

MINUTES

August 24, 2023
Historic Landmarks Committee
Regular Meeting

3:00 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Mark Cooley, John Mead, and Christopher Knapp
Members Absent: Mary Beth Branch and Eve Dewan
Staff Present: Heather Richards – Community Development Director and Adam Tate – Associate Planner
Others Present:

1. Call to Order

Chair Mead called the meeting to order at 4:00 p.m.

3. Citizen Comments

None

4. Approval of Minutes

- May 4, 2022
- June 23, 2022
- July 28, 2022
- August 25, 2022

Committee Member Knapp moved to approve the May 4, June 23, July 28, and August 25, 2022, minutes. The motion was seconded by Committee Member Cooley and passed 3-0.

5. Action Items

- AP 9-23/HL 1-22, 436 SE Baker Street

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 Report: Associate Planner Tate said this was an appeal to the decision for denial for 436 SE Baker Street. The decision had been appealed to the Planning Commission who remanded

the case back to the HLC with conditions that the applicant provide additional information on the rear staircase. He described the subject site, project summary, photos of the stairs, and applicable review criteria. Staff recommended approval with conditions.

There was discussion regarding the Building Official's intent to do a full inspection and let the applicant know what remediations were needed to bring the stairs up to code. Community Development Director Richards said the Building Official did not think the stairs would need to be removed and rebuilt.

There was further discussion regarding the Secretary of Interior's Standard #9, being compatible with historic materials. Associate Planner Tate said staff found the Trex composite material to be compatible.

Emily Forbes, applicant, said she and her husband bought the property in April 2022. It was after the property closed that they learned there was an outstanding application on the property. They had discussed the issue with staff and filed the appeal to the Planning Commission. It was now remanded back to the HLC. They were trying to be prompt and work with everyone and had met with the Building Official. If things needed to be changed, they were more than willing to make those changes rather than tear down a very functional, well-built staircase. She was willing to paint the pressure treated wood of the staircase. The house was a vacation rental, but the stairs led to a separate room above the kitchen and did not go into the main house. The only access to the room was the staircase and it was not part of the rental.

There was no public testimony.

There was discussion regarding allowing Trex as a compatible material since it was on the back façade.

Committee Member Knapp was concerned that it was a vacation rental and showed visitors how they treated historic homes in the City especially in allowing Trex and the pressure treated wood.

Committee Member Cooley said the home had been substantially restored and rehabilitated and respected the history the home represented. The material was on the least prominent façade. He thought the stairs met the Secretary of Interior's standards in that they were distinct from the original structure. The question was whether the material detracted from the historic home. Weighed against how much they had gained; he could live with it. Once painted it would not be as noticeable.

There was consensus to add a condition that all pressure treated materials on the staircase be painted to match or be compatible with the house per Secretary of Interior's Standard #9 after any code remediation occurred. The color would be reviewed by the Planning Director.

Committee Member Cooley moved to approve AP 9-23/HL 1-22 with the conditions as recommended by staff and the added condition about painting the pressure treated wood. The motion was seconded by Committee Member Knapp and passed 2-1 with Committee Member Knapp opposed.

6. Committee Member Comments

None.

7. Staff Comments

Community Development Director Richards said the McMinnville Downtown Association was looking at changes to the downtown design guidelines. The City would be doing an update to the Downtown Master Plan next year and she thought the downtown design guidelines would be part of that discussion. She explained the process for that work.

Chair Mead said the Gallery Theater approached staff regarding exterior painting and they had been given direction to not paint the theater a bright color, but more of an earth tone, and to avoid using black.

Committee Member Cooley thought they should make sure any language proposed for the downtown design guidelines was not ambiguous. Community Development Director Richards said the goal was to write a code that did not need to be interpreted and was clear to everyone moving forward.

8. Adjournment

Chair Mead adjourned the meeting at 4:51 p.m.