



Planning Department
 231 NE Fifth Street ◦ McMinnville, OR 97128
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 www.ci.mcminnville.or.us

Office Use Only:	
File No.	<u>CU 4-17</u>
Date Received	<u>7-13-17</u>
Fee	<u>\$ 1075.00</u>
Receipt No.	<u>17M0140</u>
Received by	<u>CD</u>

Conditional Use Application

Applicant Information

Applicant is: Property Owner Contract Buyer Option Holder Agent Other _____

Applicant Name McMinnville Montessori School Phone 503 434-5081

Contact Name Lisa Neal Phone 503 550-8296
(If different than above)

Address 1101 SE Brooks St.

City, State, Zip McMinnville OR 97128

Contact Email lisa@cdt vineyard.com

Property Owner Information

Property Owner Name McMinnville Montessori School Phone 503 434-5081
(If different than above)

Contact Name Lisa Neal Phone 503 550 8296

Address 1101 SE Brooks St.

City, State, Zip McMinnville OR 97128

Contact Email lisa@cdt vineyard.com

Site Location and Description

(If metes and bounds description, indicate on separate sheet)

Property Address 1045 SE Brooks St.

Assessor Map No. R4 4 - 21 - CAØ12Ø2 Total Site Area .17 Acre

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Residential Zoning Designation R-4

1. State nature of the request in detail: _____

2. Describe in detail how the request will be consistent with the McMinnville Comprehensive Plan and the objectives of the zoning ordinance: _____

3. Describe how the location size, design, and operating characteristics of the proposed development are such that it can be made reasonably compatible with, and have minimum impact on, the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration 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: _____

6. Has the development been specifically designed to preserve any environmental assets or unique topography or vegetation of the site? If so, how? _____

7. Explain how the development and use of the land as proposed has no inappropriate purpose, such as to artificially alter property values for speculative purposes: _____

In addition to this completed application, the applicant must provide the following:

- A site plan (drawn to scale, legible, and of a reproducible size), clearly showing existing and proposed features within, and adjacent to, the subject site, such as: Access; lot and street lines with dimensions; distances from property lines to structures; structures and other proposed and existing improvements; north direction arrow; and significant features (slope, vegetation, adjacent development, drainage, etc.).
- A legal description of the property, preferably taken from deed.
- Payment of the applicable review fee, which can be found on the Planning Department web page.

I certify the statements contained herein, along with the evidence submitted, are in all respects true and are correct to the best of my knowledge and belief.

Lisa DeZul
Applicant's Signature

7/13/17
Date

Lisa DeZul
Property Owner's Signature
On Behalf of
MMS

7/13/17
Date

LEGAL DESCRIPTION

EXHIBIT "A"

ALL THAT CERTAIN PARCEL OF LAND SITUATED IN THE COUNTY OF YAMHILL AND STATE OF OREGON BEING KNOWN AND DESIGNATED AS FOLLOWS:

A TRACT OF LAND IN THE SOUTHWEST QUARTER (SW 1/4) OF SECTION 21, TOWNSHIP 4 SOUTH, RANGE 4 WEST OF THE WILLAMETTE MERIDIAN, COUNTY OF YAMHILL, STATE OF OREGON, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT WHICH IS DESCRIBED AS BEING 2.47 CHAINS SOUTH 45" WEST OF THE SOUTHEAST COMER OF KIRBY AND FIRST STREETS IN THE CITY OF MCMINNVILLE, SAID POINT BEING LOCATED BY COUNTY SURVEY CSP-6044; THENCE SOUTH 20°43' WEST, 74.6 FEET TO THE TRUE POINT OF BEGINNING, SAID POINT ALSO BEING THE NORTHEAST COMER OF THAT TRACT OF LAND CONVEYED TO LORNA LINDA UNIVERSITY BY DEED RECORDED AUGUST 15, 1983 IN FILM VOLUME 179, PAGE 1060, DEED AND MORTGAGE RECORDS; THENCE ALONG THE EAST LINE OF THE SAID LORNA LINDA TRACT, SOUTH 20"43' WEST, 118.98 FEET TO THE NORTH LINE OF BROOKS STREET; THENCE SOUTH 89"15' WEST ALONG THE NORTH LINE OF BROOKS STREET, 46.62 FEET; THENCE NORTH 68°45' WEST ALONG THE NORTH LINE OF BROOKS STREET, 13 FEET TO AN IRON ROD; THENCE NORTH 20"43' EAST, PARALLEL WITH THE EAST LINE OF THE LORNA LINDA TRACT, 136.36 FEET; THENCE SOUTH 68°50' EAST, 56.4 FEET TO THE POINT OF BEGINNING.

