



City of McMinnville
Planning Department
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EXHIBIT 2 - STAFF REPORT

DATE: April 20, 2017
TO: Planning Commissioners
FROM: Chuck Darnell, Associate Planner
SUBJECT: CU 1-17

Report in Brief:

This is a public hearing to consider an application for a conditional use permit to allow for the construction and operation of a social relief facility at the property located at 1944 NE Baker Street. The social relief facility would be operated by Yamhill County Health and Human Services and would provide housing for individuals that are in need of assistance pertaining to individual independence. The property is more specifically described as Tax Lot 3400, Section 16CB, T. 4 S., R. 4 W., W.M

Background:

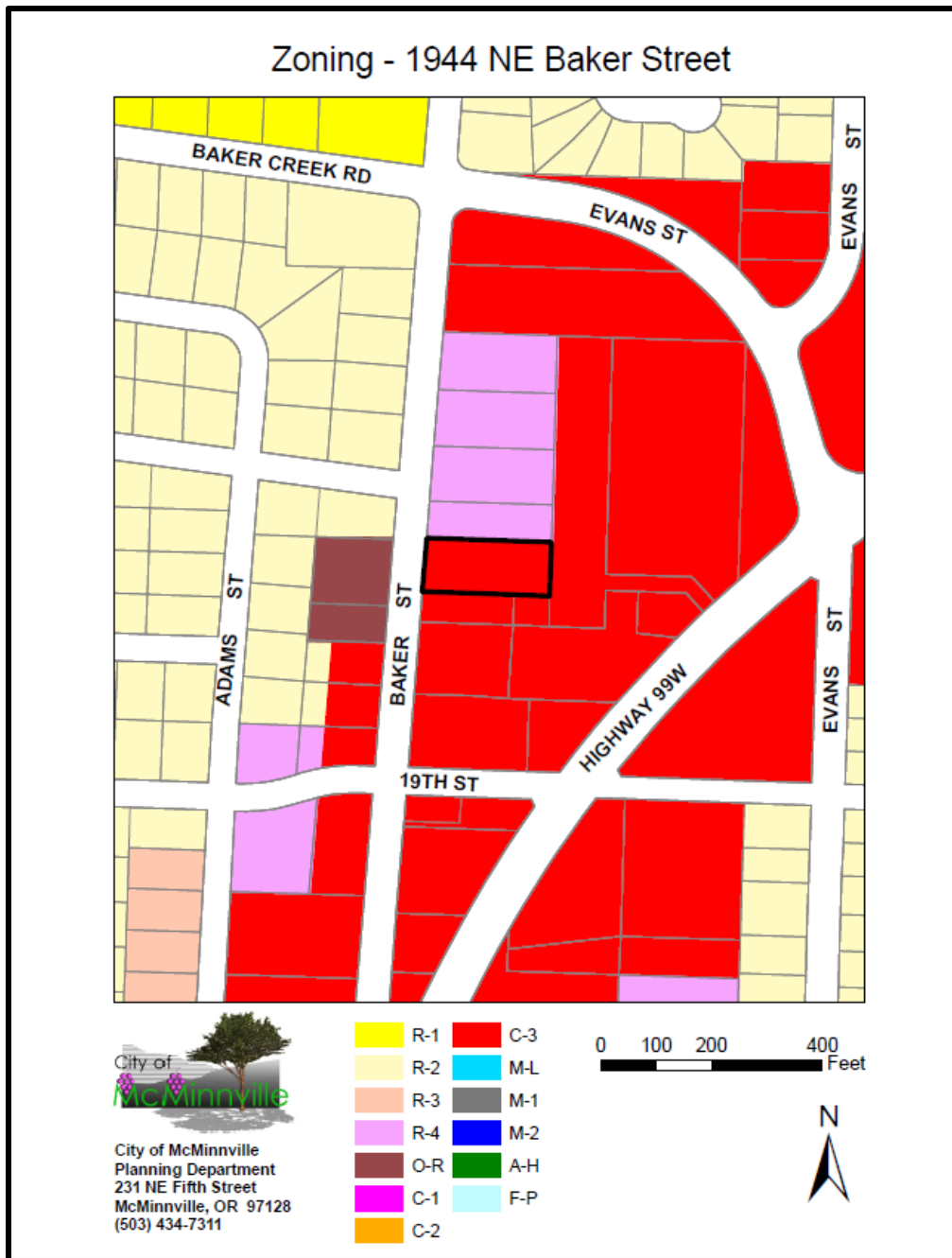
The subject site is an existing lot of record and is currently vacant. The site is generally located north of NE 19th Street between NE Baker Street and Highway 99W. The subject site is zoned C-3 PD (General Commercial Planned Development) and is designated on the comprehensive plan map as Commercial. The existing Planned Development overlay that applies to the property (Ordinance 4880) was adopted in 2007 and resulted in a rezoning of the property to C-3 PD to allow for a commercial office use to operate on the site. A building was moved to the site around the time that the Planned Development was approved, but the office use was never established. The building that was moved to the site has now been removed, and the site has been vacant since that time. The social relief facility that is now being proposed is a conditionally permitted use in the C-3 zone, which is the reason for this application and public hearing.

