



City of McMinnville

PLANNING

**City of McMinnville
Planning Department**

231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

Historic Landmarks Committee Hybrid In-Person & ZOOM Online Meeting Thursday, February 20 - 3:00 PM Community Development Center, 231 NE Fifth Street

Please note that this meeting will take place at McMinnville Civic Hall and simultaneously be conducted via ZOOM meeting software if you are unable or choose not to attend in person

**Join Zoom Meeting
Meeting ID: 628 552 3919
Passcode: 456456**

<https://mcminnvilleoregon.zoom.us/j/6285523919?pwd=WOeoHmd104Af6YPsYf01Wqg4XoEeVM.1&omn=88221338428>

Or join ZOOM Meeting by phone via the following number: 1-253-215-8782

Committee Members	Agenda Items
Mary Beth Branch, Chair	1) Call to Order
Katherine Huit, Vice Chair	2) Citizen Comments
Mark Cooley	3) Discussion Items
Christoper Knapp	<ul style="list-style-type: none"> • HL 6-24: Certificate of Alteration for Demolition <ul style="list-style-type: none"> ○ 411 & 423 SW Baker St – Handley House (Exhibit 1)
Daniel Kiser	<ul style="list-style-type: none"> • HL 1-25: Certificate of Alteration <ul style="list-style-type: none"> ○ 326 NE Davis St/403 NE 3rd St – Union Block (Exhibit 2)
City Council Liaison: Scott Cunningham	<ul style="list-style-type: none"> • HLC 25/26 Work Plan (Exhibit 3)
	4) Committee Member Comments
	5) Staff Comments
	6) Adjournment

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.

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



EXHIBIT 1 – STAFF REPORT

DATE: February 20, 2025
TO: Historic Landmarks Committee Members
FROM: Matthew Deppe, Associate Planner
SUBJECT: Handley Oaks, LLC (HL 6-24)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Strategically plan for short and long-term growth and development that will create enduring value for the community

Report in Brief:

This is the consideration of a Certificate of Approval for Demolition of 2 historic resources to make the lot available for a 28-unit, affordable housing, development. 411 SW Baker Street is a “Significant” historic resource listed as #B508 and 423 SW Baker Street is a “Contributory” resource listed as #C509. The applicant has provided a narrative describing the current condition of the resources and provided a concept plan that would be built should the demolition be approved.

The Historic Landmarks Committee is reviewing this application in a public meeting on February 20, 2025.

Background and Discussion:

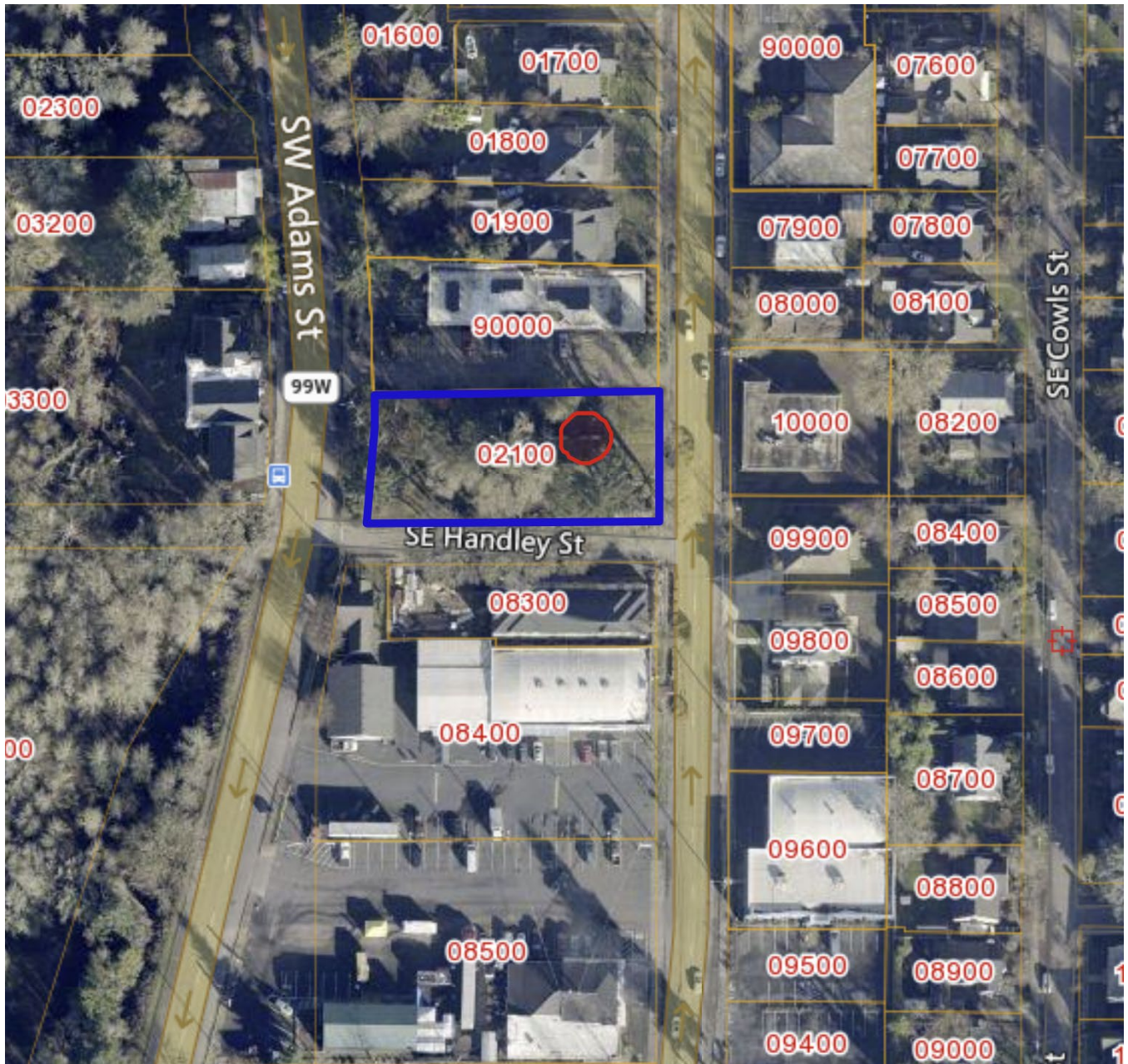
The subject property is located at 411 and 423 SW Baker Street. The property is identified as Tax Lots R4420-DA-02100. It is located between Adams and Baker St along Handley Street.

The site has two existing structures that are both listed as historic resources on the local inventory. Neither structure is listed on the National Historic Registry

The property to the south of the development site, across Handley Street, was redeveloped by the applicant, rebuilt from the ground up, after a fire destroyed it in November of 2020. Now called the Baker Street Lofts, it is a fully affordable apartment building built in collaboration with First Federal, Haworth Construction, and YCAP.

Immediately to the north is the parking area for the McMinnville Medical Clinic. The building hosts three commercial offices and retail space.

Property Site:



Resources Today (Rebuilt affordable apartment building visible in bottom left corner)



Per the McMinnville Municipal Code, the four different categories for a McMinnville Historic Resource are:

- **Distinctive:** Resources outstanding for architectural or historic reasons and potentially worthy of nomination to the National Register of Historic Places;
- **Significant:** Resources of recognized importance to the City due to historical association or architectural integrity, uniqueness, or quality;
- **Contributory:** Resources not in themselves of major significance, but which enhance the overall historic character of the neighborhood or City. Removal or alteration would have a deleterious effect on the quality of historic continuity experienced in the community; or
- **Environmental:** This category includes all resources surveyed that were not classified as distinctive, significant, or contributory. The resources comprise an historic context within the community.

When the McMinnville Historic District nomination was prepared, assignment of primary and secondary contributing versus non-contributing was done based on the following: The National Register nomination describes the categories as such:

1. *Primary Significant Contributing: Structures are classified as Primary Significant if they were built on or before 1912, or reflect the building styles, traditions, or patterns of structures typically constructed before this date. These buildings represent the primary period of construction and development in downtown McMinnville from initial settlement in 1881 to 1912, when city improvements and use of the Oregon Electric and Southern Pacific Railroad service prompted new construction in the downtown area.*
2. *Secondary Significant Contributing: Structures are classified as Secondary Significant if they were built in or between 1913 and 1937. These buildings represent the secondary period of construction and development from the increase of city improvements and auto traffic.*
3. *Historic Non-Contributing: Structures are classified as Historic Non-Contributing if they were built either during the primary or secondary periods of construction but have been so altered over time that their contributing elements (siding, windows, massing, entrances, and roof) have been lost or concealed. If their contributing elements were restored, these buildings could be reclassified as Primary of [sic] Secondary Significant.*
4. *Compatible Non-Historic and Non-Contributing: Structures are classified as Compatible Non-Contributing if they were built after 1937 (When the nomination was being prepared in 1987, buildings constructed in 1937 were then 50 years old and met the threshold for National Register eligibility). but are compatible architecturally (i.e. scale, materials, use) with the significant structures and the historic character of the district.*
5. *Non-Compatible Non-Contributing: Structures are classified as Non-Compatible Non-Contributing if they were built after 1937 and are incompatible architecturally (i.e. scale, materials, and use) with the significant structures and the historic character of the District.*
6. *Vacant: Properties are classified as Vacant if there are no buildings sited on them (i.e., vacant lots, alleys, parking lots).*

Proposed Project

Below are concept drawings of the proposed affordable housing development.

Site Plan with Existing Structures Noted:



The proposed project is a three-story building, with balconies for each unit, and 14 off-street parking spaces. This project intends to preserve a significant number of the existing oak trees on site. This project has not yet gone through residential design review and will be subject to those requirements, as well as ODOT, and full city review as part of the building permit process.

Public Testimony: The HLC has not received any written or oral testimony in regard to the demolition of the historic resources as of the drafting of this report. All testimony received before the meeting will be included in a supplemental report at the meeting.

Initial Design:

Baker Street Elevation



Attachment B-1: East Elevation (from Baker Street)

Handley Street Elevation



Attachment B-2: South Elevation (from Handley Street)

Additional Rendering of the Proposal



Discussion:

The Historic Landmarks Committee must consider several different regulations when deliberating on whether to approve, approve with conditions, or deny the application.

For the Certificate of Demolition Approvals, the regulations are:

McMinnville Comprehensive Plan Goals and Policies, specifically the following chapters:

- Natural Resources (Chapter II)
- Cultural, Historical, and Educational Resources (Chapter III)
- Economy of McMinnville (Chapter IV)
- Transportation (Chapter VI)
- Citizen Involvement and Plan Amendment (Chapter X)

McMinnville Municipal Code, Section 17.65.040 and 17.65.050, Historic Preservation, which considers the following guiding principles:

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 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.

- 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 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.
- C. If the structure for which a demolition permit request has been filed has been damaged in excess of seventy percent (70%) of its assessed value due to fire, flood, wind, or other natural disaster, the Planning Director may approve the application without processing the request through the Historic Landmarks Committee.
- 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.
- E. Any approval may be conditioned by the Planning Director or the Historic Landmarks Committee to secure interior and/or exterior documentation of the resource prior to the proposed action. Required documentation shall consist of no less than twenty (20) black and white photographs with negatives or twenty (20) color slide photographs. The Historic Landmarks Committee may require documentation in another format or medium that is more suitable for the historic resource in question and the technology available at the time. Any approval may also be conditioned to preserve site landscaping such as individual plants or trees or to preserve selected architectural features such as doors, windows, brackets, moldings or other details.
- F. If any proposed new construction is located in the downtown core as defined by Section 17.59.020 (A) of the McMinnville Zoning Ordinance, the new construction shall also comply with the requirements of Chapter 17.59 (Downtown Design Standards and Guidelines).

The City's code does not provide a basis on how to consider the different elements of the code. The HLC has in the past rendered a decision for approval of demolition for projects that do not meet each principle and standard.

Reasons to deny the Certificates of Approval for Demolition:

- The City's comprehensive plan historic preservation policies.
- The buildings should be preserved based on their historic integrity and significance to McMinnville as historic resources individually.
- Preserving the historic resources is of more value to the community than affordable housing.
- The potential financial hardship is outweighed by the public interest in the resources' preservation.

Reasons to approve the Certificates of Approval for Demolition:

- Affordable housing is of more value to the community than these historic resources in their existing condition.
- The public interest in the resources' preservation is outweighed by the financial hardship of restoring the historic resources.

Suggested Conditions of Approval

Staff suggests four conditions of approval.

1. The Certificate of Approval for Demolition is contingent upon a replacement project that meets all of the city's local regulations, state regulations, and federal regulations. A demolition permit will not be issued until that has been established. The penalty for demolition without a permit will be equal to the real market value of the most recent assessor's statement for both the structure and the land paid to the City's Historic Preservation Fund. This will be assessed annually until the property is successfully redeveloped. (OAR 660-023-0200(8)(a))
2. 411 and 423 SW Baker Street, McMinnville Historic Resource Inventory B508 and C509 will be automatically removed from the McMinnville Historic Resource Inventory when the extant structure on the subject property is demolished. (OAR 660-023-0200(9))
3. Prior to demolition the applicant will allow the Yamhill County Historical Society to photo document the building and scavenge any historical artifact associated with the building for preservation as part of their collection. (McMinnville Municipal Code 17.65.050(B)(8))
4. Prior to demolition the applicant will provide the City with an archaeological plan describing how the applicant will undertake demolition and excavation with a sensitivity to the potentiality of archaeological resources and if any archaeological resources are discovered how they will be documented and preserved. (McMinnville Municipal Code 17.65.050(B)(8))

Committee Options:

- 1) Close the public meeting and **APPROVE** the application, per the decision document provided which includes the findings of fact.
- 2) **CONTINUE** the public meeting to a specific date and time.
- 3) Close the public meeting and **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation:

Staff is recommending approval of the application, subject to the above suggested conditions of approval.

MOTION FOR HL 6-24:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE APPROVES HL 6-24, SUBJECT TO THE CONDITIONS OF APPROVAL PROVIDED IN THE DECISION DOCUMENT.

Attachments:

- HL 6-24 Decision Document
- HL 6-24 Application

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS OF THE MCMINNVILLE HISTORIC LANDMARKS COMMITTEE FOR THE APPROVAL OF A DEMOLITION OF THE HISTORIC LANDMARK DETAILED BELOW

- DOCKET:** HL 6-24 (Certificate of Approval for Demolition)
- REQUEST:** Approval of the demolition of two listed historic resources on the local McMinnville historic resources inventory. One is at 411 SW Baker St. It is a “B” level “Significant” resource (#B508). The second one is 423 SW Baker St. It is a “C” level “Contributory” resource (#C509). These two structures are approximately 20’ apart.
- LOCATION:** 411 & 423 SW Baker Street; Tax Lot R4420DA02100
- ZONING:** C-3 General Commercial
- APPLICANT:** Handley Oaks, LLC – Nate Ball
- PROPERTY OWNER:** Handley Oaks, LLC – Nate Ball
- STAFF:** Matthew Deppe, Associate Planner
- DATE DEEMED COMPLETE:** January 30, 2025
- HEARINGS BODY & ACTION:** McMinnville Historic Landmarks Committee
- HEARING DATE & LOCATION:** February 20, 2025, 3:00 PM. In person at Community Development Center 231 NE 5th St and online via Zoom.
Zoom Online Meeting ID: 628 552 3919
Meeting Password: 456456
- 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 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 17.59.030(E) of the McMinnville Municipal Code, the Historic Landmarks Committee’s decision may be appealed to the Planning Commission within

fifteen (15) days of the date written notice of decision is mailed. The City’s final decision is subject to a 120 day processing timeline, including resolution of any local appeal. The 120-day deadline is May 30, 2025.

COMMENTS:

This matter was referred to the following public agencies for comment: McMinnville Fire District, Police Department, Engineering Department, Building Department, Parks Department, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Public Works; Yamhill County Planning Department; Frontier Communications; Comcast; Northwest Natural Gas; Oregon Department of Transportation; and State Historic Preservation Office. Their comments are provided in this document.

Based on the findings and conclusionary findings, the Historic Landmarks Committee finds the applicable criteria are **SATISFIED / NOT SATISFIED** and **APPROVES / APPROVES WITH CONDITIONS / DENIES** the Certification of Approval for the demolition of the Historic Resource at 411 and 423 SE Baker St. (HL 6-25).

////////////////////////////////////
DECISION: **APPROVAL** **APPROVAL WITH CONDITIONS** **DENIAL**
////////////////////////////////////

Historic Landmarks Committee: _____
Mary Beth Branch, Chair

Date: _____

Planning Department: _____
Heather Richards, Community Development Director

Date: _____

I. APPLICATION SUMMARY:

The applicant has provided information in their application narrative and findings regarding their proposal for the subject sites and the request under consideration. Staff has found the information provided to accurately reflect the current land use request, and excerpted portions are provided below to give context to the request, in addition to the City's findings.

Proposed Project

Below is an excerpt from the application describing the proposed project. The applicant would like to demolish the two structures at 411 and 423 SE Baker Street and redevelop the property with 28 affordable housing units.

Responding to McMinnville's pressing need for more affordable housing, Handley Oaks LLC purchased the property at 411 SE Baker Street in August 2024 to pursue a rare opportunity to increase the city's affordable housing supply through urban infill. With respect for the historical nature of the dilapidated house currently occupying the lot, we have worked to create a concept that honors the original house's design while enabling the preservation of several of the mature oak trees on the property.

The proposed building's architecture references the vernacular style of the original house and is consistent with many other houses in the neighborhood. The facades of the new apartments facing Baker Street are designed to recreate the original front of the house including its porch, albeit with an additional story, as a way to honor the original house and will be architecturally harmonious with the look and feel of the neighborhood. The project will add 28 affordable housing units to McMinnville while preserving the design contributions of the old house to the streetscape.