PIN #: R4421CA 01202

SERVICELINK TITLE COMPANY OF OREGON, LLC

1. **State the nature of the request in detail:** McMinnville Montessori School (MMS) - A Not For Profit School, is requesting a conditional use permit to expand its current elementary classroom into the adjacent property located at 1045 SE Brooks St., McMinnville Or - Zoned R-4 which was recently purchased in June 2017. MMS has been a member of the McMinnville community for almost 30 years. Twenty years ago MMS was able to purchase the property where the existing school is located at 1101 SE Brooks St, McMinnville, OR 97128 . The Montessori Philosophy teaches children to be independent thinkers while collaborating with their peers to support and participate in their community. This philosophy supports a One Classroom environment where the children of Elementary ages 1st through 6th grades participate in the same learning space and learning experience. This allows for the older children to assist the younger children as needed along with assistance from the Guide or Teacher. Over the past several years, MMS has consistently had a lengthy waiting list to attend the school which has led the current and past board members to entertain the idea of expanding the school to accommodate the needs of our community. MMS is tuition based with financial assistance provided on an "as needed" basis. We pride ourselves in welcoming diversity into the school and being good stewards of our community. Recently the school was awarded a grant for a Native Garden, which the children worked tirelessly to install, maintain and create educational materials for visitors to better understand Native Gardens in Oregon. MMS also has participated in bringing musical performances to the local Farmer's Market as well as bringing the joy of song into the different assisted living centers. There is great pride taken in our neighborhood where the children walk to the park and pick up trash as a lesson learned about taking care of our environment. With the approval of the Conditional Use Permit, MMS will move the existing Elementary Classroom into the new space and extend the play yard into the adjacent backyard area of the new property. MMS will also extend the Native Garden onto the new adjacent property allowing for the beautification of the neighborhood and continuity of the school.

2. **Describe in detail how the request will be consistent with the McMinnville Comprehensive Plan and the objectives of the zoning ordinance:**

17.74.030 Authorization to Grant or Deny Conditional Use. *A conditional use listed in this ordinance shall be permitted, altered or denied in accordance with the standards and procedures of this chapter. In the case of a use existing prior to the effective date of this ordinance and classified in this ordinance as a conditional use, a change in the use or in lot area, or an alteration of any structure shall conform with the requirements for conditional uses. In judging whether or not a conditional use proposal shall be approved or denied, the Planning Commission shall weigh its appropriateness and desirability or the public convenience or necessity to be served against any adverse conditions that would result from authorizing the particular development at the location proposed and, to approve such use, shall find that the following criteria are either met, can be met by observance of conditions, or are*

not applicable:

Why the proposal will be consistent with the Comprehensive Plan and the objectives of the zoning ordinance and other applicable policies of the City;

Applicable Comprehensive Plan Policies

In 2007, the staff report identified the following McMinnville Comprehensive Plan goals and policies as applicable to McMinnville Montessori School's expansion. Applicable plan goals and policies are addressed below.

***CHAPTER III CULTURAL, HISTORICAL, AND EDUCATIONAL RESOURCES
GOAL III 1: TO PROVIDE CULTURAL AND SOCIAL SERVICES AND FACILITIES
COMMENSURATE WITH THE NEEDS OF OUR EXPANDING POPULATION,
PROPERLY LOCATED TO SERVICE THE COMMUNITY AND TO PROVIDE
POSITIVE IMPACTS ON SURROUNDING AREAS.***

Policy 13.00 The City of McMinnville shall allow future community center type facilities, both public and private, to locate in appropriate areas based on impacts on the surrounding land uses and the community as a whole, and the functions, land needs, and service area of the proposed facility.

Response: The decision by McMinnville Montessori School to expand is the response to our community's demonstrated need for more spaces for children in our school. As mentioned above, for several years we have had to create a waiting list for families that desire the Mindful approach to education that McMinnville Montessori School offers. This expansion will provide the ability for families from 1st through 6th grade to reap the benefits of this student centric learning method that has provided a strong educational basis to millions of children throughout the world. The strategic design and minimal external modifications to the current structure, along with the minimal change to the current parking and circulation in this area ensures that neighborhood impacts from the expansion of McMinnville Montessori School will be minimized.

CHAPTER VII COMMUNITY FACILITIES AND SERVICES GOAL VII 1: TO PROVIDE NECESSARY PUBLIC AND PRIVATE FACILITIES AND UTILITIES AT LEVELS COMMENSURATE WITH URBAN DEVELOPMENT, EXTENDED IN A PHASED MANNER, AND PLANNED AND PROVIDED IN ADVANCE OF OR CONCURRENT WITH DEVELOPMENT, IN ORDER TO PROMOTE THE ORDERLY CONVERSION OF URBANIZABLE AND FUTURE URBANIZABLE LANDS TO URBAN LANDS WITHIN THE McMINNVILLE URBAN GROWTH BOUNDARY.

