

Three Mile Lane Development Review Information & Submittal Requirements



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

Overview

The area known as Three Mile Lane includes lands to the north and south of Oregon Highway 18, and from the eastern City limits west to the vicinity of the South Yamhill River bridge and Three Mile Lane Spur intersection with Highway 18. The Three Mile Lane Design Review Committee was formed to provide for the protection and enhancement of one of McMinnville's gateways through a review of any proposed development within the area. The review process by the Three Mile Lane Design Review Committee ensures that development, landscaping, and signage along Three Mile Lane is aesthetically pleasing and representative of the City of McMinnville as a whole.

For more information regarding development within the Three Mile Lane area, please refer to [Planned Development Ordinance Nos. 4131](#) and [4572](#).

Submittal Requirement

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

- A completed Three Mile Lane Development Review application form.
- For new construction or structural modifications, two copies of the following:
 - A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), indicating the existing site conditions including topography, structures, utilities, vegetation, and access.
 - Relevant building and construction drawings.
 - Building elevations of all sides visible from a public street.
 - Proposed signage and landscaping.
- A narrative describing the architectural features that will be used in the building's design, including materials and colors.
- Other information deemed necessary to show consistency with the requirements of the Three Mile Lane planned development ordinances and/or as required by the Planning Director.

Review Process

An application for development within the Three Mile Lane area shall be reviewed by the Three Mile Lane Design Review Committee as stated in Section 17.72.110 (Director's Review with Notification) of the Zoning Ordinance after notification of the application has been provided to property owners within 100 feet of the subject site.

The decision of the Three Mile Lane Design Review Committee may be appealed to the Planning Commission as outlined in Section 17.72.170 (Appeal from Ruling of Planning Director) of the Zoning Ordinance.



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Office Use Only:

File No. _____
Date Received _____
Fee _____
Receipt No. _____
Received by _____

Three Mile Lane Development Review

Applicant Information

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

Applicant Name _____ Phone _____

Contact Name _____ Phone _____
(If different than above)

Address _____

City, State, Zip _____

Contact Email _____

Property Owner Information

Property Owner Name _____ 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 _____

Assessor Map No. R4 - - Total Site Area _____

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation _____ Zoning Designation _____

Describe the project in detail and how it will be consistent with the applicable requirements of the Three Mile Lane Planned Development Overlay ordinances (Nos. 4131 and 4572 and associated design standards). Please note the architectural features and materials to be used. (*Attach additional pages if necessary*).

In addition to this completed application, the applicant must provide two (2) copies of the following:

- For new construction or for structural modifications, a site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), indicating the existing site conditions including topography, structures, utilities, vegetation, and access.
- Relevant building and construction drawings, including building elevations of all sides visible from a public street, and proposed signage and landscaping.
- A narrative describing the architectural features that will be used in the building's design, including materials and colors.
- Other information deemed necessary to show consistency with the requirements of the Three Mile Lane planned development ordinances and/or required by the Planning Director.

I certify that 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

Date

Property Owner's Signature

Date