

**Planning Commission  
ZOOM Online Meeting:  
February 17, 2022**

*Please Note that this meeting will be conducted via  
ZOOM meeting software due to the COVID-19 event.*

**5:30 PM Work Session**

**6:30 PM Regular Meeting**

**ZOOM Meeting: You may join online via the following link:**

<https://mcminnvilleoregon.zoom.us/j/87012034668?pwd=aExqQWRjRWIBU2NIUGxjS0dsNjBwZz09>

**Zoom ID: 870 1203 4668**

**Zoom Password: 391060**

**Or you can call in and listen via zoom: 1 253 215 8782  
ID: 870 1203 4668**

---

*Public Participation:*

*Citizen Comments: If you wish to address the Planning Commission on any item not on the agenda, you may respond as the Planning Commission Chair calls for "Citizen Comments."*

*Public Hearing: To participate in the public hearings, please choose one of the following.*

- 1) *Email in advance of the meeting – Email at any time up to 12 p.m. the day of the meeting to [heather.richards@mcminnvilleoregon.gov](mailto:heather.richards@mcminnvilleoregon.gov), that email will be provided to the planning commissioners, lead planning staff and entered into the record at the meeting.*
- 2) *By ZOOM at the meeting - Join the zoom meeting and send a chat directly to Planning Director, Heather Richards, to request to speak indicating which public hearing, and/or use the raise hand feature in zoom to request to speak once called upon by the Planning Commission chairperson. Once your turn is up, we will announce your name and unmute your mic.*
- 3) *By telephone at the meeting – If appearing via telephone only please sign up prior to the meeting by emailing the Planning Director, [Heather.Richards@mcminnvilleoregon.gov](mailto:Heather.Richards@mcminnvilleoregon.gov) as the chat function is not available when calling in zoom.*

**----- MEETING AGENDA ON NEXT PAGE -----**

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

\*Please note that these documents are also on the City's website, [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov). You may also request a copy from the Planning Department.

Commission Members	Agenda Items
Sidonie Winfield, Chair	<p><b>5:30 PM – WORK SESSION</b></p> <ul style="list-style-type: none"> <li>• <b>Planning Commission Agreement</b></li> <li>• <b>Planning Commission Work Plan</b></li> </ul>
Gary Langenwalter Vice - Chair	<p><b>6:30 PM – REGULAR MEETING</b></p>
Robert Banagay	<p><b>1. Call to Order</b></p>
Matthew Deppe	<p><b>2. Citizen Comments</b></p>
Sylla McClellan	<p><b>3. Minutes:</b></p> <p><b>December 16, 2021 (Exhibit 1)</b></p>
Brian Randall	<p><b>4. Public Hearing:</b></p>
Beth Rankin	<p><b>A. <u>Legislative Hearing: Proposed Comprehensive Plan Amendments (G 7-21) – (Exhibit 2)</u></b></p>
Lori Schanche	<p><b>(Continued from January 20, 2022, PC Meeting)</b></p>
Dan Tucholsky	<p>Request: This is a legislative action initiated by the City of McMinnville to amend the McMinnville Comprehensive Plan by adopting the Three Mile Lane Area Plan as a supplemental document and to amend the Comprehensive Plan, Volume II, Chapter VI, Transportation System, to add a proposal to amend the Comprehensive Plan Map and Transportation System Plan consistent with the Three Mile Lane Area Plan.</p>
	<p>Applicant: City of McMinnville</p>
	<p><b>B. <u>Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-20) and Zone Change, including Planned Development Overlay Designation (ZC 3-20) – (Exhibit 3)</u></b></p>
	<p><b>(Continued from January 20, 2022, PC Meeting)</b></p> <p><b>Applicant has requested a continuance to March 17, 2022</b></p>
	<p>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.</p> <p>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</p>

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

\*Please note that these documents are also on the City’s website, [www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov). You may also request a copy from the Planning Department.

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

**C. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 1-21) and Zone Change, including Planned Development Overlay Designation (ZC 2-21) – (Exhibit 4)**

***Applicant has requested a continuance to March 17, 2022***

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 a property of approximately 8 acres.

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 3330 SE Three Mile Lane, more specifically described at Tax Lot 600, Section 26, T.4S., R 4 W., W.M.

Applicant: Ken Sandblast, Westlake Consultants, Inc. Representing property owner 3330 TML, c/o Bryan Hays

**D. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-21) and Zone Change, including Planned Development Overlay Designation (ZC 3-21) – (Exhibit 5)**

***Applicant has requested a continuance to March 17, 2022***

**Request:** Approval to amend the Comprehensive Plan Map from Industrial to Commercial, and an amendment to the Zoning Map from M-L (Limited Light Industrial) to C-3 PD (General Commercial with a Planned Development Overlay), for approximately 21.1 acres of an 89.9-acre property, plus an additional 1.5 acres of the 89.9-acre property proposed to be dedicated for right-of-way at the time of development.

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 Three Mile Lane and Cumulus Avenue, more specifically described at Tax Lot 100, Section 27, T.4S., R 4 W., W.M.

**Applicant:** Ken Sandblast, Westlake Consultants, Inc.  
representing property owner DRS Land, LLC c/o Dan Bansen

**E. Quasi-Judicial Hearing: Historical Parking Variance (VR 4-21) – (Exhibit 6)**

**Request** The applicant has requested a historical structure parking variance to reduce the existing required number of off-street parking spaces by fifty percent, from twenty-six (26) parking spaces to thirteen (13) parking spaces.

**Location:** The subject site is located at 425 NE Evans Street; R4421BC02800.

**Applicant:** David Queener, JADA Ventures, LLC

**5. Commissioner/Committee Member Comments**

**6. Staff Comments**

**7. Adjournment**

The meeting site is accessible to handicapped individuals. Assistance with communications (visual, hearing) must be requested 24 hours in advance by contacting the City Manager (503) 434-7405 – 1-800-735-1232 for voice, or TDY 1-800-735-2900.

\*Please note that these documents are also on the City's website, [www.mcminnvilleregon.gov](http://www.mcminnvilleregon.gov). You may also request a copy from the Planning Department.



**City of  
McMinnville**

PLANNING

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

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

## **WORK SESSION - STAFF REPORT**

**DATE:** February 17, 2022  
**TO:** Planning Commission Members  
**FROM:** Heather Richards, Planning Director  
**SUBJECT:** Planning Commission Group Agreement

### **STRATEGIC PRIORITY & GOAL:**



### **CIVIC LEADERSHIP**

Encourage a variety of leadership development opportunities to foster a culture of civic pride & involvement.

---

### **Report in Brief:**

Attached is a copy of the Planning Commission Group Agreement for review and discussion. The Planning Commission has historically signed this as a group to help guide their work as a team serving the City and community of McMinnville.



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

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

### PLANNING COMMISSION GROUP AGREEMENT

1. I will individually support the collective decision-making of the Commission. If I disagree with the decision made by the Commission, I will exercise my convictions without personalizing the issue and without eroding the collective reputation of the Commission.
2. I will treat all people who come before the Commission for any reason, and all ideas and concepts brought before the Commission, with respect and professionalism, whether or not I agree with the person or idea.
3. I will treat the other members of the Commission and City staff with respect, even though they may differ philosophically; i.e., listen, ask for rationale, accommodate periodically.
4. I will present my rationale for my points of view and when asked for a rationale, I will act positively and offer my data for my conclusion.
5. I will say what I mean with no underlying messages in a positive manner.
6. I will not personalize issues or decisions.
7. If I have a concern or issue with another Commissioner or staff person, I will go to that person first and in a positive, private, and timely manner, and share that concern. I will present my feelings and how those feelings affect me.
8. I will focus on the present and the future and use the past only as data for the present and the future.
9. If I am approached by someone, I will be open and positive and do my best to respond to his/her concerns.
10. I will not blame others for situations that I have opportunity to resolve.
11. I will recognize that the Commission's role is to decide quasi judicial matters brought before it and to recommend policy to the City Council. I recognize it is not the Commission's role to recommend to applicants how they might "fix" an application.
12. I will give the Chair and staff "advance" notice of significant matters to be introduced at Commission meetings so as to preclude stressful surprises at Commission meetings. 'Advance' means at least time to review the data.
13. I will not lobby for a point of view at the exclusion of other Commission members.

---

***Our Mission:*** *Providing excellent customer service, public engagement, and proactive planning programs to promote McMinnville as the most livable and prosperous city in the state of Oregon now and into the future.*

14. I will follow all laws relating to my service as a Commission member, and will behave ethically in all that I do.
15. If I feel that the issues I may discuss with another Commission member have implications for other or all Commission members, I will attempt to share in a timely manner with the other Commission members.
16. If I know in advance that I will be unable to attend a scheduled meeting, I will advise City staff of this conflict as soon as possible.
17. If at all possible, I will bring issues involving conflicts of interest to staff in advance of the meeting, in order to facilitate a full and frank discussion.
18. I will try to minimize questions of applicants that are not relevant to the decision making criteria in order to maintain a clear record and decision, minimize the potential for appeals, and keep meetings to a reasonable length of time. If appropriate, I will contact City staff in advance of public meetings to ask questions for purposes of clarification.

## **WORK SESSION - STAFF REPORT**

**DATE:** February 17, 2022  
**TO:** Planning Commission Members  
**FROM:** Heather Richards, Planning Director  
**SUBJECT:** Work Session – Planning Commission Work Plan

### **STRATEGIC PRIORITY & GOAL:**



### **GROWTH & DEVELOPMENT CHARACTER**

Guide growth & development strategically, responsibly & responsibly to enhance our unique character.

**OBJECTIVE/S:** Define the unique character through a community process that articulates our core principles

---

### **Report in Brief:**

This is a work session to discuss the 2021-2025 Planning Commission Work Plan.

### **Background:**

The Planning Department uses this work plan to decide on work assignments, staff capacity, and consultant needs for each fiscal year of the work plan. The elements in the work plan are a combination of planning commission initiatives, state planning mandates, and needed planning updates to be compliant with state regulations.



**THE CITY OF MCMINNVILLE MISSION:**

*The City of McMinnville delivers high-quality services in collaboration with partners for a prosperous, safe and livable community.*



**THE PLANNING DEPARTMENT ACHIEVES THIS BY:**

*Providing excellent customer service, public engagement, and proactive planning programs to promote McMinnville as the most livable and prosperous city in the state of Oregon now and into the future.*

Work Product	2021-2022	2022-2023	2024-2025
<b>Long-Range Plans</b>	<ul style="list-style-type: none"> <li>• Three Mile Lane Area Plan</li> <li>• City Center Housing Strategy</li> <li>• UGB – Remand Response</li> <li>• Joint Management Agreement with Yamhill County</li> <li>• Annexation Process – Master Planning</li> <li>• HB 2001</li> <li>• Transit Plan</li> </ul>	<p><u>2022</u></p> <ul style="list-style-type: none"> <li>• Trans System Plan Update</li> <li>• Wastewater Master Plan Update</li> <li>• Water Master Plan Update</li> <li>• Parks Master Plan</li> <li>• Fox Ridge Road Area Plan</li> </ul> <p><u>2023</u></p> <ul style="list-style-type: none"> <li>• Downtown Plan</li> <li>• HB 2003 HNA/Production Strategy</li> </ul>	<p><u>2024</u></p> <ul style="list-style-type: none"> <li>• Southwest Area Plan</li> </ul> <p><u>2025</u></p> <ul style="list-style-type: none"> <li>• Highway 99 Corridor Study</li> <li>• Airport Master Plan</li> <li>• Airport Ec Dev Strategy</li> <li>• UGB Amendment</li> </ul>
<b>Comprehensive Plan Amendments</b>	<ul style="list-style-type: none"> <li>• Goal 5 Update – Cultural Resources</li> <li>• Goal 7 Update – Natural Hazards</li> </ul>	<ul style="list-style-type: none"> <li>• Park Zone</li> <li>• Public Facility Zone</li> </ul>	<ul style="list-style-type: none"> <li>• Airport Zone</li> <li>• University Zone</li> </ul>
<b>Zoning Ordinance Amendments</b>	<ul style="list-style-type: none"> <li>• Multi-Family Site Design Review</li> <li>• Residential Housing Types Site and Design Review Standards</li> <li>• Evaluation of Residential Zones</li> <li>• Parking Standards for Housing</li> <li>• Lighting Standards for Housing</li> <li>• Townhomes in C3 Zones</li> <li>• Single Room Occupancies</li> </ul>	<ul style="list-style-type: none"> <li>• Transfer of Density for Natural Features</li> <li>• Natural Hazards Overlay District</li> </ul>	<ul style="list-style-type: none"> <li>• Planned Development</li> <li>• Land Division Standards</li> <li>• Commercial Zone Amendments</li> <li>• Industrial Zones Amendments</li> <li>• Commercial/Industrial Site and Design Review</li> <li>• Innovation Special District – 3MLAP</li> </ul>

**2021 – 2025 PLANNING COMMISSION WORK PLAN**



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

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

## **EXHIBIT 1 - MINUTES**

**December 16, 2021**  
**Planning Commission**  
**Work Session Meeting**

**6:30 pm**  
**Zoom Online Meeting**  
**McMinnville, Oregon**

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

**Members Absent:** Sylla McClellan

**Staff Present:** Heather Richards – Planning Director, Tom Schauer – Senior Planner, Amanda Guile-Hinman – City Attorney, and Adam Tate – Associate Planner

---

### **1. Call to Order**

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

### **2. Citizen Comments**

None

### **3. Public Hearing:**

#### **A. Legislative Hearing: Proposed Comprehensive Plan Amendments (G 7-21)**

**Request:** This is a legislative action initiated by the City of McMinnville to amend the McMinnville Comprehensive Plan by adopting the Three Mile Lane Area Plan as a supplemental document and to amend the Comprehensive Plan, Volume II, Chapter VI, Transportation System, to add a proposal to amend the Comprehensive Plan Map and Transportation System Plan consistent with the Three Mile Lane Area Plan, and to amend the McMinnville Municipal Code by adding a special overlay zone for the Three Mile Lane Area.

**Application:** 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.

Planning Director Richards said staff requested that this hearing be continued.

Commissioner Langenwalter MOVED to CONTINUE the hearing for G 7-21 to January 20, 2022. The motion was seconded by Commissioner Banagay and PASSED 8-0.

**B. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-20) and Zone Change, including Planned Development Overlay Designation (ZC 3-20)**

**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.

**Applicant:** Kimco McMinnville LLC, c/o Michael Strahs

**Disclosures:** Chair Hall opened the public hearing.

**Staff Presentation:** Senior Planner Schauer said this was a request for a Comprehensive Plan Map amendment and zone change with planned development overlay for a portion of a 90.4 acre parcel on Three Mile Lane. About 33.5 acres was proposed to go from Industrial (M-2) to Commercial (C-3 PD). There would be 4.25 acres for future transportation improvements and 52.7 acres would remain Industrial/M-2. The initial public hearing for the application was held on May 20, 2021 and was most recently continued to tonight's meeting. The applicant requested that the hearing be opened for public testimony, then at the conclusion continue to January 20, 2022. Planning Commission deliberation would not occur this evening. Staff was continuing to work with the applicant and did not have a substantive update for tonight's hearing regarding transportation mitigation. He explained the additions to the record, Attachments A and B, as well as additional written public testimony.

**Applicant's Testimony:** Dana Krawczuk, land use attorney at Stoel Rives LLP, thought the timing was good because the Three Mile Lane Plan was coming to the Commission in January as well as this application and this application would implement that plan. They had been working with the neighbors and were excited about the collaboration. They were also working diligently on the transportation issues and concerns about how much employment land was

available for rezoning. She encouraged the Commission to bring up any new concerns so they could be addressed at the next hearing.

Public Testimony:

Proponents: None

Opponents: Sid Friedman, speaking for Friends of Yamhill County. They did not think this action was in McMinnville's best interest. Rezoning industrial to commercial retail would result in low wage jobs rather than high wage jobs, negative impacts to the Highway 99W corridor, and traffic problems that had no identified solutions. Low wage jobs would exacerbate the housing affordability problems in the City and the oversupply of commercial land would have a negative impact on existing businesses.

Rebuttal: Ms. Krawczuk agreed industrial land was an important component of the region's economy which was why two-thirds of the land would retain the industrial zoning. That was consistent with the Three Mile Lane Area Plan.

Commissioner Schanche MOVED to CONTINUE the hearing for CPA 2-20/ZC 3-20 to January 20, 2022. The motion was seconded by Commissioner Rankin and PASSED 8-0.

### **C. Quasi-Judicial Hearing: Short Term Rental (STR 6-21)**

Request: Approval to allow for the operation of a short term rental establishment within an existing residence.

Location: The subject site is located at 713 NW Cedar Street and is more specifically described as Tax Lot 10800, Section 20AA, T.4 S., R. 4 W., W.M.

Applicant: Kari Mamizuka

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. Commissioner Winfield lived in the area and recused herself from participating so she could testify in the hearing.

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. Several members of the Commission had visited the site, but had no comments to make on the visits.

Staff Presentation: Senior Planner Schauer said this was a request for a short term rental on NW Cedar Street. A neighborhood meeting was conducted by the applicant before the application was submitted. Short term rentals were typically a Planning Director decision. However, during the public comment period, there was a request for a public hearing before the Planning Director issued a decision. When that occurred, the Planning Commission became the decision-making body. The same standards still applied. He discussed the public testimony provided in the packet and how no additional written testimony had been received after the packet was distributed. The proposal was to use the existing single-family dwelling as a short term rental. The property was zoned R-2, and short-term rentals were permitted uses in the R-2 zone. Staff recommended

approval with conditions. He then showed pictures of the site and site plan as well as a map of other nearby short term rentals. He reviewed staff's findings and how the requirements were satisfied with conditions.

Commissioner Tucholsky asked about enforcement of the regulations for short term rentals. Planning Director Richards said they had not received any complaints about existing short term rentals in the past five years. These were annual renewal permits and if they did get complaints, they would be used as the basis to deny the annual renewal. If it was a noise complaint during the night, the Police Department would respond. If it was during the day, it would be Code Enforcement. Any other complaints would be Code Enforcement.

Commissioner Schanche asked the applicant how long this would be a short term rental. Kari Mamizuka, applicant, had not thought about a time frame.

Commissioner Tucholsky said all the surrounding neighbors were opposed to this. What would the applicant do to mitigate the concerns. Ms. Mamizuka said she would be a good neighbor and keep the property in good working order. She would be spending part of the time on the property as well. She had family and friends who lived in the City and came as often as she could.

Public Testimony:

Proponents: None

Opponents: William Sykes, McMinnville resident, said he and the surrounding neighbors opposed this application. The house was not accessible to people with disabilities. The proposal was not consistent with the Comprehensive Plan and objectives of the zoning ordinance and other applicable policies of the City specifically in regard to inclusion and physical ability. It was both state and federal law that prohibited against discrimination of people with disabilities including public accommodations.

Ted Cutler, McMinnville resident, said all of the surrounding neighbors were against this and were doing what they could to oppose it. He asked that the record be kept open.

Sidonie Winfield, McMinnville resident, was concerned about the lack of parking. She suggested adding a condition that only one on street parking was allowed. She thought they needed to look at the conditions for short term rentals in the future and the number of short term rentals allowed. She hoped the applicant would be in town more often.

Dean Klaus, McMinnville resident, said this was an old, unique neighborhood with long term residents and a short term rental did not fit in. It should be used for a home where neighbors could get to know each other.

Dallas Pederson, McMinnville resident, spoke about the people who lived in the neighborhood and how they had a great community. He thought this vacation rental would impact the community.

Commissioner Langenwalter asked if they needed to add a condition to make the rental ADA accessible.

Commissioner Schanche did not think that requirement applied to individual houses.

Chair Hall noted most of the comments had to do with quality of life issues which were not criteria.

Rebuttal: Ms. Mamizuka thought having the house as a short term rental would be a positive part of the neighborhood and the application met the criteria.

City Attorney Guile-Hinman said generally ADA did not apply, although it was unknown how often the owner would live in the home. She recommended continuing the hearing in case they needed to add a condition to address the ADA issue.

Planning Director Richards could consult with the Building Official to determine if accessibility would be required.

Commissioner Tucholsky MOVED to CONTINUE the hearing for STR 6-21 to January 20, 2022. The motion was seconded by Commissioner Langenwalter and PASSED 4-3-1 with Commissioners Schanche, Randall, and Banagay opposed and Commissioner Winfield recused.

The Commission took a short break.

#### **D. Quasi-Judicial Hearing: Zone Change (ZC 1-21)**

Request: Approval to rezone the property at 436 SE Baker Street from O-R (Office Residential) to C-3 (General Commercial).

Location: The subject site is located at 436 SW Baker Street and is more specifically described as Tax Lot 9800, Section 21CB, T.4 S., R. 4 W., W.M.

Applicant: Teresa Drevdahl

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. 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. Several members of the Commission had visited the site, but had no comments to make on the visits.

Staff Presentation: Planning Director Richards presented on the request for a rezone from O-R to C-3 for a property on SE Baker Street. She described the subject site. The owner held a neighborhood meeting prior to submitting the application. The application was deemed complete on November 22, 2021 and the 120 day land-use decision time limit expired on March 21, 2022. Staff thought the proposed change was consistent with the relevant goals and policies of the Comprehensive Plan and code. The proposed amendment was orderly and timely. The property was located on Highway 99W which was built out primarily as a general commercial strip corridor. There were C-3 properties to the south and west, O-R to the north, and R-4 to the east. The property currently had services. She discussed the existing conditions on the site and the new zone, agency comments received, and public comments received.

Questions for Staff: Commissioner Tucholsky asked if there was another vacation rental nearby. Planning Director Richards said there was one. They were only considering the zone change and vacation rentals were outright permitted uses in commercial zones.

Commissioner Langenwalter asked if there needed to be the 200 foot buffer. Planning Director Richards said if it was zoned commercial, the 200 foot buffer did not apply. The intention of the

short term rental code was to encourage rentals in the commercial zones and discourage them in residential.

Commissioner Schanche said the reason for the zone change was to make this a vacation rental. She thought the site would be served better as Office-Residential.

Commissioner Randall asked if the City regulated the interior modification or use of historic structures. Planning Director Richards said no, the City only regulated the exterior.

Applicant's Testimony: Steve Elzinga, representing the applicant, said staff's analysis showed the application met all of the requirements. They agreed with staff's recommendation for approval with conditions. The property was located directly along 99W, in walking distance of downtown, and next to several small stores. The City had designated this property as Commercial in the Comprehensive Plan. It was also next to several stores. The owner had spent a lot of time and money to restore this historic property to use as a short term rental. The applicant did mail notices to all addresses on the official mailing list that came from the City. The issues raised in the public comment were discussed at the neighborhood meeting. Short term rentals benefitted businesses and tourism. This was an ideal location for a short term rental. The property had six on-site parking spaces and the City had already decided it was ideal for commercial use in the Comprehensive Plan. He asked for approval.

Public Testimony:

Proponents: None

Opponents: None

Chair Hall closed the public hearing.

Commission Deliberation: Commissioner Banagay clarified the Commission would be making a recommendation to the City Council on this application. Planning Director Richards said that was correct. If the Commission chose to recommend approval, it would move forward to the City Council. If they chose to deny the application, it failed here and the applicant had the opportunity to appeal it to the City Council.

Commissioner Randall said it was a landmark structure and set up to be a house, not a business. It seemed like the best use of the property was lodging which would preserve the historic nature of the house. He was in support of the request.

Commissioner Langenwalter wished the applicant had left the zoning as Office-Residential and requested the short term rental use. If the property was rezoned to Commercial, they could do whatever they wanted to the interior and turn it into a commercial use.

Commissioner Banagay said they had done a good job restoring the house, and little businesses were popping up in this area. He did not think a residential home would work on that street because it was so busy. It was not a residential neighborhood.

Commissioner Randall said they could create different office suites in the house with the current O-R zoning. He thought the best use would be lodging to maintain the house as a residential use. It would also help preserve the character of the historic house.

Commissioner Schanche read the purpose statement of the O-R zone. She thought the property was already in the right zone.

Commissioner Langenwalter asked if the historic exterior would still be preserved in the C-3 zone. Planning Director Richards said exterior renovations would need to be approved through the Historic Landmarks Committee in a quasi-judicial process. There would be no change to the historic designation of the structure if the zoning was changed.

There was discussion regarding the requirements for demolition and how those requests had to be taken to the Historic Landmarks Committee for historic structures.

Based on the findings of fact, conclusionary findings for approval, and materials submitted by the applicant, Commissioner Randall MOVED to RECOMMEND APPROVAL of ZC 1-21 to the City Council. SECONDED by Commissioner Banagay. The motion PASSED 6-1 with Commissioner Schanche opposed.

**E. Quasi-Judicial Hearing: Variance (VR 3-21)**

**Request:** Approval of a variance to the maximum fence height standards of MMC Section 17.54.090 and the provisions of MMS Section 8.10.210 governing authorized location of electric fences, in order to authorize a 10-foot tall perimeter “suspended wire security alarm system” electric fence approximately 1900 linear feet around the perimeter of a portion of the property containing buildings and a bus storage area. The fence is proposed to be located one foot behind the existing fence along the frontage of the 20<sup>th</sup> Street right-of-way and the railroad right-of-way and along an interior portion of the property.

**Location:** The subject site is located at 1936 NE Lafayette Avenue and is more specifically described as Tax Lot 1900, Section 15, T.4 S., R. 4 W., W.M.

**Applicant:** Danielle Hufford, on behalf of property owner Lee Larson Properties LLC, c/o Dave Kiersey/Kiersey & McMillan

**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. Commissioner Schanche spoke to three people about this project, Heather Phillips, Student Transportation Director for Anchorage School District, Linda Lees, McMinnville School District, and Nora Martin from First Student in Portland. She had asked them questions about their alarm systems, past problems with break-ins, and if other school districts were doing this. She thought none of these contacts influenced her decision and she could still participate.

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. Several members of the Commission had visited the site. Commissioner Schanche noticed on her site visit that there were five buses parked outside of the fences. She was there around 2 p.m. today.

**Staff Presentation:** Associate Planner Tate discussed the request for a variance to put in a 10 foot tall fence. He explained the subject site, showed pictures of the bus parking area, and example of the fence the applicant wished to install.



Chair Hall asked if the current fence would be demolished and new fence installed or if they would add a taller fence. Associate Planner Tate said it would be a new fence inset one foot from the existing fence.

Applicant's Testimony: Michael Pate, representing the applicant, explained how the alarm panel and cameras worked. Catalytic converter theft was common. The facility was in a remote location and was vulnerable. They were carrying school children and could not be out several buses. This was a safe, reliable product. These devices were being used all around the area. He requested approval to go to ten feet. The height would force criminals to the lower level and they would see the warning signs for electric shock.

Commissioner Schanche asked how many buses were stored at the facility. Mr. Pate did not know.

Commissioner Schanche questioned the need for this. She asked how many thefts had occurred and if the fence was dangerous. Mr. Pate said the electric fence was only on at night when the site was locked up, not when people were on the site. There had been robberies of catalytic converters.

Commissioner Langenwalter asked about damage from the electric shock. Mr. Pate said it did not do damage to humans, it was similar to electric fences for livestock.

Commissioner Tucholsky asked if any of the other adjacent properties had approached them for a similar fence. Mr. Pate said no, they had not.

Public Testimony:

Proponents: None

Opponents: None

Commission Deliberation: Commissioner Schanche discussed the applicability of the variance criteria. She thought this was a self-created hardship and did not warrant a special right. No one else was complaining that the area was dangerous and needed a ten foot electric fence.

Chair Hall thought the danger was property theft.

Commissioner Tucholsky said there was a unique need and these might be the first people to act and there might be others that followed. There were more lucrative items to steal from this facility and that might be why they were experiencing it more than other facilities.

Commissioner Randall did not think this facility could be seen easily when driving by. He did not think a ten foot fence would affect the public view. He was in support.

Commissioner Banagay looked up catalytic converter thefts in McMinnville and there was an uptick in this type of theft. The buses took kids to school and without the converter, the buses could not do that.

Commissioner Schanche said it was happening, but they did not know how much. There was no documentation for the need.

Commissioner Langenwalter would have liked to hear from First Student instead of from the fence vendor.

Commissioner Randall asked if the electric part of the application was in the Commission's jurisdiction. Planning Director Richards said staff did not bring that forward as part of the variance request because the code said it was required if the fence was abutting the property line. Staff thought a foot away from the property line was not abutting. That was staff's interpretation.

There was discussion regarding whether or not to continue the hearing for more information.

Commissioner Schanche MOVED to CLOSE the public hearing, SECONDED by Commissioner Langenwalter. The motion PASSED 7-0.

Chair Hall closed the public hearing.

Based on the findings of fact, conclusionary findings for approval, and materials submitted by the applicant, Commissioner Schanche MOVED to APPROVE VR 3-21. SECONDED by Commissioner Randall. The motion PASSED 6-1 with Commissioner Schanche opposed.

Commissioner Rankin suggested that the applicant or property owner be present for public hearings.

**4. Discussion Item**

- **Planning Commission Work Plan**

This item was tabled to the January meeting.

**5. Commissioner/Committee Member Comments**

The Commission thanked Chair Hall for his time on the Planning Commission.

**6. Staff Comments**

There was discussion regarding the Three Mile Lane Area Plan, staff recruitment, and new Planning Commissioner.

**7. Adjournment**

Chair Hall adjourned the meeting at 9:42 p.m.

---

Heather Richards  
Secretary

## EXHIBIT 2 - STAFF REPORT

**DATE:** February 17, 2022  
**TO:** Planning Commission Members  
**FROM:** Heather Richards, Planning Director  
**SUBJECT:** Public Hearing – G 7 – 21, Adopting the *Three Mile Lane Area Plan* as a Supplemental Document to the City of *McMinnville Comprehensive Plan*, and amending the Comprehensive Plan, Volume II, Chapter VI, Transportation System, to add a proposal to amend the Comprehensive Plan Map and Transportation System Plan consistent with the *Three Mile Lane Area Plan*.

### STRATEGIC PRIORITY & GOAL:



#### GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsibly & responsibly to enhance our unique character.

**OBJECTIVE/S:** Strategically plan for short and long-term growth and development that will create enduring value for the community

---

### Report in Brief:

This is the continuance of a public hearing from January 20, 2022, to consider a comprehensive plan amendment adopting the *Three Mile Lane Area Plan and Appendices* as a supplemental document to the *McMinnville Comprehensive Plan* and to amend the *McMinnville Comprehensive Plan, Volume II, Chapter VI, Transportation System*, to add a proposal to amend the *McMinnville Comprehensive Plan Map* and *McMinnville Transportation System Plan* consistent with the *Three Mile Lane Area Plan*.

The *Three Mile Lane Area Plan* (3MLAP) has been developed over the past three years in collaboration with ODOT and a local Project Advisory Committee. It was funded by a Transportation Growth Management grant. A consultant team comprised of Angelo Planning Group, David Evans and Associates, Inc., Leland Consulting Group and Walker Macy worked with the project management team and the project advisory committee to develop the plan. ODOT served as the project manager and contract manager.

The project website is: <https://threemilelane.com/project-documents>

---

#### Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

The public hearing public record is located at: [G 7-21 - Three Mile Lane Area Plan \(3MLAP\) Comprehensive Plan Amendment | McMinnville Oregon.](#)

Area plans are general guidance documents for how land uses, and public facilities will serve the community in the future and interact with each other in a designated area. It is a high-level planning document meant to provide guidance to other more specific planning processes, such as public utility plans, parks, and open space plans, etc. An Area Plan is not a development plan and is not representative of planned private development projects in the area.