Properties adjacent to the subject site to the south and east are zoned C-3 (General Commercial) and properties to the north are zoned R-4 (Multiple Family Residential). Properties to the west of the site, across NE Baker Street and to the north, are zoned R-2 (Single Family Residential). A visual of the subject site and reference maps showing the zoning designations of the subject site and the surrounding properties are provided below:

Site Reference Map



Existing Zoning



Discussion:

The applicant is proposing to construct a social relief facility that will primarily provide housing for individuals that are in need of assistance pertaining to their individual independence. The facility will consist of 16 residential units. Six (6) of the units will be one (1) bedroom units, and the other 10 units will be two (2) bedroom units. The facility will be operated by Yamhill County Health and Human

Services. An onsite manager will work from one of the units, and will be onsite to provide assistance to the residents living in the facility. A social relief facility is defined in the McMinnville Zoning Ordinance as “a home or private institution operated for the care, treatment, and/or boarding and housing of socially impaired persons...”. The facility proposed by the applicant meets that definition.

The Planning Commission’s responsibility regarding this type of land use request is to conduct a public hearing and, at its conclusion, render a decision to approve, approve with conditions, or deny the conditional use request.

Evaluation of Review Criteria:

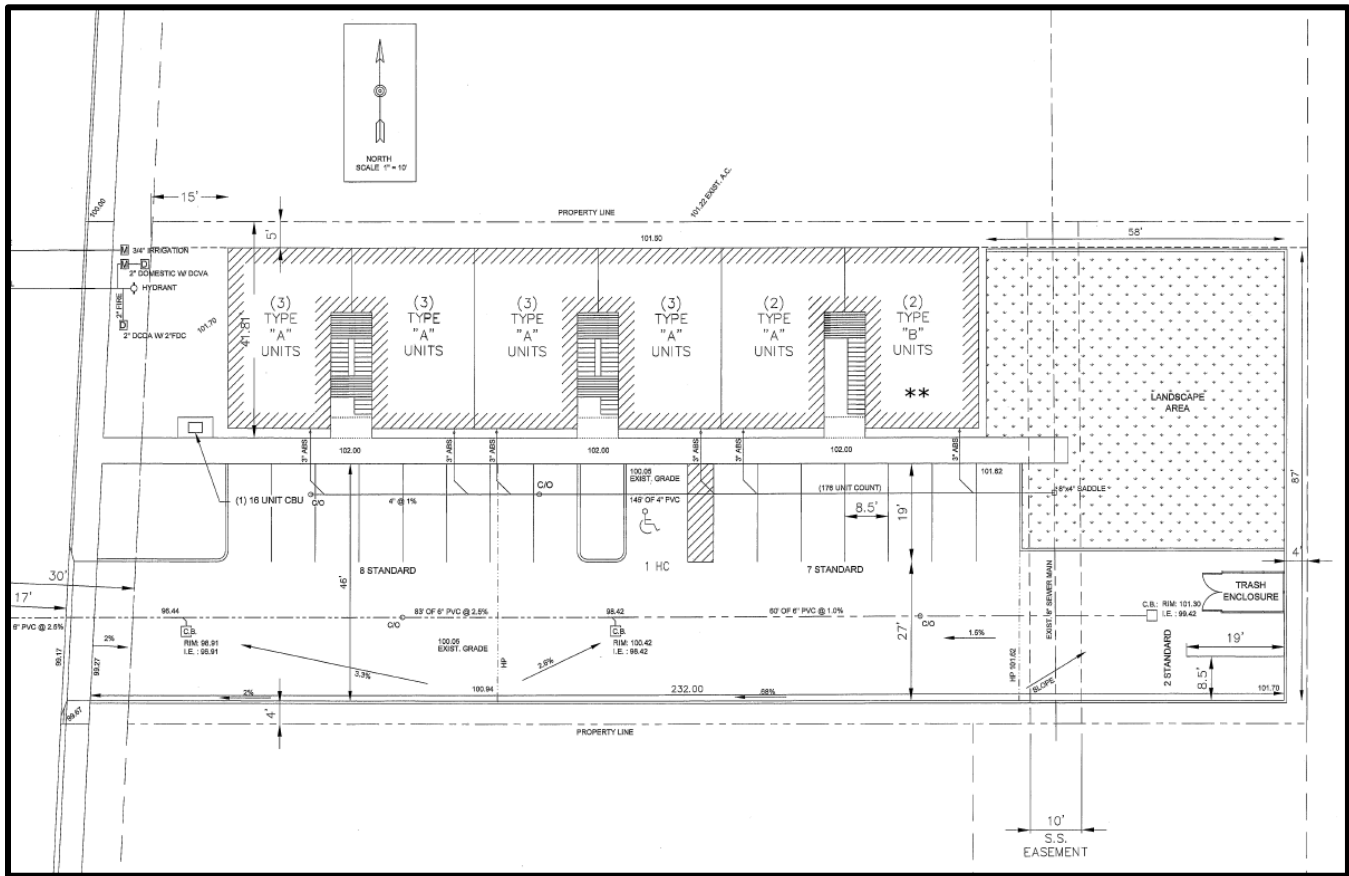
The potential impacts of a proposed conditional use on the abutting properties and surrounding neighborhood should be minimized through the design, location, and operating characteristics of the proposed development. In order to ensure that the proposed use and development is appropriate and has minimal impacts on the surrounding neighborhood, the Planning Commission must find that the following criteria are being met:

- A. The proposal will be consistent with the Comprehensive Plan and the objectives of the zoning ordinance and other applicable policies of the City;

Comprehensive Plan Policies: A number of Comprehensive Plan goals and policies relate to the proposed development. In particular, Comprehensive Plan Chapter III (Cultural, Historical, and Education Resources) and Chapter V (Housing and Residential Development) include goals and policies applicable to this request. Some of the more applicable goals, which are identified and explained in greater detail in the Findings of Fact in the attached Decision Document, state that the City of McMinnville shall provide social services and facilities commensurate with the needs of our expanding population, and shall promote the development of affordable, quality housing for all city residents.

Zoning District Requirements: The property in question is zoned C-3 PD (General Commercial Planned Development), and the proposed use, a social relief facility, is allowed as a conditional use in the C-3 zone (Section 17.33.020). The Planned Development (Ordinance 4880) did not limit the types of uses that could be conducted on the site. Therefore, the uses that are permitted and conditionally permitted in the underlying C-3 zone would be allowed.

The applicant is proposing to construct 16 residential units within the social relief facility, which will take the form of a traditional apartment complex. The building will meet all required setbacks and will be constructed at a height of 30 feet, well below the maximum height allowed in the C-3 zone. The proposed site plan can be seen below:



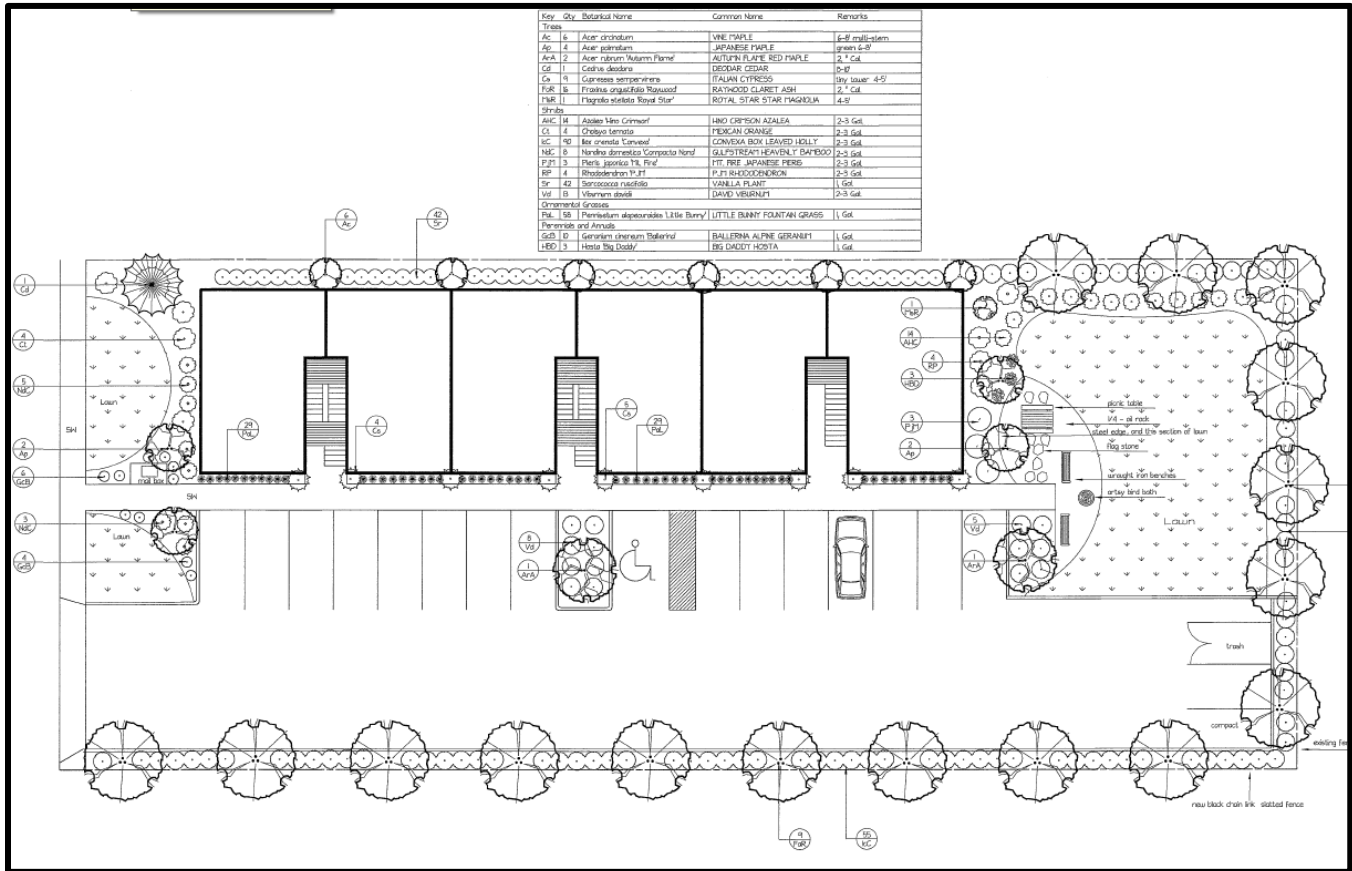
Parking and Off-Street Loading Requirements: Parking on the site will be located south of the building, and will be accessed directly from NE Baker Street. Parking requirements for this type of social relief facility, which provides primarily housing and support services, are based on the multiple-family dwelling parking requirements. Section 17.60.060(A)(4) (Spaces-Number required) requires that one parking space be provided for each dwelling unit which is expressly reserved for senior or handicapped persons. Based on the size of the social relief facility and the 16 residential units, the minimum number of parking spaces required is 16 spaces. The applicant is proposing to provide a total of 18 parking spaces, which is more than the minimum required. Staff believes that this will provide for sufficient parking, as many of the clients that will reside at the facility are not capable or allowed to operate a vehicle.

