



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
 (503) 434-7311 Office ◦ (503) 474-4955 Fax
www.mcminnvilleoregon.gov

CPA 2-19

Office Use Only:	
File No.	509-19-00087-Pung
Date Received	4/26/19
Fee	5,447.00
Receipt No.	200478
Received by	[Signature]

\$5,447.00

Comprehensive Plan Map Amendment/ Zone Change Application

Applicant Information

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

The City of McMinnville, acting by and through its

Applicant Name Water and Light Commission (McMinnville Water & Light) Phone 503-472-6158

Contact Name Samuel R. Justice, General Counsel Phone 503-435-3110
(If different than above)

Address 855 NE Marsh Lane, PO Box 638

City, State, Zip McMinnville, Oregon, 97128

Contact Email srj@mc-power.com

Property Owner Information

Property Owner Name (Same as above) 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 1901 NW Baker Creek Road, McMinnville, OR 97128

Assessor Map No. R4 W T4S - 18 - 00101 Total Site Area 1.22 acres

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Commercial/Residential Zoning Designation EF-80 / R1

This request is for a:

Comprehensive Plan Amendment

Zone Change

1. What, in detail, are you asking for? State the reason(s) for the request and the intended use(s) of the property. _____

See attached Exhibit 1, Section B "Intended Use of the Property" for an explanation and reasons.

2. Show in detail, by citing specific goals and policies, how your request is consistent with applicable goals and policies of the McMinnville Comprehensive Plan (Vol. 2). _____

See the attached Exhibit 1, Section C - "Goals and Policies" for detailed showing.

3. If your request is subject to the provisions of a planned development overlay, show, in detail, how the request conforms to the requirements of the overlay. _____

As a contemporaneous application, MW&L is seeking to amend the planned development overlay to remove the overlay from the parcel. Therefore, if approved, the overlay will not apply.

See Exhibit 1, Section D.1. answer to question No. 3, for additional explanation.

4. If you are requesting a Planned Development, state how the proposal deviates from the requirements of the Zoning Ordinance and give justification for such deviation. _____

No Planned Development is sought.

See attached Exhibit 1, Section D.1 answer to Question No. 4 for explanation.

5. Considering the pattern of development in the area and surrounding land uses, show, in detail, how the proposed amendment is orderly and timely. _____

See Exhibit 1, Section D.1. , for answer to Question No. 5.

6. Describe any changes in the neighborhood or surrounding area which might support or warrant the request. _____

See Exhibit 1, Section D.1, for answer to Question No. 6.

7. Document how the site can be efficiently provided with public utilities, including water, sewer, electricity, and natural gas, if needed, and that there is sufficient capacity to serve the proposed use.

See Exhibit 1, Section D.1, for answer to Question No. 7.

8. Describe, in detail, how the proposed use will affect traffic in the area. What is the expected trip generation?

See Exhibit 1, Section D. 1, for answer to Question No. 8.

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), indicating existing and proposed features within and adjacent to the subject site, such as: access; lot and street lines with dimensions; distances from property lines to structures; improvements; and significant features (slope, vegetation, adjacent development, drainage, etc.). If of a larger size, provide five (5) copies in addition to **an electronic copy** with the submittal.

*See Attachment 1, "site plan".

A legal description of the parcel(s), preferably taken from the deed. See Attachment 11, Vesting Deed.

Payment of the applicable review fee, which can be found on the Planning Department web page.

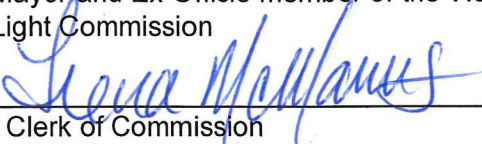
I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.


Applicant's Signature

4-24-19
Date


Property Owner's Signature
Mayor and Ex-Officio member of the Water and Light Commission

4/24/19
Date


Clerk of Commission

4/24/19
Date

Comprehensive Plan Map Amendment and Zone Change Application Submittal

Original



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The comprehensive plan map describes the long-term direction and vision for the growth and development of our community. The zoning map describes the various zoning classifications for each parcel in McMinnville, as it exists today. Requests to amend either of these maps can be initiated by a property owner and are subject to review and approval by the McMinnville Planning Commission and City Council. Prior to submitting a request to amend either map, you are strongly encouraged to meet with Planning Department staff to discuss application and submittal requirements, scheduling, and the details of your proposal and its consistency with the McMinnville comprehensive plan. Further information regarding these processes can be found in Sections 17.72.120 (Applications – Public Hearings) to 17.72.0130 (Public Hearing Process) and 17.74.020 (Comprehensive Plan Map Amendment and Zone Change - Review Criteria) of the McMinnville Zoning Ordinance.

Application Submittal

The following materials must be provided at the time of submittal, or the application will not be accepted for processing.

- A completed Comprehensive Plan Map Amendment and/or Zone Change application form. If additional explanation or materials would assist or support the request, include them with the application form.
- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), indicating existing and proposed features within and adjacent to the subject site, such as: access; lot and street lines with dimensions; distances from property lines to structures; improvements; and significant features (slope, vegetation, adjacent development, drainage, etc.). If of a larger size, provide five (5) copies in addition to **an electronic copy** with the submittal.
- A legal description of the subject site, preferably taken from the deed.
- Payment of the applicable review fee.

Review Process

A request to amend the zoning map or comprehensive plan map is subject to review by the Planning Commission at a public hearing, who then forwards a recommendation to the City Council for their approval. In advance of the Commission hearing, notice is mailed to neighboring property owners advising them of the requested action and inviting their participation in the upcoming hearing. The process for providing notification and reviewing a request to amend the zoning map or comprehensive plan map is outlined in Sections 17.72.120 (Applications-Public Hearings) and 17.72.130 (Public Hearing Process) of the Zoning Ordinance. While a complete application for a request to amend the

zoning map must be submitted 35 (thirty-five) days prior to the date of the first public hearing, a request to amend the comprehensive plan map must be submitted 45 (forty-five) days prior to the date of the public hearing to ensure that notice of the application is provided to the Department of Land Conservation and Development, as required by State law.

The Planning Commission will use the following criteria in reaching a decision to approve, approve with conditions, or deny an application to amend the zoning map or comprehensive plan map.

- A. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan;
- B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment; and
- C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district.

The Planning Commission will make a recommendation to the City Council to either approve or deny the request or approve the request in a different form. The City Council will either adopt an ordinance reflecting the proposed map amendment or zone change, or call for a public hearing.

The decision made by the Planning Commission may be appealed to the City Council as stated in Section 17.72.180 (Appeal from Ruling of Planning Commission) of the Zoning Ordinance. A decision of the City Council may be appealed to the Oregon Land Use Board of Appeals (LUBA), if filed in accordance with the requirements of State law.