

Planning Commission
Thursday, February 6, 2025
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/89147712153?pwd=yp9Mil0GMn4seKMxhOdYd7cQhMune1.1>

Meeting ID: 891 4771 2153 Meeting Password: 562233

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>Brian Everest</p> <p>Rachel Flores</p> <p>Matt Jones</p> <p>Sylla McClellan</p> <p>Elena Mudrak</p> <p>Meg Murray</p> <p>Brian Randall</p> <p>Beth Rankin</p>	<p>6:30 PM – REGULAR MEETING</p> <ol style="list-style-type: none"> 1. Call to Order 2. Citizen Comments 3. Minutes: <ul style="list-style-type: none"> • July 18, 2024 (<i>Exhibit 1</i>) • October 3, 2024 (<i>Exhibit 2</i>) 4. Public Hearings: <ol style="list-style-type: none"> A. <u>Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 1-24) and Zone Change (ZC 4-24) for property at 2320 SE Stratus Avenue, Tax Lots R4427 600 and 604</u> – (<i>Exhibit 3</i>) <p><i>Continued from January 16, 2025</i></p> <p>Request: The applicant is requesting concurrent review and approval of a Comprehensive Plan Map Amendment from Industrial to Residential (CPA 1-24) and a Zone Change from M-1 to R-4 for property at 2320 SE Stratus Avenue, Tax Lots R4427 600 and 604, approximately 5.8 acres</p> <p>Applicant: Commonwealth Development Corporation c/o Daniel DeFrancesco on behalf of property owners Jodi Devonshire, Andrea Feero, and Jennifer Feero</p> 5. Work Session: Long Range Planning 25_26 Work Plan (<i>Exhibit 4</i>) 6. Commissioner Comments 7. Staff Comments 8. 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.

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EXHIBIT 1 - MINUTES

July 18, 2024**Planning Commission / Affordable Housing Committee
Joint Work Session & Regular Meeting****6:30 pm****Hybrid Meeting
McMinnville, Oregon**

PC Members Present: Sidonie Winfield, Dan Tucholsky, Sylla McClellan, Gary Langenwalter, Beth Rankin, Brian Randall, Rachel Flores, Meg Murray, and Elena Mudrak

AHC Members Present: Kellie Menke, Zack Geary, Carrie Martin, Philip Higgins, Rachel Flores, Katie Curry, Tracy Haas, and Steve Iversen

Members Absent: Frank Foti, Vicki Ybarguen, and Kenneth Cash Yount

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

1. Call to Order

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

2. Joint Work Session with Affordable Housing Committee

Transitional Housing Discussion

Associate Housing Planner Hietpas presented the transitional housing code amendments. He gave background information including what transitional housing was, what the Oregon Revised Statutes said about transitional housing, and Affordable Housing Committee work on the topic. He then reviewed the proposed code amendments including a discussion on housing types allowed as transitional housing and shelter and how tents, yurts, and fabric structures would be prohibited, temporary camping would be allowed consistent with MMC 8.36 as well as any proposal that was identified as a qualifying emergency shelter. He then discussed land use and zoning for these applications. They would be outright permitted uses in all residential, O-R, and C-3 zones and prohibited in the C-1, C-2, M-L, M-1, M-2, A-H, and F-P zones. They would be Director reviews with no requirement for a neighborhood meeting or public notice or hearing.

There was discussion regarding why they were not allowing yurts, reasons for limiting transitional housing to residential zones, reasons for lack of public noticing, number of people in need of transitional housing, how transitional housing addressed the need for readiness for future success, how this was being recommended by the Affordable Housing Committee as one of their priorities, how the agencies would determine who would be accepted into their programs, recent Supreme Court case and religious barriers, definition of units and use of the

land they had, density and neighborhood compatibility, conversion of existing buildings, and timeline for these facilities.

Commissioner Rankin declared she was aware of a pending project and was a member of the church involved. She had not been involved in any of the planning meetings.

Associate Housing Planner Hietpas discussed development standards including size limitations for building height and yard setbacks, different zones would have different standards to ensure the scale and intensity of development was compatible with the surrounding neighborhood, minimum required parking, required facilities for all housing types and for non-dwelling units, and regulations for utilities, signage, perimeter fencing and screening, site lighting, design standards, and landscaping. He then explained the management and operations requirements and timeline.

There was discussion regarding parking, inoperable vehicles, safe car camping program, rules for guests and visitation, revocation of the permit, review of the operations, outreach and being transparent to the neighbors, need for data about how many would use the transitional housing, signage, onsite management, zoning, and HOA rules.

There was consensus for the code amendments to move forward to the Planning Commission process.

The Work Session was adjourned at 8:25 p.m. The regular meeting was called to order at 8:35 p.m.

3. Citizen Comments

None

4. Minutes

- November 2, 2023

Commissioner Randall noted on the second item, all Commissioners had visited the site.

Commissioner Tucholsky moved to approve the November 2, 2023, minutes as amended. The motion was seconded by Commissioner Rankin and passed 6-0-3 with Commissioners Langenwalter, Mudrak, and McClellan abstaining.

- November 16, 2023

Commissioner Langenwalter moved to approve the November 16, 2023, minutes as presented. The motion was seconded by Commissioner McClellan and passed 7-0-2 with Commissioners Tucholsky and Mudrak abstaining.

5. Planning Commission Work Session

Long Range Planning Work Plan

Community Development Director Richards reviewed the long-range planning work plan for 2024-2027. The Budget Committee approved a new full time Planning Manager position to

help move the work forward. They were in the hiring process for the position. She shared the departments included in the Community Development Department and how Planning was divided into three separate components, current planning, long range planning, and citizen involvement. She discussed Planning staffing, assessment, long range planning tracking and work plan, staff work plans and project timeframes, and upcoming long range work plan items. The focus was what was mandated by the state, specialty planning, and code amendments, however there were many disrupters to the work with new state mandates with pressing deadlines, challenges and appeals to current work, new local priorities, and staff capacity. She discussed staffing capacity and how the work program was ambitious. She then shared the state mandated deadlines they were currently working on, how they were going to meet the need for more land, UGB 2021 state mandated follow-up work for facility plans demonstrating how the land within the UGB would be serviced, list of public facility plan updates, natural hazard planning, Goal 5 natural features and scenic views work, Transportation System Plan work, local priority for housing/land needs, and UGB expansion areas. She then discussed the specialty planning efforts underway including the innovation campus planning, Downtown Master Plan update, and code amendments.

There was discussion regarding civil discourse and time and resource management, need for changes to the appeal process, how to get to outcomes that benefitted the City but were managed in a way that was responsible and accountable, disproportional impact of some groups on McMinnville, and quantifying the lost opportunities and costs caused by delays.

6. Commissioner Comments

Commissioner Langenwaller said he was moving to a different ward and this was his last meeting. The Commission thanked him for his service. Staff presented him with historic posters signed by the Commission and staff.

7. Staff Comments

Community Development Director Richards discussed the upcoming meeting schedule.

8. Adjournment

Chair Winfield adjourned the meeting at 9:48 p.m.

EXHIBIT 2 - MINUTES

October 3, 2024
Planning Commission
Regular Meeting

6:30 pm
Hybrid Meeting
McMinnville, Oregon

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

Members Absent:

Staff Present: Community Development Director – Heather Richards, Tom Schauer – Senior Planner, and Taylor Graybehl – Senior Planner

1. Call to Order

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

2. Swearing in of New Commissioner, Matthew Jones

Chair Winfield swore in Commissioner Jones.

3. Citizen Comments

None.

4. Public Hearings

A. Quasi-Judicial Hearing: Planned Development Amendment (PDA 1-24) and Amendment to Subdivision Tentative Plan (S 3-24), No Site Address (Undeveloped), Tax Lot R4524 00801

Request: **PDA 1-24.** The applicant is requesting approval of a Planned Development Amendment to the current Planned Development approval applicable to the property for the remaining undeveloped phases, approximately 106 remaining acres. Principal elements of the proposed amendment include requests to: reconfigure parts of the street layout, change the number of remaining residential lots from 394 to 392, provide tracts for open space and recreation and pedestrian connections (approximately 13 acres) and stormwater management (approximately 1.6 acres), modify phasing boundaries, and request modifications to certain development standards, including reduced setbacks, lot size averaging with average lot size of 7,960 sf and minimum lot size of 5,000 sf, and flexibility to street/alley standards for address frontage for three lots, and request to remove all trees as necessary to accommodate the proposed development plan.

The proposal would also revise 43 of the lots currently approved for attached housing to standard lots proposed as detached housing.

S 3-24. The applicant is also requesting approval of an amendment to the corresponding Subdivision Tentative Plan for the property, to be consistent with the requested Planned Development Amendment.

Applicant: Holt Homes, Inc. c/o Applicant's Consultant: Zach Pelz, AKS Engineering & Forestry, LLC

Disclosures: Chair Winfield 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 Tucholsky MOVED to CONTINUE the hearing for PDA 1-24/S 3-24 to November 7, 2024; SECONDED by Commissioner McClellan. The motion PASSED unanimously.

5. Work Session: Landscape Code Amendments

Senior Planner Graybehl presented the landscape code amendments. He gave a background on the work that had been done to amend the landscape code. The Work Session was being held to receive suggestions and direction on these amendments. He discussed the key issues including standards for middle housing, addressing environmental issues, addressing specific uses requiring landscaping, increasing the time from 30 to 45 days for processing applications, specifying information to be shown on landscape plans, clarifying landscape area requirements, revising landscape design standards, and creating a new administrative review process and discretionary review process. He asked if staff should bring back revised language for administrative review of street tree plans.

There was discussion regarding the purpose of the amendments, purpose of the Landscape Review Committee, satellite dish screening, exempting trash enclosure screening if they had an elevated standard of design, making street tree plans administrative approvals, changes in the code for sustainability and climate resiliency, maintenance and replacing dead plantings, modifying existing development to reflect the new landscape standards, fences for corner lots, when street tree plans were required, and deferral for tree plantings.

There was consensus to add an administrative review process for street tree plans. Staff would bring back language about the satellite dishes and trash enclosures as well as the objective standards for the street tree plans to the November 7 hearing. Climate resiliency would be brought back at a later time.

6. Commissioner Comments

None.

7. Staff Comments

Senior Planner Schauer discussed upcoming meetings.

Community Development Director Richards discussed Planning Manager recruitment. She invited the Commission to a Council Work Session on Tuesday where Transitional Housing and FEMA mandate for floodplain management would be discussed.

8. Adjournment

Chair Winfield adjourned the meeting at 7:40 p.m.



EXHIBIT 3 – STAFF REPORT

DATE: February 6, 2025
TO: Planning Commission Members
FROM: Evan Hietpas, Associate Housing Planner
SUBJECT: Comprehensive Plan Amendment and Zone Change (CPA 1-24/ZC 4-24)

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

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

OBJECTIVE: 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 a quasi-judicial public hearing to consider the Comprehensive Plan Amendment and Zone Change application for property located at 2320 SE Stratus Avenue, Tax Lots R442700600 & R442700604. The Planning Commission held a public hearing on January 16, 2025 and continued the public hearing to tonight's meeting, February 6, 2025.

After conducting the Public Hearing, the Planning Commission will make a recommendation to the McMinnville City Council for consideration. The City Council will make the final decision on this application.

Comprehensive Plan Map Amendment (CPA 1-24) and Zone Change Application (ZC 4-24) - The application bundles two requests: 1) a request to amend the Comprehensive Plan Map; and 2) a request to amend the Zone Map to rezone two parcels equating to 5.8 acres from industrial to residential. The subject parcels are currently designated Industrial on the McMinnville Comprehensive Plan Map and are designated M-1 on the Zoning Map. The request, if approved, would designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map. A Comprehensive Plan Amendment and Zone Change proposal must satisfy all relevant requirements of the review criteria set forth in McMinnville Municipal Code (MMC) 17.74.020.

This request is per the recent land-use amendments recommended by the recently adopted Three Mile Lane Area Plan to efficiently utilize the land within the city's limits to meet its future housing needs.

Staff is recommending **approval** of this Comprehensive Plan Map Amendment and Zone Change application with conditions of approval. Please note that staff has revised the decision document and conditions of approval based on the public testimony provided at the meeting on January 16, 2025, as well as supplemental materials provided by the applicant after the meeting on January 16, 2025. The revised Decision Document, public testimony received and application supplemental materials received after January 16, 2025 are provided as attachments (Attachment 1) to this staff report, and are discussed further in the “Discussion” section of this staff report.

Background:

The applicant and property owner submitted a Zone Change application to the Community Development Department on October 4, 2024. The application was deemed complete on October 28, 2024.

January 16 Public Hearing

A Notice of public hearing was mailed to all property owners within 300 feet of the exterior boundary of the subject property on December 26, 2024. Notice of the public hearing was published in the News Register on January 10, 2025.

February 6 Public Hearing

On January 16, 2025, notice of the application and the February 6, 2025, Planning Commission public hearing was mailed to property owners within 300 feet of the subject property in accordance with Section 17.72.120 of the Zoning Ordinance. On January 31, 2025, notice of the application and the February 6, 2025, Planning Commission public hearing was published in the newspaper in accordance with Section 17.72.120 of the Zoning Ordinance.

Summary of Findings

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria and standards for a Zone Change and Comprehensive Plan Amendment are found in the MMC, Title 17, Chapter 17.74 of the Zoning Ordinance. In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of a proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. Amendments to the City’s adopted and acknowledged planning documents, including amendments to the Comprehensive Plan Map and Zoning Map, are also subject to certain Statewide Planning Goals and associated statutes and administrative rules.

Staff found that comprehensive plan amendment/zone change application CPA 1-24/ZC 4-24 satisfied all code criteria, applicable Comprehensive Plan Goals and Policies, and applicable Statewide Planning Goals with four conditions of approval.

Recommended Conditions of Approval:

1. Prior to any building permit issuance, the applicant shall be required to enter into a reimbursement agreement with the City for modeling the impacts of the proposed sanitary impacts. Depending on the results of this analysis the applicant may be responsible for associated costs for improvements to increase system capacity.

2. The applicant shall be required to clearly delineate on-site vehicular circulation from Stratus Avenue to the development project to avoid conflicts between entry access to the development project on the subject site and the parking lot area of the properties that share access from Stratus Avenue with the development project. These details should be clearly shown on future site plan drawings submitted during the development permitting stage, including the Landscape Plan Review and Three Mile Lane Area Development Review processes, and should include pedestrian and bicycle connectivity adjacent to the access drive as well as physical delineation between the adjacent business parking lots and the access drive that is agreed upon by all property owners impacted.
3. Traffic impacts resulting from development tax lots R442700600 & R442700604 shall be limited to a maximum of 715 average daily trips.
4. A Traffic Impact Analysis (TIA) to assess the impact of the development on the local transportation network will be required prior to the submittal of building permits. The TIA will analyze in detail the impact of the proposed development on the following intersections per the performance standards in the City of McMinnville Transportation System Plan, and identify the necessary improvements to maintain performance.
 - i. SE Stratus Avenue/Site Access
 - ii. SE Stratus Avenue/ SE Norton Lane
 - iii. SE Norton Lane/Cumulus Avenue
 - iv. SE Norton Lane/HWY 18
 - v. NE Pacific-Cumulus-Nehemiah/ Three Mile Lane
 - vi. SE First Street/Three Mile Lane
 - vii. Additional areas of concern may be identified at the time of development for evaluation.

The applicant shall provide evidence that the proposed development will maintain compliance with the transportation performance standards adopted in the City's Transportation System Plan. Currently, the Mobility Standard for all local (city) intersections and streets shall be a volume/capacity ratio of .90. This is subject to change if the City updates the Transportation System Plan prior to a development permit application for the subject site.

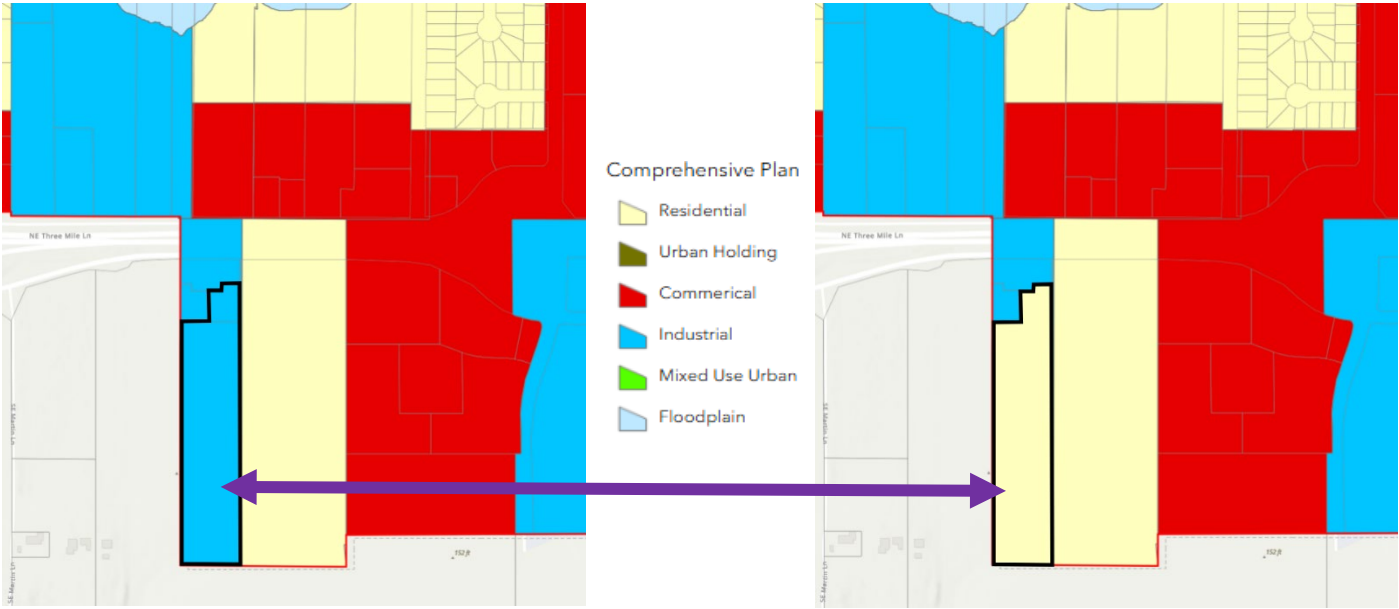
The applicant will be required to build the necessary transportation improvements identified to maintain compliance with the City's performance standards at these intersections.

These projects may include both vehicular and non-vehicular (pedestrian and bicycle) improvements.

FIGURE 1. VICINITY MAP OF SUBJECT PROPERTIES (PROPERTY LINES APPROXIMATE)



FIGURE 2. COMPREHENSIVE PLAN MAP AMENDMENT



The Planning Commission held a public hearing on CPA 1-24/ZC 4-24 on January 16, 2025. At that public hearing and leading up to the public hearing, eleven (11) members of the public submitted written or verbal testimony. Nine (9) people testified in opposition, and two (2) people testified in support. In this section, staff will provide a summary of the testimony in opposition received, responses to the testimony received, and list the conditions of approval included in the final decision document.

1. Impacts on Existing Businesses (Northwest Logging Supply & Ed's Transmission Service)
2. Vehicular Capacity Constraints (Trip Generation)
3. Pedestrian and Bicyclist safety at access point to the property and along Stratus Ave
4. Inconsistency with the Three Mile Lane Area Plan and Great Neighborhood Principles (amenities, employment, open space and parks)
5. Natural Hazards
6. Fire Code Regulations

1. *Impacts on Existing Businesses*

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industrial user (freight trucks and shift workforce vehicles) or residential (residential traffic), so a better access alignment would be necessary regardless. The reason that the applicant bought the smaller parcel north of the larger development parcel is to demolish the building and realign the access drive so that it is linear into the site and can be divided safely from the neighboring businesses' parking lots.

- In the applicant's supplemental materials provided after the January 16 public hearing, the applicant provided a proposed access site plan. The applicant's revised site plan shows more details on the re-location of the shop/apartment currently on the property to accommodate a new access road along the eastern property line.
- City regulations (MMC 17.53.100(C)) allow up to three (3) parcels to utilize a shared access easement. This proposal is in conformance with that standard.
- Per Condition of Approval #2 below, the applicant shall be required to clearly delineate on-site vehicular circulation to avoid conflicts between entry access to the site and the parking lot area. These details should be clearly shown on future site plan drawings submitted during the development permitting stage, including the Landscape Plan Review and Three Mile Lane Area Development Review processes.

Condition of Approval #2: The applicant shall be required to clearly delineate on-site vehicular circulation from Stratus Avenue to the development project to avoid conflicts between entry access to the development project on the subject site and the parking lot area of the properties that share access from Stratus Avenue with the development project. These details should be clearly shown on future site plan drawings submitted during the development permitting stage, including the Landscape Plan Review and Three Mile Lane Area Development Review processes, and should include pedestrian and bicycle connectivity adjacent to the access drive as well as physical delineation between the adjacent business parking lots and the access drive that is agreed upon by all property owners impacted.

2. *Vehicular Capacity Constraints (Trip Generation)*

- Oregon state statutes provide clear and objective standards for how to evaluate the impact of traffic associated with a proposed development. These standards exist to provide data to the city to help manage the infrastructure system and to ensure that the developer is not unduly burdened with unnecessary transportation improvements. OAR 660-012 describes a three step process that needs to be undertaken for this analysis when a comprehensive plan map amendment is proposed. The first step is to evaluate what is the trip differential (the number of vehicles that will be accessing the subject site in a single day) between the existing reasonable worst case scenario under the existing comprehensive plan designation and the reasonable worst case scenario under the proposed comprehensive plan designation. The rationale for this first step is that the transportation system as designed should at least accommodate the existing comprehensive plan designation. Then if that differential is above a certain number of trips (described as a "significant effect"), the applicant needs to

continue to step 2 to do further analysis about how that increased number of trips impacts the roads and intersections around it. The last step is then to evaluate whether or not the increased number of trips on the roads and intersections create a situation where those roads and intersections are no longer safe or cannot function reasonably (described as performance standards). If the increased number of trips creates a situation where the performance standards are no longer retained then the applicant needs to design and build the necessary improvements to mitigate the performance issues. This can be installing more lanes, more stop signs, signals at intersections, etc.

- As is required, the applicant completed a trip generation analysis that estimated an increase of 622 daily trips to the local transportation system based on the proposed comprehensive plan designation. The traffic report identifies that a reasonable worst-case development in the proposed R-4 zone (162 apartment units) generates 622 daily additional trips compared to reasonable worst-case development in the existing M-1 zone (101,060 square-foot general light industrial use). Per state law this is not considered a “significant effect” requiring the next step of analysis when a comprehensive plan map amendment is proposed.
- However, the applicant, after hearing the public testimony and the concerns of those who testified agreed to a “trip cap” for the property, meaning that the property cannot be developed that will generate more trips than the trip cap. Since the developer is only planning to develop the property with 96 units rather than 162 units, which the applicant’s traffic engineer has estimated to generate approximately 691 total daily trips or 199 additional trips, the applicant has proposed to impose a “trip cap” condition of approval for this comprehensive plan amendment and zone change that would limit future development to a total of 715 daily trips, which is a maximum of 222 additional trips than if the property was developed for industrial uses. This trip cap is captured in Condition of Approval #3.

Condition of Approval #3: Traffic impacts resulting from development tax lots R442700600 & R442700604 shall be limited to a maximum of 715 average daily trips.

