



PLANNING DEPARTMENT, 231 NE Fifth Street, McMinnville, Oregon 97128  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

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July 9, 2018

Morgan Will  
Stafford Development Company, LLC  
485 S State Street  
Lake Oswego, OR 97034

Re: Planned Development Amendment Review (ZC 3-18)

Dear Mr. Will:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (ZC 3-18) to amend an approved Planned Development (Ordinance No. 5021). Specifically, the amendments included the incorporation of a portion of an open space tract into the first phase of the two phases of the Baker Creek East subdivisions, approval of the adjustment of a common property line between two proposed lots (Lot 13 and Lot 14), approval of the combination of two lots (Lot 12 and Lot 13), and approval of the change in the numbering of lots within the Baker Creek East subdivision phases to reflect the above proposed changes to lots. The subject site is located south of existing Shadden Claim subdivision and is more specifically described as Tax Lots 205 and 206, Section 18, T. 4 S., R. 4 W., W.M.

The Planning Director reviewed the proposed amendments and determined that the changes were minor and could be process as minor amendments of the originally approved Planned Development. Under the provisions of Section 17.72.110 (Applications – Director’s Review with Notification) of the McMinnville Municipal Code, notice of the proposed Planned Development Amendment was provided to property owners within 100 feet of the subject site. The Planning Department did not receive any public testimony on the proposed amendments during the public comment period.

Based on the material submitted and the Planning Department evaluation, I have approved your request for a Planned Development Amendment (ZC 3-18), subject to conditions.

Attached is the land-use decision with the Findings of Fact and conditions of approval for your records. The conditions of approval are also outlined below:

1. That all applicable provisions and conditions of approval of McMinnville Ordinance No. 5021 shall remain in effect and apply to the subject property.

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This letter shall act as official notification of my decision. Pursuant to Section 17.72.170 of the McMinnville Municipal Code, 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 July 24, 2018. If no appeal is filed by this date, the decision shall be considered final.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Richards", written in a cursive style.

Heather Richards, PCED  
Planning Director

HR:sjs

Attachments: *Decision, Conditions of Approval, Findings of Fact and Conclusionary Findings for the Approval of a Minor Amendment to the Approved Planned Development at Baker Creek East. (Docket ZC 3-18)*