Sanitary Sewer System Policy 136.00 *The City of McMinnville shall insure that urban developments are connected to the municipal sewage system pursuant to applicable city, state, and federal regulations.*

Response: The sewer impact of this facility will be minimal as there is no regular cooking, no shower facilities, no laundry facilities and the only sewer usage is for restroom facilities for the current 28 children and 2 adult teachers. This usage is very consistent with permitted facilities for this zoning such as a daycare facility.

Storm Drainage Policy 142.00 *The City of McMinnville shall insure that adequate storm water drainage is provided in urban developments through review and approval of storm drainage systems, and through requirements for connection to the municipal storm drainage system, or to natural drainage ways, where required.*

Response: As we are not modifying the external structure in any way, the storm water handling will be no different from the current permitted use.

Water System Policies

144.00 *The City of McMinnville, through the City Water and Light Department, shall provide water services for development at urban densities within the McMinnville Urban Growth Boundary.*

147.00 *The City of McMinnville shall continue to support coordination between City departments, other public and private agencies and utilities, and the City Water and Light Department to insure the coordinated provision of utilities to developing areas. The City shall also continue to coordinate with the City Water and Light Department in making land use decisions.*

Response: This building is currently hooked up to city water, and there is a minimal need for water as mentioned above. There are no shower facilities, no laundry facilities, there is minimal water usage and with the expansion of the native garden there will be minimal water usage for landscape.

Police and Fire Protection:

155.00 *The ability of existing police and fire facilities and services to meet the needs of new service areas and populations shall be a criterion used in evaluating annexation, subdivision proposals, and other major land use decisions.*

Response: The building will meet and/or exceed all current fire codes which will be an upgrade from its current status.

Energy Conservation:

178.00 The City of McMinnville shall encourage a compact urban development pattern to provide for conservation of all forms of energy.

Response: As part of the renovation of the structure, all attempts for energy conservation and improvement of the facility will be addressed. This will include improving the insulation in the building, all updated windows will meet building codes, and all lighting will be low watt bulbs such as CFL and LED technologies.

- 3. Describe how the location size, design and operating characteristics of the proposed development are such that it can be made reasonably compatible with and have minimum impact on, the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration 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:**

Response: The following narrative explains why the proposed McMinnville Montessori expansion, as designed, will have a minimal impact on the livability of the surrounding neighborhood when compared with existing conditions.

Location

This building is located adjacent to the existing McMinnville Montessori School building on Brooks Street which has been at this location for approximately 20 years. This expansion will offer a needed resource for parents looking for an alternative educational experience for children aged 5-12 years of age. This location has been a valuable asset to the community through the good stewardship of the MMS Community through trash pick up in the local neighborhood and parks, development and maintenance of the Native Garden, the overall upkeep and care given to the existing building which contrasts with the building the school is looking to expand into.

Size and Design - Scale, Bulk, Coverage and Density

There will be no major modification to the exterior of the building except to greatly enhance the property which is currently in a state of disrepair. The only

modification required will be the addition of 1 extra parking space to meet the parking requirements for the proposed use referencing Chapter 17.60.060 Spaces - Number Required B6. Elementary or Junior High School - One space per classroom plus one space per administrative employee. With the entire building being converted into One classroom (1 space) with the need for One Lead Guide (1 Space) and One Assistant (1 space), we are planning to add one parking space to supplement the two existing parking spaces currently in place. As you can see from the attached site plan, the goal is to maintain the look of a single family dwelling with parking minimally impacting the front of the property. The large tree and buffer landscaping along the side of the property will be improved upon by expansion of the Native Garden. The exterior will remain very consistent with the current surrounding mixed use apartments, duplexes and single family homes.

Operating Characteristics

With regard to operating characteristics, the elementary class will continue to operate on its regular schedule, approximately 8:30 to 3:00 as has been the case for the school for the past 20 years. This additional space will not incur any changes from the current use of the existing school.

Adequate public facilities and utilities serve the proposed school including water and sewer. Storm drainage is not altered in any way from the existing permitted use . The traffic impacts of the proposed addition will be relatively benign and can be supported by existing facilities and the addition of the 1 parking space. As parents are able to drop and pick up children without leaving their vehicle, there will be no change to the impact of the parking requirements of the neighborhood.