- There was confusion during public testimony about reviewing the “increase in trips” rather than the “total trips created” considering that the property is not developed right now as an industrial property. The traffic impact needs to evaluate the difference between zoning and land use designations, not current use of the property to a developed state.
- There was also confusion about what type of data is used in a traffic impact analysis. The transportation model and scenario used is based on if the city builds out as planned and not the existing buildout, ie it accommodates the planned growth and existing development.
- The City has also added a condition of approval that prior to development of the site, the developer will need to conduct a traffic impact analysis specific to the proposed development, and if the Traffic Impact Analysis shows a differential of 200 average daily trips or an additional 20 pm peak hour trips than the applicant

will need to evaluate a series of local intersections for performance impact. This is identified as Condition of Approval #4.

Condition of Approval #4: A Traffic Impact Analysis (TIA) to assess the impact of the development on the local transportation network will be required prior to the submittal of building permits. The TIA will analyze in detail the impact of the proposed development on the following intersections per the performance standards in the City of McMinnville Transportation System Plan, and identify the necessary improvements to maintain performance.

- SE Stratus Avenue/Site Access
- SE Stratus Avenue/ SE Norton Lane
- SE Norton Lane/Cumulus Avenue
- SE Norton Lane/HWY 18
- NE Pacific-Cumulus-Nehemiah/ Three Mile Lane
- SE First Street/Three Mile Lane
- Additional areas of concern may be identified at the time of development for evaluation.

The applicant shall provide evidence that the proposed development will maintain compliance with the transportation performance standards adopted in the City's Transportation System Plan. Currently, the Mobility Standard for all local (city) intersections and streets shall be a volume/capacity ratio of .90. This is subject to change if the City updates the Transportation System Plan prior to a development permit application for the subject site.

The applicant will be required to build the necessary transportation improvements identified to maintain compliance with the City's performance standards at these intersections.

These projects may include both vehicular and non-vehicular (pedestrian and bicycle) improvements.

3. Pedestrian and Bicyclist Safety along frontage and Stratus Ave

- There appeared to be some confusion in the public testimony that Stratus Avenue would not be improved with the development. All streets in McMinnville are classified based on the number of vehicles that they are expected to carry. As development occurs, the streets adjacent to the development must be improved to the standard identified in the McMinnville Transportation Plan which includes curbs, sidewalks and bicycle lanes. If this property develops the on-street conditions for bicycles and pedestrians will improve with new sidewalks, bicycle lanes and street improvements.
- The Three Mile Lane Area Plan identifies action items for future enhanced design to accommodate a frontage road design with suitable provisions for pedestrians and bicycles, and the City's Transportation System Plan identifies projects for multi-modal improvements along Stratus Ave.

- The City's [Transportation System Plan](#)¹ (Exhibit 6-3) identifies a future bike lane along frontage roads of OR 18 as a part of the Highway 18 Corridor Refinement Plan.

4. ***Inconsistency with the Three Mile Lane Area Plan and Great Neighborhood Principles*** (amenities, employment, open space and parks)

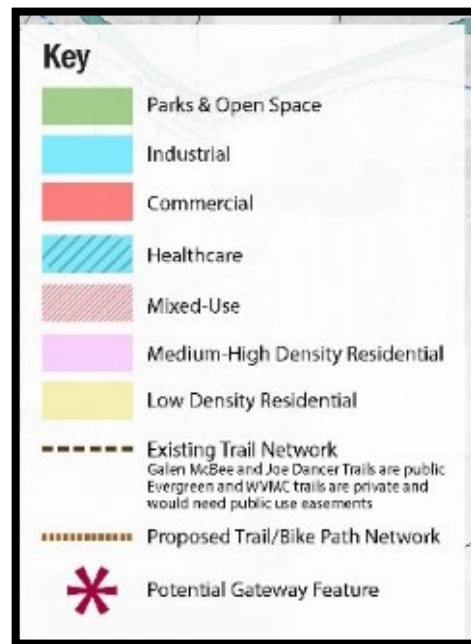
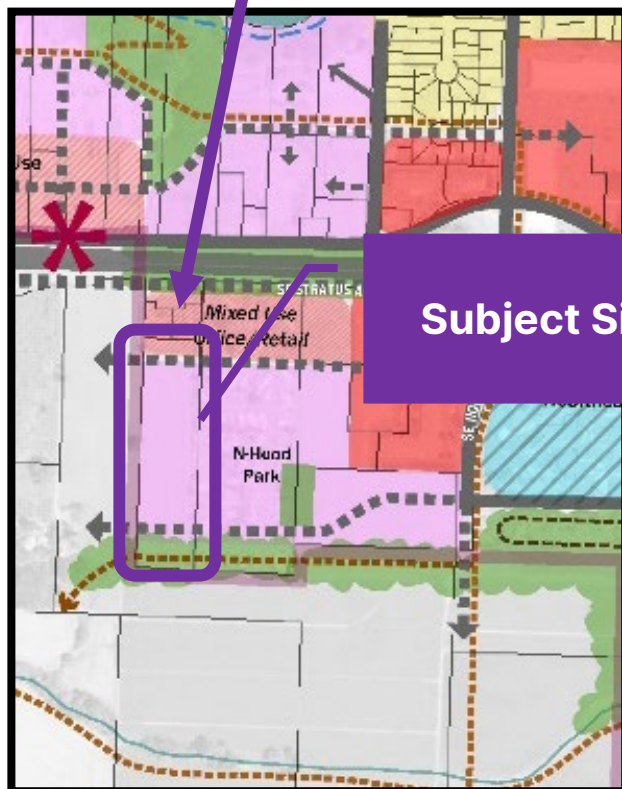
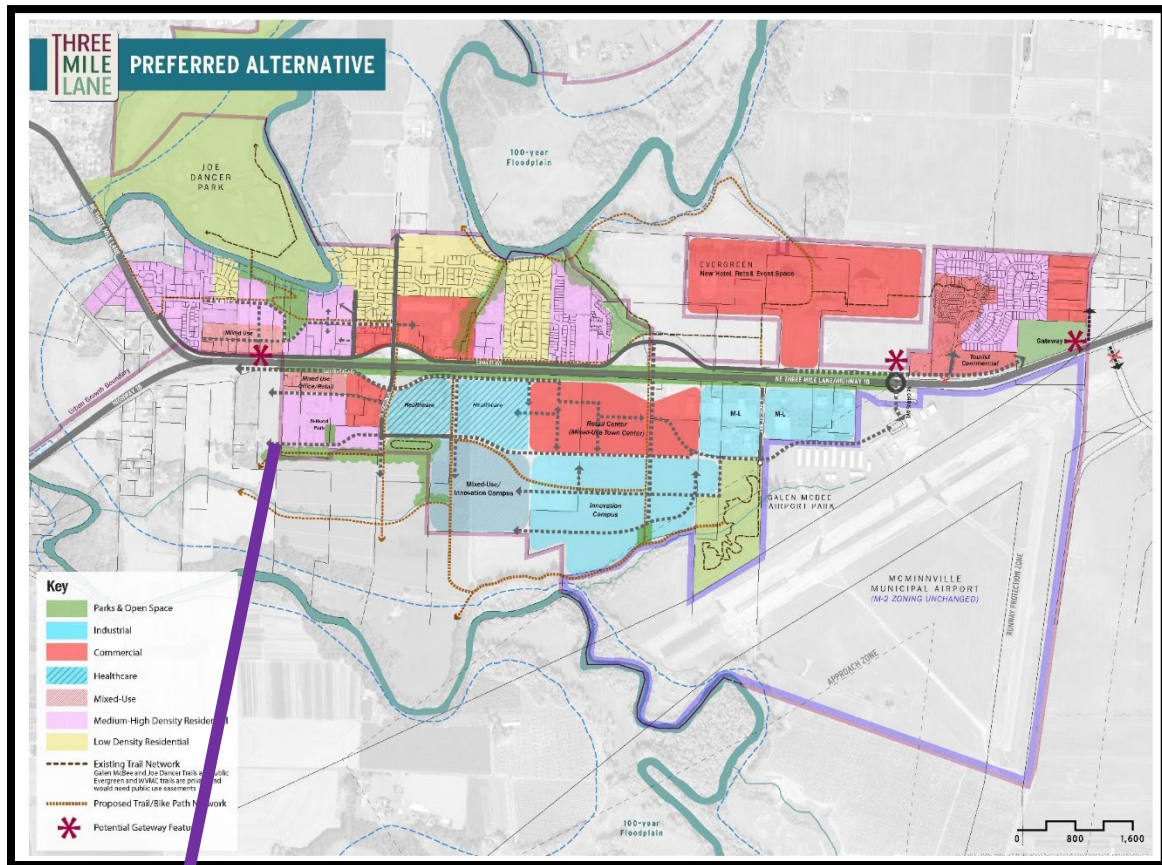
- The comprehensive plan map amendment and zone change proposed for this property is exactly what the Three Mile Lane Area Plan contemplated and recommended.

In the Three Mile Lane Area Plan preferred land use concept, the subject properties for this application were assigned two different designations. The smaller, northern property with an existing shop was designated as "Mixed-Use". The larger, southern property was primarily designated as "Medium-High Density Residential".

1

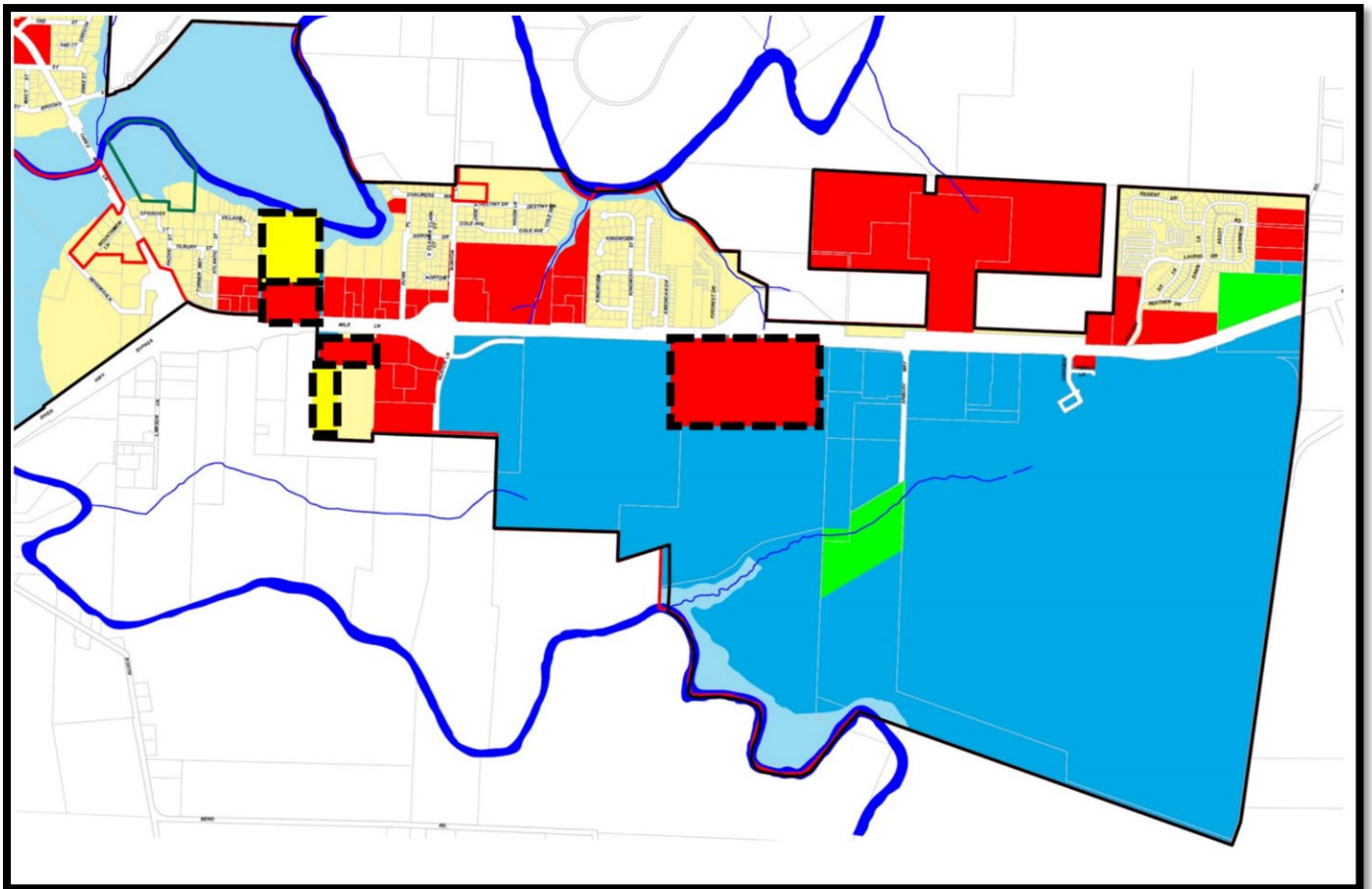
https://www.mcminnvilleoregon.gov/sites/default/files/fileattachments/planning/page/1305/g_chapter_6_bicycle_system_plan.pdf

Figure 6, Preferred Land Use Concept, page 22 of the Three Mile Lane Area Plan



Additionally, the Three Mile Lane Area Plan identifies the need to amend the Comprehensive Plan Map to place a residential comprehensive plan designation on this property to accommodate future housing development of the site. Please see Figure 20 from the Three Mile Lane Area Plan below.

Figure 20, Comprehensive Plan map Amendments, page 40 of the Three Mile Lane Area Plan



- Three Mile Lane Area Plan land use concept includes planned areas for amenities, retail/shopping, and employment opportunities. Most notably, the Area Plan identified a “Mixed-Use/Town Center Retail Center” and an “Innovation Campus” approximately one (1) mile east of the subject property on the same side of the highway with planned connectivity between the high-density residential development and this employment/commercial center. There was testimony about the lack of existing amenities for the residential development. However, the City cannot deny an application based on the fact that planned amenities are not yet built in the vicinity when the city’s land-use plans show that those amenities will be built in the future.
 - The Innovation Campus concept was identified in the Mac Town 2032 Economic Development Strategic Plan, adopted by Resolution No. 2019-

16, and the Three Mile Lane Area Plan (3MLAP) adopted by Ordinance No. 5126 on November 8, 2022. The 3MLAP identified a community vision of a Retail Center and Innovation Campus on this acreage to serve the community's future needs of commercial development and high density, upwardly mobile employment opportunities.

- The City is currently going through a [planning process](#)² for this area, including: Master planning the site to determine a preferred growth scenario, public infrastructure feasibility analysis, which will include wastewater, water, transportation, electricity, broadband, etc.
- It was noted that this area of the city is experiencing a significant amount of residential construction, with recent approvals for the developments at “Norton Landing” (138 units) and “Stratus Village” (175 units) that are happening just east of the Evergreen Mobile Home Park at 2400 SE Stratus Ave. This is a reality, however, it is worth noting that the Three Mile Lane Area Plan envisioned residential development for all of these properties, and so this zone change and comprehensive plan amendment is consistent with the Implementation Plan for the Three Mile Lane area.
- There was also testimony that there are no existing park amenities in the vicinity. However, there is a planned neighborhood park identified in both the Three Mile Lane Area Plan and the recently adopted Parks, Recreation and Open Space plan in this area. That park is currently being master planned as part of the Innovation Campus project.
- It is also worth noting that apartments are required to provide common open spaces on 15% of the property and have at least 20% of the property landscaped, per MMC 17.11.090. All future apartment developments on this site will need to meet those standards.

5. *Natural Hazards*

- There was testimony that the city's current “Natural Hazards” planning has identified some potential natural hazard areas on the subject site that would be problematic for development. The Potential Wildfire Impact draft map does show areas of the subject property with risk for wildfires. At this point, the City has not formally adopted the Natural Hazards Inventory, but if and when it does, the City will also adopt development regulations requiring the appropriate technical analysis of the site to determine exactly what the natural hazards are and how the site should be developed to avoid harm to people and property. Documents available on the City's website are DRAFT versions.
- DRAFT code amendments have been discussed in public meetings. The code contemplates requiring mitigation, including the preparation of a Wildfire Hazard Assessment and Mitigation Plan. If the code amendments are adopted prior to a development application for this site, the applicant would be subject to all Wildfire Prevention/Mitigation requirements, including characteristics such as future

² <https://www.mcminnvilleoregon.gov/innovation-campus-project>

landscaping (to be fire resistant) and existing vegetation (reviewed for retaining vs removal).

6. ***Fire Code Regulations***

- McMinnville Fire District's Fire Marshal, Ty Darby, reviewed this application and did not have any comments or concerns at this time. Additional review will take place at the time of development to ensure that all fire code and life safety requirements are met in accordance with applicable laws. Just like transportation regulations, fire safety is governed by clear and objective standards adopted by state law.

Attachments:

- Attachment 1. CPA 1-24/ ZC 4-24 Decision Document (updated)

Planning Commission Options:

- 1) Close the public hearing and recommend that the City Council **APPROVE** the application, per the decision documents provided.
- 2) Close the public hearing and recommend that the City Council **APPROVE** the application, **WITH AMENDMENTS** to the decision document provided, providing findings for the amendments.
- 3) **CONTINUE** the public hearing to a specific date and time.
- 4) Close the public hearing and **DENY** the application, providing findings of fact for the denial in the motion to deny.

Note: *This is the first evidentiary hearing for these quasi-judicial applications. Any party may request that the record be left open.*

Recommendation/Suggested Motion:

Tonight's hearing will require a motion from the Planning Commission.

Staff recommends that the Planning Commission make the following motion recommending approval of CPA 1-24 and ZC 4-24:

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE CITY OF McMinnville, THE PLANNING COMMISSION RECOMMENDS TO THE MCMINNVILLE CITY COUNCIL THAT CPA 1-24/ZC 4-24 BE APPROVED SUBJECT TO THE ATTACHED DECISION DOCUMENT.

REVISED DECISION DOCUMENT ISSUED ON JANUARY 30, 2025

DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPLICATION FOR A COMPREHENSIVE PLAN MAP AMENDMENT AND ZONE CHANGE FROM INDUSTRIAL, M-1 ZONING (LIGHT INDUSTRIAL) TO RESIDENTIAL, R-4 (MEDIUM, HIGH DENSITY RESIDENTIAL) FOR A PROPERTY OF APPROXIMATELY 5.8 ACRES, LOCATED AT 2320 SE STRATUS AVENUE, TAX LOTS R442700600 & R442700604.

I. INTRODUCTION

DOCKET:	Comprehensive Plan Amendment (CPA 1-24) and Zone Change (ZC) 4-24
REQUEST:	The application requests the approval of a concurrent approval of a Comprehensive Plan Map Amendment and Zone Change from Industrial to Residential. The subject parcels are currently designated Industrial on the McMinnville Comprehensive Plan Map and are designated M-1 on the Zoning Map. The request, if approved, would designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map.
LOCATION:	Site Address: 2320 SE Stratus Avenue Map and Tax Lots: R442700600 & R442700604
CURRENT COMPREHENSIVE PLAN DESIGNATION:	Industrial
CURRENT ZONING:	M-1 (Light Industrial)
APPLICANT:	Commonwealth Development Corporation c/o Daniel DiFrancesco
APPLICANT'S REPRESENTATIVE:	Cascadia Planning + Development Services c/o Steve Kay
PROPERTY OWNERS:	Jodi L Devonshire, Andrea M Feero, and Jennifer L Feero
CITY STAFF:	Evan Hietpas, Associate Housing Planner

DATE DEEMED COMPLETE:	October 28, 2024
HEARINGS BODY & ACTION:	The McMinnville Planning Commission makes a recommendation to the City Council. A Planning Commission recommendation of approval is transmitted to the City Council for a decision. A Planning Commission recommendation/decision of denial becomes the final decision unless that decision is appealed to the City Council.
PLANNING COMMISSION HEARING DATE & LOCATION:	<p>January 16, 2025, at 6:30 P.M., Kent Taylor Civic Hall, 200 NE 2nd Street, McMinnville, OR 97128 Zoom Meeting ID: 893 6863 4307; Passcode: 989853</p> <p>February 6, 2025, at 6:30 P.M., Kent Taylor Civic Hall, 200 NE 2nd Street, McMinnville, OR 97128 Zoom Meeting ID: 891 4771 2153; Passcode: 562233</p>
PROCEDURE:	Application for Comprehensive Plan Amendments and Zone Changes are processed in accordance with the procedures in Section 17.72.120 of the McMinnville Municipal Code. The application is reviewed by the Planning Commission in accordance with the quasi-judicial public hearing procedures specified in Section 17.72.130 of the McMinnville Municipal Code.
DECISION-MAKING BODY:	The McMinnville City Council makes the final decision, unless the Planning Commission recommendation is denial, in which case that is the final decision unless the Planning Commission decision is appealed to City Council.
CITY COUNCIL MEETING DATE & LOCATION:	<p><i>Tentatively scheduled for:</i> March 11, 2025, at 7:00 P.M. Kent Taylor Civic Hall, 200 NE 2nd Street, McMinnville, OR 97128 and via Zoom.</p>
CRITERIA:	The applicable criteria for Comprehensive Plan Amendment and Zone Change is specified in Section 17.74.020 of the McMinnville Municipal Code. In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests. The proposal must also be consistent with applicable provisions of state law.

APPEAL:

The Planning Commission makes a recommendation to the City Council. If the Planning Commission recommendation is approval, the recommendation is forwarded to City Council to make the final decision. If the Planning Commission recommendation/decision is denial, then that is the final decision unless the Planning Commission's decision is appealed to the City Council per Section 17.72.180 of the McMinnville Municipal Code.

As specified in Section 17.72.190 of the McMinnville Municipal Code, the City Council's decision may be appealed to the Land Use Board of Appeals (LUBA) within 21 (twenty-one) days of the date written notice of decision is mailed.

***Note:** The City's final decision is usually subject to a 120-day processing timeline, including resolution of any local appeal. However, per ORS 227.178(7), the 120-day period does not apply to a decision of the city making a change to an acknowledged comprehensive plan or a land use regulation that is submitted to the Director of the Department of Land Conservation and Development under ORS 197.610.*

COMMENTS:

This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, Public Works Department, Waste Water Services, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Planning Department; Ziply Fiber (formerly Frontier Communications); Comcast; Recology; Northwest Natural Gas; Oregon Department of State Lands; and Oregon Department of Transportation. Their comments are provided in Section IV of this document.

II. RECOMMENDATION

Based on the findings and conclusionary findings, the Planning Commission finds that the applicable criteria are satisfied and **RECOMMENDS APPROVAL WITH CONDITIONS** of Comprehensive Plan Map Amendment and Zone Change (CPA 1-24 & ZC 4-24).

////////////////////////////////////
RECOMMENDATION: APPROVAL WITH CONDITIONS
////////////////////////////////////

Planning Commission: _____
Sidonie Winfield, Chair of the McMinnville Planning Commission

Date: _____

Planning Department: _____
Heather Richards, Community Development Director

Date: _____

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III. APPLICATION SUMMARY:

Subject Property & Request

The applicant requests concurrent amendments to the Comprehensive Plan Map and Zoning Map from Industrial to Residential and M-1 (Light Industrial) to R-4 (Medium, High-Density, 5000 SF Lot Residential Zone), for two parcels of approximately 5.8 acres, located at 2320 SE Stratus Avenue (Tax Lots R442700600 & R442700604). *See Vicinity Map (Figure 1), Comprehensive Plan Map (Figure 2A), and Zoning Map (Figure 3A).*

Comprehensive Plan Designations

The City establishes the following Comprehensive Plan Map Designations, which relate to the zoning map. The Residential designation covers all the zoning designations from R-1 through R-5, and any additional zones that may be created for residential uses. The Industrial designation covers all the industrial zones, from M-L to M-2, and any future industrial designations.

Zoning Designations

The M-1 (Light Industrial) zoning district is suitable for industrial uses that can be operated within a wholly enclosed building (outside storage of materials permitted if properly screened), and which are engaged in the manufacturing, processing, assembly, packaging, or treatment of finished or semi-finished products from previously prepared or processed materials. Warehousing, wholesaling, and limited commercial uses are also permitted. Residential uses are prohibited.

