of preserving beauty, integrity and historical accuracy”.

The applicant is also requesting that the Planning Commission “consider reasonableness”, and asking that the Planning Commission “consider the documentation of this product already in place” because the proposed materials have already been installed. The applicant provided photos of the proposed materials already installed on the home. The applicant also provided one letter from the homeowner and one additional letter of support for the proposed materials from a neighboring property owner.

Fiscal Impact:

None.

Commission Options:

- 1) Close the public hearing and **APPROVE** the application, providing findings of fact for the approval in the motion to approve.
- 2) **CONTINUE** the public hearing to a specific date and time.
- 3) Close the public hearing, but **KEEP THE RECORD OPEN** for the receipt of additional written testimony until a specific date and time.
- 4) Close the public hearing and **DENY** the application, per the decision document provided which include the findings of fact.

Recommendation/Suggested Motion:

Based on the original findings provided by the Historic Landmarks Committee, staff is recommending that the Planning Commission deny the appeal request (AP 2-18), thereby upholding the Historic Landmarks Committee decision on the Certificate of Approval application (HL 10-18).

Staff believes that the Historic Landmarks Committee’s interpretation of the applicable review criteria was justified and well supported by their findings. The review criteria under appeal are fairly clear in their requirements to use materials that are visually and physically compatible, match the old materials in composition, and only using compatible substitute materials when use of the same kind of material is not

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feasible. More specifically, the review criteria in Section 17.65.060(B)(2)(c) states that “work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible”. The HLC’s findings were that the proposed material was “not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch, which are wood”. The HLC felt that the proposed material, being a composite polymer material, would be noticeably different from the other wood porch materials.

The review criteria in Section 17.65.060(B)(2)(f) states that “new material will match the old in composition, design, color, and texture”. The HLC’s findings for this criteria were that the composite polymer material was not “visually compatible”, but more clearly that the “composition of the new material was not found to match the old materials and other existing materials, which were and still are wood”. The HLC was clear in their deliberation that the “composition” of the materials needed to match the existing materials, and the composition, or physical properties, clearly did not match.

Finally, the HLC’s findings for the review criteria in Section 17.65.060(B)(2)(i) referenced the Rehabilitation treatment as described in the Secretary of the Interior’s Standards for the Treatment of Historic Properties. Specifically, the HLC referenced an applicable “Recommended Guideline” for the treatment of entrances under the Rehabilitation treatment, which states that “Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.” The HLC’s finding was, similar to the findings for the other review criteria above, that the proposed material “was not found to be visually compatible” and that the “composition of the new material was not found to match the old materials and other existing materials”. Based on those findings, the HLC found that the proposed material was not a compatible substitute material. It could also be interpreted that the HLC did not find that the use of the same kind of material, that being wood to match the remainder of the porch materials, was unfeasible.

The Planning Department recommends that the Planning Commission make the following motion to deny the appeal request:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE PLANNING COMMISSION DENIES AP 2-18.

CD:sjs

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**CITY OF MCMINNVILLE
PLANNING DEPARTMENT
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DECISION, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE PLANNING COMMISSION FOR DENIAL OF AN APPEAL OF THE HISTORIC LANDMARKS COMMITTEE'S DECISION ON DOCKET HL 10-18

- DOCKET:** AP 2-18
- REQUEST:** The applicant has submitted an appeal of the Historic Landmarks Committee's decision to deny an application (HL 10-18) for a Certificate of Approval for exterior alterations to a historic landmark. The decision was to deny the proposed alterations based on the applicable criteria are in Section 17.65.060(B) of the McMinnville City Code. The applicant is appealing the Historic Landmarks Committee's findings for three applicable review criteria.
- LOCATION:** The subject site is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Commercial on the McMinnville Comprehensive Plan Map, and is zoned C-3 (General Commercial).
- APPLICANT:** Terry Hall, on behalf of property owner Jeff Sauter
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** November 29, 2018
- DECISION-MAKING BODY:** McMinnville Planning Commission
- DATE & TIME:** December 20, 2018. Meeting was held at Civic Hall, 200 NE 2nd Street, McMinnville, OR 97128.
- PROCEDURE:** Any appeal of a decision by the Historic Landmarks Committee may be made within 15 days of the date the written notice of the decision was mailed. If an appeal is filed, the Planning Commission shall receive a report and a recommendation from the Historic Landmarks Committee and shall hold a public hearing on the appeal consistent with Sections 17.65.080 and 17.72.120 of the McMinnville City Code.
- CRITERIA:** The applicable criteria for the appeal are the same criteria used in the original application review, which are the Certificate of Approval alteration criteria in Section 17.65.060(B) of the McMinnville City Code.

APPEAL: The Planning Commission’s decision may be appealed to the City Council if an appeal is filed within 15 days of the date the decision is mailed as specified in Section 17.72.180 of the McMinnville City Code.

COMMENTS: This matter was not referred to public agencies for comment. Notification of the proposal was mailed to surrounding property owners, but no comments or testimony were provided to the Planning Department prior to the Planning Commission’s decision.

DECISION

Based on the findings and conclusions, the Planning Commission **DENIES** the appeal of the Historic Landmarks Committee’s decision on Docket HL 10-18.

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DECISION: DENIAL
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Planning Commission: _____
Roger Hall, Chair of the McMinnville Planning Commission

Date: _____

Planning Department: _____
Heather Richards, Planning Director

Date: _____

APPLICATION SUMMARY:

Terry Hall, on behalf of property owner Jeff Sauter, originally submitted a Certificate of Approval application (HL 10-18) to request exterior alterations to a residential building that is listed on the McMinnville Historic Resources Inventory as a Significant resource (B430). The subject property is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.

Section 17.65.040(A) of the McMinnville City Code requires that the Historic Landmarks Committee review and approve a Certificate of Approval for a request to alter any resource that is considered a historic landmark and/or listed on the National Register of Historic Places as a contributing resource. Since the subject property is classified as a historic landmark, the Certificate of Approval review was required.

The Historic Landmarks Committee reviewed the Certificate of Approval application at their October 22, 2018 regular business meeting. Following typical procedures for the Historic Landmarks Committee meetings, a staff report was provided outlining the proposed application and decision options for the Historic Landmarks Committee to consider. An opportunity was provided for the applicant to address the Historic Landmarks Committee, however, the applicant nor the property owner were in attendance. An opportunity for the public to provide testimony was also provided. No members of the public were in attendance or provided testimony on the application. Following the opportunity for applicant and public testimony, the Historic Landmarks Committee deliberated and then a motion was made to deny the application as proposed. That motion was voted on and passed unanimously, thereby denying the Certificate of Approval application (HL 10-18).

Written notification of the decision of the Historic Landmarks Committee was provided to the applicant and property owner, providing the Committee's decision and the findings of fact supporting their decision. Following receipt of that written notification, the applicant, Terry Hall on behalf of property owner Jeff Sauter, submitted an Appeal application (AP 2-18) appealing the Historic Landmarks Committee's decision to deny the Certificate of Approval application. The Appeal application was submitted within the 15 day appeal period that began on the date that the written notice of the Historic Landmarks Committee decision was mailed. When an appeal of a decision by the Historic Landmarks Committee is filed, Section 17.65.080 of the McMinnville City Code states that the Planning Commission shall receive a report and a recommendation from the Historic Landmarks Committee and shall hold a public hearing on the appeal.

The historic designation for this particular historic resource is associated with the structure and the original owner of the building. The statement of historical significance and description of the property, as described in the Historic Resources Inventory sheet, is as follows:

This two-story gabled rural vernacular structure is built on a Latin cross plan with an encircling porch and other detailing showing influence from Queen Anne eclecticism. The siding is "drop" siding except for the upper gables above the windows which are shingled in courses of diamond and imbricated patterns. The central chimney has a corbelled cap. The shed porch roof forms a pediment with fan detail over the porch steps. The detailed porch frieze includes small scroll brackets.

The eaves are boxed with vergeboards, ends rounded as if knobs. The porch railing of simple square section spindle is missing except for the east side sections. Windows are predominately double hung 1/1 with a large fixed sash window on the first story street façade. This window as well as the paneled door windows have single stained (colored) glass side lights. Door and window frames have a single cornice cap except where belt boards form the upper frame member.

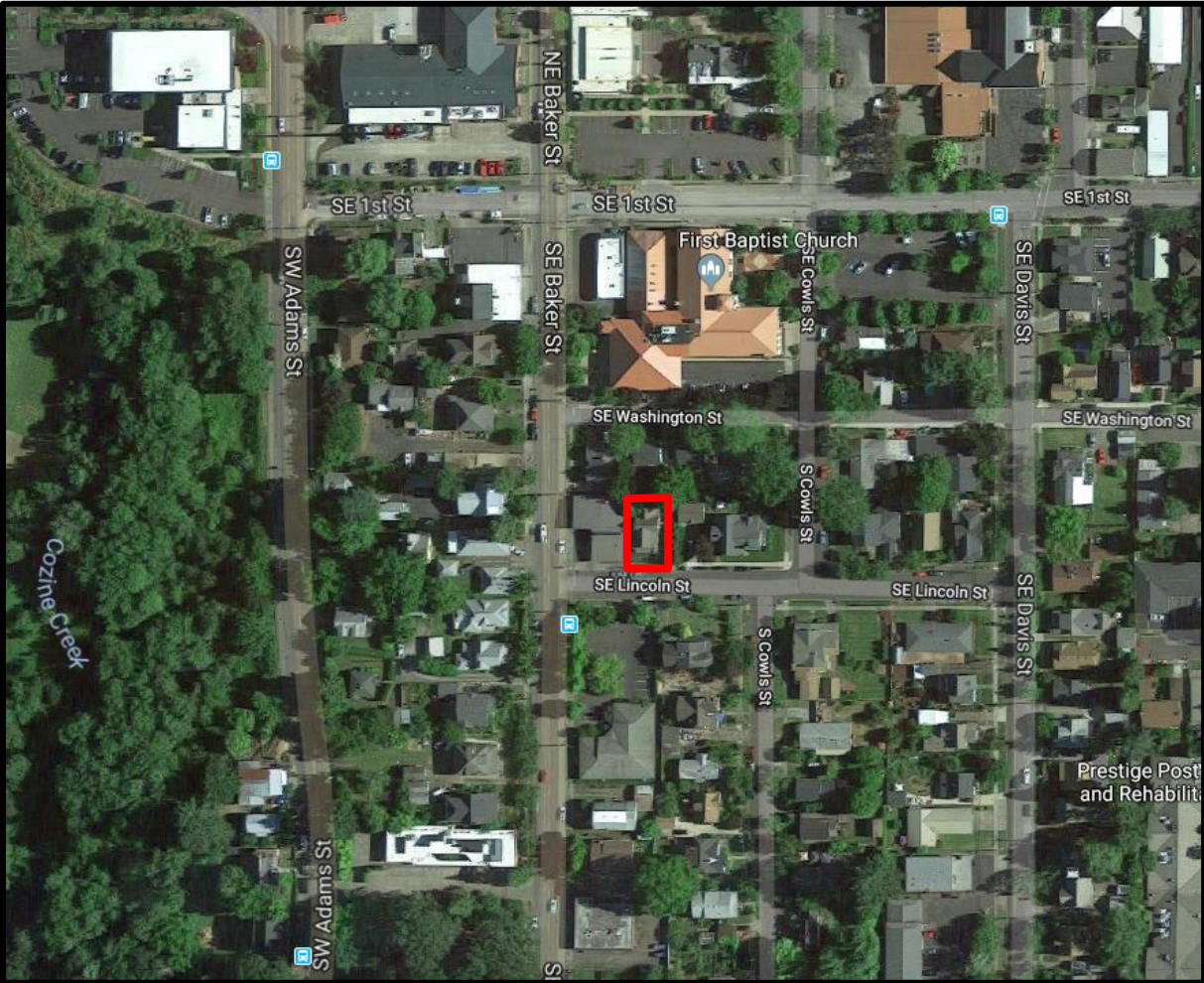
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Julia Gault and her husband built this house.

