



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

June 2, 2017

Linda Lindsay
P.O. Box 1232
McMinnville, OR 97128

Re: Docket MP 3-17

Dear Ms. Lindsay:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 3-17) to partition an approximately 0.46 acre parcel of land into three (3) parcels approximately 0.19 acres, 0.16 acres and 0.11 acres in size. The subject site is located at 1600 NE McDonald Lane and is more specifically described as Tax Lot 5400, Section 16DB, T. 4 S., R. 4 W., W.M. The Planning Department reviewed your applications against the criteria of Section 17.53.060 (Submission of Tentative Partition Plan) of the McMinnville Zoning Ordinance for compliance.

Under the provisions of Section 17.72.110(A) (Applications – Director’s Review with Notification) of the McMinnville Zoning Ordinance, notice of the proposed partition was provided to property owners within 100 feet of the subject site.

Based on the material submitted and the Engineering Department and Planning Department evaluations, I have approved your request for a minor partition (MP 3-17), subject to conditions.

Please note that we did receive six (6) letters from surrounding property owners expressing their concern with the application for the creation of three lots. Since your proposal does meet the criteria of the McMinnville Zoning Ordinance (Section 17.53.060 for partitions and Chapter 17.15 for the R-2 Zone) by utilizing the provisions of the code allowing two single family dwelling units sharing a common wall to be constructed on two lots that together are a minimum of 8,000 square feet (Section 17.15.010(C)), I am approving this application. However, the people who provided comments have the opportunity to appeal my decision to the McMinnville Planning Commission.

Attached are the land-use decisions with the findings of fact and conditions of approval for your records. The conditions of approval are also outlined below:

1. That, based on the size of Parcel 2 and Parcel 3, the only use that will be permitted on those lots will be single family dwellings with a common wall between each other. The final partition plat shall identify that use on Parcel 2 and Parcel 3. The development of the common wall single family dwellings must comply with all standards for that type of dwelling unit as described in Section 17.15.010 (C) of the McMinnville Zoning Ordinance.

2. That the property owner(s) shall be responsible for providing water and electric service to each of the proposed parcels consistent with the requirements of McMinnville Water and Light. All associated costs shall be borne by the applicant. Please contact McMinnville Water & Light at (503) 472-6158 to coordinate design review and extension agreement requirements for water and/or electric services to the site.
3. The applicant shall submit a draft copy of the partition plat to the City Engineer for review and comment which shall include any necessary cross easements for access to serve all the proposed parcels, and cross easements for utilities which are not contained within the lot they are serving, including those for water, sanitary sewer, storm sewer, electric, natural gas, cable, and telephone. A current title report for the subject property shall be submitted with the draft plat. 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.
4. That prior to the City's approval of the final partition plat, the applicant shall provide the City Engineering Department with a copy of a televised report of the condition of the portions of the existing sanitary sewer lateral that will continue to serve proposed Parcel 2. If necessary, the existing lateral will need to be repaired or replaced so that it is in compliance with the City's sewer ordinance prior to the recording of the partition plat.
5. That no additional driveways will be allowed onto McDonald Lane, and the final partition plat shall reflect that the access for Parcel 2 and Parcel 3 shall be limited to driveway(s) onto 16th Street.
6. Prior to the City's approval of the final partition plat, the existing site driveways shall be reconstructed, as necessary, to meet the applicable Public Right-of-Way Accessibility Guidelines (PROWAG) standards. Additionally, sidewalks meeting current standards shall be constructed along the site's McDonald Lane and 16th Street frontages.
7. 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. 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.
8. The final plat shall include the dedication of a 10-foot utility easements along the site's 16th Street and McDonald Lane right-of-way frontages for the placement and maintenance of required utilities.
9. 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 time period, the applicant must resubmit a tentative plat for further consideration and comply with regulations and conditions applicable at that time.

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Please note that the construction of utilities and other required infrastructure to serve the partitioned parcels will be at the owner's expense and that sewer assessment charges and other applicable system development charges must be paid at the time of building permit application, unless otherwise noted. If you have any questions concerning this matter, please contact the Engineering Department at (503) 434-7312.

This letter shall act as official notification of my decision. An appeal of this decision may be made to the Planning Commission if notice of intent to appeal is filed in the Planning Department no later than June 19, 2017. If no appeal is filed by this date, the decision shall be considered final.

Sincerely,



Heather Richards, PCED
Planning Director

HR:sjs

c: Mike Bisset, Community Development Director
Trena McManus, McMinnville Water and Light
Doug & Karen Thwaite, 1133 NE 16th Street, McMinnville, OR 97128
Cindee Paulsen, 1161 NE 16th Street, McMinnville, OR 97128
Gary & Nancy Mehlhoff, 1150 NE 17th Street, McMinnville, OR 97128
Jim & Debbie Smith, 1150 NE 16th Street, McMinnville, OR 97128
Tracy & Jeanne Pardun, 1414 NE 16th Street, McMinnville, OR 97128
Mark & Renee Lucas, 1110 NE 16th Street, McMinnville, OR 97128
Scott & Kari Roberts, 1215 NE 16th Street, McMinnville, OR 97128
Bob Gentry, 1240 NE 16th Street, McMinnville, OR 97128
Phillip Hernandez, 1344 NE 16th Street, McMinnville, OR 97128
Steven L. Smith, No Address Provided (Signed Petition)
Elizabeth Withnell, 1439 NE McDonald Lane, McMinnville, OR 97128
Lonnie Rowley, 1439 NE McDonald Lane, McMinnville, OR 97128

Attachments: *DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A MINOR PARTITION AT 1600 NE McDONALD LANE. (Docket MP 3-17)*