The Three Mile Lane area is a unique district in the southeast portion of the City of McMinnville. The area contains approximately 1,340 acres of land with a variety of existing land uses and several large vacant parcels. The *Three Mile Lane Area Plan* is intended to create an implementable vision for the area's future land uses and multi-modal transportation system.

As an Area Plan, the *Three Mile Lane Area Plan* shall serve as a guiding document for land uses and public facilities in the delineated area of this plan. Specific standards for development will be identified in McMinnville's Master Plans and Municipal Code. Public facility plans will be updated to reflect the new comprehensive plan designations in the area.

The *Three Mile Lane Area Plan* includes the final plan document (Plan) and five appendices:

*Three Mile Lane Area Plan*

- Appendix A: Public Involvement
- Appendix B: Existing Conditions
- Appendix C: Case Study Report
- Appendix D: Evaluation and Screening
- Appendix E: Implementation

**Andrew Mortensen, Senior Transportation Planner with David Evans and Associates, Inc.**, and lead Project Manager for the consultant team, will be at the February 17, 2022 public hearing to answer planning commission questions that came up at the January 20, 2022 public hearing and to go into more detail on the transportation planning process for different levels of planning.

**Michael Duncan, Senior Region Planner, Transportation and Growth Management Manager for ODOT**, Region 2, will also be on hand for the February 17, 2022 public hearing and will address planning commission questions relative to the management of the state system and the process for this particular plan that was funded through the Transportation and Growth Management program.

**Background:**

The *Three Mile Lane Area Planning* effort started in 2017. It is based on a land-use and transportation study of approximately 1340 acres of land currently within the city limits on both the north and south side of Highway 18 from the eastern entrance of the city by the McMinnville Airport to the Yamhill River Bridge. The project has immense potential to transform the Three Mile Lane Area for both current and future residents and businesses. It provides the opportunity for the City to be much more efficient with land-uses, allowing for higher density housing development and job creation in the area. The plan will also help the City work towards reducing greenhouse gas emissions by providing more amenities in close proximity to residential neighborhoods in this area as well as commercial amenities that city residents drive to other cities to access. The plan allows for much-needed grocery stores in a

---

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

residential area that is currently a food desert. The plan identifies opportunities for more off-road trails and bicycle/pedestrian connectivity throughout the designated area. The 3MLAP also highlights an opportunity for a high-density business office and industrial incubator district adjacent to the airport. And lastly, the 3MLAP creates a much stronger multi-modal connection between the Three Mile Lane Area and the rest of the City of McMinnville via the new Yamhill River Bridge and proposed nature trails to Joe Dancer Park and Galen McBee Park.

The 3MLAP has five project goals:

1. **Support and enhance the district's economic vitality and marketability.**  
*This plan aims to support development of significant industrial and commercial parcels within the study area, enhance existing business by diversifying goods and services available in the area, and increase tourism. Alternatives will be evaluated qualitatively for how well they address the area's development/redevelopment potential.*
2. **Provide opportunities for a complementary mix of land uses, consistent with the vision of a diverse and vibrant district.**  
*The study area contains several existing residential neighborhoods, including assisted-living and manufactured home residences, as well as major employers and tourism destinations. This plan aims to provide a mix of land uses that support one another to create a unique part of the city in both an economic and environmentally sustainable way.*
3. **Enhance multi-modal connections throughout the district.**  
*This plan aims to create a complete, multimodal transportation network that serves the north and south side of OR 18 within the district, and that connects the business community, the hospital, residential neighborhoods, and tourism amenities to each other and to the city center. Alternatives will be evaluated through criteria measuring transportation safety and performance for all modes of travel: pedestrian, bicycle, transit, freight, and personal vehicles.*
4. **Create an aesthetically pleasing gateway to the City of McMinnville.**  
*The study area is a primary gateway to the City of McMinnville. Alternatives will be evaluated qualitatively for how well they provide an identity for the district, reflect McMinnville's intrinsic character, and highlight the landscape features of the district. Incorporation of sustainable features and technologies is desired.*
5. **Improve the district for existing and future McMinnville residents in the area.**  
*The City of McMinnville's Great Neighborhood Principles identify amenities and facilities that should be present in all residential areas, including a variety of housing types, pedestrian and bicycle connectivity, preservation of scenic views and natural features, access to open space and access to commercial necessities. This plan aims to support those Great Neighborhood Principles for residents in the study area by providing multi-modal connectivity, single-family, missing middle and multi-family housing, provisions for open spaces and commercial amenities, such as grocery stores, restaurants and more.*

A project advisory committee consisting of community stakeholders worked with the consultant team, ODOT and City representatives on the development of the plan. (Please see list of Project Advisory Committee members on the next page.)

---

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

The City also hosted a summer planning class from the University of Oregon, “Green Cities” to work with neighborhood residents and other interested community stakeholders on planning charrettes and focus groups to help lay the groundwork for the planning effort prior to the official start of the 3MLAP.

**THREE MILE LANE AREA PLAN: Project Advisory Committee (PAC):**

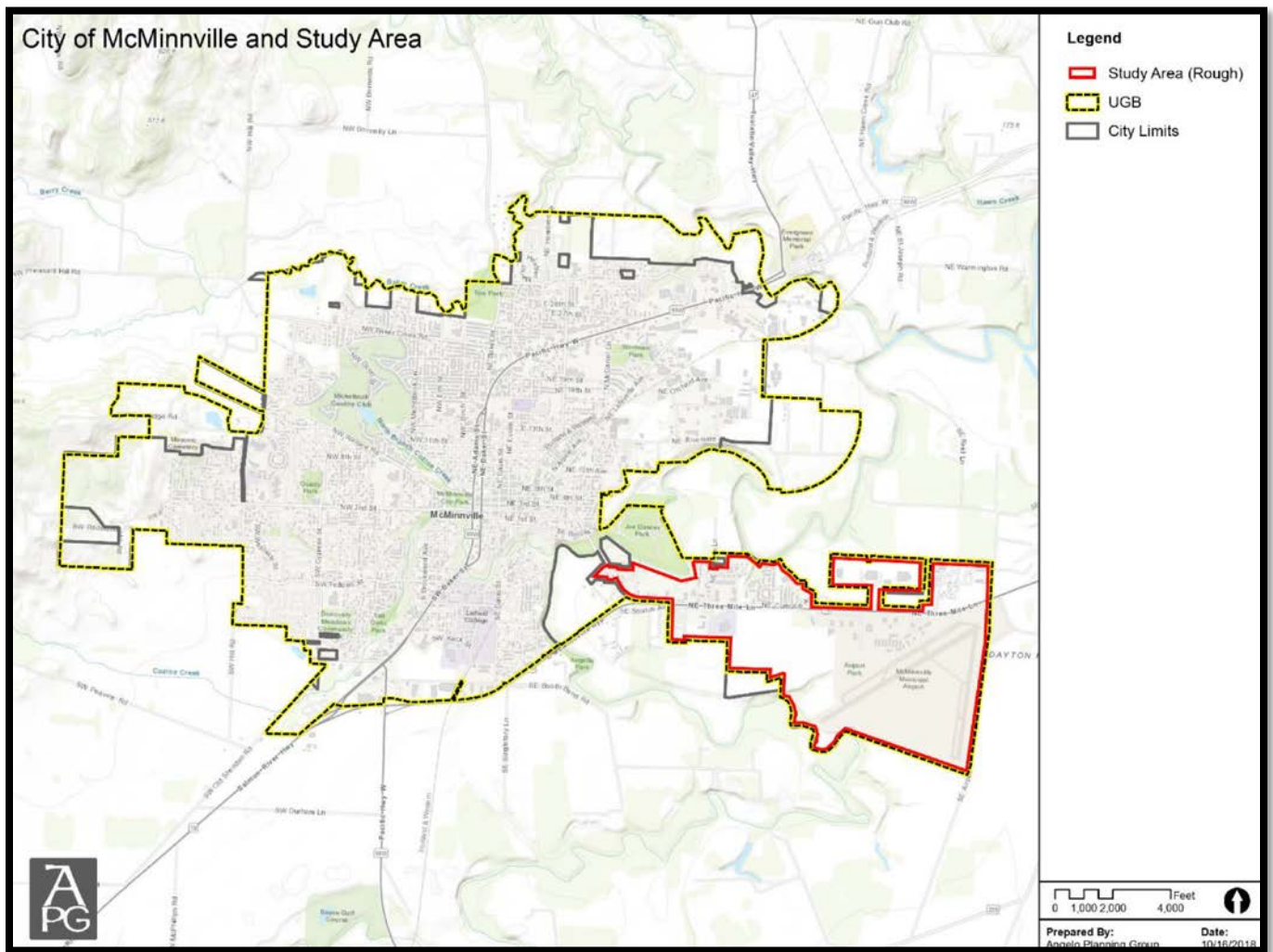
<b>Citizen Advisory Committee (CAC)</b>	
<b>REPRESENTING</b>	
<b>Planning Commission</b>	Lori Schanche
<b>City Council</b>	Zach Geary Scott Hill Wendy Stassens
<b>Representatives of Property and Business Owners in the Study Area</b>	Robert Banagay Paul Davis Danielle Hoffman Peter Hoffstetter Kit Johnston Stewart Kircher Chris Norville Alan Roodhouse Chris Shelby Mary Stern
<b>Partner Agencies</b>	Scott Cooper – MEDP Kitri McGuire – Visit McMinnville Gioia Goodrum – McMinnville Chamber of Commerce
<b>Community Stakeholders</b>	Courtney Cunningham Ken Denier Alan Fox Phil Frischmuth David Hayes Galen McBee
<b>Technical Advisory Committee (TAC)</b>	
<b>Planning Staff</b>	Heather Richards Jamie Fleckenstein Chuck Darnell Tom Schauer
<b>Engineering Staff</b>	Mike Bisset
<b>Parks and Recreation Staff</b>	Susan Muir
<b>McMinnville Water and Light</b>	John Dietz
<b>ODOT</b>	Michael Duncan Dan Fricke Keith Blair Dorothy Upton Jenna Berman Kristie Gladhill
<b>DLCD</b>	Angela Carnahan
<b>YCTA</b>	Cynthia Thompson

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

## Map of Study Area

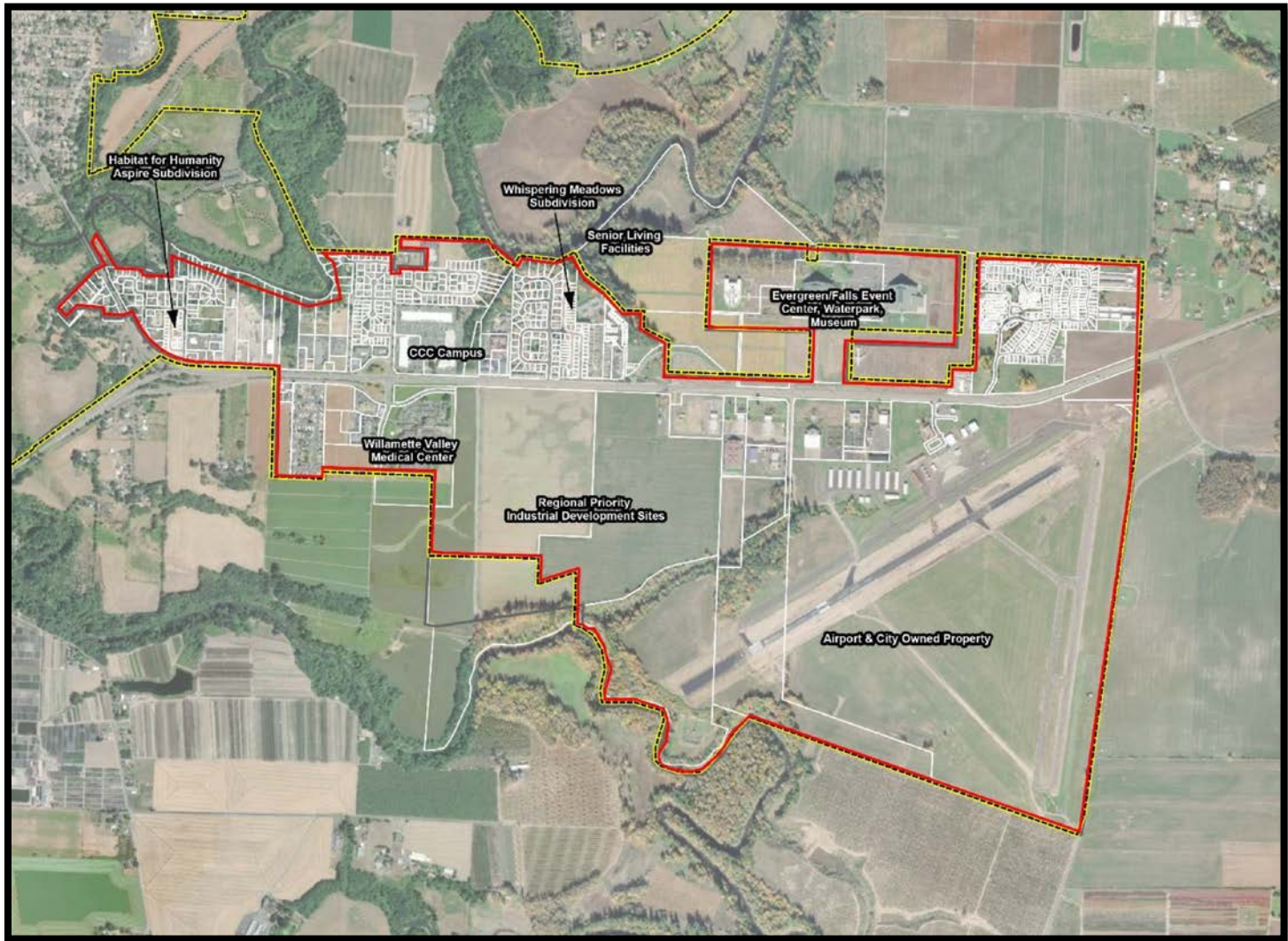
Below and on the following page are Maps 1 and 2 showing the relationship of the Three Mile Lane area relative to the rest of the city, as well as the area's more prominent features.



Map 1: Three Mile Lane Study Area in relationship to the city limits.  
The subject area is on the Southeastern side of the city.

### Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022



Map 2: Three Mile Lane Study Area with Major Elements Identified.

**Citizen Involvement:**

Over the course of three years, the project team conducted an extensive public engagement process utilizing a variety of tools. Public open houses, town halls, focus groups and charrettes were utilized to collect public feedback and input. (Please see Appendix A of the 3MLAP).

- The City hosted three public workshops. Invitations to the public workshops were provided in both English and Spanish. Spanish invitations were distributed through the Latino Advisory Council and provided at the Virginia Garcia Clinic in the study area. Spanish translation was provided at the public workshops upon request.
- The project team hosted three focus group interviews. One of the focus groups represented organizations and agencies that served Title VI populations in the study area.

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022



- The project team conducted two planning charrettes with community stakeholders to discuss future land-uses, needs and opportunities.
- The project team conducted two surveys during the course of the project planning period.
- The project included numerous City Council updates, which were part of the regularly scheduled McMinnville City Council meetings that were open to the public and broadcast with subtitles via McMinnville Media.
- The project team maintained a project website at [www.ThreeMileLane.com](http://www.ThreeMileLane.com).
- The project team distributed flyers and meeting invitations through the Latino Advisory Council, a network of businesses, agencies and non-profit partners serving the Latino community in McMinnville.
- The project team provided project updates and invitations to meetings and events via its social media to the community at-large and direct mailings for households in the project area.
- The project team created press releases and flyers for all public events which were advertised in local newspapers and distributed to public spaces such as the McMinnville Public Library, the McMinnville Community Center and through the McMinnville School District information portal.
- Five public meetings, all noticed and open to the public, were held in conjunction with McMinnville Planning Commission and City Council meetings,

The *Three Mile Lane Area Plan* is predicated on a “Preferred Land Use Alternative” (Figure 1) and a “Preferred Transportation Facilities Plan” (Figure 3). ODOT updated the Transportation Model for the City of McMinnville for this project and then the preferred land use alternative and preferred public facilities plan were analyzed for transportation compliance with the *Oregon Highway Plan* and Oregon Administrative Rules, Division 51 standards (OAR 734-051).

---

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

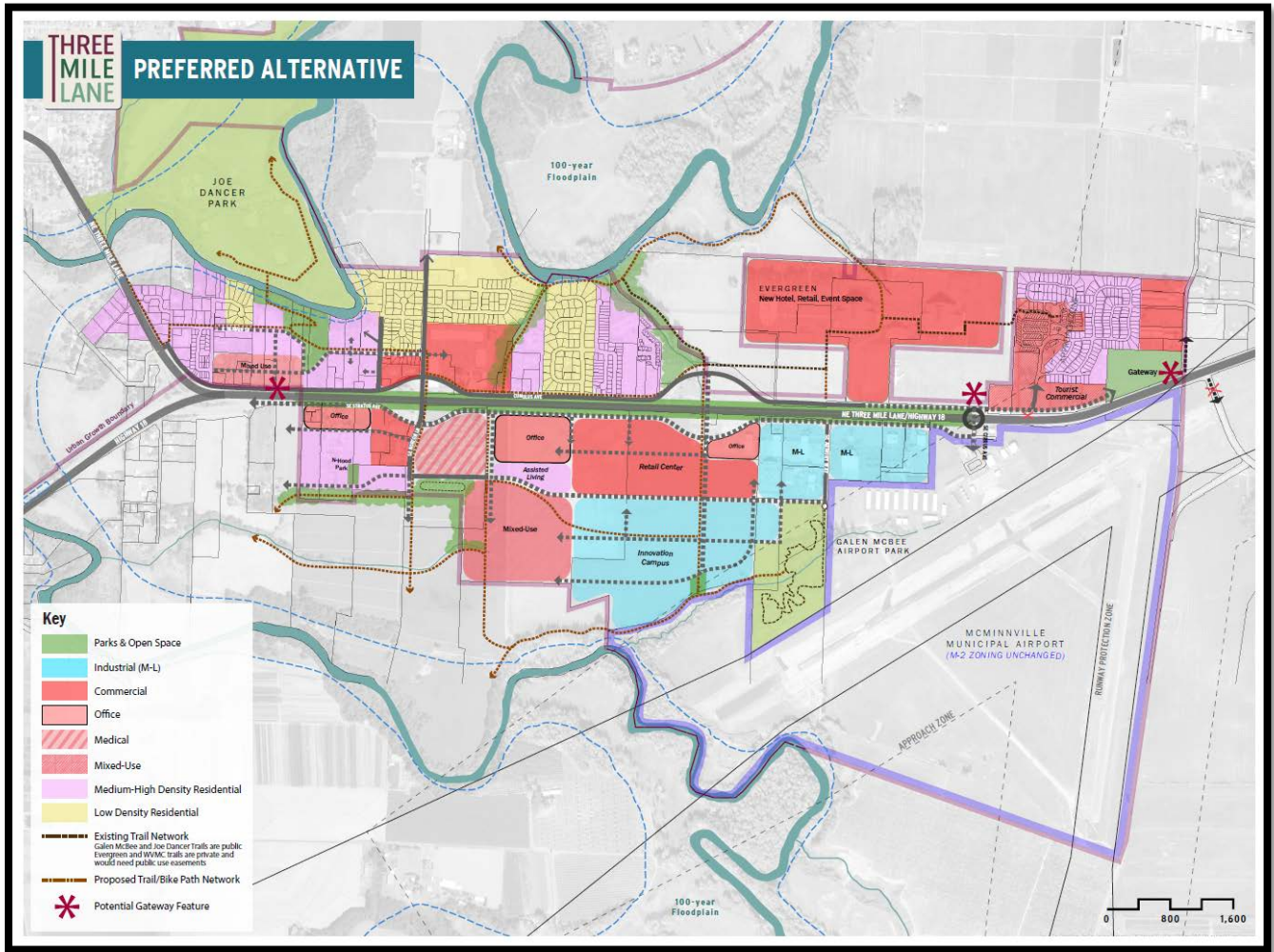


Figure 1: Three Mile Lane Area Plan Preferred Land Use Plan

The preferred land use alternative relies on three comprehensive plan map amendments. (Please see Figure 2). The adoption of the *Three Mile Lane Area Plan* does not amend the Comprehensive Plan Map. Those amendments will be undertaken via another land-use process.

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinville Comprehensive Plan
- Testimony Received since January 20, 2022

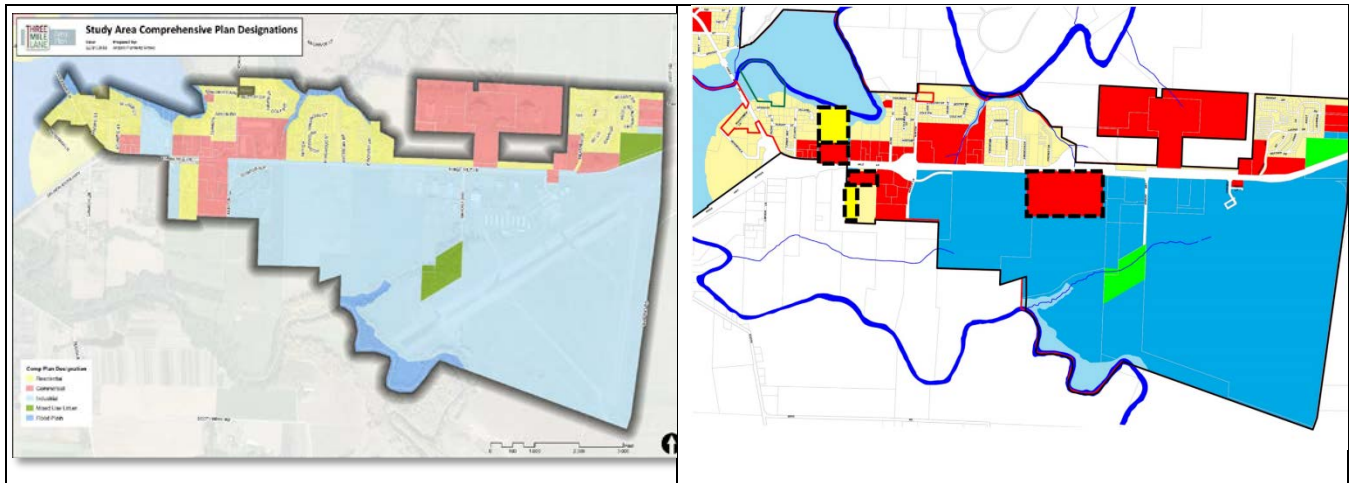


Figure 2: Three Proposed Comprehensive Plan Map Amendments

And the preferred transportation facility plan relies on both local network and state network improvements including the development of local frontage roads on both the north and south sides of Highway 18, as well as optimization of the existing signalized intersections, a new traffic improvement at the intersection of Cirrus Avenue and Highway 18 and Three Mile Lane and Cumulus Avenue and the removal of accesses at Loop Road and Cruickshank Road, as well as several other access points between Cumulus Avenue and the eastern edge of the study area. (Please see Figure 3). These transportation projects will be added to the *McMinnville Transportation System Plan* when the plan is updated in 2022 and 2023. (Cruickshank Road is in the county and will not be part of the *McMinnville Transportation System Plan*.)

Since the *Highway 18 Corridor Refinement Plan* is only a guidance plan with a phased methodology of improvements on Highway 18 dependent upon the *Oregon Highway Plan* and Division 51 standards, and the *Three Mile Lane Area Plan* complies with that phasing methodology, that will not be updated.

The proposed transportation improvements meet the *Oregon Highway Plan* standards so no amendments will need to be required to support the *Three Mile Lane Area Plan*. ODOT will adopt the *Three Mile Lane Area Plan* as a facility plan.

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

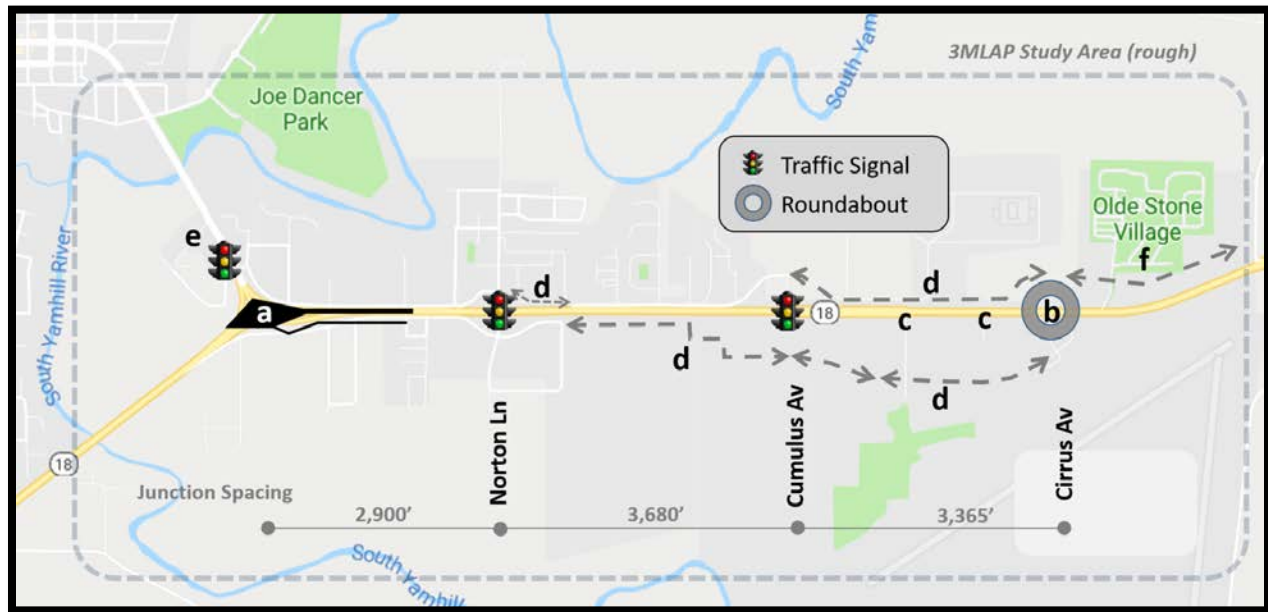


Figure 3: Preferred Transportation Plan for Three Mile Lane Area Plan

- a) Three Mile Lane interchange - reconstructed for full directional access and crossing, with new connector to Stratus Avenue - see Figure 13).
- b) Cirrus Avenue - new roundabout on OR 18, with McMinnville gateway features.
- c) Removal of at-grade street and driveway accesses to OR 18 in the section between Cumulus Avenue and the eastern edge of the study area, including Loop Road and Cruickshank Road (Cruickshank Road is not shown in Figure 8, as Cruickshank Road is external to the Three Mile Lane Study area).
- d) New east-west frontage streets north and south of OR 18, linking Cirrus Avenue, Cumulus Avenue and Norton Lane. These and other local street connectors are depicted in Figure 11.
- e) New traffic signal (or roundabout) at Three-Mile Lane and Cumulus Avenue.
- f) Loop Road - disconnect from OR 18 and realign to new Cirrus Avenue connector and roundabout.

*Compliance with State Land Use Goals:* The *Three Mile Lane Area Plan* furthers the following state land use goals: Goal 1 – Citizen Involvement; Goal 2: Land Use Planning; Goal 5 – Natural Resources, Scenic and Historic Areas, and Open Spaces; Goal 8 – Recreational Needs; Goal 9 – Economic Development; Goal 10 – Housing; Goal 12 – Transportation; and Goal 14 – Urbanization;

*Specific Compliance with State and Local Transportation Standards:* The *Three Mile Lane Area Plan* is compliant with both state and local transportation standards, including the *Oregon Highway Plan* and Oregon Administrative Rules 734-051.

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

*Compliance with McMinnville Comprehensive Plan Policies:* The *Three Mile Lane Area Plan* furthers McMinnville's Comprehensive Plan policies for Natural Resources, Economy, Housing, Transportation, Urbanization and Citizen Involvement.

The results of the *Three Mile Lane Area Plan* is an updated mix of land-uses that serve McMinnville's housing and employment needs, as well as a transportation facilities plan on Highway 18 for the planning horizon of 2021-2041 that identifies needed projects to preserve mobility and safety in the area that is based on the transportation modeling and scenario analysis required by state regulations. These developments will create a Three Mile Lane Area that is more economically robust, draws increased tourism, provides more equitable transportation options, and increases opportunities for both current and future residents.

### **Discussion:**

#### ***The January 20, 2022 Public Hearing:***

The week prior to the January 20, 2022, public hearing, the City received a flurry of emails expressing concerns and opposition to the *Three Mile Lane Area Plan* after an "alert" was sent out by the Friends of Yamhill County to their membership.

The "alert" focused on the proposed comprehensive plan map amendment of 40 - 60 gross acres (33 net buildable acres) of industrial land to commercial land on the south side of Highway 18. With language describing the proposed comprehensive plan map amendment as "a regional shopping center and fast food drive-ups that promise costly traffic nightmares", statements that the city planned to remove a planned Highway 18 overpass from the City of McMinnville's Transportation System Plan resulting in the bypass no longer operating as a bypass, and assertions that the City was trading high paying industrial wage jobs for low-paying retail jobs, many people who sent in emails clearly had not read the action plan itself and understood the premise behind the plan.

City staff spent time at the January 20, 2022 public hearing to walk the planning commission and public through various elements of the Plan and the public process that developed the Plan. Below is a synopsis of some components of that presentation.

#### ***The significant public process developed the plan (three years of engaged public process with a project advisory committee, community open houses, online surveys, design charrette and town halls).***

- 100s of hours of community volunteer time, providing their input, making decisions that inform the plan.
- 100s of hours of technical expertise refining the plans that the community volunteers developed for feasibility and execution
- Refinement of ideas through public open houses, town halls, surveys, etc.
- Draft is developed for Planning Commission review by the consultant team.
- Staff's job is to present the plan that the public process developed.

