



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

April 24, 2020

Bryce Roberts
Trumpt LLC
9155 SW Laughter Lane
Amity, OR 97101

Re: Tentative Partition Approval (Docket MP 1-20)

Dear Mr. Roberts:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 1-20) to partition an approximately 7.77 acre parcel of land into three (3) parcels approximately 2.55, 2.54, and 2.50 acres in size. The subject site is located east of NE Miller Street and north of NE Riverside Drive. The property is more specifically described as Parcel 3, Partition Plat 2001-35. The property is also identified as Tax Lot 3402, Section 15, T. 4 S., R. 4 W., W.M.

The Planning Department reviewed your application against the criteria of Section 17.53.060 (Submission of Tentative Partition Plan) of the McMinnville Municipal Code (MMC).

Under the provisions of Section 17.72.110 (Applications – Director’s Review with Notification) of the MMC, notice of the proposed tentative partition application was provided to property owners within 100 feet of the subject site and partner agencies. The Planning Department received one item of public testimony on the proposed tentative partition during the public comment period, which is discussed in the land-use decision attached to this letter.

Based on the material submitted and the Planning Department evaluation, I have **APPROVED** your request for a tentative partition (MP 1-20), subject to conditions.

Attached is the land-use decision with the Findings of Fact and conditions of approval for your records. The conditions of approval are also outlined below:

General Requirements:

1. The applicant shall submit to the City Engineer, for review and approval, a utility plan for the subject site. At a minimum, this plan shall indicate the manner in which separate sanitary sewer, storm sewer, and water services will be provided to each of the proposed lots. Each lot will need to be served by a separate sanitary sewer lateral and connection to a public sewer main. Easements and maintenance agreements as may be required by the City Engineer for the provision, extension and maintenance of these utilities shall be submitted to the City Engineer for review and approval prior to filing of the final plat.

Revisions to the easements and utilities as shown on the tentative partition plat may be made on the final partition plat, based on the frontage improvements required to the right-of-ways adjacent to the subject site. All required utilities shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat.

2. The proposed water line serving Parcel 2 & 3 shall be a private water line. The applicant shall contact McMinnville Water and Light at (503) 472-6158 to discuss the details on the infrastructure required to provide water and electrical services to Parcel 2 & 3.
3. That the applicant shall enter into a Construction Permit Agreement with the City for the Public Improvements related to frontage improvements on Miller Street, Colvin Court, and Riverside Drive and pay the associated fees prior to the release of the approved construction plans.
4. That the construction of utilities and other required infrastructure to serve the partitioned parcels will be at the owner's expense and that sewer assessment charges and other applicable system development charges must be paid at the time of building permit application, unless otherwise noted. If you have any questions concerning this matter, please contact the Engineering Department at (503) 434-7312.
5. Two copies of the final partition plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.
6. That prior to any construction activity, the applicant shall secure all required state and federal permits, including, if applicable, those related to the federal Endangered Species Act (if applicable), Federal Emergency Management Act, and those required by the Oregon Division of State Lands and U.S. Army Corps of Engineers. Copies of the approved permits shall be submitted to the City.
7. That approval of this tentative plat will expire 12 (twelve) months after the date of issuance of this letter. If the final plat has not been submitted prior to expiration of the tentative plat, or a written request for an extension of this approval has not been submitted and approved within that same period, the applicant must resubmit a tentative plat for further consideration, and comply with regulations and conditions applicable at that time.
8. This partition will not be considered a legal partition until such time that a copy of the recorded document is provided to the City of McMinnville's Planning Department.

Improvements - Miller Street:

9. Prior to the City's approval of the final plat, the applicant shall improve Miller Street to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the installation of curb & gutter, planter strip, sidewalk, and appropriately sized storm drainage facilities, within the existing 60' right-of-way. The improved street width may be varied, if necessary, to match existing conditions and land development already present in the area, as allowed by subsection (b) in the "Street Design Standard Notes" section of the table in Section 17.53.101(B) of the McMinnville Municipal Code.