The current location of the historic landmark is identified below (outline of property is approximate):



The photo from the time of the survey of the building that led to it being listed on the Historic Resources Inventory, as shown in the Historic Resources Inventory sheet, is provided below:



More recent photos of the building, with a close up view of the porch, as it existed prior to the proposed alterations can be seen below:



ATTACHMENTS

1. Appeal Application (on file with the Planning Department)
2. HL 10-18 Written Letter of Historic Landmarks Committee Decision (on file with the Planning Department)
3. HL 10-18 Decision Document (on file with the Planning Department)
4. Certificate of Approval Application – HL 10-18 (on file with the Planning Department)
5. Historic Landmarks Committee Meeting Minutes from September 26, 2018 (on file with the Planning Department)
6. Historic Landmarks Committee Meeting Minutes from October 22, 2018 (on file with the Planning Department)

COMMENTS**Agency Comments**

This matter was not referred to other public agencies for comment.

Public Comments

Public notice was mailed to owners of properties within 300 feet of the subject site, as required by Section 17.65.070(C) and Section 17.72.120 of the McMinnville City Code. The Planning Department did not receive any public testimony prior to the public meeting.

FINDINGS OF FACT

1. Terry Hall, on behalf of property owner Jeff Sauter, submitted an Appeal application to appeal the Historic Landmarks Committee's decision to deny a Certificate of Approval application which would have been for exterior alterations to a residential building that is listed on the McMinnville Historic Resources Inventory. The subject property is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.
2. The historic landmark is designated on the Historic Resources Inventory as a "Significant" resource, and has the resource number of B430.
3. The site is currently zoned C-3 (General Commercial), and is designated as Commercial on the McMinnville Comprehensive Plan Map, 1980.
4. Notice of the appeal request was provided to property owners within 300 feet of the subject site as required by the process described in Section 17.72.120 (Applications– Public Hearings). Notice of the public hearing was also provided in the News Register on Tuesday, December 18, 2018. The Planning Department received no public testimony prior to the public meeting.
5. The applicant has submitted findings (Attachment 1) in support of this application. Those findings are herein incorporated.

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CONCLUSIONARY FINDINGS

McMinnville’s Comprehensive Plan:

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL III 2: TO PRESERVE AND PROTECT SITES, STRUCTURES, AREAS, AND OBJECTS OF HISTORICAL, CULTURAL, ARCHITECTURAL, OR ARCHAEOLOGICAL SIGNIFICANCE TO THE CITY OF McMINNVILLE.

Finding: **Goal III2 is not satisfied.** The focus of the comprehensive plan goal and the purpose of the Historic Preservation chapter are to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to protect the overall historic form and character of the historic landmark by repairing the porch and railing that is in poor condition or completely missing. However, the Comprehensive Plan goal and the purpose of the Historic Preservation chapter are not satisfied by the proposal because the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail below in the findings for the applicable Certificate of Approval review criteria.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMINNVILLE.

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 planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.*

Finding: **Goal X1 and Policy 188.00 are satisfied.** McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the holding of advertised public hearing(s). All members of the public have access to provide testimony and ask questions during the public review and hearing process.

McMinnville’s City Code:

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.65.040 Certificate of Approval Process. A property owner shall obtain a Certificate of Approval from the Historic Landmarks Committee, subject to the procedures listed in Section 17.65.050 and Section 17.65.060 of this chapter, prior to any of the following activities:

- A. The alteration, demolition, or moving of any historic landmark, or any resource that is listed on the National Register for Historic Places;
 - 1. Accessory structures and non-contributing resources within a National Register for Historic Places nomination are excluded from the Certificate of Approval process.
- B. New construction on historical sites on which no structure exists;
- C. The demolition or moving of any historic resource.

Finding: **Section 17.65.040 is satisfied.** The applicant submitted an application for a Certificate of Approval to request the alteration of the historic landmark, per Section 17.65.040(A), because the resource is classified as a historic landmark as a Significant resource on the McMinnville Historic Resources Inventory. That application was filed as Docket HL 10-18, and was reviewed by the Historic

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Landmarks Committee on October 22, 2018. The decision made by the Historic Landmarks Committee on October 22, 2018 was to deny the Certificate of Approval application, which is the decision being appealed.

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.

Finding: Section 17.65.060(A) is satisfied. The Historic Landmarks Committee, after reviewing the request during a public meeting and offering an opportunity for public testimony, decided to deny the alteration request and deny the Certificate of Approval.

- 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;

Finding: Section 17.65.060(B)(1) is not satisfied. The City's historic policies in the comprehensive plan focus on the establishment of the Historic Landmarks Committee, however, the goal related to historic preservation is as follows:

Goal III 2: To preserve and protect sites, structures, areas, and objects of historical, cultural, architectural, or archaeological significance to the City of McMinnville.

The purpose of the Historic Preservation ordinance includes the following:

- (a) Stabilize and improve property values through restoration efforts;
- (b) Promote the education of local citizens on the benefits associated with an active historic preservation program;
- (c) Foster civic pride in the beauty and noble accomplishments of the past;
- (d) Protect and enhance the City's attractions for tourists and visitors; and
- (e) Strengthen the economy of the City.

The focus of the comprehensive plan goal and the purpose of the Historic Preservation chapter are to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to protect the overall historic form and character of the historic landmark by repairing the porch and railing that is in poor condition or completely missing. However, the Comprehensive Plan goal and the purpose of the Historic Preservation chapter are not satisfied by the proposal because the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail below in the findings for the applicable Certificate of Approval review criteria.

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.

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Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.

Finding: Section 17.65.060(B)(2)(a) is satisfied. The property has historically been used residentially, and is still occupied as a single family home. The porch as it exists today is missing railing around all but the east side of the porch. However, the applicant has stated that there is evidence in the support columns on the remainder of the wraparound porch that at one time a railing was connected to the columns around the entire porch. Since that time, sections of the railing have been removed. There is no intention to change the use of the historic landmark in any way, and the proposed addition of railing around the entire wraparound porch will restore a residential feature that appears to have been removed at some point in the past.

- 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.

Finding: Section 17.65.060(B)(2)(b) is satisfied. This criteria describes the need to avoid the replacement of intact or repairable historic materials or alteration of features, spaces and spatial relationships. In the case of the wraparound porch, much of the historic materials have already been removed. The railings around all but a short section of the east side of the home have been removed, and were already missing at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Therefore, these specific historic materials no longer exist. The applicant has stated that the portion of the railing that was still existing has rotted, and is proposing to replace those sections of railing with the same used on the remainder of the wraparound porch, which will keep a consistent form around the porch.

The replacement of the railing around the wraparound porch will not result in the loss of any feature, space, or spatial relationship that characterizes the property as a historic landmark. The overall architectural features that were noted in the Historic Resources Inventory sheet still exist today. Those features include the “two-story gabled rural vernacular” form, “shed porch roof” forming a “pediment with fan detail over the porch steps” and “detailed porch frieze” with “small scroll brackets”. The Historic Resources Inventory also notes that the porch railing was a “simple square section spindle” design, and again that it was “missing except for the east side sections”. The addition of railing around the wraparound porch would not remove or detract from any of these historic features. However, the proposed materials to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail below in the findings for the applicable Certificate of Approval review criteria.

- 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.

Finding: Section 17.65.060(B)(2)(c) is not satisfied. This criteria is not satisfied due to the fact that the proposed material (composite polymer) to replace the railing is not compatible with the original wood materials. As described in more detail above, the building has overall retained much of the architectural form, features, and detailing that existed at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. However, the replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch, which are wood.

- d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

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- 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.

Finding: Sections 17.65.060(B)(2)(d) through 17.65.060(B)(2)(f) are not satisfied, specifically (f) since the proposed materials for the replacement railing is a composite polymer material and the old railing is wood. There are no changes to the property that have acquired their own historic significance. As described in more detail above, the building has overall retained much of the architectural form, features, and detailing that existed at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Also described in more detail above, most of the railing on the wraparound porch is missing, so there is no preservation of historic materials that can occur. However, the replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch. The composition of the new material was not found to match the old materials and other existing materials, which were and are still wood.

- 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.

Finding: Section 17.65.060(B)(2)(g) is satisfied. This criteria is not applicable, as there are no chemical or physical treatments proposed.

- h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Finding: Section 17.65.060(B)(2)(h) is satisfied. The applicant has stated that they are not aware of any known archeological resources.

- i. The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

Finding: Section 17.65.060(B)(2)(i) is not satisfied. This criteria was not satisfied as the proposed material for the new railing is of a completely different material than the original railing.

The proposed alterations can most closely 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.

Some of the applicable rehabilitation guidelines for treating entrances on historic buildings are provided below:

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Recommended Guideline: Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

As described in more detail above, most of the railing on the wraparound porch is missing, so there is no preservation of those historic materials that can occur. The replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch. The composition of the new material was not found to match the old materials and other existing materials, which were and are still wood. The proposed composite polymer material was therefore not found to be a compatible substitute material.

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;

Finding: Section 17.65.060(B)(3) is not satisfied. This criteria is not satisfied because the proposed alteration was not found to be reasonable, as the proposed replacement railing materials would impact the overall historic integrity of the structure and therefore did not satisfy the other applicable Certificate of Approval review criteria.

4. The value and significance of the historic resource;

Finding: Section 17.65.060(B)(4) is satisfied. The overall architectural features that were noted in the Historic Resources Inventory sheet still exist today. Those features include the “two-story gabled rural vernacular” form, “shed porch roof” forming a “pediment with fan detail over the porch steps” and “detailed porch frieze” with “small scroll brackets”. The Historic Resources Inventory also notes that the porch railing was a “simple square section spindle” design, and again that it was “missing except for the east side sections”. The addition of railing around the wraparound porch will not remove or detract from any of these historic features. However, the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail above in the findings for other applicable Certificate of Approval review criteria.

5. The physical condition of the historic resource;

Finding: Section 17.65.060(B)(5) is not satisfied. This criteria is not satisfied as the applicant has requested replacing the lost and existing porch railing with a railing made out of an incompatible material. The historic landmark is in overall good physical condition. In the case of the wraparound porch, much of the historic materials have already been removed. The railings around all but a short section of the east side of the home have been removed, and were already missing at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Therefore, these specific historic materials no longer exist. The applicant has stated that the portion of the railing that was still existing has rotted, and is proposing to replace those sections of railing with the same used on the remainder of the wraparound porch, which would have kept a consistent form around the porch. However, the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail above in the findings for other applicable Certificate of Approval review criteria.

17.65.070 Public Notice.

- A. After the adoption of the initial inventory, all new additions, deletions, or changes to the inventory shall comply with subsection (c) of this section.

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- B. Any Historic Landmark Committee review of a Certificate of Approval application for a historic resource or landmark shall comply with subsection (c) of this section.
- C. Prior to the meeting, owners of property located within 300 feet of the historic resource under consideration shall be notified of the time and place of the Historic Landmarks Committee meeting and the purpose of the meeting. If reasonable effort has been made to notify an owner, failure of the owner to receive notice shall not impair the validity of the proceedings.

Finding: Section 17.65.070 is satisfied. Notice of the original Certificate of Approval application review was provided to property owners located within 300 feet of the historic resource. A copy of the written notice provided to property owners is on file with the Planning Department.

17.65.080 Appeals.

- A. Any appeal of a decision by the Historic Landmarks Committee, including an appeal of conditions placed on the approval of a Certificate of Approval by the committee, may be made to the City Planning Commission within fifteen (15) days of the date the written notice of the decision is mailed.
- B. If the appeal is filed, the Planning Commission shall receive a report and a recommendation from the Historic Landmarks Committee and shall hold a public hearing on the appeal consistent with the procedures in Section 17.72.120 of the McMinnville Zoning Ordinance. Any permit shall be invalid and no work shall be undertaken during the appeal process.

Finding: Section 17.65.080 is satisfied. An appeal application was filed by the application within the 15 day appeal period that began on the date that the written notice of the Historic Landmarks Committee decision was mailed. The Planning Commission held a public hearing, consistent with the procedures in Section 17.72.120, on December 20, 2018.

The Planning Commission found that the Historic Landmarks Committee’s interpretation of the applicable review criteria was justified and well supported by their findings. The review criteria under appeal are fairly clear in their requirements to use materials that are visually and physically compatible, match the old materials in composition, and only using compatible substitute materials when use of the same kind of material is not feasible. More specifically, the review criteria in Section 17.65.060(B)(2)(c) states that “work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible”. The Historic Landmarks Committee’s findings were that the proposed material was “not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch, which are wood”. The Planning Commission found that the Historic Landmarks Committee felt that the proposed material, being a composite polymer material, would be noticeably different from the other wood porch materials.