#### ***The classification of Highway 18 does not change with this Plan (it remains an expressway operating within the same adopted mobility standards and functionality described for state expressways in the Oregon Highway Plan).***

---

#### Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

# OREGON HIGHWAY PLAN (1999)

VOLUME TO CAPACITY RATIO TARGETS OUTSIDE METRO <sup>17A, B, C, D</sup>							
Highway Category	Inside Urban Growth Boundary					Outside Urban Growth Boundary	
	STA <sup>E</sup>	MPO	Non-MPO Outside of STAs where non-freeway posted speed <= 35 mph, or a Designated UBA	Non-MPO outside of STAs where non-freeway speed > 35 mph but < 45 mph	Non-MPO where non-freeway speed limit >= 45 mph	Unincorporated Communities <sup>F</sup>	Rural Lands
Interstate Highways	N/A	0.85	N/A	N/A	0.80	0.70	0.70
Statewide Expressways	N/A	0.85	0.85	0.80	0.80	0.70	0.70
Freight Route on a Statewide Highway	0.90	0.85	0.85	0.80	0.80	0.70	0.70
Statewide (Urban) Freight Route)	0.95	0.90	0.90	0.85	0.80	0.75	0.70
Freight Route on a regional or District Highway	0.95	0.90	0.90	0.85	0.85	0.75	0.70
Expressway on a Regional or District Highway	N/A	0.90	N/A	0.85	0.85	0.75	0.70
Regional Highways	1.0	0.95	0.90	0.85	0.85	0.75	0.70
District/Local Interest Roads	1.0	0.95	0.95	0.90	0.90	0.80	0.75

Table 6: Volume to Capacity Ratio Targets for Peak Hour Operating Conditions

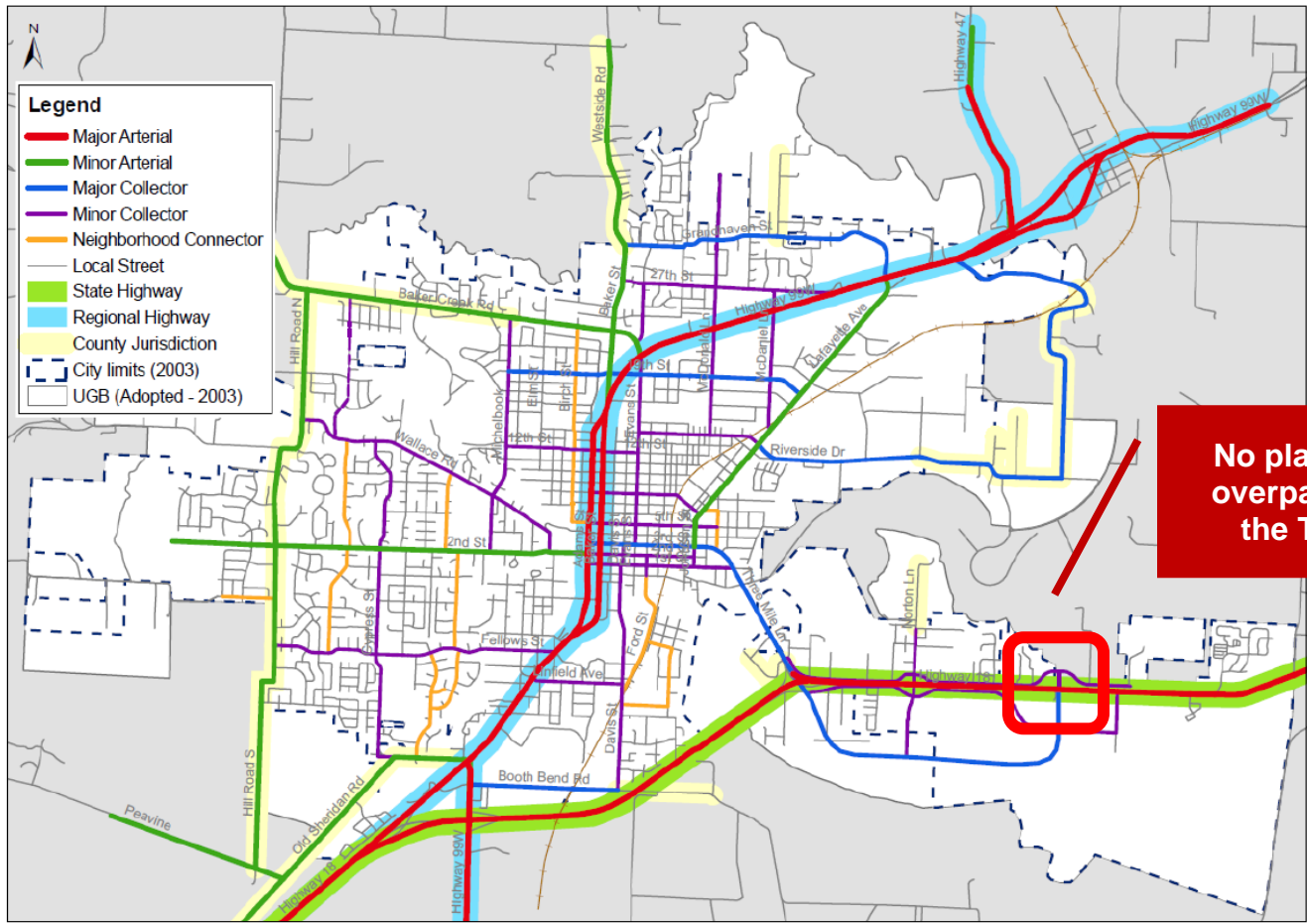
**An overpass at Cumulus Avenue and Highway 18 is not currently planned in the McMinnville Transportation System Plan as it was not warranted during the planning horizon of the McMinnville Transportation System Plan (2003-2023), and still is not warranted with the Three Mile Lane Area Plan planning horizon (2021-2041).**

**The McMinnville Transportation System Plan focuses on the need for frontage roads along Highway 18 in the Three Mile Lane Corridor, and the rehabilitation of the existing interchange at Three Mile Lane and Highway 18.**

<p><b><u>McMinnville Transportation System Plan</u></b></p> <p><b><u>Executive Summary</u></b></p> <p>ODOT's and Yamhill County's contribution towards transportation improvements in McMinnville are also needed within the planning period. Five significant projects include partnering with ODOT to:</p>	<ol style="list-style-type: none"> <li>1) Coordinate, implement and administer the city-wide traffic signal system control program,</li> <li>2) Replace the Yamhill River Bridge,</li> <li>3) Replace the Highway 18/Three-Mile Lane Interchange,</li> <li>4) Reconstruct Highway 99W along the Adams-Baker one-way couplet, and</li> <li>5) Complete the Highway 18/99W South Interchange Access Management Plan.</li> </ol>
--	---

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022



No planned overpass in the TSP

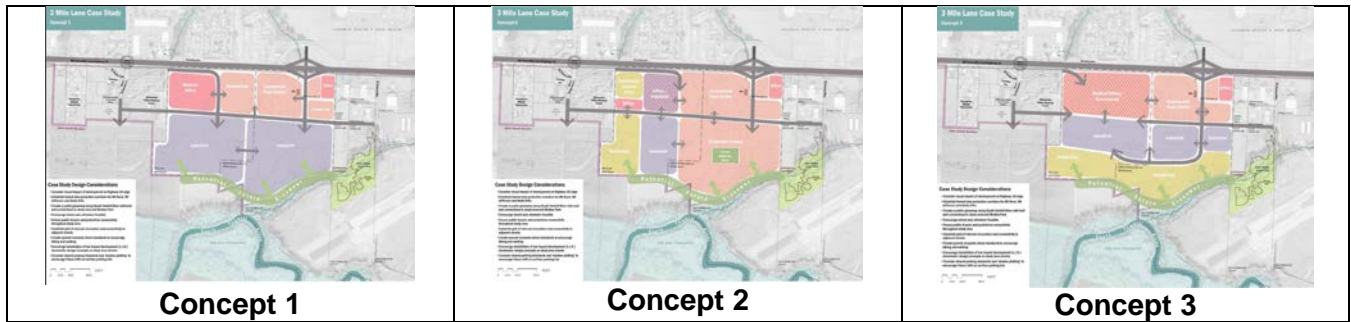


Street Functional Classification  
McMinnville TSP



Exhibit 2-3

**The analysis outlined in Appendix C of the Plan determined the highest and best use for the 200 acres of vacant industrial land on the south side of Highway 18 to achieve McMinnville’s employment needs.**



The Project Advisory Committee chose a hybrid of “Concept #2” as it represented the greatest wages in both the high scenario and the low scenario. Note that the final proposed comprehensive amendments do not propose residential zoning as part of this area. Housing could still be considered in the future as

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

as the City of McMinnville’s zoning ordinance allows for 25% of a planned development to have uses outside of what is allowed in the underlying zoning to meet a city need.

**Concept Economic Analysis – Wages, Number of Jobs, Building Sq. Footage**

	Building Sq. Ft.	Number of Jobs	Wages (\$m)	Bldg Val. (\$m)	Housing Units
<b>"High" Scenario</b>					
Concept 1	1,560,319	5,779	\$250	\$236	0
Concept 2	1,270,645	5,509	\$259	\$336	557
Concept 3	1,163,705	4,967	\$233	\$386	987
<b>"Low" Scenario</b>					
Concept 1	835,372	1,139	\$49	\$128	0
Concept 2	753,152	1,370	\$66	\$186	186
Concept 3	653,727	1,113	\$52	\$198	329

**Appendix E of the Three Mile Lane Area Plan represents proposed amendments to the Three Mile Lane Planned Development Overlay that would bring additional design and development standards to commercial development in this area. These standards would be in addition to the city’s existing large-format commercial design standards currently in the zoning ordinance. Outside of the downtown and the NE Gateway District these standards would represent the most comprehensive commercial design and development standards in the City of McMinnville. New development in the Three Mile Lane Area Plan would need to conform with these standards. Below is an example of the guiding principles of these design standards.**

- Human-scale development that is pedestrian friendly.
- Walkable, narrow main streets connecting through the center, with parallel or angled on-street parking in front of retail storefronts.
- Public gathering spaces, bordered by dining and entertainment attractions, featuring play areas and flexible space for programmed public events.
- Shared parking lots, generally located behind buildings, featuring wide pedestrian walkways, EV charging stations, bicycle parking, and transit stops. As well as integrated stormwater treatment and ample landscaping including shade trees.
- Sustainable high-quality architecture, themed in a regionally appropriate way, with buildings placed in prominent locations that contribute to the quality of the pedestrian experience, versus behind large surface parking lots.
- Building edges that create ‘frontage’ on walkable streets or pedestrian walks, with higher-quality materials, generous windows and pedestrian-scale signage in the first 20-30’ of elevation.
- Proximity and connection to a mix of other uses, to encourage walking from residential or office areas to the retail center.
- Generous landscape buffers between the retail center and roadways or parking lots while maintaining maximum visibility for retailers.
- A prominent entry to the site, with signage or a gateway feature.

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022



***There was a question about the changes that were made to the Three Mile Lane Area Plan relative to the amount of acreage of the recommended commercial comprehensive plan map amendment on the south side of Highway 18 from the copy of the Plan that was released in November, 2021, and the copy of the Plan that was provided as part of the January 20, 2022 public hearing staff report.***

After the November, 2021 Plan was published city staff received a phone call from a resident in the area asking about the intended size of the proposed commercial comprehensive plan map designation on the south side of Highway 18 indicating that there were many discrepancies in the Plan document itself. Staff reviewed the document and discovered that there were discrepancies and language that was not clear. At the public hearing, staff corrected the public record in the staff presentation, to identify that 33 net acres of commercial land were modeled in the transportation analysis and that assumed anywhere from 40 – 60 acres of gross buildable acres due to the amount of public right-of-way that needed to be reserved for the future jug-handled intersection and interchange and the frontage road system planned in the *Three Mile Lane Area Plan*. As discussed the future jug-handled intersection and interchange are not warranted in the planning horizon of the *Three Mile Lane Area Plan* and therefore cannot be required, but city staff and ODOT staff would like to visit with the property owner about reserving in case it is warranted in the future.

The following sections of the Plan were modified:

Amendment #1

**November 2021 Plan (page 18)**

***Land Use Summary***

*The Three Mile Lane Area Plan's land uses are shown in Figure 4. The defining characteristics south of the highway include a large (90-acre) area envisioned as a future retail center, and a large site for a potential corporate "Innovation Campus" to the south of this retail center. To the west, in areas near SE Norton Lane and the Willamette Valley Medical Center, opportunities for office and medical uses are envisioned. North of the highway is a new mixed-use designation is proposed on the current Baker Rock site.*

**January 20, 2022 Plan (page 18)**

***Land Use Summary***

*The Three Mile Lane Area Plan's land uses are shown in Figure 4. The defining characteristics south of the highway include a large (40 - 60-acres) area envisioned as a future retail center, and a large (140 - 160 acres) site for a potential corporate "Innovation Campus" to the south of this retail center. To the west, in areas near SE Norton Lane and the Willamette Valley Medical Center, opportunities for office and medical uses are envisioned. North of the highway is a new mixed-use designation proposed on the current Baker Rock site.*

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

Amendment #2

**November 2021 Plan (page 18)**

***Walkable Retail Development.*** A central feature is a sizable, (over 30-acre) retail center south of Three Mile Lane at Cumulus. The quality of this development's architecture and streetscape, the connectivity it provides to the street system south of OR 18, and generally, how well it responds and contributes to McMinnville's Great Neighborhood Principles will be key to the success of this plan in gaining public approval.

**January 20, 2022 Plan (page 18)**

***Walkable Retail Development.*** A central feature is a sizable, (over 40-acre) retail center south of Three Mile Lane at Cumulus. The quality of this development's architecture and streetscape, the connectivity it provides to the street system south of OR 18, and generally, how well it responds and contributes to McMinnville's Great Neighborhood Principles will be key to the success of this plan in gaining public approval.

Amendment #3

**November 2021 Plan (page 38)**

*The predominant change is from an Industrial designation to a Commercial designation for 40 acres south of OR 18. The other change south of the highway, west of Norton Lane, is from Industrial to Commercial and Residential. The Industrial Comprehensive Plan amendment on northern side, shown here as proposed Commercial and Residential designations*

**January 20, 2022 Plan (page 18)**

*The predominant change is from an Industrial designation to a Commercial designation for approximately 40 - 60 acres south of OR 18. The other change south of the highway, west of Norton Lane, is from Industrial to Commercial and Residential. The Industrial Comprehensive Plan amendment on the northern side shown in Figure 20, entails proposed Commercial and Residential Comprehensive Plan redesignations*

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com) )*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

### **Questions since the January 20, 2022 public hearing:**

The City received communications from Chemeketa Community College concerned about the impact of the proposed frontage road to their campus. That email exchange is included in an attachment to this staff report. The frontage road is a planned element of the *Highway 18 Corridor Refinement Plan* and the *McMinnville Transportation System Plan*. The *Three Mile Lane Area Plan* does not change that planned element.

City staff and ODOT staff received public records requests and emails from Mark Davis and Sid Friedman asking for clarification on the process used for the transportation analysis. Those requests are currently being processed by the two agencies at the time of this staff report.

It is clear that there are two underlying issues that continue to need to be addressed: 1) how much traffic that Highway 18 is currently carrying, and how much it is designed to carry; and 2) the different levels of planning processes and the types of transportation analysis needed for each level of planning – for example, legislative long-range planning (such as Area Plans that amend the comprehensive plan), zone changes, and development reviews.

**1) The current capacity of Highway 18 in McMinnville:** Highway 18 in McMinnville is operating with significant capacity for increased traffic. The two intersections that are not currently operating within the adopted mobility standards of the Oregon Highway Plan and the City's transportation system plan are the intersections of Cruickshank Road and Highway 18, and First Street and Three Mile Lane. Both are intersections that the *Three Mile Lane Area Plan* have identified for needed improvements. Cruickshank Road is expected to be closed and a roundabout at Lafayette Highway and Highway 18 is proposed with a local frontage road on the south side. And traffic control (signal or roundabout) is contemplated for First Street and Three Mile Lane.

But the local dialogue that Highway 18 is congested and fast approaching the conditions of Highway 99W is just that, local dialogue, and not supported by the scientific data.

Oregon state regulations govern how data is collected and analyzed for ascertaining transportation impact on state facilities.

Given the contentious planning environment in McMinnville, several meetings were conducted with transportation planning staff of the Oregon Department of Land Conservation and Development, traffic analysts and planners of the Oregon Department of Transportation, the consultant team and city staff to ensure that all methodologies and assumptions were consistent state laws, administrative rules and adopted standards.

Appendix B (pages 30 – 64) describe the existing conditions for the transportation facilities and the process used to identify the existing conditions. Pages 117 – 125 of Appendix B describe the methodology for calculating the impact of the Three Mile Lane Area Plan on Highway 18 in a twenty-year planning horizon.

Appendix D provides more details on the analysis performed, the different layers of scenarios performed and the outputs of the modeling and data analysis.

Below are figures depicting the performance of the two existing intersections on Highway 18 in the study area and their performance with existing conditions, the horizon year of 2041 with the existing

---

#### Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

comprehensive plan designations and the performance in the horizon year of 2041 with the planned comprehensive plan map amendments. Both planning horizon year scenarios include the planned transportation improvements in the *McMinnville Transportation System Plan*, and the Area Plan scenario includes the transportation planned improvements in the Area Plan).

The intersection mobility standard per the Oregon Highway Plan for state expressways is 0.80. These measurements are for peak hour performance.

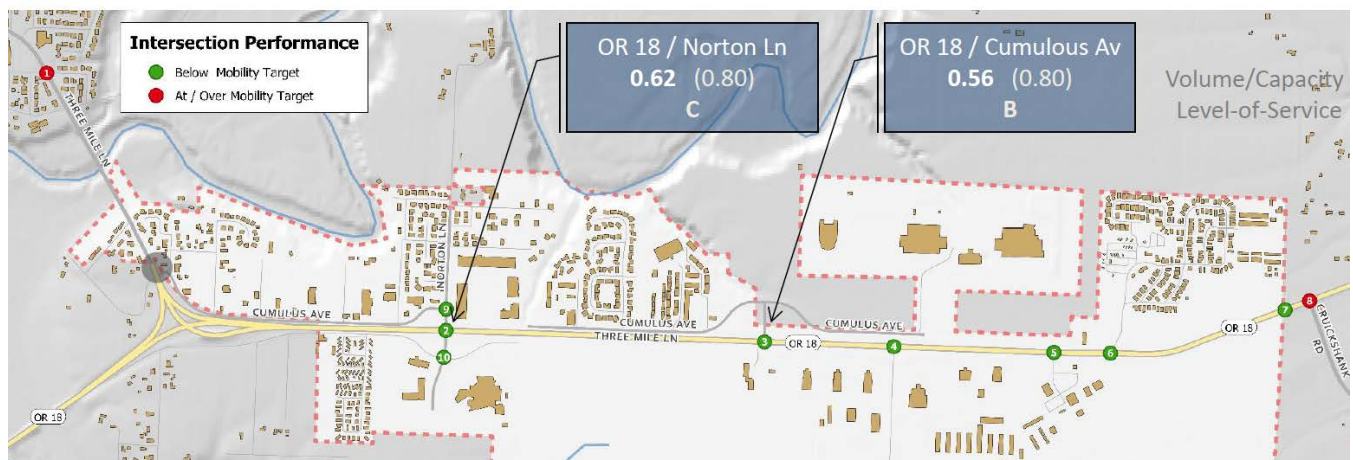
If the planned comprehensive plan map amendments result in a mobility standard greater than 0.80 at an intersection, then more transportation improvements need to be implemented to mitigate that impact. Often that is improvements at the intersections, but it could also include improvements on the system that divert traffic away from the intersections.

Scenario	Norton Lane and Highway 18	Cumulus Avenue and Highway 18
Oregon Highway Plan Standard	0.80 (volume / capacity ratio)	0.80 (volume / capacity ratio)
Existing Conditions	0.62	0.56
2041 – Base (Existing Plan)	0.74	0.63
2041 – Area Plan	0.76	0.64

## Vehicle System – Existing Conditions



Intersection Traffic Operations – P.M. Peak Hour

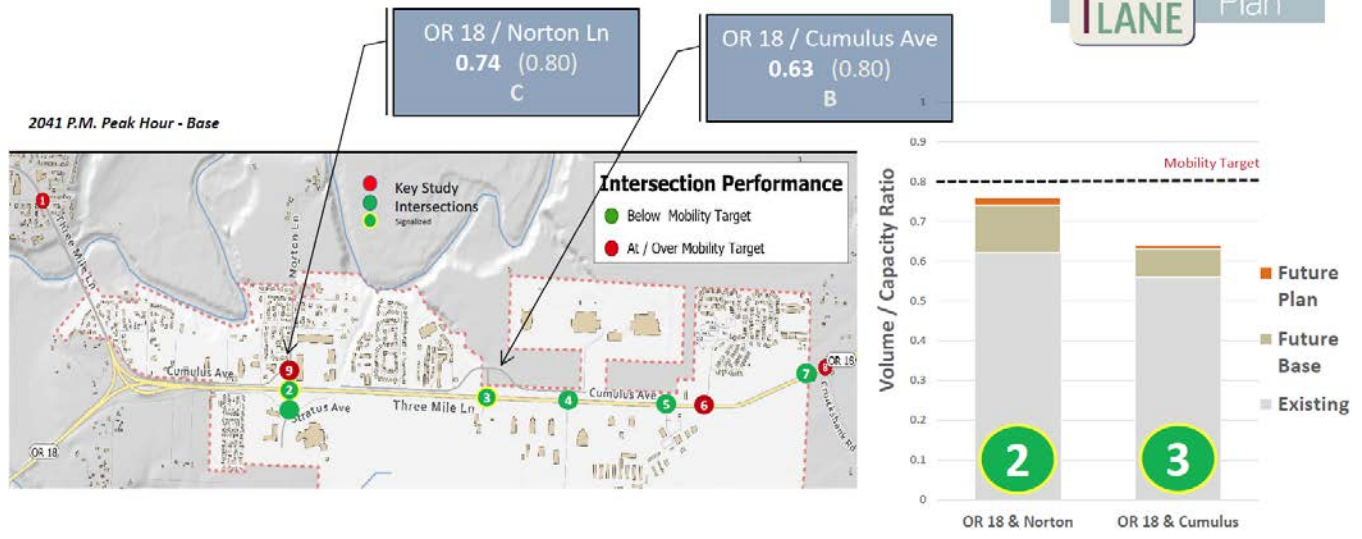


Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

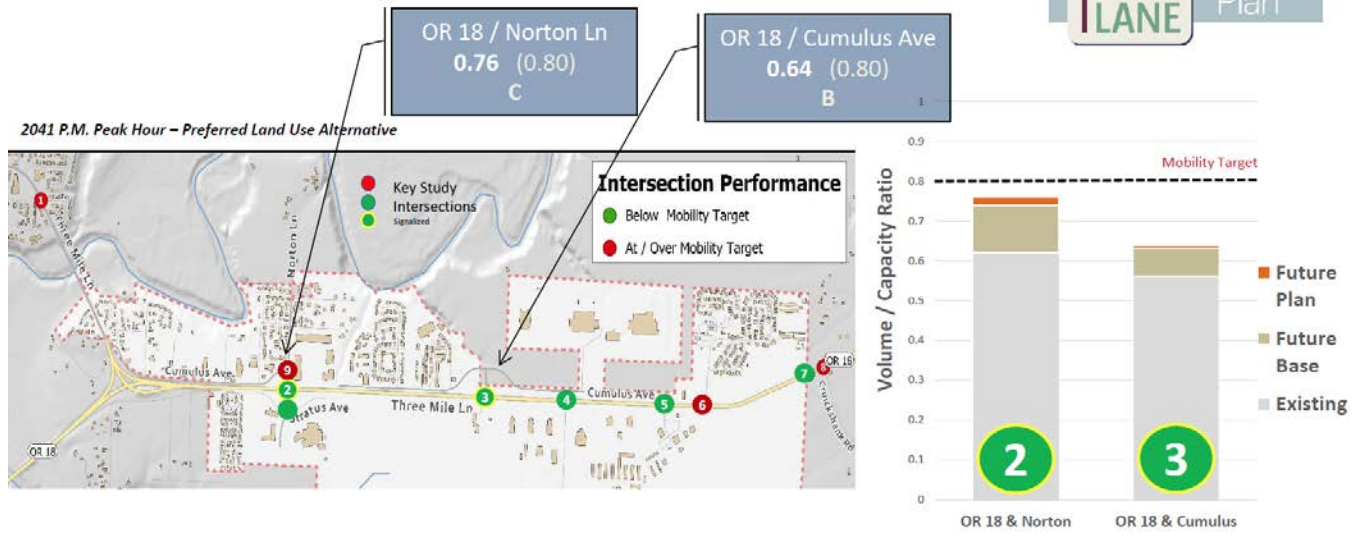
With the calculated population growth in McMinnville to 2041 and the buildout of the property on Highway 18 under the existing comprehensive plan designations, Highway 18 (without new interchanges but a rehabbed Three Mile Lane and Highway 18 interchange as planned in the *McMinnville Transportation System Plan*) still operates under the mobility standards of an Oregon State Expressway.

# Vehicle Performance



And lastly, with the planned comprehensive plan map amendments associated with the *Three Mile Lane Area Plan*, the performance on Highway 18 (without new interchanges but a rehabbed Three Mile Lane and Highway 18 interchange as planned in the *McMinnville Transportation System Plan* and the *Three Mile Lane Area Plan*) still operates below the mobility targets of an Oregon State Expressway.

# Vehicle Performance



Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

Eventually, there may come a time when the existing Highway 18 intersections will need to be modified to accommodate more traffic and maintain the mobility and functionality of Highway 18 as an Oregon State Expressway. When that is warranted, the next improvement would more than likely be a jug-handled intersection, and then eventually an interchange. Those improvements are determined by a prescribed transportation analysis dictated by ODOT specifications and regulations which help to model and predict the impact of development on the highway system.

**Planning Processes and Transportation Analysis:** There has been some dialogue about how ODOT and the City manage the transportation system to ensure that it can function as intended as development occurs around it and more cars are assumed on the system.

There are several different stages of planning and development, and as the planning process gets more refined, the transportation analysis also will get more refined and detailed as well.

An Area Plan is a legislative amendment to the Comprehensive Plan. Per the *Oregon Highway Plan*, the City must plan for a 20-year planning horizon of growth and model the proposed impact of the comprehensive plan map designations on the transportation system. This is done by establishing existing utility of the highway and the local transportation system and then modeling the forecasted growth in that 20-year planning horizon on the system. For the growth assumptions, the population forecast is established by Portland State University and the household and employment factors are established by the City's acknowledged Housing Needs Analysis and Economic Opportunity Analysis for its comprehensive plan designations. McMinnville essentially has three primary comprehensive plan designations - residential, commercial and industrial. This is a high-level forecast and estimation based on past trend data and established by state regulatory formulas. This type of analysis helps to form the Transportation System Plan and the City's system development charge methodology. The premise is that the City cannot overbuild the system for more than is necessary and then charge development for their proportionate share of that overbuild.

When a property owner wants to rezone their property, they need to undertake a transportation analysis to calculate how that rezone will impact the transportation system. McMinnville's zones are more specific than its comprehensive plan designations (residential comprehensive plan designation = R1, R2, R3, R4 and R5, commercial comprehensive plan designation = OR, C1, C2 and C3, industrial comprehensive plan designation = ML, M1, and M2). Each zone allows for different types of uses, density and intensity. The transportation analysis for a rezone is much more detailed in terms of its inputs and outputs. If the analysis shows that the rezone would cause the system to fail (exceed its mobility target) then that development needs to pay for the necessary mitigation improvements needed so that the system functions as specified.

And finally, large development plan also need to undertake a traffic impact analysis.

The premise is that the system is managed by more and more refined analysis as the knowledge of what the future development will be becomes more and more refined.

A classic example of transportation impact is the comparison of a 100,000 square foot industrial development. One proposal could be a warehouse that employs two people working one shift a day and the other extreme be a chip plant that employs 250 people, working two to three shifts a day. The two scenarios presumably will have different impacts on the transportation system, and if one (the plant that is operating 2 – 3 shifts per day employing 250 people) cause the intersections to fail, then that

---

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)* )
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

development needs to pay for the necessary mitigation improvements needed so that the intersection functions as specified.

**Andrew Mortensen, Senior Transportation Planner with David Evans and Associates, Inc.**, and lead Project Manager for the consultant team, will be at the February 17, 2022 public hearing to answer planning commission questions that came up at the January 20, 2022 public hearing and to go into more detail on the transportation planning process for different levels of planning.

**Michael Duncan, Senior Region Planner, Transportation and Growth Management Manager for ODOT**, Region 2, will also be on hand for the February 17, 2022 public hearing and will address planning commission questions relative to the management of the state system and the process for this particular plan that was funded through the Transportation and Growth Management program.

**Attachments:**

- *Three Mile Lane Area Plan, January 2022*
- *Amendment to Chapter VI, Transportation System Plan, McMinnville Comprehensive Plan*
- *Testimony Received Since January 20, 2022*

**Fiscal Impact:**

This effort is funded by a Transportation Growth Management grant from Oregon Department of Transportation and Department of Land Conservation and Development.

**Recommendation:**

Staff recommends the Planning Commission recommend the proposed Comprehensive Plan amendments to the McMinnville City Council for adoption.

**“I MOVE THAT THE PLANNING COMMISSION RECOMMEND THAT THE CITY COUNCIL AMEND THE *MCMINNVILLE COMPREHENSIVE PLAN* BY ADOPTING THE *THREE MILE LANE AREA PLAN* AS A SUPPLEMENTAL DOCUMENT TO THE *MCMINNVILLE COMPREHENSIVE PLAN*, AND TO AMEND THE *MCMINNVILLE COMPREHENSIVE PLAN*, VOLUME II, CHAPTER VI, TRANSPORTATION SYSTEM, AS PRESENTED IN DOCKET G 7-21.”**

---

Attachments:

- Three Mile Lane Area Plan (without appendices) *Plan plus appendices can be found at [www.threemilelane.com](http://www.threemilelane.com)*
- Amendment to Chapter VI, Transportation System, McMinnville Comprehensive Plan
- Testimony Received since January 20, 2022

# City of McMinnville



## Three Mile Lane Area Plan

January, 2022



**Citizen Advisory Committee:**

Planning Commission	<i>Lori Schanche</i>
City Council	<i>Zach Geary Scott Hill Wendy Stassens</i>
Representatives of Property and Business Owners in the Study Area	<i>Robert Banagay Paul Davis Danielle Hoffman Peter Hoffstetter Kit Johnston Stewart Kircher Chris Norville Alan Roodhouse Chris Shelby Mary Stern</i>
Partner Agencies	<i>Scott Cooper – MEDP Kitri McGuire – Visit McMinnville Gioia Goodrum – McMinnville Chamber of Commerce</i>
Community Stakeholders	<i>Courtney Cunningham Ken Denier Alan Fox Phil Frischmuth David Hayes Galen McBee</i>

**Technical Advisory Committee:**

Planning Staff	<i>Heather Richards Jamie Fleckenstein Chuck Darnell Tom Schauer Adam Tate</i>
Engineering Staff	<i>Mike Bisset</i>
Parks and Recreation Staff	<i>Susan Muir</i>
McMinnville Water and Light	<i>John Dietz</i>
ODOT	<i>Michael Duncan Dan Fricke Keith Blair Dorothy Upton Jenna Berman Kristie Gladhill</i>
DLCD	<i>Angela Carnahan</i>
YCTA	<i>Cynthia Thompson</i>

**Consultant Team:**  
*Angelo Planning Group  
 David Evans and Associates, Inc.  
 Leland Consulting Group  
 Walker Macy*

McMinnville Three Mile Lane Area Plan

---

Contents

**Introduction .....5**

    Planning Process ..... 5

**Area Description .....6**

    Neighborhoods ..... 7

    Industrial ..... 8

    Amenities and Attractions ..... 9

    Zoning..... 9

    Transportation ..... 11

    Natural Features ..... 12

    Economy..... 12

**Community Vision and goals .....15**

    Three Mile Lane Vision and Goals..... 15

    Great Neighborhood Principles ..... 16

**The Three Mile Lane Area Plan .....18**

    Land Use Summary ..... 18

    Urban Design Elements..... 21

        Mixed-use Area ..... 21

        Tourist Commercial..... 23

        Health Care Area ..... 23

        Retail Center/Innovation Campus..... 24

    Transportation ..... 28

        Preferred Facility Design ..... 30

        Multimodal Plan..... 32

    Policies ..... 35

**Implementation Plan .....37**

    Overview ..... 37

    Comprehensive Plan Amendments..... 37

        Comprehensive Plan Map..... 37

        Policies ..... 38

        Transportation System Plan..... 38

---

Zoning Ordinance Amendments ..... 42

    Regulatory Framework..... 42

**Next Steps ..... 47**

    Incorporate Three Mile Lane Area Plan Findings..... 47

    Planning Guidance - Post 20-Year Planning Horizon ..... 49

*This Project is partially funded by a grant from the Transportation and Growth Management (“TGM”) Program, a joint program of the Oregon Department of Transportation and the Oregon Department of Land Conservation and Development. This TGM grant is financed, in part, by federal Fixing America’s Surface Transportation Act (“FAST-Act”), local government, and State of Oregon funds.*

*The contents of this document do not necessarily reflect views or policies of the State of Oregon.*

## INTRODUCTION

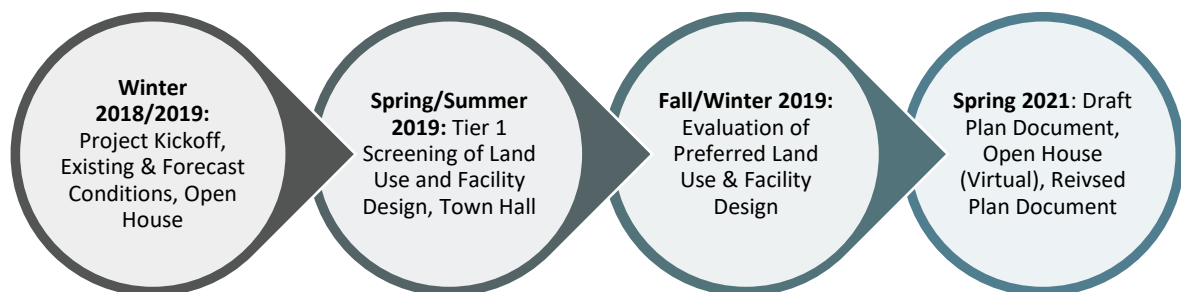
The Three Mile Lane area is a unique district in the southeast portion of the City of McMinnville. The area contains approximately 1,340 acres of land with a variety of existing land uses and several large vacant parcels. The Three Mile Lane Area Plan is intended to create an implementable vision for the area's future land uses and multi-modal transportation system.