The R-4 (Medium, High-Density, 5000 SF Lot Residential Zone) zoning district allows a broad range of residential uses, including middle housing, apartments and large single-resident occupancy (SRO) developments, and requires a minimum lot size of 5,000 square feet. However, as a reminder, this application is for a zone change and comprehensive plan map amendment, not an approval for a specific use. The proposed amendments would not limit which R-4 permitted uses would be authorized on the subject property.

FIGURE 1. VICINITY MAP OF SUBJECT PROPERTIES



Attachment 1 – Application and Attachments

Attachment 2 – Supplemental Application Materials, submitted on January 27, 2025

Attachment 3 – City Staff Memo with Written Public Testimony received as of January 16, 2025

FIGURE 2A. EXISTING COMPREHENSIVE PLAN MAP

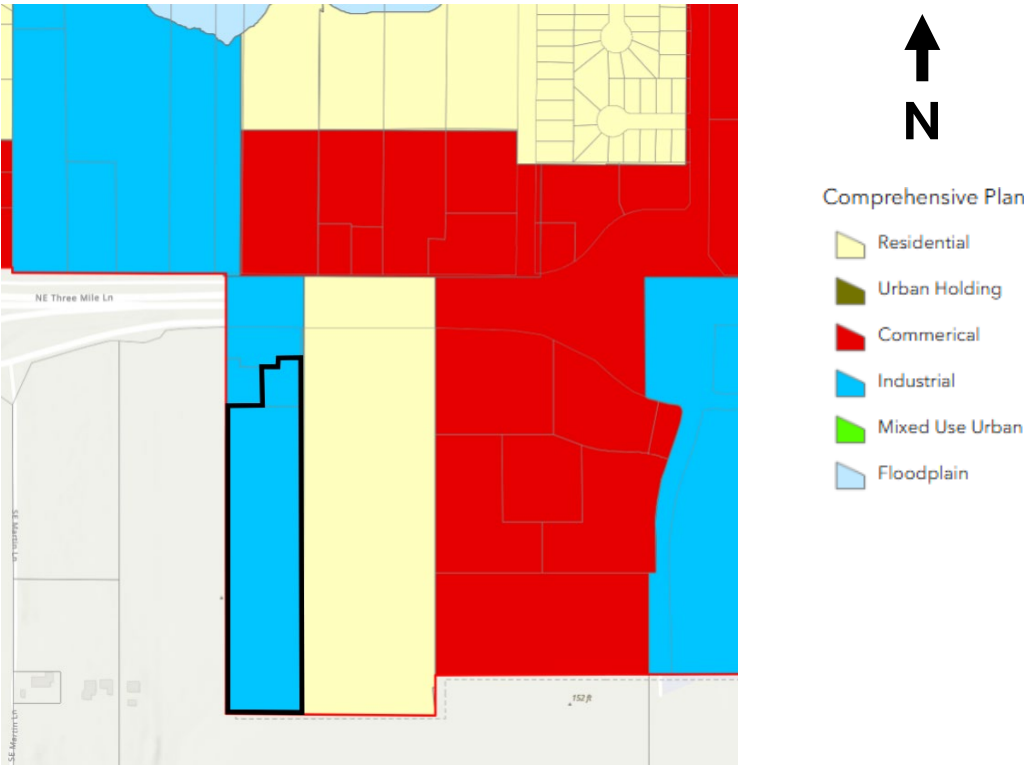
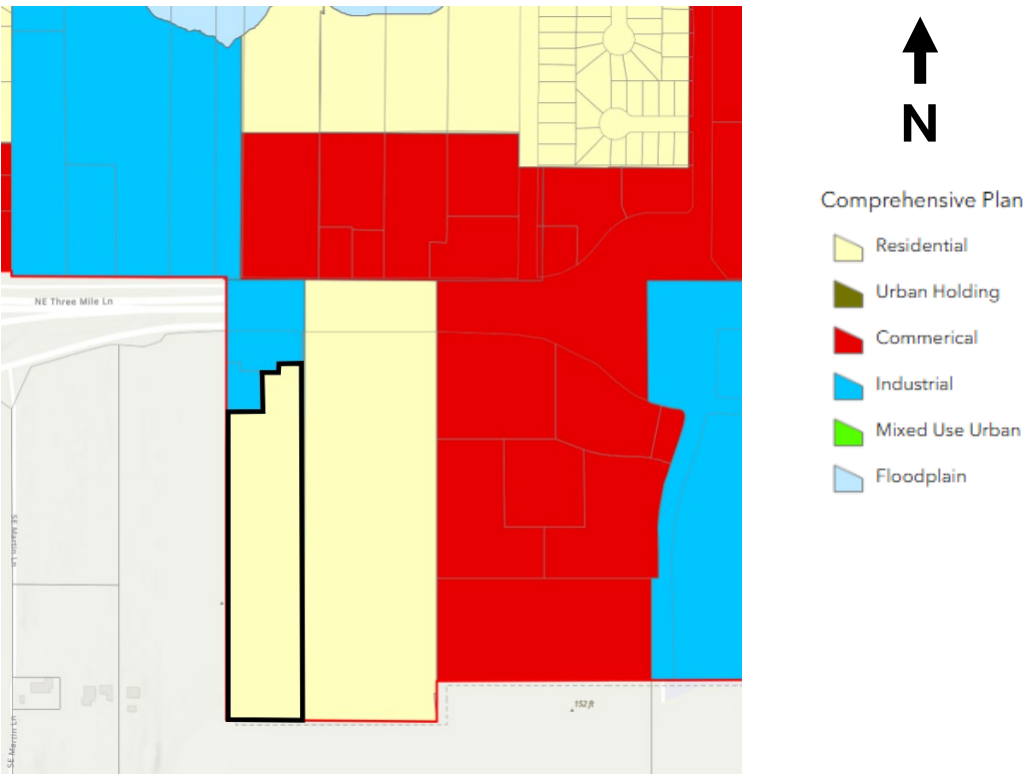
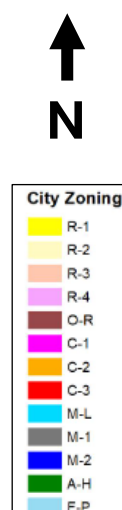


FIGURE 2B. PROPOSED COMPREHENSIVE PLAN MAP



[illegible]

Attachment 3 - City Staff Memo with Written Public Testimony received as of January 16, 2025

IV. CONDITIONS:

The decision is subject to the following conditions of approval:

1. Prior to any building permit issuance, the applicant shall be required to enter into a reimbursement agreement with the City for modeling the impacts of the proposed sanitary impacts. Depending on the results of this analysis the applicant may be responsible for associated costs for improvements to increase system capacity.
2. The applicant shall be required to clearly delineate on-site vehicular circulation from Stratus Avenue to the development project to avoid conflicts between entry access to the development project on the subject site and the parking lot area of the properties that share access from Stratus Avenue with the development project. These details should be clearly shown on future site plan drawings submitted during the development permitting stage, including the Landscape Plan Review and Three Mile Lane Area Development Review processes, and should include pedestrian and bicycle connectivity adjacent to the access drive as well as physical delineation between the adjacent business parking lots and the access drive that is agreed upon by all property owners impacted.
3. Traffic impacts resulting from development tax lots R442700600 & R442700604 shall be limited to a maximum of 715 average daily trips.
4. A Traffic Impact Analysis (TIA) to assess the impact of the development on the local transportation network will be required prior to the submittal of building permits. The TIA will analyze in detail the impact of the proposed development on the following intersections per the performance standards in the City of McMinnville Transportation System Plan, and identify the necessary improvements to maintain performance.
 - i. SE Stratus Avenue/Site Access
 - ii. SE Stratus Avenue/ SE Norton Lane
 - iii. SE Norton Lane/Cumulus Avenue
 - iv. SE Norton Lane/HWY 18
 - v. NE Pacific-Cumulus-Nehemiah/ Three Mile Lane
 - vi. SE First Street/Three Mile Lane
 - vii. Additional areas of concern may be identified at the time of development for evaluation.

The applicant shall provide evidence that the proposed development will maintain compliance with the transportation performance standards adopted in the City's Transportation System Plan. Currently, the Mobility Standard for all local (city) intersections and streets shall be a volume/capacity ratio of .90. This is subject to

change if the City updates the Transportation System Plan prior to a development permit application for the subject site.

The applicant will be required to build the necessary transportation improvements identified to maintain compliance with the City's performance standards at these intersections.

These projects may include both vehicular and non-vehicular (pedestrian and bicycle) improvements.

FUTURE DEVELOPMENT NOTES:

1. The applicant will be required to submit all relevant land-use applications including but not limited to, landscape plan review if applicable (per MMC 17.57), multi-family site and design review if applicable (per MMC 17.11), Three Mile Lane Area design review as applicable. It is recommended that the applicant apply for and receive these approvals prior to building permit submittals.
2. That the Applicant shall install street trees, in compliance with an approved Street Tree Plan, at time of all other required landscaping is installed as prescribed in MMC 17.53.153.
3. That final development plans for the subject site include a detailed storm drainage plan which incorporates the requirements of City's Storm Drainage Master Plan. This plan must be submitted to, and approved by, the City Engineering Department prior to issuance of any building permits. Any utility easements needed to comply with the approved plan must be reflected on the final plat. If the final storm drainage plan incorporates the use of collection systems and easements, such must be private, rather than public, and private maintenance agreements must be approved by the City prior to recording.
4. The final development plans for the subject site include a detailed sanitary sewer collection plan which incorporates the requirements of City's Collection Systems Facilities Plan. This plan must be submitted to, and approved by, the City Engineering Department prior to issuance of any building permits. Any utility easements needed to comply with the structures located within the subject site are required to connect to the sanitary sewer systems as soon as service is available.
5. ADA Sidewalk and Driveway Standards are now being applied to all new construction and remodels. These standards are intended to meet the current ADA Standards as shown in the "PROWAG" Design Guidelines. The standards can be found at the following webpage: <https://www.access-board.gov/files/prowag/PROW-SUP-SNPRM-2013.pdf> prior to final occupancy, the applicant shall construct new driveways and sidewalks in the right-of way that conform to these standards.
6. That the applicant shall provide easements for sewer, water mains, electric lines, or other public utilities in compliance with MMC 17.53.103(C).
7. McMinnville Water & Light's electric distribution system serving the Three Mile Lane corridor has capacity to supply power to a 96-unit residential apartment complex.

However, future development would require additional electric infrastructure to be extended from the development site to MW&L's distribution system. The cost and method of extension is unknown at this time and will be determined after the developer submits an application for service and related development plans.

8. Water system serving SE Stratus Avenue is a 10" water main. Adequate water may be available to serve the proposed development, but a hydrant flow test performed by the applicant's engineer or fire flow professional may be required to determine actual capacity. This proposed development will require additional domestic, irrigation, fire line and hydrant infrastructure to be extended from the development site to MWL's water distribution system.

V. ATTACHMENTS:

1. CPA 1-24, ZC 4-24 Application and Attachments (on file with the Planning Division)
2. CPA 1-24, ZC 4-24 Supplemental Application Materials, submitted on January 27, 2025
3. City Staff Memo with Written Public Testimony, dated January 18, 2025

VI. COMMENTS:

Agency Comments

This application was referred to the following public agencies for comment: McMinnville Fire District, Police Department, Engineering Department, Building Department, Parks Department, Public Works Department, Waste Water Services, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Planning Department; Ziplly Fiber (formerly Frontier Communications); Comcast; Recology; Northwest Natural Gas; Oregon Department of Transportation; and Oregon Department of State Lands.

Responses were received from the following agencies, provided below:

- McMinnville Engineering Division
 - The existing sanitary system serving this property has capacity constraints. Changing zoning from M-1 to R-4 results in an increase from 360 (gpnad) to 2,848 (gpnad). Depending on the proposed density within the R4 zone there may or may not be a capacity concern.
 - Prior to any building permit issuance the applicant will be required to enter into a reimbursement agreement with the City for modeling the impacts of the proposed sanitary impacts. Depending on the results of this analysis the applicant may be responsible for associated costs for improvements to increase system capacity.
- McMinnville Water & Light
 - McMinnville Water & Light's electric distribution system serving the Three Mile Lane corridor has capacity to supply power to a 96-unit residential apartment complex. However, future development would require additional electric infrastructure to be extended from the development site to MW&L's distribution system. The cost and method of extension is unknown at this time and will be

- determined after the developer submits an application for service and related development plans.
 - Water system serving SE Stratus Avenue is a 10" water main. Adequate water may be available to serve the proposed development, but a hydrant flow test performed by the applicant's engineer or fire flow professional may be required to determine actual capacity. This proposed development will require additional domestic, irrigation, fire line and hydrant infrastructure to be extended from the development site to MWL's water distribution system.
- Oregon Department of Transportation
 - No objection or comments on this comprehensive plan amendment/zone change proposal. Likely will have comments when a development application comes in.
- McMinnville Building Division - No building code concerns
- McMinnville Fire District – No comment
- Comcast - No comment

Public Comments

The following public testimony was received:

January 14, 2025, Written Comments Received in Advance of January 16, 2025 Planning Commission Public Hearing (see attachment 3)

- Nancy Feero, submitted January 14, 2025
- Lannette Noble, submitted January 14, 2025

January 16, 2025, Public Hearing Oral Comments Submitted – In Support

- Mike Morris – Real Estate Broker Representing the Seller of the Property
- Jennifer Feero – Property Co-Owner

January 16, 2025, Public Hearing Oral Comments Submitted – In Opposition

- Jason Bizon – Neighboring Property Owner (Lawson Lane)
 - Prepared written statement (*see attachment 3*)
- Amy Bizon - Neighboring Property Owner (Lawson Lane)
- Susan Ackerman - Neighboring Property Owner (Lawson Lane)
- Kory Knutz – Frequent Customer of NW Logging Supply
- Randy Yates - Frequent Customer of NW Logging Supply and Ed's Transmission
 - Prepared written statement and petition (*see attachment 3*)
- Alex Botten – Business owner of NW Logging Supply
 - Prepared written statement submitted (*see attachment 3*)
- Nicholas Helstrom – Resident at 2320 SE Stratus Ave (subject property)
- Mark Davis – McMinnville resident
- Richard Drew – Owner of Ed's Transmission

VII. PROCEDURAL FINDINGS OF FACT:

1. The application was submitted with the fee provided on October 4, 2024. The applicant submitted the necessary documentation to demonstrate a neighborhood meeting was noticed and held in accordance with the provisions of Section 17.72.095 of the Zoning Ordinance.

2. The application was deemed complete on October 28, 2024.
3. On November 14, 2024, notice of the application was provided to the Oregon Department of Land Conservation and Development (DLCD).
4. On November 15, 2024, notice of the application was referred to the following public agencies for comment in accordance with Section 17.72.120 of the Zoning Ordinance: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, Public Works Department, Waste Water Services, and City Manager; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Planning Department; Ziply Fiber (formerly Frontier Communications); Comcast; Recology; Northwest Natural Gas; Oregon Department of Transportation; and Oregon Department of State Lands. Comments received from agencies are addressed in Section VI of this Decision Document.
5. On December 26, 2024, notice of the application and the January 16, 2025, Planning Commission public hearing was mailed to property owners within 300 feet of the subject property in accordance with Section 17.72.120 of the Zoning Ordinance.
6. On January 10, 2025, notice of the application and the January 16, 2025, Planning Commission public hearing was published in the newspaper in accordance with Section 17.72.120 of the Zoning Ordinance.
7. The Planning Commission held a public hearing on January 16, 2025, to consider the request, and continued the public hearing until February 6, 2025.
8. On January 16, 2025, notice of the application and the February 6, 2025, Planning Commission public hearing was mailed to property owners within 300 feet of the subject property in accordance with Section 17.72.120 of the Zoning Ordinance.
9. On January 31, 2025, notice of the application and the February 6, 2025, Planning Commission public hearing was published in the newspaper in accordance with Section 17.72.120 of the Zoning Ordinance.
10. The Planning Commission held the continued public hearing on February 6, 2025, to consider the request, and voted to recommend approval with conditions to the McMinnville City Council.

VIII. GENERAL FINDINGS OF FACT:

1. **Location:**
 - **Site Address:** 2320 SE Stratus Avenue
 - **Map and Tax Lots:** R442700600 & R442700604
2. **Size:** Total of 5.8 acres. R442700600 is approximately 5.4 acres and R442700604 is approximately 0.4 acres.
3. **Current Development:**
 - a. R442700600: The property does not currently have any structures on the property.
 - b. R442700604: The property has one building on it that is currently being used as a single-family dwelling/storage building (pictured below).

Attachment 1 – Application and Attachments

Attachment 2 – Supplemental Application Materials, submitted on January 27, 2025

Attachment 3 – City Staff Memo with Written Public Testimony received as of January 16, 2025

4. **Comprehensive Plan Map Designation:** Industrial5. **Current Zoning:**a. **Subject Property:** M-1 (Light Industrial)b. **Surrounding Properties:**

- **North:** M-1 (Light Industrial)
- **West:** Outside of McMinnville city limits
- **South:** Outside of McMinnville city limits
- **East:** R-4 (Medium, High-Density, 5000 SF Lot Residential Zone)

6. **Overlay Zones/Special Districts:** Three Mile Lane Area Plan (Ordinance 5126)7. **Other Features:**

- a. **Slopes:** The property is generally flat.
- b. **Easements:** No city easements identified on the property.
- c. **Trees:** There are approximately fifteen trees located throughout the project site.

8. **Utilities:**

- a. **Water:** McMinnville Water & Light has a water system with a 10" water main serving SE Stratus Avenue.
- b. **Sewer:** The existing sanitary system serving this property has capacity constraints. Depending on the proposed density of future development, there may or may not be a capacity concern. Prior to any building permit issuance the applicant will be required to enter into a reimbursement agreement with the City for modeling the impacts of the proposed sanitary impacts. Depending on the results of this analysis the applicant may be responsible for associated costs for improvements to increase system capacity. *(Condition of Approval #1)*
- c. **Stormwater:** Adequate stormwater infrastructure will be required by the City's Engineering Division at the time of development. The Engineering Division has noted that on-site infiltration systems may have constraints in this area due to soil conditions, based on recent experiences with nearby development projects.
- d. **Power:** McMinnville Water & Light's electric distribution system serving the Three Mile Lane corridor has capacity to supply power to a 96-unit residential apartment complex. However, future development would require additional electric infrastructure to be extended from the development site to MW&L's distribution system. The cost and method of extension are unknown at this time and will be determined after the developer submits an application for service and related development plans.

9. **Access:** The property has access through an easement to the North that connects the properties to SE Stratus Avenue, which is identified as a Minor Collector in the City's Transportation System Plan.10. **Public Transit:** Yamhill County Transit provides bus service to the neighborhood through "Route 2". The subject property does not currently have a bus stop directly in front of it, but future development of the Three Mile Lane Area, including residential and employment center developments may encourage increased access to bus service in the future.¹

¹ Yamhill County Transit. Routes and Schedules. <https://ycbus.org/routes-and-schedules/schedules/>

Attachment 1 – Application and Attachments

Attachment 2 – Supplemental Application Materials, submitted on January 27, 2025

Attachment 3 – City Staff Memo with Written Public Testimony received as of January 16, 2025

IX. THREE MILE LANE AREA PLAN:

Summary

On November 8, 2022, the City Council voted to approve Ordinance No. 5126 adopting the Three Mile Lane Area Plan and its appendices as a supplemental document to the McMinnville Comprehensive Plan. 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 serves as a guiding document for land uses and public facilities in the delineated area of this plan.

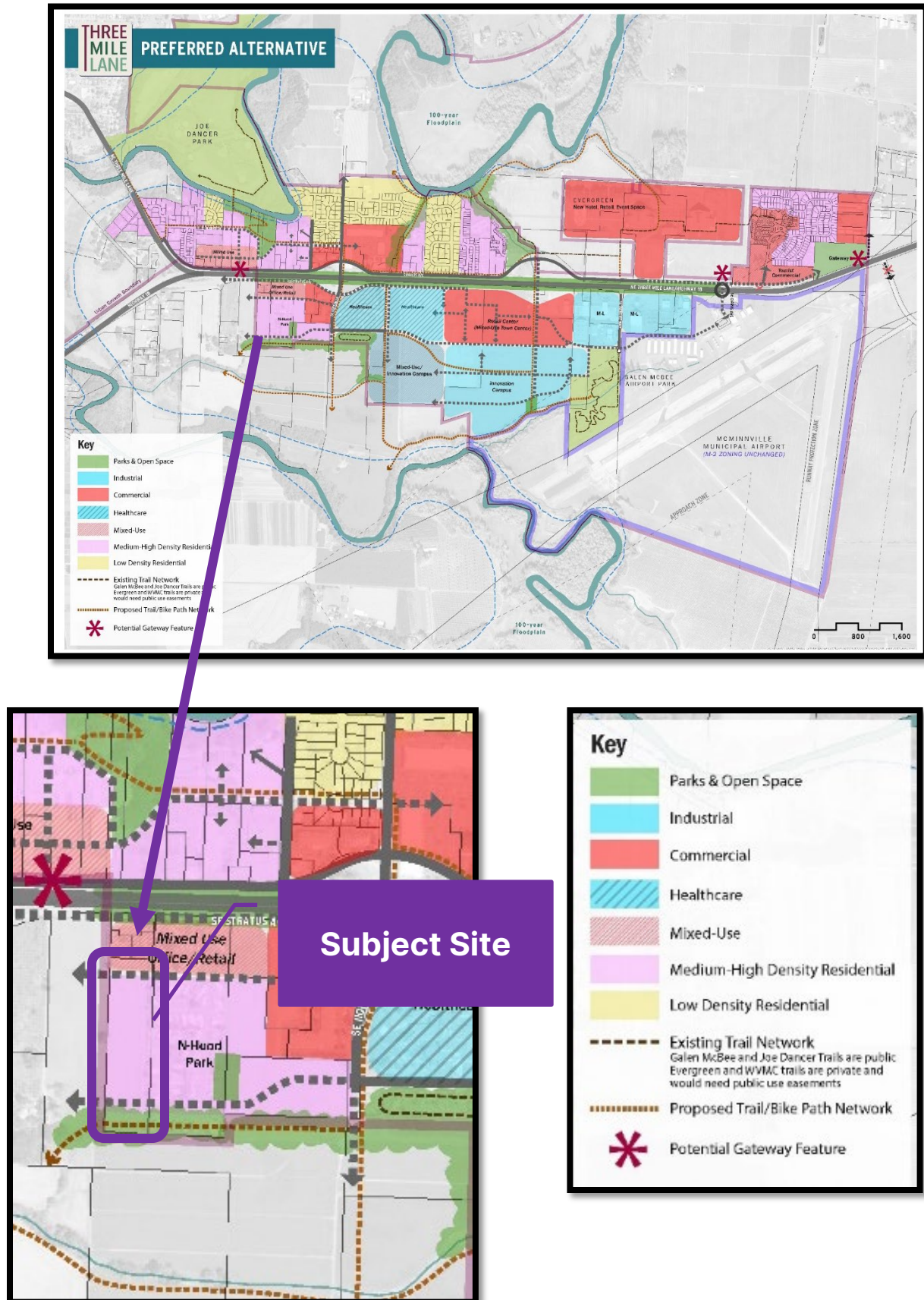
Land Use Concept

The Three Mile Lane Area Plan's land uses are shown below (Figure 6 of the Three Mile Lane Area Plan, page 22). The defining characteristics south of the highway include a mixed-use high-density residential neighborhood with neighborhood serving commercial amenities west of the hospital.

