



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

503-434-7311

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR THE APPROVAL OF A DEMOLITION OF THE HISTORIC RESOURCE LOCATED AT 618 NE THIRD STREET**

- DOCKET:** HL 2-19 (Certificate of Approval for Demolition)
- REQUEST:** Approval to demolish an existing historic resource and building. The existing historic resource is a building, which is classified as a Primary Significant Contributing property in the McMinnville Downtown Historic District that is listed on the National Register of Historic Places. Based on a concurrent request to amend the Historic Resources Inventory, the site that the existing building is located on is designated as a Significant historic resource on the Historic Resources Inventory.
- LOCATION:** 618 NE 3<sup>rd</sup> Street. The property identified as Tax Lot 10402, Section 21BC, T. 4 S., R. 4 W., W.M.
- ZONING:** C-3 (General Commercial)
- APPLICANT:** Ernie Munch, on behalf of owner Historic 3<sup>rd</sup> and Ford, LLC
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** June 27, 2019
- HEARINGS BODY & ACTION:** McMinnville Historic Landmarks Committee
- HEARING DATE & LOCATION:** July 25, 2019, Civic Hall, 200 NE 2<sup>nd</sup> Street, McMinnville, Oregon.
- PROCEDURE:** An application for a Certificate of Approval for Demolition is processed in accordance with the procedures in Section 17.65.050 of the McMinnville Municipal Code.
- CRITERIA:** The applicable criteria for a Certificate of Approval for Demolition are specified in Section 17.65.050(B) of the McMinnville Municipal Code. In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.
- APPEAL:** As specified in Section 17.65.080 of the McMinnville Municipal Code, the Historic Landmarks Committee's decision may be appealed to the Planning Commission

---

Attachments:

Attachment 1 – Application and Attachments



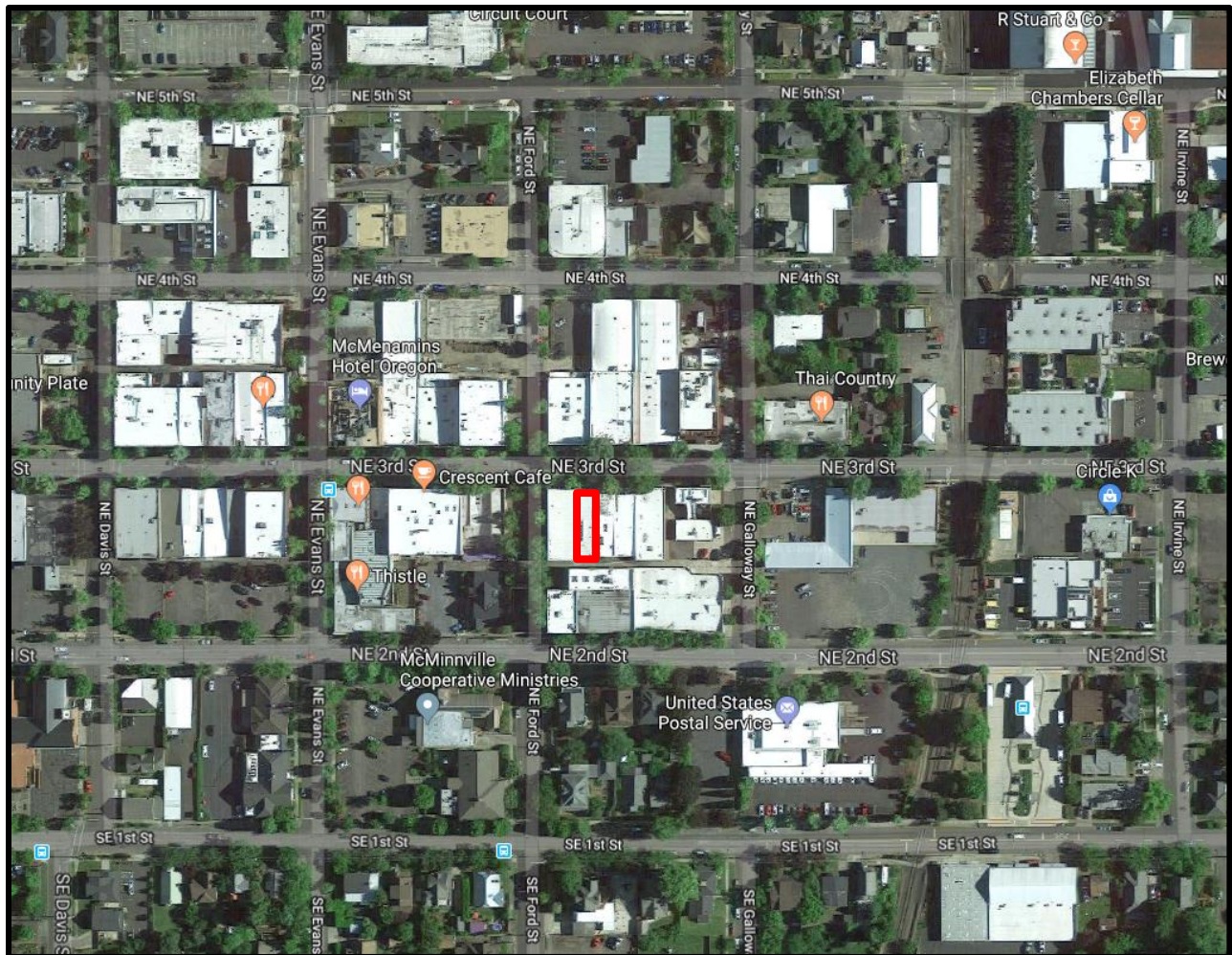
**I. APPLICATION SUMMARY:**

The applicant has provided information in their application narrative and findings (attached as Attachment 1) regarding the history of the subject site(s) and the request(s) under consideration. Staff has found the information provided to accurately reflect the current land use requests and the relevant background, and excerpted portions are provided below to give context to the request, in addition to staff’s comments.

***Subject Property & Request***

The subject property is located at 618 NE 3<sup>rd</sup> Street. The property identified as Tax Lot 10402, Section 21BC, T. 4 S., R. 4 W., W.M. **See Vicinity Map (Figure 1) below.**

**Figure 1. Vicinity Map**



The existing building on the subject property was listed on the Historic Resources Inventory as a Contributory resource (resource number C 866.1). Based on a concurrent Historic Resources Inventory Amendment application submitted together with the Certificate of Approval for Demolition application, the site that the existing building is located on is designated as a Significant historic resource on the Historic Resources Inventory. The property is also classified as a Primary Significant Contributing property in the McMinnville Downtown Historic District that is listed on the National Register of Historic Places.