As an Area Plan, the Three Mile Lane Area Plan shall serve as a guiding document for land uses and public facilities in the delineated area of this plan. Specific standards for development will be identified in McMinnville's Master Plans and Municipal Code.

## Planning Process

The project began in Fall 2018, with an overarching objective of creating a plan that integrates land uses and a multimodal transportation system that serves both local and state transportation needs and provides active connectivity within the plan area as well as to the City's downtown core. The process of developing the Three Mile Lane Area Plan has been guided by the community at many points, including:

- Three Focus Group meetings
- Three Citizen Advisory Committee meetings
- Citizen Advisory Committee Design Charrette
- Property Owners Work Session & Case Studies
- Three Technical Advisory Committee meetings
- Two Community Open Houses
- A Town Hall Meeting



## AREA DESCRIPTION

The Three Mile Lane area is shown in Figure 1. It contains roughly 1,340 acres in total with a wide range of existing uses, including the McMinnville Municipal Airport, Evergreen Aviation and Space Museum, the Chemeketa Community College (CCC) Yamhill Valley campus, Willamette Valley Medical Center, and existing residential neighborhoods. Along with these existing uses, the area contains a significant amount of vacant land within the City's Urban Growth Boundary (UGB). This Area Plan is intended to guide growth in a way that is consistent with the McMinnville community's desires and coordinated with the City's other planning efforts.

Figure 1. Study Area Context

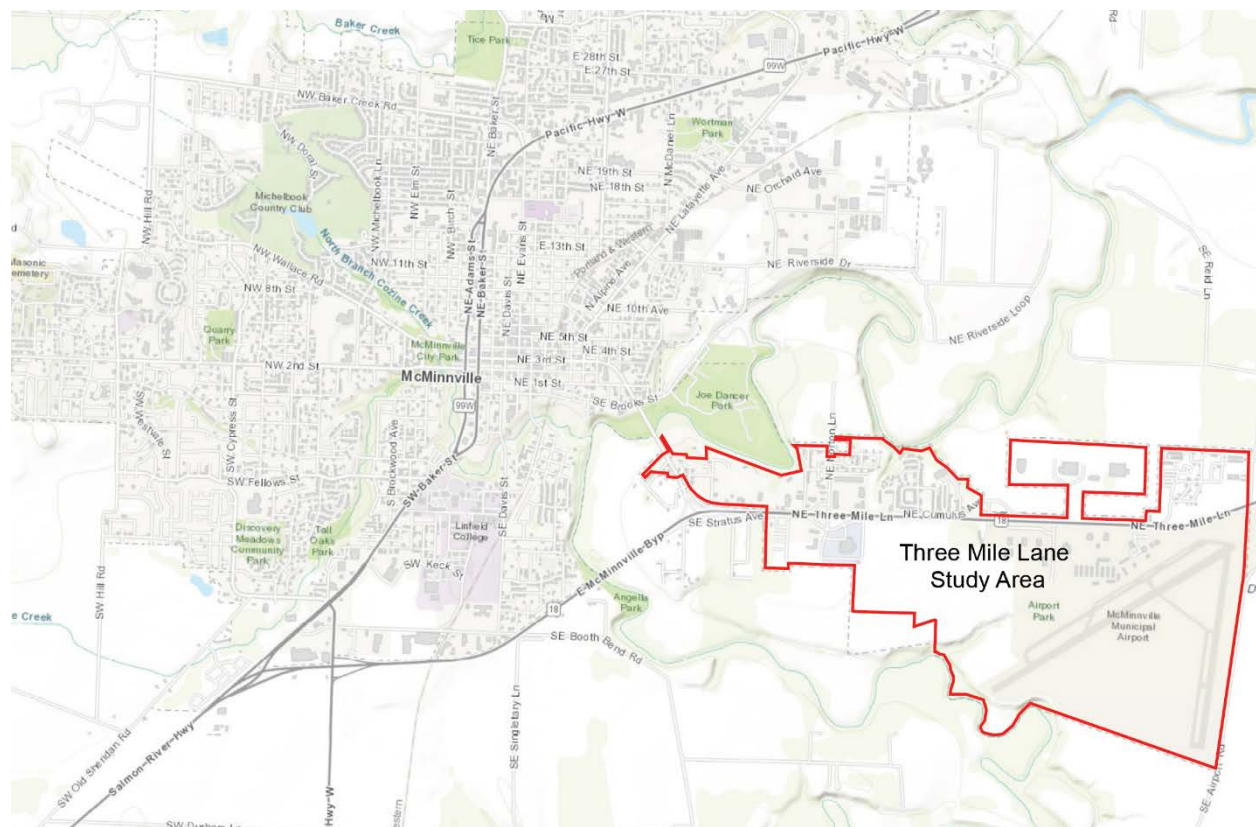
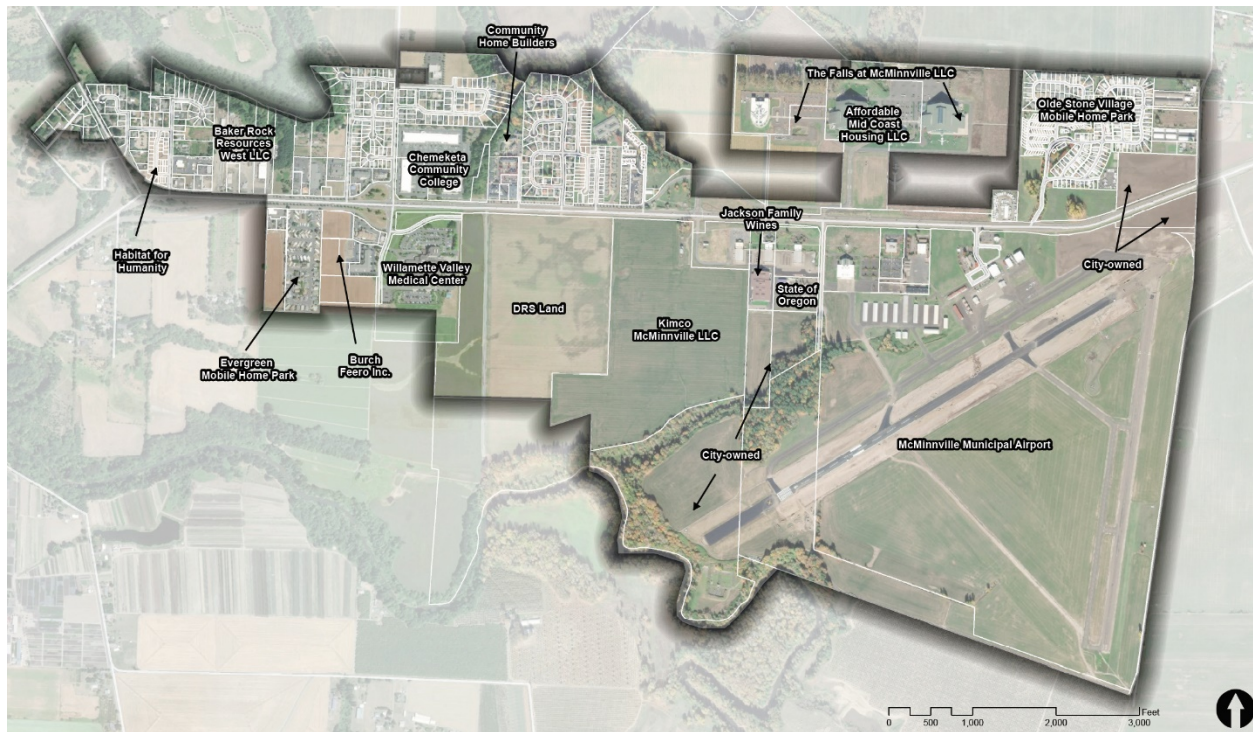


Figure 2. Study Area



## Neighborhoods

The existing neighborhoods in the area include the land south of the Yamhill River Bridge, which connects the study area to downtown McMinnville; the Evergreen Mobile Home park and Olde Stone Village manufactured homes/RV park; and apartments and senior living communities north of Cumulus Avenue.

Within the residential and commercial areas on the north side of Three Mile Lane there are opportunities for new mixed-use development, creating varied, diverse, complete neighborhoods that provide different types of housing, access to green space, and connections to walkable services. A key element will be the integration of complete streets; those that prioritize safe walking and biking for people of different ages and allow travel between homes, jobs, services, and recreation.

### Existing Residential Neighborhoods



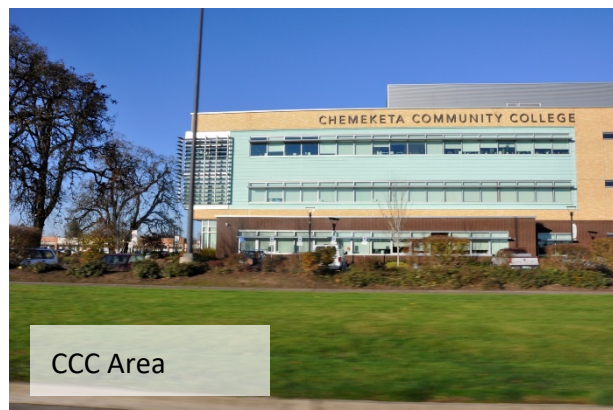
### Industrial

There are over 200 acres of vacant land in the Three Mile Lane area that are largely served by existing infrastructure and zoned for industrial uses. Most of this vacant land is found in a few large parcels, which could be ideal for large-scale and cohesive planned development.



## Amenities and Attractions

Amenities and attractions in the area include the airport; Evergreen Space & Aviation Museum, water park, and event center; and the Yamhill River. The Three Mile Lane area is also host to several large employers, including medical centers and clinics, and industrial and office sites. These amenities and attractors serve McMinnville residents as well as tourists from outside the city. For nearby residents, safe and convenient connections to amenities will be key as the area develops, as will creating the opportunity for new amenities that serve daily needs and fuel economic development. There is a clear opportunity to provide a formal welcome to McMinnville as a marked destination with a distinct personality.



## Zoning

The Three Mile Lane area contains land in several zoning designations shown in Figure 3, as follows:

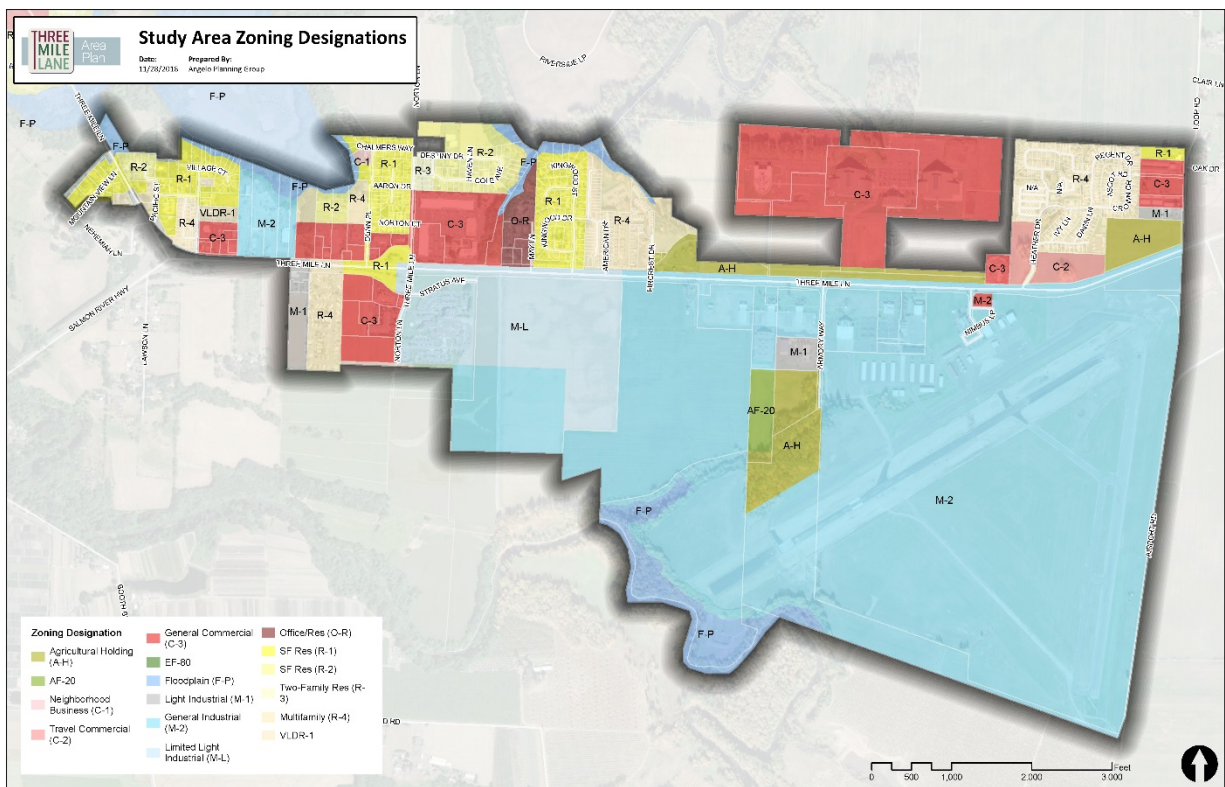
- **Industrial.** M-L provides for industries with limited external impact in an attractive setting; M-1 is for industrial uses that require buffering from other uses and environmentally sensitive areas, it includes a wide range of industrial uses; M-2 allows all uses in M-L and M-1, but also allows general manufacturing and airports as well as “leisure time activities” as conditional uses.
- **Residential** R-1 is low density, single family residential; R-2 single family with a slightly higher density; R-3 allows two-family dwellings throughout the zone; R-4 allows multi-family dwellings and condos.
- **Commercial.** C-1 is smaller-scale neighborhood services; C-2 provides for travel-related uses like lodging and gas stations; C-3 accommodates a wide range of uses like big box stores and theaters.



- **Agricultural Holding.** 49 acres held to provide for the continued practice of agriculture. Permitted uses are limited to farming, single-family dwellings, and sewage pump stations. Parks are allowed as conditional uses.
- **The Three Mile Lane Planned Development Overlay** covers the entirety of the study area. The overlay district was adopted in 1981 (Ordinance No. 4131) and amended in 1994 (Ordinance No. 4572). As stated in the original ordinance, the overlay was established to ensure high quality design, compatibility of living and working environments, provision of open spaces and parks, and buffering of residential uses from the highway. The 1994 amendments were adopted to replace outdated policies, as well as to regulate commercial signage along the Three Mile Lane corridor. The overlay ordinance outlines a number of policies related to the development of properties in the Three Mile Lane area, including provisions for setbacks, access, landscaping and buffering, and desired housing types. The ordinance also outlines a set of detailed provisions related to commercial signage. While the Three Mile Lane Planned Development Overlay regulates certain aspects of development within the study area (highway setbacks, access, signage, etc.), development in this area is largely regulated by the underlying base zones.

Appendix B contains a detailed evaluation of the existing zoning within the study area.

Figure 3. *Three Mile Lane Area Zoning Designations*



## Transportation

The existing street network in the Three Mile Lane area includes Three Mile Lane (OR 18), minor collectors Cumulus Ave and Norton Lane, and a network of local streets that are not well connected.

Figure 4. *Street Network Functional Classification*



**Vehicular Traffic.** There are operational deficiencies at the two intersections at the ends of the study area: Three Mile Lane at First Street, and OR 18 at Cruickshank Road. The two major signalized intersections on OR 18 at Norton Lane and Cumulus currently operate well within the mobility targets outlined in the Oregon Highway Plan. There is a notable crash history at the intersection of OR 18 and Cruickshank Road. Though it is not within the city limits and city jurisdiction, this intersection is a logical location to consider in this planning effort relative to safety mitigation and opportunity for potential gateway streetscape improvements.

**Transit.** The Yamhill County Transit Authority (YCTA) provides limited (hourly) service in the study area on Route 2, with direct links to downtown McMinnville and the city Transit Center. If and when YCTA service increases to a 30-minute frequency, future transit access will improve within the Three Mile Lane area.

**Bicycle Facilities.** Today the area has very limited bicycle facilities, and frequently the only option available to cyclists is to ride in general purpose travel lanes. While the major streets in the area are generally flat with good pavement conditions, vehicular traffic volume is relatively high and travel is at higher speeds (35 mph and higher). The lack of separate bike lanes, buffered bike lanes, or separated facilities contributes to a poor overall environment for cyclists seeking to travel within the study area network. Creating attractive, low-stress bicycle facilities on key routes within the study area will require examining traffic calming design adaptations and lower speed limits, and implementing buffered bike lanes or separated pathways will make cycling more attractive and safe.

**Pedestrian Facilities.** Many of the key existing streets and intersections in the area contain essential but limited pedestrian features. Some of the sidewalks are older, but functional and the system provides a baseline, if minimal, connected network within the study area. Linkage to the McMinnville city center is limited to the Yamhill River Bridge. The existing pedestrian realm lacks important features that would otherwise contribute to more safe and inviting walking environments on Norton Lane, Cumulus Avenue, and Stratus Avenue. The original factory outlet mall development building is a barrier to more direct pedestrian and bicycle travel along Cumulus

Avenue and the crossing of Norton Lane, making it more difficult for residents east of Norton Lane to walk and cycle to McMinnville's central city.

## Natural Features

The Three Mile Lane Area is bounded to both the north and south by the South Yamhill River and its associated natural areas, including several mature tree stands with defining character. Airport Park to the south includes two loop trails that cross a small tributary stream that flows into the South Yamhill River. This park is also defined by dramatic views to Mt. Hood and Mt. Jefferson on sunny days and features several pieces of quirky concrete artwork. People living and working in the Three Mile Lane area would benefit greatly from the preservation of and connection to these natural features.



Mature Stands of Trees within the Three Mile Lane Area



*Example of Nature Trail Along Sensitive Riparian Area*

## Economy

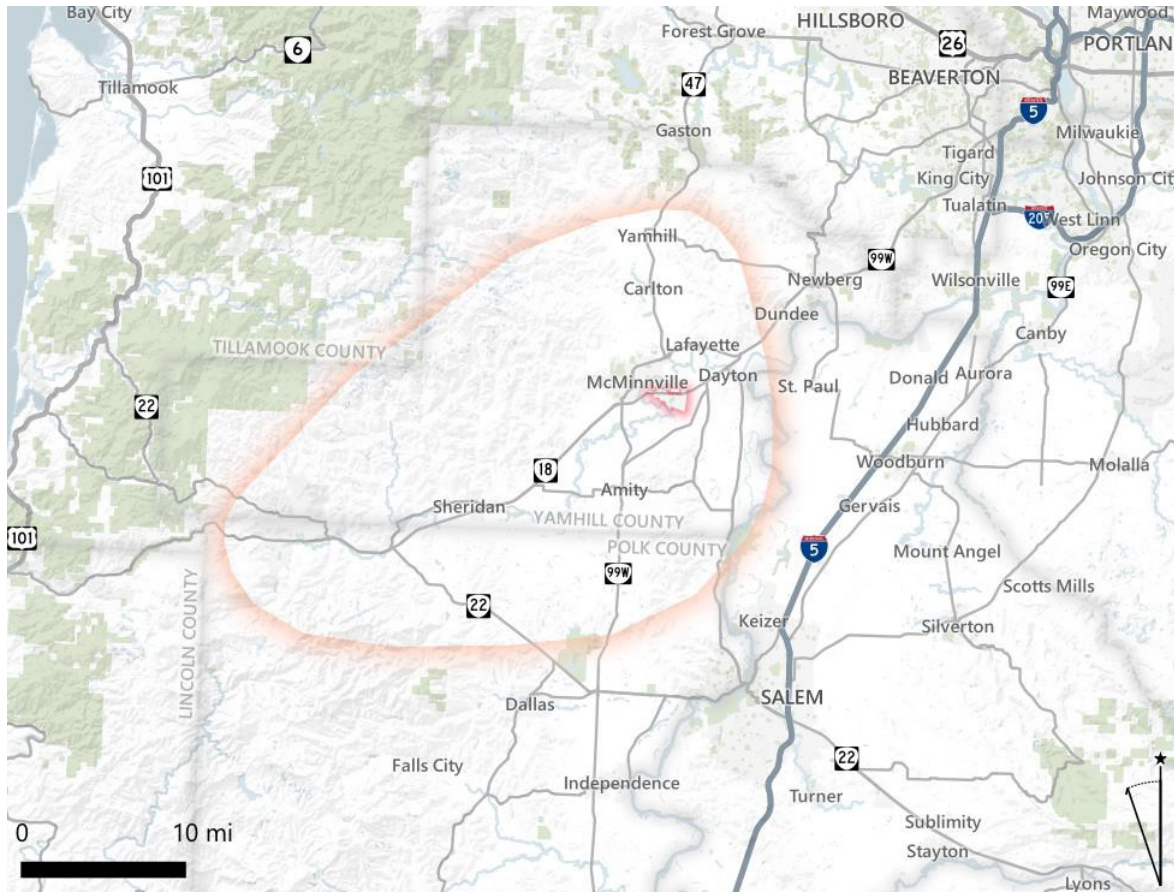
McMinnville is poised to capitalize on strong retail demand and its location in the region. The McMinnville retail trade area extends all the way to the Oregon Coast due to the lack of prominent commercial centers between the Willamette Valley and the coast. However, much of this retail market remains untapped, and the Three Mile Lane study area is poised to capture a significant portion of demand with a diverse array of commercial development. Such development would help

foster a sense of place, provide amenities for residents and visitors, and have a significantly greater economic impact than a development build-out comprising simply of traditional industrial.

A detailed market analysis for the area was prepared and is included in Appendix B. Some of its key points are discussed below.

- **Ownership residential.** The market is strong for single-family, with high home values, household incomes, sales volumes, absorption, and construction activity. The quantity depends largely on the City's vision for the area, applicable zoning, and buildable land.
- **Rental Residential.** Despite solid national development prospects and strong market area demand due to high growth, low-rise rental apartments and multiplexes are likely the primary building types feasible in the study area because of relatively weak market characteristics.
- **Retail.** The study area is well-positioned for new retail development, particularly large-format retail. Neighborhood-serving retail may be a mid- to long-term aspiration when additional residential construction occurs.
- **Office.** The office market is relatively weak, and the absorption of significant speculative new development should not be expected. However, opportunities may arise because of McMinnville's high quality of life, and the Three Mile Lane corridor's proximity to the airport and institutional users, such as healthcare and education.
- **Industrial.** The industrial market remains strong due to the growth of agriculture, food and beverage production, and manufacturing. Continued growth may generate demand in the study area, but development may negatively impact prospects for other land uses, such as lodging and multifamily due to concerns over air and noise pollution as well as truck traffic.
- **Lodging** is likely to be a significant development type over the long-term, but the area may struggle to attract hotel developers due to its existing industrial character, lack of walkable amenities, and isolation from downtown. An assessment of the opportunities to capture demand associated with the burgeoning \$7 billion wine industry in the Willamette Valley and related tourism development requires further, more nuanced analysis.
- **Tourism** is a booming industry, particularly with regard to the wine industry, increasing market pressure for the new construction of compatible uses, such as experiential retail and restaurants, lodging, and craft industrial, as well as recreational amenities, such as trails and parks, that combined help to create an authentic, vibrant place

Figure 5. Three Mile Lane Market Area



Source: TIGER, Leland Consulting Group

---

## COMMUNITY VISION AND GOALS

---

An aspirational vision statement, community goals and objectives, and potential criteria to evaluate land use and transportation options for the Three Mile Lane area were developed early in the project. They were created to articulate the Three Mile Lane Area Plan's desired outcomes and help in the evaluation of options for the area. Plan objectives were further refined using McMinnville's Great Neighborhood Principals.

### Three Mile Lane Vision and Goals

The Three Mile Lane District is a vibrant community that serves as the gateway to Downtown McMinnville and Oregon Wine Country. Employment opportunities, attractive housing options, and tourist destinations characterize the area. Residents and workers enjoy safe and efficient options to travel to Downtown McMinnville and benefit from close proximity to a variety of goods and services, all easily reached by motorist, bicyclist, pedestrian, and transit rider alike. The connection to McMinnville's rich history and the surrounding landscape is reflected in urban design elements throughout the area, highlighting the uniqueness of this special place. The following goals capture the community's desire to enhance this special area.

**GOAL 1: Support and enhance the district's economic vitality and marketability.**

*This plan aims to support development of significant industrial and commercial parcels within the study area, enhance existing business by diversifying goods and services available in the area, and increase tourism. Alternatives will be evaluated qualitatively for how well they address the area's development/redevelopment potential.*

**GOAL 2: Provide opportunities for a complementary mix of land uses, consistent with the vision of a diverse and vibrant district.**

*The study area contains several existing residential neighborhoods, including assisted-living and manufactured home residences, as well as major employers and tourism destinations. This plan aims to provide a mix of land uses that support one another to create a unique part of the city.*

**GOAL 3: Enhance multi-modal connections throughout the district.**

*This plan aims to create a complete, multimodal transportation network that serves the north and south side of OR 18 within the district, and that connects the business community, the hospital, residential neighborhoods and tourism amenities to each other and to the city center. Alternatives will be evaluated through criteria measuring transportation safety and performance for all modes of travel: pedestrian, bicycle, transit, freight, and personal vehicles.*

**GOAL 4: Create an aesthetically pleasing gateway to the City of McMinnville**

*The study area is a primary gateway to the City of McMinnville. Alternatives will be evaluated qualitatively for how well they provide an identity for the district, reflect McMinnville's intrinsic character and highlight the landscape features of the district.*

**GOAL 5: Improve the district for existing and future McMinnville residents in the area.**

*The City of McMinnville's Great Neighborhood Principles identify amenities and facilities that should be present in all residential areas, including a variety of housing types, pedestrian and bicycle connectivity, preservation of scenic views and natural features, access to open space and access to commercial necessities. This plan aims to support those Great Neighborhood Principles for residents in the study area by providing multi-modal connectivity, single-family and multi-family housing, provisions for open spaces, and commercial amenities, such as grocery stores, restaurants, and more.*

## Great Neighborhood Principles

In April 2019, the City of McMinnville adopted the Great Neighborhood Principles into the City's Comprehensive Plan. Their purpose is to guide the land use patterns, design, and development of the places that McMinnville citizens live, work, and play. These 13 principles are listed below. Under each principle are specific policies that detail how these principles are expected to be expressed in a site and context-specific way within the Three Mile Lane Area.

### 1. *Natural Feature Preservation*

- Strive to protect tree groves
- Strive to protect individual trees
- Protect riparian corridors and adjacent native landscape



### 2. *Scenic Views*

- Provide and protect views to rolling hills and volcanoes
- Provide visual and physical access to North Yamhill River
- Orient streets and open spaces to views



### 3. *Parks and Open Spaces*

- Connect to Galen McBee Airport Park
- Connect to Joe Dancer Park
- Create new gathering spaces that incorporate natural areas and views
- Plant landscapes that incorporate natives and exhibit seasonal variation



### 4. *Pedestrian Friendly*

- Provide a network of sidewalks and trails to connect people to key locations
- Incorporate shade streets with mature tree canopy

### 5. *Bike Friendly*

- Plan safe routes for residents and touring cyclists

### 6. *Connected Streets*

- Connect to existing street grid in the Three Mile Lane area



### 7. *Accessibility*

- Design new development for ease of use by all ages and abilities

8. *Human Scale Design*

- Respect typical scale of commercial uses in McMinnville
- Design to reflect the micro-climate—outdoor life, porches, balconies
- Promote inclusion and interaction within the right-of-way



9. *Mix of Activities*

- Encourage mixed-use development where feasible

10. *Urban-Rural Interface*

- Reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees
- Consider adjacency to agricultural fields and respect this heritage through careful transitions
- Design simple roof forms (industrial and agricultural). Height and distinctive forms of silos can be inspiration
- Consider functional site planning of vineyard and farm complexes as conceptual model for new development



11. *Housing for Diverse Incomes and Generations*

- Allow for a mix of future housing forms and types, respecting the current character of Three Mile Lane

12. *Housing Variety*

- Respect existing variety of housing types in Three Mile Lane and ensure diversity of design for future housing



13. *Unique and Integrated Design Elements*

- Ensure visibility from highway; Welcome to McMinnville
- Make functions of sites visible (airplanes, wine-making); continue expression of industry/making where applicable
- Aviation legacy: display large planes; consider sensation of low-flying planes, potential visual impact of sites from the air
- Consider local and/or sustainable materials for cladding and building structure (timber, corrugated steel cladding, red brick)
- Use vibrant color





---

## THE THREE MILE LANE AREA PLAN

---

This section describes the land use, urban design, and transportation elements that will guide future development and planning decisions in the Three Mile Lane Area. These elements are part of the “Preferred Alternative,” arrived at through conversation with the community at several online and in-person open houses and refined by City staff and stakeholders. The Area Plan’s combination of desired uses and transportation connections achieves the community’s vision and goals while uniquely realizing the City’s Great Neighborhood Principles.

### Land Use Summary

The Three Mile Lane Area Plan’s land uses are shown in Figure 4. The defining characteristics south of the highway include a large (40 - 60-acres) area envisioned as a future retail center, and a large (140 – 160 acres) site for a potential corporate “Innovation Campus” to the south of this retail center. To the west, in areas near SE Norton Lane and the Willamette Valley Medical Center, opportunities for office and medical uses are envisioned. North of the highway is a new mixed-use designation proposed on the current Baker Rock site.