A key feature of the plan included new high density residential neighborhoods south of Highway 18 and west of the hospital, continued development of existing neighborhoods in the western parts of the study area north of Highway 18. A large employment center south of the Highway, east of the hospital. And a retail town center south of the highway and east of the hospital. With bicycle and pedestrian connectivity, both on road and off road connecting the residential neighborhoods with the employment and commercial amenities. Included in the long-term land use planning for this area is greenways with trails, parks and open spaces.

In the land use concept, the subject properties for this application were assigned two different designations. The smaller, northern property with an existing shop was designated as "Mixed-Use". The larger, southern property was primarily designated as "Medium-High Density Residential".

Figure 6, Preferred Land Use Concept, page 22 of the Three Mile Lane Area Plan



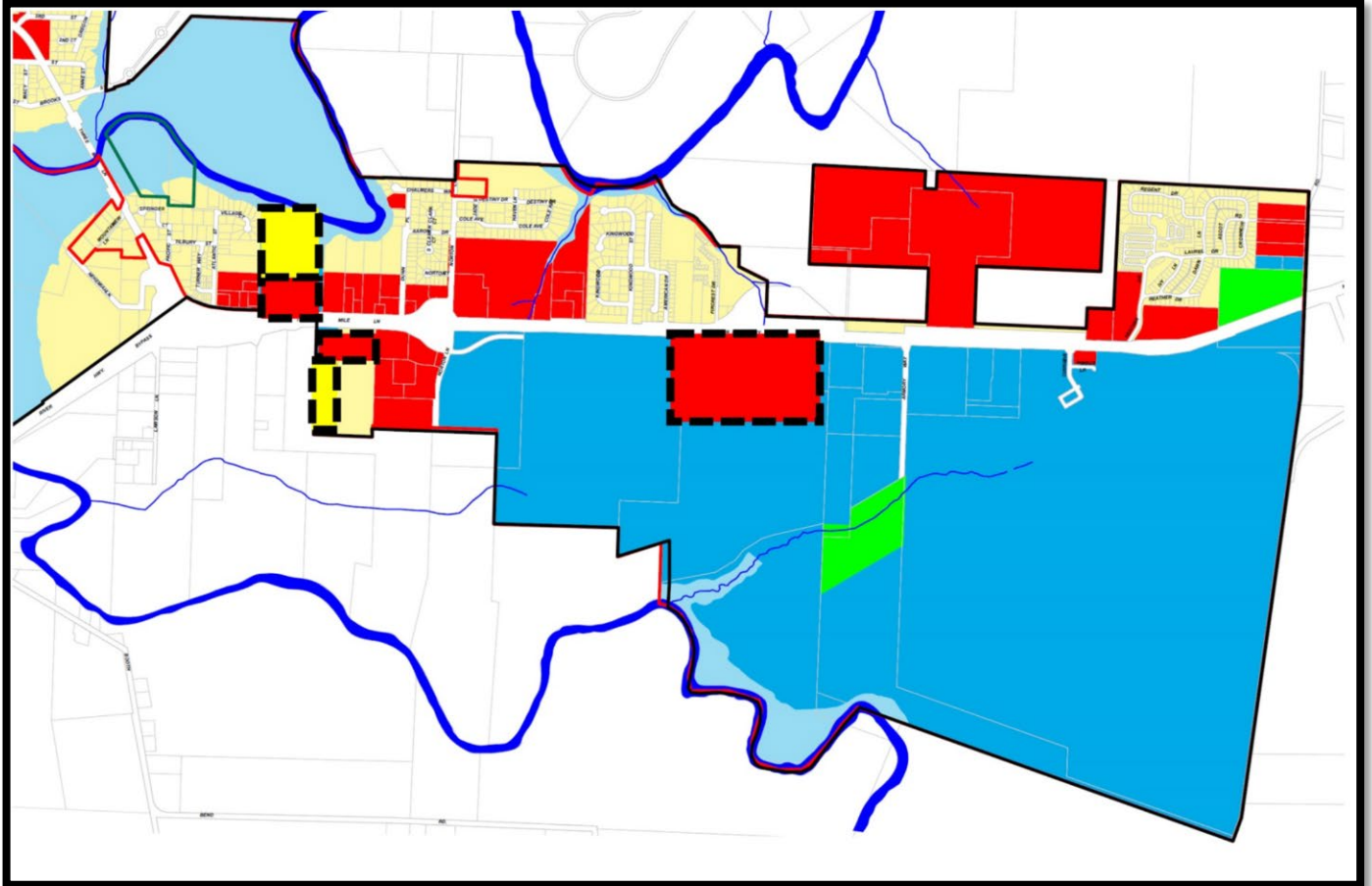
Attachment 1 – Application and Attachments

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Additionally, the Three Mile Lane Area Plan identifies the need to amend the Comprehensive Plan Map to place a residential comprehensive plan designation on this property to accommodate future housing development of the site. Please see Figure 20 from the Three Mile Lane Area Plan below.

Figure 20, Comprehensive Plan map Amendments, page 40 of the Three Mile Lane Area Plan



X. CONCLUSIONARY FINDINGS:

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria and standards for a Comprehensive Plan Map Amendment and Zone Change are found in Chapter 17.74 of the Zoning Ordinance.

In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of a proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.

Amendments to the City's adopted and acknowledged planning documents, including amendments to the Zoning Map, are also subject to certain Statewide Planning Goals and associated statutes and administrative rules.

Section 17.74.020. Comprehensive Plan Map Amendment and Zone Change – Review Criteria

An amendment to the official zoning map (and comprehensive plan map) may be authorized, provided that the proposal satisfies all relevant requirements of this ordinance, and also provided that the applicant demonstrates the following:

A. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan;

APPLICANT'S RESPONSE: As required, the applicant has addressed applicable goals and policies of the Comprehensive Plan in the narrative provided in the application materials.

FINDING: SATISFIED. The applicant responded to all applicable Comprehensive Plan Goals and Policies. Staff found that the application and all applicant responses satisfied the goals and policies. A more detailed analysis of consistency with the goals and policies is included in the next section of this decision document.

B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment;

APPLICANT'S RESPONSE: The attached Preliminary Plans indicate that the subject site is located within the boundaries of the Three Mile Lane Area Plan (see Exhibit 3). The plan supports the redesignation of this site from Industrial to Medium-High Density Residential to support the development of low-rise garden apartments. Consistent with the area plan, the applicant is proposing to designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map.

The City of McMinnville's current Housing Needs Analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the 2021-2041 planning period. However, the existing residential land supply cannot meet the projected demand for housing units. It has been determined that the City will have a projected deficiency of 1,926 dwelling units during the planning period even if all available residential land supply is developed. The attached Conceptual Plan indicates that the applicant is intending to develop 96 multi-family units on the site following the approval of the proposed map amendments (see Exhibit 3). Therefore, the proposed amendments are orderly and timely considering the Area Plan's recommendation for Medium, High-Density housing on the site, and the documented need for housing in the community.

FINDING: SATISFIED. The proposed zone change from M-1 to R-4 is orderly and timely. It is orderly because the subject property is located directly adjacent to R-4

zoning designation to the East, meaning that the proposed zone change is consistent with the pattern of allowed residential densities and housing types in the area. An existing manufactured home park is located directly adjacent to the property, and new residential developments are being constructed approximately 500 feet to the east of the subject property at Stratus Village (175 apartment dwelling units in four buildings) and Norton Landing (approximately 138 apartment dwelling units located in seven buildings).

The Comprehensive Plan encourages moderate and high density residential development to be located near services and multi-modal transportation options. The subject property is located in an area that is consistent with this vision, especially looking forward to the future that the Three Mile Lane Area Plan envisions. Housing choice and affordability are currently two of the biggest challenges facing community throughout Oregon. For this reason, the proposed zone change aligns with changing community needs.

When the proposed amendment concerns needed housing (as defined in the McMinnville Comprehensive Plan and state statute), criterion "B" shall not apply to the rezoning of land designated for residential use on the plan map.

In addition, the housing policies of the McMinnville Comprehensive Plan shall be given added emphasis and the other policies contained in the plan shall not be used to: (1) exclude needed housing; (2) unnecessarily decrease densities; or (3) allow special conditions to be attached which would have the effect of discouraging needed housing through unreasonable cost or delay.

FINDING: The applicant has indicated that residential development will be proposed at the subject property in the future. However, there is no development application proposal submitted at this time, so it cannot be confirmed that the proposed zone change will address needed housing. For this reason, staff responded to criterion "B", and found that the proposed zone change was satisfactory.

C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district.

APPLICANT'S RESPONSE: As discussed above, the applicant is proposing to designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map. The proposed map amendments are consistent with the Three Mile Lane Area Plan, which recommends low-rise garden apartments for the site, and is a supporting document to the McMinnville Comprehensive Plan. As such, this land use application and the intended future development of the site addresses a documented public need for additional multi-family housing. Per the attached Property Deed and Conceptual Plan, the subject site currently has a 25-ft. wide access and utility easement through an adjacent parcel to SE Stratus Avenue, a Minor Collector street. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP)

and will not create a significant effect on the surrounding transportation system.

City maps indicate that public utilities are located in the vicinity of the subject parcels and can be extended when the site is developed. Public water and sanitary sewer services can be provided by connecting to the existing main lines within SE Stratus Avenue. Electrical and communication services can also be provided by connecting to existing lines within the right-of-way. To meet City standards, the applicant intends to direct stormwater from impervious surfaces to an on-site retention pond.

FINDING: SATISFIED, WITH CONDITIONS #1, #2, #3 and #4.

Background for Findings:

- **Water:** McMinnville Water & Light has a water system with a 10" water main serving SE Stratus Avenue.
- **Sewer:** The existing sanitary system serving this property has capacity constraints. Depending on the proposed density of future development, there may or may not be a capacity concern. Prior to any building permit issuance the applicant will be required to enter into a reimbursement agreement with the City for modeling the impacts of the proposed sanitary impacts. Depending on the results of this analysis the applicant may be responsible for associated costs for improvements to increase system capacity. *(Condition of Approval # 1)*
- **Stormwater:** Adequate stormwater infrastructure will be required by the City's Engineering Division at the time of development. The Engineering Division has noted that on-site infiltration systems may have constraints in this area due to soil conditions, based on recent experiences with nearby development projects.
- **Power:** McMinnville Water & Light's electric distribution system serving the Three Mile Lane corridor has capacity to supply power to a 96-unit residential apartment complex. However, future development would require additional electric infrastructure to be extended from the development site to MW&L's distribution system. The cost and method of extension is unknown at this time and will be determined after the developer submits an application for service and related development plans.
- **Access and Circulation:** The property has access through an easement to the North that connects the properties to SE Stratus Avenue, which is identified as a Minor Collector in the City's Transportation System Plan. At the time of a development application, the applicant is required to clearly delineate on-site vehicular circulation to avoid conflicts between entry access to the site and the parking lot area. These details should be clearly shown on future site plan drawings submitted during the development permitting stage. *(Condition of Approval # 2)*
- **Transportation:** *Relevant policies included after Summary of Findings, for reference*

Summary of Findings for MMC 17.74.020(C)

Per OAR 660-012-0060, if an amendment to a comprehensive plan or zoning map significantly affects an existing or planned transportation facility, then the local government must put measures in place to account for the impacts.

The City does not have a locally adopted threshold for a “significant effect” to require a Transportation Planning Rule Analysis, therefore, the City defers to the state statutory requirements for determining “significant effect” which is provided in OAR 660-012, otherwise known as the Transportation Planning Rule (TPR).

The transportation memorandum provided by the applicant demonstrates that the proposed comprehensive plan map amendment and zoning map amendments does not have a significant effect as defined by Oregon Revised Statute.

TPR Review of Oregon State Facilities

When making the determination of a “significant affect” to State transportation facilities the thresholds are outlined in the Oregon Highway Plan², *“Any proposed amendment that increases the average daily trips by more than 400 but less than 1001 for state facilities where the annual average daily traffic (AADT) is less than 25,000 for a five-lane highway.”*

For this application, the reasonable worst case scenario was an increase of 622 daily trips for the proposed amendment and the annual average daily traffic (AADT) for OR 18 is approximately 24,500.

The Oregon Department of Transportation (ODOT) was included in the review of this application and submitted a review comment that, “ODOT does not have any objection or comments on this comp plan amendment/zone change proposal.”

The applicant completed a trip generation analysis as a part of the Transportation Planning Rule Analysis (Exhibit 5) in Table 2 that estimated an increase of 622 daily trips to the local transportation system. Table 2 identifies that a reasonable worst-case development in the proposed R-4 zone (162 apartment units) generates 622 daily additional trips compared to reasonable worst-case development in the existing M-1 zone (101,060 square-foot general light industrial use).

However, the applicant is planning to develop the property with 96 units rather than 162 units, which the applicant’s traffic engineer has estimated to generate approximately 691 total daily trips or 199 additional trips. For this reason, the applicant has proposed to impose a “trip cap” condition of approval for this comprehensive plan amendment and zone change that would limit future development to a total of 715 daily trips.

² <https://www.oregon.gov/odot/Planning/Documents/OHP.pdf>

The City reserves the right to require a development Traffic Impact Analysis (TIA) at the time of development if the proposal will result in an increase of 200 daily round trips or 20 daily peak hour trips to ensure that all impacted roadways and intersections will maintain conformance with performance standards outlined in the McMinnville Transportation System Plan (TSP).

State of Oregon Transportation Planning Rules (OAR 660-012-0060)

(1) If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would *significantly affect* an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

.....

(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.

(A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

(B) Degrade the performance of an existing or planned transportation facility *such that it would not meet* the performance standards identified in the TSP or comprehensive plan; or

(C) Degrade the performance of an existing or planned transportation facility *that is otherwise projected to not meet* the performance standards identified in the TSP or comprehensive plan.

(2) If a local government determines that there would be a significant effect, then the local government must ensure that allowed land uses are consistent with the performance standards of the facility measured or projected at the end of the planning period identified in the adopted TSP through one or a combination of the remedies listed in subsections (a) through (e) below, unless the amendment meets the balancing test in subsection (e) or qualifies for partial mitigation in section (11) of this rule. A local government using subsection (e), section (3), section (10) or section (11) to approve an amendment recognizes that additional motor vehicle traffic congestion may result and that other facility providers would not be expected to provide additional capacity for motor vehicles in response to this congestion.

(a.) Adopting measures that demonstrate allowed land uses are consistent with the performance standards of the transportation facility.

(b.) Amending the TSP or comprehensive plan to provide transportation facilities, improvements, or services adequate to support the proposed land uses consistent with the requirements of this division. Such amendments shall include a funding plan or mechanism consistent with section (4) or include an amendment to the transportation finance plan so that the facility, improvement, or service will be provided by the end of the planning period.

(c.) Amending the TSP to modify the performance standards of the transportation facility.

(d.) Providing other measures as a condition of development or through a development agreement or similar funding method, including, but not limited to, transportation system management measures or minor transportation improvements. Local governments shall, as part of the amendment, specify when measures or improvements provided pursuant to this subsection will be provided.

(e.) Providing improvements that would benefit modes other than the significantly affected mode, improvements to facilities other than the significantly affected facility, or improvements at other locations, if:

(A.) The provider of the significantly affected facility provides a written statement that the system-wide benefits are sufficient to balance the significant effect, even though the improvements would not result in consistency for all performance standards;

(B.) The providers of facilities being improved at other locations provide written statements of approval; and

(C.) The local jurisdictions where facilities are being improved provide written statements of approval.

Comprehensive Plan Volume II

The following Goals, Policies, and Proposals from Volume II of the Comprehensive Plan provide criteria applicable to this request:

The implementation of many of the goals, policies, and proposals as they apply to quasi-judicial land use applications are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply certain applications, and are not addressed below.

The following findings are made relating to applicable Goals and Policies:

CHAPTER II. NATURAL RESOURCES

GOAL II 1: TO PRESERVE THE QUALITY OF THE AIR, WATER, AND LAND RESOURCES WITHIN THE PLANNING AREA.

APPLICANT’S RESPONSE: The applicant is proposing to change the site’s current M-1 zoning to an R-4 designation. The attached Conceptual Plan demonstrates that the property contains a single-family dwelling/storage building within Tax Lot 604 (see Exhibit 3). City maps indicate that there are no designated natural resources within the subject properties. Since rezoning the site for residential development does not significantly impact or disrupt the preservation of air, water, or land resources within the planning area, the above goal is met.

FINDING: The proposed zone change from M-1 to R-4 should not have significant impacts to the quality of air, water, and land resources. Potential impacts will be mitigated or prevented through the enforcement of applicable standards at the time of development.

GOAL II 1: SATISFIED.

CHAPTER III: CULTURAL, HISTORICAL, AND EDUCATIONAL RESOURCES

Goal III 2: TO PRESERVE AND PROTECT SITES, STRUCTURES, AREAS, AND OBJECTS OF HISTORICAL, CULTURAL, ARCHITECTURAL, OR ARCHAEOLOGICAL SIGNIFICANCE TO THE CITY OF MC MINNVILLE

APPLICANT’S RESPONSE: The subject site does not contain historical, cultural, architectural, or archaeological sites, structures or objects of significance. Therefore, this chapter does not apply to the Comprehensive Plan Map Amendment and Zone Change applications.

FINDING: This property does not contain structures or resources subject to the city’s local Historic Preservation requirements in Chapter 17.65. Developers and individuals proposing any ground disturbing work should become familiar with state laws on the protection of archaeological sites.

The Department of State Lands is responsible for protecting cultural resources. Cultural resources are a crucial part of the Department’s natural resource and conservation planning. They provide meaning and connection for groups that have historically called this land home. If these resources vanish, their story, a part of Oregon’s heritage, can never be told. DSL works side by side with the Tribal governments of Oregon, the State Historic Preservation Office, state and federal agencies, lessees, and the public to protect and manage these nonrenewable cultural resources. Impacts to cultural resources are avoided by reviewing proposed ground-disturbing activities on Oregon-owned lands and waterways and in the territorial sea. The excavation, destruction or alteration of any known archaeological site or collection of archaeological objects located on public or private land without the issuance of a state archaeological permit is prohibited (ORS 358.920 and ORS 390.235). Destruction or damage to any human burial site, human remains, or Native American sacred or special objects associated with those burial sites is also prohibited (ORS 97.745).

GOAL III 2: SATISFIED.**CHAPTER IV: ECONOMY OF MCMINNVILLE*****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***

APPLICANT'S RESPONSE: The attached Preliminary Development Plans indicate that the subject property is located within the UGB and city limits of McMinnville. The subject parcels are currently designated M-1 and Industrial on the City's Zoning Map and Comprehensive Plan Map. The applicant is proposing to rezone the site to Medium, High-Density Residential. The proposed map amendments will allow the development of multi-family dwellings, providing additional housing opportunities for the McMinnville workforce. Residents that live in the proposed dwellings will also purchase local goods and services, helping to contribute to the local economy. In addition, the future residential use will provide additional property tax revenue for the City to provide public services.

The applicant is proposing to designate the site Residential on the Comprehensive Plan Map and R-4 on the Zoning Map. The proposed map amendments will allow the development of a multi-family dwellings, providing additional housing opportunities for the McMinnville workforce and their employers. Residents that live in the proposed dwellings will purchase local goods and services, helping to contribute to the local economy. In addition, the residential use will provide additional property tax revenue for the City to provide public services. Therefore, the proposed map amendments will help improve economic conditions in the community.

FINDING: In 2019, McMinnville adopted an Economic Development Strategic Plan (MAC Town 2032 – Economic Development Strategic Plan). The goals and strategies from this document were integrated into the Three Mile Lane Area Plan in a localized scope, including a detailed market analysis for the area. Although the property is current designated and zoned as Industrial (M-1), which is a land use that can produce employment opportunities, the Three Mile Lane Area Plan envisioned a more cohesive area for an employment center, centered around an "Innovation Campus", that is located east of Norton Lane. In this way, the proposed amendment would better reflect the Preferred Land Use Alternative that has been adopted in the Area Plan.

GOAL IV 1: SATISFIED.**CHAPTER V. HOUSING AND RESIDENTIAL DEVELOPMENT*****GOAL V 1: TO PROMOTE DEVELOPMENT OF AFFORDABLE, QUALITY HOUSING FOR ALL CITY RESIDENTS***

GOAL V 2: TO PROMOTE A RESIDENTIAL DEVELOPMENT PATTERN THAT IS LAND INTENSIVE AND ENERGY-EFFICIENT, THAT PROVIDES FOR AN URBAN LEVEL OF PUBLIC AND PRIVATE SERVICES, AND THAT ALLOWS UNIQUE AND INNOVATIVE DEVELOPMENT TECHNIQUES TO BE EMPLOYED IN RESIDENTIAL DESIGNS.

58.00 City land development ordinances shall provide opportunities for development of a variety of housing types and densities.

59.00 Opportunities for multiple dwelling and mobile home developments shall be provided in McMinnville to encourage lower-cost renter and owner-occupied housing. Such housing shall be located and developed according to the residential policies in this plan and the land development regulations of the City.

61.00: The City of McMinnville shall monitor the conversion of lands to residential use to ensure that adequate opportunities for development of all housing types are assured. Annual reports on the housing development pattern, housing density and mix shall be prepared for city review.

APPLICANT'S RESPONSE: The City's current Housing Needs Analysis indicates that single-family and multi-family dwelling needs will be met through the development of 4,657 housing units during the 2021-2041 planning period. However, if all inventoried residential land supply is developed by 2041, the City will still maintain a deficiency of 1,926 dwelling units during the planning period. Therefore, rezoning of the subject site is essential when addressing the public need for additional housing. As demonstrated by the attached Conceptual Plan, the applicant is intending to develop 96 dwelling units on the site, consistent with the above goals and policies (see Exhibit 3).

68.00 The City of McMinnville shall encourage a compact form of urban development by directing residential growth close to the city center, to designated neighborhood activity centers, and to those areas where urban services are already available before committing alternate areas to residential use.

APPLICANT'S RESPONSE: Existing public and private services within SE Stratus Avenue currently have the capacity to serve the proposed multi-family use. Stratus Avenue is classified as a Minor Collector. Public water and sewer services can be provided by connecting to the existing main lines within the right-of-way. Similarly, electrical and communication services can be provided by connecting to existing lines along the road frontage. The attached concept plan indicates that the applicant is intending to manage stormwater from impervious surfaces on site by directing drainage to a retention pond in accordance with City standards. The subject property is located adjacent to a mobile home park that provides higher density housing. Therefore, the proposed map amendments will help encourage compact urban development in this neighborhood, consistent with recommendations in the Three Mile Lane Area Plan. As such, the above goals and policies are met.

71.00 The City of McMinnville shall designate specific lands inside the urban growth boundary as residential to meet future projected housing needs. Lands so designated may be developed for a variety of housing types. All residential zoning classifications shall be allowed in areas designated as residential on the Comprehensive Plan Map.

APPLICANT'S RESPONSE: The subject site is currently designated Industrial on the Comprehensive Plan Map and M-1 on the Zoning Map. However, the site is recommended to be designated Medium, High-Density Residential by the Three Mile

Lane Area Plan, which is a supporting document to the Comprehensive Plan. The Area Plan has provided this recommendation since the site is well-suited for low-rise garden apartments, and a multi-family use will help address the public need for additional housing. The proposed Comprehensive Plan Map Amendment to Residential and Zone Change to R-4 are consistent with the Area Plan recommendation. Following approval of the map amendments, the applicant intends to develop an apartment complex on the site in conformance with the above policy.

71.05: The City of McMinnville shall encourage annexations and rezoning which are consistent with the policies of the Comprehensive Plan so as to achieve a continuous five-year supply of buildable land planned and zoned for all needed housing types.