***Attachments:***

Attachment 1 – Application and Attachments

The statement of historical significance and description of the building, as described in the McMinnville Historic Resources Inventory sheet for the subject property prior to the recent Historic Resources Inventory Amendment, is as follows:

This building is a small one story stuccoed commercial structure facing north on Third Street, mid block between Ford and Galloway streets. The interior shows the rafter supported flat wood roof and some of the walls toward the back appear to be brick. The façade is two bayed. Three lighted transoms superimpose a triple-leafed door and a large window. A parapet screen wall rises to a modified stepped gable. Originally the building was used for an electrical supplier store.

The statement of historical significance and description of the property, as described in the nomination of the Downtown Historic District, is as follows:

This small, rectangular, one-story stucco building has a stepped parapet wall with no ornamentation. There are two storefront bays each with intact wood frame three-light transoms. The easternmost storefront has a wood frame plate glass window with a stucco bulkhead and the westernmost storefront has a wood frame glass door and two wood frame plate glass windows with wood panel bulkheads. Originally, a separate building, this building is now connected internally to the Taylor Dale Building.

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

“It is proposed to remove the existing structure at 618 NE Third Street and replace it with a two story structure which recalls the original structure on that site.

The new structure will take advantage of the improvements currently being made to the adjacent Taylor-Dale building which include a full seismic upgrade, a fire protection system, new electrical and mechanical systems, building services, and improvements for accessibility and egress.

The second floor will have two additional Vacation Rental by Owner (VRBO) units. The ground floor will be a commercial use, currently planned as a small restaurant.

While the new construction will technically be an addition to the Taylor-Dale Building to the west, it will appear to be a separate building. The facade of the new construction will match the ground floor and cornice of the structure that was built there in 1911, documented in a 1919-1920 photo and remained on site until at least 1928. The new construction will have a second story inserted between the ground floor facade and the cornice allowing it to match the height of the existing Taylor-Dale building to the west. The new construction will be differentiated from the Taylor-Dale building by the coloring and pattern of the face brick, fenestration on the first and second stories, and parapet decoration. It will be in the Victorian-Italianate style of the original building on this site.

The new storefront facade will reflect the original tripartite configuration, with a central recessed entry, two lightly-constructed shop window bays with a lower base course and upper transom windows. In its new/original form, the facade will comply with the current Downtown Design Guidelines, where the existing structure falls short.”

The Certificate of Approval for Demolition request was submitted for review concurrently with three other land use applications, as allowed by Section 17.72.070 of the MMC. The requested demolition is being reviewed concurrently with a Historic Resources Inventory Amendment, Certificate of Approval for New Construction, and Downtown Design Review for New Construction to ultimately amend the Historic Resources Inventory classification of the subject site, allow for the demolition of the existing building on the subject property, and allow for the construction of a new building in its place that meets the applicable Downtown Design Standards and Guidelines.

---

*Attachments :*

Attachment 1 – Application and Attachments

## **Background**

The property was originally surveyed in 1980, which is the date that the “Statement of Historical Significance and Property Description” were drafted and included on the Historic Resources Inventory sheet (resource number C866.1) for the subject property. This survey work led to the inclusion of the property on the Historic Resources Inventory, and the Historic Resources Inventory was adopted by the McMinnville City Council on April 14, 1987 by Ordinance 4401. The McMinnville Downtown Historic District, which includes the subject property, was listed on the National Register of Historic Places on September 14, 1987.

The Historic Resources Inventory and National Register of Historic Places nomination form both list the existing building as being constructed in 1908. The National Register of Historic Places nomination form lists that alterations to the building occurred in 1926 and 1981, with the 1981 alteration being identified as “moderate”. The applicant has conducted further research into the history of the existing building and the subject site, and has identified some issues with the descriptions and classifications of the property and the years of construction. The applicant has prepared a report that they believe provides a more accurate representation of the history of the existing building and subject site. That report, which is titled “The History of Buildings at 608 and 618 Third Street, McMinnville, OR” is included as an attachment to this decision document. A more detailed description of the history of the subject site and building, as described by the applicant in the report, will be provided in the Conclusionary Findings in Section VII below.

## **Summary of Criteria & Issues**

The application (HL 2-19) is subject to Certificate of Approval for Demolition review criteria in Section 17.65.050(B) of the Zoning Ordinance. The goals and policies in Volume II of the Comprehensive Plan are also independent approval criteria for all land use decisions.

The specific review criteria for Certificate of Approval for Demolition requests, in Section 17.65.050(B) of the McMinnville Zoning Ordinance, require the Historic Landmarks Committee to base each decision on the following criteria:

1. The City’s historic policies set forth in the comprehensive plan and the purpose of this ordinance;
2. The economic use of the historic resource and the reasonableness of the proposed action and their relationship to the historic resource preservation or renovation;
3. The value and significance of the historic resource;
4. The physical condition of the historic resource;
5. Whether the historic resource constitutes a hazard to the safety of the public or its occupants;
6. Whether the historic resource is a deterrent to an improvement program of substantial benefit to the City which overrides the public interest in its preservation;
7. Whether retention of the historic resource would cause financial hardship to the owner not outweighed by the public interest in the resource’s preservation; and
8. Whether retention of the historic resource would be in the best interests of a majority of the citizens of the City, as determined by the Historic Landmarks Committee, and, if not, whether the historic resource may be preserved by an alternative means such as through photography, item removal, written description, measured drawings, sound retention or other means of limited or special preservation.

As mentioned above, the subject property is listed as a Primary Significant Contributing property in the McMinnville Downtown Historic District that is listed on the National Register of Historic Places. Section 17.65.050(D) requires the Historic Landmarks Committee to hold a public hearing to consider applications for the demolition or moving of any resource listed on the National Register.

---

### *Attachments:*

Attachment 1 – Application and Attachments



The applicant has provided findings to support the request for a Certificate of Approval for Demolition. These will be discussed in detail in Section VII (Conclusionary Findings) below.

## **II. CONDITIONS:**

1. That the applicant shall provide interior and exterior documentation of the existing building prior to issuance of a demolition permit. This photo documentation should consist of no less than twenty (20) color photographs of the interior and no less than twenty (20) color photographs of the exterior. The photographs shall highlight the interior spaces of all portions of the building and each exterior elevation. The applicant can either choose to provide the photos or allow a city representative on and within the property to take the photos prior to issuance of a demolition permit. The photos shall be provided in digital format to the City of McMinnville.