The review criteria in Section 17.65.060(B)(2)(f) states that “new material will match the old in composition, design, color, and texture”. The Historic Landmarks Committee’s findings for this criteria were that the composite polymer material was not “visually compatible”, but more clearly that the “composition of the new material was not found to match the old materials and other existing materials, which were and still are wood”. The Historic Landmarks Committee was clear in their deliberation that the “composition” of the materials needed to match the existing materials, and the composition, or physical properties, clearly did not match.

Finally, the Historic Landmarks Committee’s findings for the review criteria in Section 17.65.060(B)(2)(i) referenced the Rehabilitation treatment as described in the Secretary of the Interior’s Standards for the Treatment of Historic Properties. Specifically, the Historic Landmarks Committee referenced an applicable “Recommended Guideline” for the treatment of entrances under the Rehabilitation treatment, which states that “Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the

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feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.” The Historic Landmarks Committee’s finding was, similar to the findings for the other review criteria above, that the proposed material “was not found to be visually compatible” and that the “composition of the new material was not found to match the old materials and other existing materials”. Based on those findings, the Historic Landmarks Committee found that the proposed material was not a compatible substitute material. The Planning Commission also interpreted that the Historic Landmarks Committee did not find that the use of the same kind of material, that being wood to match the remainder of the porch materials, was unfeasible.

CD:sjs

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Planning Department
231 NE Fifth Street o McMinnville, OR 97128
(503) 434-7311 Office o (503) 474-4955 Fax
www.ci.mcminnville.or.us

Office Use Only:
File No. AP2-18
Date Received 11-13-18
Fee \$610
Receipt No. 18M0241
Received by RH

Appeal Application

Applicant Information

Applicant is: [] Property Owner [] Contract Buyer [] Option Holder [] Agent [x] Other Contracted
[] Provided testimony prior to this appeal.

Applicant Name Square Deal Construction Co Phone (971) 832-3626
Contact Name Terry HCU Phone (971) 832-3626
Address 300 West 1st St.
City, State, Zip Newberg OR 97132
Contact Email Terry@squaredeal4you.com

Original Application Information

File No.: HL10-18 Review Body: Historic Landmarks Committee
Decision: Deny Date of Decision: 22 Oct 2018
Date Decision Mailed: 30 Oct 2018 Appeal Date Deadline: 14 Nov 2018
Description of Original Application Request: Use composite rail that resembles original rail very closely I.L.O using an interior wood product.

Appeal of a decision made by the following review body is requested:

- [] PLANNING DIRECTOR (See Section 17.72.170 (Appeal from Ruling of Planning Director) of the Zoning Ordinance for further information.)
[x] PLANNING COMMISSION (See Section 17.72.180 (Appeal from Ruling of Planning Commission) of the Zoning Ordinance for further information.)

Please state in detail the basis for and issues raised in this appeal. You must identify the criteria and findings that you are appealing. Attach additional sheets as necessary. _____

See attached.

In addition to this completed application, the applicant must provide the following:

- Payment of the applicable review fee, which can be found on the [Planning Department](#) web page.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Tony 2 Well
Appellant's Signature

9 Nov. 2018
Date

11/2/2018

Appeal of McMinnville Historic Landmarks Committee's 10/22/2018 Decision.

Committee denied application for a Certificate of Approval for replacement railings at 219 SE Lincoln Street, McMinnville. This appeal submitted by homeowner Jeff Sauter and contractor Square Deal Construction Inc.

Finding for Section 17.65.060(B)(2)(C):

Committee's findings for this criteria state:

“. . . and features will be **physically and visually compatible, identifiable upon close inspection, and properly documented for future research.**" (Bold ours.)

Homeowner and contractor are appealing these findings and believe the following findings should be made in support of the proposed project:

- The proposed material is physically and visually compatible and already has been properly documented for future research.
- **The proposed railing looks and feels like wood and is virtually identical in design, color and texture of wood. It has been properly documented by municipalities and historic organizations across the Northeast as a superior method** to preserving the beauty of historic landmarks. The composite railings and boards have been used in stellar historical renovation projects such as The Ocean House in Rhode Island, The Lindens House in Washington DC, and Miss Porter's School in Farmington, Connecticut.
- According to "The Use of Substitute Materials On Historic Building Exteriors," published by the National Park Service, U.S. Department of the Interior, **there are appropriate times to use substitute materials in preservation projects.** For example, when there are "inherent flaws in the original materials." There are definitely flaws in the original material. Ultraviolet light, moisture penetration behind joints, and stresses caused by changing temperatures quickly impair the performance of wood over time. It becomes unsightly over a relatively short period of time and can quickly reduce a grand historic resource to just a dilapidated old building.
- The article continues, "...Substitute materials are being used more frequently than ever in preservation projects, and in many cases with positive results. They can be cost-effective, can permit the accurate visual duplication of historic materials, and last a reasonable time."
- And for those who argue that our forefathers would want only original materials, the article points out the tradition of using cheaper and more common materials in imitation of more expensive and less available materials is a long one. George Washington, for example, used wood painted with sand-impregnated paint at Mount Vernon to imitate cut ashlar stone. This technique along with scoring stucco into block patterns was fairly common in colonial America to imitate stone.

Finding for Section 17.65.060(B)(2)(F):

Committee's findings for this criteria state:

“...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.**” (Bold ours.)

Homeowner and contractor are appealing these findings and believe the following findings should be made in support of the proposed project:

- **The proposed material matches the old in composition, design, color, and texture.**

Finding for Section 17.65.060(B)(2)(i):

Committee's findings for this criteria state:

“... greater latitude is given in the Standards for Rehabilitation to replace extensively deteriorated, damaged, or missing features using either the same material **or compatible substitute materials** (Bold ours).”

Homeowner and contractor are appealing these findings and believe the following findings should be made in support of the proposed project:

- **Rehabilitation allows compatible material.**
- Homeowner and contractor greatly appreciate the historic committee's efforts to prevent inferior, visually-inappropriate and untested products from being slapped on historic landmarks and absolutely destroying their beauty, integrity and historical accuracy. However, the proposed product does just the opposite! As the historic landmarks in the Northeast can attest, **the proposed product greatly supports the committee's goal of preserving beauty, integrity and historical accuracy.**
- Homeowner wants to provide an historically-accurate and beautiful rehabilitation of his home. **He does not want, however - for himself or for future owners of the home - the economic burden and labor-intensive stress of having to repeat the task of replacing railing on an ongoing basis.** As historical organizations and municipalities in the Northeast have proven, it is possible to enjoy the benefits of long-lasting, labor-saving materials while showcasing designs that are visually-accurate and greatly honor historic integrity. Neighbors and people in the community have already told homeowner how perfect the new railing looks on the old porch and thanked him for restoring the old home to its original grandeur.

Please Consider Reasonableness

- Homeowner and contractor respectfully request the historic committee to consider the documentation of this product already in place and reasonableness of their request and approve their application for a Certificate of Approval.

Attachments:

- Neighbor Testimonies
- Photographs of Home

janice@squaredeal4you.com

From: Jeff Sauter <jeffsauter@rocketmail.com>
Sent: Thursday, November 8, 2018 9:28 AM
To: janice@squaredeal4you.com
Subject: Fw: 219 SE Lincoln Street

----- Forwarded Message -----

From: Brent Flanders <brent.flanders@gmail.com>
To: "jeffsauter@rocketmail.com" <jeffsauter@rocketmail.com>
Sent: Monday, November 5, 2018, 1:47:53 PM PST
Subject: 219 SE Lincoln Street

To whom it may concern,

I am writing this letter in support of Jeff and Marla Sauter's recent renovation on their home located at 219 SE Lincoln Street.

I live next door at 221 SE Cows and watched the recent improvements made to their home which included a new decking and rails to their wraparound porch in addition to painting their exterior of the home. I believe the contractors and homeowners did a fantastic job picking materials, design, and workmanship that complement the era of their home. I am writing in support of their decisions and choices.

Living in an older home myself, it is wise to make improvements that not only look appealing but will withstand the test of time which I believe they have done. I do not support any further alterations or "improvements" on their completed project.

If you have any other questions or want additional feedback, please contact me.

Brent Flanders
221 SE Cows
McMinnville, OR 97128
503-857-7578

janice@squaredeal4you.com

From: Jeff Sauter <jeffsauter@rocketmail.com>
Sent: Thursday, November 8, 2018 9:27 AM
To: janice@squaredeal4you.com
Subject: people like rails

I have had many people stop buy and say how much they like the house and how the rails really finish it off. Some of these people turned off Baker Street to give their comments. My wife had a patient who drove by on his way home and said it was his favorite house in town and the rails made it look so original.

I also have forwarded one written approval.

Thank you for all your work on this appeal.

Jeff Sauter











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

October 30, 2018

Terry Hall
300 W. 1st Street
Newberg, OR 97132

Re: Certificate of Approval (HL 10-18) Request

Dear Mr. Hall:

This is to advise you that, at a meeting of the McMinnville Historic Landmarks Committee on Monday, October 22, 2018, your application for a Certificate of Approval (HL 10-18) to alter a historic landmark was reviewed and studied. The subject historic landmark is located on the property at 219 SE Lincoln Street. The subject property is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.

Based on the material submitted and the testimony received, the Historic Landmarks Committee voted to **DENY** your Certificate of Approval application (HL 10-18). Attached is the land-use decision with the Findings of Fact and Conclusionary Findings to support the Historic Landmarks Committee's decision.

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 November 14, 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,

A handwritten signature in black ink that reads 'Chuck Darnell'.

Chuck Darnell
Senior Planner

CD:sjs

c: Jeff Sauter, 219 SE Lincoln Street, McMinnville, OR 97128
Heather Richards, Planning Director

Attachment: *Decision, Findings of Fact and Conclusionary Findings of the McMinnville Historic Landmarks Committee for Denial of the Alteration of a Historic Landmark at 219 SE Lincoln Street (Docket HL 10-18)*



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

503-434-7311

www.mcminnvilleoregon.gov

DECISION, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR DENIAL OF THE ALTERATION OF A HISTORIC LANDMARK AT 219 SE LINCOLN STREET

- DOCKET:** HL 10-18
- REQUEST:** The applicant has submitted a Certificate of Approval application to request the alteration of a historic landmark that is listed on the McMinnville Historic Resources Inventory. Specifically, the applicant is proposing to replace the missing railing on the residential building's wraparound porch. The historic building is subject to the Certificate of Approval alteration review process required by Section 17.65.040(A) of the McMinnville City Code.
- LOCATION:** The subject site is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.
- ZONING:** The subject site is designated as Commercial on the McMinnville Comprehensive Plan Map, and is zoned C-3 (General Commercial).
- APPLICANT:** Terry Hall, on behalf of property owner Jeff Sauter
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** October 16, 2018
- DECISION-MAKING BODY:** McMinnville Historic Landmarks Committee
- DATE & TIME:** October 22, 2018. Meeting was held at the Community Development Center, 231 NE 5th Street, McMinnville, OR 97128.
- PROCEDURE:** The structure proposed to be altered is designated as a "Significant" historic resource (Resource B430), and is therefore subject to the Certificate of Approval review process required by Section 17.65.060 of the McMinnville City Code.
- CRITERIA:** The applicable criteria are in Section 17.65.060(B) of the McMinnville City Code.
- APPEAL:** The decision may be appealed to the Planning Commission, if an appeal is filed within 15 days of the date the decision is mailed as specified in Section 17.65.080(A) of the McMinnville City Code.
- COMMENTS:** This matter was not referred to public agencies for comment. Notification of the proposal was mailed to surrounding property owners, but no comments or testimony were provided to the Planning Department prior to the Historic Landmarks Committee's decision.

DECISION

Based on the findings and conclusions, the Historic Landmarks Committee **DENIES** the alteration of the historic landmark at 219 SE Lincoln Street.

////////////////////////////////////
DECISION: DENIAL
////////////////////////////////////

Planning Staff: *Chuck Darnell*
Chuck Darnell, Senior Planner

Date: October 30, 2018

Planning Department: *Heather Richards*
Heather Richards, Planning Director

Date: October 30, 2018

APPLICATION SUMMARY:

Terry Hall, on behalf of property owner Jeff Sauter, submitted a Certificate of Approval application to request exterior alterations to a residential building that is listed on the McMinnville Historic Resources Inventory as a Significant resource (B430). The subject property is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.

