



PLANNING DEPARTMENT, 231 NE Fifth Street, McMinnville, Oregon 97128
www.mcminnvilleoregon.gov

**NOTICE OF PENDING ADMINISTRATIVE DECISION
ADMINISTRATIVE VARIANCE
2285 NW WOODLAND DRIVE**

NOTICE IS HEREBY GIVEN that an application for an administrative variance has been submitted to the McMinnville Planning Department. The purpose of this notice is to provide an opportunity for surrounding property owners to submit comment regarding this application prior to a decision by the Planning Director. Please contact Jamie Fleckenstein with any questions at (503) 434-7311.

- DOCKET NUMBER:** AV 1-19 (Administrative Variance)
- REQUEST:** Approval of an administrative variance to reduce the exterior side yard setback by less than ten percent (15 feet to 13.7 feet) for a new model home that is proposed to be constructed on the subject site. The subject site is located at 2285 NW Woodland Drive. It is more specifically described as Lot 1, Phase 1, Baker Creek West subdivision, Section 18, T.4 S., R. 4 W., W.M.
- APPLICANT:** Terry LaMasters, LGI Homes
- SITE LOCATION(S):** 2285 NW Woodland Drive
(see attached map)
- MAP & TAX LOT(S):** Lot 1, Phase 1, Baker Creek West subdivision, Section 18, T.4 S., R. 4 W., W.M.
- ZONE(S):** R-1PD (Single-Family Residential, Planned Development)
- MMC REQUIREMENTS:** McMinnville Municipal Code (MMC), Chapter 17.12, Section 17.72.110, Section 17.74.090, Section 17.74.110, and Ordinance 5021.
(see reverse side for specific review criteria)
- NOTICE DATE:** January 24, 2019
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Persons are invited to register any statement in person, by attorney, or by mail to the McMinnville Planning Department to assist the Planning Director in making a decision on this application. Should you wish to submit comments or testimony on this application, please call the Planning Department office at (503) 434-7311, or forward them by mail to 231 NE Fifth Street, McMinnville, OR 97128, or by email to jamie.fleckenstein@mcminnvilleoregon.gov.

Alternatively, you may request that the application be considered at a public hearing before the McMinnville Planning Commission. A request for hearing must state the basis for the request. (Please see MMC Section 17.72.120).

Appeals of the Planning Director decision need to be made to the Planning Commission. Failure to raise an issue in person or by letter precludes appeals to the Planning Commission on this issue. (Please see Section 17.72.170)

**COMMENTS OR REQUESTS FOR HEARING MUST BE RECEIVED NO LATER THAN
5:00 pm, February 7, 2019**

The decision-making criteria, application, and records concerning this matter are available in the McMinnville Planning Department office at 231 NE 5th Street, McMinnville, Oregon during working hours and on the Planning Department's portion of the City of McMinnville webpage at www.mcminnvilleoregon.gov.

REVIEW CRITERIA:

17.74.090 Administrative Variance-Review Criteria. The Planning Director may grant limited adjustments to the terms of this title as follows:

- A. Lot area: Maximum possible adjustment of one percent of the minimum lot area, but not more than 90 (ninety) square feet;
- B. Setbacks: Maximum adjustment of 10 (ten) percent of the required setback.
- C. These provisions shall be used sparingly and shall not be exceeded except by regular referral to the Planning Commission.
- D. Special conditions may be attached to adjustments if such conditions relate directly to the adjustments.

17.74.110 Conditions for Granting Variance. A variance may be granted only in the event that the following circumstances substantially exist:

- A. Exceptional or extraordinary circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity, and result from lot size or shape legally existing prior to the date of the ordinance codified in this title, topography, or other circumstance over which the applicant has no control;
- B. The variance is necessary for the preservation of a property right of the applicant substantially the same as owners of other property in the same zone or vicinity possess;
- C. The variance would not be materially detrimental to the purposes of this title, or to property in the zone or vicinity in which the property is located, or otherwise conflict with the objectives of any city plan or policy;
- D. The variance requested is the minimum variance which would alleviate the hardship.

Vicinity Map