## **III. ATTACHMENTS:**

1. HL 2-19 Application and Attachments (on file with the Planning Department)

## **IV. COMMENTS:**

### **Agency Comments**

This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Public Works, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas. The following comments were received:

- McMinnville Engineering Department

No comments.

- McMinnville Building Department

After review of the items you highlighted, I believe all to be accurate but there is also a degree of judgement involved when determining feasibility. The building code “trigger” for a seismic upgrade is when the occupant load increases to 300 in this case which may not occur. That means a code required seismic upgrade may not be necessary but practically speaking it is wise.

McMinnville will someday be impacted by a significant quake and the building has really no chance of surviving, even in a ruined condition. It will likely be flat and if it does not immediately collapse, it will negatively affect the neighboring buildings due to the lack of separation.

Structurally, almost anything is possible but the cost probably makes it infeasible. The structural engineer makes a similar point.

- McMinnville Fire Department

We have no issues with this proposal. It is already noted that they plan on a fire protection system throughout.

- McMinnville Water and Light

MW&L has no comments at this time.

---

### *Attachments:*

Attachment 1 – Application and Attachments

## Public Comments

Notice of this request was mailed to property owners located within 300 feet of the subject site. Notice of the public hearing was also provided in the News Register on Tuesday, July 16, 2019. As of the date of the Historic Landmarks Committee public hearing on July 25, 2019, no public testimony had been received by the Planning Department.

## V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, Ernie Munch, on behalf of owner Historic 3<sup>rd</sup> and Ford, LLC, submitted the Certificate of Approval application (HL 2-19) on May 15, 2019.
2. The application was deemed incomplete on June 5, 2019. A revised application submittal, including items that were requested by the Planning Department to deem the application complete, was provided on June 12, 2019.
3. The application was deemed complete on June 27, 2019. Based on that date, the 120 day land use decision time limit expires on December 24, 2019.
4. Notice of the application was referred to the following public agencies for comment in accordance with Section 17.72.120 of the Zoning Ordinance: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Public Works, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas.

Comments received from agencies are addressed in the Decision Document.

5. Notice of the application and the July 25, 2019 Historic Landmarks Committee public hearing was mailed to property owners within 300 feet of the subject property in accordance with Section 17.65.070(C) of the Zoning Ordinance on Friday, July 5, 2019.
6. Notice of the application and the July 25, 2019 Historic Landmarks Committee public hearing was published in the News Register on Tuesday, July 16, 2019, in accordance with Section 17.72.120 of the Zoning Ordinance.
7. No public testimony was submitted to the Planning Department prior to the Historic Landmarks Committee public hearing.
8. On July 25, 2019, the Historic Landmarks Committee held a duly noticed public hearing to consider the request.

## VI. FINDINGS OF FACT – GENERAL FINDINGS

1. **Location:** 618 NE 3<sup>rd</sup> Street. The property identified as Tax Lot 10402, Section 21BC, T. 4 S., R. 4 W., W.M.
2. **Size:** Approximately 2,350 square feet.
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3 (General Commercial)

---

### *Attachments:*

Attachment 1 – Application and Attachments

5. **Overlay Zones/Special Districts:** Downtown Design Standards Area (per Section 17.59.020(A) of the Zoning Ordinance); Reduced Off-Street Parking Requirements Area (per Section 17.60.100); Reduced Landscaping Requirements Area (per Section 17.57.080).
6. **Current Use:** Retail Commercial
7. **Inventoried Significant Resources:**
  - a. **Historic Resources:** Historic Resources Inventory – Resource Number B1147; Primary Significant Contributing property in the McMinnville Downtown Historic District.
  - b. **Other:** None
8. **Other Features:** The site is generally flat, and is fully developed. There are no significant or distinguishing natural features associated with this property.
9. **Utilities:**
  - a. **Water:** Water service is available to the subject site.
  - b. **Electric:** Power service is available to the subject site.
  - c. **Sewer:** Sanitary sewer service is available to the subject site.
  - d. **Stormwater:** Storm sewer service is available to the subject site.
  - e. **Other Services:** Other utility services are available to the subject site. Northwest Natural Gas and Comcast is available to serve the site.
10. **Transportation:** The site is adjacent to NE Third Street, which is identified as a major collector in the McMinnville Transportation System Plan. Section 17.53.101 of the McMinnville Municipal Code identifies the right-of-way width for major collector streets as 74 feet. The right-of-way width adjacent to the subject site is only 60 feet, but the site is fully developed and within an area with historic buildings constructed up to the property line. Therefore, no right-of-way dedication is required during the course of development of the properties adjacent to NE Third Street. The site is also bounded on the south by a public right-of-way in the form of a 10 foot wide alleyway.

## **VII. CONCLUSIONARY FINDINGS:**

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Historic Resources Inventory Amendment are specified in Section 17.65.050(B) of the Zoning Ordinance.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

### **Comprehensive Plan Volume II:**

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

---

#### *Attachments:*

Attachment 1 – Application and Attachments



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

**APPLICANT'S RESPONSE:** 618 NE Third Street can be considered a significant site, but not a contributing structure.

A building on this site was constructed circa 1911 by Sara A and James L. Fletcher, who owned the property and the adjacent corner lot #4. That building was 20 feet wide, wood framed, metal clad, and housed the Standard Electric Co., a business which was listed in the 1909 McMinnville directory as owned by James L. Fletcher and a Harry O. Wheeler. At that time, the business was located on Third Street between D and E streets. In 1910, Fletcher was listed as the sole proprietor of Standard at the same address. Shortly after moving Standard to 616 Third Street, (now 618 NE Third Street), Fletcher sold the business to Oliver E. Vanoose, who was listed as a McMinnville Water and Light Commissioner, in the 1909 directory.

From 1913 to 1923, the Standard Electric Company was owned by Milton H. McGuire. The business was also listed as McGuire Electric during that period. When McGuire began his employment with McMinnville Power & Light in 1920, he moved the business to 413 East Third Street and hired electrician Howard Miller manage the store. By 1923, Miller owned the company and name had changed to Miller Electric. In 1927, the building at 618 East Third Street was occupied by the McMinnville Plumbing Co.