The Three Mile Lane Area Plan is accompanied by context-sensitive urban design considerations that build on the Great Neighborhood Principles. These include:

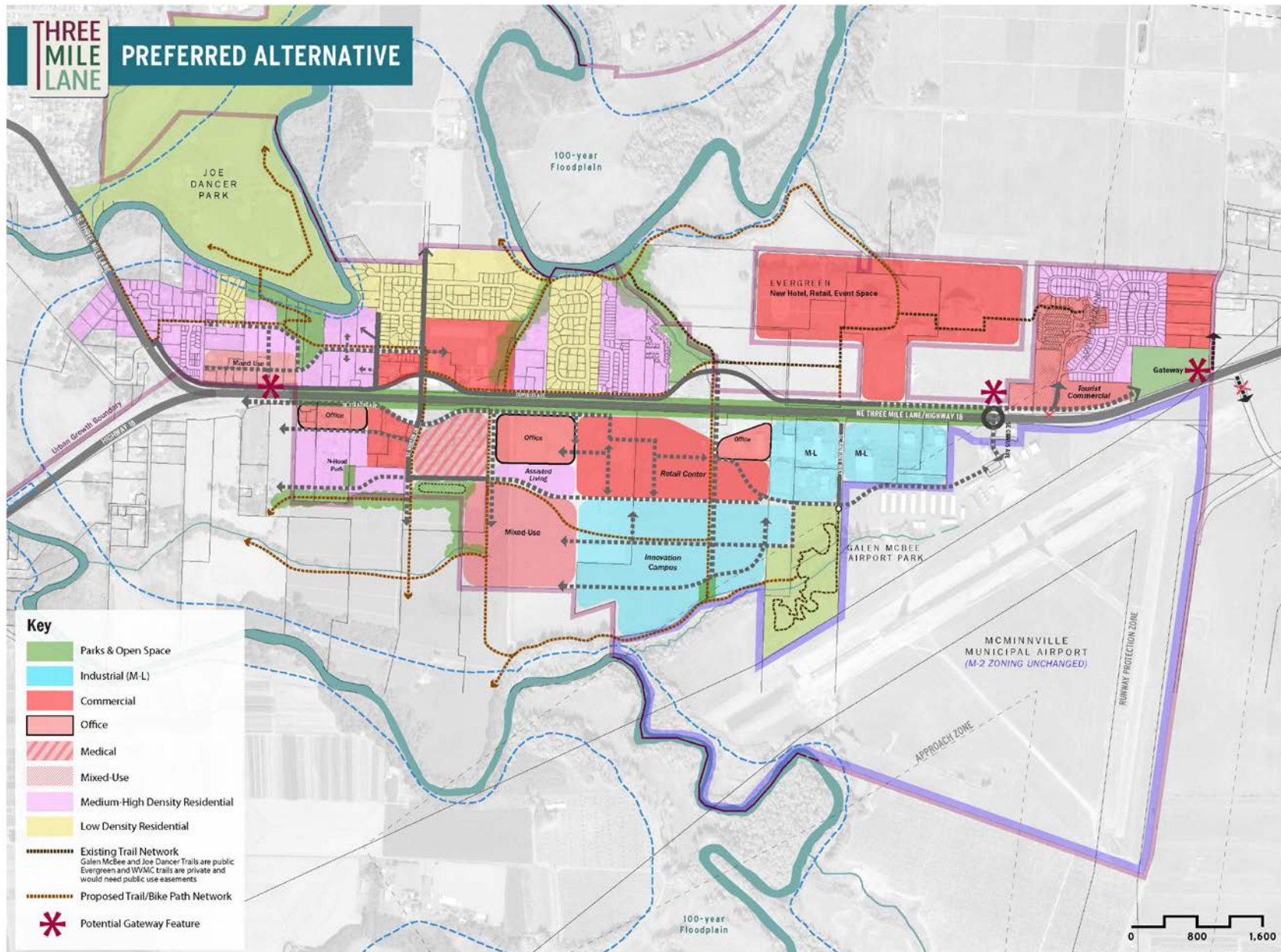
- Avoid parking lots and blank walls on OR 18 edge
- Create a walkable retail development with a “town center” feel (as described in the following pages)
- Encourage orientation of industrial campus buildings to Yamhill River and maintain view corridors through campus
- Consider setting future development back from Yamhill River to reduce impacts
- Create grid of walkable streets
- Improve frontage roads for safer walking and biking
- Integrate new Evergreen campus development with architectural language of existing buildings and site landscape features, preserve views of oak forest
- Consider aviation-themed gateway features

Key features of the Area Plan include:

- **Walkable Retail Development.** A central feature is a sizable, (over 40-acre) retail center south of Three Mile Lane at Cumulus. The quality of this development’s architecture and streetscape, the connectivity it provides to the street system south of OR 18, and generally, how well it responds and contributes to McMinnville’s Great Neighborhood Principles will be key to the success of this plan in gaining public approval.
- South of this retail development is a prime location for a mix of corporate office and industrial users in an **Innovation Campus**. Due to its proximity to the Yamhill River, the campus has the potential for “Trail-Oriented Development,” an increasingly popular amenity-driven development trend which offers future users and tenants an appealing orientation to views of natural features and use of outdoor space for employee wellness.

- West of the retail center and industrial campus site, a **flexible zone of mixed office or industrial** uses is offered, providing potential sites for users drawn by the synergy of being close to larger corporate users, with subcontractors or suppliers in office or light industrial spaces.
- **New mixed-use and health care-related uses** have been identified near the existing hospital. Housing, especially senior housing, is a very strong market opportunity. Building forms are expected to be horizontal mixed-use, rather than vertical mixed-use.
- The **Evergreen Tourism Area** is identified as a good location for new hotel, retail, and event space. The site is highly visible and suitable for a clustering of mutually beneficial uses. Travel-related commercial development is envisioned in the northeastern portion of the study area. This area is advantageously situated near the Evergreen complex, making it a good site for additional services and attractions for the traveling public.
- **New residential neighborhoods and continued development of existing neighborhoods** in locations in the western parts of the study area.
- **A cohesive trails system** that ties together major amenities and neighborhoods, with safe crossings of OR 18 and a potential connection to Joe Dancer Park.

Figure 6. Three Mile Lane Area Plan



## Urban Design Elements

The plan features some distinct areas where change is expected to occur over time. North of Three Mile Lane, the most notable change is the mixed-use designation in the northwest. South of the highway, land use designations that are distinctly different than what exists today include medical commercial, office, and residential designations near the Willamette Valley Medical Center and the area of commercial between the hospital and the McMinnville Municipal Airport. Specific features and design considerations for the Three Mile Lane's diverse areas are discussed in this section. Key urban design elements that are expected to be incorporated into future development are listed below, as well as illustrated in "precedent" images and conceptual site designs.

### Mixed-use Area

The Three Mile Lane Area Plan envisions continued growth and development in the northwest of the study area between Cumulus Ave and the Yamhill River. Existing residential neighborhoods are anticipated to see gradual infill and redevelopment in this area. New households in the Three Mile Lane area will require and support local services. The improved transportation connectivity envisioned with the Three Mile Lane Area Plan will provide alternatives to OR 18 for local trips.

Locally-serving retail and services have been a major discussion item during this planning process. As the area continues to evolve, providing more opportunities for a mix of uses, employment, and tourism, the existing industrial site (Baker Rock Site) on NE Cumulus Avenue may prove to be a more suitable location for something other than a ready-mix concrete plant. Allowing for a variety of commercial and residential uses in this area can provide additional housing, locally serving retail and other amenities, and enhanced multi-modal transportation connectivity. This area is well-suited for mixed-use development because it is large enough to accommodate and separate several uses in a way that responds to different context conditions. The site is also mostly flat with potential for good connections to the east and west.

Figure 7. *Mixed Use Area (Baker Rock Site) Conceptual Design*



Figure 7 shows this site, which extends between OR 18 and a steep bluff overlooking the North Yamhill River, two adjacencies that will shape its eventual development. Most of McMinnville’s Great Neighborhood Principles can be honored through future site master planning. This infill development can protect natural areas and views, connect to parks and open spaces, provide a connected, bike and pedestrian-friendly neighborhood, and encourage mixed-use development with diverse housing types and unique, high-quality design. Retail or office uses are better suited to the more visible and accessible southern half of the site. Residential uses are best suited to the northern half, further away from OR 18, with views to the river and Joe Dancer Park.

*Key Urban Design Elements:*

- Local street grid. Local streets can be logically extended through the site from the west (NE Atlantic) and the east (NE Dunn Place), creating access to the commercial and residential halves of the site, while a new central ‘Main Street’ can be extended north from NE Cumulus Avenue, bisecting the site and creating two crossroads intersections. The proposed street extending east-west across the northern half of the site follows the top of the bluff and should be designed as a well-landscaped parkway, with an adjacent multi-use trail which will eventually extend throughout the Three Mile Lane study area as a safe parallel route to OR 18.
- Building orientation. New buildings should be located to form an urban frontage, with no setbacks, at the intersections of local streets.
- Building and site design. Pedestrian-scaled ground floors, prominent entries, and canopies over sidewalks with street trees, on-street parking, and safe crossings. Surface parking could include EV charging stations, bicycle parking and a transit stop and be located behind these frontages, separated from adjacent uses by well-landscaped green buffers.

- **Natural features.** Where the Main Street meets the bluff-top street, a public overlook can provide views to Joe Dancer Park and perhaps even a trailhead for a nature trail switch-backing down the bluff to a riverside trail system and a potential footbridge over the river connecting to the park and beyond to downtown. This could serve as a valuable pedestrian and cycling connection to downtown to supplement the new Three Mile Lane Bridge.

### **Tourist Commercial**

The Evergreen complex continues to draw visitors to McMinnville who support other local businesses in the Three Mile Lane area and beyond. The Area Plan foresees the continuation and intensification of tourism-related uses as allowed by existing zoning designations. East of Evergreen, land is currently zoned for commercial uses along the highway and has the possibility of hosting more tourism- and travel-related commercial uses in the vicinity of the Aviation & Space Museum and waterpark. The Area Plan envisions activities and uses related to visitors and the traveling public that could boost tourism and be mutually beneficial to existing attractions. A cluster of these uses in the northeast part of the study area could have a synergistic effect, strengthening McMinnville's and the region's reputation as a destination.

#### *Key Urban Design Elements:*

- **Connectivity to the Evergreen complex.** An important design element of this visitor-oriented area is connectivity to existing Evergreen tourist uses. Providing a safe walking and biking connection parallel to OR 18 will help integrate future development with the Evergreen attractions, which will continue to attract significant amounts of visitors.
- **"Gateway" location.** In addition, with a prominent location on the east entrance to McMinnville, this development opportunity area should be required to meet the City's Great Neighborhood Principles with high-quality design.

### **Health Care Area**

Vacant parcels surrounding the Willamette Valley Medical Center are a significant opportunity for medical offices, housing for people reliant on medical services, and other uses that benefit from a health care cluster. As envisioned in the Area Plan existing industrial and high-density residential land and uses fronting the highway and in close proximity to the Medical Center could, over time, develop with housing – including assisted living and long-term care facilities - office uses, and services related to the hospital.

#### *Key Urban Design Elements*

- **Transitions between uses:** Health care facilities and surrounding residential areas. Health care facilities are often active around the clock with bright lighting and they generate significant vehicle traffic. They also require a lot of delivery traffic and, in the case of a major medical center, helicopter use. Buffering between uses should be considered, particularly senior housing or market-rate apartments with trees, landscaping and other treatments. Assisted living or nursing care facilities, however, would benefit from close proximity to the hospital.

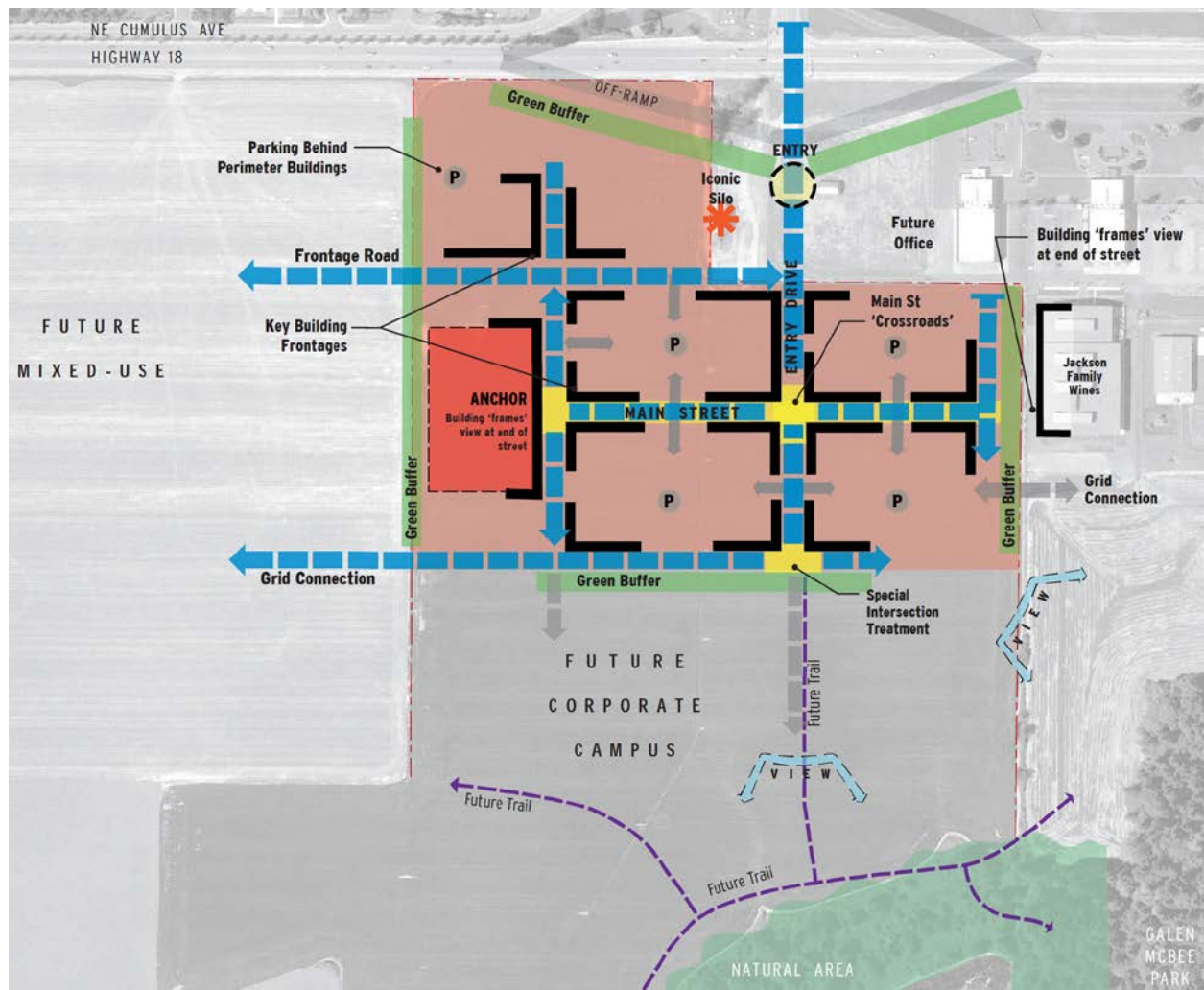
- Transitions between uses: Health care facilities and other commercial uses. The scale and orientation of existing uses, as related to future uses should be considered. For example, while Senior Housing might benefit from a location within walking distance of a retail center, there should be careful site planning to ensure the housing isn't directly adjacent to loading or parking facilities. It may be most feasible to place health-care related housing with an orientation south towards views and the river.
- Walkability between uses. Convenient, safe connections between a variety of uses in this area will be important to current and future users.
- Visual quality of buildings facing OR 18. New development should avoid placing loading docks or creating blank walls visible from passing vehicles.

### **Retail Center/Innovation Campus**

A large area of currently vacant or farmed land stretching from the highway south to the Yamhill River provides a unique opportunity for future development. The design envisioned in the Area Plan is the latest iteration in a process that began with a Property Owners' Workshop. This half-day workshop held at City offices included a presentation of existing site conditions, with confirmation from property owners of natural features, parcel ownership, access, and previous uses. A summary of market conditions was presented, with some suggested adjustments from the owners to reflect their individual research. The workshop concluded with a roundtable discussion of opportunities and constraints, including an exercise where prototypical program 'chips' scaled to the sites, were placed in a variety of potential arrangements to inform initial sketches of concept alternatives.

In addition to the focused property owner workshop, the City of McMinnville held a design charrette for the entire corridor study area with the Citizen Advisory Committee on April 8, 2019. Project participants identified a number of key strengths, including high visibility from Oregon OR 18, many large and/or underutilized parcels, proximity to the airport, concentration of tourist amenities and medical uses, strong connections to regional assets, and an abundance of natural features. Specific opportunities the participants identified included: pedestrian bridges over the highway could provide needed connections at key points, the creation of special complete street standards to encourage biking and walking, requiring stormwater treatment and extensive street tree plantings on all study area streets, considering shared parking standards and 'shadow platting' to encourage future infill on surface lots, and opportunities for new residential at the south edge of the case study site and west of the hospital.

Figure 8. Retail Center Conceptual Design



The retail market continues to evolve rapidly in response to the challenges of competing with online retail and market consolidation. One tactic that the retail industry has successfully used to attract and retain shoppers to brick and mortar establishments is the creation of mixed-use “town centers” that offer gathering spaces, walkable streets and more dining options than typical strip suburban developments or enclosed shopping centers. Mixed-use town centers offer a greater diversity of uses that typical retail developments, particularly as it pertains to entertainment and some office uses, with the latter providing critical daytime population for retailers.



Figure 9. Retail Center Precedent: Old Mill District, Bend, Oregon



Regionally-inspired architecture



Walkable Streetscape with Active Ground Floors

A retail center at Cumulus Ave. is a central feature of the Area Plan. The design of this development, the connectivity it provides to the street system south of OR 18, and how well it contributes to McMinnville’s Great Neighborhood Principles will be key in the success of this plan. This almost 60-acre parcel is one of the largest regional sites with easy highway access. The site is flat and developable—a unique characteristic for a site of this size, and has a locational advantage being both near to the highway and the McMinnville Municipal Airport. Figure 8 provides an example of how this site could develop, implementing design features desired in the Three Mile Lane Area.

Flexibility is key to attracting a corporate Innovation Campus. The City and/or developer would have to be opportunistic and actively market the property and McMinnville as a corporate destination. Early infrastructure investments and construction of housing and commercial amenities within walking distance of the property would help attract a corporate user, as would a clear but flexible vision and development plan for the property.

Figure 10. Retail Center Precedent: Northwest Crossing, Bend, Oregon



The overall goal is for new developments in the Three Mile Lane Area is to echo the features of traditional, older retail districts like downtown McMinnville. Figures 9, 10, and 11 show examples from other Oregon communities, with similar common features that include:

- Human-scale development that is pedestrian friendly.
- Walkable, narrow main streets connecting through the center, with parallel or angled on-street parking in front of retail storefronts.
- Public gathering spaces, bordered by dining and entertainment attractions, featuring play areas and flexible space for programmed public events.
- Shared parking lots, generally located behind buildings, featuring wide pedestrian walkways, EV charging stations, bicycle parking, and transit stops. As well as integrated stormwater treatment and ample landscaping including shade trees.
- Sustainable high-quality architecture, themed in a regionally appropriate way, with buildings placed in prominent locations that contribute to the quality of the pedestrian experience, versus behind large surface parking lots.
- Building edges that create 'frontage' on walkable streets or pedestrian walks, with higher-quality materials, generous windows and pedestrian-scale signage in the first 20-30' of elevation.
- Proximity and connection to a mix of other uses, to encourage walking from residential or office areas to the retail center.
- Generous landscape buffers between the retail center and roadways or parking lots while maintaining maximum visibility for retailers.
- A prominent entry to the site, with signage or a gateway feature.

Figure 11. Retail Center Precedent: Orenco Station, Hillsboro, Oregon



### Key Urban Design Elements

- **Local identity.** Maintaining the local identity through gateway design elements and development opportunities; establishing formal view protection corridors for Mt Hood, Mt Jefferson, and Amity Hills encouraging mixed uses whenever feasible; and mitigating the visual impact of development on the OR 18 edge.
- **Connectivity.** Transportation and connectivity have been major themes during the planning process. Connectivity—in terms of internal circulation to parks and recreational features and surrounding neighborhoods—is essential, including for pedestrians and cyclists.
- **Parks and open space.** The community has provided input on parks and open space opportunities, identifying the following: prioritizing connections to existing trails and open space (such as connections into Joe Dancer Park), creating a public greenway along South Yamhill River with trail and connections to the study area and McBee Park, and increasing open space opportunities in the study area adjacent to residential uses.

### Transportation

Enhancements to the existing local street network supporting the Area Plan are illustrated in Figure 12. The network includes completion of parallel and intersecting streets both north and south of OR 18 and network extension within currently undeveloped lands.

New shared-use paths complement the planned street network that link neighborhoods with planned activity centers and the Galen McBee Airport and Joe Dancer Parks.

Future vehicle traffic conditions for the Three Mile Lane Area, as detailed in Appendix D, were analyzed using three key steps:

1. **Housing and Employment Demographic Data.** Demographic data within the McMinnville UGB was prepared and summarized for year 2041, assuming the no-change “base” land use condition and what conditions would be if the area developed according to the preferred alternative described in this Plan and 2041 Tier 2 land use plan, based housing and employment demographics (McMinnville UGB) for ODOT model inputs.
2. **Transportation Model Network Refinement – Preferred Alternative.** The consultant team coordinated with ODOT to incorporate results from the preferred land use analysis (see Appendix D) to develop assumptions for the Oregon Small Urban Models (OSUM) travel demand model, reflecting the preferred land use option, future OR 18 facility design, and local street system network.
3. **OSUM Model Outcomes and Study Area Intersection Analysis.** ODOT provided future year (2041) model volumes. The analysis for the street design alternative used the travel demand model results to generate traffic forecasts at study area Intersections.<sup>1</sup> The consultant team also did detailed traffic analysis using the model to evaluate future intersection operations in the Three Mile Lane Area.

The results of the analysis confirmed that both signalized intersections in the area –OR 18 and Norton Lane and OR 18 and Cumulus Avenue - will operate at volume-to-capacity ratios below ODOT’s established standards under year 2041 Preferred Alternative traffic conditions. However, two of the study area unsignalized intersections fail to meet established mobility targets:

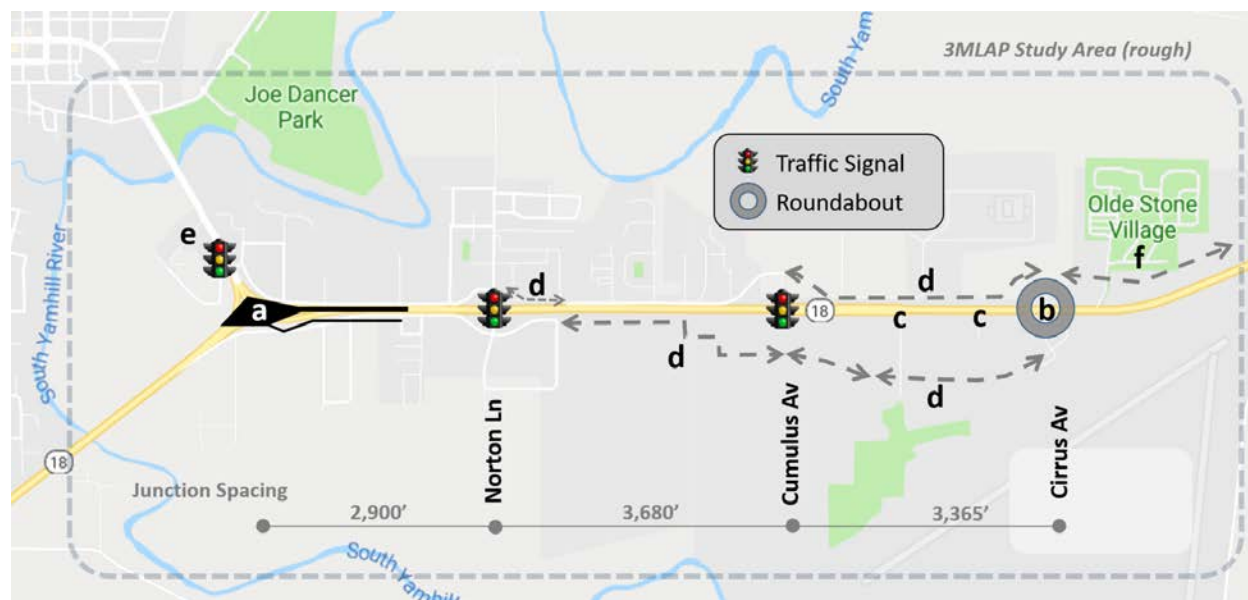
- **Three Mile Lane & First Street –** Three Mile Lane experiences high traffic volumes throughout the day, especially during the PM peak hour. There are limited gaps in the Three Mile Lane traffic flow for motorists turning from First Street. The intersection also doesn’t meet mobility targets based on 2018 traffic conditions.
- **Three Mile Lane & Cumulus Avenue –** The westbound and eastbound approaches are controlled with stop signs. There is no separate left-turn lane on the north leg of Three Mile Lane. Future traffic on Three Mile Lane and Cumulus Avenue is sufficiently high that eastbound and westbound motorists will find insufficient gaps to turn and travel north or south through the intersection.

---

<sup>1</sup> This work was conducted in accordance with the Methodology Memorandum, December 10, 2018. See Appendix D.

## Preferred Facility Design

Figure 12. Preferred Facility Design Concept



- a) Three Mile Lane interchange - reconstructed for full directional access and crossing, with new connector to Stratus Avenue - see Figure 13).
- b) Cirrus Avenue - new roundabout on OR 18, with McMinnville gateway features.
- c) Removal of at-grade street and driveway accesses to OR 18 in the section between Cumulus Avenue and the eastern edge of the study area, including Loop Road and Cruickshank Road (Cruickshank Road is not shown in Figure 8, as Cruickshank Road is external to the Three Mile Lane Study area).
- d) New east-west frontage streets north and south of OR 18, linking Cirrus Avenue, Cumulus Avenue and Norton Lane. These and other local street connectors are depicted in Figure 11.
- e) New traffic signal (or roundabout) at Three-Mile Lane and Cumulus Avenue.
- f) Loop Road - disconnect from OR 18 and realign to new Cirrus Avenue connector and roundabout.

Figure 13 illustrates the reconstructed interchange of OR 18 at Three Mile Lane. The interchange modifications allow full vehicular movement to and from the highway in all directions, and a bi-directional connection between the southern half of the Study Area and McMinnville's city center via Stratus Avenue. These new connections will likely carry significant local traffic demand that would otherwise travel on OR 18 between the study area and McMinnville's city center. The Stratus Avenue connection also provides direct connectivity for pedestrian and cyclists traveling between the southern half of the Study Area and McMinnville's city center. Separated, two-way cycle tracks on both Cumulus Avenue and Stratus Avenue will improve rider comfort and significantly reduce level of traffic stress on these routes.

Figure 13. OR 18 / Three Mile Lane Interchange Preferred Facility Design



This plan includes interchange layout and traffic control concepts that will require further study and engineering analysis, including:

- A. Re-align Cumulus Avenue (and Nehemiah Lane) intersection approximately 200 feet north with Three Mile Lane to provide additional spacing from future OR 18 interchange ramps.
- B. New traffic control (signal or roundabout) if supported by MUTCD signal warrant analysis.
- C. Spacing sufficiency on Three Mile Lane between the new traffic signal and OR 18 westbound off-ramp.
- D. Re-alignment of Lawson Lane and its new connection to Martin Lane.
- E. The Urban Growth Boundary (UGB) is approximately coterminous with Stratus Avenue. The Stratus Avenue extension to the new interchange (and Lawson Lane re-alignment) will likely not require a UGB amendment (see ORS 215.283).



Figure 16. Major Collector Street Cross Section

### Major Collector

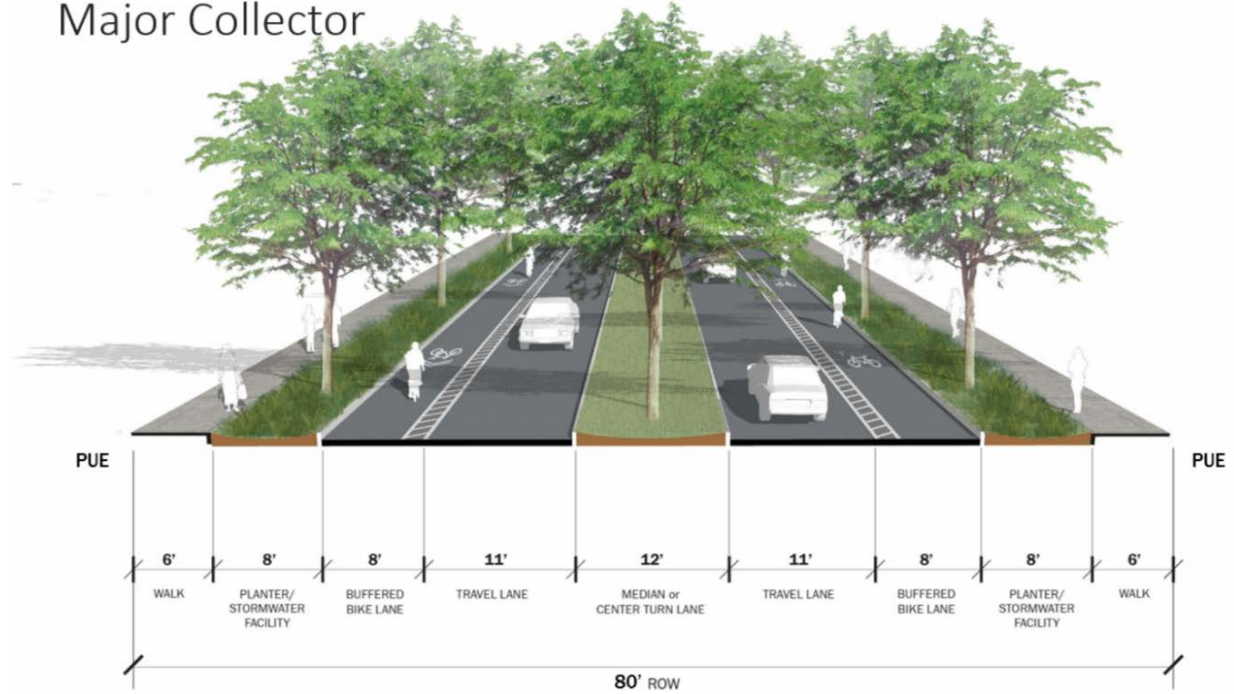
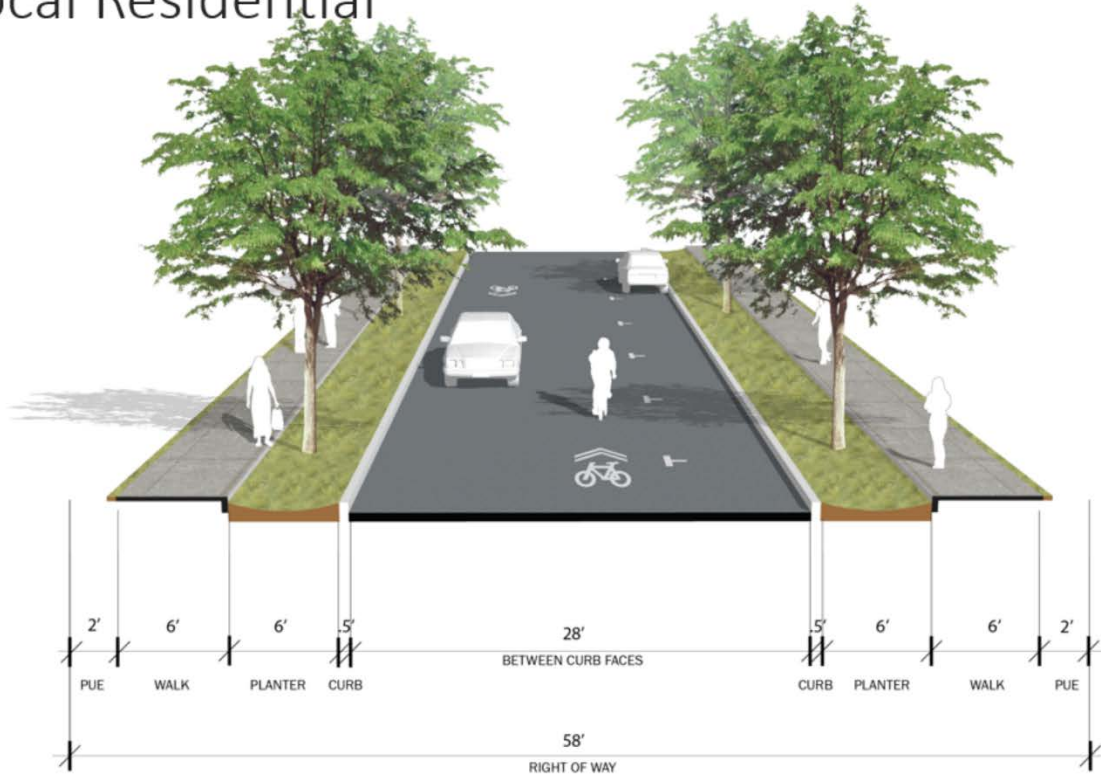


Figure 17. Local Residential Street Cross Section

### Local Residential





*Pedestrian Facilities*

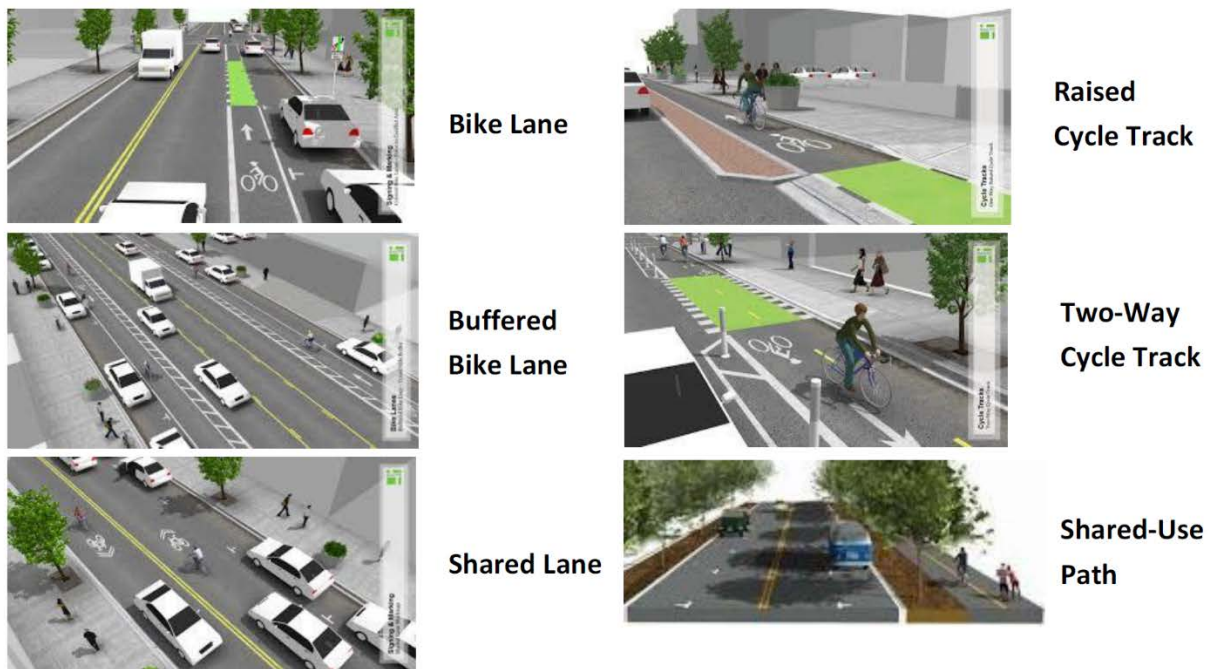
The combination of pedestrian facility improvements along existing and planned collector streets, and planned pathway improvements in the study area will significantly improve overall pedestrian access, mobility, and comfort for all users. A detailed evaluation of pedestrian facilities in the plan is included in Appendix D.