The historic designation for this particular historic resource is associated with the structure and the original owner of the building. The statement of historical significance and description of the property, as described in the Historic Resources Inventory sheet, is as follows:

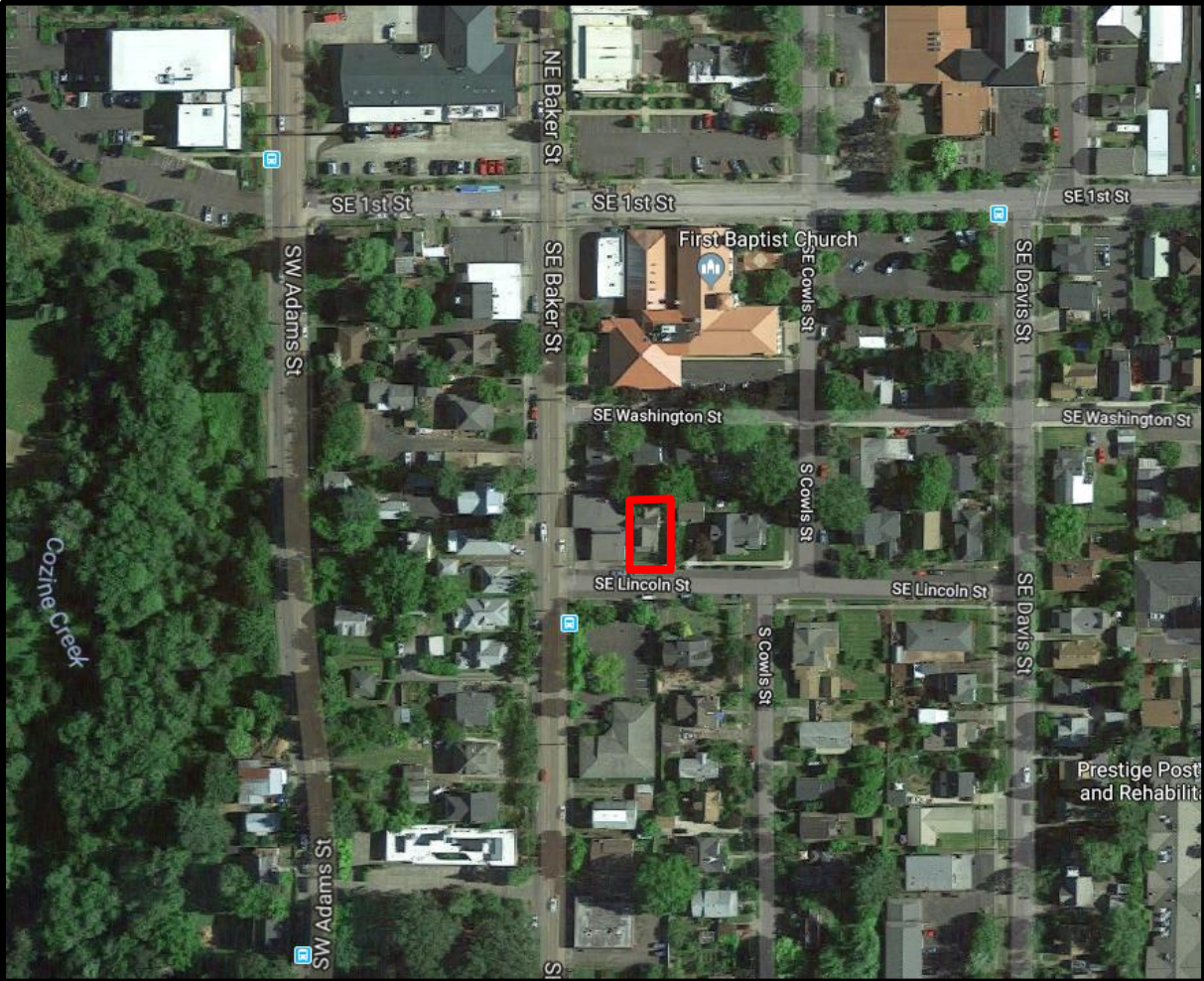
This two-story gabled rural vernacular structure is built on a Latin cross plan with an encircling porch and other detailing showing influence from Queen Anne eclecticism. The siding is “drop” siding except for the upper gables above the windows which are shingled in courses of diamond and imbricated patterns. The central chimney has a corbelled cap. The shed porch roof forms a pediment with fan detail over the porch steps. The detailed porch frieze includes small scroll brackets.

The eaves are boxed with vergeboards, ends rounded as if knobs. The porch railing of simple square section spindle is missing except for the east side sections. Windows are predominately double hung 1/1 with a large fixed sash window on the first story street façade. This window as well as the paneled door windows have single stained (colored) glass side lights. Door and window frames have a single cornice cap except where belt boards form the upper frame member.

Julia Gault and her husband built this house.

Section 17.65.040(A) of the McMinnville City Code requires that the Historic Landmarks Committee review and approve a Certificate of Approval for a request to alter any resource that is considered a historic landmark and/or listed on the National Register of Historic Places as a contributing resource. Since the subject property is classified as a historic landmark, the Certificate of Approval review is required.

The current location of the historic landmark is identified below (outline of property is approximate):



The photo from the time of the survey of the building that led to it being listed on the Historic Resources Inventory, as shown in the Historic Resources Inventory sheet, is provided below:



More recent photos of the building, with a close up view of the porch, as it exists today can be seen below:



ATTACHMENTS

1. Certificate of Approval Application (on file with the Planning Department)

COMMENTS**Agency Comments**

This matter was not referred to other public agencies for comment.

Public Comments

Public notice was mailed to owners of properties within 300 feet of the subject site, as required by Section 17.65.070(C) of the McMinnville City Code. The Planning Department did not receive any public testimony prior to the public meeting.

FINDINGS OF FACT

1. Terry Hall, on behalf of property owner Jeff Sauter, submitted a Certificate of Approval application to request exterior alterations to a residential building that is listed on the McMinnville Historic Resources Inventory as a Significant resource (B430). The subject property is located at 219 SE Lincoln Street, and is more specifically described as Tax Lot 5000, Section 21CB, T. 4 S., R. 4 W., W.M.
2. The historic landmark is designated on the Historic Resources Inventory as a “Significant” resource, and has the resource number of B430.
3. The site is currently zoned C-3 (General Commercial), and is designated as Commercial on the McMinnville Comprehensive Plan Map, 1980.
4. Notice of the alteration request was provided to property owners within 300 feet of the subject site. The Planning Department received no public testimony prior to the public meeting.
5. A public meeting was held by the Historic Landmarks Committee on October 22, 2018 to review the proposal.
6. The applicant has submitted findings (Attachment 1) in support of this application. Those findings are herein incorporated.

CONCLUSIONARY FINDINGS**McMinnville’s Comprehensive Plan:**

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL III 2: TO PRESERVE AND PROTECT SITES, STRUCTURES, AREAS, AND OBJECTS OF HISTORICAL, CULTURAL, ARCHITECTURAL, OR ARCHAEOLOGICAL SIGNIFICANCE TO THE CITY OF McMINNVILLE.

Finding: The focus of the comprehensive plan goal and the purpose of the Historic Preservation chapter are to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to protect the overall historic form and character of the historic landmark by repairing the porch and railing that is in poor condition or completely missing. However, the Comprehensive Plan goal and the purpose of the Historic Preservation chapter are not satisfied by the proposal because

Attachments:

Attachment 1 – Certificate of Approval Application

the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail below in the findings for the applicable Certificate of Approval review criteria.

GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF McMinnville.

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 planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.

Finding: Goal X 1 and Policy 188.00 are **SATISFIED** in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed staff report prior to the McMinnville Historic Landmarks Committee review of the request and recommendation at an advertised public meeting. All members of the public have access to provide testimony and ask questions during the public review and meeting process.

McMinnville's City Code:

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

17.65.040 Certificate of Approval Process. A property owner shall obtain a Certificate of Approval from the Historic Landmarks Committee, subject to the procedures listed in Section 17.65.050 and Section 17.65.060 of this chapter, prior to any of the following activities:

- A. The alteration, demolition, or moving of any historic landmark, or any resource that is listed on the National Register for Historic Places;
 - 1. Accessory structures and non-contributing resources within a National Register for Historic Places nomination are excluded from the Certificate of Approval process.
- B. New construction on historical sites on which no structure exists;
- C. The demolition or moving of any historic resource.

Finding: Section 17.65.040 is **SATISFIED**. The applicant submitted an application for a Certificate of Approval to request the alteration of the historic landmark, per Section 17.65.040(A), because the resource is classified as a historic landmark as a Significant resource on the McMinnville Historic Resources Inventory.

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.

Attachments:

Attachment 1 – Certificate of Approval Application

Finding: Section 17.65.060(A) is **SATISFIED**. The Historic Landmarks Committee, after reviewing the request during a public meeting and offering an opportunity for public testimony, decided to deny the alteration request and deny the Certificate of Approval.

- 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;

Finding: Section 17.65.060(B)(1) is **NOT SATISFIED**. The City's historic policies in the comprehensive plan focus on the establishment of the Historic Landmarks Committee, however, the goal related to historic preservation is as follows:

Goal III 2: To preserve and protect sites, structures, areas, and objects of historical, cultural, architectural, or archaeological significance to the City of McMinnville.

The purpose of the Historic Preservation ordinance includes the following:

- (a) Stabilize and improve property values through restoration efforts;
- (b) Promote the education of local citizens on the benefits associated with an active historic preservation program;
- (c) Foster civic pride in the beauty and noble accomplishments of the past;
- (d) Protect and enhance the City's attractions for tourists and visitors; and
- (e) Strengthen the economy of the City.

The focus of the comprehensive plan goal and the purpose of the Historic Preservation chapter are to restore and preserve structures that have special historical or architectural significance. Overall, the intent of the proposal is to protect the overall historic form and character of the historic landmark by repairing the porch and railing that is in poor condition or completely missing. However, the Comprehensive Plan goal and the purpose of the Historic Preservation chapter are not satisfied by the proposal because the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail below in the findings for the applicable Certificate of Approval review criteria.

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.

Finding: Section 17.65.060(B)(2)(a) is **SATISFIED**. The property has historically been used residentially, and is still occupied as a single family home. The porch as it exists today is missing railing around all but the east side of the porch. However, the applicant has stated that there is evidence in the support columns on the remainder of the wraparound porch that at one time a railing was connected to the columns around the entire porch. Since that time, sections of the railing have been removed. There is no intention to change the use of the historic landmark in any way, and the proposed addition of railing around the entire wraparound porch will restore a residential feature that appears to have been removed at some point in the past.

- 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.

Finding: Section 17.65.060(B)(2)(b) is **SATISFIED**. This criteria describes the need to avoid the replacement of intact or repairable historic materials or alteration of features, spaces and spatial relationships. In the case of the wraparound porch, much of the historic materials have already been

Attachments:

Attachment 1 – Certificate of Approval Application

removed. The railings around all but a short section of the east side of the home have been removed, and were already missing at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Therefore, these specific historic materials no longer exist. The applicant has stated that the portion of the railing that was still existing has rotted, and is proposing to replace those sections of railing with the same used on the remainder of the wraparound porch, which will keep a consistent form around the porch.

The replacement of the railing around the wraparound porch will not result in the loss of any feature, space, or spatial relationship that characterizes the property as a historic landmark. The overall architectural features that were noted in the Historic Resources Inventory sheet still exist today. Those features include the “two-story gabled rural vernacular” form, “shed porch roof” forming a “pediment with fan detail over the porch steps” and “detailed porch frieze” with “small scroll brackets”. The Historic Resources Inventory also notes that the porch railing was a “simple square section spindle” design, and again that it was “missing except for the east side sections”. The addition of railing around the wraparound porch would not remove or detract from any of these historic features. However, the proposed materials to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail below in the findings for the applicable Certificate of Approval review criteria.

- 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.

Finding: Section 17.65.060(B)(2)(c) is **NOT SATISFIED**. This criteria is not satisfied due to the fact that the proposed material (composite polymer) to replace the railing is not compatible with the original wood materials. As described in more detail above, the building has overall retained much of the architectural form, features, and detailing that existed at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. However, the replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch, which are wood.

- 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.

Finding: Sections 17.65.060(B)(2)(d) through 17.65.060(B)(2)(f) are **NOT SATISFIED**, specifically (f) since the proposed materials for the replacement railing is a composite polymer material and the old railing is wood. There are no changes to the property that have acquired their own historic significance. As described in more detail above, the building has overall retained much of the architectural form, features, and detailing that existed at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Also described in more detail above, most of the railing on the wraparound porch is missing, so there is no preservation of historic materials that can occur. However, the replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch. The composition of the new material was not found to match the old materials and other existing materials, which were and are still wood.