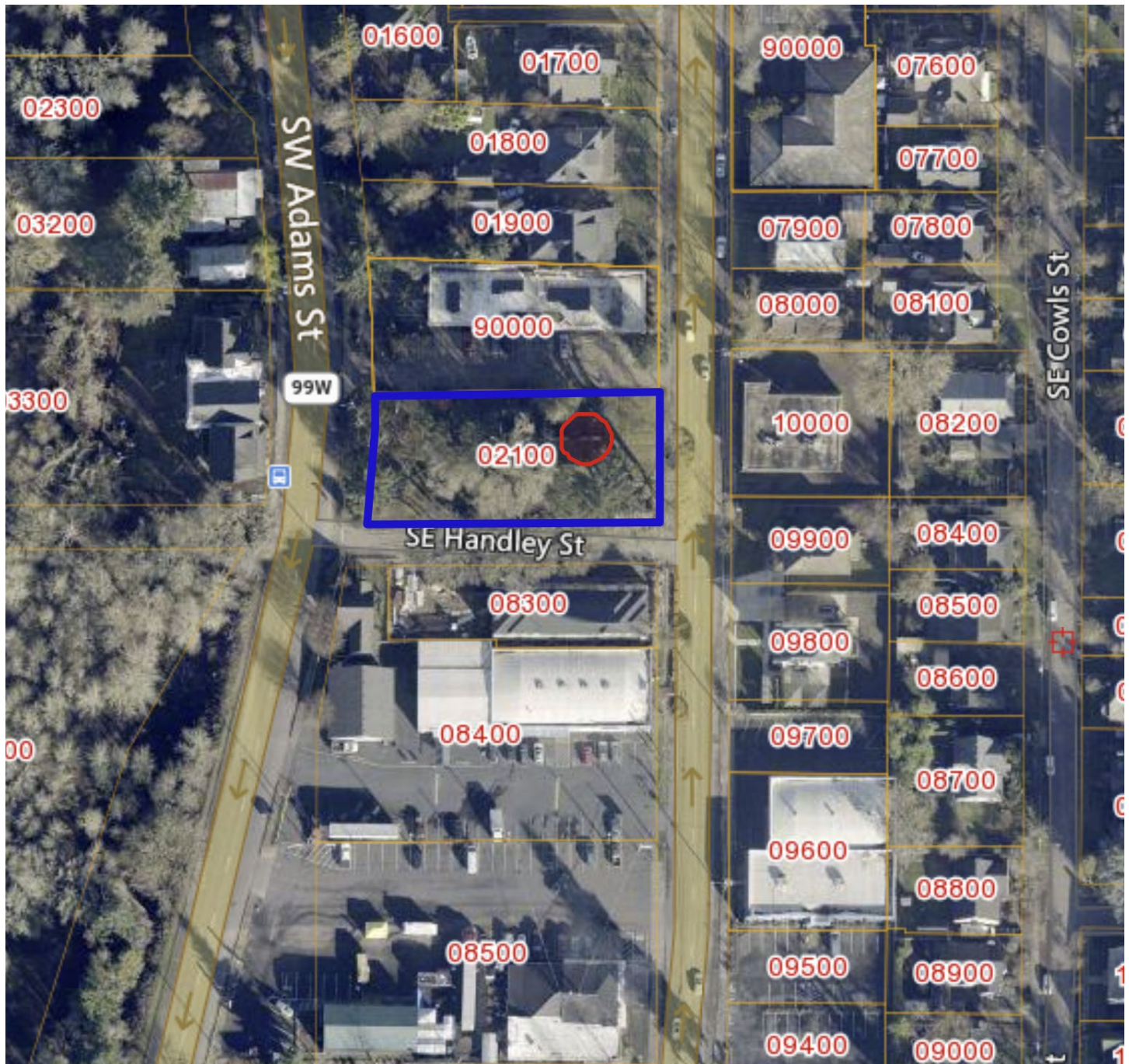
Additionally, the structure at the southeast corner of the lot, a C-level resource presenting safety hazards due to its current condition, will also be removed to make space for the new housing and its surrounding green space. Its removal will visually improve the neighborhood, allowing better views of the prominent oak tree at the edge of Baker Street and fostering a more open streetscape.

(Application page 4)

Subject Property & Request

The subject property is located at 609 NE Third Street. The property is identified as Tax Lot R4420-DA-02100. **See Vicinity Map (Figure 1) below, which identifies the approximate location of the buildings in question.**

Figure 1. Vicinity Map



The existing buildings on the subject property are listed as a Significant historic resource (411 SE Baker St) and a Contributory historic resource (423 SE Baker St) in the McMinnville Historic Resource Inventory. **See the Historic Resources Survey Steet B508 (Figure 2) and C509 (Figure 3) below.**

Figure 2. B508 Resources Survey Sheet

Historic Resources Survey
City of McMinnville
Yamhill County, Oregon

Site No. 15.28 Aerial Map J - 12
 Block - Lot -
 Addition _____
 Tax Lot 420 DA 2100
 Address 411 W Baker
 Common Name Edmunds House
 Historic Name Handley House
 Present Owner Linfield College (1987)
Jane & Wilbore Edmunds
 Present Use Box III residence
 Original Use residence
 Builder or Architect unknown
 Outbuildings garage
 Date of Construction 1882
 -Condition Assessment on Reverse Side-

B508 C3



Statement of historical significance and description of property:

This house is a two-story construction of wood frame. The roof is gabled and the cornice is boxed with a plain frieze board. The windows are double hung, one over one with a simple shelf cornice.

The front porch has a hipped roof and covers half of the house. It has a low wooden railing and tapered, square wooden posts. The porch was added to the main house around the year of 1910. The house has a slight "L" shape to it, the back part being a little wider than the front. Walls in the rear of the house have been extended a little (12-15") and the present owner added the second story onto what had been a one-story back extension (about 1950).

A bay window has been added in the rear of the house. There is a small side porch to the north with a gabled roof. What is now a garage-type out building used to be attached to the back of the house and contained (still does) the house's first toilet. There is one central chimney. The owner told me that the foundation is the "timber" type. He also told me that the house was built in 1882, and that he has lowered all the ceilings in the house himself.

The Handleys were a prominent early family in McMinnville. T.B. Handley edited the West Side Newspaper in the 1870's. Charles Handley was County Surveyor.

*Mrs. Ruth Richter, great granddaughter of Handley who built house
472-3268*

Primary Resource No. 225.5

Mrs. Handley (Tel #) 287-3685

Figure 3. C509 Resources Survey Sheet


<p>Historic Resources Survey City of McMinnville Yamhill County, Oregon</p>		<p>Site No. <u>15.27</u> Aerial Map <u>J-12</u></p>	
	<p>Block _____ Lot _____</p>	<p>Addition _____</p>	
	<p>Tax Lot _____ 4420 Da 2100</p>	<p>Address _____ 423 S. Baker</p>	
	<p>Common Name _____</p>	<p>Historic Name _____</p>	
	<p>Present Owner _____ Jane & Milton Edmunds</p>	<p>Present Use <u>Box 111 MCM</u> Storage</p>	
	<p>Original Use _____ 1908: telephone office later a grocery</p>	<p>Builder or Architect <u>unknown</u></p>	
	<p>Outbuildings _____ none</p>	<p>Date of Construction <u>unknown, prior to 1908</u></p>	
	<p>-Condition Assessment on Reverse Side-</p>		
	<p><i>C509</i></p>		
	<p>Statement of historical significance and description of property:</p>		
	<p>This is a 1 1/2 story building of wood frame construction with bevel look siding - looks like two thin boards but is really one wide one. It has plain corner boards and exposed rafters and beams. The door and windows have a simple shelf cornice. Front windows are double hung one-over-one, with a smaller upper light. There are no windows to the south, and one double hung one-over-one to the north. The main building is rectangular with a corrugated and aluminum roof with an older, shingle roof under that I think. There is a one story shed roofed extension on the back west side of the building and another smaller one off that, perpendicular to it. Both have a thrown-together look about them, are of lesser quality, and have vertical board siding. The foundation is wood block with some concrete blocks added later. The front porch is completely open and is just board flooring level with the floor inside.</p>		
<p>Primary Resource No. <u>225.4</u></p>		<p><i>Elyse M. Hantle Candy Store</i></p>	
<p><i>See OR Historical Quarterly, Spring, 1985 pp. 80-93</i></p>			

Figure 5. Sanborn Map

Sanborn Map, 1912

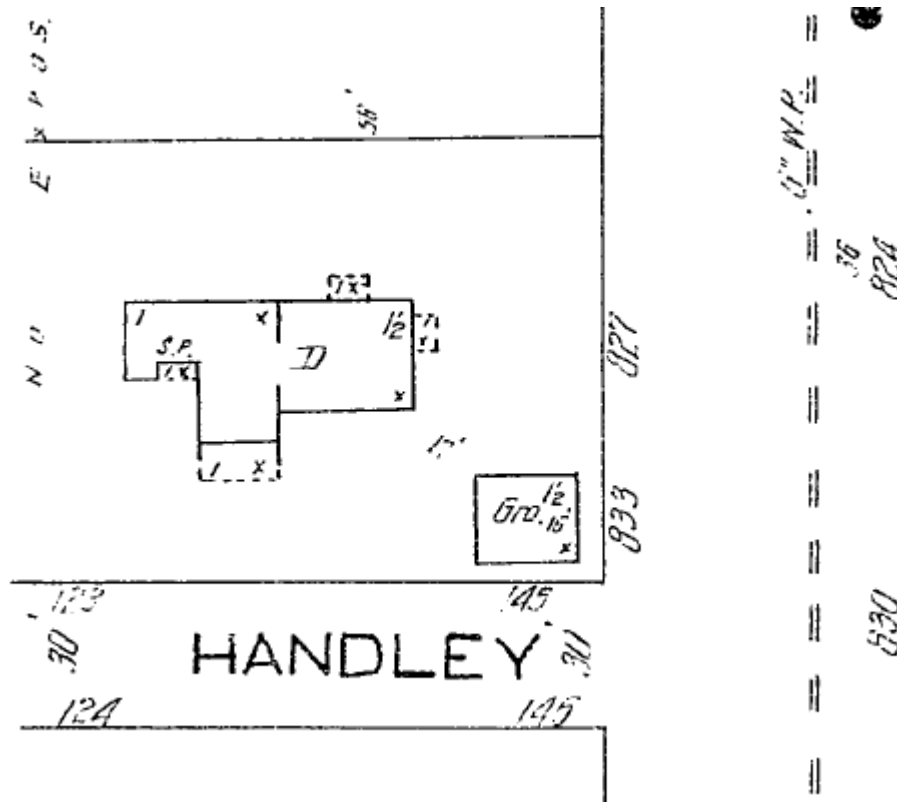


Figure 6, Recent Photo of the Two Structures



Background

The property was originally surveyed in 1980, which are the dates that the “Statement of Historical Significance and Property Description” were drafted and included on the Historic Resources Inventory sheet resource number (B508 and C509) 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 Historic Resources Inventory has since been incorporated into the McMinnville Municipal Code (MMC) through its adoption and reference in MMC Section 17.65.030(A).

Summary of Criteria & Issues

The application (HL 6-24) is subject to Certificate of Approval for Demolition review criteria in Section 17.65.050 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.

Section 17.65.050 of the McMinnville Zoning Ordinance state that:

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 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.

- 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 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.*
- C. *If the structure for which a demolition permit request has been filed has been damaged in excess of seventy percent (70%) of its assessed value due to fire, flood, wind, or other natural disaster, the Planning Director may approve the application without processing the request through the Historic Landmarks Committee.*
- 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.*
- E. *Any approval may be conditioned by the Planning Director or the Historic Landmarks Committee to secure interior and/or exterior documentation of the resource prior to the proposed action. Required documentation shall consist of no less than twenty (20) black and white photographs with negatives or twenty (20) color slide photographs. The Historic Landmarks Committee may require documentation in another format or medium that is more suitable for the historic resource in question and the technology available at the time. Any approval may also be conditioned to preserve site landscaping such as individual plants or trees or to preserve selected architectural features such as doors, windows, brackets, mouldings or other details.*
- F. *If any proposed new construction is located in the downtown core as defined by Section 17.59.020 (A) of the McMinnville Zoning Ordinance, the new construction shall also comply with the requirements of Chapter 17.59 (Downtown Design Standards and Guidelines).*

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: (If the Historic Landmarks Committee elects to approve the application, these conditions of approval will apply.)

1. The Certificate of Approval for Demolition is contingent upon a replacement project that meets all of the city's local regulations, state regulations, and federal regulations. A demolition permit will not be issued until that has been established. The penalty for demolition without a permit will be equal to the real market value of the most recent assessor's statement for both the structure and the land paid to the City's Historic Preservation Fund. This will be assessed annually until the property is successfully redeveloped. (OAR 660-023-0200(8)(a))
2. 411 and 423 SW Baker Street, McMinnville Historic Resource Inventory B508 and C509 will be automatically removed from the McMinnville Historic Resource Inventory when the extant structure on the subject property is demolished. (OAR 660-023-0200(9))
3. Prior to demolition the applicant will allow the Yamhill County Historical Society to photo document the building and scavenge any historical artifact associated with the building for preservation as part of their collection. (McMinnville Municipal Code 17.65.050(B)(8))
4. Prior to demolition the applicant will provide the City with an archaeological plan describing how the applicant will undertake demolition and excavation with a sensitivity to the potentiality of archaeological resources and if any archaeological resources are discovered how they will be documented and preserved. (McMinnville Municipal Code 17.65.050(B)(8))

III. ATTACHMENTS:

- ❖ HL 6-24 Application

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, Oregon Department of Transportation and Oregon State Historic Preservation Office. As of the date of this decision document no comments have been received.

McMinnville Engineering Department

McMinnville Building Department

McMinnville Water and Light

Public Comments

Notice of this request was mailed to property owners located within 300 feet of the subject site on February 5, 2025. As of February 13, 2025 no public comment has been received.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, Nate Ball, on behalf of Handley Oaks, LLC submitted the Certificate of Approval application (HL 6-24) on December 31, 2024.
2. The application was deemed complete on January 30, 2025. Based on that date, the 120-day land use decision time limit expires on May 30, 2025.
3. 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 District, 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, Oregon Department of Transportation and the Oregon State Historic Preservation Office on February 5, 2025.

Comments received from agencies are addressed in the Decision Document.

4. Notice of the application and the February 20, 2025, Historic Landmarks Committee public hearing was mailed to property owners within 300 feet of the subject property in accordance with Section 17.65.070 of the Zoning Ordinance on February 5, 2025.
5. On February 20, 2025, the Historic Landmarks Committee held a duly noticed public hearing to consider the request.

VI. FINDINGS OF FACT – GENERAL FINDINGS

1. **Location:** 411 and 423 SW Baker Street. Tax Lot R4420-DA-2100
2. **Size:** The subject site is approximately 0.4 acres
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3, General Commercial
5. **Overlay Zones/Special Districts:** N/A
6. **Current Use:** Residential, Unoccupied
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** Historic Resources Inventory – Resource Number B508 and C509.
 - b. **Other:** N/A
8. **Other Features:** N/A
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.

10. **Transportation:** The site is located between Adams and Baker St along SE Handley St. Adams St. and Baker St. are major arterials, and Handley St is a local St. in the McMinnville Transportation System Plan.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Certificate of Approval for Demolition are specified in Section 17.65.050 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.

Compliance with Oregon State Land Use Goals:

OAR Chapter 660, Division 23, Procedures and Requirements for Complying with Goal 5:

- (1) For purposes of this rule, the following definitions apply:
- (a) “Demolition” means any act that destroys, removes, or relocates, in whole or part, a significant historic resource such that its historic, cultural, or architectural character and significance is lost. This definition applies directly to local land use decisions regarding a National Register Resource. This definition applies directly to other local land use decisions regarding a historic resource unless the local comprehensive plan or land use regulations contain a different definition.
 - (b) “Designation” is a decision by a local government to include a significant resource on the resource list.
 - (c) “Historic context statement” is an element of a comprehensive plan that describes the important broad patterns of historical development in a community and its region during a specified time period. It also identifies historic resources that are representative of the important broad patterns of historical development.
 - (d) “Historic preservation plan” is an element of a comprehensive plan that contains the local government’s goals and policies for historic resource preservation and the processes for creating and amending the program to achieve the goal.
 - (e) “Historic resources” are those buildings, structures, objects, sites, or districts that potentially have a significant relationship to events or conditions of the human past.
 - (f) “Locally significant historic resource” means a building, structure, object, site, or district deemed by a local government to be a significant resource according to the requirements of this division and criteria in the comprehensive plan.
 - (g) “National Register Resource” means buildings, structures, objects, sites, or districts listed in the National Register of Historic Places pursuant to the National Historic Preservation Act of 1966 (PL 89-665; 16 U.S.C. 470).
 - (h) “Owner”:
 - (A) Means the owner of fee title to the property as shown in the deed records of the county where the property is located; or
 - (B) Means the purchaser under a land sale contract, if there is a recorded land sale contract in force for the property; or
 - (C) Means, if the property is owned by the trustee of a revocable trust, the settlor of a revocable trust, except that when the trust becomes irrevocable only the trustee is the owner; and
 - (D) Does not include individuals, partnerships, corporations or public agencies holding easements or less than fee interests (including leaseholds) of any nature; or
 - (E) Means, for a locally significant historic resource with multiple owners, including a district, a simple majority of owners as defined in (A)-(D).
 - (F) Means, for National Register Resources, the same as defined in 36 CFR 60.3(k).
 - (i) “Protect” means to require local government review of applications for demolition, relocation, or major exterior alteration of a historic resource, or to delay approval of, or deny, permits for these actions in order to provide opportunities for continued preservation.
 - (j) “Significant historic resource” means a locally significant historic resource or a National Register Resource.
- (2) Relationship of Historic Resource Protection to the Standard Goal 5 Process.
- (a) Local governments are not required to amend acknowledged plans or land use regulations in order to provide new or amended inventories, resource lists or programs regarding historic resources, except as specified in section (8). Local governments are encouraged to inventory and designate historic resources and must adopt historic preservation regulations to protect significant historic resources.
 - (b) The requirements of the standard Goal 5 process in [OAR 660-023-0030 \(Inventory Process\)](#) through [660-023-0050 \(Programs to Achieve Goal 5\)](#), in conjunction with the requirements of this rule, apply when local governments choose to amend acknowledged historic preservation plans and regulations.
 - (c) Local governments are not required to apply the ESEE process pursuant to [OAR 660-023-0040 \(ESEE Decision Process\)](#) in order to determine a program to protect historic resources.

APPLICANT’S RESPONSE: None.

FINDING: NOT APPLICABLE.

- (3) *Comprehensive Plan Contents.* Local comprehensive plans should foster and encourage the preservation, management, and enhancement of significant historic resources within the jurisdiction in a manner conforming with, but not limited by, the provisions of [ORS 358.605 \(Legislative findings\)](#). In developing local historic preservation programs, local governments should follow the recommendations in the Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation, produced by the National Park Service. Local governments should develop a local historic context statement and adopt a historic preservation plan and a historic preservation ordinance in conjunction with inventorying historic resources.
- (4) *Inventorying Historic Resources.* When a local government chooses to inventory historic resources, it must do so pursuant to [OAR 660-023-0030 \(Inventory Process\)](#), this section, and sections
- (5) through (7). Local governments are encouraged to provide opportunities for community-wide participation as part of the inventory process. Local governments are encouraged to complete the inventory in a manner that satisfies the requirements for such studies published by the Oregon State Historic Preservation Office and provide the inventory to that office in a format compatible with the Oregon Historic Sites Database.
- (5) *Evaluating and Determining Significance.* After a local government completes an inventory of historic resources, it should evaluate which resources on the inventory are significant pursuant to [OAR 660-023-0030 \(Inventory Process\)](#)(4) and this section.
- (a) The evaluation of significance should be based on the National Register Criteria for Evaluation, historic context statement and historic preservation plan. Criteria may include, but are not limited to, consideration of whether the resource has:
- (A) Significant association with events that have made a significant contribution to the broad patterns of local, regional, state, or national history;
- (B) Significant association with the lives of persons significant to local, regional, state, or national history;
- (C) Distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components may lack individual distinction;
- (D) A high likelihood that, if preserved, would yield information important in prehistory or history; or
- (E) Relevance within the local historic context and priorities described in the historic preservation plan.
- (b) Local governments may delegate the determination of locally significant historic resources to a local planning commission or historic resources commission.
- (6) *Designating Locally Significant Historic Resources.* After inventorying and evaluating the significance of historic resources, if a local government chooses to protect a historic resource, it must adopt or amend a resource list (i.e., “designate” such resources) pursuant to [OAR 660-023-0030 \(Inventory Process\)](#)(5) and this section.
- (a) The resource list must be adopted or amended as a land use decision.
- (b) Local governments must allow owners of inventoried historic resources to refuse historic resource designation at any time during the designation process in subsection (a) and must not include a site on a resource list if the owner of the property objects to its designation on the public record. A local government is not required to remove a historic resource from an inventory because an owner refuses to consent to designation.
- (7) *Historic Resource Protection Ordinances.* Local governments must adopt land use regulations to protect locally significant historic resources designated under section (6). This section replaces [OAR 660-023-0050 \(Programs to Achieve Goal 5\)](#). Historic protection ordinances should be consistent with standards and guidelines recommended in the Standards and Guidelines for Archeology and Historic Preservation published by the U.S. Secretary of the Interior, produced by the National Park Service.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The City of McMinnville has an acknowledged Historic Preservation program, including an adopted Historic Preservation Plan as a supplemental document to the McMinnville Comprehensive Plan, Comprehensive Plan policies, an adopted Historic Resources Inventory that is actively maintained, historic resource protection ordinances, and an appointed Historic Landmarks Committee that administers and manages the historic preservation program, and makes quasi-judicial decisions on historic landmarks land-use decisions.