In 1932, the property was sold by the widowed, Sarah Fletcher to W. C. Hagerty and Lila Haggerty, and H.L. Toney and Pearl Toney. Later, the building was incorporated into the adjacent Taylor Hardware business, at 608 SW Third Street. The heirs of Hagerty and Toney sold the property to the Taylor-Dale Hardware Co. in 1964. After Taylor Hardware closed its doors in 1993, 618 NE Third Street housed a coffee roasting business, a shop for an adjacent furniture store and a bead shop.

In retrospect, the most notable figure to be associated with the site was Milton H. McGuire who, after he sold the Standard Electric Company, went on to become the superintendent of the electric division of McMinnville Water & Light, and then the manager of the electric and power division. McGuire led that division through major expansions and to national recognition, until 1957. His stewardship is defined as "The McGuire Years" by that organization. The founding of McMinnville Water & Light and its expansion and continuance as a locally-owned utility was a key to the growth and success of present day McMinnville.

During McGuire's occupation of this site, the building appeared as it did in the attached circa 1920 streetscape photo, a 1927 overview photo, and a 1928 Sanborn map. Afterward, in the period between 1928 and 1948, (the date of the next Sanborn map), the building became an adjunct to the Taylor Hardware business at 618 NE Third Street. Its east and west walls and roof were removed, and a new roof was built, extending the full 24 feet between its east and west neighbors. A new concrete floor slab was poured to match the height of a regraded graded Third Street. The Third Street façade was replaced, and two additions were made to the south. The last of those additions was modified afterward to reestablish a stairway allowing egress from the second floor of the two story brick building to the west, at 618 NE Third Street.

All that remains of the building that was once occupied by Milton McGuire is a portion of the brick embossed metal siding from the original Third Street façade which was recycled on the side of the rear stairway and a large sliding door facing the back alley.

The current building has no architectural merit or clearly identifiable style. The national inventory's designation of the 618 building style as "Craftsman" is both ironical and erroneous.

The stepped eave and stucco finish is a clumsy attempt to imitate its neighbor to the east which is vaguely Dutch in architectural style. The original thin lined, tripartite storefront façade, with recessed entry was removed and replaced by a heavy, two bay, unbalanced, misaligned mixture of doors, windows and a blank panel.

The original building on the site was much more the model for buildings in the Downtown Historic District when compared through the lens of the adopted design criteria. The current façade does not meet the following design criteria of section 17.59.050,B,(3):

b. A bulkhead at the street level: Sub-RESPONSE: There is no bulkhead for half of the building façade because of a three-part, large vehicle door. On the other half the area under the windows is distinguished from the wall finish by neither material, finish, color, nor design.

d. A recessed entry and transom with transparent door; Sub-Response: The entry is not recessed. The original entry was recessed.

e. Decorative cornice or cap at the roofline. Sub-Response: There is no decorative element on the cornice to match the adjacent building at 620 NE Third Street which 618 clumsily tries to copy. The original façade had a molded cornice and finials.

17.59.050, B, (5). The primary entrance to a building shall open on to the public right-of-way and should be recessed. Sub-RESPONSE: The primary entrance to the building is not recessed. The entrances to the original building and the proposed building was and will be recessed.

17.59.050, B, (7). The scale and proportion of altered or added building elements, such as new windows or doors, shall be visually compatible with the original architectural character of the building. Sub-RESPONSE: The scale and proportion of altered or added building elements, such as new windows or doors, ARE NOT visually compatible with the original architectural character of the as documented in the 1918-1920 photo. The existing storefront lacks the proportion, delicateness and elegance of the original storefront.

17.59.050, B, (8). Buildings shall provide a foundation or base, typically from ground floor to the lower windowsills. Sub-RESPONSE: The existing storefront has no base below the lower windows. The stucco wall finish runs down to the sidewalk. The proposed rendition of original storefront will add the foundation under the sill of the bulkhead.

The proposal to remove the existing façade and create a near replica of the original façade will correct the design errors and craftsmanship of the current façade, and thus make a greater contribution to the Downtown Historic District as a whole.

The current north street façade and south alley additions give the appearance of a hodge-podge of piecemeal, ill-considered, ill-proportioned, poorly-crafted, and under-funded work.

**FINDING: SATISFIED.** The City concurs with the applicant's findings, and adds that the research and evidence provided in the history report attached to the application materials warranted the classification of the site as a Significant resource during the concurrent review of the Historic Resources Inventory Amendment. Also submitted for concurrent review were Certificate of Approval for New Construction and Downtown Design Review for New Construction applications proposing new construction on the site in place of the existing building to be demolished. The proposed new construction will include architectural features that mimic

the original building that existed on the site, which results in reconstruction that carries forward some of the past history and significance of the subject site.

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

**GOAL X 2:** TO MAKE EVERY EFFORT TO ENGAGE AND INCLUDE A BROAD CROSS SECTION OF THE COMMUNITY BY MAINTAINING AN ACTIVE AND OPEN CITIZEN INVOLVEMENT PROGRAM THAT IS ACCESSIBLE TO ALL MEMBERS OF THE COMMUNITY AND ENGAGES THE COMMUNITY DURING DEVELOPMENT AND IMPLEMENTATION OF LAND USE POLICIES AND CODES.

*Policy 188.00 The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The process for a Certificate of Approval for Demolition provides an opportunity for citizen involvement throughout the process through the public notice and the public hearing process. Throughout the process, there are opportunities for the public to review and obtain copies of the application materials and the completed staff report prior to the advertised public hearing(s). All members of the public have access to provide testimony and ask questions during the public review and hearing process.

**McMinnville Zoning Ordinance**

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

**Chapter 17.03. General Provisions**

**17.03.020 Purpose.** The purpose of this ordinance is to encourage appropriate and orderly physical development in the City through standards designed to protect residential, commercial, industrial, and civic areas from the intrusions of incompatible uses; to provide opportunities for establishments to concentrate for efficient operation in mutually beneficial relationship to each other and to shared services; to provide adequate open space, desired levels of population densities, workable relationships between land uses and the transportation system, and adequate community facilities; to provide assurance of opportunities for effective utilization of the land resource; and to promote in other ways public health, safety, convenience, and general welfare.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The purpose of the Zoning Ordinance is met by the proposal as described in the Conclusionary Findings contained in this Decision Document.