Attachments:

Attachment 1 – Certificate of Approval Application

- 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.

Finding: Section 17.65.060(B)(2)(g) is **SATISFIED**. This criteria is not applicable, as there are no chemical or physical treatments proposed.

- h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

Finding: Section 17.65.060(B)(2)(h) is **SATISFIED**. The applicant has stated that they are not aware of any known archeological resources.

- i. The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

Finding: Section 17.65.060(B)(2)(i) is **NOT SATISFIED**. This criteria was not satisfied as the proposed material for the new railing is of a completely different material than the original railing.

The proposed alterations can most closely 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.

Some of the applicable rehabilitation guidelines for treating entrances on historic buildings are provided below:

Recommended Guideline: Replacing in kind an entire entrance or porch that is too deteriorated to repair (if the overall form and detailing are still evident) using the physical evidence as a model to reproduce the feature or when the replacement can be based on historic documentation. If using the same kind of material is not feasible, then a compatible substitute material may be considered.

As described in more detail above, most of the railing on the wraparound porch is missing, so there is no preservation of those historic materials that can occur. The replacement railing materials are proposed to be a composite polymer material, which was not found to be visually compatible with the historic design of the front porch and the remainder of the existing historic materials on the front porch. The composition of the new material was not found to match the old materials and other existing materials, which were and are still wood. The proposed composite polymer material was therefore not found to be a compatible substitute material.

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;

Attachments:

Attachment 1 – Certificate of Approval Application

Finding: Section 17.65.060(B)(3) is **NOT SATISFIED**. This criteria is not satisfied because the proposed alteration was not found to be reasonable, as the proposed replacement railing materials would impact the overall historic integrity of the structure and therefore did not satisfy the other applicable Certificate of Approval review criteria.

4. The value and significance of the historic resource;

Finding: Section 17.65.060(B)(4) is **SATISFIED**. The overall architectural features that were noted in the Historic Resources Inventory sheet still exist today. Those features include the “two-story gabled rural vernacular” form, “shed porch roof” forming a “pediment with fan detail over the porch steps” and “detailed porch frieze” with “small scroll brackets”. The Historic Resources Inventory also notes that the porch railing was a “simple square section spindle” design, and again that it was “missing except for the east side sections”. The addition of railing around the wraparound porch will not remove or detract from any of these historic features. However, the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail above in the findings for other applicable Certificate of Approval review criteria.

5. The physical condition of the historic resource;

Finding: Section 17.65.060(B)(5) is **NOT SATISFIED**. This criteria is not satisfied as the applicant has requested replacing the lost and existing porch railing with a railing made out of an incompatible material. The historic landmark is in overall good physical condition. In the case of the wraparound porch, much of the historic materials have already been removed. The railings around all but a short section of the east side of the home have been removed, and were already missing at the time the historic landmark was surveyed in 1983 and listed on the McMinnville Historic Resources Inventory in 1987. Therefore, these specific historic materials no longer exist. The applicant has stated that the portion of the railing that was still existing has rotted, and is proposing to replace those sections of railing with the same used on the remainder of the wraparound porch, which would have kept a consistent form around the porch. However, the materials proposed to be used for the replacement railing were found to not be compatible with the historic resource, as discussed in more detail above in the findings for other applicable Certificate of Approval review criteria.

17.65.070 Public Notice.

- A. After the adoption of the initial inventory, all new additions, deletions, or changes to the inventory shall comply with subsection (c) of this section.
- B. Any Historic Landmark Committee review of a Certificate of Approval application for a historic resource or landmark shall comply with subsection (c) of this section.
- C. Prior to the meeting, owners of property located within 300 feet of the historic resource under consideration shall be notified of the time and place of the Historic Landmarks Committee meeting and the purpose of the meeting. If reasonable effort has been made to notify an owner, failure of the owner to receive notice shall not impair the validity of the proceedings.

Finding: Section 17.65.070 is **SATISFIED**. Notice was provided to property owners located within 300 feet of the historic resource. A copy of the written notice provided to property owners is on file with the Planning Department.

CD:sjs

Attachments:

Attachment 1 – Certificate of Approval Application



Planning Department
 231 NE Fifth Street • McMinnville, OR 97128
 (503) 434-7311 Office • (503) 474-4955 Fax
www.mcminnvilleoregon.gov

Office Use Only:

File No. HL 10-18
 Date Received 10.9
 Fee N/A
 Receipt No. N/A
 Received by RH

Certificate of Approval (Alteration)

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other Construction Co.

Applicant Name Square Deal Construction Phone 503-832-0191
 Contact Name Terry Hall Phone 971-832-3626(c)
 (If different than above)
 Address 300 W. 1st. Street
 City, State, Zip Wenborg, OR 97132
 Contact Email terry.squaredeal4you.com

Property Owner Information

Property Owner Name Jeff Sauter Phone 503-472-0884
 (If different than above)
 Contact Name Jeff Sauter Phone —
 Address 219 SE Lincoln St.
 City, State, Zip McMinnville, OR 97132
 Contact Email jeffsauter@rocketmail.com

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 219 SE Lincoln St.
 Assessor Map No. R4 4 - 21CB - 05000 Total Site Area 4485
 Subdivision McMinnville Block _____ Lot _____
 Comprehensive Plan Designation Residential Zoning Designation C3

1. What is the classification of the historic building? Historic Neighborhood

2. Architect Name N/A Phone —
 (Engineer or Other Designer)
 Contact Name — Phone —
 Address —
 City, State, Zip —
 Contact Email —

3. Contractor Name Square Deal Construction Phone 503-832-0191
 Contact Name Terry Hall Phone 971-832-3626(c)
 Address 300 W. 1st Street
 City, State, Zip Newberg, OR 97132
 Contact Email terry.squaredeal4yale@gmail.com

4. The existing use of the property. private residence

5. The intended use of the property. private residence

6. Attach a written narrative that describes: — Attached.
 - A. The proposed project in detail (specific portions of the structure being altered, new features being constructed, etc.);
 - B. How the proposed project meets the applicable Comprehensive Plan policies;
 - C. How the proposed project meets the applicable design standards and guidelines, which are as follows:
 - 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 proposed project must be consistent with the Guidelines for Historic Preservation as published by the United States Secretary of the Interior;
- D. The reasonableness of the proposed project and a description of the economic use of the historic resource, and how those factors relate to the proposed project;
- E. The current value and significance of the historic resource, and how those factors relate to the proposed project; and
- F. The physical condition of the historic resource, and how the condition relates to the proposed project.

In addition to this completed application, the applicant must provide the following:

- ~~Not required~~ A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), showing the information listed in the information sheet.
- ~~Not required~~ Architectural drawings, including elevations of the proposed alteration. The elevations shall include descriptions of the proposed finish material.
- Photographs and/or drawings of the existing structure.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Terry J. DeLo
Applicant's Signature

1-OCT-2018
Date

Jeff Sauter
Property Owner's Signature

4-OCT-2018
Date

Certificate of Approval (Alteration) #6

A. The proposed project in detail:

Specific portions of the structure being altered:

- Replacing rotted or missing railing on wraparound porch.

B. and C. How the proposed project meets the applicable Comprehensive Plan policies and the applicable design standards and guidelines, which are as follows:

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.

- The property, a house, is being used as it was historically. Intention of homeowner is to preserve this historical gem, which includes restoration of wraparound porch.

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.

- The historic character of the property will be retained and preserved.
- The replacement/repair of historical materials - the railings- cannot be avoided as the railings are rotted or missing.

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.

- This home is recognized as a physical record of its time, place and use. Proposed railing looks and feels like wood and is virtually identical in design, color and texture of wood. But it is far more durable, long-lasting and sustainable. It has been approved by municipalities across the Northeast for a variety of historical renovation projects such as The Ocean House in Rhode Island, The Lindens House in Washington DC, and Miss Porter's School in Farmington, Connecticut.

d. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

- N/A

e. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

- N/A

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.

-Deterioration of the rails requires replacement. New railing looks and feels like wood and is virtually identical in design, color and texture of wood. But it is far more durable, long-lasting and sustainable. It has been approved by municipalities across the Northeast for a variety of historical renovation projects such as The Ocean House in Rhode Island, The Lindens House in Washington DC, and Miss Porter's School in Farmington, Connecticut.

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.

-N/A

h. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

-N/A

i. The proposed project must be consistent with the Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

-See above.

D. 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.

-N/A

E. The value and significance of the historic resource.

-This house gives the community character and beauty and provides a visual record of McMinnville heritage. The preservation of this house, which includes restoration of its wraparound porch, is important for the education, enjoyment and pride of its citizens.

F. The physical condition of the historic resource.

-The house is in good condition. The railing on the porch is rotted or missing. See photos.



■ *A Smarter Way to Build!* ■

To The McMinnville Building Department:

The 1890s-built Victorian at 219 SE Lincoln St. is in desperate need of porch repairs. The porch is rotting through the floor joists. We do not want this grand old home to go into a state of disrepair. The dignified character of this home is too important to the historic district of McMinnville.

We propose using Azek Porch Boards, an engineered, capped polymer composite deck and porch product made to outlast real wood with its significantly higher quality to preserve the beauty of this home for years to come. These boards are created with a wood grain texture to preserve the classic look of the home. They come in a tongue and groove design to avoid having face screws that interrupt the overall look. We will use the color Morado, which is nearly identical to the existing porch color. The color of the Azek Porch Boards is stain, scratch, and fade resistant, which is an added benefit of composite decking. It is important to note we will *not* be changing the deck skirting.

We propose replacing the existing railing with Azek Premier Railing, a composite project engineered to last. This railing has a classic profile that offers the beauty and feel of real wood but has the strength and safety of performance materials. Safety is paramount as this porch varies between 32" in height and 36" in height at various locations. Per McMinnville Building Code requirements, this porch will need to have railing on all sides. This, unfortunately, is a minor deviation from the existing look of the porch, but one we believe is imperative for the safety of the Homeowners.

We believe these proposed changes will add new life back into this stately home, and the products will preserve the integrity of the historic Victorian style of the residence.

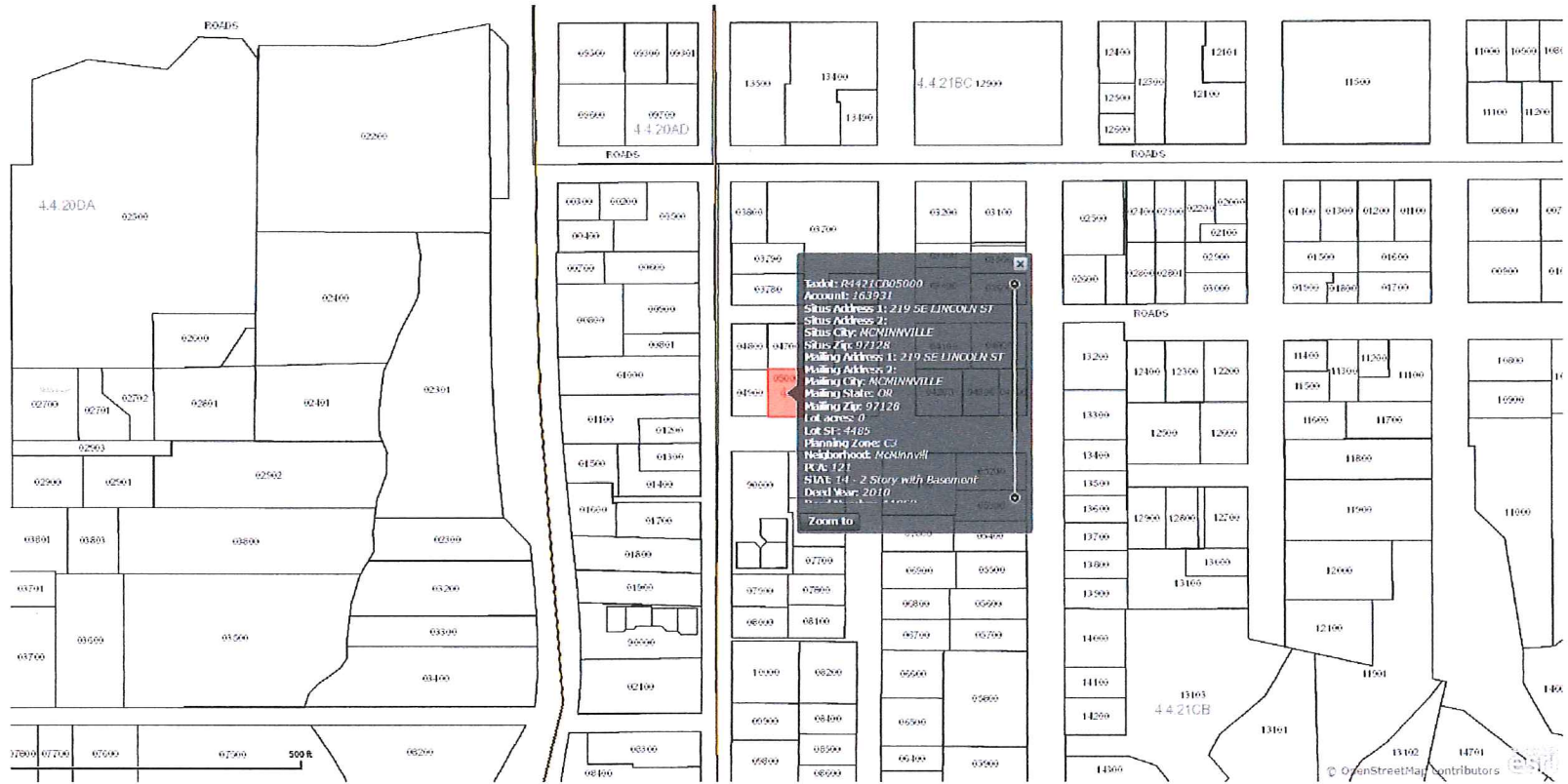
Please see the attached photos of the existing porch and proposed materials for the home.