(8) *National Register Resources are significant historic resources. For these resources, local governments are not required to follow the process described in [OAR 660-023-0030 \(Inventory Process\)](#) through [660-023-0050 \(Programs to Achieve Goal 5\)](#) or sections (4) through (6). Instead, a local government:*

(a) *Must protect National Register Resources, regardless of whether the resources are designated in the local plan or land use regulations, by review of demolition or relocation that includes, at minimum, a public hearing process that results in approval, approval with conditions, or denial and considers the following factors: condition, historic integrity, age, historic significance, value to the community, economic consequences, design or construction rarity, and consistency with and consideration of other policy objectives in the acknowledged comprehensive plan. Local jurisdictions may exclude accessory structures and non-contributing resources within a National Register nomination;*

APPLICANT’S RESPONSE: None

FINDING: NOT APPLICABLE. This resource is not on the National Registry

(9) *Removal of a historic resource from a resource list by a local government is a land use decision and is subject to this section.*

(a) *A local government must remove a property from the resource list if the designation was imposed on the property by the local government and the owner at the time of designation:*

(A) *Has retained ownership since the time of the designation, and*

(B) *Can demonstrate that the owner objected to the designation on the public record, or*

(C) *Was not provided an opportunity to object to the designation, and*

(D) *Requests that the local government remove the property from the resource list.*

(b) *Except as provided in subsection (a), a local government may only remove a resource from the resource list if the circumstances in paragraphs (A), (B), or (C) exist.*

(A) *The resource has lost the qualities for which it was originally recognized;*

(B) *Additional information shows that the resource no longer satisfies the criteria for recognition as a historic resource or did not satisfy the criteria for recognition as a historic resource at time of listing;*

(C) *The local building official declares that the resource poses a clear and immediate hazard to public safety and must be demolished to abate the unsafe condition.*

APPLICANT’S RESPONSE: None.

FINDING: NOT APPLICABLE. This application is not for removal of a historic resource from a resource list.

(10) *A local government shall not issue a permit for demolition or modification of a locally significant historic resource during the 120-day period following:*

(a) *The date of the property owner’s refusal to consent to the historic resource designation, or*

(b) *The date of an application to demolish or modify the resource if the local government has not designated the locally significant resource under section (6).*

APPLICANT’S RESPONSE: None.

FINDING: NOT APPLICABLE. These resources have already been designated a McMinnville Historic Resource.

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:

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 RESPONSE: The project aligns closely with McMinnville's Comprehensive Plan, specifically Goal III 2, which emphasizes preserving and protecting sites of historical significance while balancing community needs. The proposed 28-unit affordable housing project incorporates the architectural aesthetics of the existing historic resource, aligning with Policy 17.06, which promotes preservation integrated with urban development.

By reflecting the design and character of the original house, the Handley Oaks Apartments respect the historical and architectural presence of the structure while addressing critical housing needs. Additionally, our prioritization to retain as many large oak trees as possible supports Goal II 1, which seeks to preserve the quality of air, water, and land resources within the planning area.

FINDING: NOT SATISFIED. The focus of this comprehensive plan goal is to preserve and protect structures that have special historical or architectural significance. A demolition clearly does not meet that intent.

16.00 *The City of McMinnville shall support special assessment programs as well as federal grants-in-aid programs and other similar legislation in an effort to preserve structures, sites, objects, or areas of significance to the City.*

FINDING: SATISFIED. The City is supportive of all of these programs to aid historic preservation.

17.00 *The City of McMinnville shall enact interim measures for protection of historic sites and structures. Those measures are identified in the McMinnville Comprehensive Plan, Volume I, Chapter III.*

FINDING: SATISFIED. Chapter III of Volume 1 of the McMinnville Comprehensive Plan states the following:

A viable preservation program for the city will involve four steps: (1) the adoption of goals and policies in the Comprehensive Plan supporting the preservation of historic resources and establishing a process to achieve stated objectives; (2) the formation of a historic preservation/landmarks committee; (3) the completion of a comprehensive inventory of the historic resources in the planning area; and (4) the implementation of preservation techniques, possibly through an historic preservation ordinance, to protect and conserve the identified resources.

Based on the information contained herein, and the work of the Citizens' Advisory Committee Community Needs Subcommittee, the City finds that:

1. There are sites, structures, objects, and areas that are of importance to McMinnville because of their historical, cultural, architectural archeological significance at the local, state, or national level. Some of the sites and structures are (or are in the process of being) designated to state and national historical lists.
2. There may be pressure to destroy or alter historically significant sites and structures in the future. There is no active historical, or preservation program in McMinnville at this time to resolve conflicts between historical resources and developmental proposals.
3. Completion of Phase I of the inventory of the historic resources in McMinnville has been completed. Approximately 0.9 of a square mile of the McMinnville core (the area bounded by Fifteenth Street on the north, Fellows Street on the south, Elmwood Avenue on the west, and Kirby Street on the east) has been surveyed and some 500 potential historic resources have been identified. The survey, under the direction of Janice Rutherford, involved the efforts of some 30 volunteers, who, after attending training sessions by professional preservationists, conducted the field work and research necessary to identify the resources. Completion of this survey for the remainder of the city should be a priority concern in the historic preservation program established by the City.
4. Historical structures should be recognized as underutilized resources that could potentially be restored and/or adapted for beneficial urban uses. Preservation techniques applicable to the historical structures identified in the core area of the city could assist in the continued redevelopment of the central business district.
5. The historical designation of sites and structures within the core business area could involve large economic ramifications for the city and property owners. A variety of incentives for rehabilitation of

historically designated properties does exist. A feasibility analysis of the economic advantages and disadvantages of establishing historical sites and/or districts downtown needs to be made.

6. Preservation of historical sites and structures will necessarily involve procedures that regulate the alteration, and/or demolition of historically designated properties. The cooperation of owners of potential historical sites and structures will, therefore, be necessary for a viable preservation program.
7. A number of local groups and citizens, including the Chamber of Commerce, Committee on Redevelopment, various civic and social groups, and local historical groups, have expressed interest in an historical preservation program. Enlistment of volunteers for the completion of the comprehensive inventory of historical resources and other preservation projects should be explored.
8. There are a number of state and federal antiquity codes that may assist in the preservation of the historical resources in our city, and provide some financial incentives for preserving our heritage. Those codes are noted in the background information for the comprehensive plan.
9. The involvement of the private sector of the city is of paramount importance to the development of a preservation program. The primary initiative for setting up such a program will come from the governmental sector. However, it is only through the cooperation of property owners, volunteer workers, knowledgeable citizens, and governmental leaders that such a program will be made workable.
10. A program involving creation of an Historical Landmark Committee, a local Historical Landmarks Register, and an Historical Ordinance is being proposed by the City to establish a historical presentation program. Implementation of the program is expected to take a considerable amount of study, discussion, and therefore, time. Interim preservation measures shall be enforced until formal adoption and implementation of a preservation program.

The City of McMinnville has implemented most of the programs outlined above.

GOAL IV 3: TO ENSURE COMMERCIAL DEVELOPMENT THAT MAXIMIZES EFFICIENCY OF LAND USE THROUGH UTILIZATION OF EXISTING COMMERCIALY DESIGNATED LANDS, THROUGH APPROPRIATELY LOCATING FUTURE NEIGHBORHOOD-SERVING AND OTHER COMMERCIAL LANDS, AND DISCOURAGING STRIP DEVELOPMENT.

- 22.00 *The maximum and most efficient use of existing commercially designated lands will be encouraged as will the revitalization and reuse of existing commercial properties.*

APPLICANT RESPONSE: None

FINDING: SATISFIED. The proposed project maximizes the existing commercially designated lands by building a higher density development program on the site, which will also serve to help meet the affordable housing needs of the community.

25.00 *Commercial uses will be located in areas where conflicts with adjacent land uses can be minimized and where city services commensurate with the scale of development are or can be made available prior to development.*

FINDING: SATISFIED. Higher density commercial development near the city center utilizes existing infrastructure efficiencies.

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

127.00 *The City of McMinnville shall encourage the provision of off-street parking where possible, to better utilize existing and future roadways and rights-of-way as transportation routes.*

FINDING: SATISFIED. The development plan project is proposing off-street parking and will be held to meet the off-street parking requirements.

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 meeting(s). All members of the public have access to provide testimony and ask questions during the public review and meeting process.

McMinnville Municipal Code

The following Sections of the McMinnville Municipal Code (MMC) 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.

17.65.010 Purpose. *Districts, buildings, objects, structures, and sites in the City having special historical, architectural, or cultural significance should be preserved as a part of the City's heritage. To this end, regulatory controls and administrative procedures are necessary for the following reasons:*

A. *Stabilize and improve property values through restoration efforts;*

APPLICANT RESPONSE: None

FINDING: NOT SATISFIED. This application is for a demolition permit and not a restoration project.

B. *Promote the education of local citizens on the benefits associated with an active historic preservation program;*

APPLICANT RESPONSE: None

FINDING: NOT SATISFIED.

C. *Foster civic pride in the beauty and noble accomplishments of the past;*

APPLICANT RESPONSE: The proposed 28-unit affordable housing project incorporates the architectural aesthetics of the existing historic resource, aligning with Policy 17.06, which promotes preservation integrated with urban development. By reflecting the design and character of the original house, the Handley Oaks Apartments respect the historical and architectural presence of the structure while addressing critical housing needs.

FINDING: SATISFIED. Mirroring the historic design and installing a plaque commemorating the historic resource recognizes the historic context of the site.

D. *Protect and enhance the City's attractions for tourists and visitors; and*

APPLICANT RESPONSE: None

FINDING: NOT SATISFIED. This application is seeking redevelop a site, to help meet the affordable housing needs of McMinnville, not to protect these resources.

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.*

APPLICANT RESPONSE: None

FINDING: SATISFIED. The proposal includes the demolition of two local historic resources. Per 17.65.040(A), section 17.65.050 of the McMinnville Municipal Code applies. The applicant has applied for a Certificate of Demolition.

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 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 filed an application and request to demolish 411 and 423 NW Baker Street that is designated as a Significant and as a Contributory resource on the Historic Resources Inventory. 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.

A. *The Historic Landmarks Committee may approve, approve with conditions, or deny the application.*

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The Historic Landmarks Committee will issue a decision that approves, approves with conditions or denies the application.

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: None

FINDING: NOT SATISFIED. Most of the City’s historic policies in the comprehensive plan focus on the establishment of the Historic Landmarks Committee, public awareness of historic preservation, and other activities for the City to pursue to increase documentation of historic resources. However, the goal most specifically 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.

Per the analysis above, this application achieves some of the purpose statements but not all due to the fact that it is a demolition project and not a preservation/rehabilitation/restoration project.

The focus of the comprehensive plan goal and the purpose of the Historic Preservation chapter are to preserve structures that have special historical or architectural significance through restoration efforts. A demolition clearly does not meet that intent.

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 existing house is uninhabitable and poses multiple safety risks. Photo documentation from the 1983 Historic Resources Survey compared with the current state of the house reveals no substantial maintenance over the past four decades. The structure's roof, largely covered in moss and ferns, is collapsing in places and rotting through in other places, allowing significant water intrusion. Electrical and plumbing systems are far from current codes, and many components are nonfunctional.

The new project proposes 28 affordable apartments designed to reference the architectural features of the original house and consistency with McMinnville's turn-of-the-century vernacular architecture. Given McMinnville's dual goals of historic preservation and adequate housing provision, the proposed project strikes a balance that supports both. The development team, which successfully rebuilt the Baker Street Lofts as a fully affordable apartment building in collaboration with First Federal, Haworth Construction, and YCAP, brings committed expertise to this project.

Despite the availability of the grant programs listed in the Historic Preservation Plan, the amounts of those for which the property appears eligible (generally no more than \$20,000) do not sufficiently offset the estimated rehabilitation costs to justify the restoration approach. In contrast, the proposed project offers a reasonable alternative by creating 28 affordable housing units whose designs preserve the architectural essence of the old house.

CITY RESPONSE: The property is in poor condition as does not seem to have had any maintenance done since before the oldest available street view photos.

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

APPLICANT'S RESPONSE: The Handley House, classified as a "B" resource, has limited architectural and historical significance. Its vernacular design, while representative of its era, lacks the distinctiveness seen in McMinnville's more notable historic properties. The house's most defining features-its hipped porch, gabled roof, and one-over-one windows with shelf cornices-will be carefully replicated in the new design, keeping architectural and visual continuity in the neighborhood while removing the eyesore the original house has become.

FINDING:

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

APPLICANT'S RESPONSE: The physical condition of the house is severely compromised. Since its 1980 survey listing, the house has received no significant investment in repairs or maintenance. The roof is collapsing in several areas, allowing water intrusion that has caused mold growth. Electrical and plumbing infrastructure is outdated and unsafe, and structural integrity is compromised by rot and decay. The secondary structure at the southeast corner of the lot is equally unsafe, with a leaning frame and a precariously balanced chimney.

Given these conditions, using available resources to build new affordable housing that reflects the original design offers greater community benefits than attempting to rehabilitate the house in its current state.

FINDING: The physical condition of the building is not a stand-alone reason to allow demolition of the property but however it is part of a collective consideration.

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

APPLICANT'S RESPONSE: Both structures pose hazards to public safety. The main house's lack of a modern foundation, pervasive rot, and collapsing roof make it structurally unsound. The secondary building's collapsing rear porch and leaning frame add concern to the precariously balanced chimney which appears ready to fall onto Handley Street. These conditions alone could reasonably necessitate demolition to eliminate the risk to the public, especially for the secondary building (C337 C509).

FINDING: Staff have not independently verified the structural soundness of the structure.

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: The current state of the historic resource presents challenges to urban infill and development. As outlined in the city's Goal V, McMinnville prioritizes increasing housing density through infill. Renovating the structure would provide housing for only one family, failing to address broader housing needs. In contrast, the proposed development would add 28 affordable apartments and align with Urban Growth Boundary objectives, bringing an uncommon amount of multidimensional alignment to a City improvement opportunity.

FINDING: The preservation of the buildings would be a deterrent to advancing needed housing, and increased density, in McMinnville.

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: Regarding financial hardship, Handley Oaks LLC purchased the site in 2024 with the goal to build more affordable housing despite the known risks associated with the property's historic status and condition. Retaining the historic site would necessitate a costly and aesthetically minimal rehabilitation approach to be able to break even financially. This would preclude the creative use of the site to achieve the city's housing goals, leaving an opportunity to expand the City's affordable housing supply unrealized.

FINDING. SATISFIED: Based on the photo evidence provided and current construction costs, the City concurs with the applicant.

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, 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: The current state of the historic resource presents challenges to urban infill and development. As outlined in the city’s Goal V, McMinnville prioritizes increasing housing density through infill. Renovating the structure would provide housing for only one family, failing to address broader housing needs. In contrast, the proposed development would add 28 affordable apartments and align with Urban Growth Boundary objectives, bringing an uncommon amount of multidimensional alignment to a City improvement opportunity.

FINDING. SATISFIED WITH CONDITIONS OF APPROVAL #3 and #4: The City concurs with the applicant’s findings.

CONDITION OF APPROVAL #3: Prior to demolition the applicant will allow the Yamhill County Historical Society to photo document the building and scavenge any historical artifact associated with the building for preservation as part of their collection.

CONDITION OF APPROVAL #4: Prior to demolition the applicant will provide the City with an archaeological plan describing how the applicant will undertake demolition and excavation with a sensitivity to the potentiality of archaeological resources and if any archaeological resources are discovered how they will be documented and preserved. (Comprehensive Plan Goal III 2 – Historic Preservation)

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.

17.72.020 Application Submittal Requirements.

Applications shall be filed on forms provided by the Planning Department and shall be accompanied by the following;

- A. *A scalable site plan of the property for which action is requested. The site plan shall show existing and proposed features, such as access, lot and street lines with dimensions in feet, distances from property lines, existing and proposed buildings and significant features (slope, vegetation, adjacent development, drainage etc.)*
- B. *An explanation of intent, nature and proposed use of the development, and any pertinent background information.*
- C. *Property description and assessor map parcel numbers(s).*
- D. *A legal description of the property when necessary.*

- E. *Signed statement indicating that the property affected by the application is in the exclusive ownership or control of the applicant, or that the applicant has the consent of all partners in ownership of the affected property.*
- F. *Materials required by other sections of the McMinnville Zoning Ordinance specific to the land use application.*
- G. *Other materials deemed necessary by the Planning Director to illustrate compliance with applicable review criteria, or to explain the details of the requested land use action.*

APPLICANT’S RESPONSE: This submittal includes the required materials.

FINDING: SATISFIED.

MD



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.	<u>HL 6-24</u>
Date Received	<u>12/31/2024</u>
Fee	<u>\$3,953.00</u>
Receipt No.	<u>210864</u>
Received by	<u>AW</u>

569-24-000291-PLNG

Certificate of Approval (Demolition, Moving or New Construction)

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name Handley Oaks, LLC Phone _____

Contact Name Nate Ball Phone 503-662-8044
(If different than above)

Address 2002 Pacific Ave

City, State, Zip Forest Grove, OR 97116

Contact Email nb@handleyoaks.com

Property Owner Information

Property Owner Name Same as applicant Phone _____
(If different than above)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

Site Location and Description

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

Property Address 411 SE Baker St.

Assessor Map No. R4 420 - DA - 02100 Total Site Area 0.39 acres

Subdivision Samuel Cozine DL Claim No. 56 Block _____ Lot _____

Comprehensive Plan Designation Commercial Zoning Designation C3

1. What is the classification of the historic building? B508 / C337

2. Architect Name TBD Phone _____
(Engineer or Other Designer)

Contact Name _____ Phone _____

Address _____

City, State, Zip _____

Contact Email _____

3. Contractor Name Haworth, Inc Phone _____

Contact Name Troy Haworth Phone 503-472-2452

Address 13500 OR-99W

City, State, Zip McMinnville, OR 97128

Contact Email troy@haworthinc.net

4. The existing use of the property. Vacant house unsafe for occupancy

5. The intended use of the property. Affordable housing

6. What is the reason(s) for the request (e.g., meet building code requirements, redevelopment, etc.).

Redevelopment; this request is for approval to remove the dilapidated structures
at 411 SE Baker Street to enable the construction of new affordable housing.

The new housing is designed to closely mimic the design of the original house
to honor its historic nature and to blend harmoniously with the neighborhood.