All other design and access requirements of the McMinnville Zoning Ordinance are being met with the proposed parking area design (Section 17.60.080 (Design Requirements) (A-C)). The parking spaces are sized appropriately, the drive aisle is of sufficient width to provide adequate space for maneuvering, and handicapped parking is being provided at a rate consistent with building code requirements.

- B. That the location, size, design, and operating characteristics of the proposed development are such that it can be made reasonably compatible with and have minimal impact on the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration to be given to harmony in scale, bulk, coverage, and density; to the availability of public facilities and utilities; to the generation of traffic and the capacity of surrounding streets; and to any other relative impact of the development;

Harmony in Scale, Bulk, Coverage, and Density: The subject site is a deep and somewhat narrow property. The facility is proposed to be situated on the northern portion of the site, which allows for adequate space for the required parking and drive aisles south of the building. The applicant is also

proposing to provide a landscaped area on the eastern portion of the site, which will provide usable open space for residents, while also providing buffering and screening between the proposed use and surrounding properties. Trees will be installed along the perimeter of the property, which will eventually provide for adequate screening of the proposed use. A fence will be constructed along the south property line, along with a continuous planting area and trees, which will screen the parking spaces and drive aisle from the adjacent property to the south. Screening of the parking facilities was one condition of the Planned Development that still applies to the property, so this condition is being met by the proposed landscape plan. The landscaping being proposed can be seen below:



The proposed location and size of the facility, and the overall design and coverage of the site, will be compatible with the surrounding neighborhood and will not impact the livability or appropriate development of abutting properties.