Regards,

Terry Hall

A handwritten signature in black ink that reads "Terry Hall". The signature is written in a cursive style with a large, looped "T" and "H".

■ Terry Hall - General Contractor ■ 971-832-0191
300 W 1st Street ■ Newberg ■ OR ■ 97132 ■ CCB# 172566
www.squaredeal4you.com ■ E-mail: terry@squaredeal4you.com

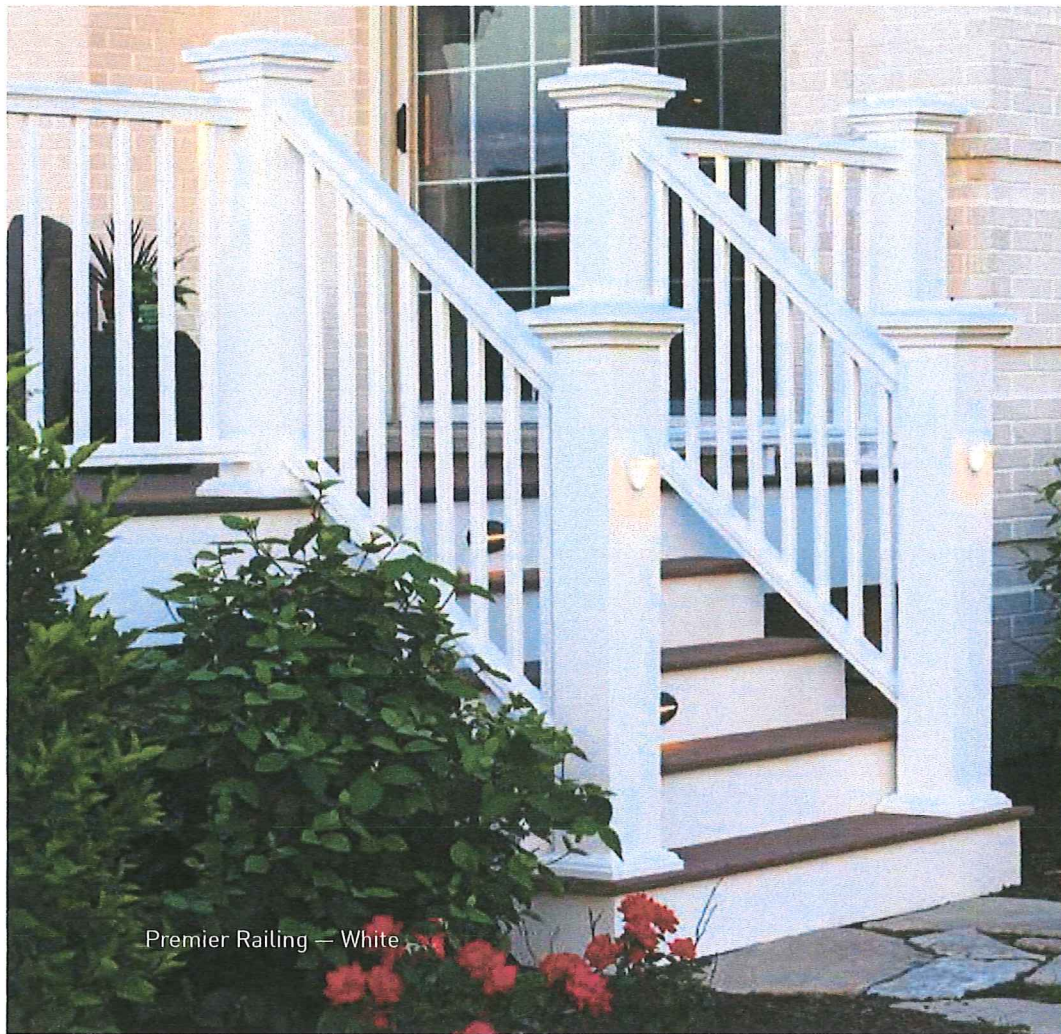


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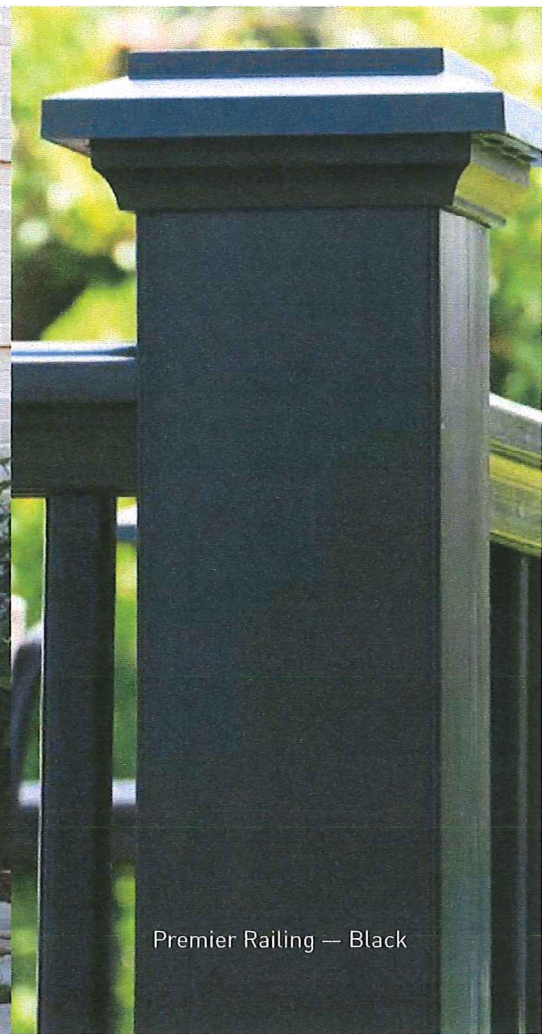
© OpenStreetMap contributors







Premier Railing — White



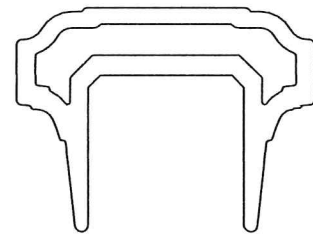
Premier Railing — Black

CLASSIC

Premier Railing®

Premier Railing offers the beauty and feel of real-wood coupled with the added strength and safety of performance materials.

This classic profile features a flat top rail with delicately beveled edges for a high-end look that lasts.

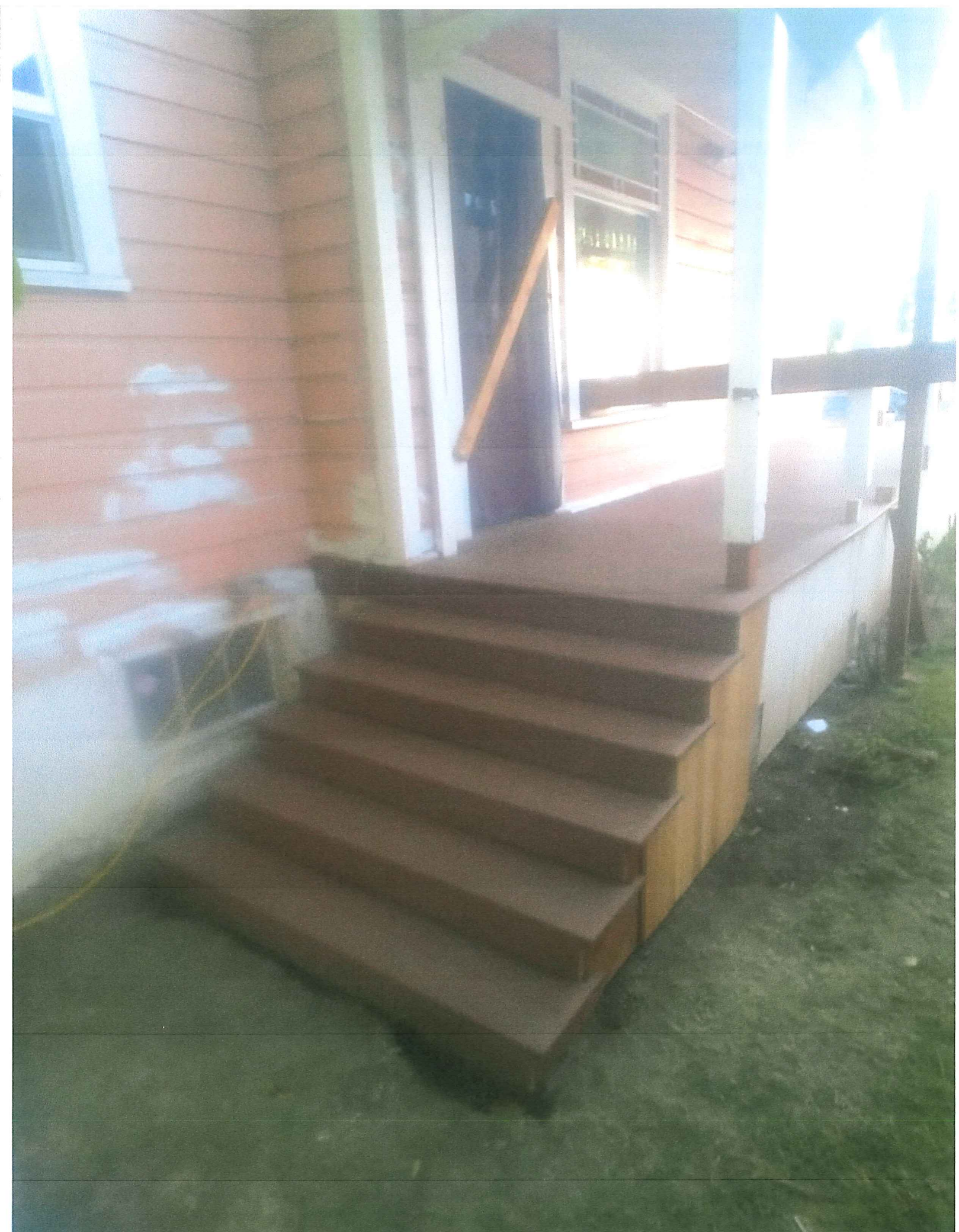


TOP RAIL SIZE: 3.5" X 2.7"













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

www.mcminnvilleoregon.gov

MINUTES

September 26, 2018
Historic Landmarks Committee
Regular Meeting

3:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Chair Joan Drabkin, Mary Beth Branch, Mark Cooley, John Mead and Heather Sharfeddin

Members Absent:

Staff Present: Chuck Darnell – Senior Planner

Others Present: Terry Hall

1. Call to Order

Chair Drabkin called the meeting to order at 3:00 p.m.

2. Citizen Comments

Terry Hall, Square Deal Construction Company, discussed a project that was underway on Lincoln Street and how in the process of getting a permit he found out he needed to talk to the HLC as well. He explained the railing they were planning to use which was made of composite material. He thought it looked close to the original.

Senior Planner Darnell discussed and showed pictures of the house on Lincoln and how the Historic Resources Inventory from the 1980s listed the property as a B level.

It was clarified that the project would only be the rail, replacing and adding it in some areas and raising the handrail height to 36 inches. The color would be close to the original.