7. Attach a written narrative that describes:

A. The proposed project in detail (specific structures to be removed, new buildings being constructed, etc.);

B. How the proposed project meets the applicable Comprehensive Plan policies;

C. The reasonableness of the proposed project and a description of the economic use of the historic resource, and how those factors relate to the alternative action (preservation of the historic resource);

D. The current value and significance of the historic resource, and how those factors relate to the proposed project;

E. The physical condition of the historic resource, and how the condition relates to the proposed project;

F. Whether the historic resource constitutes a hazard to the safety of the public or its occupants;

G. Whether the historic resource is a deterrent to an improvement project of substantial benefit to the City which overrides the public interest in its preservation; and

H. Whether retention of the historic resource would be in the best interests of a majority of the citizens of the City.

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

- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), showing the information listed in the information sheet.*
- If applicable, architectural drawings, including elevations of the proposed demolition or 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.



Applicant's Signature

28 Dec 2024

Date

(Same as above)

Property Owner's Signature

Date

Application for Demolition for the Historic Landmarks Committee

Project Narrative & Attachments

Re: 411 SE Baker Street, McMinnville, OR

Map/Tax Lot: R4420DA02100

Zone: C-3

Historic Resource #: B508 and C337

Owner: Handley Oaks, LLC

Architect: TBD

Builder: Haworth, Inc

Original Use of Structure: Single-family home (prior to degradation preventing safe occupancy)

Proposed Use of Site: Handley Oaks Apartments – 28 affordable housing units

7A. Proposed Project in Detail

Responding to McMinnville’s pressing need for more affordable housing, Handley Oaks LLC purchased the property at 411 SE Baker Street in August 2024 to pursue a rare opportunity to increase the city’s affordable housing supply through urban infill. With respect for the historical nature of the dilapidated house currently occupying the lot, we have worked to create a concept that honors the original house’s design while enabling the preservation of several of the mature oak trees on the property.

The proposed building’s architecture references the vernacular style of the original house and is consistent with many other houses in the neighborhood. The façades of the new apartments facing Baker Street are designed to recreate the original front of the house including its porch, albeit with an additional story, as a way to honor the original house and will be architecturally harmonious with the look and feel of the neighborhood. . The project will add 28 affordable housing units to McMinnville while preserving the design contributions of the old house to the streetscape.

Additionally, the structure at the southeast corner of the lot, a C-level resource presenting safety hazards due to its current condition, will also be removed to make space for the new housing and its surrounding green space. Its removal will visually improve the neighborhood, allowing better views of the prominent oak tree at the edge of Baker Street and fostering a more open streetscape.

McMinnville’s conscientious efforts to close housing gaps through thoughtful goals, policies, plans, and zoning have created just the kind of opportunity this project has the chance to fulfill. We believe the proposed project meets McMinnville’s Comprehensive Plan goals and policies in a way that is also highly supportive of the City’s Historic Preservation Plan.

7B. How the Proposed Project Meets Applicable Comprehensive Plan Policies (Decision Criteria 1)

The project aligns closely with McMinnville’s Comprehensive Plan, specifically **Goal III 2**, which emphasizes preserving and protecting sites of historical significance while balancing community needs. The proposed 28-unit affordable housing project incorporates the architectural aesthetics of the existing historic resource, aligning with **Policy 17.06**, which promotes preservation integrated with urban development.

By reflecting the design and character of the original house, the Handley Oaks Apartments respect the historical and architectural presence of the structure while addressing critical housing needs. Additionally, our prioritization to retain as many large oak trees as possible supports **Goal II 1**, which seeks to preserve the quality of air, water, and land resources within the planning area.

7C. Reasonableness of the Proposed Project and Economic Use of the Historic Resource (Decision Criteria 2)

The existing house is uninhabitable and poses multiple safety risks. Photo documentation from the 1983 Historic Resources Survey compared with the current state of the house reveals no substantial maintenance over the past four decades. The structure’s roof, largely covered in moss and ferns, is collapsing in places and rotting through in other places, allowing significant water intrusion. Electrical and plumbing systems are far from current codes, and many components are nonfunctional.

The new project proposes 28 affordable apartments designed to reference the architectural features of the original house and consistency with McMinnville’s turn-of-the-century vernacular architecture. Given McMinnville’s dual goals of historic preservation and adequate housing provision, the proposed project strikes a balance that supports both. The development team, which successfully rebuilt the Baker Street Lofts as a fully affordable apartment building in collaboration with First Federal, Haworth Construction, and YCAP, brings committed expertise to this project.

Despite the availability of the grant programs listed in the Historic Preservation Plan, the amounts of those for which the property appears eligible (generally no more than \$20,000) do not sufficiently offset the estimated rehabilitation costs to justify the restoration approach. In contrast, the proposed project offers a reasonable alternative by creating 28 affordable housing units whose designs preserve the architectural essence of the old house.

7D. Value and Significance of the Historic Resource (Decision Criteria 3)

The Handley House, classified as a “B” resource, has limited architectural and historical significance. Its vernacular design, while representative of its era, lacks the distinctiveness seen in McMinnville’s more notable historic properties. The house’s most defining features—its hipped porch, gabled roof, and one-over-one windows with shelf cornices—will be carefully replicated in the new design, keeping architectural and visual continuity in the neighborhood while removing the eyesore the original house has become.

7E. Physical Condition of the Historic Resource (Decision Criteria 4)

The physical condition of the house is severely compromised. Since its 1983 survey listing, the house has received no significant investment in repairs or maintenance. The roof is collapsing in several areas, allowing water intrusion that has caused mold growth. Electrical and plumbing infrastructure is outdated and unsafe, and structural integrity is compromised by rot and decay. The secondary structure at the southeast corner of the lot is equally unsafe, with a leaning frame and a precariously balanced chimney.

Given these conditions, using available resources to build new affordable housing that reflects the original design offers greater community benefits than attempting to rehabilitate the house in its current state.

7F. Safety Hazards of the Historic Resource (Decision Criteria 5)

Both structures pose hazards to public safety. The main house’s lack of a modern foundation, pervasive rot, and collapsing roof make it structurally unsound. The secondary building’s collapsing rear porch and leaning frame add concern to the precariously balanced chimney which appears ready to fall onto Handley Street. These conditions alone could reasonably necessitate demolition to eliminate the risk to the public, especially for the secondary building (C337).

7G. Deterrence to City Improvement Programs and Financial Hardship (Decision Criteria 6 and 7)

The current state of the historic resource presents challenges to urban infill and development. As outlined in the city's **Goal V**, McMinnville prioritizes increasing housing density through infill. Renovating the structure would provide housing for only one family, failing to address broader housing needs. In contrast, the proposed development would add 28 affordable apartments and align with Urban Growth Boundary objectives, bringing an uncommon amount of multidimensional alignment to a City improvement opportunity.

Regarding financial hardship, Handley Oaks LLC purchased the site in 2024 with the goal to build more affordable housing despite the known risks associated with the property's historic status and condition. Retaining the historic site would necessitate a costly and aesthetically minimal rehabilitation approach to be able to break even financially. This would preclude the creative use of the site to achieve the city's housing goals, leaving an opportunity to expand the City's affordable housing supply unrealized.

7H. Public Interest in Retaining the Historic Resource (Decision Criteria 8)

Retention of the current historic resource would provide only minimal aesthetic benefits to the community, given its dilapidated state of the house and its limited utility in addressing urgent housing needs. Retaining the secondary structure on the corner of the lot offers negligible community benefit of any kind as its presence primarily impedes an open streetscape while failing to bring any meaningful contributory architectural elements. Developing affordable housing supports **Policy 58.00**, which fosters diverse housing opportunities, and aligns with McMinnville's goal of creating vibrant, integrated neighborhoods. We believe the public benefit of increased housing accessibility outweighs the preservation of the existing resource.

To honor the site's historical significance, we propose to include a commemorative plaque readable from the sidewalk on Baker Street, preserving the Handley House's legacy and supporting **Goal III 2** in a way that enables much-needed affordable housing to be built.

Attachment A: Site Plan



Address: 411 SE Baker St.
Owner: Handley Oaks, LLC
Lot dimensions: 204.47' x 92.27'
Existing structures: Red overlay
Proposed structures: as sketched



Attachment B-1: East Elevation (from Baker Street)



Attachment B-2: South Elevation (from Handley Street)



Attachment C: Rendering of proposed structure

Attachment D: Photographs of Existing Structures

Original house and secondary structure viewed from Baker St.



North side of house



Underside of porch roof



Footing degradation





Façade



Window deterioration



Water damage



Rear of house

**Historic Resources Survey
City of McMinnville
Yamhill County, Oregon**

Site Information

Site Address

411 SW Baker Street

Owner at Time of Survey

Linfield College

Map/Tax Lot

R4420DA02100

Current Zoning

C-3

Special Tax Assessment

No

Downtown Historic District

No

Subdivision Name

Block

Lot

Lot Size

Quadrant

SW

Site Number

15.28

Aerial Number

J-12

Resource Classification

B

Resource Number

508

Historic Significance

Primary Resource #225..5

Historic Information

Date of Construction

ca. 1882

Early Additions/ Remodels

Builder/Architect

Unknown

Historic Name

Handley House

Original Use

Residence

Common Name

Edmunds House

Present Use

Residence

Condition of Structure

Good

Comments (at time of Survey)

Small cracks in walls, chimneys;
Broken gutters or downspouts; In need of paint.

Building Type

Residential

Outbuildings

Garage

Building Style

Stories

2

Porch

Basement

Roof Style

Gable

Roof Type

Moved

Demolished

Year/Date

Permit Number(s)

Additions/ Alterations

Resource Information

Recorded By

Carrie Carlile

Date

7-30-1980

Sources

Milton Edmunds,
West Side

Historic Resource Survey
City of McMinnville
Yamhill County, Oregon

Statement of historical significance and description of property:

B508

This house is a two-story construction of wood frame. The roof is gabled and the cornice is boxed with a plain frieze board. The windows are double hung, one-over-one with a simple shelf cornice.

The front porch has a hipped roof and covers half the house. It has a low wooden railing and tapered, square wooded posts. The porch was added to the main house around the year 1910. The house has a slight "L" shape to it, the back part being a little wider than the front. Walls in the rear of the house have been extended a little (12-15") and the present owner added the second story onto what had been a one-story back extension (about 1950).

A bay window has been added in the rear of the house. There is a small side porch to the north with a gabled roof. What is now a garage-type out building used to be attached to the back of the house and contained (still does) the house's first toilet. There is one central chimney. The owner told me that the foundation is the "timber" type. He also told me that the house was built in 1882, and that he has lowered all the ceilings in the house himself.

The Handleys were a prominent early family in McMinnville. T.B. Handley edited the West Side Newspaper in the 1870's. Charles Handley was County Surveyor.

Historic Resource No. B508



Original 1983 Survey Photo

EXHIBIT 2 – STAFF REPORT

DATE: February 20, 2025
TO: Historic Landmark Committee Members
FROM: Matthew Deppe, Associate Planner
SUBJECT: HL 1-25 (Certificate of Approval for Alteration) – DDR 1-25
326 NE Davis Street (Union Block Building – 403 NE 3rd Street)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

OBJECTIVE/S: Define the unique character through a community process that articulates our core principles

Report in Brief:

This is a quasi-judicial review of a “*Certificate of Approval for Alteration*” land use application for alterations to the existing historic landmark and building located at 326 NE Davis Street (Tax Lot R4420-CD-03020). Alterations to existing historic landmarks that are designated on the Historic Resources Inventory need to be reviewed and receive approval for how their design complies with McMinnville’s historic preservation standards and the Downtown Design Guidelines. Per the McMinnville Municipal Code, the McMinnville Historic Landmarks Committee serves as the decision-making body for the Certificate of Alteration review. The applicant, McKenzie Rosenberry, on behalf of Grounded Hospitality & C&G Real Estate, is requesting the Certificate of Approval for Alteration approval. The Certificate of Approval for Alteration request is subject to the review process described in Section 17.65.060 and Section 17.59.070 of the McMinnville Municipal Code (MMC). The Historic Landmarks Committee will make a final decision on the application, subject to appeal as described in Section 17.65.080 of the MMC.

Background:

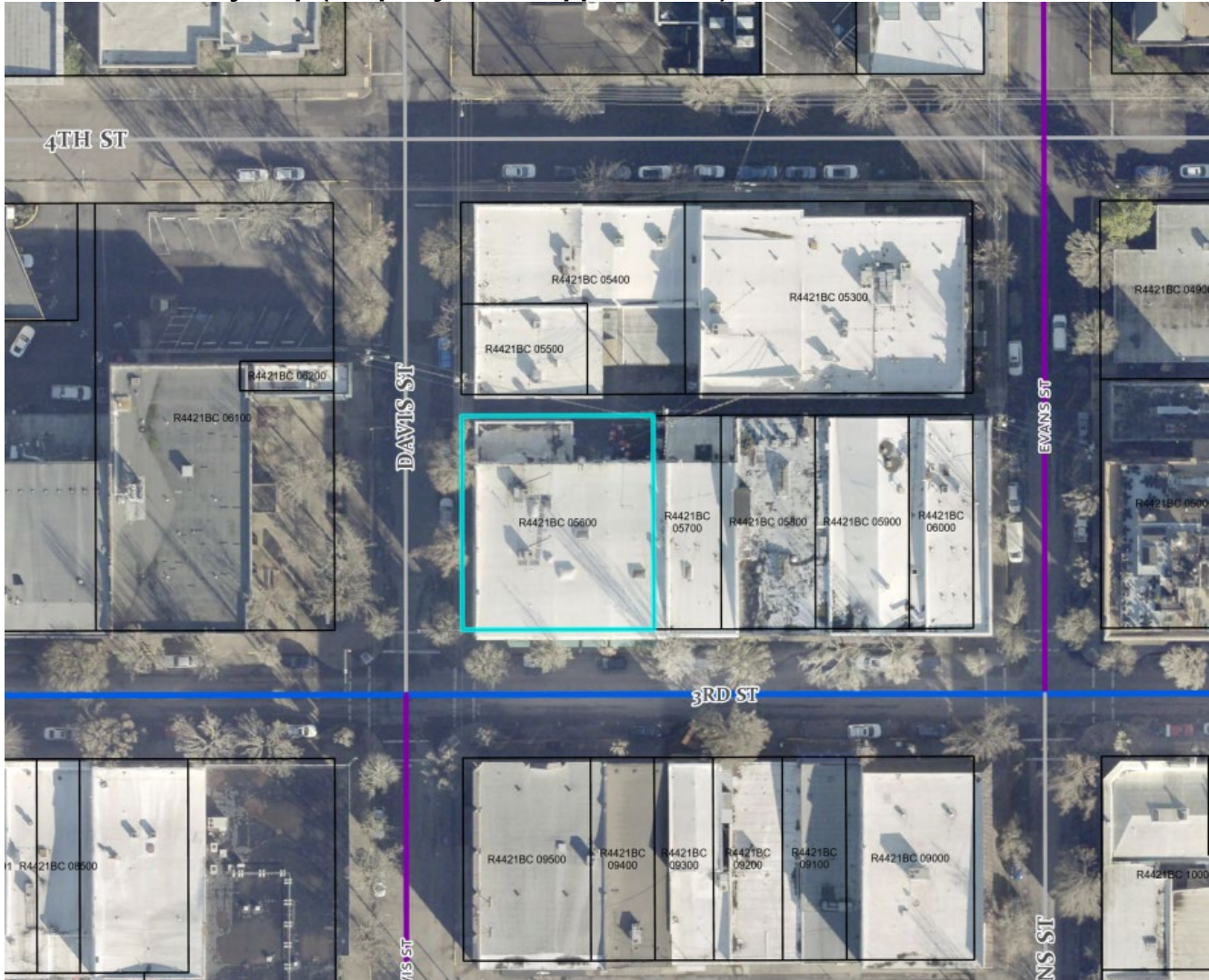
The subject property is located at 326 NE Davis Street (Union Block Building, 403 NE 3rd St.). The property is identified as Tax Lot R4420-CD-03020 **See Vicinity Map (Figure 1) below.**

Attachments:

Attachment A: Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of HL 3-24

Attachment B: HL 3-24 Application Materials

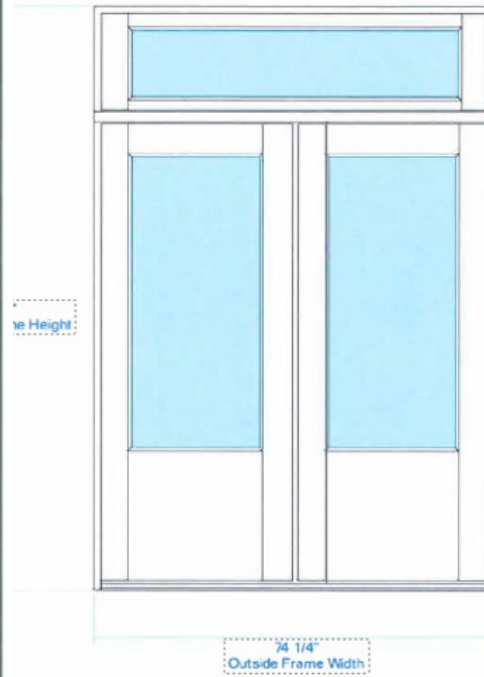
Exhibit 1. Vicinity Map (Property Lines Approximate)



The applicant is requesting approval of the design to replace the front doors, add awnings over the front windows, and add exterior lighting. The applicant is requesting Certificate of Approval for these alterations on the subject property.

The applicant provided mockups of their proposal provided below.

Exhibit 2. Front door replacement



Attachments:
Attachment A: ITS 04 – Replacement Doors
Attachment B: Survey Sheet for (A475)

Exhibit 3. Addition of Front Window Awnings

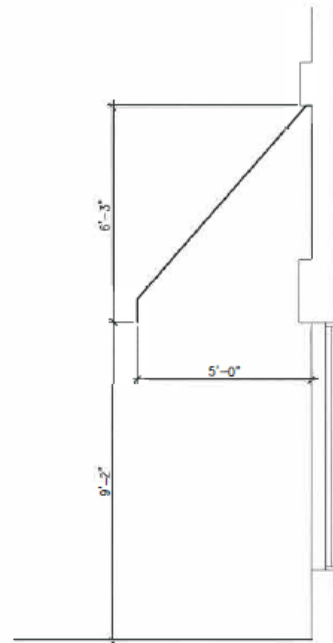


Exhibit 4. Addition of Exterior Lighting – Proposed compared to other approved DDR lighting



Customer Service: 1-800-653-6556 or cs@destinationlighting.com
M-F 7AM - 5PM and SAT 8AM - 5PM (PST)

Black Gooseneck Barn Light with 14-Inch Dome Shade



Product Number: 729908	EnergyStar Compliant: No
Manufacturer: Recesso Lighting by Dolan Designs	Shade Material: Metal
Model Number: BL-ARMD1-BLK/BL-SH14D-BLK	Material: Aluminum
Collection: Barn Light	Shipping: UPS Regular
Manufacturer Finish: Black	Certification Agencies: ETL
Manufacturer Shade Color: Black	Backplate Dimension: 4.625
Total Wattage: 200 w.	Wet Location: Yes
Voltage Type: Line Voltage	Damp Location: Yes
Height: 15.75 in.	Harsh Environ/Coastal: No
	Made In America: No
	Dusk To Dawn: No



Discussion:

Decisions and/or recommendations for approval of the land use application is dependent upon whether or not the application meets state regulations, the McMinnville Comprehensive Plan and the McMinnville Municipal Code. The application can either meet these criteria as proposed, or a condition of approval can be provided that either outlines what needs to occur to meet the criteria or when something needs to occur to meet the criteria.

