



City of McMinnville
Community Development
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MINUTES

February 20, 2025
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Sidonie Winfield, Brian Everest, Beth Rankin, Rachel Flores, Matt Jones, Meg Murray, and Elena Mudrak

Members Absent: Sylla McClellan and Brian Randall

Staff Present: Heather Richards – Community Development Director, Tom Schauer – Senior Planner, and Evan Hietpas, Associate Housing Planner

1. Call to Order

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

2. Citizen Comments

None.

3. Public Hearings

A. Legislative Hearing: Comprehensive Plan Amendment (Docket G 7-24) Water System Element of Public Facility Plan

Continued from January 16, 2025
Staff is requesting an additional continuance

Request: THE CITY OF MCMINNVILLE IS PROPOSING AN AMENDMENT TO THE MCMINNVILLE COMPREHENSIVE PLAN AS FOLLOWS: (1) adopt portions of the 2011 Water Master Plan as amended by the 2024 Water Master Plan Addendum as part of the Public Facility Plan, a supporting document to the McMinnville Comprehensive Plan; (2) amend Volume I of the Comprehensive Plan to update data consistent with the updated Water System element of the Public Facility Plan; and (3) amend Volume II of the Comprehensive Plan to update policies consistent with the updated Water System element of the Public Facility Plan.

Applicant: City of McMinnville

Chair Winfield opened the public hearing and read the hearing statement. She asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was

none. She asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Commissioner Mudrak MOVED to CONTINUE Comprehensive Plan Amendment (Docket G 7-24) Water System Element of Public Facility Plan to March 20, 2025. SECONDED by Commissioner Murray. The motion PASSED 7-0.

4. Action

- Land Use Extension Request, MP 3-22

Chair Winfield asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. She asked if any Commissioner wished to make a disclosure or abstain from participating in or voting on this application. There was none.

Community Development Director Richards said this was a request for a land use extension for a minor partition of approximately two acres to be divided into three separate lots. The land was partially in the City limits and partially in the UGB. The land use decision had several conditions of approval, including an annexation agreement that the applicant was still working through and the applicant had asked for an extension for one more year. They also had difficulties with getting utilities done due to weather and contractor availability. Staff recommended approval. The annexation agreement stated when a neighboring property annexed, the applicant would also annex their property so they would not create an island.

Commissioner Everest MOVED to APPROVE Land Use Extension MP 3-22 to March 2, 2026. SECONDED by Commissioner Jones. The motion PASSED 7-0.

5. Work Session

- Land Use Efficiencies

Community Development Director Richards said this was a follow up from the joint Work Session with City Council regarding land use efficiencies. This work needed to be concluded in the next 4-5 months to determine if they wanted to do a UGB amendment, which would be due by March 1, 2026. She reviewed the steps to growth planning, needs analysis that had been done in 2024, mandated deadlines for the UGB amendment, Work Sessions that had been held, Framework Plan and assigning land needs, potential land use efficiencies, policy decisions already made for the Fox Ridge Road area, Three Mile Lane area, and Parks, Recreation, and Open Space Plan. She reviewed the potential efficiencies which were: reassign 127 acres that was removed from the park land need in the Framework Plan, reassign the 44 acres of surplus public and institutional land in the current UGB, evaluate existing R4 land for potential R5 zoning, increase the amount of R5 land in the Framework Plan, mandate minimum densities, explore maximum lot sizes, allow higher density housing in planned developments, remove the maximum density threshold from the R5 zone and rely on form standards similar to recent changes in the R4 zone, reduce minimum lot sizes in residential zones, reduce parking standards for apartments, reduce common open space requirements for planned developments and apartments, and allow increased density for certain types of housing. She asked for direction on which efficiencies to pursue and if they had missed anything.

There was discussion regarding expanding the UGB, R5 zone, areas for R5 near schools, removing the minimum lot size in R5, transit planning to serve new development, standards for SROs, standards for planned developments, rezoning for higher density and impact to the historic district, objections to density and trade-offs, road width as a land use efficiency, how parking garages or parking below infrastructure had proved to be cost prohibitive, how single family housing had been grandfathered in the R4 zone, change to the parking standard to reflect the number of rooms instead of housing type, redevelopment potential of properties, less parking on individual parcels and instead use a common parking lot, mandatory parking adjustments from the state, need for ownership housing opportunities, parking permits, how to handle height of buildings and density to maintain the livability and charm of the downtown, adding a standard that the development had to be a certain distance from parks and open space, looking at maximum parking standards for commercial and industrial development, reduction of parking standards for apartments, and no reduction in open space requirements.

Community Development Director Richards noted there was 171 acres in the UGB expansion area. She confirmed staff would bring back recommendations for that area.

Nothing was taken off the potential efficiencies list and staff would continue to work on the list. Staff would add maximum parking standards for commercial development and skinnier streets to the list. Parking standards for residential development would be done through the Housing Production Strategy work.

6. Commissioner Comments

None.

7. Staff Comments

None

8. Adjournment

Chair Winfield adjourned the meeting at 8:13 p.m.