Senior Planner Darnell explained the approval criteria for alterations to a historic landmark and reviewed the definition of alteration. He thought the design fit with the building, but he questioned the material. Because this item had not been included in the public notice, a decision could not be made today. He asked if the HLC thought what was being proposed met the definition of alteration.

There was discussion regarding whether or not this would set a precedent and the proposed material.

Committee Member Branch was not concerned about the railing itself, but was concerned about the material proposed.

Committee Member Sharfeddin asked if the property owners had considered using materials that would have been original to the house. Mr. Hall said he had given them a bid using wood and the property owners had come up with the alternative material on their own.

Chair Drabkin thought the question of precedent was the most important part of this discussion. This material did not look like wood.

Committee Member Mead thought if they allowed a non-wood product on hand railings, people would take that further and use other materials and not get approval from the HLC. He clarified the survey from the 1980s said the railing was missing except for the east side sections.

Committee Member Cooley said an alteration was a design or material change and it should go through an approval process.

There was consensus that the replacement of the porch deck boards with the composite material could be treated as general repairs and not treated as an alteration, as the porch deck boards were similar in color, were existing prior to the construction activities, and were not as visible so would not result in a change in appearance, as stated in the definition of "alteration" in Section 17.06.060 of the McMinnville City Code. However, the Committee had concerns with the railing as a visible and prominent feature on the structure, and a Certificate of Approval application would need to be submitted.

Committee Member Branch said it would be hard for her to approve the use of the proposed material for the rails due to the historic level of the property and the fact that this was a covered porch with some weather protection.

Mr. Hall explained how wood railings were hard to maintain and expensive.

It was suggested that Mr. Hall bring in a sample of the material that was painted the same sheen that the rest of the trim would be as part of the application.

3. Approval of Minutes

- A. April 5, 2018 Meeting Minutes
- B. April 25, 2018 Meeting Minutes

Committee Member Branch moved to approve the April 5 and April 25, 2018 meeting minutes. The motion was seconded by Committee Member Mead and passed 5-0.

4. Action Items

- A. Recommendation on Historic Preservation Plan

Senior Planner Darnell reviewed the final draft of the Historic Preservation Plan. The bulk of the plan had not changed since the last draft that was presented to the HLC. He gave an overview of the chapters and the survey and inventory area recommendations. The plan was meant to be a guiding document for the City and identified projects to work on. Staff recommended the HLC recommend approval of the plan to the Planning Commission and City Council.

Committee Member Cooley commented that the history portion of the plan was euro-centric and did not include the perspectives of other cultures.

Senior Planner Darnell thought the original intent was to document architectural forms. He suggested adding an action item for Goal 1, Policy 1b, to expand the historic context chapter to include other cultures and pre-settlement history.

There was discussion regarding what to include in the chapter including incorporating cultural contributions to the development of McMinnville and the uses of buildings in the City.

There was consensus to have staff refine the wording and bring it back to the next meeting.

5. Discussion Items

A. Update on Final CLG Grant Activities

Senior Planner Darnell provided an update on the final CLG grant activities that were completed in July and August of 2018. These included the Historic Preservation Plan, intensive level survey, and historic preservation awards. There were funds left over that were going to be used for a walking tour brochure, but that had not been done. Staff used the funds to reprint the Stroll McMinnville booklet and ordered more frames for the preservation awards. The next application submittal would be in February 2019.

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

Senior Planner Darnell announced the State Historic Preservation Office's annual training on November 16.

9. Adjournment

Chair Drabkin adjourned the meeting at 4:15 p.m.



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

www.mcminnvilleoregon.gov

MINUTES

October 22, 2018
Historic Landmarks Committee
Regular Meeting

3:00 pm
Community Development Center
McMinnville, Oregon

Members Present: Chair Joan Drabkin, Mary Beth Branch, Mark Cooley, John Mead and Heather Sharfeddin

Members Absent:

Staff Present: Chuck Darnell – Senior Planner

Others Present:

1. Call to Order

Chair Drabkin called the meeting to order at 3:00 p.m.

2. Citizen Comments

None

3. Approval of Minutes

None

4. Action Items

A. HL 9-18 – Certificate of Approval for Demolition - 180 NE 7th Street

This item was postponed to the next meeting due to the applicant's request to revise the application.

Committee Member Cooley asked if the HLC could consider the economic use of the historic resource as it related to the adjacent property. Senior Planner Darnell said they were only to consider the historic resource, not the adjacent property.

Committee Member Cooley asked if the current zoning in combination with the lot size permitted other types of uses that were permitted in the C-3 zone like short term rentals or multi-family dwellings. Senior Planner Darnell said it could.

B. HL 10-18 – Certificate of Approval for Alteration - 219 SE Lincoln Street

Chair Drabkin had driven by the house and saw that the work had already been done.

Senior Planner Darnell said this was an application to approve the addition and physical modification to the historic resource on SE Lincoln Street. The request was to install a railing around the perimeter of the front porch. The applicant proposed to use an alternative building material, which was not wood but a composite polymer material. He thought the overall criteria related to preserving the historic use and character were met. The porch railing would not be inconsistent with the historic design. It would add safety to the porch as well. Regarding the alternative material, the guidelines allowed for alterations to occur and for missing features to use the same material or a compatible substitute. Since it was not wood, the proposed material would not match the materials on the porch today, but the Committee could find the material to be compatible as a substitute material as from a distance it was hard to tell that it was not the same material. However, it would be a clear change in materials that could impact the historical integrity of the home. The question that the Committee would have to answer would be whether the proposed composite material is compatible with the other wood material on the porch, and whether there could be findings to support that for the applicable review criteria. Staff believed that the proposed material had a visual sheen to it, and if the Committee was going to find the material compatible, staff recommended that a condition of approval be included that the railing be painted the same color as the rest of the porch to help it blend in more and be more visually compatible. Staff recommended approval with that condition.

Chair Drabkin offered an opportunity for the applicant to provide testimony on the proposed application, but the applicant was not in attendance.

Chair Drabkin agreed it should be painted.

There was discussion regarding the consequences for the applicant not following procedure and doing the work prior to the decision.

Senior Planner Darnell clarified that it could be viewed as a zoning violation. It could be part of the decision letter that the City was aware the work had been done prior to approval and the property owner could be cited for it.

Committee Member Branch was concerned about the precedent this might set regarding materials that could be used. The sheen of the material was especially unauthentic and she was concerned about what paint might do to the material.

Committee Member Cooley thought the material was unlikely to be the same weight and density as wood.

Senior Planner Darnell asked whether this could be viewed as a unique circumstance as this was mainly the replacement of a missing material. The Committee could consider whether this was a unique circumstance because the railing was missing and the applicant was adding something back with a different material.

There was discussion regarding the reasons the applicant did not want to use wood, which was described in the application as mainly due to the ongoing maintenance of wood materials.

Senior Planner Darnell explained the review criteria in regard to materials. If the Committee chose to deny the application, they would need to provide findings as to why it was denied.

Committee Member Branch thought anything added or replaced should be constructed to be like what was existing. She thought that the railing could be made higher to 36 inches to meet code, but it should be the same design and material. She was not in favor of using this type of material on historic properties, especially in such a prominent way.

Senior Planner Darnell clarified the concern was using the composite material. The Committee found that the proposed material was not visually compatible with the existing wood materials on the porch, that the proposed material did not match the composition of the old and existing materials, and that wood should have been used to match the existing front porch and what was likely there before. He explained the criteria that the Committee were finding were not being met, which were Section 17.65.060(B)(2)(c), Section 17.65.060(B)(2)(f), and Section 17.65.060(B)(2)(i).

Committee Member Branch thought that the criteria in Section 17.65.060(B)(2)(f) was clear in that the new material needed to match the old in composition, which was the physical make-up of the materials. The proposed composite polymer material did not match the existing wood in composition.

Based on the findings of fact and conclusionary findings, Committee Member Cooley moved to deny the application based on the fact that the proposed alternative material was not compatible according to criteria in Section 17.65.060(B)(2)(c), Section 17.65.060(B)(2)(f), and Section 17.65.060(B)(2)(i). The motion was seconded by Committee Member Branch and passed 5-0.

5. Discussion Items

None

6. Old/New Business

None

7. Committee/Commissioner Comments

None

8. Staff Comments

Senior Planner Darnell would bring back the revised language to the Historic Preservation Plan to the December meeting. The next Committee meeting would be held on November 28. The Committee discussed and decided to wait until the November meeting to determine whether the December meeting needed to be rescheduled due to the holiday and the ability to have a quorum.

There was discussion regarding how to let property owners know their properties were historic, such as during the transfer of title. Senior Planner Darnell stated that the Historic Preservation Plan listed this as an activity, and the Committee will begin to prioritize all of those activities at a future meeting to develop their next work plan.

9. Adjournment

Chair Drabkin adjourned the meeting at 3:41 p.m.



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

PUBLIC HEARING NOTICE
PLANNING COMMISSION REVIEW OF AN APPEAL OF A
HISTORIC LANDMARKS COMMITTEE DECISION

NOTICE IS HEREBY GIVEN that an application for an appeal of a recent Historic Landmarks Committee decision 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 Planning Commission where this request will be reviewed and a public hearing will be held. Please contact Chuck Darnell with any questions at (503) 434-7311, or chuck.darnell@mcminnvilleoregon.gov.

DOCKET NUMBER: AP 2-18 (Appeal)

REQUEST: An appeal of the Historic Landmarks Committee's decision on a recent Certificate of Approval for Alteration application (HL 10-18). The decision being appealed is a denial of a proposal to replace and install new railings around the front and side porches of a residential structure that is listed on the Historic Resources Inventory as a historic landmark. Specifically, the proposal was denied based on the proposed building materials not being compatible with the existing building materials of the historic landmark.

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: November 29, 2018

PUBLIC HEARING DATE: December 20, 2018 at 6:30 p.m.

HEARING LOCATION: McMinnville Civic Hall Building
200 NE 2nd Street, McMinnville, OR, 97128

Proceedings: A staff report will be provided at least seven days before the public hearing. The Planning Commission will conduct a public hearing, take testimony, and then make a decision to either approve or deny the application.

Persons are hereby invited to attend the McMinnville Planning Commission hearing to observe the proceedings, and to register any statements in person, by attorney, or by mail to assist the McMinnville Planning Commission and City Council 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 5th Street, McMinnville, OR 97128, or by email to chuck.darnell@mcminnvilleoregon.gov.

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

Appeal: Failure to raise an issue in person or by letter prior to the close of the public hearing with sufficient specificity precludes appeal to the Land Use Board of Appeals (LUBA) on that issue.

The failure of the applicant to raise constitutional or other issues relating to proposed conditions of approval with sufficient specificity to allow the Commission to respond to the issue precludes an action for damages in circuit court.

