



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

July 17, 2018

Zack Geary
Cellar Ridge Construction
109 NW 5th Street
McMinnville, OR 97128

Re: Docket MP 3-18

Dear Mr. Geary:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 3-18) to partition an approximately 21,500 square foot parcel of land into two (2) parcels approximately 10,000 and 11,500 square feet in size. The subject site is located at 1145 NE Lafayette Avenue and is more specifically described as Tax Lot 5600, Section 16DC, 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) and Chapter 17.33 (C-3 General Commercial Zone) of the McMinnville Zoning Ordinance for compliance.

Under the provisions of Section 17.72.110 (Applications – Director’s Review with Notification) of the McMinnville Zoning Ordinance, notice of the proposed minor partition application was provided to property owners within 100 feet of the subject site. The Planning Department did not receive any public testimony on the proposed minor partition during the public comment period.

Based on the material submitted and the Planning Department evaluation, I have approved your request for a minor partition (MP 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 the applicant shall apply for a demolition permit to deconstruct the breezeway between the two new parcels created by the partition. The demolition of the breezeway, and any subsequent changes to the exterior walls of the buildings to remain, shall follow all applicable Building Code requirements, as determined by the McMinnville Building Official. The demolition permit work shall be inspected and finalized by the Building Department prior to the City’s approval of the final plat.
2. That the applicant shall submit an application for development review consistent with Section 5 of the Northeast Gateway Planned Development ordinance (Ordinance No. 4971) prior to any final changes to Parcel 1 and Parcel 2 related to the buildings’ final façade material, any window replacement/modification, or any other activity listed in Section 3 (D) of the Northeast Gateway Planned Development ordinance that would require development review. The future development review will be completed separately for each of the newly separated buildings on each of the parcels created by the partition.

3. That the applicant shall construct public right-of-way improvements along the 11th Way frontage of the property, consistent with either the local street standards in Section 17.53.101(B) of the McMinnville Municipal Code or one of the draft streetscape standards for the Northeast Gateway District. Due to the Alpine Avenue right-of-way adjacent to the property being included in a future public improvement project, full public right-of-way improvements will not be required. In lieu of full right-of-way improvements, the applicant shall construct an accessible sidewalk path along the Alpine Avenue frontage meeting current Public Right-of-Way Accessibility Guidelines (PROWAG) standards. The required public right-of-way improvements may be deferred to be completed prior to any final Certificate of Occupancy being issued for future building permit activity on either Parcel 1 or Parcel 2, provided that the applicant bonds for the public right-of-way improvements prior to the City's approval of the final plat.
4. That prior to the City's approval of the final plat, the property owner shall sign and record a waiver of the right of remonstrance for the future improvement of Alpine Avenue to City standards, to include a public sidewalk, utilities, travel lanes, and other public improvements. At the appropriate time, the applicant shall contact the City Engineering Department (503) 434-7312 to request the preparation of the waiver document for the owner's signature and recording.
5. 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.
6. 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 connection to a public sewer main. McMinnville Water and Light may require electric and water service upgrades to serve each lot, as described in the comments provided on the application and documented in the Decision Document. 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.
7. 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 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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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 August 1, 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

c: Diana Riggs, 241 NW 15th Street, McMinnville, OR 97128
Mike Bisset, Community Development Director

Attachments: *DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A MINOR PARTITION AT 1145 NE LAFAYETTE AVENUE (Docket MP 3-18)*