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March 26, 2019

Katherine Jabuka
806 SE Davis Street
McMinnville, OR 97218

Re: Decision for Conditional Use Permit CU 1-19, for a Bed and Breakfast Establishment at 806 SE Davis Street (Tax Lot 1100, Section 21CC, T. 4 S., R. 4 W., W.M.)

Dear Ms. Jabuka:

This is to advise you that, at a meeting of the McMinnville Planning Commission on Thursday, March 21, 2019, your application for a conditional use permit (CU 1-19) to allow a bed and breakfast establishment in the existing home at 806 SE Davis Street was presented and carefully studied.

Based on the material submitted, testimony received, and the applicable review criteria, the Planning Commission voted to **APPROVE** the conditional use permit as presented in your application, **subject to the following conditions:**

1. The property shall continue to comply with the requirements for registration with the McMinnville Finance Department as a transient lodging provider. (The previous approval for a resident-occupied short-term rental previously required this registration). Local Transient Lodging tax shall be collected and remitted to the City as provided in McMinnville Ordinance No. 4974.
2. This approval is for a maximum of four guest rooms, provided on a daily or weekly basis for the use of six or more travelers or transients at any one time, in addition to the resident-occupied living quarters. Additional guest rooms would require an amendment to this Conditional Use Permit.
3. The establishment shall be occupied full-time by a resident.
4. Five off-street parking spaces shall be provided in accordance with the approved site plan. (The Zoning Ordinance requires a minimum of one off-street parking space be provided for the first two guest sleeping rooms with an additional parking space for each additional guest sleeping room. The required off-street guest parking area may be provided within 200 feet from the bed and breakfast establishment).
5. Signing shall be limited to only one non-illuminated or indirectly illuminated wooden sign not exceeding six square feet of face area. Submit an application for a sign permit before placing the sign. The signs shall be located outside of vision clearance triangle and meet other applicable sign standards.

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6. Smoke detectors shall be provided per the requirements for "lodginghouses" in Ordinance 3997
7. If plumbing is modified, the existing 5/8" water meter will need to be upsized to an appropriate meter to serve the increased fixture count. *Please contact McMinnville Water & Light*
8. The permit must be renewed annually. Failure to renew the permit annually will result in the permit becoming void, and the use of the subject property as a bed and breakfast will again be subject to the application and review procedures for a Conditional Use Permit.
9. This conditional use permit approval shall be terminated if the proposed use does not commence within one year of the effective date of this approval, if the use once commenced lapses for any single period of time that exceeds one year in duration, if there is a failure to comply with conditions of approval, or for any other reason specified in Section 17.74.060 of the Zoning Ordinance. The determination for termination shall be made in accordance with the procedures in Section 17.74.060 of the Zoning Ordinance.

The findings note the application does not include exterior alterations to the Latourette House, which is a designated historic landmark.

Attached for your records is your land-use decision document with the Planning Commission's findings and decision.

Pursuant to the McMinnville Zoning Ordinance, an application approved by the Planning Commission may be appealed to the City Council within 15 (fifteen) calendar days of the date this letter is mailed. If no appeal is filed with the Planning Department on or before April 10, 2019, the decision of the Planning Commission will be final.

If you have any questions regarding this matter, please feel free to contact me at (503) 474-5108.

Sincerely,



Tom Schauer
Senior Planner

TS:sjs

c: Heather Richards, Planning Director

Attachments: Decision Document for Conditional Use Permit CU 1-19