



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

January 4, 2021

Matthew Primbs
711 NE Hwy 99W
McMinnville, OR
E-mail: primbs22@gmail.com

Re: Tentative Partition Approval (Docket MP 4-20)
711 NE Hwy 99W, Map and Tax Lot R4416BC 02000

Dear Mr. Primbs:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 4-20) to partition an approximately 1.44 acre parcel of land into two (2) parcels approximately 0.67 and 0.77 acres in size. The subject site is located at 711 NE Hwy 99W. The property is more specifically described as Tax Lot 2000, Section 16BC, 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 did not receive public testimony on the proposed tentative partition during the public comment period.

Based on the material submitted and the Planning Department evaluation, I have **APPROVED** your request for a tentative partition (MP 4-20), 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:

1. The final partition plat shall include easements for access, sanitary sewer, and storm water facilities as shown on the tentative partition plan. The easements shall be noted as private.
2. The final plat shall include the proposed easement for the easting transformer shown on the tentative plan subject to the requirements of McMinnville Water and Light.
3. The applicant shall also dedicate a 10’ wide public utility easement along the property’s Hwy 99W frontage as part of the final partition plat.

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4. Maintenance agreements as necessary for the existing private sanitary sewer and storm water facilities serving each of the proposed parcels shall be submitted to the Planning Department for review and approval prior to the approval of the final partition plat.
5. Maintenance agreements as necessary for the proposed 25' wide ingress and egress easement to benefit Parcel 2 shall be submitted to the Planning Department for review and approval prior to approval of the final partition plat.
6. Maintenance agreements as necessary for the existing private storm water facilities crossing tax lot 4415BC-2001 in the proposed 10' wide private storm drain easement, shall be submitted to the Planning Department for review and approval prior to approval of the final partition plat.
7. Prior to approval of the final partition plat, the existing private sewer drainage easement and maintenance agreement with Coast Hills Community Church, included in the submittal, shall be revised as necessary to reflect the proposed partitioning.
8. The applicant shall provide evidence that the existing shared access easement on tax lot 2000 will be adequate as written to serve all existing benefitting parcels as well as proposed Parcels 1 and 2, or the applicant shall ensure the easement is updated to benefit all currently benefitting parcels and Parcels 1 and 2 of the proposed partition.
9. Prior to approval of the final partition plat, the applicant will need to construct a trash enclosure for the structure on Parcel 2 per Section 17.61 of the McMinnville Municipal Code.
10. 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.
11. 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.
12. 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.

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 January 13, 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.

Matthew Primbs
December 29, 2020
Re: Tentative Partition Approval (Docket MP 4-20)

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Sincerely,

A handwritten signature in black ink, appearing to read "Heather Richards", written in a cursive style.

Heather Richards, PCED
Planning Director

HR:sjs

c: Mike Bisset, Community Development Director

Attachments: *DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A TENTATIVE PARTITION OF TAX LOT R4416BC 02000 AT 711 NE HWY 99 WEST (Docket MP 4-20).*