

MINUTES

November 6, 2025
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Sidonie Winfield, Rachel Flores, Sylla McClellan, Matt Jones, Meg Murray, Brian Randall, and Elena Mudrak

Members Absent: Brian Everest

Staff Present: David Berniker – Planning Manager, Tom Schauer – Senior Planner, and Taylor Graybehl – Senior 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 (G 7-24) **Water System Element of Public Facility Plan**

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.

Chair Winfield said staff had requested a continuance of the hearing to be scheduled for a future agenda yet to be determined.

Commissioner Flores MOVED to CONTINUE the hearing for Comprehensive Plan Amendment (G 7-24) Water System Element of Public Facility Plan indefinitely.
SECONDED by Commissioner Mudrak. The motion PASSED 7-0.

B. Quasi-Judicial Hearing: Zone Change (ZC 1-25) and Conditional Use Permit (CU 1-25), 4150 NE Riverside Dr., Tax Lot R4414 01000

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. Chair Winfield asked if any Commissioners had visited the site. Many Commissioners had visited the site. Chair Winfield 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.

Commissioner McClellan was friends with the applicant, but it would not affect her decision.

Staff Report: Planning Manager Berniker and Senior Planner Graybehl presented the staff report. This was a request for a zone change from M-1, Light Industrial, to M-2, General Industrial, and conditional use permit to allow a composting facility on NE Riverside Drive. The composting facility would produce animal feed and organic fertilizer using black soldier fly larvae. This would be done exclusively indoors, and the feedstock would be delivered in sealed or covered containers. Staff recommended approval. They discussed the Comprehensive Plan designation for the site, zoning, existing conditions, concurrent review procedures, how no public testimony was received, review criteria, and compliance for the zone change. They then reviewed the conditional use permit criteria and compliance and recommended conditions of approval.

Applicant's Testimony: Todd Severson, Chapul Farms, explained how the compost facility would work to convert organic waste into two valuable products. He noted the M-2 zoning and conditional use permit were required for their solid waste composting permit. He described the project schedule, vicinity map, project highlights, and facility layout.

Questions: There were questions regarding someone being on site 24 hours, 7 days per week, commercial haulers to bring the feed product to the site, receiving hours would be 9 to 5, how the product would be sold, how the applicant had some experience in this process, ensuring the bugs did not escape, definition of preconsumer and bug diet, working with cities for picking up compost, and negative airflow and HVAC system.

There was no public testimony.

Commissioner Mudrak MOVED to CLOSE the public hearing; SECONDED by Commissioner McClellan. The motion PASSED unanimously 7-0.

Chair Winfield closed the public hearing.

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

Commissioner McClellan MOVED to RECOMMEND the City Council approve Zone Change (ZC 1-25) subject to the attached decision document; SECONDED by Commissioner Jones. The motion PASSED unanimously 7-0.

Commissioner McClellan MOVED to RECOMMEND the City Council approve Conditional Use Permit (CU 1-25), with conditions subject to the attached decision document; SECONDED by Commissioner Mudrak. The motion PASSED unanimously 7-0.

4. Commissioner Comments

None

5. Staff Comments

Senior Planner Schauer discussed upcoming meetings.

6. Adjournment

Chair Winfield adjourned the meeting at 7:16 p.m.