4. **Describe what impact the proposed development may have on the livability, value, or appropriate development of abutting properties or the surrounding area when compared to the impact of permitted development that is not classified as conditional:**

Response: This building is currently located in R-4 zoning which allows for single and multiple family dwellings, condominiums and day care facilities. As you can reference in the attached site plan and drawings, the plan is to fix the building's current state of disrepair and keep the external finishes to the standard of a high-quality single family home which is very consistent with the permitted single family unit and a vast upgrade from its current status. Furthermore, the actual use of the building will be consistent

with that of a permitted day care facility as there are several children that will be in the building during the day and parents will pick up and deliver their children at a set schedule. The pickup and drop off are scheduled in such a way to not require any parking needs as children are escorted to their parent's cars. This is the practice of the existing school and works very well to lessen any impact on the surrounding neighborhood.

5. **Describe how 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:**

Response: McMinnville Montessori is committed to creating a learning environment that nurtures our students. Among other aspects of this commitment, it is our mission to create a site that is both aesthetically appealing as well as blending with the existing environment. To this end, our proposal will include an expansion of our native Oregon garden which was recently completed at the existing school along with a rock path and arbor. Additionally, part of the renovation project plan for this facility is to address the disrepair that this building has faced over the past few years as it has sat vacant and has been used as a transient rental. As owners of this building, we will ensure that the exterior of the property enhances the overall quality of the neighborhood and is maintained at a standard worthy of a Montessori School

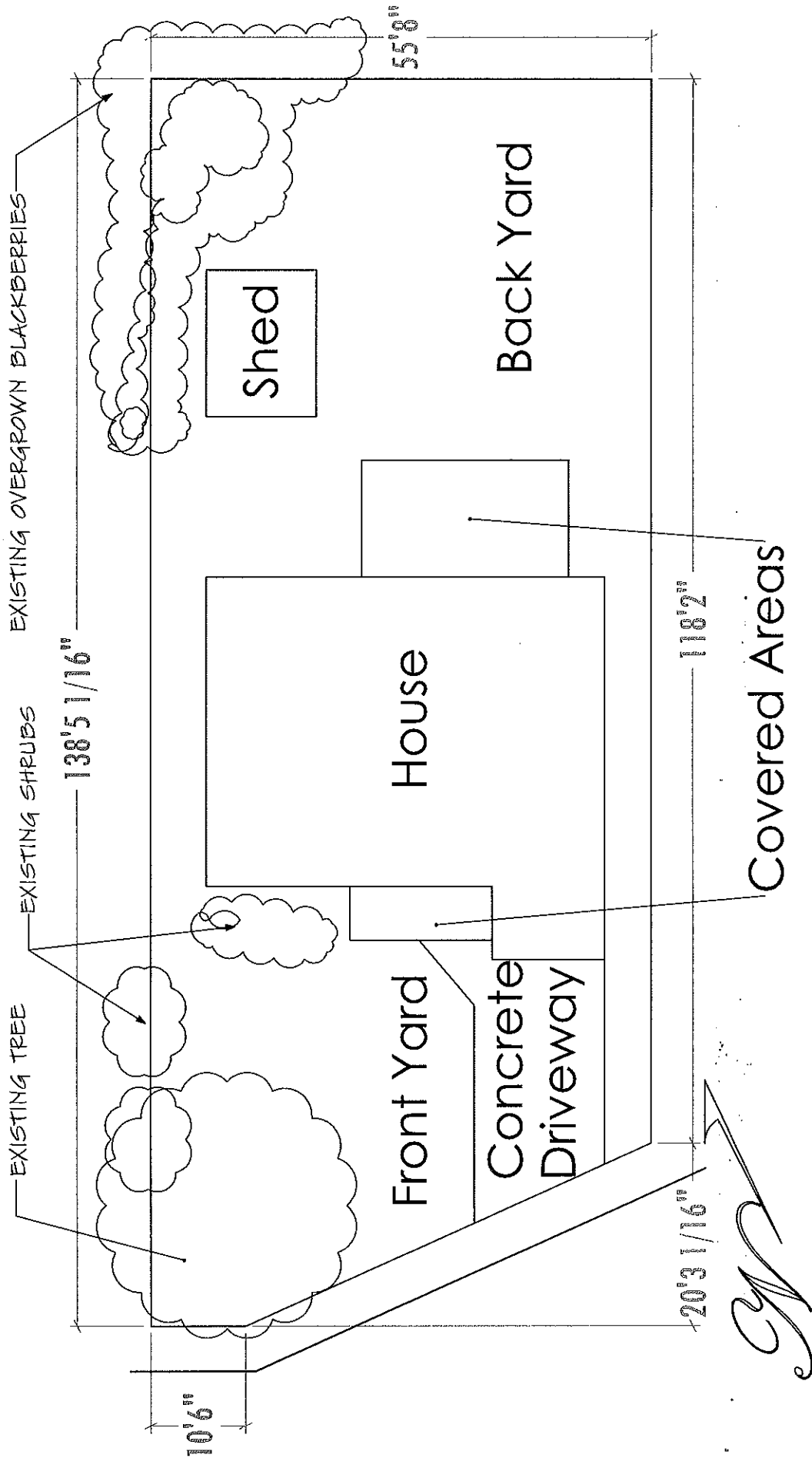
6. **Has the development been specifically designed to preserve any environmental assets or unique topography or vegetation of the site? If so, how?**