**17.65.050 Demolition, Moving, or New Construction.** The property owner shall submit an application for a Certificate of Approval for the demolition or moving of a historic resource, or any resource that is listed on the National Register for Historic Places, or for new construction on historical sites on which no structure exists. 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 Historic Landmarks Committee shall meet within thirty (30) days of the date the application was deemed

---

*Attachments:*

Attachment 1 – Application and Attachments

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.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant, who is representing the property owner, filed an application and request to demolish the existing building that is located on the site that is designated as a Significant resource on the Historic Resources Inventory. The subject property is also listed as a Primary Significant Contributing property within the Downtown Historic District that is listed on the National Register of Historic Places. The application was reviewed by the Historic Landmarks Committee within 30 days of the application being deemed complete.

**17.65.050 Demolition, Moving, or New Construction.** [...]

B. The Historic Landmarks Committee shall base its decision on the following criteria:

**17.65.050(B)(1).** *The City’s historic policies set forth in the comprehensive plan and the purpose of this ordinance;*

**APPLICANT’S RESPONSE:** The applicant’s response to the historic policies in the Comprehensive Plan are provided in the Applicant’s Response to the applicable Comprehensive Plan goals and policies above.

The Purposes of the Ordinance 17.65 Historic Preservation:

Ordinance Purpose A: Stabilize and improve property values through restoration efforts;

**FINDING:** The owners contemplate a substantial investment in the property at 618 NE 3rd Avenue, one which will add vitality to the historic district, and support the investment already made historic building at 608 NE Third Street.

Ordinance Purpose B: Promote the education of local citizens on the benefits associated with an active historic preservation program;

**FINDING:** The history of McMinnville is a story of good people with foresight and business acumen acting together to build a community. Those people built alliances and institutions and left behind artifacts, many of which are focused on Downtown McMinnville's NE Third Street, its commercial axis. The properties at 608 and 618 NE Third Street tell the stories of Sarah A. and James L. Fletcher, of A.L. Jameson, Milton McGuire, and the Taylor-Dale families. The current owners are in the process of restoring the Taylor-Dale Building, a valued piece of architecture, at 608 NE Third Street and propose to honor another piece of history at 618 NE Third Street in a way which will economically support improvements at both addresses and the community's interest in the Downtown Historic District. This is being done with the care and foresight needed to sustain the artifacts and the stories for another 100 years.

Ordinance Purpose C: Foster civic pride in the beauty and noble accomplishments of the past;

**FINDING:** The project will use the image of an older building that once occupied the same site as a model to create a more pedestrian friendly, more elegant at the street level, and more economically viable contribution to the city. It will reflect the architecture when it was occupied by the Standard Electric Co. and Milt McGuire. McGuire was the management force which pushed McMinnville Water & Light into the modern age of electricity.

Ordinance Purpose D: Protect and enhance the City's attractions for tourists and visitors; and

**FINDING:** The new façade, a reflection of the original façade, will be more attractive and accessible to visitors. The ground floor use will be a key part of the experience of staying at the VRBO and in McMinnville. The second floor will provide two additional high-quality rooms for visitors.

Ordinance Purpose E: Strengthen the economy of the City.

**FINDING:** The proposed use and structure will accommodate more tourists and visitors in a manner appropriate to McMinnville's historic district. A ground floor commercial use is proposed. Linking this space with the VRBO now under construction will allow for the presentation of a high-quality experience for the visitor. This will boost McMinnville's tourism numbers and its image.

**FINDING: SATISFIED.** The City concurs with the applicant's findings.

**17.65.050(B)(2).** *The economic use of the historic resource and the reasonableness of the proposed action and their relationship to the historic resource preservation or renovation;*

**APPLICANT'S RESPONSE:** The reconstruction of the existing one story building and its north facade as a separate building would cost more than the proposed construction of the proposed two story addition to the Taylor-Dale landmark at 608. Preliminary cost estimates for both options are attached. The cost of replicating the support systems for the one story free-standing structure tips the balance in favor of the two story addition. The return on investment would also be dramatic, for both the owner and the public. Two luxury vacation units would not exist in the single story building and the replicated supporting would lessen the amount of revenue generation space available. The 2-story option would be 86% of the cost of the 1-story recreation of the existing facade and would be 5.4 to 6.2 times more productive than the 1-story option.

The removal of the existing structure will allow for the construction of a replacement which is more compatible with the restored landmark at 608 NE Third Street and the historic district, friendlier and more accessible at the pedestrian level, and more reflective of the original building on this site. The proposed action will gain the economic value of additional rooms without the associated costs of providing additional stairs, another elevator and another lobby and service rooms. This will make greater use of the investment in the infrastructure now being made at Taylor-Dale building, more efficient use of the limited space available at the subject property, and greater economic gain for the community.

Additional Responses from Applicant (provided in Certificate of Approval for Demolition application question responses):

1. The existing building is mischaracterized as an historic resource. The site carries more significance than the building.
2. The proposed use and structure will accommodate more tourists and visitors in a manner appropriate to McMinnville's historic district. Two second floor VRBO units and a ground floor commercial use are proposed. Linking this space with the VRBO now under construction will allow for the presentation of a high quality experience for the visitor. This will boost McMinnville's tourism numbers and its image.

The removal of the existing structure will allow for the construction of a replacement which is more compatible with the restored landmark at 608 NE Third Street and the historic district. It will be more pedestrian friendly, more accessible, and more in tune with the original building when occupied by a person of significance to McMinnville's history. The proposed action will gain additional VRBO rooms without additional stairs, another elevator and another lobby and service rooms. This will make greater use of the investment in the infrastructure now being made

at Taylor-Dale building, and more efficient use of the limited space available at the subject property.

Retention of the existing structure would hamper the accommodation of a more economical use and detract from the investment made in the adjacent Taylor-Dale Building, a Distinctive Resource.

**FINDING: SATISFIED.** The City concurs with the applicant's findings. The City adds that the detailed preliminary cost estimates provided by the applicant show that the investment required to renovate the existing building is higher than the cost to construct the proposed new building. The comparison between the renovation of the existing building and the proposed new construction is warranted and reasonable because the applicant is actually proposing to construct the new two story building that the cost estimates are built upon. This is evidenced by the submittal of the applicant's submittal of four land use applications for concurrent review, including a Certificate of Approval for New Construction and Downtown Design Review for New Construction for the proposed new construction.

The cost estimate for the renovation of the existing one story building is \$1,880,794. The cost estimate for the construction for the proposed new two story building is \$1,623,648. The cost estimate is lower for the new construction even though it contains more square footage. However, as described by the applicant, the substantial cost savings in the new construction option is the ability to tie into the seismic building systems of the adjacent building at 608 NE 3<sup>rd</sup> Street rather than creating separate seismic building systems in the existing one story building.