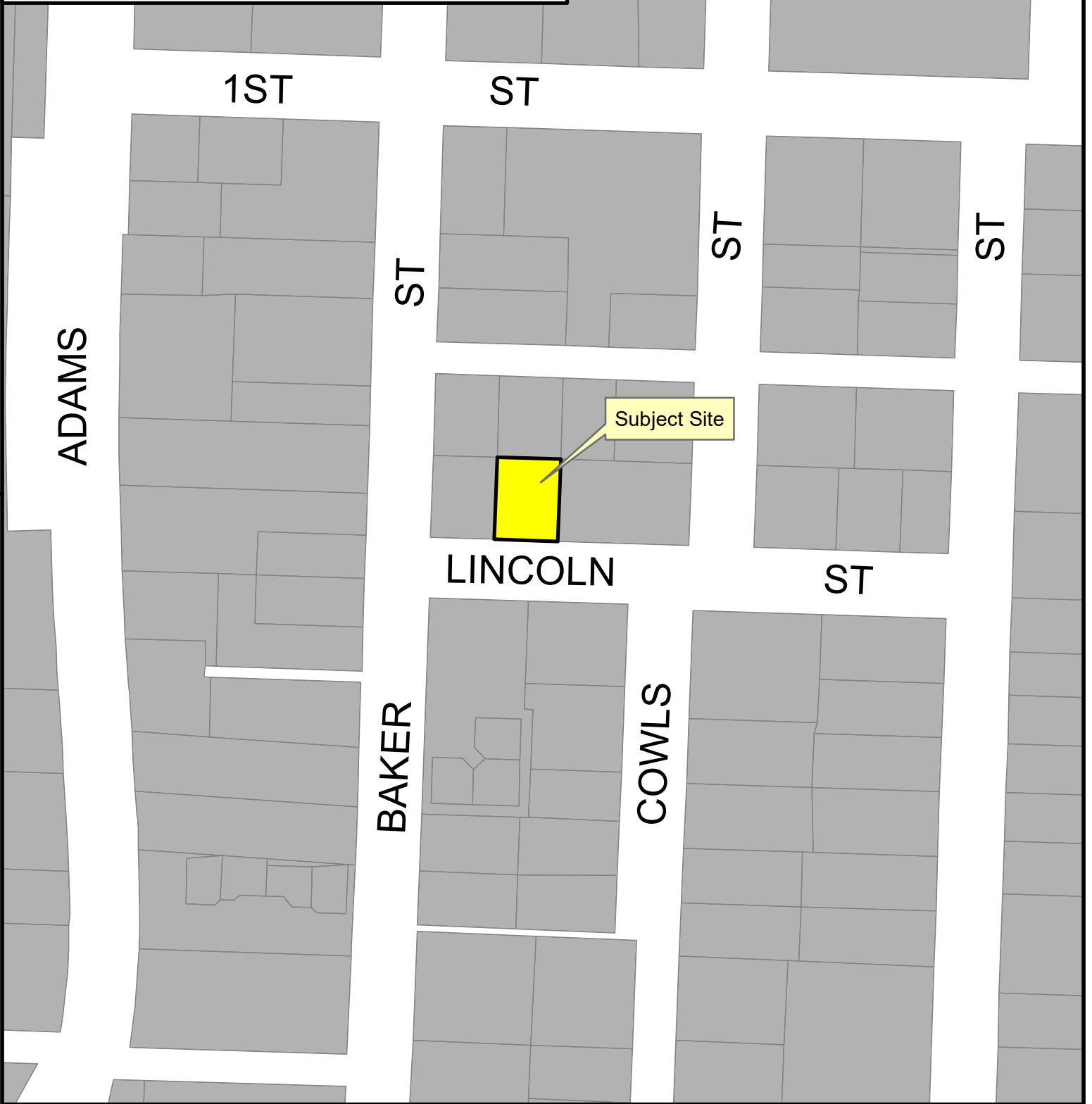
The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

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



Map No.	Tax Lot	Site Address	Owner	Attn:	Mailing Address	City State	Zip
1	R4421CB04800	208 SE BAKER ST	BLODGETT JASON R	BLODGETT JASON R	584 PHELPS RD	SAN CARLOS CA	94070
2	R4421CB04000	203 SE DAVIS ST	AREND STANLEY B III &	AREND STANLEY B III &	203 SE DAVIS ST	MCMINNVILLE OR	97128
3	R4421CB03780	125 SE COWLS ST	FIRST BAPTIST	MCMINNVILLE	125 S COWLS ST	MCMINNVILLE OR	97128
4	R4420DA01500	315 SE BAKER ST	ORNELAS KRISTEN	ORNELAS KRISTEN	3777 NW HALF MILE LN	FOREST GROVE OR	97116
5	R4420DA01700	323 SW BAKER ST	STEIN MARC E	STEIN MARC E	323 SE BAKER ST	MCMINNVILLE OR	97128
6	R4420DA00500	103 SE BAKER ST	LINDA HAYS PROPERTIES LLC	LINDA HAYS PROPERTIES LLC	103 SE BAKER ST	MCMINNVILLE OR	97128
7	R4421CB03300	122 SE COWLS ST	THOMPSON CARL N & LESLIE A	THOMPSON CARL N & LESLIE A	1090 NW BAKER CREST CT	MCMINNVILLE OR	97128
8	R4421CB90001	310 SE BAKER ST	WALNUT HILL INVESTMENTS LLC	WALNUT HILL INVESTMENTS LLC	10325 SE HILLVIEW DR	AMITY OR	97101
9	R4420DA01200	239 SW BAKER ST	BURCHAM BRIAN L	BURCHAM BRIAN L	637 SW KECK DR SUITE 214	MCMINNVILLE OR	97128
10	R4421CB90000	n/a	WARNER W	BARKER GEORGE T ET AL	14400 NW PHEASANT HILL RD	MCMINNVILLE OR	97128
11	R4421CB90003	330 SE BAKER ST	WALNUT HILL INVESTMENTS LLC	WALNUT HILL INVESTMENTS LLC	330 SE BAKER ST	MCMINNVILLE OR	97128
12	R4421CB03800	102 SE BAKER ST	MCMORAN LLC	MCMORAN LLC	102 BAKER ST	MCMINNVILLE OR	97128
13	R4420DA01100	290 SE ADAMS ST	BURCHAM BRIAN L & CAROLE J	BURCHAM BRIAN L & CAROLE J	637 SW KECK DR SUITE 214	MCMINNVILLE OR	97128
14	R4421CB07900	340 SE BAKER ST	BURCHAM BRIAN L & CAROLE J	BURCHAM BRIAN L & CAROLE J	637 SW KECK DR SUITE 214	MCMINNVILLE OR	97128
15	R4421CB07100	306 SE LINCOLN ST	GIBSON HAROLD R	GIBSON HAROLD R	306 SE LINCOLN ST	MCMINNVILLE OR	97128
16	R4421CB07800	343 SE COWLS ST	BERRY CHRISTINA D	BERRY CHRISTINA D	343 SE COWLS ST	MCMINNVILLE OR	97128
17	R4420DA00600	129 SW BAKER ST	HOCKADAY CHERYL M	HOCKADAY CHERYL M	PO BOX 1205	MCMINNVILLE OR	97128
18	R4421CB03790	122 SE BAKER ST	FIRST BAPTIST CHURCH OF	FIRST BAPTIST CHURCH OF	125 S COWLS ST	MCMINNVILLE OR	97128
19	R4420DA01800	335 SW BAKER ST	MCMURTRY MATTHEW	MCMURTRY MATTHEW	335 SE BAKER ST	MCMINNVILLE OR	97128
20	R4420DA01000	217 SW BAKER ST	BURCHAM BRIAN L & CAROLE J	BURCHAM BRIAN L & CAROLE J	637 SW KECK DR SUITE 214	MCMINNVILLE OR	97128
21	R4421CB05200	310 SE LINCOLN ST	SKEFFINGTON RICHARD W JR	SKEFFINGTON RICHARD W JR	310 SE LINCOLN ST	MCMINNVILLE OR	97128
22	R4421CB04900	234 SE BAKER ST	DUGGER WILLIAM E & DOLLY R CO-TRUSTE	DUGGER WILLIAM E & DOLLY R	250 ECKMAN ST	MCMINNVILLE OR	97128
23	R4420DA01300	301 SW BAKER ST	BURCHAM BRIAN L & CAROLE J	BURCHAM BRIAN L & CAROLE J	1746 SW GOUCHER CT	MCMINNVILLE OR	97128
24	R4421CB04300	335 SE LINCOLN ST	CLARK NICOLA E M	CLARK NICOLA E M	335 SE LINCOLN ST	MCMINNVILLE OR	97128
25	R4421CB03200	304 SE 1ST ST	FIRST BAPTIST CHURCH OF	FIRST BAPTIST CHURCH OF	125 S COWLS ST	MCMINNVILLE OR	97128
26	R4421CB04100	208 SE COWLS ST	SPALDING TERESA A	SPALDING TERESA A	1625 NW MICHELBOOK LN	MCMINNVILLE OR	97128
27	R4421CB07600	323 SE COWLS ST	BRING-SCHWAB KATHERINE R	BRING-SCHWAB KATHERINE R	323 SE COWLS ST	MCMINNVILLE OR	97128

Date Sent 11/29/18
 Sent By SR

AP 2-18

Map No.	Tax Lot	Site Address	Owner	Attn:	Mailing Address	City State	Zip
28	R4420DA01400	313 SW BAKER ST	BURCHAM BRIAN L & CAROLE J	BURCHAM BRIAN L & CAROLE J	1746 SW GOUCHER CT	MCMINNVILLE OR	97128
29	R4421CB04600	230 SE WASHINGTON ST	SAYLER JOHN D	SAYLER JOHN D	230 SE WASHINGTON ST	MCMINNVILLE OR	97128
30	R4421CB03900	135 SE COWLS ST	FIRST BAPTIST	FIRST BAPTIST CHURCH OF MCMINNVILLE	125 S COWLS ST	MCMINNVILLE OR	97128
31	R4420DA01600	325 SE BAKER ST	HUGHES CALE B	HUGHES CALE B	325 SE BAKER ST	MCMINNVILLE OR	97128
32	R4421CB07700	333 SE COWLS ST	DELL NICOLE	DELL NICOLE	333 SE COWLS ST	MCMINNVILLE OR	97128
33	R4421CB90002	320 SE BAKER ST	WALNUT HILL INVESTMENTS LLC	WALNUT HILL INVESTMENTS LLC	320 SE BAKER ST	MCMINNVILLE OR	97128
34	R4421CB04500	207 SE COWLS ST	RAMSAY KEITH A & VIOLETA	RAMSAY KEITH A & VIOLETA	207 SE COWLS ST	MCMINNVILLE OR	97128
35	R4420DA00800	139 SE ADAMS ST	ROBINSON DONNA J	ROBINSON DONNA J	205 SE BAKER ST	MCMINNVILLE OR	97128
36	R4421CB05300	315 SE DAVIS ST	BLACKWELL OLIVE L TRUSTEE	BLACKWELL OLIVE L TRUSTEE	315 SE DAVIS ST	MCMINNVILLE OR	97128
37	R4421CB04200	224 SE COWLS ST	NAVARI JOSEPH V	NAVARI JOSEPH V	PO BOX 582	MCMINNVILLE OR	97128
38	R4420DA00900	137 SW BAKER ST	GARRIGAN MICHAEL (WROS)	GARRIGAN MICHAEL (WROS)	525 NW RIVERFRONT	BEND OR	97701
39	R4421CB05400	325 SE DAVIS ST	JACOBSON ALISA I	JACOBSON ALISA I	2813 VILLAGE SIDE DR	SANTA ROSA CA	95405
41	R4420DA01900	345 SW BAKER ST	SCHASTEEN ENA	SCHASTEEN ENA	345 SE BAKER ST	MCMINNVILLE OR	97128
42	R4420DA00801	205 SW BAKER ST	M&K RENTALS LLC	M&K RENTALS LLC	1410 SE 1ST ST	MCMINNVILLE OR	97128
43	R4421CB07000	322 SE COWLS ST	RIGGS MATTHEW R & EVE M	RIGGS MATTHEW R & EVE M	506 NW 17TH ST	MCMINNVILLE OR	97128
44	R4421CB07200	250 SE LINCOLN ST	BELLINGAR ENTERPRISES LLC	BELLINGAR ENTERPRISES LLC	24055 NE NORTH VALLEY RD	NEWBERG OR	97132
45	R4421CB03600	135 SE DAVIS ST	HERNANDEZ MANUEL & MA GUADALUPE	HERNANDEZ MANUEL & MA GUADALUPE	919 NE 27TH ST	MCMINNVILLE OR	97128
46	R4421CB06900	342 SE COWLS ST	HEIDER GARY C TRUSTEE &	HEIDER GARY C TRUSTEE &	342 SE COWLS ST	MCMINNVILLE OR	97128
47	R4421CB05100	221 SE COWLS ST	FLANDERS BRENT L & BRENDA K	FLANDERS BRENT L & BRENDA K	221 SE COWLS ST	MCMINNVILLE OR	97128
48	R4421CB03400	134 SE COWLS ST	BENNETT EVE M &	BENNETT EVE M &	134 SE COWLS ST	MCMINNVILLE OR	97128
49	R4421CB04700	218 SE WASHINGTON ST	HIGGINS ROBERT G &	HIGGINS ROBERT G &	1330 NW MEADOWS DR	MCMINNVILLE OR	97128
50	R4421CB03700	125 SE COWLS ST	FIRST BAPTIST CHURCH OF MCMINNVILLE	FIRST BAPTIST CHURCH OF MCMINNVILLE	535 NE 5TH ST	MCMINNVILLE OR	97128
Applicant			TERRY HALL	SQUARE DEAL CONSTRUCTION	300 W 1ST ST	NEWBERG OR	97132
Owner	R4421CB05000	219 SE LINCOLN ST	SAUTER JEFFREY T REVOCABLE LIVING TR	SAUTER JEFFREY T REVOCABLE LIVING	219 SE LINCOLN ST	MCMINNVILLE OR	97128

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