



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

August 23, 2017

Lisa Neal
McMinnville Montessori School
1101 SE Brooks Street
McMinnville, OR 97128

Re: Conditional Use Review (CU 4-17)

Dear Ms. Neal:

This is to advise you that, at a meeting of the McMinnville Planning Commission on Thursday, August 17, 2017, your application for a conditional use permit (CU 4-17) to allow for the expansion of the McMinnville Montessori School was presented and carefully studied. The subject property is located at 1045 SE Brooks Street and is more specifically described as Tax Lot 1202, Section 21CA, T. 4 S., R. 4 W., W.M.

Based on the material submitted and the testimony received, the Planning Commission voted to **APPROVE** your conditional use request (CU 4-17). Attached is your land-use decision with the Findings of Fact and Conditions of Approval for your records.

We have also outlined the conditions of approval below:

1. That the applicant shall include, in the building permit construction plan set, plans for a pedestrian walkway from the existing public sidewalk and private parking spaces to the proposed main entry on the east side of the building, and a connection between the proposed main entry of the new building and the existing McMinnville Montessori School building.
2. That prior to the release of building permits for the proposed renovations, the applicant shall submit a landscape plan for the site for review and approval by the McMinnville Landscape Review Committee. All landscaping, as approved by the Landscape Review Committee, shall be installed prior to occupancy of the building. Alternatively, a landscape bond for 120-percent of the landscaping cost of the uninstalled portion shall be placed on deposit with the City prior to occupancy.
3. That this conditional use permit approval shall be terminated if the proposed improvements do not commence within one year of the effective date of this approval, or if the use once commenced lapses for any single period of time that exceeds one year in duration.

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Page 2

Pursuant to the Zoning Ordinance of the City of McMinnville, an application approved by the Planning Commission may be appealed to the City Council within 15 (fifteen) days of the date of this letter. If no appeal is filed with the Planning Department on or before September 7, 2017, the decision of the Planning Commission will be final.

If you have any questions regarding this matter, please feel free to contact me at (503) 434-7311.

Sincerely,



Chuck Darnell
Associate Planner

CD:sjs

c: Kim Sapunar, 1778 SW Goucher Court, McMinnville, OR 97128
Anna Matzinger, 230 NE 9th Street, McMinnville, OR 97128
Heather Richards, Planning Director

Attachments:

Decision, Conditions of Approval, Findings of Fact and Conclusionary Findings for the Approval of a Conditional Use Permit for an Expansion of the McMinnville Montessori School at 1045 SE Brooks Street. (Docket CU 4-17)