

September 20, 2023

Planning Commission
City of McMinnville
230 NE Second St
McMinnville, OR 97128

Subject: Stratus Village; Planned Development Amendment PDA 2-23, Three Mile Lane Review TML 1-23, and Landscape Plan Review L25-23

Dear Commissioners:

During the August 17, 2023 hearing on the above-referenced applications, certain issues were raised as to the operation of the shared parking located on the eastern portion of the property owned by Housing Authority of Yamhill County (“HAYC”), use of which parking is shared with the neighboring parcel owned by Roberti Investments Company LLC (“Roberti”).

Following that hearing, HAYC and Roberti have engaged in constructive communication and reached agreement on many key terms. These conversation resulted in the following agreement:

- The current shared parking consists of 41 spaces. The 20 spaces closest to the Roberti property will be designated for exclusive use by the Roberti property. The remaining 21 spaces will be designated for exclusive use by the HAYC property. Each party would manage its designated spaces as it wishes.
- HAYC will install parking bumpers along the property line between the HAYC property and the Roberti property.
- HAYC will allow Roberti to review and comment on HAYC’s proposed parking rules.

Attached as Exhibit A is an illustration and memo of the shared parking agreement described above.

These terms remain subject to a mutually agreeable amendment to the Declaration of Condition[s,] Covenants and Restrictions (Common Driveway and Access Maintenance and Shared Parking Easement), recorded February 22, 2018 as Instrument No. 201802572, which agreement currently governs the shared parking.

Sincerely,

Roberti Investments Company, LLC


Frank Roberti (Sep 21, 2023 07:26 PDT)

By: Frank Roberti
Its: Member

Housing Authority of Yamhill County



By: Vickie Ybarguen
Its: Executive Director

Proposed Plan



Land Use

- Approve departure from required 10' buffer.
- Installation of bump stops at property line between parking stalls (---)

Agreement Between Owners

- Modify CCRs for delineate shared parking between Altimus Plaza and Stratus Village.
- Install bump stops.
- Provide Stratus Village operating plan for review and comment.

To: [Frank Roberti](#) [Mike Andrews](#)

From: [Mike Andrews](#) [Frank Roberti](#)

DATE: ~~August 21, 2023~~ [September 9, 2023](#)

RE: Stratus and Altimus Plaza Development – Parking Lot

~~Mike, in an effort to answer your question from last Thursday night at the Planning commission of “What do I want” as it relates to the situation at the McMinnville development, I thought it would be helpful to attempt to outline our needs and suggestions. We certainly are open to other ideas and welcome those conversations as well.~~

Frank, below are proposed changes (additions and deletions) to the ideas outlined below.

1. **Shared Parking-** For the purposes of this discussion I am saying “Shared Parking” is the 40 parking locations on the West side of Altimus building within the current black top area. I know it’s more like 47 but for now I am using the 40 number to illustrate our suggestion.

Proposal A

Dedicate ~~20~~ of the ~~40-41~~ parking slots on the most west side of the “Shared Parking” area to be used exclusively by Stratus.

Dedicate 20 of the ~~40-41~~ parking slots on the most east side of the “Shared Parking” area to be used exclusively by Altimus.

Shared Parking



The illustration above reflects the proposed parking plan and how the spaces would be shared.

In this option each of us would manage the spaces and set the rules surrounding those 20 spaces as they wish. Existing CCRs to be revised to reflect the new agreement related to the sharing of spaces and maintenance costs.

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Proposal B

~~Leave all 40 spaces first come first served however Establish and Install signage at the front of each parking slot on all 40 of them or some spacing that indicates Parking is for Stratus from 5PM to 8 AM and for Altimus from 8AM to 5 PM. Also, there would be a notice that violators are subject to tow.~~

~~I know you mentioned a “roving towing” effort but that is not what I mean. My intention is if people are parking outside the time limits and one of your or my tenants complains due to shortage of parking we would call the others property manager, each would make a respective effort to contact the owner and if we can’t resolve in 24 hours then we would ask you as the property owner, to have the vehicle towed no matter if it’s a violation from one of my tenants, yours, or a third party.~~

2. **Separation and access to Altimus Parking area from Stratus/Shared Parking.**

A. For the section of parking on the West side “Shared parking” that is right adjoining our property and parking, I would like to take the suggestion of one of the planning commissioners and ask you install concrete parking bumpers which would be sizable enough to prohibit a car simply crossing over from Shared Parking into Altimus owned parking. HAYC to install pre-cast concrete parking bumpers on the property line at HAYC expense.

~~B. For the South end drive isle which we believe several of your tenants on the south end of your development will more than likely use to access the street we would ask you install 4 speed bumps to attempt to avoid any high speed entry or exit across that drive isle.~~

~~3. **Vehicle identification** Per the suggestion at the planning meeting we would like to ask for all tenants of Stratus be issued some sort of parking ID such as a sticker or pass for their autos so they are easy to identify in the Shared parking area should there be an issue. There may be a lot of visitors coming in and it will be helpful in clearly understanding the issue should one arise.~~

4.3. Parking rules- We would like to have an opportunity to view and comment on the rules issued to your tenants when they are available.

5.4. Agreement-written agreement to be developed re the above to be mutually agreeable.






Stratus Village - Joint Letter from HAYC and Roberti Investments Company LLC_FINAL[2]

Final Audit Report

2023-09-21

Created:	2023-09-20
By:	Mike Andrews (mike@structurepdx.com)
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"Stratus Village - Joint Letter from HAYC and Roberti Investments Company LLC_FINAL[2]" History

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