APPLICANT'S RESPONSE: The current McMinnville Housing Needs Analysis indicates a projected deficiency of 1,926 dwelling units by 2041 within the community. This is due to available residential land becoming foreseeably exhausted within 12 to 20 years, based on development rates of available residential land and compliance with housing density standards. The proposed R-4 zoning for the site is consistent with the Three Mile Lane Area Plan. The Areas Plan recommends the development of Medium, High-Density housing on the site, and is a supporting document to the Comprehensive Plan. Since the proposed map amendments will address a documented public need and create additional residential land supply, they are consistent with the above policy.

71.09 Medium and Medium-High Density Residential (R-3 and R-4) - The majority of residential lands in McMinnville are planned to develop at medium density range (4 – 8 dwelling units per net acre). Medium density residential development uses include small lot single dwelling detached uses, single dwelling attached units, duplexes, triplexes, quadplexes, townhouses, and cottage clusters. High density residential development (8 – 30 dwelling units per net acre) uses typically include townhouses, condominiums, and apartments:

- 1. Areas that are not committed to low density development;*
- 2. Areas that have direct access from collector or arterial streets; or a local collector street within 600' of a collector or arterial street;*
- 3. Areas that are not subject to development limitations such as topography, flooding, or poor drainage;*
- 4. Areas where the existing facilities have the capacity for additional development;*
- 5. Areas within one-quarter mile of existing or planned public transportation.*

APPLICANT'S RESPONSE: The applicant is requesting approval of a Comprehensive Plan Map Amendment and Zone Change application to designate the site R-4 so that the site can be developed with low-rise garden apartments. The proposed zoning is consistent with the recommended Medium, High-Density Residential designation in the Three Mile Lane Area Plan. Per the attached Property Deed and Conceptual Plan, the subject site is accessible through a 125-ft. long access and utility easement that connects to SE Stratus Avenue, a Minor Collector street. City maps do not indicate that steep topography, flooding, or poor drainage is associated with the site. Therefore, the proposed R-4 zoning is consistent with the above policies.

When discussing the attached Conceptual Plan with City staff, it was determined that public utilities have the capacity to serve a multi-family use on the site. Public water and sewer services can be provided by connecting to existing main lines within SE Stratus Avenue. Similarly, electrical and communication services can be provided by connecting to existing lines within the right-of-way. The attached Conceptual Plan

indicates that the applicant is intending to manage stormwater from impervious surfaces by directing drainage to a retention pond (see Exhibit 3).

FINDING: The proposed zone change and comprehensive plan amendment would promote residential development in a land-intensive manner with urban level services. The R-4 zone allows a wide range of residential development types that allows for various unique or innovation development styles. The majority of the project site is recommended to be designated Medium, High-Density Residential by the Three Mile Lane Area Plan, with the remaining area designated as Mixed-Use.

1. This area is not committed to low-density development.
2. The property has access thorough an easement to the North that connects the properties to SE Stratus Avenue, which is identified as a Minor Collector in the City's Transportation System Plan.
3. The property is relatively flat. The South Yamhill River is located near the property, but the property is located outside of all regulatory floodway designations established by the Federal Emergency Management Agency's (FEMA) flood maps. The applicant will be required to manage stormwater for future development based on soil conditions that determine drainage.
4. Considering that this property is vacant and that the Three Mile Lane Area has historically been underdeveloped, it is anticipated that the facilities would need improvement or expansion to serve future development of properties in this area. Whether this property was developed as industrial or residentially zoned land, there would likely be system improvements necessary. The proposed Comprehensive Plan map and Zoning map amendments are consistent with the future anticipated development contemplated under the Three Mile Lane Area Plan and the system implications that are imagined with that Area Plan.
5. A Yamhill County bus stop is located approximately one-quarter mile to the East of the property on Norton Lane.

GOAL V 1 and V 2: SATISFIED.

CHAPTER VI TRANSPORTATION SYSTEM

GOAL VI 1: TO ENCOURAGE DEVELOPMENT OF A TRANSPORTATION SYSTEM THAT PROVIDES FOR THE COORDINATED MOVEMENT OF PEOPLE AND FREIGHT IN A SAFE AND EFFICIENT MANNER.

132.27.00 The provision of transportation facilities and services shall reflect and support the land use designations and development patterns identified in the McMinnville Comprehensive Plan. The design and implementation of transportation facilities and services shall be based on serving current and future travel demand—both short-term and long-term planned uses.

APPLICANT'S RESPONSE: As required, Transportation Planning Rule Analysis has been completed for the proposed zone change from M-1 to R-4. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system (see Exhibit 5). Therefore, the above policy is met.

FINDING: The applicant completed a trip generation analysis as a part of the Transportation Planning Rule Analysis (Exhibit 5) in Table 2 that estimated an increase of 622 daily trips to the local transportation system. Table 2 identifies that a reasonable

worst-case development in the proposed R-4 zone (162 apartments) generates 622 daily additional trips, 2 AM fewer trips, and 24 PM additional trips over development in the existing M-1 zone (101,060 square-foot general light industrial use).

TABLE 2 – DEVELOPMENT TRIP GENERATION ¹									
Reasonable Worst-Case Development Assumption	ITE Code	Size	Daily Trips	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Current M-1 Zone									
General Light Industrial ¹	110	101,060 SF	492	66	9	75	9	57	66
Proposed R-4 Zone									
Multifamily Housing (Low-Rise) ²	220	162 DUs	1,114	18	55	73	57	33	90
Change in Trip Generation with Zone Change			622	(48)	46	(2)	48	(24)	24

¹ Trip generation estimated using the *Average Rate* per recommended practice in the ITE *Trip Generation Handbook*, 3rd Edition.

² Trip generation estimated using the *Fitted Curve* per recommended practice in the ITE *Trip Generation Handbook*, 3rd Edition.

The City implements a policy that sets a threshold that developments and land use changes resulting in an increase of 200 daily trips or 20 peak hour trips should submit a development Traffic Impact Analysis in order to assess the potential impacts to the transportation network, especially nearby intersections of concern. In the case of this property, the City anticipates several intersections that will require further analysis:

- SE Stratus Avenue/Site Access
- SE Stratus Avenue/ SE Norton Lane
- NE Norton Lane/Cumulus Avenue
- Norton Lane/HWY 18
- NE Pacific-Cumulus-Nehemiah/ Three Mile Lane
- SE First Street/Three Mile Lane

GOAL VI 1: SATISFIED, WITH CONDITIONS #1, #2, #3 and #4

CHAPTER IX. URBANIZATION

GOAL IX 1: TO PROVIDE ADEQUATE LANDS TO SERVICE THE NEEDS OF THE PROJECTED POPULATION TO THE YEAR 2023, AND TO ENSURE THE CONVERSION OF THESE LANDS IN AN ORDERLY, TIMELY MANNER TO URBAN USES.

APPLICANT'S RESPONSE: The City has recently prepared a Housing Needs Analysis which projects housing needs during the 2021-2041 planning period. This analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the planning period. However, the existing residential land supply will not meet the projected demand. Even if all of the available residential land supply is developed by 2041, the City will have a projected deficiency of 1,926 dwelling units during the planning period. Therefore, rezoning of the subject site to R-4 to allow for medium-high density residential development is essential when addressing the public need for additional housing.

FINDING: Although no development proposal has been submitted as this time, the applicant's response above contemplates the development of housing in the future. For this reason, it is worth noting that the City's recently updated Housing Needs Analysis, adopted under Ordinance 5141 on February 27, 2024, outlined McMinnville's

housing needs over a 20-year period of 2021 to 2041. It is forecasted that McMinnville will need 4,657 new dwelling units by 2041. Rezoning properties to moderate and high density residential zoning (R-4/R-5) is one approach to reaching housing targets. Considering that the majority of the subject property is currently vacant, it provides a good opportunity to develop at a higher-density, compared to properties with existing structures that may have infill development limitations.

GOAL IX 1: SATISFIED.

GOAL IX 2: TO ESTABLISH A LAND USE PLANNING FRAMEWORK FOR APPLICATION OF THE GOALS, POLICIES, AND PROPOSALS OF THE McMINNVILLE COMPREHENSIVE PLAN.

GREAT NEIGHBORHOOD PRINCIPLES

187.30 The Great Neighborhood Principles shall be applied in all areas of the city to ensure equitable access to a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood for all McMinnville citizens.

187.40 The Great Neighborhood Principles shall guide long range planning efforts including, but not limited to, master plans, small area plans, and annexation requests. The Great Neighborhood Principles shall also guide applicable current land use and development applications.

FINDING: The purpose of the Great Neighborhood Principles is to guide the land use patterns, design, and development of the places that McMinnville citizens live, work, and play. There are 13 principles, and each principle reflects a specific community value. The City of McMinnville's Great Neighborhood Principles identifies 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. The Area Plan aims to support those Great Neighborhood Principles for residents in the study area by providing multi-modal connectivity, single-family and multifamily housing, provisions for open spaces, and commercial amenities, such as grocery stores, restaurants, and more. Future development of the subject property will be subject the Area Plan's policies to ensure that the Great Neighborhood Principles are implemented.

GOAL IX 2: SATISFIED.

CHAPTER X. CITIZEN INVOLVEMENT AND PLAN AMENDMENT

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

GOAL X 3: TO PERIODICALLY REVIEW AND AMEND THE McMINNVILLE COMPREHENSIVE PLAN TO REFLECT CHANGES IN COMMUNITY CIRCUMSTANCES, IN CITIZEN DESIRES, AND IN THE STATEWIDE GOALS.

APPLICANT'S RESPONSE: The applicant is requesting approval of a Comprehensive Plan Map Amendment and Zone Change application. As required, citizens will have the opportunity to comment on the proposed map amendments at public hearings before the Planning Commission and City Council prior to issuance of the land use decision.

FINDING: The applicant held a neighborhood meeting before submitting the

Comprehensive Plan Map Amendment and Zone Change application. Properties within three hundred (300) feet of the subject property received notice of the application and the Planning Commission public hearing. Notice of the application and the Planning Commission public hearing was published in the News Register. The Planning Commission will hold a public hearing on the proposal.

GOALS X 1 and X 3: SATISFIED.

Statewide Planning Goals

Goal 2: Land Use Planning - “To establish a land use planning process and policy framework as a basis for all decisions and actions related to the use of land and to assure an adequate factual base for such decisions and actions.”

APPLICANT’S RESPONSE: The City’s current Housing Needs Analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the 2021-2041 planning period. However, the existing residential land supply cannot meet the projected demand for housing units. It has been determined that the City will have a projected deficiency of 1,926 dwelling units during the planning period even if all available residential land supply is developed.

As discussed throughout this Applicant’s Statement, the subject site is included in McMinnville’s UGB and is currently designated as Industrial on the Comprehensive Plan Map. Consistent with the Medium, High-Density Residential recommendation in the Three Mile Lane Area Plan, a supporting document to the Comprehensive Plan, the applicant is proposing to redesignate the site Residential and rezone it to an R-4 designation. The attached Conceptual Plan indicates that the applicant is intending to develop 96 multi-family units on the site following the approval of the proposed map amendments. Therefore, the requested map amendments are orderly and timely considering the Area Plan’s recommendation for the site, and the need for housing in the community.

FINDING: SATISFIED. The City has adopted a Comprehensive Plan to serve as the framework for actions related to the use of land. Additionally, the City adopted the Three Mile Lane Area Plan to further define a land use framework for this portion of McMinnville. The proposed Comprehensive Plan Amendment and Zone Change application align with the community’s vision for the subject property, as determined through the Comprehensive Plan and Area Plan.

Goal 10: Housing – “To provide for the housing needs of citizens of the state.”

APPLICANT’S RESPONSE: The attached Conceptual Plan illustrates that following approval of the map amendments, the applicant intends to develop a 96-unit apartment complex on the site. The future development of an apartment complex helps to meet the need for a greater variety of residential units as identified in the 2003-2023 McMinnville Growth Management and Urbanization Plan. The City’s more recent Housing Needs Analysis indicates that the City is maintaining a deficient residential land supply when addressing housings needs during the 2021-2041 planning period. As such, rezoning and development of the subject site is essential when addressing the public housing need.

FINDING: SATISFIED. Although no development proposal has been submitted as this time, the applicant's response above contemplates the development of housing in the future. For this reason, it is worth noting that the City's recently updated Housing Needs Analysis, adopted under Ordinance 5141 on February 27, 2024 outlined McMinnville's housing needs over a 20-year period of 2021 to 2041. It is forecasted that McMinnville will need 4,657 new dwelling units by 2041. Rezoning properties to moderate and high density residential zoning (R-4/R-5) is one approach to reaching housing targets. Considering that the majority of the subject property is currently vacant, it provides a good opportunity to develop at a higher-density, compared to properties with existing structures that may have infill development limitations.

Goal 11: Public Facilities – “To plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development.”

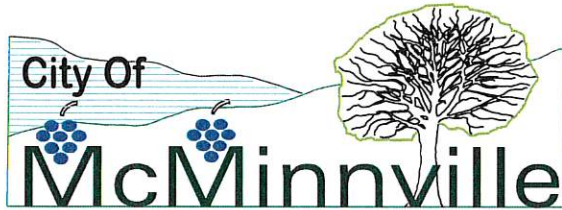
APPLICANT'S RESPONSE: City maps indicate that public utilities are located in the vicinity of the subject parcels and can be extended when the site is developed. Public water and sanitary sewer services can be provided by connecting to existing main lines within SE Stratus Avenue. Electrical and communication services can also be provided by connecting to existing lines within the right-of-way. To manage stormwater, the applicant is planning to develop a retention pond on the site. The subject parcels currently have access to City fire and police services. Therefore, the proposed map amendments comply with Goal 11.

FINDING: SATISFIED. The applicant will be required to provide adequate public facilities at the time of development.

Goal 12: Transportation – “To provide and encourage a safe, convenient and economic transportation system.”

APPLICANT'S RESPONSE: NE Stratus Avenue is currently improved with a curb and sidewalk along the frontage of Tax Lot 602, where shared access is provided with the subject site. Due to low traffic volumes and speeds, vehicles and bicycles share the travel lanes. As required, Transportation Planning Rule Analysis has been completed for the proposed zone change from M-1 to R-4. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect to the safety or convenience of the surrounding transportation system (see Exhibit 5). Therefore, the above policy is met.

FINDING: SATISFIED, WITH CONDITIONS. The City does not have a formally adopted threshold for a “significant effect” to require a Transportation Planning Rule Analysis, therefore, the City will implement the Oregon Department of Transportation's threshold, which has not been met for this Comprehensive Plan Amendment/Zone Change application.



Planning Department

231 NE Fifth Street • McMinnville, OR 97128
(503) 434-7311 Office • (503) 474-4955 Fax

www.mcminnvilleoregon.gov

Office Use Only:

File No. CPA 1-24 / ZC 4-24

Date Received 10/4/2024

Fee \$5,881.00 Affordable Housing Reduction

Receipt No. 210561

Received by AW

569-24-000240-PLNG & 569-24-000241-PLNG

Comprehensive Plan Map Amendment/ Zone Change Application

Applicant Information

Applicant is: ☐ Property Owner ☒ Contract Buyer ☐ Option Holder ☐ Agent ☐ Other _____

Applicant Name Commonwealth Development Corporation Phone 608-824-2290

Contact Name Daniel DeFrancesco / Steve Kay Phone 503-804-1089
(If different than above)

Address 2501 Paramenter Street, Suite 300B

City, State, Zip Middleton, WI 53562

Contact Email d.difrancesco@commonwealthco.net
steve@cascadiapd.com

Property Owner Information

Jodi L Devonshire, Andrea M Feero, and
Property Owner Name Jennifer L Feero Phone _____
(If different than above)

Contact Name _____ Phone _____

Address 701 S Riverside Drive

City, State, Zip St. Charles, MO 63302

Contact Email _____

Site Location and Description

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

Property Address 2320 SE Stratus Avenue

Assessor Map No. R4 R4427 00600 & 00604 - 4 - 27 Total Site Area 5.43 acres

Subdivision _____ Block _____ Lot _____

Comprehensive Plan Designation Industrial Zoning Designation M-1

This request is for a:

- ☒ **Comprehensive Plan Amendment**
- ☒ **Zone Change**

1. What, in detail, are you asking for? State the reason(s) for the request and the intended use(s) of the property. _____

See attached Application Narrative

2. Show in detail, by citing specific goals and policies, how your request is consistent with applicable goals and policies of the McMinnville Comprehensive Plan (Vol. 2). _____

See attached Application Narrative

3. If your request is subject to the provisions of a planned development overlay, show, in detail, how the request conforms to the requirements of the overlay. _____

See attached Application Narrative

4. If you are requesting a Planned Development, state how the proposal deviates from the requirements of the Zoning Ordinance and give justification for such deviation. _____

See attached Application Narrative

5. Considering the pattern of development in the area and surrounding land uses, show, in detail, how the proposed amendment is orderly and timely. _____

See attached Application Narrative

6. Describe any changes in the neighborhood or surrounding area which might support or warrant the request. _____

See attached Application Narrative

7. Document how the site can be efficiently provided with public utilities, including water, sewer, electricity, and natural gas, if needed, and that there is sufficient capacity to serve the proposed use.

See attached Application Narrative

8. Describe, in detail, how the proposed use will affect traffic in the area. What is the expected trip generation?

See attached Application Narrative

In addition to this completed application, the applicant must provide the following:

- ☒ A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), indicating existing and proposed features within and adjacent to the subject site, such as: access; lot and street lines with dimensions; distances from property lines to structures; improvements; and significant features (slope, vegetation, adjacent development, drainage, etc.). If of a larger size, provide five (5) copies in addition to **an electronic copy** with the submittal.
- ☒ A legal description of the parcel(s), preferably taken from the deed.
- ☒ Compliance of Neighborhood Meeting Requirements.
- ☒ Payment of the applicable review fee, which can be found on the Planning Department web page.

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


Applicant's Signature

9/23/24
Date

DocuSigned by:

Property Owner's Signature

9/23/2024 | 8:15 AM PDT
Date



PO Box 1920, Silverton, OR 97381
www.cascadiapd.com / 503-804-1089

CITY OF MCMINNVILLE APPLICATION FOR LAND USE REVIEW

SE STRATUS AVENUE MAP AMENDMENTS

Location: 2320 SE Stratus Avenue
McMinnville, Oregon 97128
Tax Lots 600 & 604 of
Tax Map 4.4.27
Yamhill County, Oregon

Prepared by: Steve Kay, AICP
Mason McGonagall, Ph.D. Arch

Prepared for: Commonwealth Development
Corporation
Attn: Daniel DeFrancesco
2501 Parmenter Street, Ste 300B
Middleton, WI 53562

August 28, 2024

APPLICANT'S STATEMENT

PROJECT NAME:	SE Stratus Avenue Map Amendments
REQUEST:	Approval of a Comprehensive Plan Map Amendment to Change the Subject Parcels' Designation from Industrial to Residential and a Zoning Map Amendment Application to Change the Site's Designation from M-1 (Light Industrial) to R-4 (Medium, High-Density Residential)
ASSESSOR'S DESCRIPTION:	Tax Lot 600 & 604 of Tax Map 4427 Yamhill County, Oregon
APPLICANT'S REPRESENTATIVE:	Steve Kay, AICP Cascadia Planning + Development Services P.O. Box 1920 Silverton, OR 97381 503-804-1089 steve@cascadiapd.com
APPLICANT:	Commonwealth Development Corporation Attn: Daniel DiFrancesco 2501 Parmenter Street, Ste 300B Middleton, WI 53562
PROPERTY OWNERS:	Jodi L Devonshire, Andrea M Feero, and Jennifer L Feero 701 S Riverside Drive St. Charles, MO 63302
SITE AREA:	Tax Lot 600 = 5.40 acres Tax Lot 604 = 0.40 acres
SITE ADDRESS:	2320 SE Stratus Avenue McMinnville, Oregon 97128 Yamhill County, Oregon

I. APPLICABLE REGULATIONS

A. MCMINNVILLE ZONING ORDINANCE

- Title 17: Zoning
 - Chapter 17.10: Area and Master Planning Process
 - Chapter 17.11: Residential Design Standards
 - Chapter 17.21: R-4 Medium, High Density, 5000 SF Lot Residential Zone
 - Chapter 17.72: Applications and Review Process
 - Section 17.72.080: Legislative or Quasi-Judicial Hearings

B. MCMINNVILLE COMPREHENSIVE PLAN

- Section II: Natural Resources, Scenic and Historic Areas, and Open Spaces
- Section IV: Areas Subject to Natural Disasters and Hazards
- Section V: Public Facilities and Services
- Section VI: Land Use
- Section VIII: Housing
- Section X: Parks and Recreation Plan
- Section XII: Marion County Coordination

C. OREGON STATEWIDE PLANNING GOALS

- Goal 1: Citizen Involvement
- Goal 2: Land Use Planning
- Goal 3: Agricultural Lands
- Goal 4: Forest Lands
- Goal 5: Open Spaces, Scenic and Historic Areas, and Natural Resources
- Goal 6: Air, Water and Land Resource Quality
- Goal 7: Natural Hazards
- Goal 8: Recreational Needs
- Goal 9: Economic Development
- Goal 10: Housing
- Goal 11: Public Facilities and Services
- Goal 12: Transportation
- Goal 13: Energy Conservation
- Goal 14: Urbanization

II. BACKGROUND:

The applicant, Commonwealth Development Corporation, is requesting concurrent land use approval of a Comprehensive Plan Map Amendment and Zone Change application for a 5.80 acre site located at 2320 SE Stratus Avenue. The site is identified by the Yamhill County Tax Assessor as Tax Lots 600 and 604 of Tax Map 4427. Tax Lot 600 is currently vacant and contains approximately 5.40 acres. Tax Lot 604 contains 0.40 acres and is developed with a dwelling/storage building. Both lots are currently served by an access and utility easement that crosses the Northwest Logging Supply parking lot, located at 2330 SE Stratus Avenue, and identified by the Assessor as Tax Lot 602.

The subject parcels are currently designated Industrial on the McMinnville Comprehensive Plan Map and are designated M-1 on the Zoning Map. In 2022, the Three Mile Lane Area Plan was adopted by the City of McMinnville. The plan supports the redesignation of this site from Industrial to Medium-High Density Residential to support the development of low-rise garden apartments. Consistent with the area plan, the applicant is proposing to designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map. When discussing the proposal with City Staff it was revealed that a Planned Development Overlay exists for the site. However, Staff determined that a Planned Development Amendment application is not required since approval of the Comprehensive Plan Map and Zone Change will replace the existing ordinance governing permitted land uses on the site.

The subject parcels are located within McMinnville's Urban Growth Boundary (UGB) and city limits. To the south and west of the site is a large EF-80 zoned parcel that is located outside of the UGB and is under Yamhill County jurisdiction. The parcel east of the site is zoned R-4 and is developed as a mobile home park. Properties to the north across SE Stratus Avenue and Highway 18/NE Three Mile Lane are within the city limits and are zoned General Commercial.

The 25-ft. wide access and utility easement that serves the site and crosses Tax Lot 602 connects to SE Stratus Avenue, a designated Minor Collector street under City jurisdiction. Highway 18/NE Three Mile Lane, a Major Arterial Street under ODOT jurisdiction, parallels Stratus Avenue directly to the north. Highway 18 provides an off-ramp to Stratus Avenue to the west of the site. A full movement signal controlled intersection to Highway 18 is provided from Stratus Avenue to the east of the site at the intersection of SE Norton Lane. This signaled highway crossing provides safe pedestrian and bicycle routes to commercial uses on the north side of the highway at the intersection of NE Norton Lane and NE Cumulus Avenue. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed map amendments is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system (see Exhibit 5).

City maps indicate that utilities are located in the vicinity of the subject parcels and can be extended when the site is developed. Public water and sewer services will be provided by connecting to the existing main lines within SE Stratus Avenue. Electrical and communication services can also be provided by connecting to existing lines within the right-of-way. The attached concept plan indicates that the applicant is intending to manage stormwater from impervious surfaces by directing drainage to a retention pond on the site, in accordance with City standards.

