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July 22, 2020

Casey McLane
1113 NE 4th Street
McMinnville, OR 97128

Re: 1113 NE 4th Street – Conditional Use Approval

Dear Mr. McLane:

This is to advise you that, at a meeting of the McMinnville Planning Commission on Thursday, July 16, your application for a Conditional Use (CU 1-20) was presented and considered. The subject property is located at 1113 NE 4th Street, and is more specifically described in Instrument No. 201914237, Yamhill County Deed Records. The site is also identified as Tax Lot 600, Section 21BD, T. 4 S., R. 4 W., W.M.

Based on the material submitted, the review criteria in Sections 17.74.030 and 17.74.040 of the McMinnville Municipal Code, the Planning Commission voted to **APPROVE** the application, **subject to conditions.**

Enclosed for your records is a copy of the signed land use Decision Document which includes the Planning Commission's decision with Findings of Fact, Conclusionary Findings, and Conditions of Approval.

The Conditional Use (CU 1-20) approval included conditions of approval, which are included in your land use Decision Document. We have also outlined those conditions of approval below. 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 enclosed with this letter for the applicant and is also on file with the Planning Department.

Conditional Use (CU 1-20) Conditions of Approval

1. That prior to use of the subject property for short term rental purposes, the applicant shall register with the McMinnville Finance Department as a transient lodging provider. Local Transient Lodging Tax shall be collected and remitted to the City as provided in McMinnville Ordinance No. 4974.
2. That 10-year Lithium battery powered smoke/CO₂ detectors must be installed in all bedrooms and hallways within 15 feet from bedrooms.
3. That, as this use is required to be occupied as a single-family residence, occupancy of the vacation home rental shall be limited at all times to no more than five unrelated persons, or one or more individuals related by blood, marriage, adoption, or legal guardianship, or other duly authorized custodial relationship.

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4. That signage is limited to only one non-illuminated or incidentally illuminated wooden sign not exceeding three (3) square feet of surface face area. The only type of signage allowed will be wall-mounted signage, and the wall-mounted sign shall only be placed in traditional locations in order to fit within architectural features to satisfy the requirements of the Northeast Gateway Planned Development Overlay District.
5. That in order to maintain adequate maneuvering space for pedestrians, vehicles shall not park in the driveway if they extend into and block the sidewalk space within the right-of-way adjacent to the subject site.

Pursuant to Section 17.72.180 of the McMinnville Zoning Ordinance, the Planning Commission's decision may be appealed to the City Council within 15 days of the date this written notice of the Planning Commission's decision is mailed to parties who participated in the local proceedings and are entitled to notice. If no appeal is filed on or before August 6, 2020, 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) 434-7330.

Sincerely,



Chuck Darnell
Senior Planner

CD:sjs

Enclosure:

Decision, Conditions, Findings of Fact and Conclusionary Findings for the Approval of a Conditional Use Permit for a Short Term Rental at 1113 NE 4th Street (Docket CU 1-20)