



City of McMinnville
Planning Department
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MINUTES

November 18, 2021
Planning Commission
Work Session Meeting

6:30 pm
Zoom Online Meeting
McMinnville, Oregon

Members Present: Roger Hall, Robert Banagay, Gary Langenwalter, Brian Randall, Beth Rankin, Dan Tucholsky, and Sidonie Winfield

Members Absent: Sylla McClellan and Lori Schanche

Staff Present: Heather Richards – Planning Director and Adam Tate – Associate Planner

1. Call to Order

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

2. Approval of Minutes

- September 16, 2021
- October 21, 2021

Commissioner Tucholsky moved to approve the September 16 and October 21, 2021 minutes. The motion was seconded by Commissioner Langenwalter and passed 7-0.

3. Citizen Comments

None

4. Public Hearing:

- A. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-20) and Zone Change, including Planned Development Overlay Designation (ZC 3-20) – (Exhibit 2)
(Continued from October 21, 2021 PC Meeting)

Continuance Requested to December 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 Langenwaller MOVED to CONTINUE the hearing for CPA 2-20/ZC 3-20 to December 16, 2021. The motion was seconded by Commissioner Winfield and PASSED 7-0.

B. Legislative Hearing: Yamhill County Transit Area (YCTA)– Transit Development Plan (TDP) (G 5-21) – (Exhibit 3)

Requests: This is a legislative amendment initiated by the City of McMinnville to adopt the Yamhill County Transit Area Transit Development Plan as a supplemental document to the McMinnville Transportation System Plan, and to change all references in the McMinnville Comprehensive Plan and the McMinnville Municipal Code from the 1997 Transit Feasibility Analysis to the 2018 Yamhill County Transit Area Transit Development Plan.

Applicant: City of McMinnville

Disclosures: 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.

Staff Report: Planning Director Richards said this was a request to adopt the Yamhill County Transit Area Transit Development Plan as a supplemental document to the Transportation System Plan. She gave a history of transit in McMinnville. She discussed what the Transit Development Plan was, map of the existing fixed route and inter-city services, key issues/findings/existing conditions, plan timeframe, capital priorities, technology and programs, capital facilities, changes to the transit lines, and evaluation of McMinnville's policies.

There was no public testimony.

Chair Hall closed the public hearing.

Based on the findings of fact, conclusionary findings for approval, and materials submitted by staff, Commissioner Winfield MOVED to RECOMMEND APPROVAL of G 5-21, amending the Comprehensive Plan by adopting the 2018 Yamhill County Transit Area Transit Development Plan as a supplemental document to the Transportation System Plan,

to the City Council. The motion was seconded by Commissioner Banagay and PASSED 7-0.

5. Discussion Item

- **Work Session – Three Mile Lane Area Plan** (*Exhibit 4*)

Planning Director Richards gave a background on the Three Mile Lane Area Plan. She explained the project development, maps of the study area, development activity, zoning, land uses, major property owners, and land use opportunities. She then discussed the existing conditions in terms of transportation including multimodal traffic counts, vehicle system, pedestrian system, and bicycle system. An economic analysis was done to look at the 10 year residential demand. Apartment market data indicated strong demand for new construction. Retail spending indicated immediate opportunities for new construction. The office market was tight and rents were improving. Tourism was growing and provided unique opportunities. She then discussed the anticipated development mix, public outreach, and project goals. She discussed the land use and facility design options including common elements for transportation, urban design, and parks and trails. She reviewed the redevelopment case study and agreements on moving forward as well as land use concepts and the preferred alternative.

There was discussion regarding putting in a pedestrian overpass.

Planning Director Richards discussed key features including walkable commercial center, innovation campus, and mixed use neighborhoods. There would need to be Comprehensive Plan Map amendments to make the plan happen. She explained the preferred facility design for transportation, preferred land use alternative, vehicle system and performance, pedestrian and bicycle performance, and OR 18 cross section.

There was discussion regarding the OR 18 cross section design.

Planning Director Richards discussed the complete streets design, major collector and local residential cross sections, and concept phasing and costs. The Three Mile Lane Area Plan resulted in both land use recommendations and transportation recommendations. There would be three Comprehensive Plan Map amendments, revision of the Three Mile Lane Planned Development Overlay, removal of the planned highway interchange at Cumulus, adding a roundabout at Cirrus, remodeling of the existing interchange at Three Mile Lane and Highway 18, and several minor project amendments. Staff recommended adopting the area plan as a supplemental document to the Comprehensive Plan and Transportation System Plan, and then revising the Three Mile Lane Planned Development Overlay and incorporating it into the McMinnville Municipal Code. If private development wanted to come in sooner in the process, they would need to do the Comprehensive Plan map and Transportation Plan amendments.

There was discussion regarding funding for the improvements.

Planning Director Richards discussed old ordinances that focused on future land use zones that now currently existed and how Highway 18 would be treated in terms of needed rights-of-way, etc. which was now captured in the TSP. These ordinances protected access to Highway 18 and developed sign code for three zones of the overlay. The next step in the process would be a public hearing on December 16 for the Comprehensive Plan amendments.

- **Planning Commission Work Plan**

This item was not discussed.

6. Commissioner Comments

None

7. Staff Comments

Planning Director Richards said Sarah Sullivan was leaving the City. A new planner would be starting work next month.

8. Adjournment

Chair Hall adjourned the meeting at 8:28 p.m.

A handwritten signature in black ink, appearing to read 'Heather Richards', is written above a horizontal line.

Heather Richards
Secretary