While the total cost estimates are similar, the economic use of the existing historic resource compared to the economic use of the proposed new two story building results in the proposed demolition being reasonable. Following the initial application submittal, the applicant provided more specific detailed analysis of the estimated rates of return of the two options (renovation versus demolition and construction of a new building). This rate of return analysis is provided below:

<b>Taylor Dale-2 Alternative Financials Compared</b>	
Construction Costs	Rates of Return
<b>Alternative 1: Separate One-Story Building at 618 NE Third Street</b>	
<b>\$1,880,794 = \$818/sf</b>	<b>Ground Floor Only: \$1.50 x gross sf/Month = \$1.50 x 2,200sf/Month = \$3,300/Month</b>
<b>Alternative 2: Two-Story Addition to 608 NE Third Street</b>	
<b>\$1,623,648 = \$345/sf</b>	<p style="text-align: center;"><b>First Floor = \$2.50 x gross sf = \$2.50 x 2,300 /Month = \$5,750/Month</b></p> <p style="text-align: center;"><b>Second Floor Alternative 2a = (2) Units Rented Separately = 60% Occupancy</b>                  2 x \$350/Night x .60 = \$12,600/Month                  =</p> <p style="text-align: center;"><b>First Floor + Second Floor = \$5,750/mo. + \$12,600/mo. = \$18,350/Month</b></p> <p style="text-align: center;"><b>Second Floor Alternative 2b = (2) Units Rented Together = 75% Occupancy</b>                  2 x \$350/Night x .75 = \$15,750/Month                  =</p> <p style="text-align: center;"><b>First Floor + Second Floor = \$5,750/mo. + \$15,750/mo. = \$21,500/Month</b></p>
Comparative Construction Costs	Comparative Rates of Return
(1) Story Separate Building / (2) Story Addition  $\$1,880,794 / \$1,623,648 = 1.16$  Construction of a separate one-story building at 618 NE Third Street is 16% more costly than a two-story addition to 608 NE Third Street.  $\$818/sf / \$345/sf = 2.37$  The per square foot cost of building a separate one-story building is 2.4 times that of a two-story addition to 608 NE Third Street.	$Alt. 2a: 18,350 / \$3,300 = 5.6$  $Alt. 2b: \$21,500 / \$3,300 = 6.5$  A two-story addition to 608 NE Third Street has a potential rate of return of 5.6 to 6.5 times that of a separate one-story building at 618 NE Third Street.
6-Jul-19	

The rate of return analysis shows that the construction costs per square foot are much higher for the renovation of the existing building. The analysis provided also shows the expected income generation of the two options. The analysis assumes a lower commercial lease rate (\$1.50 per square foot) in the option involving the renovation of the existing building, which the applicant attributes to the commercial real estate market and the expectation that brand new construction with a direct connection to lodging in a second story would draw higher commercial lease rates (assumed at \$2.50 per square foot). The square footage in the option involving the renovation of the existing building is also 100 square feet less than the option involving new construction, which the applicant argues is the result of the construction of new building walls and seismic building systems that would reduce the usable square footage of the property. With these assumptions included in the analysis, the option involving new construction has a rate of return that is 5.6 to 6.5 times that of the option involving the renovation of the existing building. The applicant has argued that these differences in rate of return result in the proposed action being reasonable, as the rate of return from the renovation of the existing one story building may not warrant the investment required to complete the renovation.

**17.65.050(B)(3).** *The value and significance of the historic resource;*

**APPLICANT’S RESPONSE:** The building as it originally existed was the home of Standard Electric Co. and its owner Milton McGuire. When McGuire joined McMinnville Water & Light in

*Attachments:*

Attachment 1 – Application and Attachments



1920, he led the power and electricity divisions and became the management force which pushed that organization and McMinnville into the modern age of electricity. Only some recycled, brick-embossed metal siding from that building survives today.

The proposed project intends to save the remaining embossed metal siding for preservation and educational purposes, but it will not be used as an exterior finish.

**FINDING: SATISFIED.** The City concurs with the applicant's findings, but adds that the value and significance of the historic resource is attributed to the site itself, not the building on the site that is proposed to be demolished. Based on a concurrent Historic Resources Inventory Amendment application submitted together with the Certificate of Approval for Demolition application, the site that the existing building is located on is designated as a Significant historic resource on the Historic Resources Inventory. The existing building on the site was shown in the history report attached to the application materials to not be of high value and significance, based on inaccuracies in the original Historic Resources Inventory survey and Downtown Historic District nomination form. The value and significance of the site are associated with the original building that existed on the subject site and the property and business owners associated with that original building on the site. As part of the concurrent land use application review, the applicant submitted Certificate of Approval for New Construction and Downtown Design Review for New Construction applications proposing new construction on the site in place of the existing building to be demolished. The proposed new construction will include architectural features that mimic the original building that existed on the site, which results in reconstruction that carries forward some of the past history and significance of the subject site.

**17.65.050(B)(4).** *The physical condition of the historic resource;*

**APPLICANT'S RESPONSE:** Currently the building is in poor condition. It has no east or west walls or lateral system in either direction. The plumbing and electrical systems are out of date and partially nonfunctional. The flat slab concrete floor is no longer flat. It is either sinking along the east and west sides or rising in the center. Photos are attached.

The building requires new roofing, but the condition of the roof structure is unknown.

The building's lack of a lateral structural system constitutes a danger to the occupants of the existing building and those adjoining it. If a major remodel is undertaken the roof will need to be trimmed away from the neighboring buildings and re-supported between two new east and west walls. It is difficult to see how these walls could be built without removing the existing roof structure entirely.

The street façade is showing signs of rot as the result of poor detailing. Rot of window and door framing and sheathing was detected in areas shown in the attached photos. The extent of damage to the main structural framing is unknown and cannot be determined without further destructive investigation.

The west support of the 3rd Street facade has shifted toward the street, indicating an out-of-plane structural failure. The reason for this movement, the competency of its restraint, could be discovered through destructive investigation. Its rate of movement has not been determined. If the building is retrofitted undergoes a seismic retrofit, this building element would need to be rebuilt with a moment frame, and separated from the neighboring facades by 3"- 4" minimum gap.

Additional Responses from Applicant (provided in Certificate of Approval for Demolition application question responses):

The street facade of the existing building is showing signs of rot as the result of poor detailing. Rot of window and door framing and sheathing was detected in areas shown in the attached photos. The extent of damage to the main structural framing is unknown and cannot be determined without further destructive investigation.

