



City of McMinnville
Planning Department
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MINUTES

July 15, 2021
Planning Commission
Regular Meeting

6:30 pm
Zoom Online Meeting
McMinnville, Oregon

Members Present: Roger Hall, Robert Banagay, Gary Landenwaller, Sylla McClellan, Brian Randall, Beth Rankin, Lori Schanche, Dan Tucholsky, and Sidonie Winfield and Ethan Downs – Youth Liaison

Members Absent:

Staff Present: Heather Richards – Planning Director and Tom Schauer – Senior Planner

1. Call to Order

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

2. Approval of Minutes

- **May 20, 2021**
- **June 17, 2021**

Commissioner Langenwaller moved to approve the May 20, 2021 minutes. The motion was seconded by Commissioner McClellan and passed 9-0.

Commissioner Langenwaller moved to approve the June 17, 2021 minutes. The motion was seconded by Commissioner Hall and passed 9-0.

3. Citizen Comments

None

4. Public Hearings:

A. **Quasi-Judicial Hearing: Variance (VR 2-21)** – *(Exhibit 2)* **(Continued from June 17, 2021 PC Meeting)**

Request: Approval of a variance to MMC Section 17.53.100(C)(1) to allow an increase in the number of lots permitted access by private easement to more than three (3) to support a future partition application.

Location: The subject site is located at 2185 & 2191 NW 2nd Street, more specifically described at Tax Lot 502 Section 19AC, T.4S., R 4 W., W.M.

Application: Nora Collins, property owner

Vice Chair Schanche opened the public hearing.

Staff Presentation: Senior Planner Schauer said this was an application for a variance to the standard in Section 17.53.100(C)(1) regarding the maximum number of 3 parcels that could be served by private easement access. The variance would allow a partition that would have one additional parcel served by the existing easement for a total of 4. This was a continuation of the June 17, 2021 quasi-judicial hearing. He explained the applicable criteria. Staff had recommended denial, stating the applicant had not met the burden of proof for some of the criteria. The applicant requested a continuance to submit additional information regarding the criteria. Staff reviewed the additional information and also identified additional Comprehensive Plan policies that served as the criteria. Based on the additional information and updated findings, staff now recommended approval. He described the subject site, proposed variance, and access to the parcels. The applicant noted that this was in a developed area and the alternatives for access were limited. It was on the corner of two arterial streets and there were limits to the number of accesses. This application would not create a new easement. The request was to allow a fourth parcel to use the easement. Looking at the unique situation of where the property was located and the policies regarding limitations on access to the arterials, he thought that distinguished this situation from other properties and it was preferable to limit access on those streets. The variance met the applicable Comprehensive Plan goals and policies including Chapter 10, citizen involvement, Chapter 6, transportation system, and Street Policies 120.00 and 122.00.

Questions: Commissioner Randall asked about the location of the proposed property line. Senior Planner Schauer said the variance was submitted in advance of finalizing the partition application. The applicant wanted to obtain the variance before finalizing that application.

Commissioner Randall said Parcel 1 would have very limited parking and he asked if there was a shared agreement for the parking. Planning Director Richards said this application was not for the partition, it was only for the variance. They had not received the partition application yet. The applicant would have to meet parking requirements for each building in the partition application. They would either have to create a partition that provided the right amount of parking for each building or show that they had a shared parking agreement recorded on the property.

Nora Collins, applicant, said this application was to give people an opportunity to own the property their businesses were on. The variance did not change anything physically on the property.

Proponents and Opponents: None

Vice Chair Schanche closed the public hearing.

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

Commissioner Hall MOVED to APPROVE VR 2-21. The motion was seconded by Commissioner Tucholsky and PASSED 9-0.

**B. Quasi-Judicial Hearing: Minor Partition (MP 6-20) – (Exhibit 3)
(Continued from June 17, 2021 PC Meeting)**

Continuance Requested to August 19, 2021, PC Meeting

Request: Approval to partition an approximately 7.22-acre parcel of land into three (3) parcels, approximately 6.43, 0.31, and 0.48 acres in size to allow for residential development. The proposed 0.31-acre parcel would be accessed by private easement from SW Fellows Street while the 6.43- and 0.48-acre parcels would be accessed from SW Hilary Street.

Location: The subject site is located at 835 SW Hilary Street, more specifically described at Tax Lot 1600, Section 29AB, T.4S., R 4 W., W.M.

Application: Steve and Mary Allen, property owners

Commissioner McClellan MOVED to CONTINUE the hearing for MP 6-20 to August 19, 2021. The motion was seconded by Commissioner Langenwalter and PASSED 9-0.

C. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-20) and Zone Change, including Planned Development Overlay Designation (ZC 3-20) – (Exhibit 4)
(Continued from May 20, 2021 PC Meeting)

Continuance Requested to September 16, 2021, PC Meeting

Request: Approval to amend the Comprehensive Plan Map from Industrial to Commercial, and an amendment to the Zoning Map from M-2 (General Industrial) to C-3 PD (General Commercial with a Planned Development Overlay), for approximately 37.7 acres of a 90.4-acre property.

The 37.7 acres includes 4.25 acres intended for right-of-way dedication for a future frontage road. The application also shows a portion of the area subject to the map amendment intended for a north-south extension of Cumulus Avenue and future east-west street connectivity.

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development overlay designation to be applied to property without a development plan; however, if approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

Location: The subject site is located at 3310 SE Three Mile Lane, more specifically described at Tax Lot 700, Section 26, T.4S., R 4 W., W.M.

Application: Kimco McMinnville LLC, c/o Michael Strahs

Commissioner Hall MOVED to CONTINUE the hearing for CPA 2-20 and ZC 3-20 to September 16, 2021. The motion was seconded by Commissioner Winfield and PASSED 9-0.

5. Commissioner Comments

None

6. Staff Comments

Planning Director Richards discussed the recruitment process for the Associate Planner position. She said if a Planning Commissioner wanted to participate in the interview process to send her an email letting her know. She had created the planning program for the next fiscal year and would be calendaring those items for upcoming meetings.

7. Adjournment

Vice Chair Schanche adjourned the meeting at 7:22 p.m.



Heather Richards
Secretary