The specific review criteria for a Certificate of Approval for Alteration in Section 17.65.060(B) of the MMC require the Historic Landmarks Committee to base each decision on the following criteria:

- Attachments:*
- Attachment A: ITS 04 – Replacement Doors*
 - Attachment B: Survey Sheet for (A475)*

17.65.060(B) Exterior Alteration or Remodeling

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.

17.59.070 Awnings (Downtown Design Standards).

- A. Awnings or similar pedestrian shelters shall be proportionate to the building and shall not obscure the building's architectural details. If transom windows exist, awning placement shall be above or over the transom windows where feasible.
- B. Awnings shall be placed between pilasters.
- C. Where feasible, awnings shall be placed at the same height as those on adjacent buildings in order to maintain a consistent horizontal rhythm along the street front.
- D. Awnings should be constructed of soft canvas, fabric, or matte finished vinyl. The use of wood, metal or plastic awnings is prohibited.
- E. Awnings may be indirectly illuminated; internal illumination of awnings is prohibited.
- F. Awning colors shall be of a low reflective, subtle, neutral or earth tone color. The use of high intensity colors such as black, neon, metallic or florescent colors for the awning are prohibited. (Ord. 4797 §1, 2003).

*Attachments:**Attachment A: ITS 04 – Replacement Doors**Attachment B: Survey Sheet for (A475)*

Suggested Conditions of Approval

Staff suggests four conditions of approval. When working with historic buildings it is common to have to adjust the project plan in minor ways to account for unexpected existing conditions. These conditions are meant to allow for those minor adjustments.

1. That support penetrations for the awnings will be kept to a minimum as deemed necessary for safety.
2. The electrical penetrations be kept to a minimum and obscured behind fixtures when possible.
3. Any applicable agency comments related to the future building permit submittal process be satisfied to ensure that they are consistent with the plans submitted for review.

Committee Options:

- 1) Close the public meeting and **APPROVE** the application, per the decision document provided which includes the findings of fact.
- 2) **CONTINUE** the public meeting to a specific date and time.
- 3) Close the public meeting and **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation:

Staff is recommending approval of the application, subject to the above suggested conditions of approval.

MOTION FOR HL 1-25:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE HISTORIC LANDMARKS COMMITTEE APPROVES HL 1-25, SUBJECT TO THE CONDITIONS OF APPROVAL PROVIDED IN THE DECISION DOCUMENT.

Attachments:

Attachment A: ITS 04 – Replacement Doors

Attachment B: Survey Sheet for (A475)



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 THE APPROVAL OF ALTERATIONS TO A HISTORIC LANDMARK

- DOCKET:** HL 1-25 (Certificate of Approval for Alteration) – DDR 1-25
- REQUEST:** Approval of alterations to an existing historic landmark and building that is listed on the McMinnville Historic Resources Inventory as a “Distinctive” historic resource (resource number A475) and part of the National Historic Registry listed as a “Primary Significant” resource. The proposed alterations are the addition of exterior lighting, the addition of 3 awnings, and replacement of the double front doors of building facing Davis St (west elevation).
- LOCATION:** 326 NE Davis Street – (Union Block Building 403 NE 3rd St)
Tax Lot: R4420-CD-03020
- ZONING:** C-3 (General Commercial)
- APPLICANT:** McKenzie Rosenberry, on behalf of Grounded Hospitality & C&G Real Estate
- STAFF:** Matthew Deppe, Associate Planner
- DATE DEEMED COMPLETE:** February 7, 2025
- HEARINGS BODY & ACTION:** McMinnville Historic Landmarks Committee
- HEARING DATE & LOCATION:** February 20, 2025, Community Development Center - 231 NE 5th St.
- PROCEDURE:** An application for a Certificate of Approval for Alteration is processed in accordance with the procedures in Section 17.65.060 of the McMinnville Municipal Code.
- CRITERIA:** The applicable criteria for a Certificate of Approval for Alteration are specified in Section 17.65.060(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 within fifteen (15) days of the date written notice of decision is mailed. The City’s

I. APPLICATION SUMMARY:

The applicant has provided information in their application regarding the history of the subject site and the request 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 326 NE Davis Street (Union Block Building 403 NE 3rd St). The property identified as Tax Lot Tax Lot: R4421-BC-05600 **See Vicinity Map (Figure 1) below.**

Figure 1. Vicinity Map

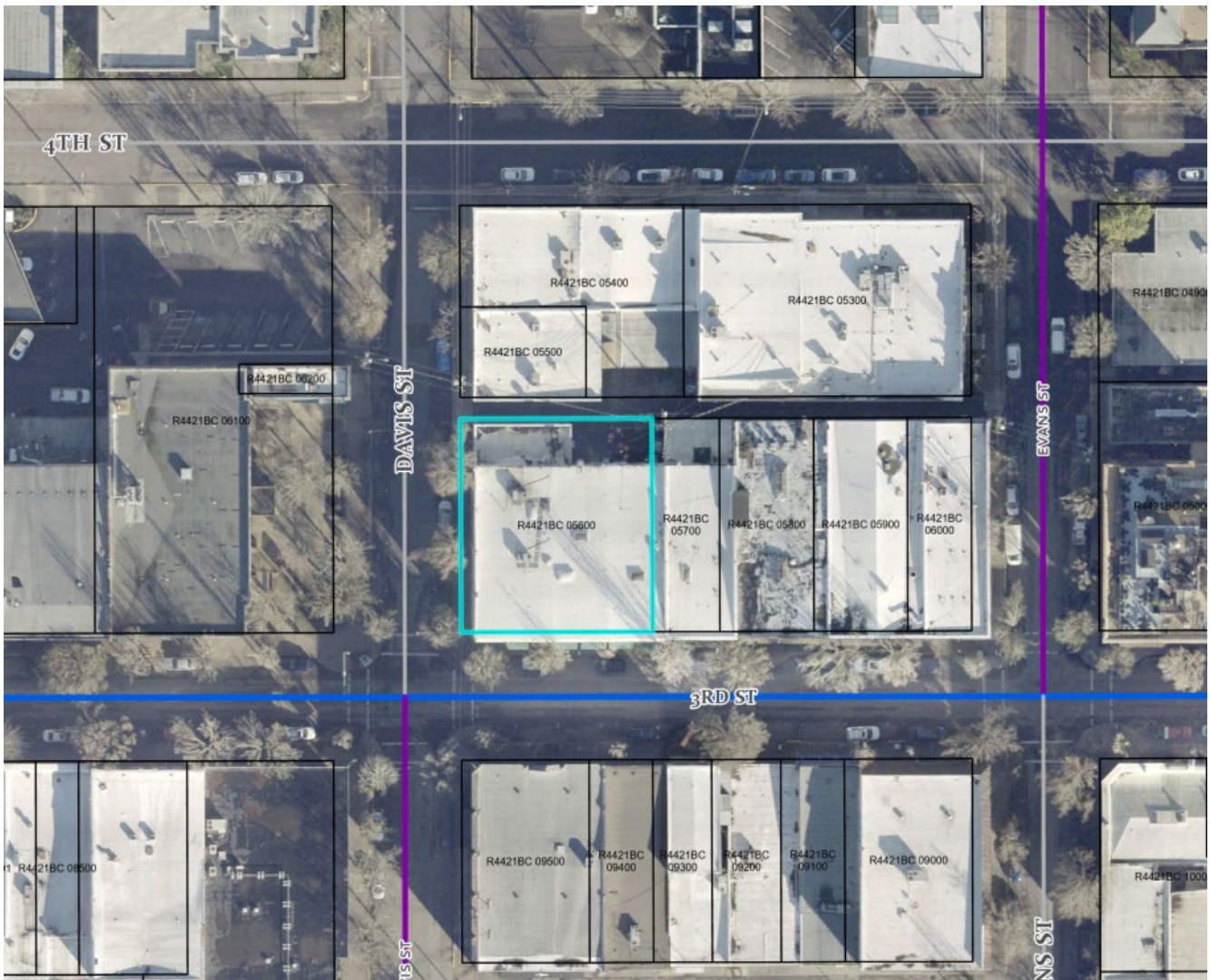
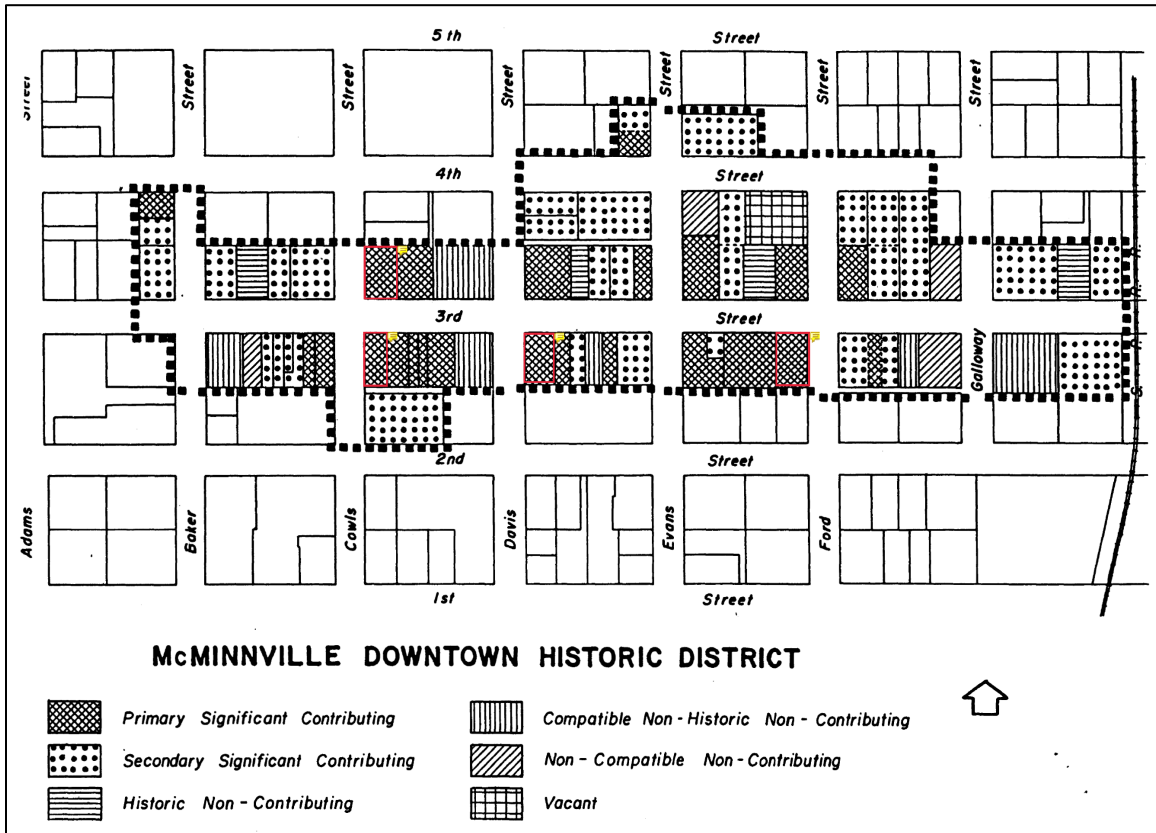


Figure 2. McMinnville Downtown Historic District Map



The existing building on the subject property is listed on the Historic Resources Inventory as a Distinctive resource (resource number A475).

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

Design narrative and proposed modifications

- 1) Addition of three, green awnings across building front (west facade). Business name on center and end cap of awnings.
- 2) Upgrade front door. 7' wood double doors, full length glass within wood border, stained. 2' transom at top.
- 3) Electrical:
 - a. Updated lighting in alcove
 - b. Updated gooseneck fixtures (4 total, one on each gray band)
 - c. Receptacles for festoon lighting on awnings

Background

Summary of Criteria & Issues

The application (HL 1-25) is subject to Certificate of Approval for Alteration review criteria in Section 17.65.060(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 Alteration requests, in Section 17.65.060(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 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.

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

II. CONDITIONS:

1. That support penetrations for the awnings will be kept to a minimum as deemed necessary for safety.
2. The electrical penetrations be kept to a minimum and obscured behind fixtures when possible.
3. Any applicable agency comments related to the future building permit submittal process be satisfied to ensure that they are consistent with the plans submitted for review.

Note: This application is not a full sign review pursuant to Downtown Design Criteria. Application does not include design of business name or end caps on the awnings.

III. ATTACHMENTS:

1. HL 1-25 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 District, 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
- McMinnville Water & Light
- McMinnville Building Department
 - No building code concerns. A building permit will be necessary for both the door and awning. Details to demonstrate compliance will be necessary at time of permit application. For example, the method of attachment of the awning to the wall is not provided but will be needed. The doors will need safety glazing and compliant hardware.
 - Electrical permitting (for lighting) is handled separately through Yamhill County.

Public Comments

Notice of this request was mailed to property owners located within 300 feet of the subject site. As of the date of this report drafting February 14, 2025, no public testimony had been received by the Planning Department.

V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, McKenzie Rosenberry, on behalf of Grounded Hospitality and C&G Real Estate LLC, submitted the Certificate of Approval application (HL 1-25) on January 21, 2025.
2. Based on that date, the 120 day land use decision time limit expires on June 7, 2025.

3. 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 District, 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.

4. Notice of the application and the February 20, 2025, Historic Landmarks Committee public meeting 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 February 5, 2025.
5. No public testimony was submitted to the Planning Department prior to the Historic Landmarks Committee public hearing.
6. On February 20, 2025, the Historic Landmarks Committee held a duly noticed public hearing to consider the request.

VI. FINDINGS OF FACT – GENERAL FINDINGS

1. **Location:** 326 NE Davis St (Union Block Building 403 NE 3rd St.) Tax Lot: R4421-BC-05600
2. **Size:** 9,300 sf (structure).
3. **Comprehensive Plan Map Designation:** Commercial
4. **Zoning:** C-3 (General Commercial)
5. **Overlay Zones/Special Districts:** Downtown Design Review.
6. **Current Use:** Mixed Use
7. **Inventoried Significant Resources:**
 - a. **Historic Resources:** Historic Resources Inventory – Resource Number A475.
 - b. **Other:** None
8. **Other Features:** N/A
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 Davis Street and NE 3rd Street, this block of Davis St is identified as a local street in the McMinnville Transportation System Plan and NE 3rd Street is identified as a major collector. Section 17.53.101 of the McMinnville Municipal Code identifies the right-of-way width for local streets as 50 feet. City right of way is 60 feet wide on this block.

VII. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Certificate of Approval for Alteration are specified in Section 17.65.060(B), 17.59.040, 17.59.070 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:

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: None

FINDING: SATISFIED. The applicant is not proposing changes to the structure of the building.

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 Alteration provides an opportunity for citizen involvement throughout the process through the public notice and the public meeting 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 meeting(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.

17.65.060 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.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The applicant, who is representing the property owner, filed an application and request for approval of proposed alterations to the building that is designated as a Distinctive resource on the Historic Resources Inventory. The application was reviewed by the Historic Landmarks Committee within 30 days of the application being deemed complete.

17.65.060 Exterior Alteration or Remodeling. [...]

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

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

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The findings for the applicable Comprehensive Plan policies are provided above.

17.65.060(B)(2)(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.

APPLICANT’S RESPONSE: None.

FINDING: SATISFIED. The building will continue in its historic use.


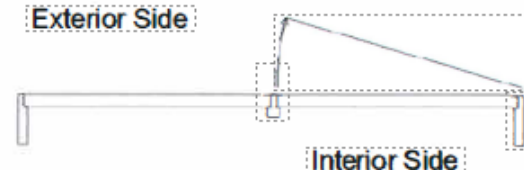
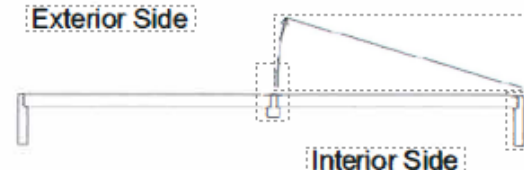

17.65.060(B)(2)(b). *The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.*

APPLICANT’S RESPONSE:

- The door does not have weather stripping and is not built for it to be easily added.
- The glass is not tempered, a requirement of current building code.
- The door is split further making it unsafe and not weather efficient.
- The door can't be locked effectively.
- The only way to lock the door is with a chain and lock from the inside creating a significant life safety risk.
- The deadbolt does not meet current building code.
- The hinges are deteriorating and could not be easily replaced.
- The door is damaged in several places and repairs would be ineffective.
- The threshold is not weather proof and does not meet current ADA standards.
- The door hardware (pulls) does not meet current ADA standards.
- The glass in the door is opaque rendering it unsafe for commercial use.



Proposed Replacement Front Doors:

		<h2 style="margin: 0;">Entry System Elevation</h2>				
<div style="display: flex; justify-content: center; align-items: center; gap: 20px;"> <div style="text-align: center;"> <p>Exterior Side</p>  </div> <div style="text-align: center;"> <p>Interior Side</p>  </div> </div> <div style="text-align: center;">  <p style="margin-top: 10px;">107" Outside Frame Height</p> <p style="margin-top: 10px;">74 1/4" Outside Frame Width</p> </div>						
Door Style	Sticking	Panel	Material	Glass	Fire Rating	Grade
7037	Ovolo		Doug Fir	Low-E	Non-Rated	Exterior
Quote #: 1				Line #: 1		
Portland Millwork Inc				Entered By: Matt Kilburg		
Approval (sign here):				Created On: 12/19/2024		

FINDING: SATISFIED The applicants claim that the existing doors are beyond reasonable repair to meet current safety standards, including ADA threshold and safety glass in doors, seem substantiated. As such, the historic character of the existing from doors cannot be retained and preserved.

17.65.060(B)(2)(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: SATISFIED. The applicant is not proposing substantial changes to the exterior of the building.

17.65.060(B)(2)(d). Changes to a property that have acquired historic significance in their own right will be retained and preserved.

FINDING: SATISFIED.

17.65.060(B)(2)(e). Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

FINDING: NOT SATISFIED. The applicant is proposing the removal and replacement of a front door that characterizes the property.

17.65.060(B)(2)(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.

Applicant's Response: None

FINDING: SATISFIED. The proposed front door matches in material and mirrors some of the design and angles of the historic door

17.65.060(B)(2)(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: NOT APPLICABLE. No chemical treatments are proposed.

17.65.060(B)(2)(h). Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

FINDING: SATISFIED. The City understands that any archeological resources discovered during the construction process will be preserved.

17.65.060(B)(2)(i). The Guidelines for Historic Preservation as published by the United States Secretary of the Interior.

APPLICANT'S RESPONSE:

FINDING: SATISFIED WITH CONDITIONS. The Secretary of the Interior’s Standards for the Treatment of Historic Properties 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.”

Finding: As described in more detail above, the proposed design does propose French doors to replace the existing French doors.

Recommended Guideline: Designing new onsite features (such as parking areas, access ramps, or lighting), when required by a new use, so that they are as unobtrusive as possible, retain the historic relationship between the building or buildings and the landscape, and are compatible with the historic character of the property.

Recommended Guideline: Designing new exterior additions to historic buildings or adjacent new construction that are compatible with the historic character of the site and preserves the historic relationship between the building or buildings and the landscape.