Response: To the best of our knowledge, there are no city-inventoried environmental assets on the property. Surrounding properties are developed as residential uses. There is a large tree in the front yard along with a buffer of landscaping between the existing building and the neighboring duplex which MMS intends to preserve and improve.

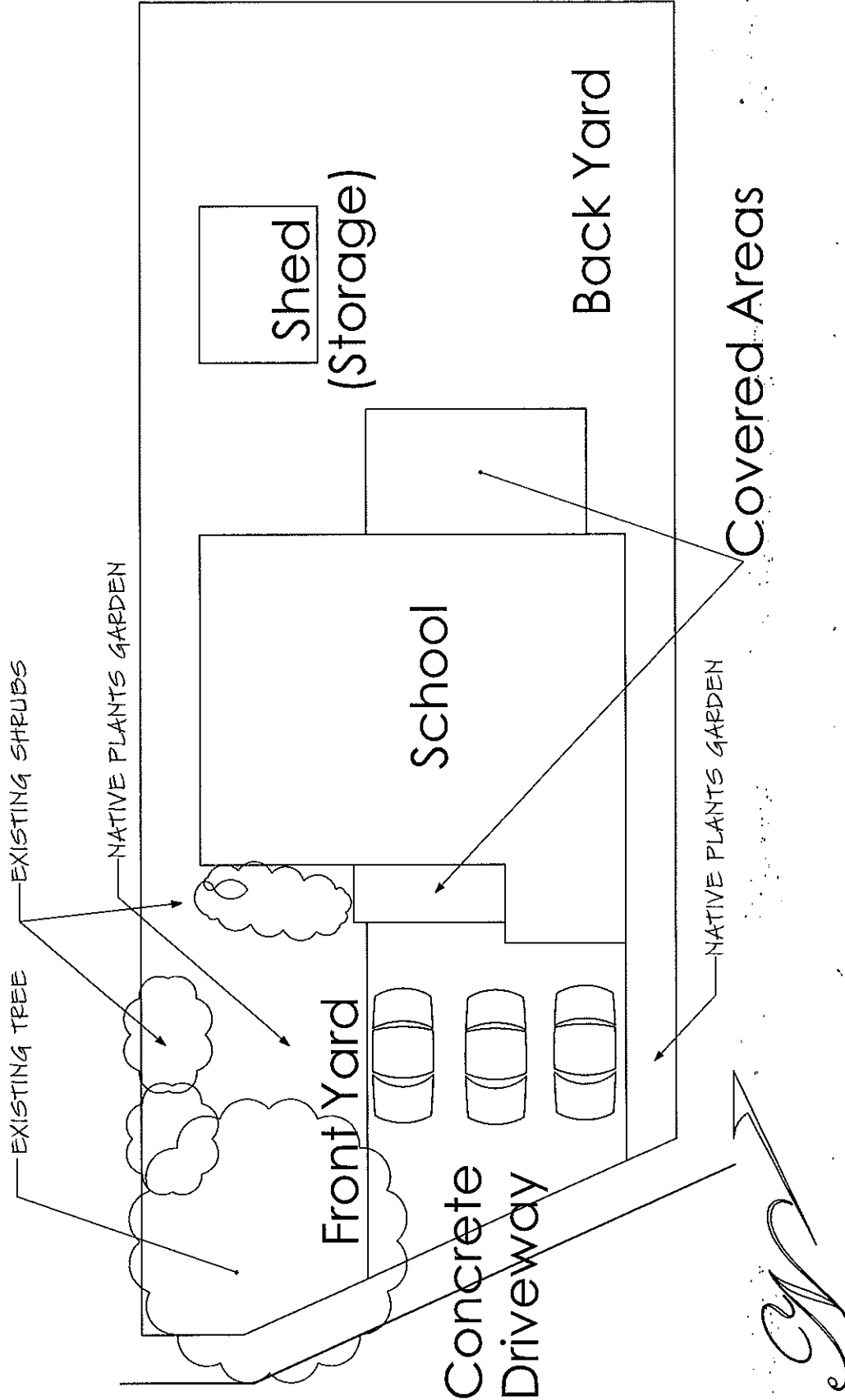
7. **Explain how the development and use of the land as proposed has no inappropriate purpose, such as to artificially alter property values for speculative purposes:**

Response: The single purpose of this proposed use is to provide a resource for the families of Yamhill County for quality Montessori based education. The main school building is already located within this neighborhood. People have chosen to purchase and/or rent properties with the knowledge that there is currently a school on the block. It can be demonstrated that having quality education near to one's residence does not negatively impact a property's value. A recent study by Realtor.com stated that a 6-10% increase in home values are reflected when located near a high quality school such as McMinnville Montessori School.

