

SENT VIA EMAIL

September 7, 2022

Mark Vuong, HD McMinnville LLC
c/o Li Alligood
808 SW Third Avenue, Ste 800
Portland, OR 97204
li.alligood@otak.com

Re: Certificate of Approval for Demolition, Construction, and Downtown Design Review with a Waiver - Application Completeness Review (609, 611 and 619 NE Third Street)

Dear Mr. Vuong,

Thank you for submitting the applications for a Certificate of Demolition at 609, 611 and 619 NE Third Street, as well as an application for a Certificate of Approval for New Construction and Downtown Design Review with a Waiver, for the same properties. We look forward to working with you towards the completion of the review process of these applications. I will be the lead staff person in the McMinnville Planning Department on your land use applications, and will be your point of contact throughout the review process. Please feel free to contact me at any time during the review process if I may be of assistance.

The project site is located at 609, 611, and 619 NE 3rd Street, and is more specifically described as Lots 5, 6, and 7, Block 7, Rowlands Addition. The full applications were submitted to the Planning Department on August 9, 2022, and have been filed as docket numbers HL 6-22, HL 7-22, HL 8-22, and DDR 2-22.

The first step of the land-use application review process is to review the application for completeness. We do this to ensure that we have all the information required to process the land-use application. As a general reminder, the applicant holds the burden of proof to demonstrate that the proposal is approvable. Application narrative and plans submitted by the applicant are the only materials provided for the public and agency comment periods. By Oregon State Law we need to conduct and conclude our application completeness review within thirty days of receipt of the application. We then will let you know in writing whether or not the application is complete or incomplete. If we find that the application is incomplete we need to let you know why and provide you with the opportunity to submit

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the additional information needed. You then have the choice to let us know that you will provide the additional information or that you want to proceed with what you have provided.

The Planning Department has finished the completeness review of the application, and based on the information provided, ***all of the applications have been deemed complete*** at this time, in accordance with McMinnville Municipal Code (MMC) Section 17.72.040 and ORS 227.178(2).

Next Steps

All of the applications will be considered concurrently by the Historic Landmarks Committee during a public meeting as required by Section 17.65.060 of the MMC. Since the structures involved in the demolition request are on the National Register of Historic Places, per OAR 660-203-0200, Section 8(a), the Historic Landmarks Committee must consider the demolition applications at a public hearing. ***That public hearing has been scheduled for Thursday, September 29, 3:00 PM.***

The Planning Department will now begin the formal review process. I will contact you if we have any other questions as we complete our review of your application. I will also provide a copy of the staff report and staff recommendation prior to the Historic Landmarks Committee meeting, as soon as the meeting packet and materials are prepared and made available.

If you have any questions regarding this matter, please contact me at (503) 474-5107 or by email at Heather.Richards@mcminnvilleoregon.gov.

Sincerely,



Heather Richards
Community Development Director

cc: *Property Owners*

- Jon Bladine, Oregon Lithoprint Inc., (owner of property at 609 NE Third Street), jbladine@newsregister.com – SENT VIA EMAIL
- Jon Bladine, Bladine Family Limited Partnership, (owner of property at 611 NE Third Street), jbladine@newsregister.com – SENT VIA EMAIL
- Philip Frischmuth, Wild Haven LLC, (owner of property at 619 NE Third Street), 14770 NW Wild Haven Lane, McMinnville, OR 97128 – SENT VIA MAIL