The west support of the 3rd Street facade has shifted toward the street, indicating an out-of-plane structural failure. The reason for this movement, the competency of its restraint, could be discovered through destructive investigation. Its rate of movement has not been determined. If the building undergoes a seismic retrofit, this building element would need to be rebuilt with a moment frame, and separated from the neighboring facades by 3"- 4" minimum gap.

The structure lacks east and west walls. The structure has no lateral structural system and is not isolated from its east and west neighbors, and hence it will be the victim of differing oscillations of the other buildings during a seismic event. A letter from the structural engineer is attached.

The main entrance does not meet the accessible code. It appears that the interior floor level was raised to allow for a regrading of 3rd Street, sometime in the past. This resulted in a threshold which exceeds the 1/2" maximum rise allowed by the ADA code. The lack of a recessed entrance inhibits a resolution of this issue.

The lack of a recessed entry could inhibit its conversion to an A occupancy as an out-swinging egress door is required by section 1008.1.2 of the Oregon Structural Specialty Code, and doors are not allowed to swing over the right of way by section 3202.2 of the same code.

To upgrade the existing structure, the roof, and north and south walls would need to be removed. New east and west walls would need to be built with a fire rating and lateral supports isolated from the neighboring structures, (The level structural diaphragms of Taylor-Dale Building could not be extended to meet the new sloping roof of a one story building.) A new street facade and exterior alley wall would need to be built. (A recreation of the existing Third Street facade would not meet the Downtown Design Standards and Guidelines.)

**FINDING: SATISFIED.** The City concurs with the applicant's findings, and adds that the applicant's arguments are supported by a Structural Engineer's analysis of the existing building. More specifically, the Structural Engineer's letter lists primary concerns with the existing building, which are as follows:

1. "There is no seismic separation between this building, Taylor Dale Building, and the buildings to the East. In a seismic event these, buildings will sway at different periods and possibly create significant damage to the existing facades. We have calculated the separation requirement between Taylor Dale and Taylor Dale 2 to be 4 to 5 inches. The requirement for building seismic separation was calculated per the requirements of Chapter 12 of ASCE 7-14 and the Oregon State Structural Specialty Code OSSC.
2. The roof support for this single-story building is a shared wall at the Taylor Dale building and the building to the East. These walls should be independent structural walls and not shared. [...]

Not fixing this these [sic] condition does present a danger to the general public and the occupants during a significant seismic event. The roof structure could collapse and debris from the storefront could fall into the sidewalk and public ROW."

The McMinnville Building Official reviewed the application materials and statements provided by the applicant and the Structural Engineer, and found all of the statements provided to be accurate. The Building Official did note that a seismic upgrade may not be required for the

renovation of the existing building, based on the ultimate intended use and the occupant load of that use. However, the Building Official did state that a seismic upgrade would be practical and wise to do, given the condition of the building. In the Building Official's opinion, the existing building has no chance of surviving a large earthquake and would likely be completely flattened during a seismic event and negatively affect the neighboring buildings due to the lack of separation.

**17.65.050(B)(5).** *Whether the historic resource constitutes a hazard to the safety of the public or its occupants;*

**APPLICANT'S RESPONSE:** The building is currently in poor condition. The plumbing and electrical systems are out of date and partially nonfunctional.

The street facade is showing signs of rot as the result of poor detailing. Rot of window and door framing and sheathing was detected in areas shown in the attached photos. The extent of damage to the main structural framing is unknown and cannot be determined without further destructive investigation.

The west support of the 3rd Street facade has shifted toward the street, indicating an out-of-plane structural failure. The reason for this movement, the competency of its restraint, could be discovered through destructive investigation. Its rate of movement has not been determined. If the building is retrofitted undergoes a seismic retrofit, this building element would need to be rebuilt with a moment frame, and separated from the neighboring facades by 3"- 4" minimum gap.

The structure lacks east and west walls. The structure has no lateral structural system and is not isolated from its east and west neighbors, and hence it will be the victim of differing oscillations of the other buildings during a seismic event. In this condition, the existing structure constitutes a risk to its occupants and those in the flanking buildings, and which are historically designated buildings themselves. A letter from the Structural Engineer is attached.

The main entrance does not meet accessible code. By observation, it appears that the interior floor level was raised to allow for a regrading of 3rd Street, sometime in the past. This resulted in a threshold which exceeds the 1/2" maximum rise allowed by the ADA code. The lack of a recessed entrance inhibits a resolution of this issue.

The lack of a recessed entry could inhibit its conversion to an A occupancy as an out-swinging egress door is required by section 1008.1.2 of the Oregon Structural Specialty Code, and doors are not allowed to swing over the right of way by section 3202.2 of the same code.

To upgrade the existing structure, the roof, and north and south walls would need to be removed. New east and west walls would need to be built with a fire rating and lateral supports isolated from the neighboring structures, (The level structural diaphragms of Taylor-Dale Building could not be extended to meet the new sloping roof of a one story building.) A new street facade and exterior alley wall would need to be built. (A recreation of the existing Third Street facade would not meet the Downtown Design Standards and Guidelines.)

**FINDING: NOT SATISFIED.** The applicant has provided evidence, in the form of a Structural Engineer's analysis, that the current condition of the structure could be a hazard to the public in a significant seismic event. However, if the property owner invested the amount necessary to renovate the existing structure and resolve the seismic building issues, the potential public safety hazard would no longer exist. However, other applicable review criteria are satisfied that outweigh the proposal not meeting this criteria, particularly the review criteria in Section 17.65.050(B)(2) and 17.65.050(B)(3) above.

**17.65.050(B)(6).** *Whether the historic resource is a deterrent to an improvement program of substantial benefit to the City which overrides the public interest in its preservation;*

**APPLICANT’S RESPONSE:** It is too early to determine if the current building will have an effect on the results of the pending Third Street Study.

It appears that the existing floor level was raised up to meet the street grade, which was raised after the original building was first constructed. However, the floor level is still low compared to the existing curb and street levels and this may inhibit a future regrading of Third Street.

Additional Responses from Applicant (provided in Certificate of Approval for Demolition application question responses):

Retaining the existing structure would be a detriment to the success of Taylor-Dale restoration project and an impediment to the revitalization of that block face of the Downtown Historic District.

