



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

SENT VIA EMAIL

July 21, 2021

Leland MacDonald
3765 NE Riverside Drive
McMinnville, OR 97128
lee@macdonaldsurveying.com

Re: Tentative Partition Approval (Docket MP 7-20)

Dear Mr. MacDonald:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 7-20) to partition an approximately 3.33 acre parcel of land into three (3) parcels approximately 2.79, 0.28, and 0.26 acres in size. The subject site is located at 1421-1675 NE Highway 99W, and is more specifically described in Exhibit A of the title report submitted with the application materials. The subject property is also identified as Tax Lot 101, Section 16AB, 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 any 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 7-20), subject to conditions.

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

The Tentative Partition (MP 7-20) 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.

Tentative Partition (MP 7-20) Conditions of Approval

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. The plan shall also identify the existing private storm water facilities on the subject site. Each lot will need to be served by a separate sanitary sewer lateral and connection to the 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. All required utilities shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat.
2. That all public utilities under the jurisdiction of McMinnville Water and Light within the subject site shall be adequately identified within easements on the final plat. More specifically, an additional 10 foot easement, to the benefit of McMinnville Water and Light, shall be provided on the final plat over the power line running adjacent to Easements 2 and 12 as shown on Sheet 1 of the tentative partition plan. In addition, Easements 3, 4, and 5 as shown on Sheet 2 of the tentative partition plan shall be identified on the final plat as being to the benefit of McMinnville Water and Light instead of being private easements.
3. That the final partition plat shall reflect the private access and parking easements as shown on Sheet 3 of the tentative partition plan. Maintenance agreements for private access and parking easements shall be submitted to the Planning Department for review and approval prior to approval of the final partition plat.
4. 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.
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. 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.
7. That the three parcels created by the proposed partition shall continue to be considered a multi-tenant complex in regards to freestanding signage and that freestanding signage within the subject site shall continue to be shared between the three new parcels within the subject site and multi-tenant complex. The existing freestanding signage on the subject site may remain, unless determined to be nonconforming and in need of being brought into compliance due to any of the actions described in MMC Section 17.62.110. Alternatively, the freestanding signage of the subject site may be reconfigured in any other manner amongst the three new parcels created by the proposed partition, provided that

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the freestanding signage is still consistent with the commercial freestanding sign standards in MMC Section 17.72.070(C)(1). Mounted signage is not limited in any way, and is allowed throughout the subject site as allowed by MMC Section 17.72.070(C)(2).

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 August 5, 2021, 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.

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: MTCOR, LLC, Orion Wise, orion@cin-inc.net – SENT VIA EMAIL
Larry Sherwood, Engineering Services Manager

Attachments: *DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A TENTATIVE PARTITION AT 1421-1675 NE HIGHWAY 99W (Docket MP 7-20).*