

MINUTES

April 27, 2023
Historic Landmarks Committee
Regular Meeting

3:00 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Mary Beth Branch, Eve Dewan, Mark Cooley, Christopher Knapp, and John Mead

Members Absent:

Staff Present: Adam Tate – Associate Planner and John Swanson – Senior Planner

Others Present:

1. Call to Order

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

2. Citizen Comments

None

3. Minutes

- January 5, 2023
- January 26, 2023

The minutes were not discussed.

4. Action Items

- HL 3-23: 706 SE First St.

Disclosures: Chair Mead opened the public hearing and read the hearing statement. He asked if any Committee member wished to make a disclosure or abstain from participating or voting on this application. There was none. He asked if there was any objection to the jurisdiction of the Committee to hear this matter. There was none.

Staff Presentation: Associate Planner Tate said this was a certificate of approval for alterations at 706 SE First Street. He discussed the subject site, project summary to restore the home, photos of the current house, proposed elevation drawings, applicable review criteria, how the cementitious siding and replacement windows would meet the guidelines, and public agency comments. Staff recommended approval with conditions.

Applicant's Testimony: Christie Toal, applicant, said she wanted to bring the house back to its historic charm. She planned to repaint, replace siding and gutters, repair the chimney, windows, roof, stairs, railing, and concrete walkway, and fix the landscaping. She shared examples of the roofing and paint color.

Carson Benner, representing the applicant, said they would find the closest representation to the original for the exterior material of the chimney. He explained all the street facing windows would be wood clad and there would be vinyl windows on the rear elevation. This was due to cost. The existing windows were wood, vinyl, and aluminum windows. They would both repair some windows that could be saved and replace some windows needed for egress. They would be getting a structural permit.

Andy Kazusko, representing the applicant, explained the colors of the gutters, trim, and gable and where the cementitious siding would be used.

Ms. Toal said this was a single-family home, and she planned to live in it once the work was done. The detached garage would also match the house. She explained the color of the chimney.

There was no other public testimony.

Chair Mead closed the public hearing.

There was discussion regarding the use of cementitious material and the windows. It was clarified all the windows would be wood except the two vinyl windows in the basement. The Board was supportive of the lap siding version of the cementitious material rather than the hardy panel version. The vinyl windows were casement windows on non-primary elevations and below grade. There was consensus to add conditions that the vinyl windows should be a black or dark bronze color and all windows should be recessed. There was discussion regarding Condition #4 regarding sidewalks, and how these types of conditions helped the applicants know all the requirements even though they were not related to historic review.

Committee Branch was concerned that it would be perceived as overstepping. This would be discussed at a future meeting.

Committee Member Knapp moved to approve HL 3-23, subject to the conditions in the decision document and additional conditions that the basement vinyl windows would be black or bronze and all the windows would be recessed. The motion was seconded by Committee Member Dewan and passed 5-0.

- HL 2-23: 102 SE First St.

Disclosures: Chair Mead opened the public hearing and read the hearing statement. He asked if any Committee member wished to make a disclosure or abstain from participating or voting on this application. Committee Member Dewan had made an offer on this property a few years ago, but it would not affect her decision on this application.

Chair Mead asked if there was any objection to the jurisdiction of the Committee to hear this matter. There was none.

Staff Presentation: Associate Planner Tate said this was a certificate of approval for alterations at 102 SE First Street. He discussed the subject site, project summary to restore the home, pictures of the current house, elevations, applicable review criteria, how the replacement windows and sliding door would meet the guidelines, and public agency comments. Staff recommended approval with conditions.

Staff pulled up the original 1983 survey photo showing the filler strip above the vinyl windows.

Applicant's Testimony: Andrew Wymer, applicant, said he had originally designed this to be a triplex, but due to cost he changed it to a duplex and the basement would be its own dwelling. He proposed two egress windows for the basement, to jack up the posts on the first floor to repair sagging, reconstruct the porch with like materials, add a sliding door on the first floor, and enlarge the windows in the basement. The roof would be replaced, and he would repaint the exterior. Regarding the filler strip, he was not making any changes to the windows except those in the basement.

There were questions regarding the type of windows and doors proposed, how there would be picture and double hung windows and a hinged French wood door, the vinyl windows would be in the basement, and wood materials would be used for the front porch.

There was no other public testimony.

Chair Mead closed the public hearing.

There was concern regarding the two vinyl windows on the Adams side that would be visible and replacement of a bathroom window on the south elevation. The following conditions were added: the materials that were removed would be replaced with in kind materials, the double door to the deck on the east elevation would be a wood swinging French door, all replaced windows would be recessed, Marvin ultimate exterior wood windows would be placed on all facades with the exception that alternative window materials were allowed in window wells on the south and east facades so long as they were a dark color.

Committee Member Branch moved to approve HL 2-23, subject to the conditions in the decision document and additional conditions as discussed. The motion was seconded by Committee Member Knapp and passed 5-0.

- HL 1-22 Revisited: 436 SE Baker St.

Disclosures: Chair Mead opened the public hearing and read the hearing statement. He asked if any Committee member wished to make a disclosure or abstain from participating or voting on this application. Committee Member Dewan recused herself from the hearing as this was her residence.

Chair Mead asked if there was any objection to the jurisdiction of the Committee to hear this matter. There was none.

Staff Presentation: Associate Planner Tate said this was a certificate of approval for alterations at 436 SE Baker Street. He discussed the subject site, project summary for approval of already completed alterations to the site, project site plan, before and after photos of the site, letter from the applicant, applicable review criteria, and public agency comments. The decision document recommended denial due to the applicant not providing the necessary documents required per

the code in terms of architectural elevations and design details including materials used for the modifications. However, after receiving the letter of April 21 and sample materials and reviewing the pictures, staff recommended approval. The applicant was not being cooperative in terms of providing the appropriate materials for the application, but the work appeared to meet the code criteria.

There were questions regarding what was asked for on this application previously and the information that was received, changes to the windows and exterior staircase, what would happen if the application was denied, and timing of new ownership and the work that was done.

Applicant's Testimony: None

There was no other public testimony.

Chair Mead closed the public hearing.

There was discussion regarding the siding, lack of documentation to the City, options for making a decision, how the deck design and exterior staircase was not historic and had not been approved by the HLC, and reviewing the approval of prior proceedings.

The Committee thought the applicant had been given ample time to provide the information and did not want to continue the hearing.

Committee Member Knapp moved to deny HL 1-22. The motion was seconded by Committee Member Branch and passed 4-0-1 with Committee Member Dewan recused.

- Historic Poster Sales

Associate Planner Tate said they would make all 30 posters available for sale for \$10. They would be sold at a business on Third Street and the Community Development office.

It was suggested to take off the QR code and look into other business partnerships.

6. Committee Member Comments

None

7. Staff Comments

None

8. Adjournment

Chair Mead adjourned the meeting at 5:49 p.m.