The submitted Conceptual Plan and narrative demonstrates that the intended multi-family use will align with the City adopted Three Mile Lane Area Plan and Great Neighborhood Principles. This narrative also addresses how the map amendments are consistent with applicable policies in the Comprehensive Plan and addresses the public need for additional housing. Under the proposed zoning, the site can accommodate the development of 96 apartments with a variety of one, two, and three-bedroom dwelling units. The Conceptual Plan illustrates that the intended development will also include a clubhouse, play structure, parking facilities and walkways, and landscaped common open space areas. As required, prior to the development of the site, the applicant will submit a Site and Design Review application to the City of McMinnville.

This Applicant's Statement addresses applicable provisions of the McMinnville City Municipal Code, McMinnville Comprehensive Plan, and Oregon Statewide Planning Goals. Copies of the signed Application Form, Property Deed, Conceptual Plan, Neighborhood Meeting Documentation, and Transportation Planning Rule Analysis have been attached to this narrative. The exhibits and narrative demonstrate that the submitted land use applications meet the criteria for approval.

III. FINDINGS

A. MCMINNVILLE ZONING ORDINANCE

Title 17: Zoning

Chapter 17.10: Area and Master Planning Process

Section 17.10.020: Applicability. The Area Plan and Master Plan processes apply to all lands that are designated as Urban Holding (UH) on the McMinnville Comprehensive Plan Map.

COMMENT:

The City's Comprehensive Plan Map indicates that Tax Lots 600 and 604 are located within the McMinnville UGB and city limits and are not designated as an Urban Holding area. The applicant is not requesting approval of a new Area Plan or Master Plan for the site. Therefore, the submitted Comprehensive Plan Map Amendment and Zone Change application is not subject to the above requirements.

Chapter 17.11: Residential Design and Development Standards

Section 17.11.010: Purpose. This chapter provides residential development and design standards for all housing types permitted in McMinnville's residential and commercial zones. The purpose of this chapter is to permit a wide variety of housing types while maintaining the character and values of McMinnville. These housing types provide greater options for the community and help implement the City's vision for housing, including the Great Neighborhood Principles. The proposed housing types range in size, affordability, and configurations, including attached and detached dwellings. The development standards for each housing type were calibrated specifically for McMinnville. This chapter is divided into individual housing types with their associated development standards and universal design standards that apply to all housing types.

COMMENT:

The applicant is proposing a Comprehensive Plan Map Amendment for the site from Industrial to Residential and a Zone Change from M-1 to R-4. General standards for apartment housing are addressed in the narrative below to demonstrate that it is feasible to develop multi-family units on the subject parcels. City staff will verify that all applicable standards are met when detailed plans are prepared and a Site and Design Review application is submitted.

Section 17.11.012: Introduction to Housing Types.

A. A housing type is not a use category. It describes a type of

development that can contain a residential use.

- B. A list of allowed, limited, and prohibited housing types in residential and commercial zones is provided in 17.11.013. Terms and abbreviations used are defined as follows:
 - 1. Yes, allowed (Y). Housing types that are allowed.
 - 2. Limited (L). Housing types that require a conditional use approval or are allowed subject to specific limitations.
 - 3. No, prohibited (N). Housing types that are not allowed under any circumstance.
- C. Housing types that are allowed or allowed on a limited basis are subject to the standards and provisions of the applicable development standards chapter, which is indicated in parentheses in the first column of the Housing Types Table in 17.11.013.

Section 17.11.013: Zoning Table of Allowed Housing Types. The table below depicts what housing type is allowed in each zone.

R-4: Apartments (All Apartment Types) (17.11.090) – Limited (L)
Limited: Housing types that require a conditional use approval or are allowed subject to specific limitations.

COMMENT:

The attached Conceptual Plan demonstrates that the site will support the development of 96 multi-family dwellings with a variety of one, two, and three-bedroom apartments. Per the Zoning Table, apartments are permitted in the R-4 zone. As shown on the plan, the site will also provide adequate space for a clubhouse structure, play structure, parking facilities and walkways, and landscaped areas (see Exhibit 3).

Section 17.11.090: Apartments. Apartments are a type of attached housing within single-story or multi-story buildings. Apartment dwelling units may share common walls, ceilings, or floors.

- A. Characteristics.
 - 1. Site Sizes: Single walk-ups, block apartments, and many courtyard apartments can fit on a 100 x 100-foot lot. Bigger developments with multiple walk-up buildings may be as large as 250,000 square feet, or 500 x 500-foot lots.
 - 2. Height Range: Apartment heights vary depending on

the type and the location.

3. **Density Ranges:** Apartment densities vary depending on building type and site design layout.

COMMENT:

The subject parcels contain approximately 5.80 acres (252,648 sq. ft.) and the site is roughly 250-ft. wide x 950-ft. deep. Per the attached Conceptual Plan, the intended 2-story apartment buildings are approximately 35-ft. high. Based on the development of 96 dwelling units, the site will yield a residential density of 16.55 dwelling units/acre (see Exhibit 3).

B. Types of Apartments.

2. Walk-up Apartments.

- a. **Description:** Buildings are limited to three stories, and consist of about four to 12 units each, accessible from a single open-air stairwell. Dwelling units are typically constructed in Type V frame construction with fire sprinklers. Individual apartment buildings are arranged around common open space and shared parking areas.
- b. **Appropriate Context:** Walk-up apartments are appropriate adjacent to or within a single dwelling neighborhood depending on site design, orientation to the street, location of parking, and the massing and scale of buildings.
- d. **Variations:** May have an internal stair. Generally, in this case, the maximum number of units per floor are four. They can be designed with front and back windows for cross ventilation. Buildings can be separated to offer access to light and air on three sides.
- e. **Lot Sizes:** Vary widely, from 10,000 to 250,000 square feet.
- f. **Density Range:** 15 - 30 units per acre. (Note, maximum density will be governed by McMinnville's municipal code.)
- g. **Building Height:** Usually 3 stories; can be 2 stories. (Note, maximum height will be governed by McMinnville's Municipal Code.)

- h. **Construction Type and Building Code Issues:** Typically Type V frame construction. Sprinklers for fire suppression are required.

COMMENT:

As mentioned above, the site contains approximately 5.80 acres (252,648 sq. ft.) and is roughly 250-ft. wide x 950-ft. deep. The attached Conceptual Plan indicates that the 6 intended multi-family buildings are approximately 35-ft. tall and will contain 16 dwelling units each (see Exhibit 3). The intended density of the site is 16.55 dwelling units/acre. As required, the apartment buildings will be arranged around parking and common open space areas, and sprinklers will be installed.

C. Development Standards.

Table 1. Multi-Dwelling Development Standards for Lots over 14,000 Square Feet, Without Alley.

COMMENT:

The applicant is not requesting Site and Design Review with this land use application. City staff will verify that specific development standards listed under Table 1 are met through a separate application process.

- D. **Design Standards.** The Apartment Design Standards for multi-dwelling housing are standards that apply to apartment housing types. These standards are related to site design and building frontage, parking, compatibility with neighboring homes, open space, and private space.

COMMENT:

As mentioned above, the applicant is currently requesting approval of a Comprehensive Plan Map Amendment and Zone Change application. When a Site and Design Review application is submitted for the planned apartment complex, City staff will verify that the above design standards are met.

Section 17.11.110: Planned Development Residential Design and Development Standards. Chapter 17.51 of the McMinnville Municipal Code allows for planned development overlays in McMinnville as a means of providing greater flexibility and greater freedom of design in the development of land than may be possible under strict interpretation of the provisions of the zoning ordinance. McMinnville encourages residential planned developments as a means of achieving the City's adopted Great Neighborhood Principles.

COMMENT:

The applicant will be required to demonstrate compliance with the City's multi-family housing standards and Great Neighborhood Principles when a future Site and Design Review application is submitted.

Chapter 17.21: R-4 Medium, High Density, 5000 SF Lot Residential Zone

Section 17.21.010: Permitted Uses. In an R-4 zone, the following uses and their accessory uses are permitted:

C. Apartments; Multiple dwelling subject to the following:

- 1. Developments with five or more units.**
- 2. The property on which the use will be located has direct access from a major collector or minor arterial street, or a local collector street within 600' of a collector or arterial street; or**
- 3. The property is located within one-half mile of a planned or existing transit route; or**
- 4. The property is within one-quarter mile from a planned or existing neighborhood or commercial shopping area.**

COMMENT:

The subject parcels are currently designated Industrial on the Comprehensive Plan Map and are designated M-1 on the Zoning Map. In 2022, the Three Mile Lane Area Plan, which includes Tax Lots 600 and 604, was adopted by the City of McMinnville. The plan recommends the redesignation of this site from Industrial to Medium-High Density Residential to support the development of low-rise garden apartments. Consistent with the area plan, the applicant is proposing to designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map. The attached Conceptual Plan demonstrates that the applicant intends to develop two-story walk-up apartments following the approval of the map amendments. Per the attached Property Deed and Conceptual Plan, the subject site is currently served by a 125-ft. long access and utility easement that connects to SE Stratus Avenue, a designated Minor Collector street (see Exhibits 2 and 3).

Section 17.21.030: Lot Size. In an R-4 zone, the lot size shall not be less than five thousand square feet, except that the lot area for attached single dwelling lots shall average one thousand-five hundred square feet in area.

COMMENT:

The combined area of Tax Lot 600 and 604 is approximately 5.80 acres, exceeding the above minimum lot size standard.

Section 17.21.040: Yard Requirements. In an R-4 Zone, each lot shall have yards of the following size unless otherwise provided for in Section 17.54.050:

COMMENT:

The attached Conceptual Plan demonstrates that the required 15-ft. front, 10-ft. side, and 20-ft. rear setbacks can be provided with the future development of a multi-family use on the site (see Exhibit 3).

Section 17.21.050: Building Height. In an R-4 Zone, a building shall not exceed sixty feet in height.

COMMENT:

Following the approval of the proposed map amendments, the applicant intends to develop 2-story apartment units within structures that will be approximately 35-ft. high. Therefore, the maximum 60-ft. height standard will be met.

Section 17.21.060: Density Requirements. In an R-4 Zone, the maximum density for single attached dwelling may not exceed four dwelling units per 5,000 square feet. Density maximum may not apply to any other permitted housing types, including accessory dwelling units.

COMMENT:

The attached Conceptual Plan indicates that the applicant is intending to develop 96 multi-family units on the site (see Exhibit 3). Therefore, the above single-family attached density standard does not apply.

Chapter 17.72: Applications and Review Process

Section 17.72.080: Legislative or Quasi-Judicial Hearings. The applications listed in this Chapter are either legislative or quasi-judicial in nature and are subject to a public hearing before the Planning Commission or City Council.

- A. A requested amendment to the text of the zoning ordinance or comprehensive plan would call for a legislative-type hearing, the purpose of which is to obtain public input primarily on matters of policy. A legislative amendment may be initiated by the City Council, the Planning Commission or by the Citizens' Advisory Committee. Any other citizen may petition the City Council requesting them to initiate a text amendment.**

COMMENT:

The applicant is not proposing a zoning ordinance text or comprehensive plan text amendment; therefore, the above standards do not apply.

- B. An application that is site specific (such as a zone change or annexation request) would call for a quasi-judicial hearing. The decisions made as a result of such hearings must be based upon testimony submitted and supported by Findings of Fact. An amendment that is site specific may be initiated by the City Council, the Planning Commission, the Citizens' Advisory Committee or by application of the property owner.**

COMMENT:

The attached Application form indicates that the Comprehensive Plan Map Amendment and Zone Change request was initiated by the property owners. As required, the land use decision will be issued after public hearings are held before the Planning Commission and City Council.

Section 17.72.095: Neighborhood Meetings.

- A. A neighborhood meeting shall be required for:**
 - 1. All applications that require a public hearing as described in Section 17.72.120, except that neighborhood meetings are not required for the following applications:**
 - a. Comprehensive plan text amendment; or**
 - b. Zoning ordinance text amendment; or**
 - c. Appeal of a Planning Director's decision; or**
 - d. Application with Director's decision for which a public hearing is requested.**
 - 2. Tentative Subdivisions (up to 10 lots)**
 - 3. Short Term Rental**

COMMENT:

A neighborhood meeting for the submitted Zone Change and Map Amendment application was held on July 30, 2024. As required, the applicant has submitted the attached Neighborhood Meeting Documentation to demonstrate compliance with City standards (see Exhibit 4).

- B. Schedule of Meeting.**

1. The applicant is required to hold one neighborhood meeting prior to submitting a land use application for a specific site. Additional meetings may be held at the applicant's discretion.
2. Land use applications shall be submitted to the City within 180 calendar days of the neighborhood meeting. If an application is not submitted in this time frame, the applicant shall be required to hold a new neighborhood meeting.

C. Meeting Location and Time.

1. Neighborhood meetings shall be held at a location within the city limits of the City of McMinnville.
2. The meeting shall be held at a location that is open to the public and must be ADA accessible.
3. An 8 ½ x 11" sign shall be posted at the entry of the building before the meeting. The sign will announce the meeting, state that the meeting is open to the public and that interested persons are invited to attend.
4. The starting time for the meeting shall be limited to weekday evenings between the hours of 6 pm and 8 pm or Saturdays between the hours of 10 am and 4 pm. Neighborhood meetings shall not be held on national holidays. If no one arrives within 30 minutes after the scheduled starting time for the neighborhood meeting, the applicant may leave.

D. Mailed Notice.

1. The applicant shall mail written notice of the neighborhood meeting to surrounding property owners. The notices shall be mailed to property owners within certain distances of the exterior boundary of the subject property. The notification distances shall be the same as the distances used for the property owner notices for the specific land use application that will eventually be applied for, as described in Section 17.72.110 and Section 17.72.120.
2. Notice shall be mailed not fewer than 20 calendar days nor more than 30 calendar days prior to the

date of the neighborhood meeting.

3. An official list for the mailed notice may be obtained from the City of McMinnville for an applicable fee and within 5 business days. A mailing list may also be obtained from other sources such as a title company, provided that the list shall be based on the most recent tax assessment rolls of the Yamhill County Department of Assessment and Taxation. A mailing list is valid for use up to 45 calendar days from the date the mailing list was generated.
4. The mailed notice shall:
 - a. State the date, time and location of the neighborhood meeting and invite people for a conversation on the proposal.
 - b. Briefly describe the nature of the proposal (i.e., approximate number of lots or units, housing types, approximate building dimensions and heights, and proposed land use request).
 - c. Include a copy of the tax map or a GIS map that clearly identifies the location of the proposed development.
 - d. Include a conceptual site plan.
5. The City of McMinnville Planning Department shall be included as a recipient of the mailed notice of the neighborhood meeting.
6. Failure of a property owner to receive mailed notice shall not invalidate the neighborhood meeting proceedings.

E. Posted Notice.

1. The applicant shall also provide notice of the meeting by posting one 18 x 24" waterproof sign on each frontage of the subject property not fewer than 20 calendar days nor more than 30 calendar days prior to the date of the neighborhood meeting.
2. The sign(s) shall be posted within 20 feet of the adjacent right-of-way and must be easily viewable and readable from the right-of-way.

3. It is the applicant's responsibility to post the sign, to ensure that the sign remains posted until the meeting, and to remove it following the meeting.
4. If the posted sign is inadvertently removed (i.e., by weather, vandals, etc.), that shall not invalidate the neighborhood meeting proceedings.

F. Meeting Agenda.

1. The overall format of the neighborhood meeting shall be at the discretion of the applicant.
2. At a minimum, the applicant shall include the following components in the neighborhood meeting agenda:
 - a. An opportunity for attendees to view the conceptual site plan;
 - b. A description of the major elements of the proposal. Depending on the type and scale of the particular application, the applicant should be prepared to discuss proposed land uses and densities, proposed building size and height, proposed access and parking, and proposed landscaping, buffering, and/or protection of natural resources;
 - c. An opportunity for attendees to speak at the meeting and ask questions of the applicant. The applicant shall allow attendees to identify any issues that they believe should be addressed.

G. Evidence of Compliance. In order for a land use application that requires a neighborhood meeting to be deemed complete, the following evidence shall be submitted with the land use application:

1. A copy of the meeting notice mailed to surrounding property owners;
2. A copy of the mailing list used to send the meeting notices;
3. One photograph for each waterproof sign posted on the subject site, taken from the adjacent right-of-

way;

4. One 8 ½ x 11" copy of the materials presented by the applicant at the neighborhood meeting; and
5. Notes of the meeting, which shall include:
 - a. Meeting date;
 - b. Meeting time and location;
 - c. The names and addresses of those attending;
 - d. A summary of oral and written comments received; and
 - e. A summary of any revisions made to the proposal based on comments received at the meeting.

COMMENT:

As required, the attached Neighborhood Meeting Documentation meets the above standards (see Exhibit 4).

Section 17.72.120: Applications – Director’s Review with Notification. The following applications shall be submitted as stated above in Section 17.72.020 and shall be reviewed by the Planning Director or designee.

- Annexation
- Appeal of a Planning Director’s Decision
- Application with Director’s decision for which a public hearing is requested
- Comprehensive Plan Map Amendment
- Comprehensive Plan Text Amendment
- Conditional Use Permit
- Demolition of National Register of Historic Places Structure (Public hearing held by the Historic Landmarks Committee)
- Planned Development
- Planned Development Amendment
- Tentative Subdivision (more than 10 lots)
- Urban Growth Boundary Amendment
- Variance
- Zone Change
- Zoning Ordinance Text Amendment
- Any application listed in Section 17.72.110 for which a public hearing is requested.

The above applications are subject to the following submittal, notice, and hearing requirements:

- A. Applications must be filed not less than 35 (thirty-five) days prior to the date of the public hearing. Applications other than those involving text amendments or other legislative matters shall be reviewed for completeness as outlined above in Section 17.72.040.
- B. The Director shall send a copy of the proposal to any agency or City department identified by the Director as having interest in the proposal including those agencies and departments responsible for determining compliance with state and federal requirements. The notified agency may provide written comment regarding the proposal.
- C. An application to amend the comprehensive plan map, zoning ordinance text, comprehensive plan text or other application requiring notice to the Department of Land Conservation (DLC) and Development Commission as a “post acknowledgment plan amendment” shall be submitted to the Planning Department a minimum of 55 (fifty-five) days prior to the date of the public hearing so that notice of the application can be provided to the DLC.
- D. Notice of the public hearing shall be published in a newspaper of general circulation in the City, not less than five (5) days nor more than 15 (fifteen) days prior to the date of the public hearing.
- E. Written notice of a variance request shall be mailed to the applicant and all property owners within 100 feet of the exterior boundary of the subject property, and within 200 feet of the exterior boundary of the subject property for an application for a conditional use permit not fewer than 20 (twenty) nor more than 30 (thirty) days prior to the date of the public hearing.
- F. Written notice of a request for applications other than those involving text amendments or other legislative matters shall be mailed to the applicant and all property owners within 300 feet of the exterior boundary of the subject property, not fewer than 20 (twenty) nor more than 30 (thirty) days prior to the date of the public hearing.

COMMENT:

The applicant is submitting a concurrent Comprehensive Plan Map Amendment and Zone Change application, subject to a quasi-judicial hearing land-use process, with a Staff Report prepared by the Planning Director, and public hearings held before the Planning Commission and City Council. To meet the above standards, copies of the Application Form, Property Deed, Conceptual Plan, and Neighborhood Meeting Documentation have been attached to this narrative (see Exhibits 1-4).

Chapter 17.74: Review Criteria

Section 17.74.020: Comprehensive Plan Map Amendment and Zone Change - Review Criteria.

An amendment to the official zoning map may be authorized, provided that the proposal satisfies all relevant requirements of this ordinance, and also provided that the applicant demonstrates the following:

- A. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan;**

COMMENT:

As required, the applicant has addressed applicable goals and policies of the Comprehensive Plan in the narrative provided below.

- B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment;**

COMMENT:

The attached Preliminary Plans indicate that the subject site is located within the boundaries of the Three Mile Lane Area Plan (see Exhibit 3). The plan supports the redesignation of this site from Industrial to Medium-High Density Residential to support the development of low-rise garden apartments. Consistent with the area plan, the applicant is proposing to designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map.

The City of McMinnville's current Housing Needs Analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the 2021-2041 planning period. However, the existing residential land supply cannot meet the projected demand for housing units. It has been determined that the City will have a projected deficiency of 1,926 dwelling units during the planning period even if all available residential land supply is developed. The attached Conceptual Plan indicates that the applicant is intending to develop 96 multi-family units on the site following the approval of the proposed map amendments (see Exhibit 3). Therefore, the proposed amendments are orderly and timely considering the Area Plan's recommendation for Medium, High-Density housing on the site, and the documented need for housing in the community.

C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district.

When the proposed amendment concerns needed housing (as defined in the McMinnville Comprehensive Plan and state statute), criterion "B" shall not apply to the rezoning of land designated for residential use on the plan map.

In addition, the housing policies of the McMinnville Comprehensive Plan shall be given added emphasis and the other policies contained in the plan shall not be used to: (1) exclude needed housing; (2) unnecessarily decrease densities; or (3) allow special conditions to be attached which would have the effect of discouraging needed housing through unreasonable cost or delay.

COMMENT:

As discussed above, the applicant is proposing to designate the property Residential on the Comprehensive Plan Map and R-4 (Medium, High-Density Residential) on the Zoning Map. The proposed map amendments are consistent with the Three Mile Lane Area Plan, which recommends low-rise garden apartments for the site, and is a supporting document to the McMinnville Comprehensive Plan. As such, this land use application and the intended future development of the site addresses a documented public need for additional multi-family housing. Per the attached Property Deed and Conceptual Plan, the subject site currently has a 25-ft. wide access and utility easement through an adjacent parcel to SE Stratus Avenue, a Minor Collector street. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system.

City maps indicate that public utilities are located in the vicinity of the subject parcels and can be extended when the site is developed. Public water and sanitary sewer services can be provided by connecting to the existing main lines within SE Stratus Avenue. Electrical and communication services can also be provided by connecting to existing lines within the right-of-way. To meet City standards, the applicant intends to direct stormwater from impervious surfaces to an on-site retention pond.

Section 17.74.030: Authorization to Grant or Deny Conditional Use. A conditional use listed in this ordinance shall be permitted, altered or denied

in accordance with the standards and procedures of this chapter. In the case of a use existing prior to the effective date of this ordinance and classified in this ordinance as a conditional use, a change in the use or in lot area, or an alteration of any structure shall conform to the requirements for conditional uses. In judging whether or not a conditional use proposal shall be approved or denied, the Planning Commission shall weigh its appropriateness and desirability or the public convenience or necessity to be served against any adverse conditions that would result from authorizing the particular development at the location proposed and, to approve such use, shall find that the following criteria are either met, can be met by observance of conditions, or are not applicable:

COMMENT:

The applicant is not proposing to establish a conditional use on the subject site, therefore this section does not apply.

B. MCMINNVILLE COMPREHENSIVE PLAN

Chapter II: Natural Resources

Goal II 1: To Preserve the Quality of the Air, Water, and Land Resources Within the Planning Area.

COMMENT:

The applicant is proposing to change the site's current M-1 zoning to an R-4 designation. The attached Conceptual Plan demonstrates that the property contains a single-family dwelling/storage building within Tax Lot 604 (see Exhibit 3). City maps indicate that there are no designated natural resources within the subject properties. Since rezoning the site for residential development does not significantly impact or disrupt the preservation of air, water, or land resources within the planning area, the above goal is met.

Land Policies:

2.00: The City of McMinnville shall continue to enforce appropriate development controls on lands with identified building constraints, including, but not limited to, excessive slope, limiting soil characteristics, and natural hazards.