*Bicycle Facilities*

The Preferred Alternative includes recommended bicycle system improvements on existing streets and new connectors to help form a more complete bicycle network within the 3MLAP study area. Bicycle facilities provide improved mobility for users riding to the city center and seeking active transportation options that support a healthy lifestyle. Bicycle facilities considered in the study include bike lanes, buffered bike lanes, bike boulevards (shared lane), cycle tracks and shared-use paths as summarized in Figure 18.

The combination of bicycle facility improvements along existing and planned collector streets, and planned pathway improvements in the study area will significantly improve bicycle access, mobility and comfort for users of all ages and confidence levels. A detailed evaluation of bicycle facilities is included in Appendix D.

Figure 18. *Types of Bicycle Facilities*



Source: NACTO

*Transit Connections*

The extension of frontage roads east along the north and south sides of OR 18 identified in the Area Plan (see Figure 12) will provide opportunity for YCTA to extend Route 2 service within the study area.

Figure 19. YCTA Route 2 in the Three Mile Lane Area



## Policies

The following policies are intended to guide development and future planning decisions in the Three Mile Lane area. These policies implement the Three Mile Lane Area Plan goals and describe how Great Neighborhood Principals are expected to be expressed in the future growth and development of the Three Mile Lane Area.

1. *Require future development to be consistent with the design elements of the Three Mile Lane Area Plan.*
2. *Public improvements and private development shall strive to protect tree groves and mature individual trees.*
3. *Riparian corridors and adjacent native landscape shall be protected.*
4. *The built environment will be designed to provide and protect views to rolling hills and volcanoes and to enhance visual and physical access to the North Yamhill River. New streets and open spaces will be oriented to capture views.*
5. *Enhancing connections to existing trails and open space, such as connections into Joe Dancer Park and McBee Park, and creating a public greenway along South Yamhill River with trails and connections to the Three Mile Lane Area is a priority.*
6. *New gathering spaces will be designed to incorporate natural areas and views.*
7. *Require native landscape plantings with seasonal variation and tree plantings that include shade streets with mature tree canopy.*
8. *A network of sidewalks and trails will connect people to key locations within the Three Mile Lane Area.*
9. *The Three Mile Lane Area will have safe bicycle routes for residents and touring cyclists.*

- 10.** *Proposed new streets will connect to the existing local street grid, consistent with the conceptual designs in the Three Mile Lane Area Plan and in compliance with Transportation System Plan standards.*
- 11.** *New commercial developments should be designed to be at a walkable, human scale and for ease of use by all ages and abilities.*
- 12.** *New commercial, office, mixed-use, and multi-family developments should be designed to reflect the micro-climate and enhance outdoor life through the incorporation of features such as porches, balconies, courtyards, plazas, etc.*
- 13.** *New commercial, office, mixed-use, and industrial campus developments should promote inclusion and interaction within the right-of-way.*
- 14.** *Encourage mixed-use development where feasible.*
- 15.** *Proposed site landscape for new development should strive to reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees – and consider functional site planning of vineyard and farm complexes as conceptual models.*
- 16.** *New development should consider adjacency to agricultural fields and respect this heritage through careful transitions.*
- 17.** *Architectural building design that includes simple roof forms (industrial and agricultural) is encouraged in the Three Mile Lane Area.*
- 18.** *Encourage a diversity of future housing forms, types, and design that respect the current character of the area .*
- 19.** *Ensure that new commercial and industrial campus development creates a welcoming and visible interface with Three Mile Lane.*
- 20.** *Encourage site design and architecture that visibly convey the historic or current industry on the site (e.g., aviation, wine-making).*
- 21.** *New commercial, mixed-use, office, and industrial campus development should consider using local materials for cladding and building structure (timber, corrugated steel cladding, red brick), and incorporating vibrant color.*

---

## **IMPLEMENTATION PLAN**

---

### **Overview**

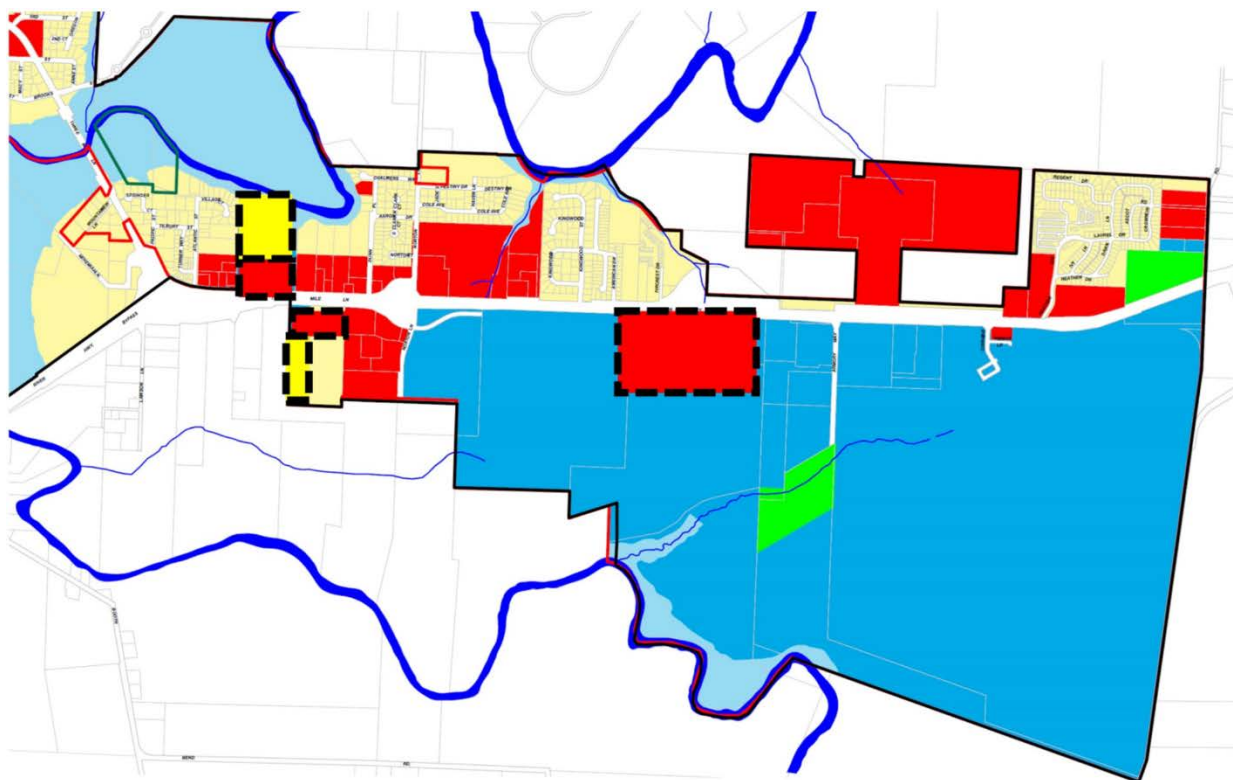
Through the development and implementation of the Three Mile Lane Area Plan, McMinnville has the opportunity to establish land use and transportation policy for the area and set standards and guidelines that will help the community realize the vision for this area. The Area Plan will be adopted as an element of the City's Comprehensive Plan to guide future land use, transportation improvements, and development decisions. This plan will be implemented through the City's Master Plans, Zoning Ordinance, Municipal Code, and the Three Mile Lane Planned Development Overlay. This section details the recommended modifications to the City's Comprehensive Plan and the Planned Development Overlay Ordinance.

### **Comprehensive Plan Amendments**

#### **Comprehensive Plan Map**

In addition to the Three Mile Lane Area Plan being adopted as an element of the Comprehensive Plan, a map amendment will be a necessary implementation action. As described in the previous section, the Area Plan envisions land uses that are different than what is currently planned for on the City's Comprehensive Plan map. To allow for the area to develop consistent with the vision for the Three Mile Lane Area, the City will need to change the Comprehensive Plan Land Use Map in the areas indicated by the dashed black line in Figure 20.

Figure 20. Comprehensive Plan Map Amendments



The predominant change is from an Industrial designation to a Commercial designation for approximately 40 – 60 acres south of OR 18. The other change south of the highway, west of Norton Lane, is from Industrial to Commercial and Residential. The Industrial Comprehensive Plan amendment on the northern side shown in Figure 20, entails proposed Commercial and Residential Comprehensive Plan redesignations

### Policies

Policies in the Three Mile Lane Area Plan are intended to supplement policies in the City's existing Comprehensive Plan and support implementation of the Area Plan. The policies were developed to implement the Three Mile Lane Area Plan goals and describe how Great Neighborhood Principals are expected to be expressed in the future growth and development of the Three Mile Lane Area.

### Transportation System Plan

To support the changes represented in the preferred land use option and the facility design for OR 18 there will need to be key improvements to the transportation system. The City of McMinnville's 2010 Transportation System Plan will need to be updated to capture these improvements. Complete Street design will require changes to City street standards in the TSP as well as the Zoning Ordinance. Modifications are noted in Table 1 and include an increase in sidewalk widths and planter strip widths along residential streets. To enhance cyclists' comfort, the revised standards require buffered bike lanes (or cycle tracks) on collector streets and sharrow markings for shared lanes on local residential streets.

Table 1: Complete Street Standards

	Major Collector Existing Standards	Notes	Local Residential Existing Standards	Notes
Right-of-Way	74'	Increase to 80'	50'	Increase to 58'
Speed	25-30 mph		15-25 mph	
Maximum Average Daily Traffic (ADT)	16,000		1,200	
Adjacent Land Use Intensity	Medium		Low	
Sidewalks	5' residential 10-12' commercial	6'	5'	Increase to 6'
Planter Strips	6' residential N/A commercial	8'	5'	Increase to 6'
Curb-to-Curb Street Width	44'	Suggest 50'	28'	
On-Street Parking Two Sides	N/A		yes	Switch to one side parking if travelway too narrow... see below
Bike Facility	2 lanes (5')	Change to 8' buffered bike lanes (or cycle tracks)	Shared Lane	OK, with sharrow markings
Median / Center Turn Lane	12'		None	
Travel Lane Width	2 lanes (11')		See street width	

Project phasing, costs, and design standards related to implementing the preferred OR 18 improvements will also need to be reflected in the updated TSP, consistent with what is shown in Table 2.

Table 2: OR 18 Improvements – Planning-Level Cost Estimates and Phasing

Phase	Description	Notes	Low Cost 2021 (millions)	High Cost 2021 (millions)
<b>1. Independent State and/or City Projects</b>				
	New Multi-Lane Roundabout at OR 18 and Cirrus Avenue		\$8.0	\$10.0
	Construct Bicycle Lanes and Sidewalks on NE Cumulus Avenue from Cumulus Avenue to Evergreen Air and Space Museum Entrance		\$0.4	\$0.6
	Extend Cumulus Avenue East from Norton Lane and Modify Intersection Traffic Control at Existing Norton Lane/Cumulus Avenue Intersection	[1]	To be determined	
<b>2. City/State Projects Reliant on Completion of New OR 18 / Cirrus Roundabout</b>				
	Disconnect Loop Road from OR 18 and Re-align to Cirrus Avenue		\$2.5	\$3.0
	New OR 18 Frontage Roads Between Cumulus Avenue and Cirrus Avenue (both north and south of OR 18)	[2]	To be determined	
<b>3. City/State Projects Commensurate with/Reliant on New Extension of Cumulus Avenue South of OR 18</b>				
	Construct Cumulus Avenue south of OR 18	[2]	To be determined	
	Revise Traffic Signal at OR 18/Cumulus Avenue Intersection		\$1.1	\$1.2
	Construct Bicycle Lanes and Sidewalks on Cumulus Avenue from OR 18 to NE Cumulus Avenue		\$0.5	\$0.7
<b>4. State and City Projects Commensurate with or Reliant on New OR 18/Three Mile Lane Interchange</b>				
	Reconstruct OR 18/Three Mile Lane Interchange	[3]	\$60.0	\$90.0
	Re-Fit Cumulus Avenue (north side) with 2-Way Cycle Track, Buffer Strip and Wider Sidewalk: Three Mile Lane to Norton Lane		\$3.1	\$3.4
	Re-Fit Stratus Avenue (south side) with 2-Way Cycle Track, Buffer Strip and Wider Sidewalk: Martin Lane to Norton Lane		\$1.6	\$1.8
	Re-align Cumulus Avenue and Nehemiah Lane at Three Mile Lane		\$2.4	\$2.6
	New Traffic Signal on Three-Mile Lane at Cumulus Avenue		\$0.5	\$0.6
	Re-align Lawson Lane		\$1.5	\$1.7
<b>Total</b>			<b>\$81.6</b>	<b>\$115.6</b>

**Notes:**

- [1] Subject to coordination and approval between City of McMinnville and Chemeketa Community College.
- [2] Subject to private development access needs.
- [3] Including general cost items of demolition, pavement, curb, sidewalk, signing and striping, drainage and landscaping, and new traffic signal or roundabout at junction of OR 18 eastbound ramps and Stratus Avenue.

These cost estimates are for planning purposes only and are subject to refinement during concept development and preliminary engineering. Neither ODOT, City of McMinnville or private development roles and responsibilities in funding these projects have been identified.

The cost estimates for the recommended projects in Table 2 are for planning purposes only and are subject to refinement during concept development and preliminary engineering. Identifying ODOT, City of McMinnville or private development roles and responsibilities in funding these projects have not been identified. Redesigning and retrofitting streets, highways and land use with new, multimodal transportation infrastructure sometimes requires taking exception to design standards so that new projects fit within existing rights-of-way, natural and built environmental constraints. As the concepts identified in the Plan are taken forward into preliminary engineering and final design, there will likely be the need to examine exceptions to roadway and junction design standards. Table 3 summarizes those projects identified in the Area Plan that may require design exceptions.

*Table 3: OR 18 Improvements – Design Phase Issues*

Recommended Plan Project	Constraints	Design Standard Issues or Possible Exceptions
Reconstruct OR 18/ Three Mile Lane Interchange	Proximity of Yamhill River Bridge, Cumulus Avenue/Nehemiah Lane intersection, OR 18 eastbound off-ramp junction, and UGB boundary (current alignment of Stratus Avenue)	Junction spacing and traffic control at: <ul style="list-style-type: none"> <li>• Three Mile Lane</li> <li>• OR 18 Westbound Off-Ramp at Three Mile Lane</li> <li>• OR 18 Eastbound Off-ramp at Three Mile Lane/ Stratus Avenue</li> </ul>
New Roundabout at OR 18 and Cirrus Avenue	Standard two-lane roundabout likely requires additional rights-of-way. OR 18 posted and design speeds entering McMinnville UGB.	Roundabout geometric design treatments to: <ul style="list-style-type: none"> <li>• Reduce approaching vehicle speeds and accommodate multi-axle trucks on OR 18</li> <li>• Accommodate bicycle and pedestrian traffic</li> </ul>
Re-purposing Cumulus and Stratus Avenues with two-way cycle tracks	Limited street rights-of-way and need to accommodate future bus stops amenities.	Two-way cycle tracks are not currently incorporated in the City's design standards. Reference ODOT Blueprint for Urban Design, AASHTO and NACTO for design guidance.

The designation of OR 18 as a freight route on the State Highway Freight System also has implications for roadway design and mobility standards. Oregon statute states that the Oregon Transportation Commission may not permanently reduce the “vehicle-carrying capacity” of an identified freight route unless safety or access considerations require the reduction, or a local government requests an exemption and the Commission determines it is in the best interest of the state and freight movement is not unreasonably impeded.<sup>2</sup> The design of proposed improvements on OR 18 will need to be closely coordinated with ODOT, including the Mobility Services Team

<sup>2</sup> Oregon Revised Statute 366.215, [https://www.oregonlegislature.gov/bills\\_laws/ors/ors366.html](https://www.oregonlegislature.gov/bills_laws/ors/ors366.html) . In the context of this statute, “vehicle-carrying capacity” refers to the vertical and horizontal clearance of a highway section that can physically carry motor vehicles.



whose responsibility is to invite statewide transportation stakeholders to participate in required Stakeholder Forums considering improvements that may impact vehicle-carrying capacity on a freight route.<sup>3</sup>

## Zoning Ordinance Amendments

This planning effort included a land use evaluation (see Appendix D) which considered the adequacy of existing policies and development regulations in implementing the Preferred Alternative. Specifically, the analysis considered the design features desired for future development in the Three Mile Lane Area and determined whether existing zoning and development ordinances would enable or require these features. The results of this analysis and recommended modifications to development requirements are summarized below. Model text amendments to update City ordinances are found in Appendix E.

## Regulatory Framework

Land use and development in the Three Mile Lane area is regulated by the City's Zoning Ordinance and the Three Mile Lane Planned Development Overlay. The Zoning Ordinance governs uses, density, and dimensional requirements for zoning districts in the area, as well as site design and permitting requirements. The Planned Development Overlay contains requirements specific to the Three Mile Lane area that either modify or add to underlying zoning standards.

No changes to existing zoning designations are proposed with the Area Plan. Changes to the underlying Comprehensive Plan are recommended (see Figure 20), and will allow for property owners to initiate rezoning in these key areas over time. Also, no changes related to the type of development subject to a land use review process within the Three Mile Lane area are proposed. The following requirements will continue to apply:

- **Development Approval.** The review and approval process for land use applications is through Three Mile Lane Design Review, Director's Review with Notification.
- **Zone changes.** Zone changes within the Three Mile Lane Planned Development Overlay area are evaluated using Planned Development Overlay standards and procedures and approved by Planning Commission.
- **Industrial Campus/M-L Zoning.** Proposed Industrial uses in the M-L zone must be approved by the Planning Commission, after evaluating impacts such as noise, traffic generation, air and water pollution, and appearance.
- **Commercial Zoning.** New commercial structures larger than 25,000 square feet of gross floor area require Director approval through Large Format Commercial Design Review.
- **Signage.** Signage in areas designated commercial and industrial require approval by the Three Mile Lane Design Review Committee, after evaluating compatibility and design elements such as color, material, size, form, and relationship to site and building design.

---

<sup>3</sup> For more information about the process and ORS 366.215 requirements see [https://www.oregon.gov/ODOT/Planning/Documents/ORS\\_366.215\\_Implementation\\_Guidance.pdf](https://www.oregon.gov/ODOT/Planning/Documents/ORS_366.215_Implementation_Guidance.pdf) .

Future development proposals can address the special urban design elements described in this Area Plan - specifically in the mixed-use, and retail center, and innovation campus areas - through the planned development approval process (Chapter 17.51 Planned Development Overlay).<sup>4</sup>

Table 4 lists recommended changes to development requirements that will strengthen the City's current Zoning Ordinance provisions and that, when implemented, will better reflect the future development outcomes envisioned for the Three Mile Lane Area. The table lists the policies describing desired features and outcomes and where modifications to existing requirements or specific actions are needed. Some proposed recommendation items from the earlier analysis have not had a robust community conversation or require additional study or analysis. These items are noted as recommended future action items for the City to consider.

Within the recommendations in the Overlay Amendment column in Table 4 there is a further distinction between requirements that should be applicable to all development in the Three Mile Lane Area and requirements that are more appropriate for larger, planned developments.

---

<sup>4</sup> Today, development proposals within the Three Mile Lane Planned Development Overlay do not have to go through a planned development process and the City cannot require a master plan. Master plans are defined in the Zoning Ordinance as the "maps, illustrations and supported text associated with a planned development which conveys the approved uses for the site along with any associated conditions, phasing schedules and other agreements."

*Table 4: Implementation Recommendations*

Policy	Overlay Amendment	Recommended Future Action
<p>1. Require future development to be consistent with the design elements of the Three Mile Lane Area Plan.</p>	<p>Include specific development standards (see amendments in this table) in the Three Mile Lane Planned Development Overlay to implement the Three Mile Lane Area Plan. Note that the review and approval process for land use applications is through Three Mile Lane Design Review, Director’s Review with Notification.</p> <p>Require Mixed-use, Commercial, or Industrial development proposals over [10] acres to be subject to Planned Development Overlay (Chapter 17.51) and Planning Commission approval.</p> <p>In the Innovation Campus allow office uses that support products and services that are manufactured or developed on site or that serve as corporate offices for products that are manufactured elsewhere.</p>	
<p>2. Public improvements and private development shall strive to protect tree groves and mature individual trees.</p>		<p>Identify tree groves and tree types to be protected and designate as significant or historic trees.</p>
<p>3. Riparian corridors and adjacent native landscapes shall be protected.</p>	<p>Require mapping and protection of stream corridors and re-vegetation with native plantings.</p>	
<p>4. The built environment will be designed to provide and protect views to rolling hills and volcanoes and to enhance visual and physical access to the North Yamhill River. New streets and open spaces will be oriented to capture views.</p>	<p>Require viewshed analysis as part of Design Review.</p>	
<p>5. Enhancing connections to existing trails and open space, such as connections into Joe Dancer Park and McBee Park, and creating a public greenway along South Yamhill River with trails and connections to the Three Mile Lane Area is a priority.</p>	<p>Require connection to proposed trail, trail right-of-way dedication, and trail construction as part of Design Review/development approval.</p>	
<p>6. New gathering spaces will be designed to incorporate natural areas and views.</p>	<p>When proposed as part of a Planned Development master plan, require gathering spaces be designed to incorporate natural areas and views as a condition of approval.</p>	
<p>7. Require native landscape plantings with seasonal variation and tree plantings that include shade streets with mature tree canopy.</p>	<p>Require native landscaping and plantings of all development through Design Review.</p>	<p>Develop and define approved planting list and approved tree list.</p>

Policy	Overlay Amendment	Recommended Future Action
8. A network of sidewalks and trails will connect people to key locations within the Three Mile Lane Area.	Apply pedestrian walkway and connectivity standards to all non-residential development.  Note: Pedestrian walkway standards, currently are applied to Large Format Retail; site design requires connections between buildings and from building entrances to streets (§17.56.050.C.2).	
9. The Three Mile Lane Area will have safe bicycle routes for residents and touring cyclists.	Require transportation improvements consistent with the Area Plan through Design Review.	
10. Proposed new streets will connect to the existing local street grid, consistent with the conceptual designs in the Three Mile Lane Area Plan and in compliance with Transportation System Plan standards.	Require transportation improvements consistent with the Area Plan through Design Review.	
11. New commercial developments should be designed to be at a walkable, human scale and for ease of use by all ages and abilities.	Requirements for commercial building size and massing. Standards for parking maximums for all uses. Parking lot location requirements for commercial uses.	Additional guidelines or standards related to façade treatments. 17.56.050 Development Standards
12. New commercial, office, mixed-use, and multi-family developments should be designed to reflect the micro-climate and enhance outdoor life through the incorporation of features such as porches, balconies, courtyards, plazas, etc.	Require as part of Design Review: <ul style="list-style-type: none"> <li>• Standards for non-residential buildings to include minimum pedestrian shelter coverages along ground floor elevations/street frontages and main entrances.</li> <li>• Residential design features to include clear and objective building design standards/architectural elements.</li> </ul>	Additional guidelines or standards related to façade treatments.
13. New commercial, office, mixed-use, and industrial campus developments should promote inclusion and interaction within the right-of-way.	Require as part of Design Review: <ul style="list-style-type: none"> <li>• New requirements for building orientation (set-to, building orientation);</li> <li>• Additional guidelines or standards related to façade treatments, including transparency.</li> <li>• Provision of on-street parking for ground-floor commercial uses (new requirements allowing on-street spaces to be counted toward parking minimums, new cross-section standards for streets with ground-floor retail).</li> </ul>	
14. Encourage mixed-use development where feasible.		Consider additional guidelines or requirements for the Mixed Use area.

Policy	Overlay Amendment	Recommended Future Action
15. Proposed site landscaping for new development should strive to reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees – and consider functional site planning of vineyard and farm complexes as conceptual models.	Require landscaping proposed as part of a Planned Development master plan to demonstrate how it reflects existing patterns.	
16. New development should consider adjacency to agricultural fields and respect this heritage through careful transitions.	Buffer/perimeter requirements for new non-residential development adjacent to a dissimilar use.	Determine if specific buffering requirements are needed for proposed development abutting land zoned exclusive farm use.
17. Architectural building design that includes simple roof forms (industrial and agricultural) is encouraged in the Three Mile Lane Area.		Develop design guidelines or architectural standards.
18. Encourage a diversity of future housing forms, types, and design that respect the current character of the area.	Buffer/perimeter requirements for new non-residential development adjacent to a dissimilar use.	Evaluate Zoning Ordinance to ensure there are clear and objective design standards for new residential development.
19. Ensure that new commercial and industrial campus development creates a welcoming and visible interface with Three Mile Lane.	Requirements for landscape buffering fronting Three Mile Lane. Requirements for non-residential development related to building facades, including addressing blank walls and requiring articulation and materials or color variation.	Develop design guidelines to encourage a more cohesive visual character along the corridor.
20. Encourage site design and architecture that visibly convey the historic or current industry on the site (e.g., aviation, wine-making).		Develop design guidelines or architectural standards.
21. New commercial, mixed-use, office, and industrial campus development should consider using local materials for cladding and building structure (timber, corrugated steel cladding, red brick), and incorporating vibrant color.	Requirements for non-residential development related to building facades, including addressing blank walls and requiring articulation and materials or color variation.	Develop additional design guidelines or standards related to façade treatments; define acceptable color palate.

---

## NEXT STEPS

---

### Incorporate Three Mile Lane Area Plan Findings

Both the City of McMinnville and Oregon Department of Transportation (ODOT) will consider actions to implement key findings of the Three Mile Lane Area Plan as part of their transportation and land use (city) plans as follows:

#### Joint City/ODOT Project Development

##### 1. **OR 18 / Cirrus Avenue Junction**

Future project development, development driven or otherwise, will likely require the City, State, and developer to coordinate project concept development, investigate rights-of-way requirements, and begin preliminary design of new junction traffic control (roundabout or traffic signal) at the intersection of OR 18 and Cirrus Avenue. Project includes closing Laurel Lane, Loop Road, and the RV sales private driveway and consolidating these accesses to the OR 18/Cirrus Avenue intersection via a new frontage road constructed along the north side of OR 18. Project development will require specific coordination with the State Traffic Engineer and the Mobility Advisory Committee. An intergovernmental agreement and memorandum of agreement may be used to formalize this coordinated effort.

**Project Purpose and Need:** Resolve highway safety problem at OR 18/Loop Road (see Appendix A) and revise local access to Cirrus Avenue (city/public street) and removal of private driveways in accordance with Oregon Highway Plan Access Management and Spacing standards, adopted as Appendix to the McMinnville Transportation Systems Plan (2010).

#### City of McMinnville

1. Update the Comprehensive Plan Land Use Map to reflect proposed land uses in the Three Mile Lane Area Plan.
2. Adopt an Ordinance amending Ordinance 4131 (Three Mile Lane Planned Development Overlay) and Ordinance 5472 (Three Mile Lane Amendment) by adding new sections that reflect the implementation recommendations of the Three Mile Lane Area Plan.
3. Update the 2010 Transportation System Plan to adopt city and state highway improvements projects identified in the Area Plan.
4. Revise and update the Transportation Systems Development Charge to incorporate transportation capacity improvements that serve new development needs as identified in the Area Plan.
5. Review and administer site plan proposals, zone change and/or comprehensive plan change applications within the Area Plan area seeking landowner and/or developer cooperation in reserving rights-of-way for the OR 18 / Cumulus Avenue interchange. *Note that this is not an identified capacity improvement requirement within the current (2021-2041) 20-year planning horizon.*
6. Amend the UGB agreement with Yamhill County.

7. Consider needed refinements to other City Capital Improvement Plans and amend and adopt City Master Plan updates as needed to support future growth in the Three Mile Lane Area.

