



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

August 9, 2018

Colleen Pickett
PO Box 4017
Beaverton, OR 97075

Re: Docket MP 4-18

Dear Ms. Pickett:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 4-18) to partition an approximately 0.59 acre parcel of land into two (2) parcels approximately 10,416 and 15,234 square feet in size. The subject site is located at 583 NE Summerfield Street, and is more specifically described as Tax Lot 2800, Section 09CB, 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 17.21(R-4 Single Family Residential Zone) of the McMinnville Zoning Ordinance and Planned Development Ordinance 4768 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 received a number of items of public testimony on the proposed minor partition during the public comment period expressing their concerns about the new parcel build-out adding to the on-street parking congestion and the resulting congestion preventing fire and life safety responses as well as transportation liabilities. As part of our review process, your application was forwarded to the McMinnville Engineering Department and Fire Department for their review and comments and they did not identify any issues from their perspectives.

Based on the material submitted, the testimony provided, and the Planning Department evaluation, I have approved your request for a minor partition (MP 4-18), 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:

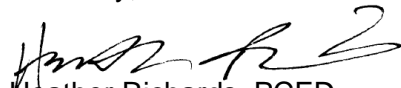
1. The applicant shall submit a draft copy of the partition plat to the City Engineer for review and comment which shall include any necessary cross easements for access to serve all the proposed parcels, and cross easements for utilities which are not contained within the lot they are serving, including 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.

Page 2

2. Prior to the City's approval of the final partition plat, the existing site driveway connection to NE Summerfield Street shall be reconstructed, as necessary, to meet the applicable Public Right-of-Way Accessibility Guidelines (PROWAG) standards.
3. 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 manhole in NE Summerfield Street (note that it is likely that a private pump station will be necessary to serve proposed parcel 2). 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.
4. That the location of the surveyed location of the 100-year floodplain as indicated on the most recent Flood Insurance Rate Maps (FIRM) as prepared by the Federal Emergency Management Agency (FEMA) be identified on the final plat. The survey datum for the final plat shall be based on the North American Vertical Datum (NAVD) of 1988.
5. 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.
6. This partition will not be considered a legal partition until such time that a copy of the recorded document is provided to the City of McMinnville's Planning Department.

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 24, 2018. 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
Pam & Mark Hayes, 591 NE Summerfield Street, McMinnville, OR 97128
Corena & Jordan Killian, 595 NE Summerfield Street, McMinnville, OR 97128
Robin & James Swenson, 589 NE Summerfield Street, McMinnville, OR 97128

Attachments: *DECISION, CONDITIONS OF APPROVAL, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A MINOR PARTITION AT 583 NE SUMMERFIELD STREET. (Docket MP 4-18)*