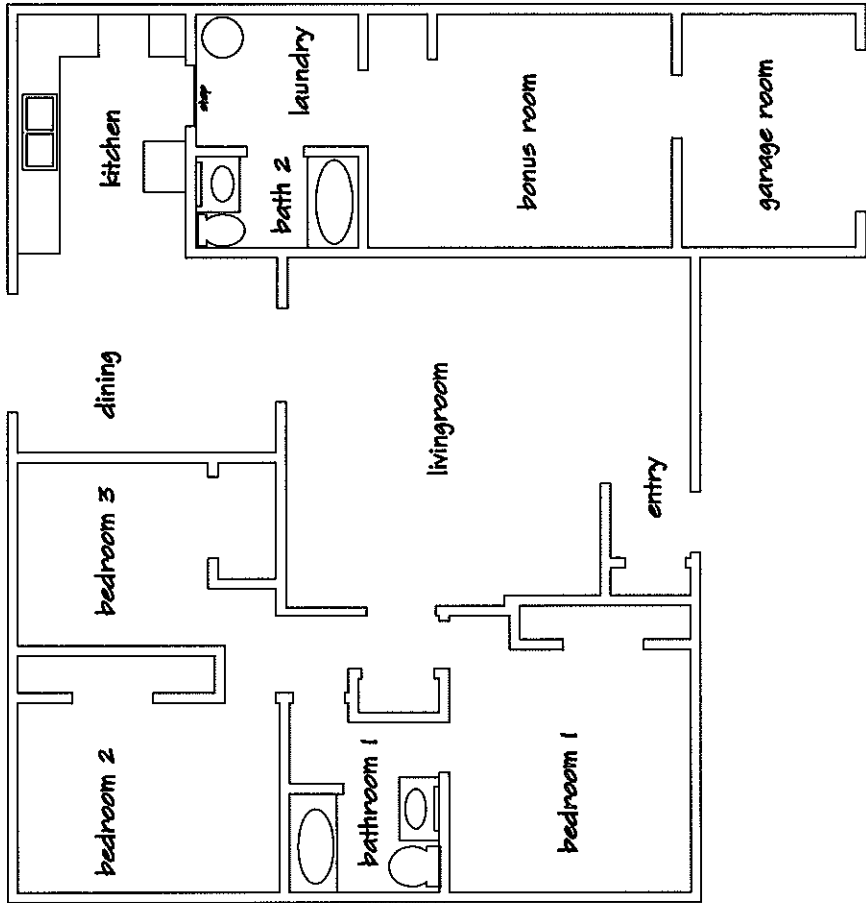
CURRENT LOT LAYOUT



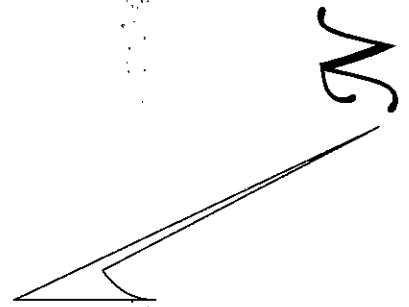
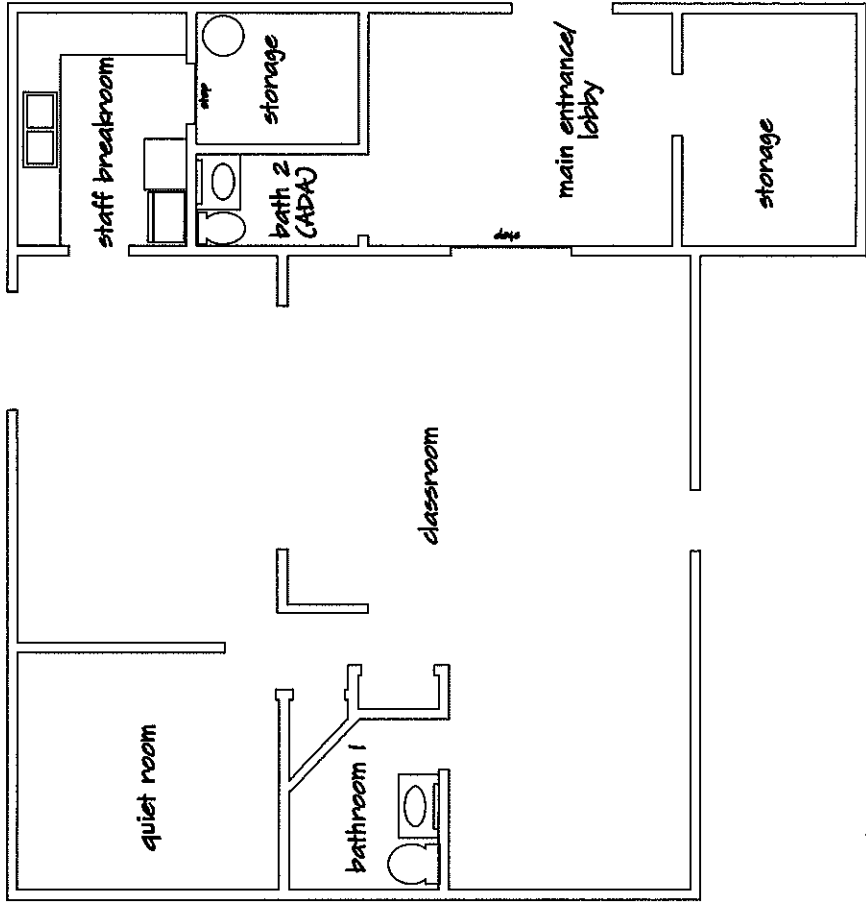
PROPOSED LOT LAYOUT