Technical Preservation Services ITS Number 4 (attached)
Subject: Replacement Doors

“Selecting appropriate replacement doors as part of a rehabilitation project is important in retaining the character of a historic building regardless of whether it is a residential or a commercial structure. The front door to a house, a store, or an office is an integral feature of the entrance to the building, and it should reflect accurately the building’s style, period of architectural significance, and its use. If the historic door is still extant, it should be retained and repaired, or it must be replaced if too deteriorated to repair. Although the replacement may be a compatible new design, it is always preferable that the new door replicate as closely as possible the historic door, while meeting modern code or security requirements that may necessitate a stronger or more fire-resistant door. This includes reproducing the same glass size, pane configuration and profile of true muntins, and the same number, size, and shape of vertical or horizontal panels. A replacement door should also match the historic door in material as well as design, but in some instances, if the situation warrants, an appropriate substitute material may be used.”

17.65.060(B)(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;*

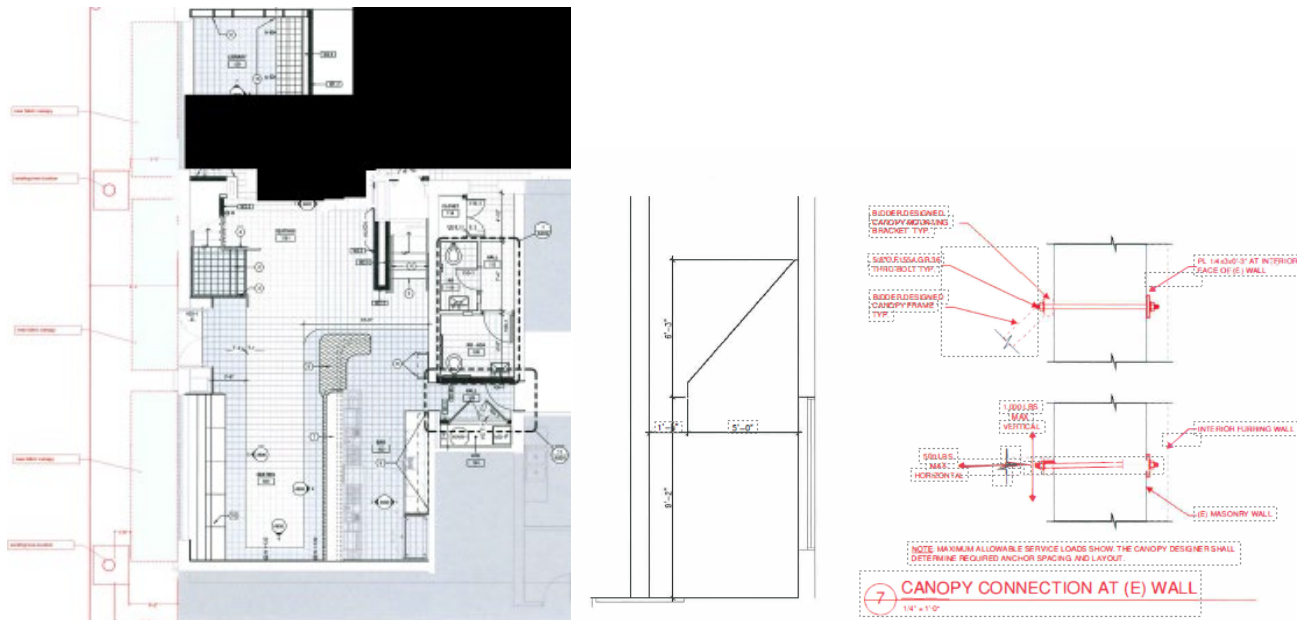
APPLICANT’S RESPONSE: The applicant argues that the benefits of a replacement outweigh the preservation of the door in-place.

FINDING: SATISFIED The existing condition of the front door and lack of modern safety and accessibility features make a strong case to update the exterior doors with this compatible new design.

17.65.060(B)(4). *The value and significance of the historic resource; and***APPLICANT’S RESPONSE:** None**FINDING: SATISFIED** The value of the existing door is low. Its significance is difficult to evaluate but its continued use would deter valuable safety and accessibility upgrades that would come with a modern door.**17.65.060(B)(5).** *The physical condition of the historical resource.***APPLICANT’S RESPONSE:** The applicant notes the current condition of the front doors.**FINDING: SATISFIED** The existing condition of the front door and lack of modern safety and accessibility features make a strong case to update the exterior doors.**17.59.070(A-D).** *Awnings*

- A. *Awnings or similar pedestrian shelters shall be proportionate to the building and shall not obscure the building’s architectural details. If transom windows exist, awning placement shall be above or over the transom windows where feasible.*
- B. *Awnings shall be placed between pilasters.*
- C. *Where feasible, awnings shall be placed at the same height as those on adjacent buildings in order to maintain a consistent horizontal rhythm along the street front.*
- D. *Awnings should be constructed of soft canvas, fabric, or matte finished vinyl. The use of wood, metal or plastic awnings is prohibited.*





APPLICANT’S RESPONSE: The applicant has provided the awning design.

FINDING: SATISFIED The awning is proportional to the building and other downtown approved awnings. The awning is of soft canvas.

17.59.070(E). *Awnings may be indirectly illuminated; internal illumination of awnings is prohibited.*

APPLICANT’S RESPONSE: None

FINDING: SATISFIED It is staff’s understanding that festoon lighting, lighting the edge of the awning and the sidewalk below, would meet the intention of this code, which seem to prohibit awnings that themselves light up from internal illumination. The dark green awning is not intended to light up from the proposed lighting.

17.59.070(F). *Awning colors shall be of a low reflective, subtle, neutral or earth tone color.*

APPLICANT’S RESPONSE: Design shows a dark green awning.

FINDING: SATISFIED

Black Gooseneck Barn Light with 14-Inch Dome Shade | BL-ARMD1-BLK/BL-SH14D-BLK | Destination I



Customer Service: 1-800-653-6556 or cs@destinationlighting.com

M-F 7AM - 5PM and SAT 8AM - 5PM (PST)

Black Gooseneck Barn Light with 14-Inch Dome Shade



Product Number: 729908	EnergyStar Compliant: No
Manufacturer: Recesso Lighting by Dolan Designs	Shade Material: Metal
Model Number: BL-ARMD1-BLK/BL-SH14D-BLK	Material: Aluminum
Collection: Barn Light	Shipping: UPS Regular
Manufacturer Finish: Black	Certification Agencies: ETL
Manufacturer Shade Color: Black	Backplate Dimension: 4.625
Total Wattage: 200 w.	Wet Location: Yes
Voltage Type: Line Voltage	Damp Location: Yes
Height: 15.75 in.	Harsh Environ/Coastal: No
Width: 14 in.	Made In America: No
Depth: 16 in.	Dusk To Dawn: No
Wattage: 200	Motion Sensor: No
Bulb Type: Incandescent	Title 24: No
Bulb Shape: A-Type	
Base Type: Medium Screw (E26)	
Number Of Bulbs: 1	
Bulb Included: No	
Bulb Dimmable: Yes	
Dark Sky: Yes	
ADA Compliant: No	

17.65.060(B)(2)(b). The historic character of a property will be retained and preserved.

APPLICANT’S RESPONSE: None

FINDING: SATISFIED with Condition #2. Applicant will preserve the building by limiting exterior penetrations and obscuring them when possible.



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 1-25
Date Received 1/21/25
Fee SAME as
Receipt No. DDR Rec
Received by AW

569-25-000020-PLNG1

Certificate of Approval (Alteration)

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other tenant

Applicant Name Grounded Hospitality Phone _____

Contact Name McKenzie Raenberry Phone 971-901-2812
(If different than above)

Address 15990 NW Red Shot Lane

City, State, Zip Carlton, OR 97111

Contact Email mckenzie@theground.love

Property Owner Information

Property Owner Name C:G Real Estate, LLC Phone 503-472-6151
(If different than above)

Contact Name Corey Rich Phone _____

Address 135 NE Evans Street

City, State, Zip McMinnville, OR 97120

Contact Email corey@macyandson.com

Site Location and Description

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

Property Address 326 NE Davis Street, McMinnville, OR 97128

Assessor Map No. R4 421 - BC - 05600 Total Site Area 9300 ft²

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Commercial Zoning Designation C-3

1. What is the classification of the historic building? _____

2. Architect Name GBD Architects Incorporated Phone 503-816-5972
(Engineer or Other Designer)

Contact Name MaH Fitzgerald Phone 503-548-2351

Address 1120 NW Couch St. Suite 300

City, State, Zip Portland, OR 97209

Contact Email maH@gbdarchitects.com

3. Contractor Name Cellar Ridge Construction Phone _____

Contact Name Carson Benner Phone 503-857-2759

Address 109 NW 5th Street

City, State, Zip McMinnville, OR 97128

Contact Email cbenner@cellaridge.com

4. The existing use of the property. Bar

5. The intended use of the property. Bar

6. Attach a written narrative that describes:

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:

- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), showing the information listed in the information sheet.
- 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.

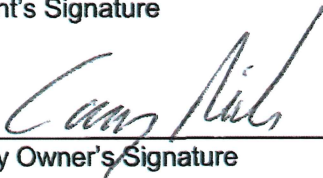
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.



 Applicant's Signature

11/16/25

 Date



 Property Owner's Signature

12/20/2024

 Date

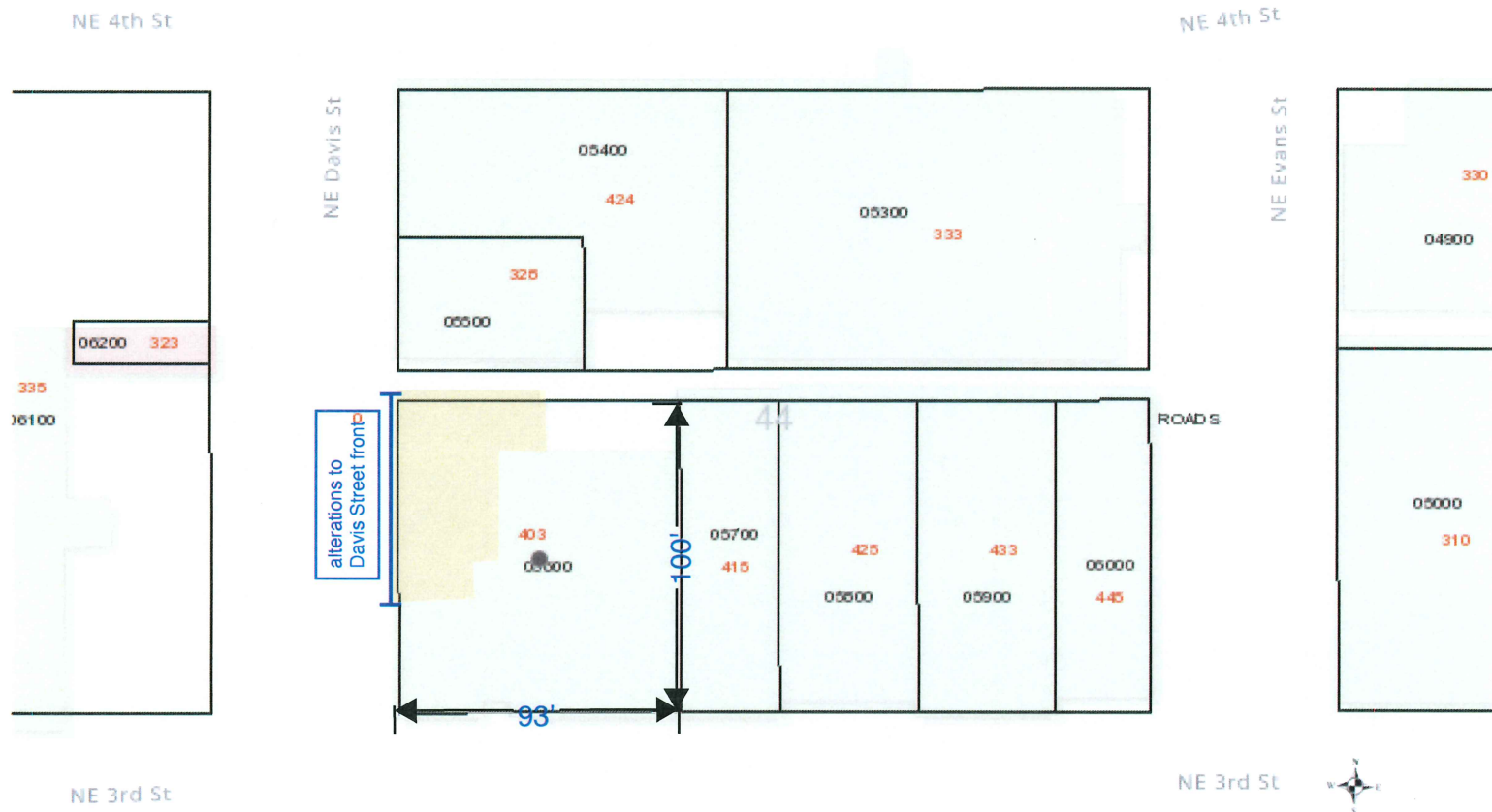
Site Plan

326 NE Davis Street ~ McMinnville, OR 97128

Applicant: Grounded Hospitality LLC.

Owner: C&G Real Estate, LLC

Lot Dimensions: 9300 ft²



Design narrative and proposed modifications

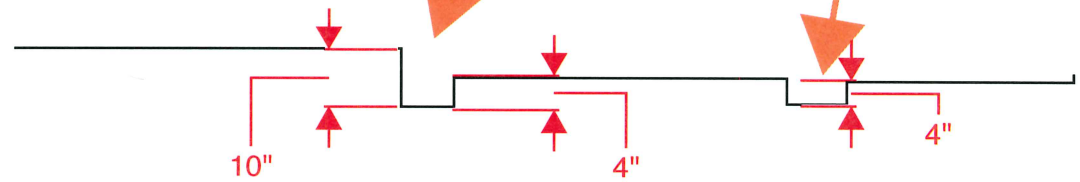
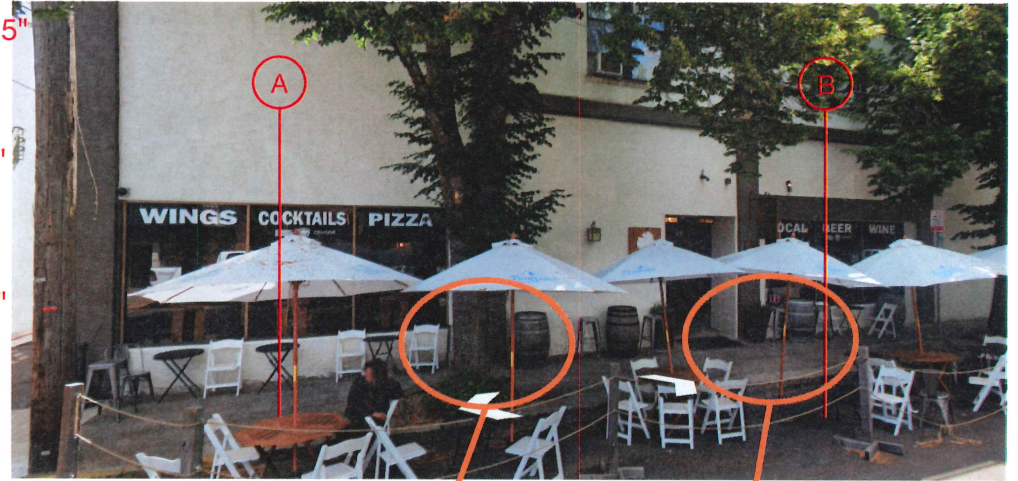
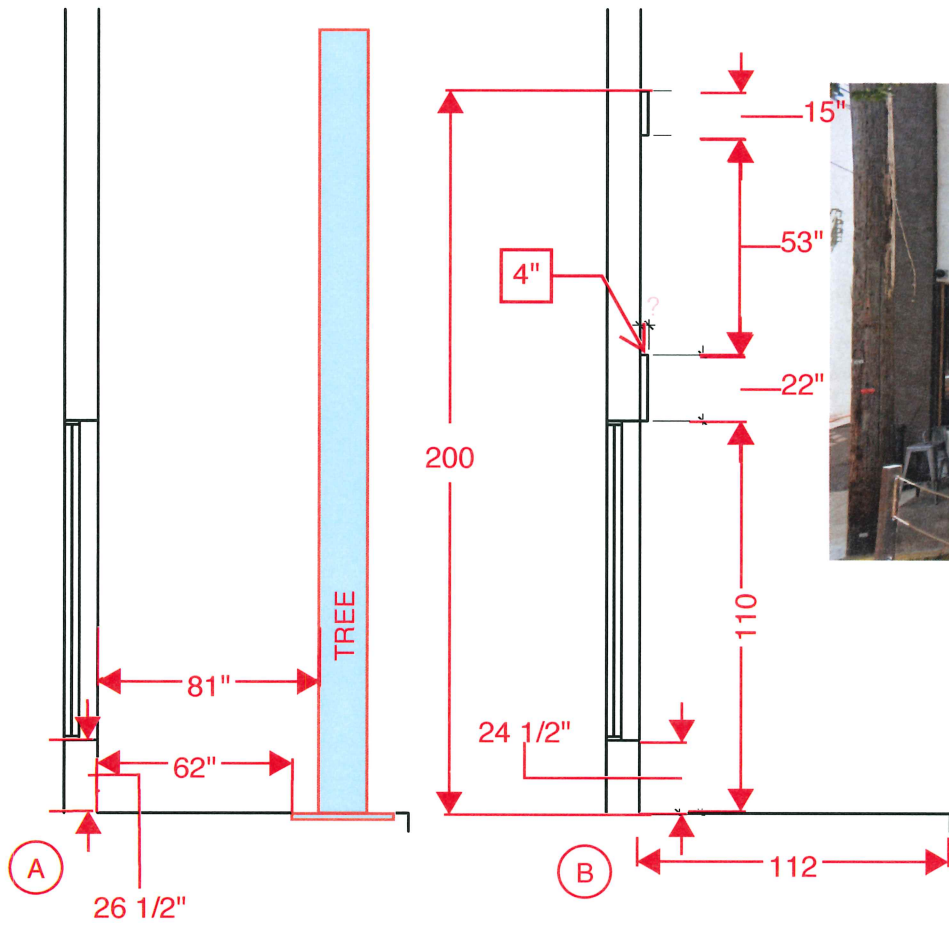
- 1) Addition of three, green awnings across building front. Business name on center and end cap of awnings.
- 2) Upgrade front door. 7' wood double doors, full length glass within wood border, stained. 2' transom at top.
- 3) Electrical:
 - Updated lighting in alcove.
 - Updated gooseneck fixtures (4 total, one on each gray band).
 - Receptacles for festoon lighting on awnings.