#### ODOT

1. Consider the adoption of the 3MLAP as a Facility Plan.
2. Coordinate with the City of McMinnville to identify funding (City, State, and developer), and carry out design and re-construction of the OR 18/Three Mile Lane interchange as identified in the 3MLAP.

## Planning Guidance - Post 20-Year Planning Horizon

The City of McMinnville and ODOT will continue to coordinate and monitor land development proposals in the 3MLAP area and evaluate OR 18 traffic trends to determine when the full interchange, as identified in the 1997 OR 18 Corridor Refinement Plan and McMinnville's current TSP, or additional interim traffic capacity improvements are needed at the junction of OR 18 and Cumulus Avenue.

The 1997 OR 18 Corridor Refinement Plan indicates closure of the Norton Lane crossing of OR 18 with no additional OR 18 crossings. Minimum pedestrian highway crossing spacing guidelines outlined in Oregon's Blueprint for Urban Design will be administered as part of any future OR 18/Cumulus Avenue interchange project development.

### OR-18/Cumulus Avenue – Potential Interim Capacity Improvements

In the drafting of facility design options, the 3MLAP identified a potential need for interim capacity improvements in the form of "jug handles" at the intersection of OR 18 at Cumulus Avenue. The analysis of future traffic operations later indicated that the existing traffic signal at OR 18/Cumulus Avenue will accommodate year 2041 traffic demand without need for additional, vehicle capacity-increasing capital improvements. "Jug Handles" should be considered as a future phase improvement if warranted by mobility standards.

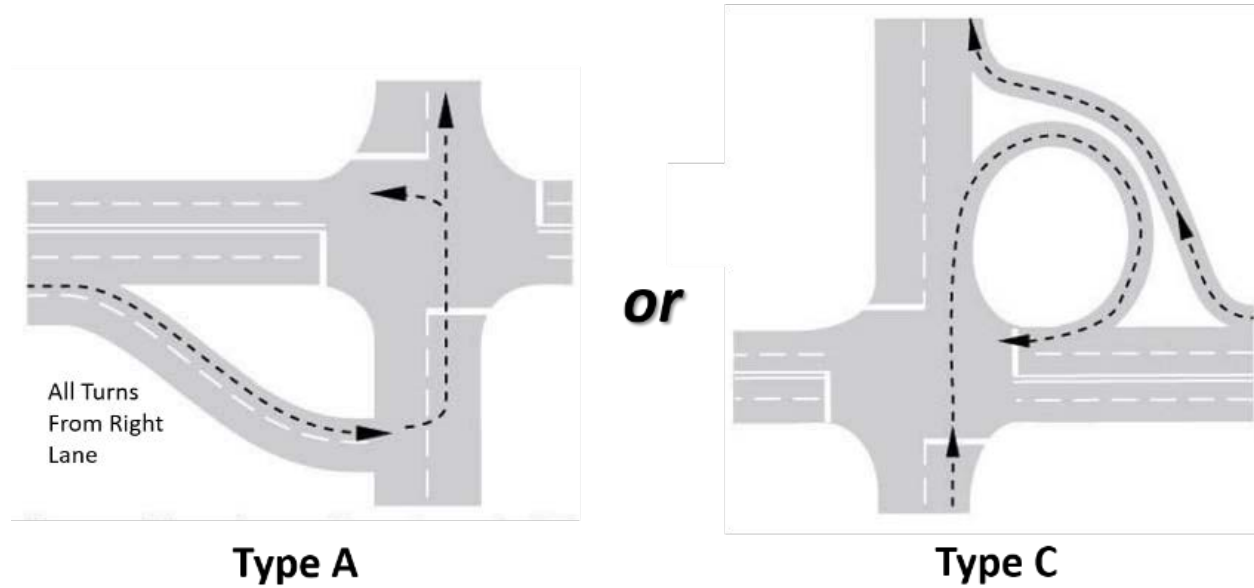
At such a time when the traffic signal can no longer accommodate future traffic and operate within the mobility targets of the OHP, ODOT and the City will require further assessment of potential intersection capacity improvements.

An intersection control evaluation will be needed to determine the final configuration of this intersection, should the existing configuration, jug-handle, or a roundabout improvement be best suited. Final design to be determined through a refinement or project development effort should assess the above-noted considerations.

Any reconfiguration of the intersection traffic control design will need to consider existing traffic patterns and user compliance, as well as the feasibility to operate safely and efficiently with the recommended frontage roads identified in the 3MLAP. Figure 1. Sample Jug Handle Concept Options



Figure 21. Jug Handle Concepts



Source: New Jersey Department of Transportation



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

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

PROPOSED AMENDMENTS TO THE MCMINNVILLE COMPREHENSIVE PLAN,  
VOLUME II  
CHAPTER VI, TRANSPORTATION SYSTEM

DOCKET G 7-21: THREE MILE LANE AREA PLAN

New proposed language is represented by ***bold italic font***, deleted language is represented by ~~strikethrough~~ font.

**SYSTEM PLAN**

132.23.00 *The McMinnville Transportation System Plan shall be updated as necessary to remain consistent with: (a) the city's land use plan; (b) regional and statewide plans; and (c) the applicable local, State, and federal law. (Ord. 4922, February 23, 2010)*

[Insert new proposal after policy 132.23.00]

**20.05** *The comprehensive plan map amendments and any associated rezones consistent with the 3MLAP could be initiated by the City or property owners through future map amendment applications, at which time any necessary changes to the TSP would need to be made. Until the comprehensive plan map amendments are adopted for individual properties, the properties would continue to be subject to the use provisions of current Comprehensive Plan map and zoning map designations and provisions of any property-specific PD overlay zones. Those properties would still be subject to any new development standards of the new Three Mile Lane Overlay Zone.*



# City of McMinnville

PLANNING

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

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

## MEMORANDUM

**DATE:** February 10, 2022  
**TO:** Planning Commission Members  
**FROM:** Heather Richards, Planning Director  
**SUBJECT:** New Public Testimony for G 7-21, Three Mile Lane Area Plan

---

Please find attached the additional testimony that we received for the Three Mile Lane Area Plan (G 7-21) public hearing since the January 20, 2022 public hearing.

### **Public Testimony:**

- Email from Frankie and Linda Sandoval, 1.20.22
- Email from David, Hallett, Chemeketa Community College, 01.26.22

**From:** [Frankie Sandoval](#)  
**To:** [Heather Richards](#)  
**Subject:** Re: By Pass  
**Date:** Thursday, January 20, 2022 8:13:06 PM

---

This message originated outside of the City of McMinnville.

Yes please and thank you

This message originated outside of the City of McMinnville.

Who will pay and who will profit?  
Keep McMinnville small folks, we don't need to compete with Tigard!

Frankie & Linda Sandoval  
825 SW Blaine St  
McMinnville Oregon 97128  
503 560-4700

Sent from my iPhone

> On Jan 20, 2022, at 10:06 AM, Heather Richards <Heather.Richards@mcminnvilleoregon.gov> wrote:  
>  
> Hi Frankie,  
>  
> I am in receipt of your email below. Did you want me to enter this into the public hearing for the Three Mile Lane Area Plan? If so, can you please provide your address?  
>  
> Have a great day!  
>  
> Heather  
> -----  
> -  
> Heather Richards, PCED  
> Planning Director  
> City of McMinnville  
> 231 NE Fifth Street  
> McMinnville, OR 97128  
>  
> 503-474-5107 (phone)  
> 541-604-4152 (cell)  
>  
> Heather.Richards@mcminnvilleoregon.gov  
> www.mcminnvilleoregon.gov  
>  
>  
> -----Original Message-----  
> From: Frankie Sandoval <aaabc@comcast.net>  
> Sent: Thursday, January 20, 2022 8:54 AM  
> To: Heather Richards <Heather.Richards@mcminnvilleoregon.gov>  
> Subject: By Pass  
>  
> This message originated outside of the City of McMinnville.  
>

- > Who will pay and who will profit?
- > Keep McMinnville small folks, we don't need to compete with Tigard!
- >
- > Frankie & Linda Sandy
- > 503 560-4700
- >
- > Sent from my iPhone
- >

**From:** [David Hallett](#)  
**To:** [Heather Richards](#)  
**Subject:** Chemeketa Community College...  
**Date:** Monday, January 31, 2022 8:33:06 AM  
**Attachments:** [image005.png](#)  
[image004.png](#)  
[image009.png](#)

---

**This message originated outside of the City of McMinnville.**

---

Hi Heather,

Thanks so much for the detailed response regarding the Three Mile Area Plan in relation to Chemeketa. The information you provided is very helpful and I will pass it along to others at the college for review. At present, I don't feel a meeting is urgent, but will let you know if Rebecca Hillyer and our team feel otherwise. Our primary interest (beyond preserving Chemeketa facilities and property) is to remain a good partner with the City. Thanks so much for your time!

David

**From:** Heather Richards <[Heather.Richards@mcminnvilleoregon.gov](mailto:Heather.Richards@mcminnvilleoregon.gov)>  
**Date:** Thu, Jan 27, 2022 at 7:01 PM  
**Subject:** [EXTERNAL] RE: Chemeketa Community College Public Comment to Share with Planning Commission  
**To:** David Hallett <[david.hallett@chemeketa.edu](mailto:david.hallett@chemeketa.edu)>

Hi David,

Thank you for your email, and we appreciate the partnership and investment of Chemeketa Community College in McMinnville. We also appreciated the participation of Chemeketa Community College representatives in the development of the Three Mile Lane Area Plan. McMinnville has and continues to see itself as a partner and supporter of the McMinnville Chemeketa Community College campus.

I think that there may be some confusion about what the Three Mile Lane Area Plan does and does not do relative to the planned Cumulus frontage road and the intersection at Norton Lane and Highway 18. The Three Mile Lane Area Plan does not change any adopted plans for Cumulus or this intersection – it simply references what is already planned. The Cumulus frontage road and intersection alignment at Norton Lane and Highway 18 were originally contemplated in 1996 as part of the Highway 18 Corridor Refinement Plan and then were incorporated into the 2010 McMinnville Transportation System Plan. Please see Figure 1 below. The Three Mile Lane Area Plan simply acknowledges that planned system as it is not amending the Transportation System Plan. See Figures 2 and 3 below. With that said, neither the Cumulus Frontage Road or its intersection at Norton Lane has been designed or engineered. At the time that it is pertinent to do so, I am confident that the City will be reaching out to Chemeketa Community College to confer on the design and alignment. Currently, the Cumulus frontage road is contemplated to be in the ODOT right-of-way as it is just east and west of the college. This should not impact the college's property (continue through the college's property). However, where I do see conflict is how it intersects with Norton Lane. I am not an engineer so that is not something that I can comment on in any depth, but I imagine that is the largest issue that will need to be resolved.

In regards to funding and phasing. The construction of Cumulus is already planned for in McMinnville's adopted 2010 TSP and thus is also planned for in the Three Mile Lane Area Plan. The jug-handle intersection at Norton Lane and Three Mile Lane is not yet contemplated in either the Transportation System Plan or the Three Mile Lane Area Plan.

I am happy to participate in a zoom call with you and Rebecca Hillyer to discuss further if that would help.

**Figure 1: McMinnville Transportation System Plan**

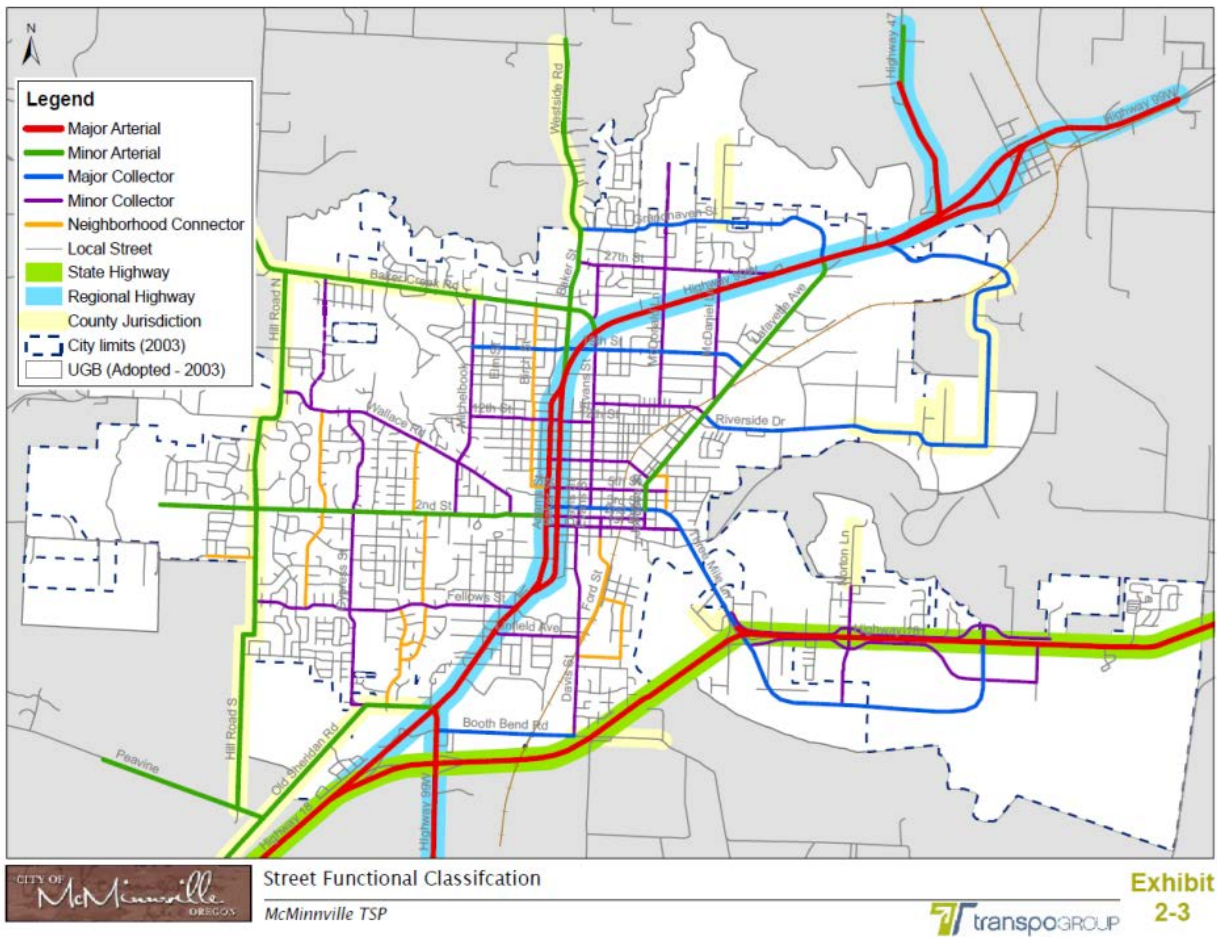


Figure 2: Three Mile Lane Land Use Alternative

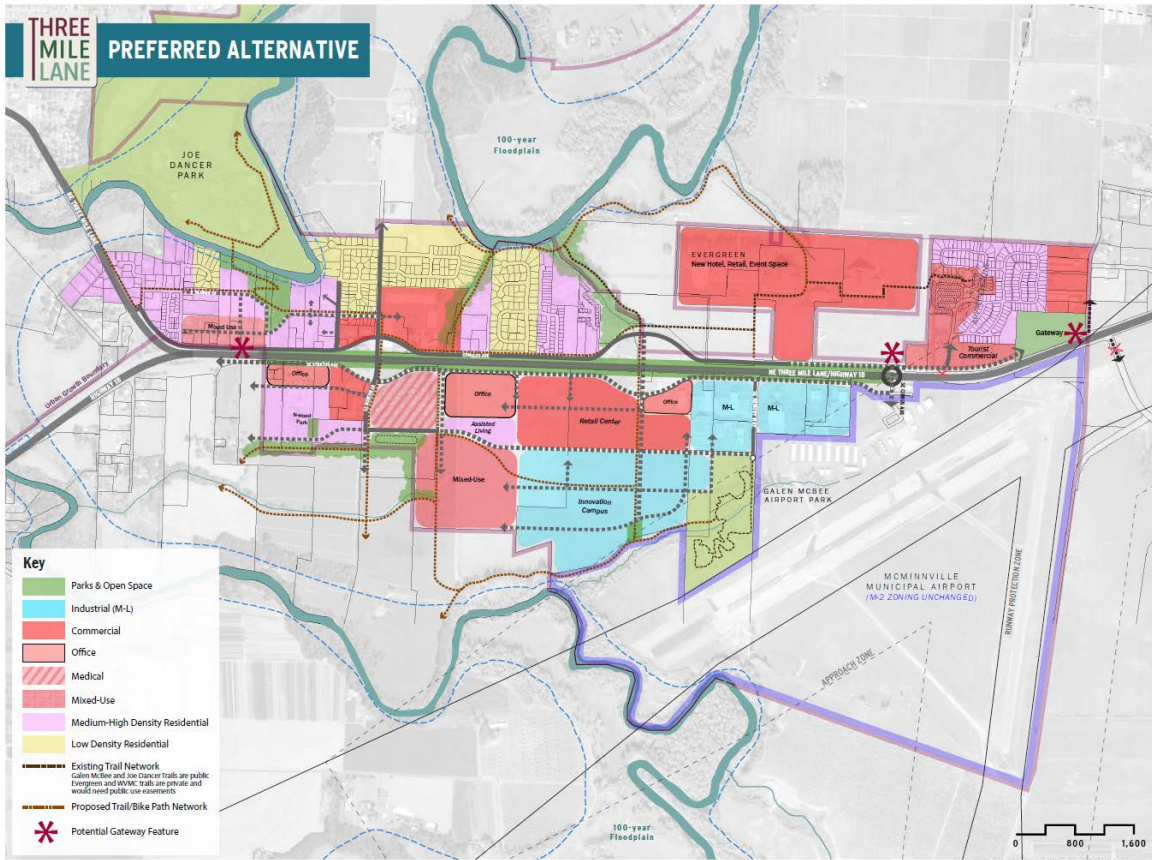
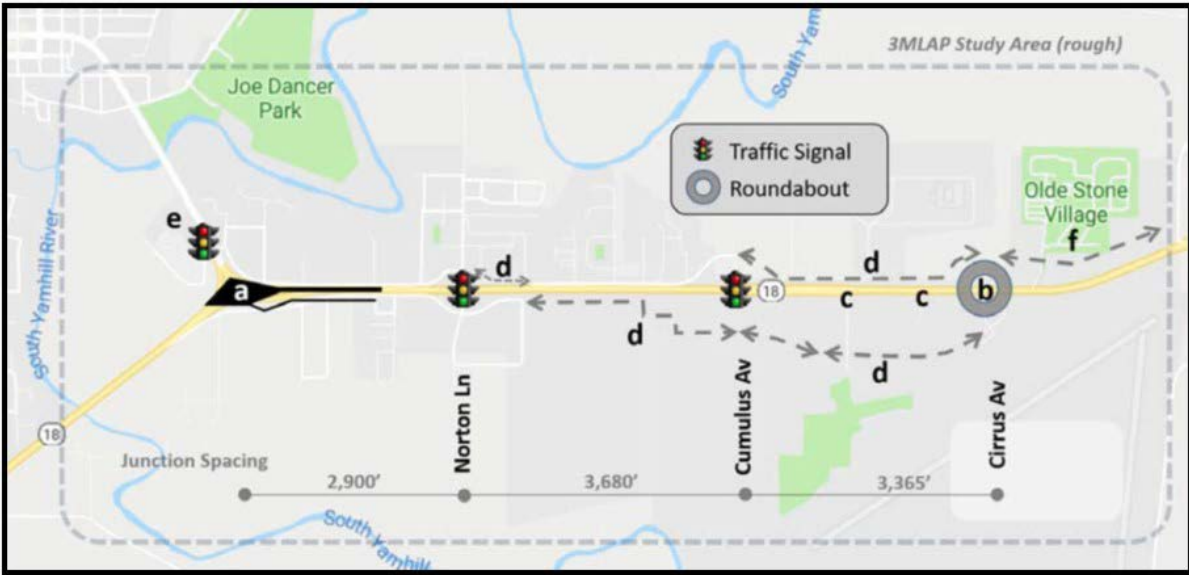


Figure 3: Three Mile Lane Area Plan Public Facilities Plan



Have a great day!

Heather





Heather Richards, PCED  
Planning Director  
City of McMinnville  
231 NE Fifth Street  
McMinnville, OR 97128

503-474-5107 (phone)  
541-604-4152 (cell)

[Heather.Richards@mcminnvilleoregon.gov](mailto:Heather.Richards@mcminnvilleoregon.gov)  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

---

**From:** David Hallett <[david.hallett@chemeketa.edu](mailto:david.hallett@chemeketa.edu)>  
**Sent:** Wednesday, January 26, 2022 2:13 PM  
**To:** Heather Richards <[Heather.Richards@mcminnvilleoregon.gov](mailto:Heather.Richards@mcminnvilleoregon.gov)>  
**Subject:** Chemeketa Community College Public Comment to Share with Planning Commission

**This message originated outside of the City of McMinnville.**

---

Heather Richards  
Planning Director  
Building Division Community Planning Center  
231 NE 5th St.  
McMinnville, OR 97128

Dear Ms. Richards:

I wanted to follow up on my email to you dated January 20, 2022 and the oral testimony given by Chemeketa's General Counsel, Rebecca Hillyer, at the January 20th Planning Hearing, held virtually.

Since Chemeketa started purchasing the old Tanger Mall in 2003, it has endeavored to be a good community partner. In fact, Chemeketa has invested a substantial amount of resources in building the Yamhill Valley Campus and developing the old mall into the Yamhill Valley Center.

While Chemeketa is supportive of the Three Mile Lane Project it can not be supportive of having Cumulus Drive continue through the college's property. Having Cumulus Drive built directly behind our classroom building would diminish the use and therefore the value of the building by increasing noise and vibrations. Additionally, the loading docks at the rear of the building require adequate clearance for large trucks to properly and safely navigate the area.

I understand that the extension of Cumulus Drive and the "Jug Handle" on ramp are not proposed in the first phase since the funding is not available. However, Chemeketa plans to be a community member for many years, so the future development of Cumulus and the "Jug Handle" will impact the college negatively at some point in the future.

We are hoping your current and future plans will take our position into account so plans may be altered to avoid negatively impacting the Yamhill Valley Center and our campus. We hope to be part of that conversation at future meetings as the development progresses.

Thank you for your time and consideration.

Respectfully yours,

David Hallett

VP Governance and Administration

Chemeketa Community College

503.399.6993

--

David Hallett

Vice President, Governance and Administration

Chemeketa Community College

503.399.6993

--

David Hallett

Vice President, Governance and Administration

Chemeketa Community College

503.399.6993



City of McMinnville  
Planning Department  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## EXHIBIT 3 - STAFF REPORT

**DATE:** February 17, 2022  
**TO:** Planning Commission Members  
**FROM:** Tom Schauer, Senior Planner  
**SUBJECT:** Public Hearing (Docket CPA 2-20/ZC 3-20) – Kimco Map Amendment, Request for Continuance

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

**OBJECTIVE/S:** Strategically plan for short and long-term growth and development that will create enduring value for the community

---

### Report in Brief:

This agenda item is the Comprehensive Plan Map Amendment and Zone Change with a Planned Development Overlay (CPA 2-20/ZC 3-20) for the property owned by Kimco McMinnville LLC located at 3310 SE Three Mile Lane. The applicant has requested a continuance to the March 17, 2022, Planning Commission meeting.

### Background and Discussion:

On July 14, Kimco requested a continuance to the September 16, 2021, Planning Commission hearing so they could continue to collaborate with their neighbors on coordinated applications for comprehensive plan/zoning map amendments. The continuance was approved by the Planning Commission. On September 7, Kimco requested an additional continuance to October 21, 2021, also approved by the Planning Commission. Kimco has met with and coordinated with the adjacent property owners of the properties to the east and west. The owners have been coordinating on proposed map amendments. On October 8, 2021, Kimco requested an additional continuance to November 18, 2021, to continue with this coordination effort. As noted in the email, “The three property owners are working toward having their applications considered concurrently at the November 18 meeting.” The hearing was reopened on December 16, 2021, and the Planning Commission then continued the hearing to January 20, 2022. An additional continuance was requested to February 17, 2022.

The applications for the two adjoining properties were submitted on November 18, 2021, and deemed complete on December 16, 2021. Traffic Impact Analyses (TIAs) were submitted with those two applications, with the TIAs prepared by the same consultant for the three property owners.

The initial hearings for the applications for the two adjoining properties were also scheduled for the February 17, 2022, Planning Commission meeting.

The latest traffic analysis for the three properties is being reviewed, and a continuance is requested to provide an opportunity to complete the review.

Staff is supportive of the coordination efforts occurring with the property owners. As part of the work on the Three Mile Lane Area Plan (3MLAP), the City also previously sponsored a charette for joint conceptual planning involving these properties. Staff supports the continued efforts of the property owners to coordinate regarding their properties. The continuance will provide further opportunities for coordinated review of traffic analysis and proposed mitigation. The applicants for the map amendments on the adjoining properties initially scheduled for the February 17, 2022 meeting have also requested continuances to the March 17, 2022 Planning Commission meeting.

**Attachments:**

N/A

**Recommendation:**

Staff recommends that the Planning Commission continue the public hearing to the March 17, 2022, Planning Commission meeting.

**“I MOVE THAT THE PLANNING COMMISSION CONTINUE THE PUBLIC HEARING FOR DOCKET CPA 2-20/ZC 3-20 TO THE MARCH 17, 2022 PLANNING COMMISSION MEETING.”**



City of McMinnville  
Planning Department  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## EXHIBIT 4 - STAFF REPORT

**DATE:** February 17, 2022  
**TO:** Planning Commission Members  
**FROM:** Tom Schauer, Senior Planner  
**SUBJECT:** Public Hearing (Docket CPA 1-21/ZC 2-21) – 3330 TML LLC Map Amendment, Request for Continuance

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

**OBJECTIVE/S:** Strategically plan for short and long-term growth and development that will create enduring value for the community

---

### Report in Brief:

This agenda item is the Comprehensive Plan Map Amendment and Zone Change with a Planned Development Overlay (CPA 1-21/ZC 2-21) for the property owned by 3330 TML LLC located at 3330 SE Three Mile Lane. The applicant has requested a continuance to the March 17, 2022, Planning Commission meeting.

### Background and Discussion:

This is one of three adjacent properties that have requested map amendments.

Kimco previously submitted an application and has continued hearings to provide for coordination with the two adjacent properties. Kimco has requested a continuance to March 17, 2022.

This is one of two additional applications submitted on November 18, 2021 and deemed complete on December 16, 2021. Traffic Impact Analyses (TIAs) were submitted with those two applications, with the TIAs prepared by the same consultant for the three property owners.

The initial hearings for this application and the other application submitted on November 18, 2021 were scheduled for the February 17, 2022 Planning Commission meeting.

The latest traffic analysis for the three properties is being reviewed, and a continuance has been requested for this application to continue the hearing to March 17, 2022 to provide an opportunity to complete the review.

Staff is supportive of the coordination efforts occurring with the property owners. As part of the work on the Three Mile Lane Area Plan (3MLAP), the City also previously sponsored a charette for joint conceptual planning involving these properties. Staff supports the continued efforts of the property owners to coordinate regarding their properties. The continuance will provide further opportunities for coordinated review of traffic analysis and proposed mitigation. The applicants for the map amendments on the adjoining properties have also requested continuances to the March 17, 2022, Planning Commission meeting.

**Attachments:**

N/A

**Recommendation:**

Staff recommends that the Planning Commission continue the public hearing to the March 17, 2022, Planning Commission meeting.

**“I MOVE THAT THE PLANNING COMMISSION CONTINUE THE PUBLIC HEARING FOR DOCKET CPA 1-21/ZC 2-21 TO THE MARCH 17, 2022 PLANNING COMMISSION MEETING.”**



City of McMinnville  
Planning Department  
231 NE Fifth Street  
McMinnville, OR 97128  
(503) 434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## EXHIBIT 5 - STAFF REPORT

**DATE:** February 17, 2022  
**TO:** Planning Commission Members  
**FROM:** Tom Schauer, Senior Planner  
**SUBJECT:** Public Hearing (Docket CPA 2-21/ZC 3-21) – DRS Land, LLC Map Amendment, Request for Continuance

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

**OBJECTIVE/S:** Strategically plan for short and long-term growth and development that will create enduring value for the community

---

### Report in Brief:

This agenda item is the Comprehensive Plan Map Amendment and Zone Change with a Planned Development Overlay (CPA 2-21/ZC 3-21) for the property owned by DRS Land, LLC located near Cumulus Avenue and SE three Mile Lane. The applicant has requested a continuance to the March 17, 2022 Planning Commission meeting.

### Background and Discussion:

This is one of three adjacent properties that have requested map amendments.

Kimco previously submitted an application and has continued hearings to provide for coordination with the two adjacent properties. Kimco has requested a continuance to March 17, 2022.

This is one of two additional applications submitted on November 18, 2021 and deemed complete on December 16, 2021. Traffic Impact Analyses (TIAs) were submitted with those two applications, with the TIAs prepared by the same consultant for the three property owners.

The initial hearings for this application and the other application submitted on November 18, 2021 were scheduled for the February 17, 2022 Planning Commission meeting.

The latest traffic analysis for the three properties is being reviewed, and a continuance has been requested for this application to continue the hearing to March 17, 2022 to provide an opportunity to complete the review.

Staff is supportive of the coordination efforts occurring with the property owners. As part of the work on the Three Mile Lane Area Plan (3MLAP), the City also previously sponsored a charette for joint conceptual planning involving these properties. Staff supports the continued efforts of the property owners to coordinate regarding their properties. The continuance will provide further opportunity for coordinated review of traffic analysis and proposed mitigation. The applicants for the map amendments on the adjoining properties have also requested continuances to the March 17, 2022 Planning Commission meeting.

**Attachments:**

N/A

**Recommendation:**

Staff recommends that the Planning Commission continue the public hearing to the March 17, 2022 Planning Commission meeting.

**“I MOVE THAT THE PLANNING COMMISSION CONTINUE THE PUBLIC HEARING FOR DOCKET CPA 2-21/ZC 3-21 TO THE MARCH 17, 2022 PLANNING COMMISSION MEETING.”**



## **EXHIBIT 6 - STAFF REPORT**

**DATE:** February 10, 2022  
**TO:** Planning Commission Members  
**FROM:** Monica Bilodeau, Senior Planner  
**SUBJECT:** Historical Structures Parking Variance VR 4-21, 425 NE Evans Street;  
R4421BC02800

### **STRATEGIC PRIORITY & GOAL:**



### **GROWTH & DEVELOPMENT CHARACTER**

Guide growth & development strategically, responsively & responsibly to enhance our unique character.

**OBJECTIVE/S:** Strategically plan for short and long-term growth and development that will create enduring value for the community

---

### **Report in Brief:**

The applicant has requested approval of a parking variance for historical structures, to reduce the parking requirement by 50 percent, from twenty-six (26) parking spaces to thirteen (13) off street parking spaces.

### **Background:**

This is an existing historic structure known as the Stark Building. The Two Dogs Taphouse is currently located at 608 NE 3<sup>rd</sup> Street and would like to move the restaurant to this location.

### **Discussion:**

The location on the northwest corner of 4<sup>th</sup> and Evans is one block away from a 212 space public parking lot. The peak usage for the taphouse business is opposite the surrounding neighborhood. This leaves a majority of on-street and public parking spaces available for the office uses during the day.

