



Planning Commission
Thursday, January 18, 2024
6:30 PM Regular Meeting

HYBRID Meeting

IN PERSON – McMinnville Civic Hall, 200 NE Second Street, or ZOOM Online Meeting

Please note that this is a hybrid meeting that you can join in person at 200 NE Second Street or online via Zoom

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

<https://mcminnvilleoregon.zoom.us/j/89368634307?pwd=M0REY3RVSzFHeFdmK2pZUmJNdkdSZz09>

Meeting ID: 893 6863 4307

Meeting Password: 989853

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) **Written testimony in advance of the meeting** – Email written testimony at any time up to 12 p.m. the day before the meeting to 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) **In person at the meeting** – Sign up in advance to provide testimony at the meeting by emailing heather.richards@mcminnvilleoregon.gov, or sign up at the meeting by filling out a testimony form found at the entry to the hearing chambers.
- 3) **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.
- 4) **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 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. You may also request a copy from the Planning Department.

Commission Members	Agenda Items
<p>Sidonie Winfield, Chair</p> <p>Gary Langenwalter Vice - Chair</p> <p>Matthew Deppe</p> <p>Rachel Flores</p> <p>Sylla McClellan</p> <p>Elena Mudrak</p> <p>Brian Randall</p> <p>Beth Rankin</p> <p>Dan Tucholsky</p>	<p>6:30 PM – REGULAR MEETING</p> <ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Minutes – February 16, 2023, (<i>Exhibit 1</i>): 4. Planning Commissioner Training – Roles and Responsibilities <i>(Annual Refresher – Presentation by Bill Kabeiseman, Bateman Seidel)</i> 5. 2024 Work Plan Discussion <i>(Led by Community Development Director, Heather Richards)</i> 6. Commissioner Comments 7. Staff Comments 8. Adjournment

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EXHIBIT 1 - MINUTES

February 16, 2023
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

Members Present: Sidonie Winfield, Dan Tucholsky, Gary Langenwalter, Beth Rankin, Lori Schanche, Megan Murray, Brian Randall, and Matt Deppe

Members Absent: Sylla McClellan

Staff Present: Heather Richards – Community Development Director and John Swanson – Senior Planner

1. Call to Order

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

2. Citizen Comments

Jim Kreutzbender, McMinnville resident, discussed the 500 foot distance between vacation rentals in residential, but not commercial zones. He thought it should include commercial zones and he listed the commercial streets where housing was located. He asked that the Commission consider this change during the moratorium.

Community Development Director Richards noted the streets mentioned were in the NE Gateway District and would require a Conditional Use process and be reviewed for neighborhood compatibility. There was a public hearing on short term rentals in March if he would like to submit testimony about including the spacing standards in the NE Gateway District as well.

3. Minutes

None

4. Public Hearings

A. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 1-20) and Zone Change (ZC 1-20)

Request: An application for a Comprehensive Plan Map Amendment from Residential to Commercial and a Zone Change from County EF-80 to City C-3 (General Commercial) for approximately 1.2 acres of a 50.15-acre property.

The 50.15 acre parcel is within McMinnville's Urban Growth Boundary (UGB), and it is split by City limits, with approximately 9.5 acres inside City limits and approximately 40.5 acres outside City limits. The proposed map amendment would apply to the northerly 1.2-acre portion of the 9.5 acres within City limits.

The 9.5-acre portion of the property inside City limits has a combination of Comprehensive Plan Map designations and zoning designations: Commercial/C-3 on the front (approximately 7.3 acres), Residential/County EF-80 on the rear (approximately 1.2 acres), and a portion of Floodplain/F-P along the east and north boundaries (approximately 1 acre). The proposed amendment would change the 1.2 acres from Residential/County EF-80 to Commercial/C-3, so all of the non-floodplain portion inside City limits would then be Commercial/C-3.

The unincorporated portion of the property within the UGB and outside City limits is approximately 40.5 acres. It is within the Floodplain Comprehensive Plan Map designation. It has County EF-80 zoning, with the entirety also being within the County's Floodplain Overlay Districts. The proposal would not change the Comprehensive Plan designation or county zoning of this unincorporated portion of the parcel.

Location: 3225 NE Highway 99 West, more specifically described at Tax Lot 1500, Section 10, T.4S., R 4 W., W.M.

Applicant: Cascade Steel Rolling Mills, c/o Jennifer Hudson
representing property owner White Top Properties LLC

Chair Winfield said the applicant had requested a continuance. She opened the public hearing and asked if there was any objection to the jurisdiction of the Commission to hear this matter. There was none. She asked if any Commissioner wished to make a disclosure or abstain from participating or voting on this application. There was none.

Commissioner Langenwaller MOVED to CONTINUE the hearing for CPA 1-20/ZC 1-20 to June 15, 2023. The motion was seconded by Commissioner Schanche and PASSED 8-0.

7. Work Session – Natural Hazards

Community Development Director Richards gave a presentation on natural features planning. She discussed State Goal 7 – Natural Hazards, response to new hazard information, planning guidelines, no development in the flood plain in McMinnville, McMinnville's current hazard policies, Natural Hazards Study completed in June 2021, mappable hazards, and history of hazard planning. She then showed maps of the hazards in the City and UGB. She explained risk assessment and adding a social vulnerability assessment, updates to the Natural Hazards Inventory and assessment, new natural hazard overlay zones, amendments to the Comprehensive Plan and appendices, amendments to the zoning ordinance, and map with combined hazards and features. This work would inform future development and area plans. The next steps were to send notice to impacted property owners, hold public information sessions in March, and hold a public hearing in April.

There was discussion regarding the definition of social vulnerability, adding local streets to the maps, density in the west hills, transfer of density rights, changing the term "landfill" to "engineered fill," changing development on slopes up to 25% to up to 15%, evaluating the data, impact to insurance for existing structures, appeal process for the mapping, adding pictures and arrows for the scenic viewsheds, lack of wildlife routes, and future expansion areas.

There was consensus to change the landfill definition, that the transfer of density rights should not be with contiguous property but would be treated as a commodity, and to get direction from the City Attorney regarding insurance and appeal process.

8. Commissioner Comments

None

9. Staff Comments

Community Development Director Richards introduced new Senior Planner John Swanson. She reviewed the upcoming meeting schedule. She also discussed laptops and communication through City emails.

10. Adjournment

Chair Winfield adjourned the meeting at 8:00 p.m.