



**City of McMinnville**  
**Planning Department**  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311

[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

# MINUTES

**October 17, 2019**  
**Planning Commission**  
**Regular Meeting**

**6:30 pm**  
**McMinnville Civic Hall, 200 NE 2<sup>nd</sup> Street**  
**McMinnville, Oregon**

**Members Present:** Chair Roger Hall, Commissioners: Erin Butler, Susan Dirks, Christopher Knapp, Gary Langenwaller, Roger Lizut, and Amanda Perron

**Members Absent:** Martin Chroust-Masin and Lori Schanche

**Staff Present:** David Koch – City Attorney, Heather Richards – Planning Director, and Tom Schauer – Senior Planner

## 1. Call to Order

Chair Hall called the meeting to order at 6:30 p.m.

## 2. Citizen Comments

Mark Davis, McMinnville resident, stated this afternoon the Historic Landmarks Committee approved an Accessory Dwelling Unit on the property next door to him. As part of the process he had asked about lighting as the new ADU would be six feet from his property line. He found out that the City did not have any restrictions on lighting, and he would like that to be addressed in the future.

## 3. Approval of Minutes

None

## 4. Public Hearing:

### A. Quasi-Judicial Hearing. Variance (CU 5-19)- (Exhibit 1)

**Request:** Approval of a conditional use permit to operate a crossfit gym within a 4,000 square foot portion of a 10,000 square foot building currently under construction on property within the M-2 zone. The crossfit gym is classified as a conditional use in the M-2 zone, under the category of “a privately owned and operated facility planned, located, and laid out or modified and oriented for functional use for leisure time activities. The specific use and plan shall be enumerated at the time of application.”

**Location:** The subject site is zoned M-2 PD (General Industrial Planned Development) and is located at 1445 NE Miller Street. It is more specifically described as Tax Lot 2100, Section 15C, T.4 S., R. 4 W., W.M.

**Applicant:** Melissa Alonzo

Chair Hall read the opening statement and described the application.

Chair Hall opened the public hearing and asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. He asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none. Chair Hall asked if any Commissioner needed to declare any contact prior to the hearing with the applicant or any party involved in the hearing or any other source of information outside of staff regarding the subject of this hearing. There was none. Chair Hall asked if any Commissioner had visited the site. If so, did they wish to discuss the visit to the site? None of the Commission had visited the site, but were familiar with the location.

Senior Planner Schauer presented the staff report. This was a request for a conditional use permit to operate a crossfit gym within a 4,000 square foot portion of a 10,000 square foot building currently under construction on property within the M-2 zone. He reviewed the applicable criteria which included applicable goals and policies of the Comprehensive Plan and zoning ordinance, Airport Overlay zone, and Planned Development. The criteria were satisfied with conditions and he explained the conditions. The proposal was not creating any new site improvements and had no conflicts with the surrounding uses. This was a tenant within a building and the property owner had some control over the operating characteristics on the site. No public comments had been submitted. Staff recommended approval with conditions.

Commissioner Dirks clarified the amount of parking for the gym was satisfactory as well as the parking for the other possible tenants of the building. Senior Planner Schauer said yes, there was more than enough parking for the gym and other uses as well as parking for the additional building that was still being constructed.

Commissioner Dirks asked if another tenant came in that needed more parking, it would not affect this application, but it would be considered at a later time and that applicant might have to provide more parking or have a different use. Senior Planner Schauer said if a high parking generator came in, they would need to make sure that 11 spaces were reserved for this use so the gym would not be affected.

Commissioner Langenwaller wanted to make sure they were not precluding the gym from putting up a business sign outside the business. Senior Planner Schauer clarified the building footprint was already established as well as the parking configuration and landscaping and no new external site improvements were required. They were able to put up a sign.

There was no public testimony.

Chair Hall closed the public hearing.

The applicant waived the 7 day period for submitting final written arguments in support of the application.

Commissioner Dirks thought it was great to see mixed use moving into that part of town.

Based on the findings of fact, conclusionary findings for approval, materials submitted by the applicant, and evidence in the record, Commissioner Lizut MOVED to APPROVE CU 5-19 subject to the conditions of approval provided in the decision document. SECONDED by Commissioner Langenwaller. The motion PASSED 7-0.

## **5. Commission Comments**

None

## 6. Staff Comments

Planning Director Richards said there were Planning Commission terms expiring at the end of the year and applications were due by November 8. The Baker Creek North Planned Development application had been deemed complete and it would come to the Planning Commission in December. In November the Planning Commission would review their Long Range Work Plan that would go to Council in December. Planning staff would be attending a state planning conference next week.

## 7. Adjournment

Chair Hall adjourned the meeting at 6:55 p.m.



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Heather Richards  
Secretary