COMMENT:

No natural hazard areas are identified within the site. The applicant's Conceptual Plan demonstrates that future development of the site will include ample open space, landscaping, and stormwater drainage to mitigate potential environmental impacts.

Water Policies:

- 8.00: The City of McMinnville shall continue to seek the retention of high water quality standards as defined by federal, state, and local water quality codes, for all the water resources within the planning area.**

COMMENT:

Natural water resources are not identified within the planning area. However, to minimize stormwater drainage impacts to the area and environment, the submitted Conceptual Plan illustrates that stormwater retention ponds will be utilized to manage drainage withing the site (see Exhibit 3). As required, the proposed water, sewer, and stormwater facilities will comply with Public Works standards. Therefore, land and water policies are met.

Chapter III: Cultural, Historical, and Educational Resources

- Goal III 2: To Preserve and Protect Sites, Structures, Areas, and Objects of Historical, Cultural, Architectural, or Archaeological Significance to the City of McMinnville.**

COMMENT:

The subject site does not contain historical, cultural, architectural, or archaeological sites, structures or objects of significance. Therefore, this chapter does not apply to the Comprehensive Plan Map Amendment and Zone Change applications.

Chapter IV: Economy of McMinnville

- 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.**

COMMENT:

The attached Preliminary Development Plans indicate that the subject property is located within the UGB and city limits of McMinnville. The subject parcels are currently designated M-1 and Industrial on the City's Zoning Map and Comprehensive Plan Map. The applicant is proposing to rezone the site to Medium, High-Density Residential. The proposed map amendments will allow the development of multi-family dwellings, providing additional housing opportunities for the McMinnville workforce. Residents that live in the proposed dwellings will also purchase local goods and services, helping to contribute to the local economy. In addition, the future residential use will provide additional property tax revenue for the City to provide public services.

Chapter V: Housing and Residential Development

Goal V 1: To Promote Development of Affordable, Quality Housing for All City Residents.

General Housing Policies:

- 58.00:** City land development ordinances shall provide opportunities for development of a variety of housing types and densities.
- 61.00:** The City of McMinnville shall monitor the conversion of lands to residential use to insure that adequate opportunities for development of all housing types are assured. Annual reports on the housing development pattern, housing density and mix shall be prepared for city review.

COMMENT:

The City's current Housing Needs Analysis indicates that single-family and multi-family dwelling needs will be met through the development of 4,657 housing units during the 2021-2041 planning period. However, if all inventoried residential land supply is developed by 2041, the City will still maintain a deficiency of 1,926 dwelling units during the planning period. Therefore, rezoning of the subject site is essential when addressing the public need for additional housing. As demonstrated by the attached Conceptual Plan, the applicant is intending to develop 96 dwelling units on the site, consistent with the above goals and policies (see Exhibit 3).

Goal V 2: To Promote a Residential Development Pattern that is Land Intensive and Energy Efficient, That Provides for an Urban Level of Public and Private Services, and that Allows Unique and Innovative Development Techniques to be Employed in Residential Designs.

Policies:

- 68.00:** The City of McMinnville shall encourage a compact form of urban development by directing residential growth close to the city center and to those areas where urban services are already available before committing alternate areas to residential use.

COMMENT:

Existing public and private services within SE Stratus Avenue currently have the capacity to serve the proposed multi-family use. Stratus Avenue is classified as a Minor Collector. Public water and sewer services can be provided by connecting to the existing main lines within the right-of-way. Similarly, electrical and communication services can be provided by connecting to existing lines along the road frontage. The attached concept plan indicates that the applicant is intending to manage stormwater from impervious surfaces on site by directing drainage to a retention pond in accordance with City standards. The subject property is located adjacent to a mobile home park that provides higher density housing. Therefore, the proposed map amendments will help encourage compact urban development in this neighborhood, consistent with recommendations in the Three Mile Lane Area Plan. As such, the above goals and policies are met.

- 71.00: The City of McMinnville shall designate specific lands inside the urban growth boundary as residential to meet future projected housing needs. Lands so designated may be developed for a variety of housing types. All residential zoning classifications shall be allowed in areas designated as residential on the Comprehensive Plan Map.**

COMMENT:

The subject site is currently designated Industrial on the Comprehensive Plan Map and M-1 on the Zoning Map. However, the site is recommended to be designated Medium, High-Density Residential by the Three Mile Lane Area Plan, which is a supporting document to the Comprehensive Plan. The Area Plan has provided this recommendation since the site is well-suited for low-rise garden apartments, and a multi-family use will help address the public need for additional housing. The proposed Comprehensive Plan Map Amendment to Residential and Zone Change to R-4 are consistent with the Area Plan recommendation. Following approval of the map amendments, the applicant intends to develop an apartment complex on the site in conformance with the above policy.

- 71.05: The City of McMinnville shall encourage annexations and rezoning which are consistent with the policies of the Comprehensive Plan so as to achieve a continuous five-year supply of buildable land planned and zoned for all needed housing types.**

COMMENT:

The current McMinnville Housing Needs Analysis indicates a projected deficiency of 1,926 dwelling units by 2041 within the community. This is due to available residential land becoming foreseeably exhausted within 12 to 20 years, based on development rates of available residential land and compliance with housing density standards. The proposed R-4 zoning for the site is consistent with the Three Mile Lane Area Plan. The Areas Plan recommends the development of Medium, High-Density housing on the site, and is a supporting document to the Comprehensive Plan. Since the proposed map amendments will address a documented public need and create additional residential land supply, they are consistent with the above policy.

- 71.09: Medium and Medium-High Density Residential (R-3 and R-4) The majority of residential lands in McMinnville are planned to develop at medium density range (4 – 8 dwelling units per net acre). Medium density residential development uses include small lot single dwelling detached uses, single dwelling attached units, duplexes, triplexes, quadplexes, townhouses, and cottage clusters. High density residential development (8 – 30 dwelling units per net acre) uses typically include townhouses, condominiums, and apartments:**

- 1. Areas that are not committed to low density development;**
- 2. Areas that have direct access from collector or arterial streets; or a local collector street within 600' of a collector or arterial street;**
- 3. Areas that are not subject to development limitations such as**

topography, flooding, or poor drainage;

COMMENT:

The applicant is requesting approval of a Comprehensive Plan Map Amendment and Zone Change application to designate the site R-4 so that the site can be developed with low-rise garden apartments. The proposed zoning is consistent with the recommended Medium, High-Density Residential designation in the Three Mile Lane Area Plan. Per the attached Property Deed and Conceptual Plan, the subject site is accessible through a 125-ft. long access and utility easement that connects to SE Stratus Avenue, a Minor Collector street. City maps do not indicate that steep topography, flooding, or poor drainage is associated with the site. Therefore, the proposed R-4 zoning is consistent with the above policies.

4. Areas where the existing facilities have the capacity for additional development;

COMMENT:

When discussing the attached Conceptual Plan with City staff, it was determined that public utilities have the capacity to serve a multi-family use on the site. Public water and sewer services can be provided by connecting to existing main lines within SE Stratus Avenue. Similarly, electrical and communication services can be provided by connecting to existing lines within the right-of-way. The attached Conceptual Plan indicates that the applicant is intending to manage stormwater from impervious surfaces by directing drainage to a retention pond (see Exhibit 3). The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system (see Exhibit 5).

Urban Policies:

99.00: An adequate level of urban services shall be provided prior to or concurrent with all proposed residential development, as specified in the acknowledged Public Facilities Plan. Services shall include, but not be limited to:

- 1. Sanitary sewer collection and disposal lines. Adequate municipal waste treatment plant capacities must be available.**
- 2. Storm sewer and drainage facilities (as required).**
- 3. Streets within the development and providing access to the development, improved to city standards (as required).**
- 4. Municipal water distribution facilities and adequate water supplies (as determined by City Water and Light). (as amended by Ord. 4796, October 14, 2003)**

COMMENT:

As discussed above, existing public transportation and utility facilities have the capacity to serve the proposed R-4 zoning and future multi-family development. The attached Conceptual Plan indicates that stormwater will be managed on-site with a private retention facility (see Exhibit 3). Detailed plans regarding how services will be provided when a future Site and Design Review application is submitted.

Chapter VI: Transportation System

Goal VI 1:

To Encourage Development of a Transportation System that Provides for the Coordinated Movement of People and Freight in a Safe and Efficient Manner.

Streets Policies:

117.00: The City of McMinnville shall endeavor to insure that the roadway network provides safe and easy access to every parcel.

COMMENT:

The subject site is currently provided a 25-ft. wide access easement from SE Stratus Avenue. This accessway shares an existing driveway connection to SE Stratus Avenue for Tax Lot 602.

119.00: The City of McMinnville shall encourage utilization of existing transportation corridors, wherever possible, before committing new lands.

120.00: The City of McMinnville may require limited and/or shared access points along major and minor arterials, in order to facilitate safe access flows.

121.00: The City of McMinnville shall discourage the direct access of small-scale residential developments onto major or minor arterial streets and major collector streets.

COMMENT:

The attached Conceptual Plan illustrates that the subject site has access to SE Stratus Avenue, a Minor Collector Street (see Exhibit 3). This access is shared with Northwest Logging Supply to facilitate safe access flow along the roadway.

122.00: The City of McMinnville shall encourage the following provisions for each of the three functional road classifications:

2. Major, minor collectors.

–Designs should minimize impacts on existing neighborhoods.

- Sufficient street rights-of-way should be obtained prior to development of adjacent lands.
- On-street parking should be limited wherever necessary.
- Landscaping should be required along public rights-of-way.
- As far as is practical, residential collector streets should be no further than 1,800 feet apart in order to facilitate a grid pattern of collector streets in residential areas.

COMMENT:

The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system (see Exhibit 5). The attached Conceptual Plan demonstrates that off-street parking can be provided on the site when it is developed with a multi-family use (see Exhibit 3). At the time of development, landscaping will be provided where required. Therefore, this policy is met.

Parking Policies:

- 126.00:** The City of McMinnville shall continue to require adequate off-street parking and loading facilities for future developments and land use changes.
- 127.00:** The City of McMinnville shall encourage the provision of off-street parking where possible, to better utilize existing and future roadways and rights-of-way as transportation routes.

COMMENT:

As mentioned above, the attached Conceptual Plan demonstrates that off-street parking for a multi-family use can be provided on the site (see Exhibit 3).

Bike Paths Policies:

- 130.00:** The City of McMinnville shall encourage implementation of the Bicycle System Plan that connects residential areas to activity areas such as the downtown core, areas of work, schools, community facilities, and recreation facilities.

COMMENT:

Due to the low traffic volume and travel speeds on SE Stratus Avenue, bicycles and vehicles currently share the roadway. Highway 18/NE Three Mile Lane, a Major Arterial Street under ODOT jurisdiction, parallels Stratus Avenue directly to the north. Highway 18 provides an off-ramp to Stratus Avenue to the west of the site. A full movement signal controlled intersection to Highway 18 is provided from Stratus Avenue to the east of the site at the intersection of SE Norton Lane. This signaled highway crossing provides safe pedestrian and bicycle routes to commercial uses on the north side of the highway at the intersection of NE Norton Lane and NE Cumulus Avenue.

Complete Streets:

132.24.00: The safety and convenience of all users of the transportation system including pedestrians, bicyclists, transit users, freight, and motor vehicle drivers shall be accommodated and balanced in all types of transportation and development projects and through all phases of a project so that even the most vulnerable McMinnville residents – children, elderly, and persons with disabilities – can travel safely within the public right-of-way. Examples of how the Complete Streets policy is implemented:

1. Design and construct right-of-way improvements in compliance with ADA accessibility guidelines (see below).
2. Incorporate features that create a pedestrian friendly environment, such as:
 - a. Narrower traffic lanes;
 - b. Median refuges and raised medians;
 - c. Curb extensions (“bulb-outs”);
 - d. Count-down and audible pedestrian signals;
 - e. Wider sidewalks;
 - f. Bicycle lanes; and
 - g. Street furniture, street trees, and landscaping

COMMENT:

As mentioned above, the subject site is accessed from SE Stratus Avenue through a 25-ft. wide access and utility easement on Tax Lot 602. The street frontage along SE Stratus Avenue is currently improved with a curb, gutter, and sidewalk. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City’s Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system (see Exhibit 5). City staff will verify that Public Works standards are met when a future Site and Design Review application is submitted for the apartment complex.

Connectivity and Circulation:

132.26.00: The vehicle, pedestrian, transit, and bicycle circulation systems shall be designed to connect major activity centers in the McMinnville planning area, increase the overall accessibility of downtown and other centers, as well as provide access to neighborhood residential, shopping, and industrial areas, and McMinnville’s parks and schools.

COMMENT:

The subject site currently has access to SE Stratus Avenue through a 25-ft. wide access easement which crosses Tax Lot 602. Stratus Avenue connects to Highway 18 to the west of the site, where a full movement signal controlled intersection is located. This signaled intersection provides safe pedestrian and bicycle routes to commercial uses on the north side of the highway, near the intersection of NE Norton Lane and NE Cumulus Avenue.

Supportive of General Land Use Plan Designations and Development Patterns:

132.27.00: The provision of transportation facilities and services shall reflect and support the land use designations and development patterns identified in the McMinnville Comprehensive Plan. The design and implementation of transportation facilities and services shall be based on serving current and future travel demand—both short-term and long-term planned uses.

COMMENT:

As required, Transportation Planning Rule Analysis has been completed for the proposed zone change from M-1 to R-4. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect on the surrounding transportation system (see Exhibit 5). Therefore, the above policy is met.

Transportation Safety:

132.31.00: The City of McMinnville shall make the design, construction, and operation of a safe transportation system for all modes of travel a high priority.

COMMENT:

As mentioned above, existing improvements to SE Stratus Avenue are appropriate for the proposed rezone of the subject site to R-4. The attached Transportation Planning Rule Analysis indicates that SE Stratus Avenue, a Minor Collector, is able to support residential densities permitted under the proposed R-4 zone.

Public Safety:

132.32.00: The safe, rapid movement of fire, medical, and police vehicles shall be an integral part of the design and operation of the McMinnville transportation system.

COMMENT:

The attached Conceptual Plan demonstrates that a hammerhead turnaround meeting Fire Code standards can be accommodated in the southern portion of the apartment complex (see Exhibit 3). Therefore, the proposed map amendments are consistent with the above policy.

Livability:

132.35.00: Transportation facilities in the McMinnville planning area shall be, to the degree possible, designed and constructed to mitigate noise, energy consumption, and neighborhood disruption, and to encourage the use of public transit, bikeways, sidewalks, and walkways.

Health and Welfare:

132.36.00: Through implementation of its Complete Streets policy and the TSP by enhancing its pedestrian and bicycle systems, the City of McMinnville will help encourage greater physical activity and improved health and welfare of its residents.

COMMENT:

As mentioned above, due to low traffic volumes and speeds, SE Stratus Avenue currently provides shared vehicle and bicycle facilities. The existing SE Stratus Avenue frontage along Tax Lot 602 is also developed with a sidewalk. These improvements support all modes of travel, encouraging greater physical activity for area residents.

Transportation Sustainability:

132.37.00: Through implementation of the TSP and the Comprehensive Plan, the City of McMinnville will, to the extent possible, seek measures that simultaneously help reduce traffic congestion, pollution, crashes and consumer costs, while increasing mobility options for non-drivers, and encouraging a more efficient land use pattern.

COMMENT:

As indicated in the above narrative, the existing street network and frontage improvements along Tax Lot 602 support multi-modal transportation, safety goals, transportation sustainability, and connectivity to area businesses and neighborhoods.

132.40.15: Transportation SDCs – The City should update its transportation systems development charge (SDC) to address growth-related traffic impacts.

COMMENT:

When building permits are issued for the future apartment complex, transportation SDCs will be paid for anticipated traffic impacts.

Circulation:

132.41.00: Residential Street Network – A safe and convenient network of residential streets should serve neighborhoods. When assessing the adequacy of local traffic circulation, the following considerations are

of high priority:

1. Pedestrian circulation;
2. Enhancement of emergency vehicle access;
3. Reduction of emergency vehicle response times;
4. Reduction of speeds in neighborhoods;, and
5. Mitigation of other neighborhood concerns such as safety, noise, and aesthetics.

COMMENT:

SE Stratus Avenue, a Minor Collector Street, currently serves a portion of the Three Mile Lane Area neighborhood. The subject site is currently provided with a 25-ft. wide access easement to this roadway through Tax Lot 602. Efficient pedestrian circulation and emergency response is currently provided by existing street frontage improvements along Tax Lot 602. Therefore, the proposed map amendments are consistent with the above policy.

132.41.30: Promote Street Connectivity – The City shall require street systems in subdivisions and development that promote street connectivity between neighborhoods.

COMMENT:

The attached Conceptual Plan indicates that shared access and connectivity will be provided between the subject parcels and Tax Lot 602, which has frontage on SE Stratus Avenue (see Exhibit 3). To the east of the site is an existing mobile home park with a private street system. West and south of the site is a large, farmed parcel that is located outside of the UGB and city limits of McMinnville. Based on these factors, the attached Conceptual Plan demonstrates that street connectivity will be provided to the extent possible with future development of the site(see Exhibit 3).

Neighborhood Traffic Management:

132.43.10: Limited Neighborhood Cut-Through Traffic – Local residential streets should be designed to prevent or discourage their use as shortcuts for through traffic. Local traffic control measures should be coordinated with the affected neighborhood.

COMMENT:

The submitted Conceptual Plan demonstrates that, with development of the site under the proposed map amendments, access through the site will not encourage through traffic (see Exhibit 3).

Chapter VII: Community Facilities and Services

Goal VII 1:

To Provide Necessary Public and Private Facilities and Utilities at Levels Commensurate with Urban Development, Extended in a Phased Manner, and Planned and Provided in Advance of or Concurrent with Development, In Order to Promote the Orderly Conversion of Urbanizable Lands to Urban Lands within the McMinnville Urban Growth Boundary.

Sanitary Sewer System Policies:

- 136.00:** The City of McMinnville shall insure that urban developments are connected to the municipal sewage system pursuant to applicable city, state, and federal regulations.
- 140.00:** The City of McMinnville shall continue to limit sewer service extensions to the areas within the urban growth boundary, except where service is granted to comply with state or federal laws. Areas outside the city limits, but within the urban growth boundary, shall be granted sewer service hook-ups only under policies adopted by the City.
- 141.00:** The City of McMinnville shall continue to separate storm and sanitary sewers where they are connected to reduce the inflow of storm sewer waters to the sewage treatment plant. Ongoing maintenance and improvements of the existing system shall also be undertaken to reduce infiltration of rain water into the system.

COMMENT:

Public utilities are located in the vicinity of the subject parcels and can be extended when the site is developed for a multi-family use. A connection to the sanitary sewer main can be provided from SE Stratus Avenue. As required, a separate stormwater system will be developed to direct drainage to retention ponds, in accordance with City standards.

Storm Drainage Policies:

- 142.00:** The City of McMinnville shall insure that adequate storm water drainage is provided in urban developments through review and approval of storm drainage systems, and through requirements for connection to the municipal storm drainage system, or to natural drainage ways, where required.
- 143.00:** The City of McMinnville shall encourage the retention of natural drainage ways for storm water drainage.

COMMENT:

As required, an on-site storm system will be designed to meet City standards. The attached Conceptual Plan illustrates that the applicant is intending to develop a retention pond to manage drainage on the parcels (see Exhibit 3).

Water System Policies:

- 144.00:** The City of McMinnville, through McMinnville Water and Light, shall provide water services for development at urban densities within the McMinnville Urban Growth Boundary.
- 145.00:** The City of McMinnville, recognizing McMinnville Water and Light as the agency responsible for water system services, shall extend water services within the framework outlined below:
- 1.** Facilities are placed in locations and in such a manner as to insure compatibility with surrounding land uses.
 - 2.** Extensions promote the development patterns and phasing envisioned in the McMinnville Comprehensive Plan.
 - 3.** For urban level developments within McMinnville, sanitary sewers are extended or planned for extension at the proposed development densities by such time as the water services are to be utilized.
 - 4.** Applicable policies for extending water services, as developed by the City Water and Light Commission, are adhered to.

COMMENT:

Public water can be provided to the site by connecting to the existing main line within SE Stratus Avenue.

Water and Sewer – Land Development Criteria Policies:

- 151.00:** The City of McMinnville shall evaluate major land use decisions, including but not limited to urban growth boundary, comprehensive plan amendment, zone changes, and subdivisions using the criteria outlined below:
- 1.** Sufficient municipal water system supply, storage and distribution facilities, as determined by McMinnville Water and Light, are available or can be made available, to fulfill peak demands and insure fire flow requirements and to meet emergency situation needs.
 - 2.** Sufficient municipal sewage system facilities, as determined by

the City Public Works Department, are available, or can be made available, to collect, treat, and dispose of maximum flows of effluents.

3. Sufficient water and sewer system personnel and resources, as determined by McMinnville Water and Light and the City, respectively, are available, or can be made available, for the maintenance and operation of the water and sewer systems.
4. Federal, state, and local water and waste water quality standards can be adhered to.
5. Applicable policies of McMinnville Water and Light and the City relating to water and sewer systems, respectively, are adhered to.

COMMENT:

City staff has indicated that the existing public water line that is located within SE Stratus Avenue has the capacity to serve residential uses permitted the proposed R-4 zoning. As required, the developer will be responsible for the cost to extend public water and sanitary sewer service to the future multi-family buildings. Prior to development of the site, detailed plans will be submitted for Site and Design Review, demonstrating that federal, state, and local wastewater standards are met.

Police and Fire Protection Policies:

- 152.00:** The City of McMinnville shall encourage the provision of adequate police and fire facilities and personnel to meet the needs of the community as it expands.
- 155.00:** The ability of existing police and fire facilities and services to meet the needs of new service areas and populations shall be a criterion used in evaluating annexations, subdivision proposals, and other major land use decisions.

COMMENT:

It is anticipated that City of McMinnville police and fire services have the capacity to serve the proposed R-4 zoning and future apartment complex on the subject site. As demonstrated by the attached Conceptual Plan, a turnaround meeting Fire Code standards will be provided within the parking area.

Goal VII 3:

To Provide Parks and Recreation Facilities, Open Spaces, and Scenic Areas for the Use and Enjoyment of All Citizens of the Community.

- 159.00:** The City of McMinnville's Parks, Recreation, and Open Space Master Plan shall serve to identify future needs of the community, available resources, funding alternatives, and priority projects.

- 163.00:** The City of McMinnville shall continue to require land, or money in lieu of land, from new residential developments for the acquisition and/or development of parklands, natural areas, and open spaces.
- 168.00:** Distinctive natural features and areas shall be retained, wherever possible, in future urban developments.
- 169.00:** Drainage ways in the City shall be preserved, where possible, for natural areas and open spaces and to provide natural storm run-offs.
- 170.05:** For purposes of projecting future park and open space needs, the standards as contained in the adopted McMinnville Parks, Recreation, and Open Space Master Plan shall be used.

COMMENT:

The subject parcels are not identified for future parkland in the McMinnville Parks and Recreation Master Plan.

Chapter VII: Energy

Goal VIII 2:

To Conserve all Forms of Energy Through Utilization of Land Use Planning Tools.

Energy Supply Distribution Policies:

- 178.00:** The City of McMinnville shall encourage a compact urban development pattern to provide for conservation of all forms of energy.

COMMENT:

The submitted Conceptual Plan demonstrates that an apartment complex can be developed in a compact urban pattern under the proposed R-4 zoning (see Exhibit 4).

Chapter IX: Urbanization

Goal IX 1:

To Provide Adequate Lands to Service the Needs of the Projected Population to the Year 2023, and to Ensure the Conversion of these Lands in an Orderly, Timely Manner to Urban Uses.