10. Sanitary sewer service (8" public mainline) is currently available, in a 20' wide utilities easement adjacent to the east side of Miller Street, to the north at the southeast corner of Tax Lot R4415 03400. Prior to the City's approval of the final plat, the applicant shall extend the 8" public mainline to the south to serve the site.

Improvements - Colvin Court:

11. That prior to the City's approval of the final plat, the applicant shall improve Colvin Court to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the construction of half street improvements to provide a 20' pavement width to allow for two lanes of travel; installation of curb & gutter, planter strip, sidewalk, sanitary sewer, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing 25' right-of-way. The proposed utility plan does not show the extension of electrical and franchise utility infrastructure on Colvin Court. These facilities will need to be placed underground in existing and proposed utility easements. Plans for these utilities shall be approved by MW&L prior to the release of the Construction Permit Agreement.

The 20' pavement width required to allow for two lanes of travel on Colvin Court would require construction of the street 4' east of the existing right-of-way centerline into property under separate ownership to the east that has not yet been dedicated as public right-of-way. If the adjacent property to the east has not yet dedicated additional public right-of-way at the time of the final plat, the applicant may bond for the improvements to Colvin Court prior to the City's approval of the final plat.

Improvements - Riverside Drive:

12. Riverside Drive is a major collector facility in the City's adopted Transportation System Plan. The adopted right-of-way width for a major collector is 74' total (37' feet on each side of centerline). The existing right-of-way for Riverside Drive adjacent to the site is 30' north of centerline. Therefore, the final plat shall reflect the dedication of 7' additional feet of right-of-way along the site's Riverside Drive frontage.
13. The dedication of additional right-of-way on the NW corner of the intersection of Riverside Drive and Colvin Court may be necessary to provide the necessary space for a 25' curb radius, planter strip, sidewalk and curbs ramps. Prior to approval of the final plat, the applicant shall provide a plan showing these elements within the existing and proposed right-of-way, and if necessary, revise the right-of-way dedication to include the necessary space for these elements.
14. That prior to the City's approval of the final plat, the applicant shall improve Riverside Drive to Major Collector street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the widening of Riverside Drive and the construction of half street improvements to provide 22' of street width north of centerline; bike lane, installation of curb & gutter, planter strip, sidewalk, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing and proposed right-of-way; and the installation of appropriately sized electrical and franchise utility infrastructure within the existing and Public Utility Easements. It should be noted that this section of Riverside Drive is under Yamhill County's Jurisdiction. The applicant shall obtain and provide copies of approved Yamhill County permits to the City prior to the release of the Construction Permit Agreement.

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This letter shall act as official notification of my decision. Pursuant to Section 17.72.170 of the McMinnville Municipal Code, a decision by the Planning Director may be appealed to the Planning Commission within fifteen (15) days of the date of this letter. If no appeal is filed with the Planning Department on or before May 9, 2020, the decision of the Planning Director will be final. Please note that we are providing the conditions of approval within this letter as a courtesy. The official Decision Document with the Findings of Fact, Conclusionary Findings and Conditions of Approval is a separate document and is attached to this letter for the applicant and is also on file with the Planning Department.

If you have any questions regarding this matter, please feel free to contact me at (503) 434-7311.

Sincerely,



Heather Richards, PCED
Planning Director

HR:sjs

c: Daniel Danicic, sent via email
Jan Jackman, 6925 NE Riverside Drive, McMinnville, OR 97128
Jason and Heavenly McFarland, 6901 NE Riverside Drive, McMinnville, OR 97128
Jason and Arin van Mourik, 7025 NE Riverside Drive, McMinnville, OR 97128
Ann Barnes, 7081 NE Riverside Drive, McMinnville, OR 97128
David and Bernadette Hermens, 7201 NE Riverside Drive, McMinnville, OR 97128
Mike Bisset, Community Development Director

Attachments: *DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A TENTATIVE PARTITION AT R4415 03402 (Docket MP 1-20).*