Availability of Public Facilities and Utilities: Adequate public facilities serve the existing site, including water, sewer, and streets. The applicant has provided information on proposed utilities, and the Engineering Department has reviewed the plans and has no concerns with the proposed utilities on the site.

Traffic, Circulation, and Parking: The proposed use will not generate a significant amount of traffic, and the traffic anticipated to be generated can be accommodated on NE Baker Street. The Engineering Department did not have any comments or concerns with the proposed use and the impacts on the surrounding street network. The parking areas on the site were described in detail above, and actually exceed the minimum requirements of the McMinnville Zoning Ordinance.

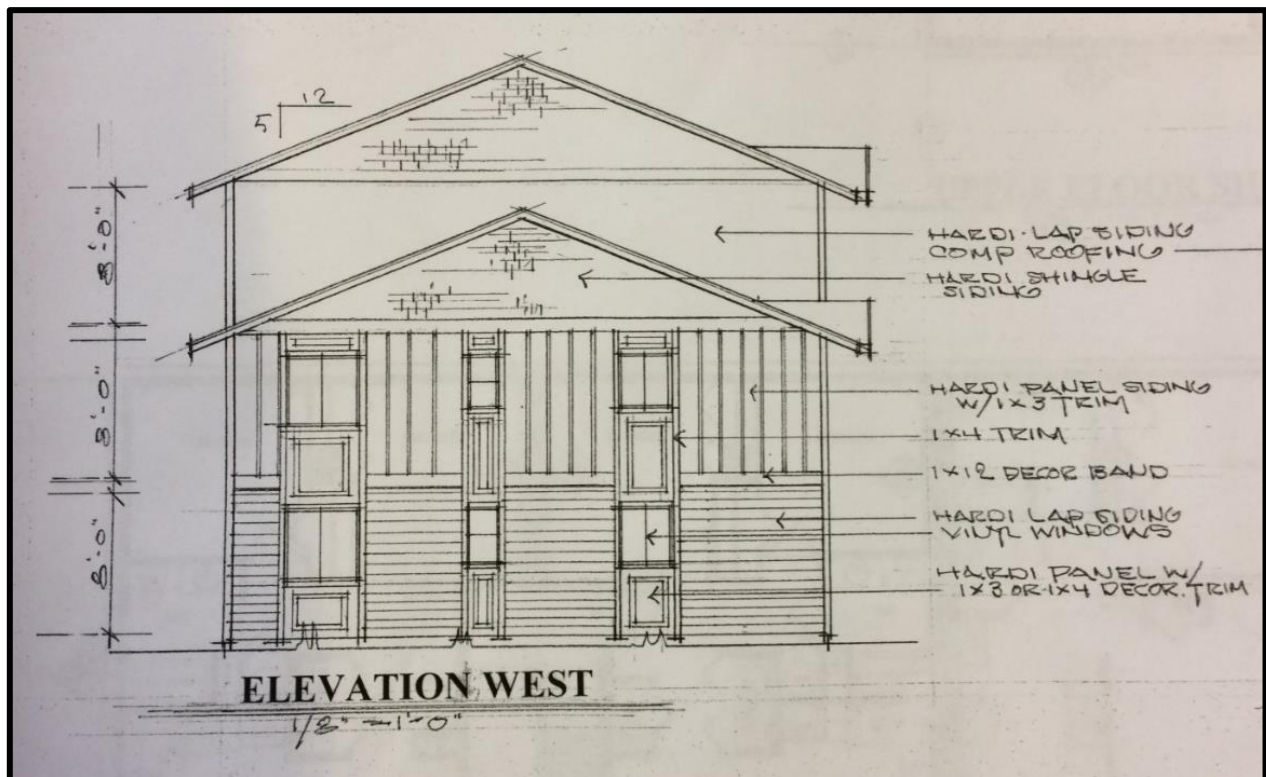
- C. That the development will cause no significant adverse impact on the livability, value, or appropriate development of abutting properties of the surrounding area when compared to the impact of permitted development that is not classified as conditional;

The proposed social relief facility will take the form of a traditional apartment complex, as it will provide 16 individually accessed residential units in one larger building on the site. The onsite staff person will use one of the residential units as their office, which will blend into and not be inconsistent with the development of the site. The type of development proposed is also consistent with the development pattern of the surrounding area. Multiple family residential development exists to the north and south of the subject site, and the apartment complexes on those sites are similar to the proposed development in bulk and site coverage. Office uses also exist in the surrounding area, particularly across NE Baker Street.