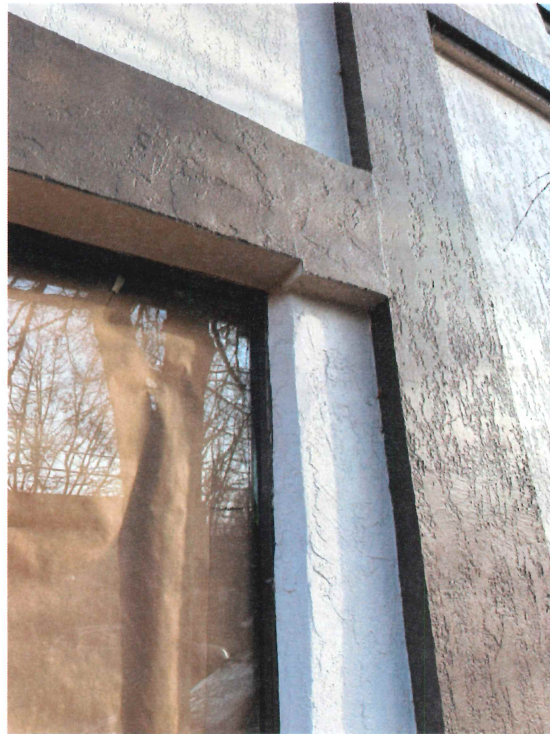


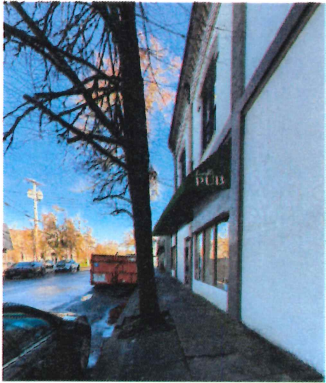
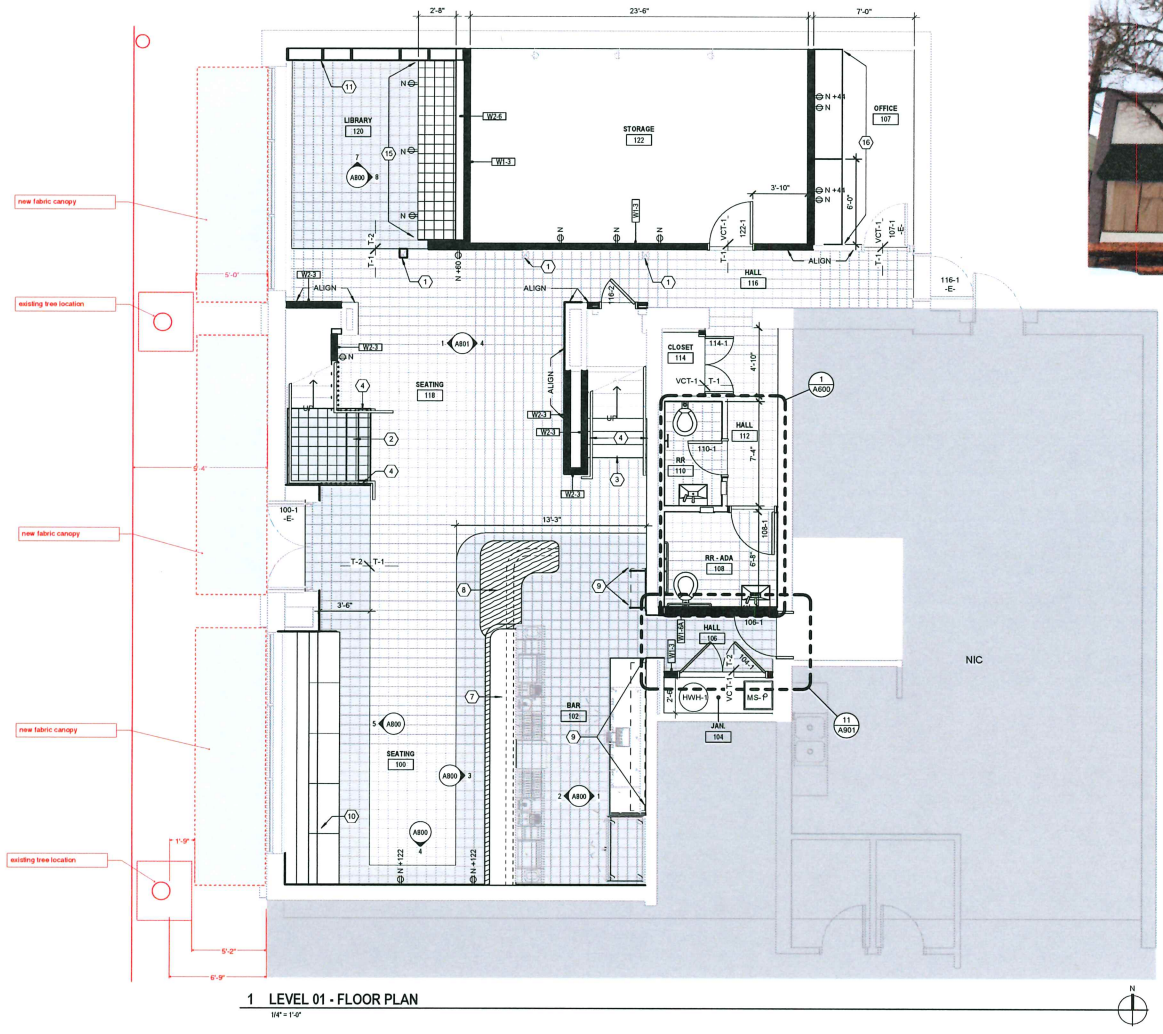
Proposed Davis Street View

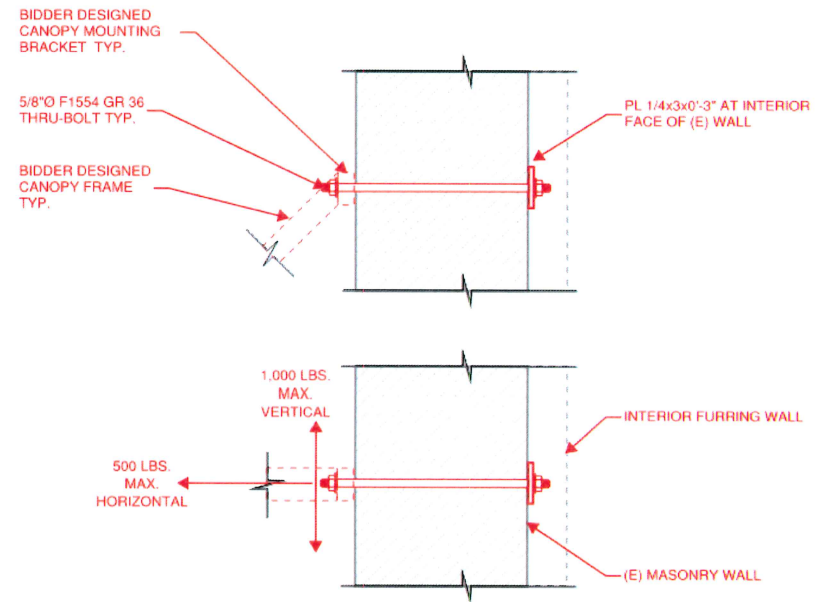
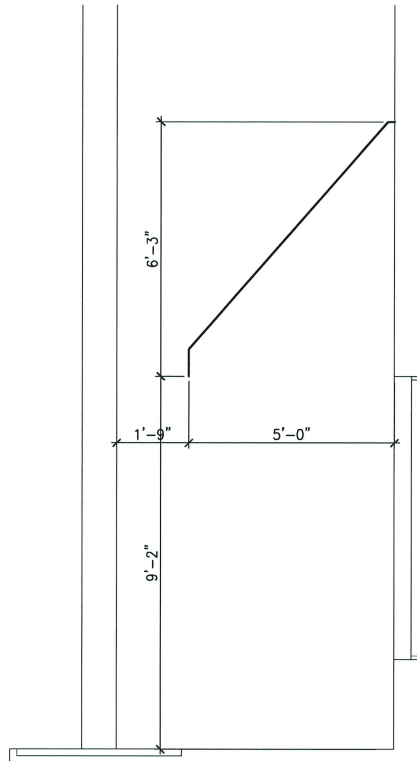
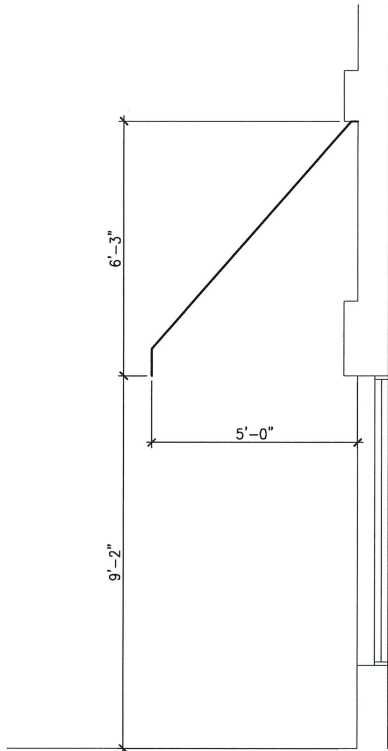
Photos of existing structure









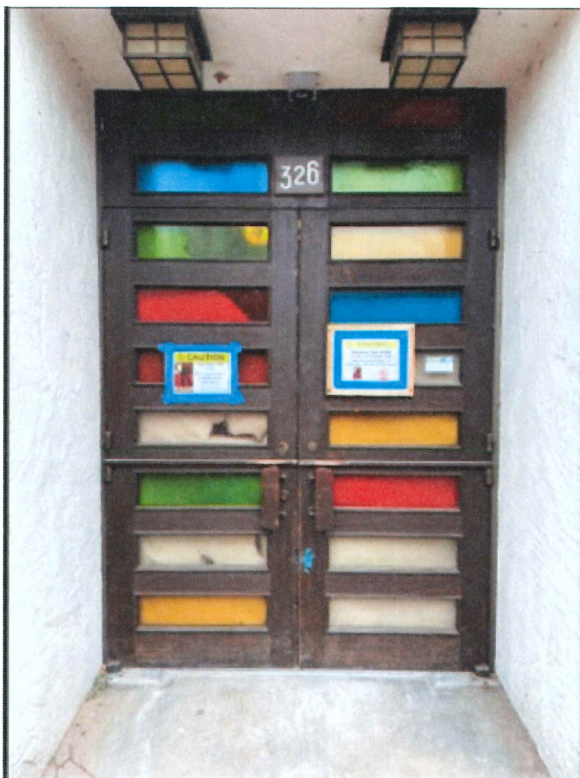


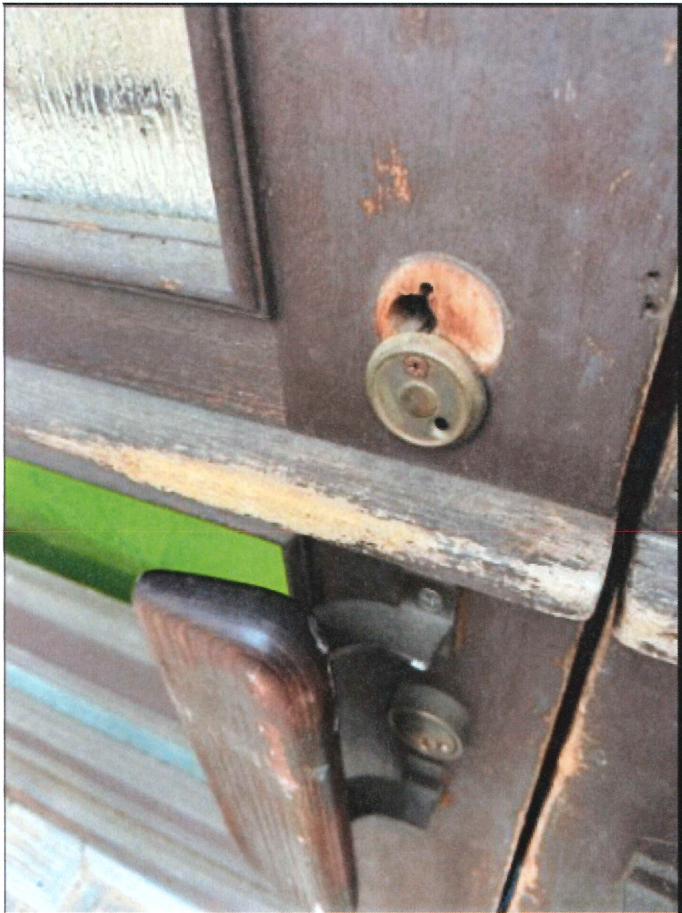
NOTE: MAXIMUM ALLOWABLE SERVICE LOADS SHOW. THE CANOPY DESIGNER SHALL DETERMINE REQUIRED ANCHOR SPACING AND LAYOUT.

7 CANOPY CONNECTION AT (E) WALL

1/4" = 1'-0"

- The door does not have weather stripping and is not built for it to be easily added.
- The glass is not tempered a requirement of current building code.
- The door is split further making it unsafe and not weather efficient.
- The door can't be locked effectively.
- The only way to lock the door is with a chain and lock from the inside creating a significant life safety risk.
- The deadbolt does not meet current building code.
- The hinges are deteriorating and could not be easily replaced.
- The door is damaged in several places and repairs would be ineffective.
- The threshold is not weather proof and does not meet current ADA standards.
- The door hardware (pulls) does not meet current ADA standards.
- The glass in the door is opaque rendering it unsafe for commercial use.





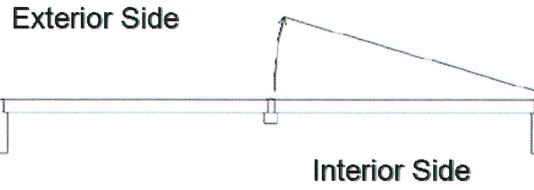
PORTLAND

MILLWORK INC.
 29600 SW Seely Avenue
 Wilsonville, OR 97070
 (503) 612-6828 Fax (503) 612-9099

Invoice To:	Quote Date: 12/19/24	Del. By:	Ship To:
Cellar Ridge Construction	Delivery Date:	P.O. #	326 NE DAVIS STREET
Attn: Carson	Conf Date:	Salesperson: MK	MCMINNVILLE, OR 97218
Customer Phone: 503-857-2759	Email: cbenner@cellaridge.com	Map Coord:	Lock Box

Qty	Location	Type	Size	Thickness	Species	Style	Glass Cover/ Side	Rough Opening	Swing	Jamb			Hinge			Sill	Bore				Weather Strip	Ext. Trim	Notes	Ship	P/O	Unit Price	TOTAL								
										Size	Type	Species	Size	Type	Finish		Lock	Strike	Death	Strike															
Special Notes: ** Confirm swing & hardware selections with customers **																																			
1	Front Entry	Ext Pair	6'0 x 7'0 3/0 Doors	1-3/4"	Doug Fir	Simpson 7037 Ovolo Sticking	Full Lite Low-E IG	76" x 107-1/2"	OS Up to	7-1/4"	SRK	Fir	4x4	SQ	SS	ADA Penko	*	*	*	*	W	-	Penko 209DV-36" Fir Traditional Astragal												
1	Transom	Ext	6'0 - 11/16" x 1/6-1/2"	1-3/4"	Doug Fir	Simpson 7741	Full Lite Low-E IG	-	-	7-1/4"	SR	Fir	-	-	-	-	-	-	-	-	-	Flush Bolts Top & Bottom													
<table border="0" style="width:100%"> <tr> <td style="width:30%">Sill: 0=No Sill WO=White Oak Kent Sill BA=Brz Adj</td> <td style="width:15%">J4S = Jamb 4 Side BF = Brz Fix BB = Brz Bumper * = Special</td> <td style="width:15%">Bore: A = 2 1/8", 2 3/8" BS B = 1 1/2", 2 3/8" BS D = 2 1/8", 2 3/4" BS * = Special</td> <td style="width:10%">Latch: 1 = Drive In 2 = RC Latch 3 = Sq. Corn * = Special</td> <td style="width:10%">Strike: FL = Full Lip T = T Strike S = Sq Corner * = Special</td> <td style="width:10%">D.B. Strike: KS = 3 5/8" SC = 2 3/4" S = Sq. Corner * = Special</td> <td style="width:10%">Ext. Trim: BM=Brickmould *=Special Terms: Net 10</td> <td style="width:15%; text-align:right">Page Total: C.A.T. TOTAL</td> </tr> </table>																												Sill: 0=No Sill WO=White Oak Kent Sill BA=Brz Adj	J4S = Jamb 4 Side BF = Brz Fix BB = Brz Bumper * = Special	Bore: A = 2 1/8", 2 3/8" BS B = 1 1/2", 2 3/8" BS D = 2 1/8", 2 3/4" BS * = Special	Latch: 1 = Drive In 2 = RC Latch 3 = Sq. Corn * = Special	Strike: FL = Full Lip T = T Strike S = Sq Corner * = Special	D.B. Strike: KS = 3 5/8" SC = 2 3/4" S = Sq. Corner * = Special	Ext. Trim: BM=Brickmould *=Special Terms: Net 10	Page Total: C.A.T. TOTAL
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Jamb: DR= Double Rabbet FJP= Finger Joint Primed SR= Single Rabbet										Hinge: HD= Heavy Duty BB= Ball Bearing SQ= Square Corner RAD= Radius										***NOTES:								Signature of Approval:							

Entry System Elevation



Door Style	Sticking	Panel	Material	Glass	Fire Rating	Grade
7037	Ovolo		Doug Fir	Low-E	Non-Rated	Exterior
Quote #: 1				Line #: 1		
Portland Millwork Inc				Entered By: Matt Kilburg		
Approval (sign here):				Created On: 12/19/2024		

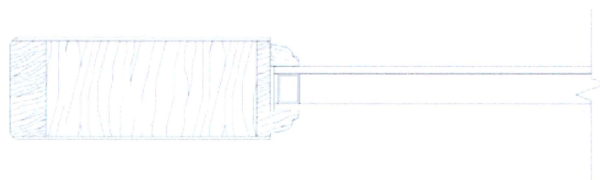
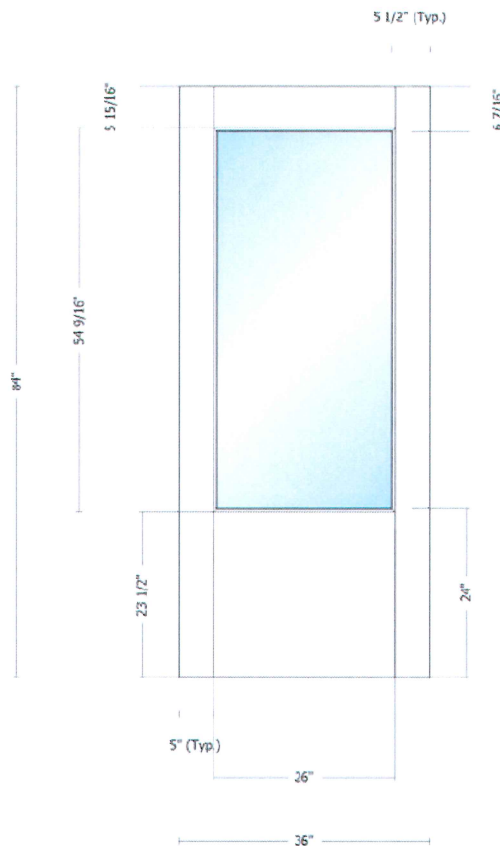
QUOTE #: P5876055-100-1
QUOTE VALID THROUGH: 1/9/2025

7037 Thermal French

SERIES: Exterior French & Sash Doors
DOOR DESIGN: 7037
QUANTITY: 2
***Door subject to additional lead time.**

DOOR SPECIFICATIONS

SPECIES: Fir
WOOD GRADE: Select
WIDTH: 3'-0"
HEIGHT: 7'-0"
THICKNESS: 1 3/4"
PROFILE: Ovolo Sticking
GLASS: Clear / Low-E with Argon w/ Film
ADDITIONAL OPTIONS:
UltraBlock® Technology
WaterBarrier® Technology
Factory Primed
Cartoned
PYD



Approved _____

Date _____

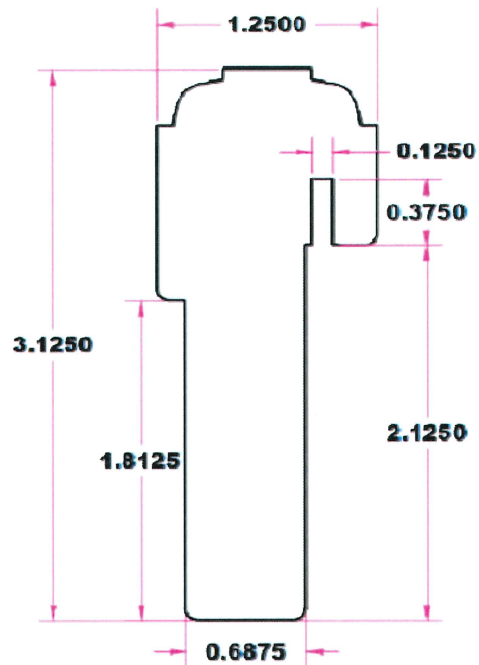
QUOTE #: P5876055-200-1
QUOTE VALID THROUGH: 1/9/2025

10103 Astragal (1-3/4" Exterior Doors)

SERIES: Millwork
DOOR DESIGN: 10103
QUANTITY: 1
*Door subject to additional lead time.