There is currently a fifty percent parking reduction per Section 17.60.100, requiring 26 parking spaces. The applicant is thus asking for an additional 50 percent reduction. If located outside this reduced downtown parking area, 52 spaces would be required for this restaurant use. Although without authorizing this variance it is limiting the uses allowed at this location. Only uses such as office, retail, and services would be allowed in this building due to the parking requirement. No eating and drinking establishments would be allowed in this building without a parking variance. The addition of a restaurant on this block would help expand the downtown mixed uses.

---

*Attachments:*

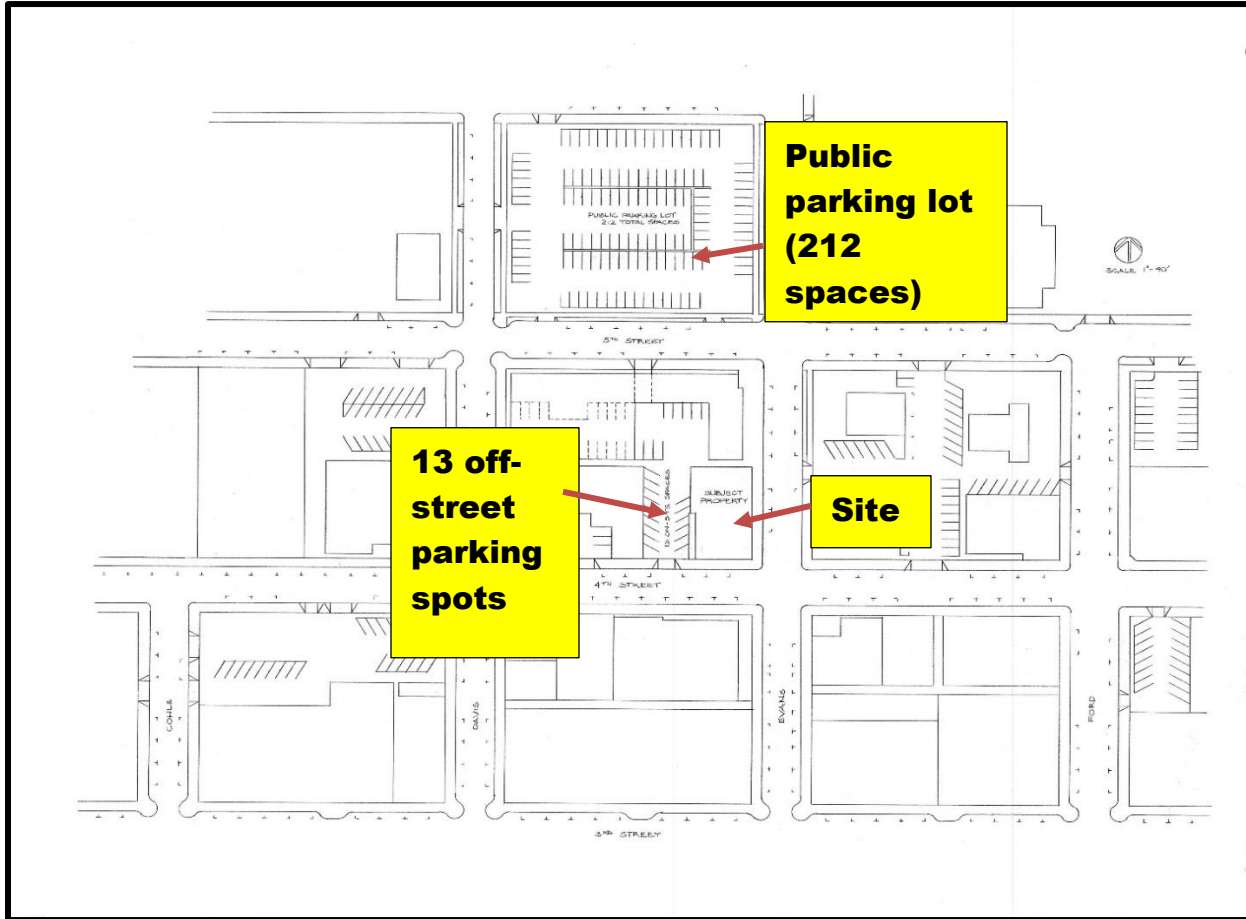
*Attachment A. Decision Document with Attachments*

The subject site's location:



Attachments:  
Attachment A. Decision Document with Attachments

The proposed parking plan:



**Fiscal Impact:**

None.

**Commission Options:**

- 1) Close the public hearing and **APPROVE** the application, per the decision document provided which includes the findings of fact.
- 2) **CONTINUE** the public hearing to a specific date and time.
- 3) Close the public hearing, but **KEEP THE RECORD OPEN** for the receipt of additional written testimony until a specific date and time.
- 4) Close the public hearing and **DENY** the application, providing findings of fact for the approval in the motion to approve.

**Recommendation/Suggested Motion:**

The Planning Department recommends approval of VR 4-21, subject to the following conditions:

1. Prior to occupancy at least one parking spot be signed and stripped for accessible parking.

The Planning Department recommends that the Commission make the following motion approving of VR 4-21:

-----  
 Attachments:  
 Attachment A. Decision Document with Attachments

**THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE PLANNING COMMISSION APPROVES VR 4-21 SUBJECT TO THE STAFF RECOMMENDED CONDITIONS OF APPROVAL.**

---

*Attachments:*

*Attachment A. Decision Document with Attachments*



**CITY OF MCMINNVILLE  
PLANNING DEPARTMENT**

231 NE FIFTH STREET  
MCMINNVILLE, OR 97128

503-434-7311

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

**DECISION, FINDINGS OF FACT, AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A PARKING VARIANCE FOR A HISTORICAL STRUCTURE TO REDUCE THE REQUIRED NUMBER OF OFF-STREET PARKING SPACES BY 50 PERCENT FROM THE STANDARD REQUIREMENT OF 26 PARKING SPACES TO 13 PARKING SPACES.**

**DOCKET:** VR 4-21 (Variance)

**REQUEST:** The applicant has requested approval of a parking variance for historical structures, to reduce the parking requirement by 50 percent, from twenty-six (26) parking spaces to thirteen (13) parking spaces.

**LOCATION:** The subject site is located at 425 NE Evans Street; R4421BC02800

**ZONING:** C-3 (General Commercial)

**APPLICANT:** David Queener, JADA Ventures, LLC.

**STAFF:** Monica Bilodeau, Senior Planner

**DATE DEEMED COMPLETE:** January 10, 2022

**HEARINGS BODY:** McMinnville Planning Commission. Planning Commission in accordance with the quasi-judicial public hearing procedures specified in Section 17.72.130 of the Zoning Ordinance.

**DATE & TIME:** February 17, 2022, 6:30 p.m.  
<https://mcminnvilleoregon.zoom.us/j/85631794745?pwd=RGlmaXFWYms0a0ovakxua0hNci9lUT09>

Meeting ID: 856 3179 4745      Passcode: 286067

The public may also join the Zoom meeting by phone by using the phone number and meeting ID below:

Phone: +1 253 215 8782      Meeting ID: 856 3179 4745

**APPLICABLE CRITERIA:** McMinnville Municipal Code (MMC) Title 17 (Zoning Ordinance): Section 17.74.100. Variance – Planning Commission Authority; Section 17.60.150. Parking Variances for Historical Structure Section 17.60.060.C.9. Spaces; and 17.60.100 reduced requirements for certain area.



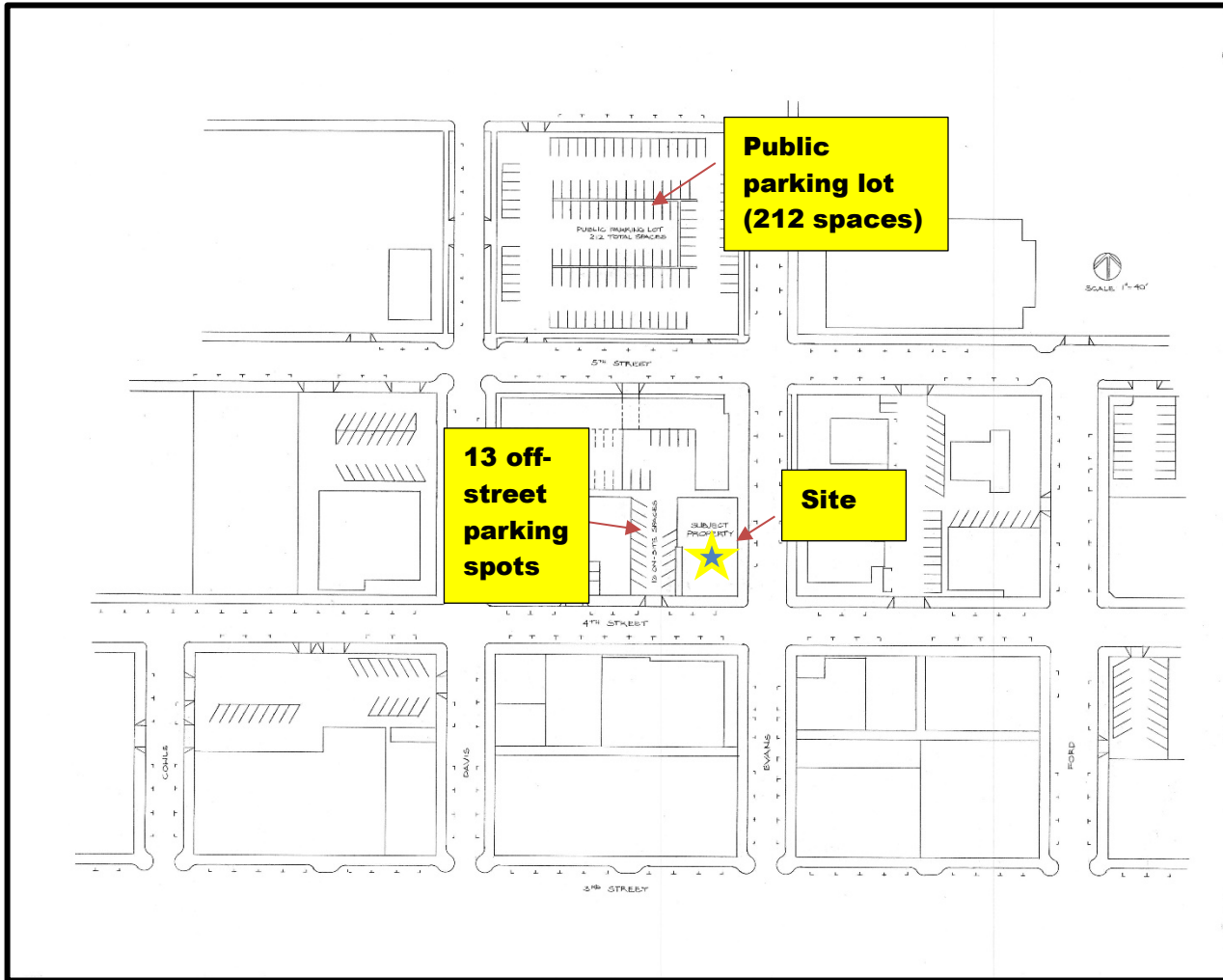
**I. APPLICATION SUMMARY:**

The applicant has requested a historical structure parking variance to reduce the existing required number of off-street parking spaces from twenty-six (26) parking spaces to thirteen (13) parking spaces. The subject site is located at 425 NE Evans Street, on the corner of NE Fourth Street and Evans Street. All other adjacent properties surrounding the site are commercially zoned (C3) properties.

The subject site location can be seen below:



The proposed parking plan can be seen below:



This is an existing historic structure known as the Stark Building. The Two Dogs Tapouse is currently located at 608 NE 3<sup>rd</sup> Street and would like to move the restaurant to this location.

**II. CONDITIONS:**

1. Prior to occupancy at least one parking spot be signed and stripped for accessible parking.

**III. COMMENTS:**

This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments, Public Works, Wastewater Services, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas. The following comments had been received:

- McMinnville Engineering Department:

No comments were received.

- McMinnville Water and Light:

Attachments:

Attachment 1 – Application and Attachments



MW&L has no comments on this application.

- McMinnville Building Department:

Building permits will be necessary for the interior remodel. Prior to occupancy at least one parking spot will need to be signed and striped for accessible parking.

- McMinnville Fire Department:

Fire has no comments on this application.

### **Public Comments**

Notice of this request was mailed to property owners located within 300 feet of the subject site on January 27, 2022. Notice of the public hearing was also provided in the News Register on Wednesday, February 4, 2022. As of the date of the Planning Commission public hearing no public testimony had been received by the Planning Department.

## **IV. FINDINGS OF FACT - PROCEDURAL FINDINGS**

1. The applicant, David Queener, has requested a historic structures parking variance to reduce the required number of off-street parking spaces from twenty-six (26) parking spaces to thirteen (13) parking spaces.
2. The subject site is located at 425 NE Evans Street. Tax lot R4421BC02800
3. The subject property is currently zoned C-3 (General Commercial) and is designated as a historic building.
4. This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments, Public Works, Wastewater Services, City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas. Their comments are provided below.
5. Notice of the public hearing was provided by the City of McMinnville on January 27<sup>th</sup>, 2022. No public comment was received prior to the public hearing.

## **V. CONCLUSIONARY FINDINGS:**

### **McMinnville's Zoning Ordinance:**

The following Sections of the McMinnville Zoning Ordinance (Ord. No. 3380) are applicable to the request:

Chapter 17.60 – Off-Street Parking and Loading

#### 17.60.060(C) Commercial land use category:

9. Establishments for sale and consumption on the premises of beverages, food, or refreshments– One space per 100 square feet of floor area.

Attachments:

Attachment 1 – Application and Attachments

17.60.100 Reduced requirements for certain area.

A. In the area bounded by Adams Street, Ford Street, Fourth Street, and Seventh Street, required off-street parking spaces for commercial establishments may be one-half of the number stated for the particular use in Section 17.60.060 (see special parking requirements map below).

**FINDING:** The site is located on the northwest corner of 4<sup>th</sup> and Evans and within the area designated to have one-half the number of stated parking spaces for the particular use. The existing space is 5,200 square feet and the proposed use is a taphouse. This type of use requires one space per 100 square feet of floor area. Therefore, 52 off-street parking spaces are required of this use, then with the downtown reduction this reduces the number that would required to 26 parking spots.

17.60.150 Parking Variances for Historic Structures.

A. A variance to the parking requirements of Chapter 17.60 (Off-Street Parking and Loading) of this ordinance may be granted in the circumstance where an existing historic structure located in the C-3 zone or O-R zone is being converted to a different use or occupancy subject to the following conditions:

1. Only those structures which have been categorized as "distinctive" or "significant" historic resources by the Historic Landmarks Committee shall be eligible under this section for a variance to the parking requirements.
2. The Planning Director may grant variances to the parking requirements for up to and including five vehicles. Variances for greater than five vehicles must be granted by the Planning Commission.
3. Variances approved under this section are not transferable and are valid only for the specific occupancy or use for which they are granted. Any new use proposed for a structure, or on property for which a parking variances has been granted, regardless if such new use is in the same land use category as the old use, must either be provided with the required parking or receive separate approval of a parking variance.
4. All variances shall be recorded by the applicant in the Deed Records of Yamhill County for the purpose of informing any new occupant or owner that the property has been granted a variance and may be subject to conditions.

**FINDING:** This chapter applies as this building has been deemed a historic structure. The variance requested is for greater than five vehicles therefore it requires this action be taken to Planning Commission for review.

B. The process for granting parking variances for historic structures shall be as follows:

1. Application shall be made on forms provided by the Planning Director. The applicant shall provide a site plan and a map showing available public and private parking within 300 feet of the site. The Planning Director or the Planning Commission may require the provision of other drawings or material essential to the understanding of the variance request.
2. The Planning Director or Planning Commission shall base their decision on the factors listed in Section 17.60.150(C) below and shall either approve, approve with conditions, or deny the application.
3. A decision by the Planning Director may be appealed to the Planning Commission.
4. A public hearing pursuant to the procedures as set forth in Sections 17.72.120 and 17.72.130 of this ordinance shall be held for parking variance requests which are required to be processed before the Commission.

**FINDING:** All materials required were received from the applicant and the application was deemed complete on January 10, 2022.

Attachments:

Attachment 1 – Application and Attachments

- C. In entertaining a request for a parking variance for an historic structure, the Planning Director or Planning Commission shall consider the following factors:
1. Is the variance requested the minimum variance which would allow the use while preserving the structure?

**FINDING:** The lot size is 10,000 square feet with the building footprint utilizing 5,200 square feet. The remainder is used for the existing parking and minimal landscaping. In order for this site to provide additional off-street parking, portions of this building would have to be demolished. The requested variance is the minimum needed in order to keep the building as-is.

2. What is the expected traffic generation of the proposed use? Is it less than the required parking would indicate?

**FINDING:** The taphouse is an existing business that is relocating from the building at 3<sup>rd</sup> and Ford Street to the subject property. During the busiest time, which is typically from 5:00-8:00pm on Saturday, there will be approximately 35 groups seated with each group staying about 1.5 hours. How guests arrive to the taphouse is variable, but if a high figure of 1.5 vehicles per group is assumed, then approximately 26 public spaces are used during the busiest day and time.

The current location has no off-street parking. All guests must park either on the street or at one of the public parking lots of which there is a total of approximately 140 spaces within 300 feet. The Downtown McMinnville Strategic Parking Management Plan that was completed in 2018 determined that there is abundant on-street parking available throughout the downtown area with on-street parking space occupancies averaging about 45-50 percent, moderate by industry standards.

There are 412 on-street or public parking spaces available near the subject property. With a significant amount of public parking available that is only moderately used, the proposed 13 off-street spaces that will be provided is more than adequate for the proposed use.

In addition, people often park in one location and walk to several shops or restaurants in the downtown core area. Therefore, it is difficult to attribute a vehicle parked in a particular space to a specific business.

3. What is the peak time use of the proposed use? How does that compare with other uses in the neighborhood?

**FINDING:** The peak use for a taphouse and restaurant is from about 5:30-7:30pm during the weekdays. On weekends, there are typically two peaks; one from noon-2:00pm and another from 5:00-8:00pm.

The primary use on this block is office and municipal in nature. Standard office hours of operation are 8:00am-5:00pm, Monday-Friday and closed on the weekends, opposite of a restaurant's peak times.

4. What is the general character of the surrounding neighborhood? Is it commercial, residential, or mixed use in nature?

**FINDING:** The general character of the neighborhood two blocks east, west and north is office and municipal in nature. To the south, which includes 3<sup>rd</sup> Street, the uses are mixed, with retail, hotel, and restaurants. The addition of a restaurant on this block would help expand the downtown mixed uses.

5. To what degree would the granting of the variance cause an adverse impact on the neighborhood? Could the adverse impacts be negated through conditioning the variance?

**FINDING:** The granting of the variance would have no foreseen impact on the neighborhood. The peak usage for the taphouse business is opposite the surrounding neighborhood. This leaves a majority of on-street and public parking spaces available for the office uses during the day.

It should be noted that on the other side of 4<sup>th</sup> Street from the subject property, there are no off-street parking requirements.

6. How many public parking spaces, including street parking spaces, are available in the vicinity of the site?

**FINDING:** There are 190 on-street parking spaces and 212 spaces in the public parking lot within 300 feet of the building. Two additional public parking lots are located directly south on 2<sup>nd</sup> Street, about 500 feet from the property.

7. Does the value of saving the specific historic structure outweigh the negative impacts which would result in the neighborhood? Could the structure in fact be lost if the variance were not granted?

**FINDING:** The building would be limited to uses with a lesser parking requirement like office or service uses. It cannot be stated with certainty if the structure would be lost if a parking variance was not granted.

- D. The Planning Director or Planning Commission may impose conditions on the parking variance which could:
  1. Preserve the site or structure or preserve the character of the area;
  2. Ensure that alterations to the structure are compatible with the historic or architectural character of the structure or neighborhood;
  3. Preserve the existing landscaping;
  4. Limit the hours of operation of the use or occupancy;
  5. Minimize adverse impacts on neighboring property owners.

**FINDING:** Any additional conditions will be discussed or added at the public hearing.

**McMinnville’s Comprehensive Plan:**

The following Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 are applicable to this request:

GOAL III 2: TO PRESERVE AND PROTECT SITES, STRUCTURES, AREAS, AND OBJECTS OF HISTORICAL, CULTURAL, ARCHITECTURAL, OR ARCHAEOLOGICAL SIGNIFICANCE TO THE CITY OF McMINNVILLE.

GOAL III 3: INCREASE PUBLIC AWARENESS AND UNDERSTANDING OF McMINNVILLE'S HISTORY AND ITS HISTORIC PRESERVATION PROGRAM

17.04 *Increase interpretation efforts of the city's historic resources.*

GOAL III 4: ENCOURAGE THE PRESERVATION AND REHABILITATION OF HISTORIC RESOURCES

Policy 17.07 *Strengthen the integration of historic preservation in city planning to capitalize on neighborhood history and character as city assets.*

**FINDING:** The proposed use and variance will encourage the preservation of this historic resources. It will also strengthen the integration of historic preservation and public awareness of this historical structure, the proposed use will allow patrons access and experience to this historic site.

GOAL IV 1: TO ENCOURAGE THE CONTINUED GROWTH AND DIVERSIFICATION OF McMINNVILLE'S ECONOMY IN ORDER TO ENHANCE THE GENERAL WELL-BEING OF THE COMMUNITY AND PROVIDE EMPLOYMENT OPPORTUNITIES FOR ITS CITIZENS.

GOAL IV 2: TO ENCOURAGE THE CONTINUED GROWTH OF McMINNVILLE AS THE COMMERCIAL CENTER OF YAMHILL COUNTY IN ORDER TO PROVIDE EMPLOYMENT OPPORTUNITIES, GOODS, AND SERVICES FOR THE CITY AND COUNTY RESIDENTS.

Policy 21.03 *The City shall support existing businesses and industries and the establishment of locally owned, managed, or controlled small businesses. (Ord.4796, October 14, 2003)*

Policy 22.00 *The maximum and most efficient use of existing commercially designated lands will be encouraged as will the revitalization and reuse of existing commercial properties.*

Policy 23.00 *Areas which could in the future serve as commercial sites shall be protected from encroachment by incompatible uses.*

Policy 24.00 *The cluster development of commercial uses shall be encouraged rather than auto-oriented strip development. (Ord.4796, October 14, 2003)*

**FINDING:** The variance action would help support local businesses and strengthen compatible uses in the C-3 zone. The general character of the neighborhood two blocks east, west and north is office and municipal in nature. To the south, which includes 3<sup>rd</sup> Street, the uses are mixed, with retail, hotel, and restaurants. The addition of a restaurant on this block would help expand the downtown mixed uses.

**GOAL IV 4: TO PROMOTE THE DOWNTOWN AS A CULTURAL, ADMINISTRATIVE, SERVICE, AND RETAIL CENTER OF McMINNVILLE.**

*Downtown Development Policies:*

Policy 36.00 *The City of McMinnville shall encourage a land use pattern that:*

1. *Integrates residential, commercial, and governmental activities in and around the core of the city;*

Attachments:

Attachment 1 – Application and Attachments

2. *Provides expansion room for commercial establishments and allows dense residential development;*
3. *Provides efficient use of land for adequate parking areas;*
4. *Encourages vertical mixed commercial and residential uses; and,*
5. *Provides for a safe and convenient auto-pedestrian traffic circulation pattern.  
(Ord.4796, October 14, 2003)*

**FINDING:** The location for the proposed restaurant use continues to promote commercial activities around the core including safe and convenient auto-pedestrian traffic circulation.

*Parking*

*Policy 126.00 The City of McMinnville shall continue to require adequate off-street parking and loading facilities for future developments and land use changes.*

*Policy 127.00 The City of McMinnville shall encourage the provision of off-street parking where possible, to better utilize existing and future roadways and right-of-ways as transportation routes.*

**FINDING:** The property has thirteen off-street parking spaces, which is adequate to service the intended use. There is a public parking lot with 212 spaces, within one block of the site.

**GOAL X 1: TO PROVIDE OPPORTUNITIES FOR CITIZEN INVOLVEMENT IN THE LAND USE DECISION MAKING PROCESS ESTABLISHED BY THE CITY OF MCMINNVILLE.**

*Policy 188.00: The City of McMinnville shall continue to provide opportunities for citizen involvement in all phases of the planning process. The opportunities will allow for review and comment by community residents and will be supplemented by the availability of information on planning requests and the provision of feedback mechanisms to evaluate decisions and keep citizens informed.*

**FINDING:** Goal X 1 and Policy 188.00 are satisfied in that McMinnville continues to provide opportunities for the public to review and obtain copies of the application materials and completed Staff Report and Decision Document prior to the McMinnville Planning Commission review of the request and recommendation at an advertised public hearing. All members of the public have access to provide testimony and ask questions during the public review and hearing process.

569-21-006534-PLNG



**Planning Department**  
231 NE Fifth Street ◦ McMinnville, OR 97128  
(503) 434-7311 Office ◦ (503) 474-4955 Fax  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

<b>Office Use Only:</b>	
File No.	VR 4-21
Date Received	12/13/21
Fee	\$1,015.00
Receipt No.	
Received by	

## Parking Variance for Historic Structure Application

### Applicant Information

**Applicant is:**  Property Owner  Contract Buyer  Option Holder  Agent  Other Lessee

Applicant Name JADA Ventures, LLC Phone 971-404-6143

Contact Name David Queener Phone 971-404-6143  
*(If different than above)*

Address 2450 NW Nut Tree Lane

City, State, Zip McMinnville, OR 97128

Contact Email david.queener55@gmail.com

### Property Owner Information

Property Owner Name Evans Fourth, LLC Phone \_\_\_\_\_  
*(If different than above)*

Contact Name Bellini Lacey Phone 206-713-6840

Address 33300 Se Three Mile Lane

City, State, Zip McMinnville, OR 97128

Contact Email bellini@thespringsliving.com

### Site Location and Description

*(If metes and bounds description, indicate on separate sheet)*

Property Address 401 NE Evans Street, McMinnville

Assessor Map No. R4 421BC02800 - Total Site Area 10,000 sq. ft.

Subdivision McMinnville, Oregon Town of Block 18 Lot 8

Comprehensive Plan Designation Commercial Zoning Designation C-3

Historic Inventory Number: A398 Historic Classification: A

Variance: Required Parking Spaces 26 Requested reduction to 13

The following questions must be answered in detail. Use additional pages where necessary.

1. State the nature of the request in detail. See attached narrative for responses to all questions

---

---

---

---

---

---

---

---

---

---

2. Is the variance requested the minimum variance which would allow the use while preserving the structure? Explain.

---

---

---

---

---

---

---

---

---

---

3. What is the expected traffic generation of the proposed use? Is it less than the required parking would indicate?

---

---

---

---

---

---

---

---

---

---



**1. State the nature of the request in detail.**

The applicant is leasing the existing building in its entirety, which is approximately 5,300 square feet. The use will be a taphouse. This type of use requires one space per 100 square feet of floor area. Typically, 52 off-street parking spaces would be required, but there is an exception in the planning ordinance for this area that allows for a 50% reduction in the number of spaces. This reduces the number that would need to be provided to 26.

The building has been designated with a historic classification. The planning ordinance provides for a variance to be granted by the Planning Director to further reduce the amount of spaces required by up to 5. Any further requests for reduction must be approved by the Planning Commission.

There are 13 off-street parking spaces on the property, which utilizes approximately half of the 10,000 square foot lot. There is no ability to provide additional parking on site without significantly reducing the size of the existing building.

We believe that there is an abundance of on-street and public parking available in the immediate vicinity that can be utilized without impacting surrounding uses. Therefore, we are seeking a variance to reduce the number of off-street parking required to 13 spaces.

Goal IV of the McMinnville Comprehensive Plan supports this request:

Goal 4-40.00 states that the City of McMinnville shall encourage the expansion of retail and other commercial enterprises east of the railroad tracks and north and south of Third Street consistent with the adopted Downtown Improvement Plan. The subject property was included within the boundaries of the Downtown Improvement Plan.

Goal 4-44.00 states that the City of McMinnville shall encourage, but not require, private businesses downtown to provide off-street parking and on-site traffic circulation for their employees and customers.

**2. Is the variance requested the minimum variance which would allow the use while preserving the structure?**

Yes. The lot size is 10,000 square feet with the building footprint utilizing 5,200 square feet. The remainder is used for the existing parking and minimal landscaping. In order to provide additional off-street parking, approximately 30 feet of the building would need to be demolished. This would provide 4 additional spaces, which would meet the parking standard to remaining structure.

**3. What is the expected traffic generation of the proposed use? It is less than the required parking would indicate?**

This taphouse is an existing business that is relocating from the building at 3<sup>rd</sup> and Ford Street to the subject property. During our busiest time, which is typically from 5:00-8:00pm on Saturday, we will have approximately 35 groups seated with each group staying about 1.5 hours. How guests arrive to our taphouse is variable, but if a high figure of 1.5 vehicles per group is assumed, then approximately 26 public spaces are used during our busiest day and time.

Our current location has no off-street parking. All guests must park either on the street or at one of the public parking lots of which there is a total of approximately 140 spaces within 300 feet. Experience has shown that even without any off-street parking for our business, there was always parking availability nearby during our busiest time of day. This is supported by the Downtown McMinnville Strategic Parking Management Plan that was completed in 2018, which determined that there is abundant on-street parking available throughout the downtown area with on-street parking space occupancies averaging about 45-50%, moderate by industry standards.

There are 412 on-street or public parking spaces available near the subject property, nearly triple what is currently available for our business. With a significant amount of public parking available that is only moderately used, we believe that 13 off-street spaces that will be provided is more than adequate for the proposed use.

In addition, people often park in one location and walk to several shops or restaurants in the downtown core area. Therefore, it is difficult to attribute a vehicle parked in a particular space to a specific business.

**4. What is the peak time of the proposed use? How does that compare with the other uses in the neighborhood?**

The peak use for a taphouse and restaurant is from about 5:30-7:30pm during the weekdays. On weekends, there are typically two peaks; one from noon-2:00pm and another from 5:00-8:00pm.

The primary use in the neighborhood is office and municipal in nature. Their standard hours of operation is 8:00am-5:00pm Monday-Friday and closed on the weekends, opposite our peak times.

**5. What is the general character of the surrounding neighborhood? Is it commercial, residential, or mixed use in nature?**

The general character of the neighborhood two blocks east, west and north is office and municipal in nature. To the south, which includes 3<sup>rd</sup> Street, the uses are mixed, with retail, hotel, and restaurants.

**6. To what degree would the granting of the variance cause an adverse impact on the neighborhood?**

The granting of the variance would have no impact on the neighborhood. As previously stated, the peak usage for our business is opposite the surrounding neighborhood. This leaves a majority of on-street and public parking spaces available for the office uses during the day.

It should be noted that on the other side of 4<sup>th</sup> Street from the subject property, there are no off-street parking requirements.

**7. How many public parking spaces, including street parking spaces, are available in the vicinity of the site?**

There are 190 on-street parking spaces and 222 spaces in the public parking lot within 300 feet of the building. Two additional public parking lots are located directly south on 2<sup>nd</sup> Street, about 500 feet from the property.

**8. What is the intended use of the structure if the variance is not granted?**

It is unknown what the alternative use of the building would be if the variance is not granted. It could potentially be used for office space, but the trend is going away from traditional offices and more toward remote work for employees.

**I certify the statements contained herein, along with the evidence submitted, are in all respects true and correct to the best of my knowledge and belief.**

DJM  
Applicants Signature

12/10/21  
Date

F. Fee Stubblefield, Jr.  
Property Owner's Signature

12/10/21  
Date