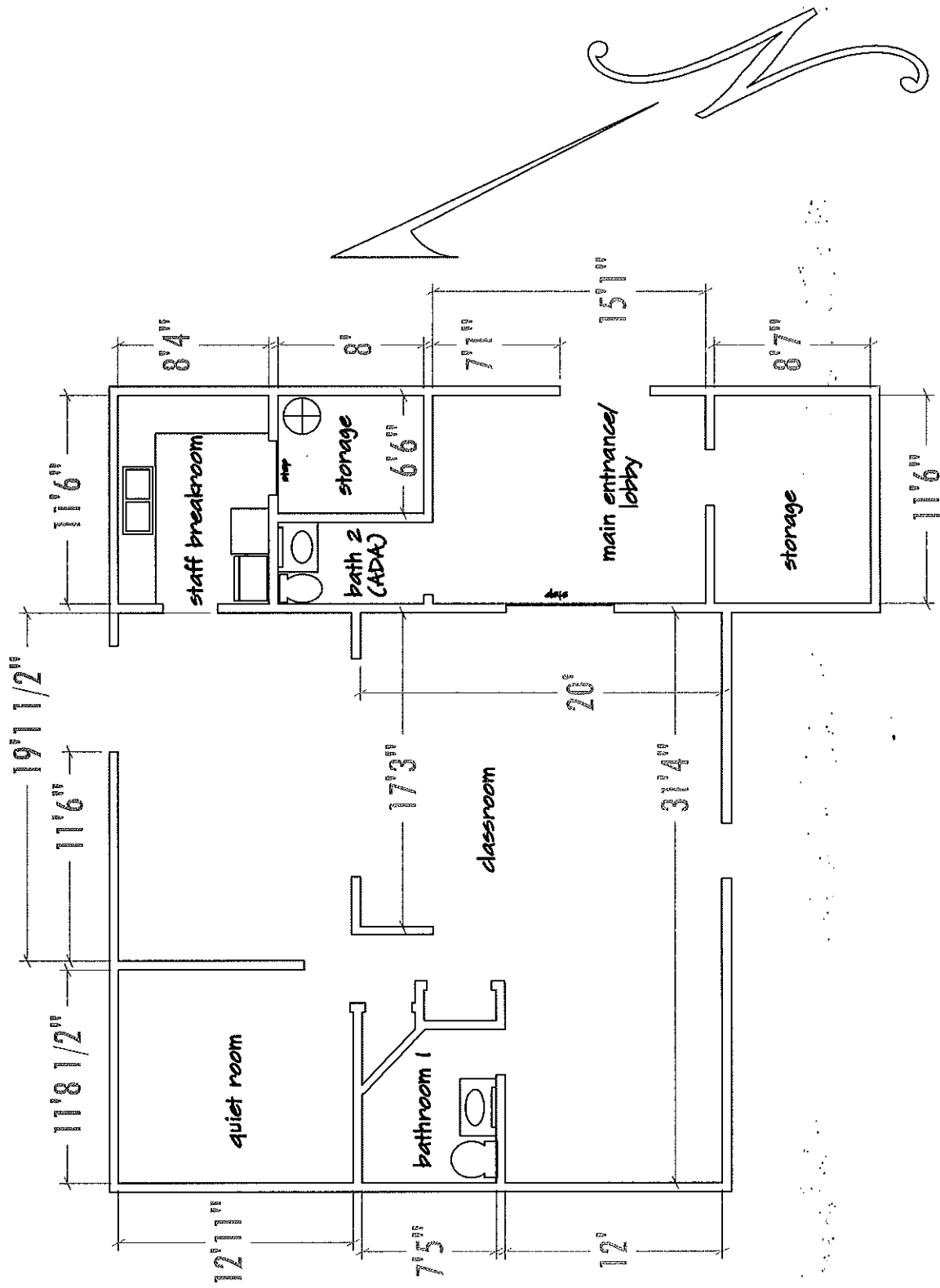


CURRENT PLAN

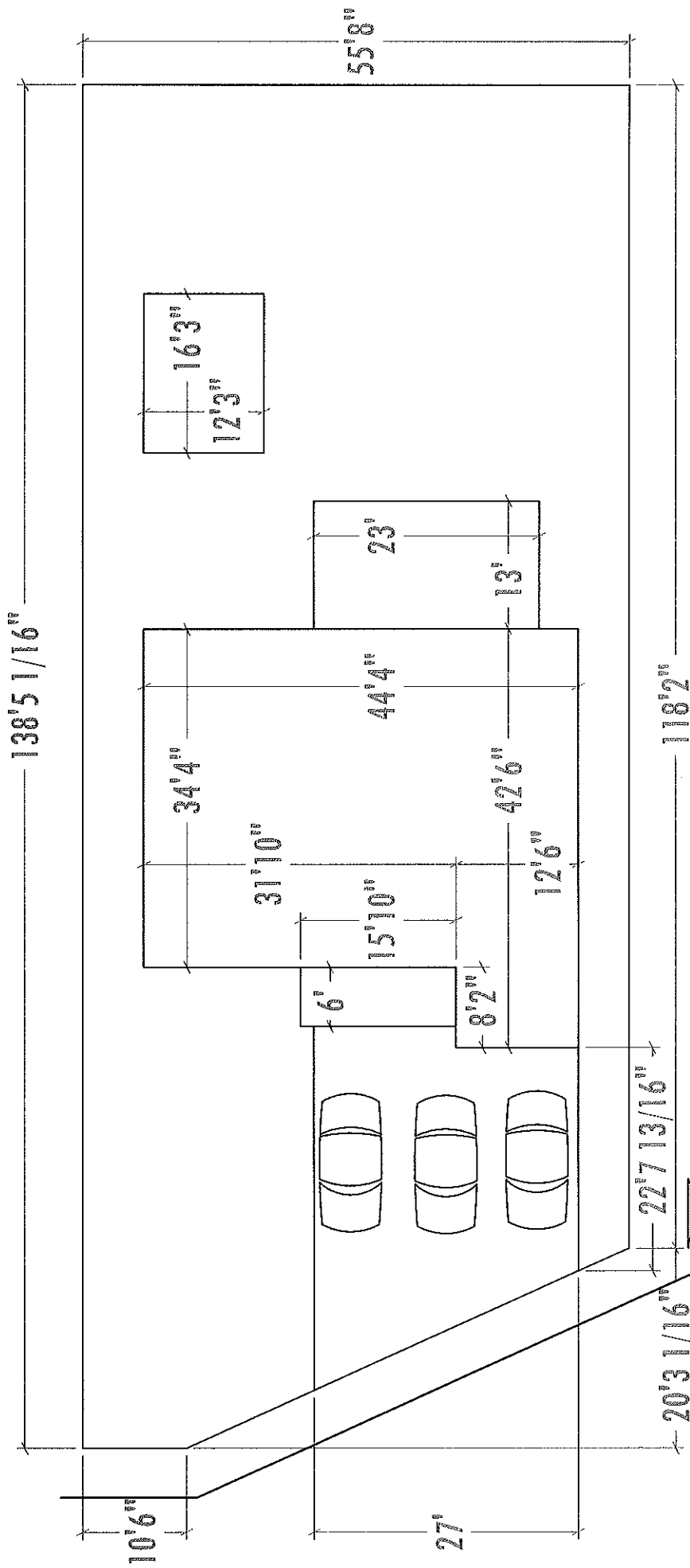


PROPOSED PLAN





PROPOSED FLOORPLAN DIMENSION



EM

PROPOSED LOT LAYOUT DIMENSIONS