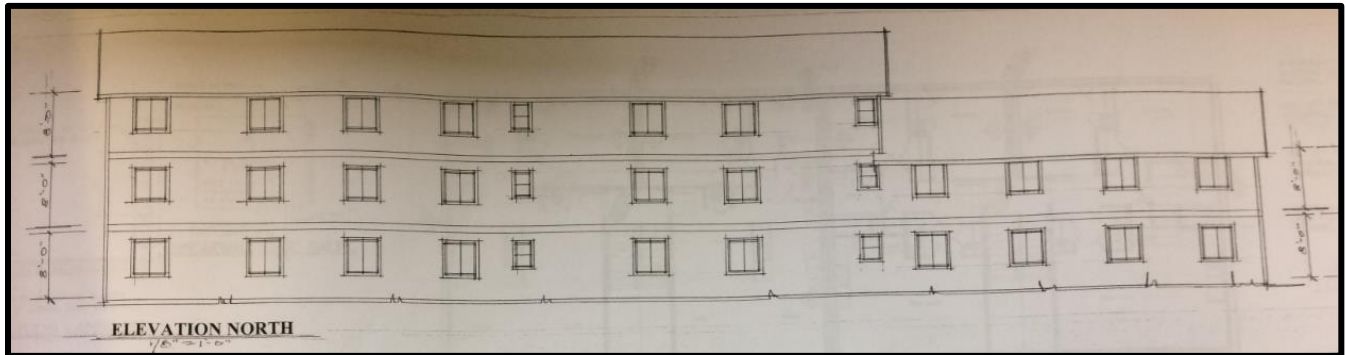
The subject site is zoned C-3 PD (General Commercial Planned Development), which would allow for a wide range of commercial uses as permitted development. There are a number of other commercial uses that would be permitted outright that would be a much more intense use of the property, and therefore have greater impact on the livability of abutting properties and the surrounding area. Given the existing development pattern and the existence of other small-scale apartment complexes in the surrounding area, the proposed use will not cause any significant adverse impact on the livability of the surrounding area or the value of abutting properties.

- D. The location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrants;

The site and the proposed building have been designed in such a way as to blend in with the surrounding area. The social relief facility will take the form of a traditional, small-scale apartment complex, and will serve as new, high-quality construction in the area. The design of the apartment will be as attractive as the nature of the use and is setting warrants. The west elevation of the facility, which will be most visible from the public right-of-way, will have a variety of siding materials and patterns, along with regularly spaced windows. The proposed west elevation of the new facility can be seen below:



The regularly spaced window pattern will continue on the other elevations of the facility, particularly on the north and south elevations which will also be visible from adjacent properties. Horizontal trim boards will be included on the façade of the building, which clearly identify each story of the building and provide for visual interest by breaking up the expansive façade on the north and south sides of the building. The building will also be designed to step down toward NE Baker Street, with the portion of the building closest to the street being only two (2) stories, and then going up to three (3) stories further into the site. This will reduce the bulk and visual impact of the new facility on the surrounding area. The proposed north and south elevations of the new facility can be seen below:



E. The proposal will preserve environmental assets of particular interest to the community;

There are no city-inventoried environmental assets within the site.

F. The applicant has a bona fide intent and capability to develop and use the land as proposed and has no inappropriate purpose for submitting the proposal, such as to artificially alter property values for speculative purposes.

The applicant intends to construct the facility in the upcoming building season, and has the capability to develop the land as proposed.

Fiscal Impact:

None.

Commission Options:

- 1) Close the public hearing and **APPROVE** the application, per the decision document provided which includes the findings of fact.

- 2) **CONTINUE** the public hearing to a specific date and time.
- 3) Close the public hearing, but **KEEP THE RECORD OPEN** for the receipt of additional written testimony until a specific date and time.
- 4) Close the public hearing and **DENY** the application, providing findings of fact for the denial in the motion to deny.

Recommendation/Suggested Motion:

The Planning Department recommends that the Commission make the following motion approving of CU 1-17:

THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE PLANNING COMMISSION APPROVES CU 1-17 SUBJECT TO THE STAFF RECOMMENDED CONDITIONS OF APPROVAL.

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