DOOR SPECIFICATIONS

SPECIES: Fir
WOOD GRADE: Select
WIDTH: 0-3 1/8"
HEIGHT: 7-0"
THICKNESS: 1 1/4"
PANEL: 3/4" FP
ADDITIONAL OPTIONS:
Cartoned



Approved _____

Date _____

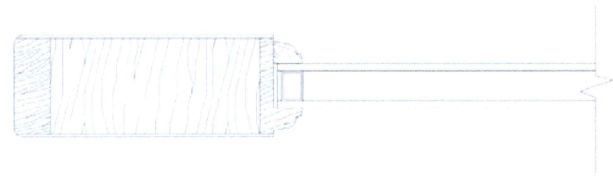
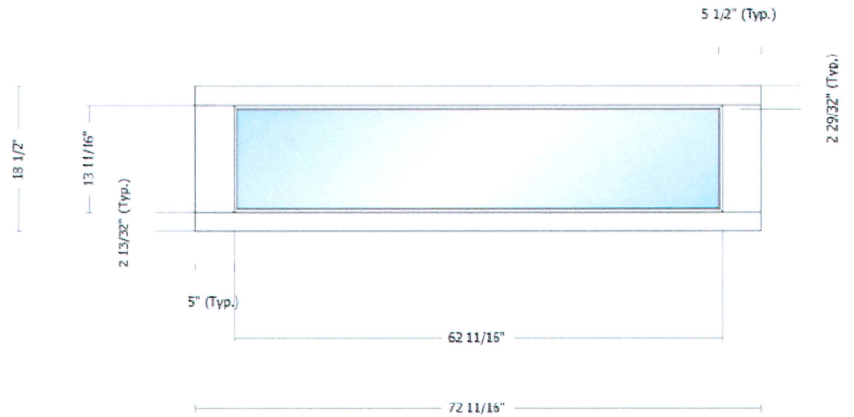
QUOTE #: P5876055-300-1
QUOTE VALID THROUGH: 1/9/2025

7741 Transom

SERIES: Exterior French & Sash Doors
DOOR DESIGN: 7741
QUANTITY: 1

DOOR SPECIFICATIONS

SPECIES: Fir
WOOD GRADE: Select
WIDTH: 6-0 11/16"
HEIGHT: 1-6 1/2"
THICKNESS: 1 3/4"
PROFILE: Ovolo Sticking
GLASS: Clear / Low-E with Argon
ADDITIONAL OPTIONS:
Factory Primed
Cartoned
PYD



Approved _____

Date _____

Ceramic Gear Outdoor Flush-Mount



Carbon Matte Black

Lamping:

*Standard
Incan*

Standard Incandescent

Description :
Gear Outdoor Flush-Mount

Primary Shade Material :
[Ceramic](#)

Frame Style :
[Radiance](#)

Finish Groups :
[Bisque, 1, 2](#)

UL/ETL Listing :
Suitable for Damp Locations

Feature :
[Ceramic](#), [Made in USA](#), [Outdoor](#)

Standard Incandescent :
(1) 75W G25 Max

Dimension :
5" H x 8" Dia.

Notes :
Made in USA, This item is available in up to 40 hand-painted finishes, as well as unfinished ceramic bisque (BIS) which is paintable, Group 1 Two-Tone finishes are not available, Outdoor fixture is Dark Sky compliant, Unfinished ceramic Bisque can be installed in its natural form or painted (instructions included)



Customer Service: 1-800-653-6556 or cs@destinationlighting.com
M-F 7AM - 5PM and SAT 8AM - 5PM (PST)

Black Gooseneck Barn Light with 14-Inch Dome Shade



Product Number: 729908	EnergyStar Compliant: No
Manufacturer: Recesso Lighting by Dolan Designs	Shade Material: Metal
Model Number: BL-ARMD1-BLK/BL-SH14D-BLK	Material: Aluminum
Collection: Barn Light	Shipping: UPS Regular
Manufacturer Finish: Black	Certification Agencies: ETL
Manufacturer Shade Color: Black	Backplate Dimension: 4.625
Total Wattage: 200 w.	Wet Location: Yes
Voltage Type: Line Voltage	Damp Location: Yes
Height: 15.75 in.	Harsh Environ/Coastal: No
Width: 14 in.	Made In America: No
Depth: 16 in.	Dusk To Dawn: No
Wattage: 200	Motion Sensor: No
Bulb Type: Incandescent	Title 24: No
Bulb Shape: A-Type	
Base Type: Medium Screw (E26)	
Number Of Bulbs: 1	
Bulb Included: No	
Bulb Dimmable: Yes	
Dark Sky: Yes	
ADA Compliant: No	

× Hi. Need any help?



4.8 ★★★★★
Google
Customer Reviews

Historic Resources Survey
City of McMinnville
Yamhill County Oregon

Site No. 8.21a Aerial Map J - 11
 Block 17 Lot 5 & 6
 Addition Original Town
 Tax Lot 4421BC 5600
 Address 411 - 425 Third Street - 326 DE Davy
 Common Name Hamblin-Wheeler
 Historic Name Union Block
 Present Owner Edward L + Ardis Hendricks
 Present Use Commercial 820 N.W. SKYLINE CREST PORTLAND 97229
 Original Use Commercial
 Builder or Architect D. Canuto
 Outbuildings None
 Date of Construction 1890



-Condition Assessment on Reverse Side-

A475 STATE SPECIAL ASSESSMENT PROGRAM C-3

Statement of historical significance and description of property:

The Union Block is a rectangular stuccoed corner structure facing south, ten bays across and four bays deep. Altered considerably, it still bears hints of Italianate and Second Empire styling. The understated mansard roof shelters a dentil cornice and frieze panels ornamented by raised diamonds. Four pilasters terminating in ornamental brackets which pierce the roofline at the corners rise from ground to roof on the west side. Ten similar pilasters rise from a second floor cornice, five of which pierce the roof in an ornamental curved projection across the facade. Decorative finials which once sat there are stuccoed segmental over the second floor windows which are double-hung, one-over-one sashes, single on the facade and paired on the west side. The facade at the ground level is greatly changed, sheltered by a permanent stucco awning which echoes the segmental arches on the windows and which superimposes six large arched floor-length windows. It is currently being remodelled again. Marble piers support this awning. The building is painted beige with brown trim.

The building originally had four storefronts; the one on the far east was Elsie Wright's harness business.

Twelve partners, among them, Ed Hendricks, Elsie Wright, and Frank Fenton, built the structure in 1890 at a cost of \$18,000. They were incorporated as the McMinnville Improvement Company. A clothier has always occupied the southwest corner; the present firm Hamblin-Wheeler has been there since 1900. Present owners include heirs of the original builders.

American Federal occupies SE corner in 1983

Secondary Resource No. 210

Early tenants: Bishop's, then Jacobson's, then Hamblin who came in 1900, Wheeler joined him 1902. Al Beeler

Condition of structure:

 X A Excellent

 B Good

- 1. Slight damage to porch steps.
- 2. Small cracks in walls, chimneys.
- 3. Broken gutters or downspouts.
- 4. In need of paint.

 C Fair

- 1. Holes in walls.
- 2. Open cracks.
- 3. Missing material in small area.
- 4. Rotten sills or frames.
- 5. Deep wear on stairs.
- 6. Poor or no foundation.

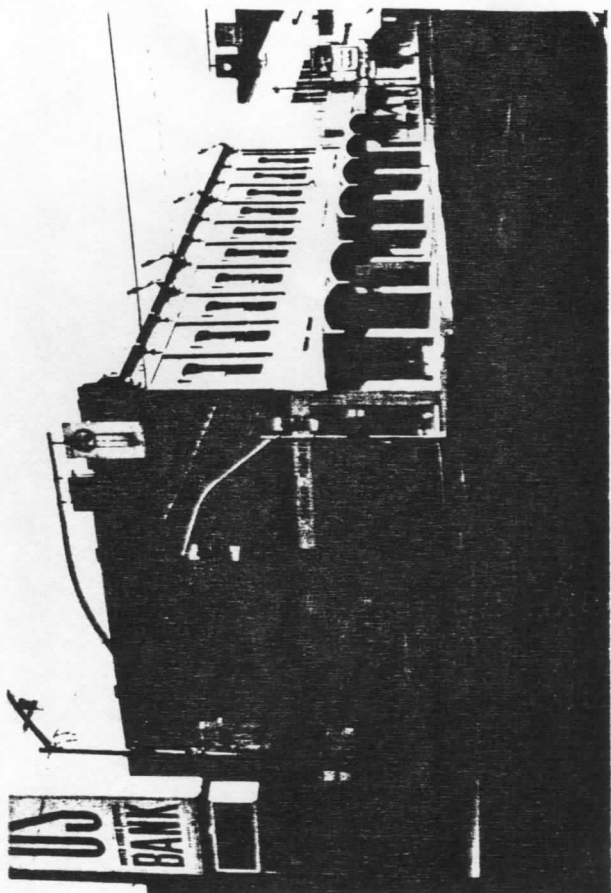
 D Poor

- 1. Sagging walls or roof.
- 2. Holes, open cracks, missing material over large areas.
- 3. Unrepaired storm or fire damage.

Recorded by Janice Rutherford Date June 10, 1980

Sources Consulted: J. C. Cooper, A Military History of Yamhill County
Al Beeler, owner, Hamblin-Wheeler
Telephone Register, July 21, 1890

STATE OF OREGON INVENTORY
 HISTORIC SITES AND BUILDINGS
 State Historic Preservation Office
 Oregon State Parks, Salem, 97310



County Yamhill
 Theme 6-D, 10-A
 Name
 (Common) Union Block
 (Historic) (same)
 Address 403 Third St., McMinnville
 Present Owner Dr. & Mrs. Ed Hendricks (50% owners)
 (Address) Portland, Ore.
 Original Use Commercial
 Date of Construction 1890

23

Physical

property and statement of historical significance:

The Union Block is one of the largest 19th century commercial buildings remaining in Yamhill County. The two story brick building occupies one-fourth block on Third Street in the center of the commercial district in McMinnville. The most distinctive feature of the building is its mansard roof which was originally surmounted by a wrought iron grill connecting chimneys and ornamental pediments. Fenestration on the second floor is regular with one over one paned windows set beneath semi-elliptical brick (arch radiating)voussoirs. The windows on the west elevation are double; those on the south elevation are single.

About 1960 the main floor business facade was altered with the removal of old windows and cast iron fronts for the placement of travertine marble and new window casements. While the alteration has been a significant "modernization" it has not unduly changed the overall style of the building. The original canvas awnings were removed and arched window screens (permanent) were fastened to the building. The brick exterior has been covered with stucco and is painted.

The building is illustrated in J.C. Cooper's Military History (c. 1898). Reportedly the structure cost \$18,000 to build in 1890.

Continue back if necessary

Recorded by Stephen Dow Beckham Date 9 March 1976 Sources Consulted:

for Oregon State Historic Preservation Office Cooper, J.C. Military History of Yamhill County (McMinnville, Ore.: c. 1898).

Please enclose map Township 4 ^N_S Range 4 ^E_W Section 21



ITS NUMBER 4

Interpreting The Secretary of the Interior's Standards for Rehabilitation

Subject: Inappropriate Replacement Doors

- Applicable Standards:**
- 2. Retention of Historic Character
 - 6. Repair/Replacement of Deteriorated or Missing Features Based on Evidence
 - 9. Compatible New Additions/Alterations

Issue: Selecting appropriate replacement doors as part of a rehabilitation project is important in retaining the character of a historic building regardless of whether it is a residential or a commercial structure. The front door to a house, a store, or an office is an integral feature of the entrance to the building, and it should reflect accurately the building's style, period of architectural significance, and its use. If the historic door is still extant, it should be retained and repaired, or it must be replaced if too deteriorated to repair. Although the replacement may be a compatible new design, it is always preferable that the new door replicate as closely as possible the historic door, while meeting modern code or security requirements that may necessitate a stronger or more fire-resistant door. This includes reproducing the same glass size, pane configuration and profile of true muntins, and the same number, size, and shape of vertical or horizontal panels. A replacement door should also match the historic door in material as well as design, but in some instances, if the situation warrants, an appropriate substitute material may be used.

In accordance with the Secretary of the Interior's Standards and the Guidelines for Rehabilitating Historic Buildings, replacing a missing historic door with one that matches the historic door is preferable if physical, pictorial, or photographic evidence exists to document its appearance. Absent that, the door may be replaced with a new unit that is compatible with the style and character of the historic building.

Application 1 (*Incompatible treatment, later corrected to meet the Standards*): This two-story, brick building was constructed between 1919-1920 to house the commercial operations of a local dairy. It was rehabilitated as legal offices. While the rehabilitation retained the character-defining glass block windows on the second floor of the primary street elevation the first floor storefront windows and entrance had to be replaced due to extensive deterioration.



Rehabilitated dairy building.



Incompatible "stock" door.

The storefront windows were replaced with simple, contemporary windows with dark-colored frames that were compatible with the historic building. But the "stock" white entrance door with its nine-pane glass and snap-in muntins above two vertical panels was not compatible with the historic building. In order to bring the project into compliance with the Standards, remedial work involved replacing the stock door with a simple glazed wood door that was compatible in both design and color with the historic building.



Appropriate replacement door.



Rehabilitated 1920s commercial building.

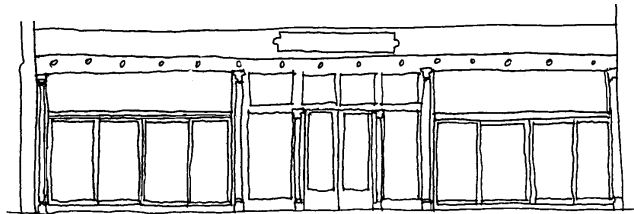
Application 2 (*Incompatible treatment, later corrected to meet the Standards*): Another two-story vernacular masonry commercial building, also dating from the 1920s, that features three, one-bay storefronts on the first floor was rehabilitated for continued use as a restaurant and bar with rental apartments on the second floor. The original, historic storefronts had been replaced in the 1950s with aluminum frame windows and doors. Although, the Standards would also have allowed these later storefronts to be retained in the rehabilitation, the owner chose to install a new wood storefront with a simple, contemporary design, compatible with the building's historic character. However, the replacement wood doors had large stained glass windows and three vertical panels below, and

were found to be inconsistent with both the plain character of the 1920s facade and with the replacement storefront. To meet the Standards, the owner replaced the doors with a simpler wood door with full length glass panel like the one shown in the accompanying sketch.



Rehabilitated storefront with incompatible stained glass door.

ELEVATION



Suggested design for compatible, contemporary replacement door.

Application 3 (*Incompatible treatment*): In a third project, a two and one-half story Foursquare house with Colonial Revival-style details built in the first decade of the 20th century was rehabilitated for continued residential use. Although most of the interior finishes and features, including all lath and plaster, had been removed by a previous owner, the original front door still remained. In the course of the rehabilitation, however, this historic door was replaced with a new door featuring multi-paned glass with two vertical panels below, the same “stock” door, in fact, that was used in the dairy conversion project. This multi-paned door is no more compatible with the character of this early-20th century house, than it was with the 1920s dairy building. To meet the Standards, the owner would have had to have a new door fabricated based on photographs of the original to match the historic door which had been discarded in the rehabilitation. A compatible, contemporary door could also have been installed to meet the Standards.

In general, generic or “stock” doors with multi-paned glass, are not appropriate to use as exterior replacement doors in historic rehabilitation projects.



Rehabilitated Foursquare house with inappropriate “stock” door (left) and no longer extant historic door (right) that was discarded in the rehabilitation.

DRAFT McMinnville Historic Landmarks Committee - 2025 Work Plan DRAFT

GOAL: Document and Protect Historic Resources (Goal 3 in Historic Preservation Plan)

Strategy	Action	HP Plan	Timeframe	Cost	Responsibility
Explore Viability of Individual Property Listings, Historic District Nominations, or Local Inventory Updates in Residential Areas North of Downtown	Conduct Outreach and Education with Property Owners in Areas	Proposal 3.D.1	N/A	Staff	City/HLC
Finish Historic Preservation Demolition Code	Finish In-Progress Review of Historic Preservation Demolition Code & Recommend Updates to Planning Commission/City Council	N/A	N/A	Staff	City/HLC/City Council
Review Historic Preservation Portions of City Code and Policies (TBD)	Complete Professional Analysis & Potential Update of Code or Policies Re-	N/A	N/A	\$ (CLG Grant)	City/HLC/Consultant

GOAL: Increase Public Awareness and Understanding of McMinnville’s History and its Historic Preservation Program (Goal 1 in Historic Preservation Plan)

Strategy	Action	HP Plan	Timeframe	Cost	Responsibility
Educate Community on Historic Resources and Historic Preservation	Actively Promote National Preservation Month (May) by Participating in “This Place Matters”	Policy 1.A Proposal 1.B.1	5/1/25 - 5/31/25	Staff	City/HLC
	Complete Public Awareness/Education Projects for Historic Preservation (TBD)	TBD	5/1/25 - 12/31/26	\$ (CLG Grant)	City/HLC/Consultant
Acknowledge Property Owners that Preserve Historical Resources	Request Nominations for Annual Historic Preservation Award Program	Proposal 1.A.1	4/1/25	Staff	City/HLC/City Council
	Present Awards at City Council Meeting in May	Proposal 1.A.1	5/25/25	Staff	City/HLC/City Council
Make Information on McMinnville’s Historic Resources Readily Available	Update Historic Preservation Webpage on City Website Including Incentives	Proposal 1.D.1-3 Proposal 2.A.1 Proposal 2.A.4	4/30/25	Staff	City/HLC/Intern
	Add Examples of Complete Design Review Applications on Website	Proposal 3.B.2	5/31/25	Staff	City/HLC/Intern
	Map All Historic Resources and Post Maps on City Website	Proposal 1.D.4	5/31/25	Staff	City/HLC/Intern