**FINDING: SATISFIED.** The City concurs with the applicant’s findings, and adds that while the retention of the existing building on the site is not an immediate deterrent to a public improvement program, it would be a deterrent to a private improvement program in the form of the proposed new two story building the applicant is proposing to construct on the site. This new two story building is being proposed as part of the land use applications (Certificate of Approval for New Construction and Downtown Design Review for New Construction) submitted for concurrent review with the Certificate of Approval for Demolition request. The private improvement program and private investment would result in a development with more square footage and likely higher assessed value which would result in increased property tax revenue for the City on a property that is within the Urban Renewal District. The new two story building would also contain additional tourism uses that would not exist if the existing building was retained, which would contribute to economic activity in the city center and provide for additional lodging tax revenue for the City.

These benefits override the public interest in the preservation of the existing building, as the existing building has also been found to not be of high value and significance, based on inaccuracies in the original Historic Resources Inventory survey and Downtown Historic District nomination form described in the history report attached to the application materials. The value and significance of the site are associated with the original building that existed on the subject site and the property and business owners associated with that original building on the site. The proposed new construction will include architectural features that mimic the original building that existed on the site, which results in reconstruction that carries forward some of the past history and significance of the subject site while still allowing the proposed private improvement program to occur.

**17.65.050(B)(7).** *Whether retention of the historic resource would cause financial hardship to the owner not outweighed by the public interest in the resource’s preservation; and*

**APPLICANT’S RESPONSE:** The historic relevance lies with the site not the existing building.

The building’s lack of a lateral structural system constitutes a danger to the occupants of the existing building and those adjoining it.

A full seismic upgrade could follow two approaches:

- 1) Treating 618 as a separate building and,

2) Tying 618 to 608 and using the lateral system installed in 608 to work for 618.

Using the first approach, remodeling the building as a structure separate from neighboring buildings at 608 and 620, the subject building would require its own lateral system. The roof would need to be held back from the neighboring buildings and re-supported between two new east and west fire rated walls. Those walls would need to be spaced away from the neighboring walls to allow for seismic drift of all three buildings. It is difficult to see how these walls could be built without removing the existing roof structure entirely. This approach would be a costly and yield precious little for the owner and the community.

The second approach, tying a new light-weight structure on the 618 site to the lateral system now being established for 608, is more promising.

- First, the code allows a 10% increase over the design load of the extant lateral system. This can be done with a light weight design/construction of the building at 618.
- Second, only one fire-rated wall needs to be drift protected, that to the east and adjacent to 620. This saves a great deal of cost.
- Third, the approach requires the addition of a second story in order to align the sloping roof planes with each other. This gains two additional units for tourist accommodation and leads to other economies. With the existing egress stairs and elevator shared, and utilities and service spaces not replicated, there is less cost, and more usable space can be gained on the 618 property.
- Fourth, the community gains a piece of architecture that is more in line with its design standards and economic expectations and more representative of the site's historical designation and the story of McMinnville and its builders.
- Fifth, it is estimated that the reconstruction of the existing 1-story building and its north facade as a separate building would cost 16% more than the proposed construction of the proposed 2-story addition to the Taylor-Dale landmark at 608. Preliminary cost estimates for both options are attached. The cost in dollars and space of replicating the support systems for the one story free-standing structure tips the balance in favor of the two-story addition.
- The return on investment would also differ dramatically for both the owner and the public. The 2-story option is estimated to bring in 5.4 to 6.2 times more revenue than the 1 -story option. Two luxury vacation units would not exist in the single story option lessening the economic ripple effect in the community. That broader effect has not been calculated.
- Given the cost and return projections, it is unclear if the 1 -story addition would be economically viable.

In short it appears that the cost of rehabilitating the existing structure outweighs the long- term potential economic and historical value of the existing structure. Thus the building may inhibit the overall improvement of the Downtown Historic district and detract from the owner's investment in the preservation of the Taylor-Dale building. It is difficult to see what would be gained by the community or the owner by restoring the existing facade. Additionally, restoration of the existing facade would not meet the Downtown Design Standards and Guidelines.

**FINDING: SATISFIED.** The City concurs with the applicant's findings, and adds that the findings for Section 17.65.050(B)(3) above are also applicable. More specifically, the preliminary cost estimates and rate of return analysis described in more detail above show that the option of investing in the renovation of the existing building could be considered a financial hardship for the owner when compared to the investment cost and rate of return on a new two story building on the subject site.

**17.65.050(B)(8).** *Whether retention of the historic resource would be in the best interests of a majority of the citizens of the City, as determined by the Historic Landmarks Committee, and, if not,*

---

*Attachments:*

Attachment 1 – Application and Attachments

*whether the historic resource may be preserved by an alternative means such as through photography, item removal, written description, measured drawings, sound retention or other means of limited or special preservation.*

**APPLICANT’S RESPONSE:** It appears that the cost of rehabilitation of the existing structure would outweigh its potential long-term economic value. Thus the building may, for a period of time, inhibit the overall improvement of the Downtown Historic District and detract from the owner's investment in the Taylor-Dale building.

It would be reasonable to document the building through photos and digital measurement and move forward with another solution which would better support the City's Historic District and the owners' investment in the neighboring landmark.

The remaining original brick embossed metal siding will be saved for both preservation and educational purposes but not be reused as an exterior finish.

Additional Responses from Applicant (provided in Certificate of Approval for Demolition application question responses):

The structure at 618 NE Third Street is unsafe and misclassified as an historic resource. It does not comply with the stated goals and policies of the Comprehensive Plan and Design Standards and Guidelines for McMinnville's Downtown. It stands in the way of a more economical, more meaningful, more compliant structure on a historically significant site.

**FINDING: SATISFIED WITH CONDITION #1.** The City concurs with the applicant's findings, based on the findings for the other applicable and satisfied review criteria described in more detail above. A condition of approval is included to require that a minimum of 20 digital photos be provided of both the interior and the exterior of the building to document the existing structure prior to its demolition.

#### **17.65.050 Demolition, Moving, or New Construction.** [...]

- D. The Historic Landmarks Committee shall hold a public hearing to consider applications for the demolition or moving of any resource listed on National Register consistent with the procedures in Section 17.72.120 of the McMinnville Zoning Ordinance.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The Historic Landmarks Committee held a duly noticed public hearing to review the requested demolition of a building located on a property that is listed on the National Register of Historic Places. The procedural requirements of Section 17.72.120 were satisfied, as described in more detail in Section V (Findings of Fact - Procedural Findings) of this Decision Document.

#### **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

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** Notice of the Historic Landmarks Committee's consideration of the Certificate of Approval application was mailed 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