COMMENT:

The City has recently prepared a Housing Needs Analysis which projects housing needs during the 2021-2041 planning period. This analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the planning period. However, the existing residential land supply will not meet the projected demand. Even if all of the available residential land supply is developed by 2041, the City will have a projected deficiency of 1,926 dwelling units during the planning period. Therefore, rezoning of the subject site to R-4 to allow for medium-high density residential development is essential when addressing the public need for additional housing.

General Development Pattern Policies:

183.00: The City of McMinnville, with the cooperation of Yamhill County, shall establish three categories of lands within the Urban Growth Boundary. Future urbanizable lands are those lands outside the city limits, but inside the Urban Growth Boundary. These lands shall be retained in agricultural resource zones until converted to urbanizable lands by annexation to the City of McMinnville. Urbanizable lands are those lands within the city limits which are not yet developed at urban densities. Conversion of these lands to the urban classification shall involve fulfillment of the goals and policies of this plan, provision of urban services, and application of appropriate implementation ordinances and measures. Urban lands are those lands within the city limits developed at urban densities.

COMMENT:

Consistent with the Three Mile Lane Area Plan, the applicant is proposing to redesignate the subject parcels from Industrial to Residential, and rezone the parcels from M-1 to R-4. Since most of the site is vacant, and within the city limits and UGB, it is considered urbanizable. The attached Conceptual Plan demonstrates that the site can be developed at desired urban densities under the proposed R-4 zoning. As required, the applicant will submit a future Site and Design Review application to demonstrate that the apartment complex meets applicable development standards.

Great Neighborhood Principles Policies:

187.10: The City of McMinnville shall establish Great Neighborhood Principles to guide the land use patterns, design, and development of the places that McMinnville citizens live, work, and play. The Great Neighborhood Principles will ensure that all developed places include characteristics and elements that create a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood with enduring value, whether that place is a completely new development or a redevelopment or infill project within an existing built area.

COMMENT:

When a future Site and Design Review application is submitted, the applicant will demonstrate that applicable Great Neighborhood Principles are met for the planned apartment complex.

Chapter X: Citizen Involvement and Plan Amendment

Goal X 1:

To Provide Opportunities for Citizen Involvement in the Land Use Decision Making Process Established by the City of McMinnville.

Goal X 2:

To Make Every Effort to Engage and Include a Broad Cross Section of the Community by Maintaining an Active and Open Citizen Involvement Program that is Accessible to all Members of the Community and Engages the Community During Development and Implementation of Land Use Policies and Codes.

COMMENT:

The applicant is requesting approval of a Comprehensive Plan Map Amendment and Zone Change application. As required, citizens will have the opportunity to comment on the proposed map amendments at public hearings before the Planning Commission and City Council prior to issuance of the land use decision.

C. OREGON STATEWIDE PLANNING GOALS

Goal 1: Citizen Involvement

Summary: Goal 1 calls for "the opportunity for citizens to be involved in all phases of the planning process." It requires each city and county to have a citizen involvement program containing six components specified in the goal. It also requires local governments to have a committee for citizen involvement (CCI) to monitor and encourage public participation in planning.

COMMENT:

The requested land use actions are to redesignate the site from Industrial to Residential, and rezone the parcels from M-1 to R-4. As required, citizens will have the opportunity to comment on the proposed map amendments at public hearings before the Planning Commission and City Council.

Goal 2: Land Use Planning

Summary: Goal 2 outlines the basic procedures of Oregon's statewide planning program. It says that land use decisions are to be made in accordance with a comprehensive plan, and that suitable "implementation ordinances" to put the plan's policies into effect must be adopted. It requires that plans be based on "factual information"; that local plans and ordinances be coordinated with those

of other jurisdictions and agencies; and that plans be reviewed periodically and amended as needed. Goal 2 also contains standards for taking exceptions to statewide goals. An exception may be taken when a statewide goal cannot or should not be applied to a particular area or situation.

COMMENT:

The City's current Housing Needs Analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the 2021-2041 planning period. However, the existing residential land supply cannot meet the projected demand for housing units. It has been determined that the City will have a projected deficiency of 1,926 dwelling units during the planning period even if all available residential land supply is developed.

As discussed throughout this Applicant's Statement, the subject site is included in McMinnville's UGB and is currently designated as Industrial on the Comprehensive Plan Map. Consistent with the Medium, High-Density Residential recommendation in the Three Mile Lane Area Plan, a supporting document to the Comprehensive Plan, the applicant is proposing to redesignate the site Residential and rezone it to an R-4 designation. The attached Conceptual Plan indicates that the applicant is intending to develop 96 multi-family units on the site following the approval of the proposed map amendments. Therefore, the requested map amendments are orderly and timely considering the Area Plan's recommendation for the site, and the need for housing in the community.

Goal 3: Agricultural Lands

Summary: Goal 3 defines "agricultural lands." It then requires counties to inventory such lands and to "preserve and maintain" them through farm zoning. Details on the uses allowed in farm zones are found in ORS Chapter 215 and in Oregon Administrative Rules, Chapter 660, Division 33.

COMMENT:

The subject site is located within the city limits and UGB of McMinnville. Since the parcels are not defined as "agricultural lands", this goal does not apply.

Goal 4: Forest Lands

Summary: This goal defines forest lands and requires counties to inventory them and adopt policies and ordinances that will "conserve forest lands for forest uses."

COMMENT:

The subject property does not include designated forest lands. Therefore, Goal 4 is not applicable to the proposed map amendments.

Goal 5: Open Spaces, Scenic and Historic Areas and Natural Resources

Summary: Goal 5 covers more than a dozen natural and cultural resources such as wildlife habitats and wetlands. It establishes a process for each resource to be inventoried and evaluated. If a resource or site is found to be significant, a local government has three policy choices: preserve the resource, allow proposed uses that conflict with it, or strike some sort of a balance between the resource and the uses that would conflict with it.

COMMENT:

The subject site does not contain any designated open spaces, scenic, or historic areas. Therefore, this goal does not apply to the submitted application.

Goal 6: Air, Water and Land Resources Quality

Summary: This goal requires local comprehensive plans and implementing measures to be consistent with state and federal regulations on matters such as groundwater pollution.

COMMENT:

If the proposed Comprehensive Plan Map and Zoning Map designations are approved for Lots 600 and 604, more detailed plans will be prepared for a future Site and Design Review application. This future land use application and the building permitting process will ensure compliance with local, state, and federal air, water, and land resource quality standards.

Goal 7: Areas Subject To Natural Disasters and Hazards

Summary: Goal 7 deals with development in places subject to natural hazards such as floods or landslides. It requires that jurisdictions apply "appropriate safeguards" (floodplain zoning, for example) when planning for development there.

COMMENT:

The subject site is not located within mapped hazard areas. Therefore, the submitted Zoning Change and Map Amendment applications are consistent with Goal 7.

Goal 8: Recreation Needs

Summary: This goal calls for each community to evaluate its areas and facilities for recreation and develop plans to deal with the projected demand for them. It also sets forth detailed standards for expedited siting of destination resorts.

COMMENT:

The McMinnville Parks and Recreation Plan does not identify park facilities on the subject site.

Goal 9: Economic Development

Summary: Goal 9 calls for diversification and improvement of the economy. It asks communities to inventory commercial and industrial lands, project future needs for such lands, and plan and zone enough land to meet those needs.

COMMENT:

As discussed above, the applicant is proposing to designate the site Residential on the Comprehensive Plan Map and R-4 on the Zoning Map. The proposed map amendments will allow the development of a multi-family dwellings, providing additional housing opportunities for the McMinnville workforce and their employers. Residents that live in the proposed dwellings will purchase local goods and services, helping to contribute to the local economy. In addition, the residential use will provide additional property tax revenue for the City to provide public services. Therefore, the proposed map amendments will help improve economic conditions in the community.

Goal 10: Housing

Summary: This goal specifies that each city must plan for and accommodate needed housing types, such as multifamily and manufactured housing. It requires each city to inventory its buildable residential lands, project future needs for such lands, and plan and zone enough buildable land to meet those needs. It also prohibits local plans from discriminating against needed housing types.

COMMENT:

The attached Conceptual Plan illustrates that following approval of the map amendments, the applicant intends to develop a 96-unit apartment complex on the site. The future development of an apartment complex helps to meet the need for a greater variety of residential units as identified in the 2003-2023 McMinnville Growth Management and Urbanization Plan. The City's more recent Housing Needs Analysis indicates that the City is maintaining a deficient residential land supply when addressing housings needs during the 2021-2041 planning period. As such, rezoning and development of the subject site is essential when addressing the public housing need.

Goal 11: Public Facilities and Services

Summary: Goal 11 calls for efficient planning of public services such as sewers, water, law enforcement, and fire protection. The goal's central concept is that public services should to be planned in accordance with a community's needs and capacities rather than be forced to respond to development as it occurs.

COMMENT:

City maps indicate that public utilities are located in the vicinity of the subject parcels and can be extended when the site is developed. Public water and sanitary sewer services can be provided by connecting to existing main lines within SE Stratus Avenue. Electrical and communication services can also be provided by connecting to existing lines within the right-of-way. To manage stormwater, the applicant is planning to develop a retention pond on the site. The subject parcels currently have access to City fire and police services. Therefore, the proposed map amendments comply with Goal 11.

Goal 12: Transportation

Summary: The goal aims to provide "a safe, convenient and economic transportation system." It asks for communities to address the needs of the "transportation disadvantaged."

COMMENT:

NE Stratus Avenue is currently improved with a curb and sidewalk along the frontage of Tax Lot 602, where shared access is provided with the subject site. Due to low traffic volumes and speeds, vehicles and bicycles share the travel lanes. As required, Transportation Planning Rule Analysis has been completed for the proposed zone change from M-1 to R-4. The attached Transportation Planning Rule Analysis indicates that traffic associated with the proposed zone designation is consistent with the City's Transportation System Plan (TSP) and will not create a significant effect to the safety or convenience of the surrounding transportation system (see Exhibit 5). Therefore, the above policy is met.

Goal 13: Energy

Summary: Goal 13 declares that "land and uses developed on the land shall be managed and controlled so as to maximize the conservation of all forms of energy, based upon sound economic principles."

COMMENT:

This proposed map amendments do not significantly affect Goal 13.

Goal 14: Urbanization

Summary: This goal requires cities to estimate future growth and needs for land and then plan and zone enough land to meet those needs. It calls for each city to establish an "urban growth boundary" (UGB) to "identify and separate urbanizable land from rural land." It specifies seven factors that must be considered in drawing up a UGB. It also lists four criteria to be applied when undeveloped land within a UGB is converted to an urban use.

Land Need

Establishment and change of urban growth boundaries shall be based on the following:

- (1) Demonstrated need to accommodate long range urban population, consistent with a 20-year population forecast coordinated with affected local governments; and**

COMMENT:

The City's current Housing Needs Analysis indicates that single-family and multi-family needs will be met through the development of 4,657 dwelling units during the 2021-2041 planning period. However, even if all available residential land supply is developed by 2041, the City will have a projected deficiency of 1,926 dwelling units during the planning period. Therefore, rezoning of the subject site from M-1 to R-4 is essential when addressing the public need for additional housing. As demonstrated by the attached Conceptual Plan, the site can accommodate the development of approximately 96 additional multi-family dwelling units for the community (see Exhibit 3).

- (2) Demonstrated need for housing, employment opportunities, livability or uses such as public facilities, streets and roads, schools, parks or open space, or any combination of the need categories in this subsection (2).**

COMMENT:

The subject property is currently designated Industrial on the City of McMinnville Comprehensive Plan Map and M-1 (light industrial) on the Zoning Map. As discussed above, there is a documented need to develop additional housing to meet the needs of the projected population. Approval of the proposed zone change allows for future apartment development within the site, which helps to satisfy that need. The proposed map amendments are also consistent with recommendations in the Three Mile Lane Area Plan's, which designates Medium, High-Density Residential for the site.

Boundary Location

The location of the urban growth boundary and changes to the boundary shall be determined by evaluating alternative boundary locations consistent with ORS 197.298 and with consideration of the following factors:

- (1) Efficient accommodation of identified land needs;**

COMMENT:

The applicant is not proposing changes to the existing urban growth boundary. Therefore, these factors do not apply.

IV. SUMMARY AND CONCLUSIONS

Based on the above findings, the applicant has demonstrated compliance with applicable sections of the City of McMinnville Municipal City Code, McMinnville Comprehensive Plan, and Oregon Statewide Planning Goals. Therefore, the applicant requests that the concurrent Zoning Change and Map Amendment applications be approved.

V. EXHIBITS

- 1. Application Form**
- 2. Property Deed and Legal Description**
- 3. Conceptual Plan**
- 4. Neighborhood Meeting Documentation**
- 5. Transportation Planning Rule Analysis**

APPLICATION FORM

EXHIBIT 1

PROPERTY DEED AND LEGAL DECISION

EXHIBIT 2

AFTER RECORDING, RETURN TO:

Don G. Johnson
Johnson & Taylor, LLC
1193 Liberty Street, SE
Salem, OR 97302

SEND TAX STATEMENTS TO:

Nancy Feero
7941 Barrancas Avenue
Bokeelia, FL 33922

OFFICIAL YAMHILL COUNTY RECORDS
KERI HINTON, COUNTY CLERK

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PERSONAL REPRESENTATIVE'S DEED

I, **Nancy Feero**, as Personal Representative of the **Estate of Kurt Raymond Feero, Yamhill County Case Number 22PB07125** ("Grantor"), does hereby convey and transfer to **Jennifer Lynn Feero, Andrea Marie Feero and Jodi Lynne Devonshire**, as tenants in common, the following described real property (the "Property"), except as specifically set forth herein:

Real Property located at 2320 SE Stratus Avenue, McMinnville, OR 97128, and described more particularly as follows:

Parcel 2 of Partition Plat 2008-02 recorded January 7, 2008 as Instrument No. 200800276, Official Records of Yamhill County, Oregon.

The true consideration for this conveyance is: Zero Dollars (\$0.00); Inheritance.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND

SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

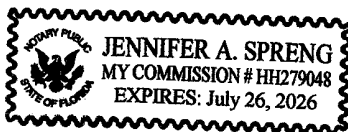
DATED this 1st day of July, 2023.

Nancy Feero

Nancy Feero, Personal Representative of
the Estate of Kurt Raymond Feero

STATE OF FLORIDA)
) ss.
County of Lee)

The foregoing instrument was acknowledged before me on this 1st day of July, 2023, by **Nancy Feero, Personal Representative of the Estate of Kurt Raymond Feero**, who acknowledged such instrument to be his free and voluntary act and deed, and on oath stated that she was duly authorized to execute such instrument.



[Signature]
Notary Public for the State of Florida

AFTER RECORDING, RETURN TO:
Don G. Johnson
Johnson & Taylor, LLC
1193 Liberty Street, SE
Salem, OR 97302

SEND TAX STATEMENTS TO:
Nancy Feero
7941 Barrancas Avenue
Bokeelia, FL 33922

OFFICIAL YAMHILL COUNTY RECORDS
KERI HINTON, COUNTY CLERK

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\$15.00 \$5.00 \$11.00 \$60.00

PERSONAL REPRESENTATIVE'S DEED

I, **Nancy Feero**, as Personal Representative of the Estate of **Kurt Raymond Feero**, Yamhill County Case Number **22PB07125** ("Grantor"), does hereby convey and transfer to **Jennifer Lynn Feero, Andrea Marie Feero and Jodi Lynne Devonshire**, as tenants in common, the following described real property (the "Property"), except as specifically set forth herein:

5.4 acre parcel legally described in vested deed 2007-20877 in Exhibit C attached.

The true consideration for this conveyance is: Zero Dollars (\$0.00); Inheritance.

BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON TRANSFERRING FEE TITLE SHOULD INQUIRE ABOUT THE PERSON'S RIGHTS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010. THIS INSTRUMENT DOES NOT ALLOW USE OF THE PROPERTY DESCRIBED IN THIS INSTRUMENT IN VIOLATION OF APPLICABLE LAND USE LAWS AND REGULATIONS. BEFORE SIGNING OR ACCEPTING THIS INSTRUMENT, THE PERSON ACQUIRING FEE TITLE TO THE PROPERTY SHOULD CHECK WITH THE APPROPRIATE CITY OR COUNTY PLANNING DEPARTMENT TO VERIFY THAT THE UNIT OF LAND BEING TRANSFERRED IS A LAWFULLY ESTABLISHED LOT OR PARCEL, AS DEFINED IN ORS 92.010 OR 215.010, TO VERIFY THE APPROVED USES OF THE LOT OR PARCEL, TO DETERMINE ANY LIMITS ON LAWSUITS AGAINST FARMING OR FOREST PRACTICES, AS DEFINED IN ORS 30.930, AND TO INQUIRE ABOUT THE RIGHTS OF NEIGHBORING PROPERTY OWNERS, IF ANY, UNDER ORS 195.300, 195.301 AND 195.305 TO 195.336 AND

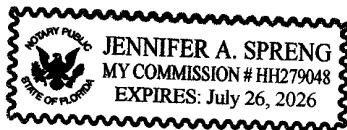
SECTIONS 5 TO 11, CHAPTER 424, OREGON LAWS 2007, AND SECTIONS 2 TO 9 AND 17, CHAPTER 855, OREGON LAWS 2009, AND SECTIONS 2 TO 7, CHAPTER 8, OREGON LAWS 2010.

DATED this 31 day of July, 2023.

Nancy Feero
Nancy Feero, Personal Representative of
the Estate of Kurt Raymond Feero

STATE OF FLORIDA)
) ss.
County of Lee)

The foregoing instrument was acknowledged before me on this 31st day of July, 2023, by **Nancy Feero, Personal Representative of the Estate of Kurt Raymond Feero**, who acknowledged such instrument to be his free and voluntary act and deed, and on oath stated that she was duly authorized to execute such instrument.



[Signature]
Notary Public for the State of Florida

EXHIBIT C
Legal Description of "C" (5.4 Ac.)

A tract of land in Section 27, Township 4 South, Range 4 West, City of McMinnville, Yamhill County, Oregon, being more particularly described as follows:

Beginning at the southwest corner of that tract of land described in deed from CHARLES J. McELMURRAY, SHIRLEY McELMURRAY and R. WALDO FARNHAM to KURT R. FEERO and RHONDA A. FEERO and recorded in Film Volume 264 Page 1243, Yamhill County Deed Records; thence North 00°28'00" West 969.20 feet along the west line of said FEERO tract to an iron rod; thence North 89°32'00" East 237.00 feet to an iron rod on the east line of said tract; thence South 00°28'00" East 297.06 feet along said east line; thence North 89°44'00" East 8.00 feet along said east line; thence South 00°28'00" East 672.75 feet along said east line to the southeast corner of said FEERO tract; thence South 89°40'58" West 245.00 feet along the south line of said tract to the point of beginning.

TOGETHER WITH A 25 foot wide access and utilities easement the centerline of which is more particularly described as follows: Beginning on the south margin of SE Stratus Avenue at a point that is South 89°46'16" West 20.61 feet from the east line of that tract of land described in deed from CHARLES J. McELMURRAY, SHIRLEY McELMURRAY and R. WALDO FARNHAM to KURT R. FEERO and

RHONDA A. FEERO and recorded in Film Volume 264 Page 1243, Yamhill County Deed Records; thence South 00°02'04" West 31.63 feet; thence South 26°29'15" West 74.54 feet; thence continuing South 26°29'15" West 39.34 feet; thence South 00°28'00" East 35.90 feet to the beginning of a curve concave to the west having a radius of 37.50 feet; thence southerly 24.95 feet along said curve (chord=South 18°35'45" West 24.49 feet) to the beginning of a curve concave to the east having a radius of 37.50 feet; thence southerly 24.95 feet along said curve (chord=South 18°35'45" West 24.49 feet); thence South 00°28'00" East 34.58 feet to the end of said centerline.

EXHIBIT C
PAGE 1 of 1

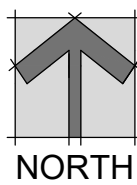
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CONCEPTUAL PLAN

EXHIBIT 3



SITE INFORMATION:	
PROPERTY AREA:	AREA = (5.4 ACRES)
EXISTING ZONING:	M1
PROPOSED USE:	R4
NUMBER OF UNITS:	12 - 2 BED 45 - 2 BED 36 - 3 BED 93 UNITS TOTAL
SETBACKS:	BUILDING: FRONT = 15' SIDE = 10' REAR = 20'
BUILDING HEIGHT:	35'-0" APPROXIMATE
BUILDING AREA:	BUILDING #1 (CH): 2,544 GROSS SF BUILDING #2: 17,542 GROSS SF BUILDING #3: 10,084 GROSS SF BUILDING #4: 16,084 GROSS SF BUILDING #5: 17,542 GROSS SF BUILDING #6: 16,084 GROSS SF BUILDING #7: 17,542 GROSS SF TOTAL: 103,422 GROSS SF
PARKING PROVIDED:	180 EXTERIOR SPACES (13 H.C. ACCESSIBLE)



PRELIMINARY
SITE PLAN

SCALE: 1" = 50'-0"

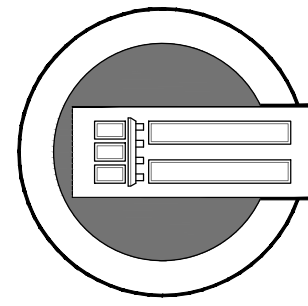
2024 © M+A DESIGN, INC.

JOB NUMBER:

2023.47

SHEET

C1.0



COMMONWEALTH
COMPANIES

24 S. BROOKE STREET
FOND DU LAC, WISCONSIN 54935
(920) 922-8170 FAX: (920) 922-8171

M+A DESIGN, INC.

24 SOUTH BROOKE STREET
FOND DU LAC, WISCONSIN 54937
l.pette@madesigninc.net (920) 922-8170

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION

PRELIMINARY
SHEET DATES:

NEIGHBORHOOD MEETING DOCUMENTATION

EXHIBIT 4

July 30, 2024

Re: Neighborhood Meeting for Proposed Comprehensive Plan Map and Zone Change

Dear Resident and/or Property Owner:

Cascadia Planning + Development Services is representing the applicant for a proposed Comprehensive Plan Map Amendment from Industrial to Residential, with a concurrent request to change the Zoning Map designation from M-1 to R-4. The 5.80-acre subject site is addressed as 2320 SE Stratus Avenue and is identified by the Yamhill County Assessor as Tax Lots 600 and 604 of Tax Map 4.4.27. The proposed map amendments to a residential designation are consistent with the City of McMinnville's Three Mile Lane Area Plan.

The purpose of this meeting is to provide a forum for the applicant and surrounding property owners/residents to review the proposal and to identify issues so that they may be considered before a land use application is submitted to the City. This meeting gives you the opportunity to share any special information you know about the property involved. We will attempt to answer questions which may be relevant to McMinnville Zoning Ordinance standards.

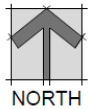
You are invited to attend a neighborhood meeting regarding this proposal:

on: Tuesday, July 30th, 2024 at 6:00 pm
Baker Creek Community Church
325 NW Baker Creek Road, McMinnville, OR 97128

Please note that this will be an informal meeting based on preliminary development plans. We look forward to discussing this proposal with you. Feel free to contact me at 503-804-1089 or steve@cascadiapd.com if you have any questions.

Sincerely,

Steve Kay, AICP
Cascadia Planning + Development Services



PRELIMINARY SITE PLAN

SCALE: 1" = 50'-0"

SITE INFORMATION:

PROPERTY AREA: AREA = (5.4 ACRES)

EXISTING ZONING: M1

PROPOSED USE: R4

NUMBER OF UNITS:
12 - 2 BED
48 - 2 BED
36 - 3 BED
96 UNITS TOTAL

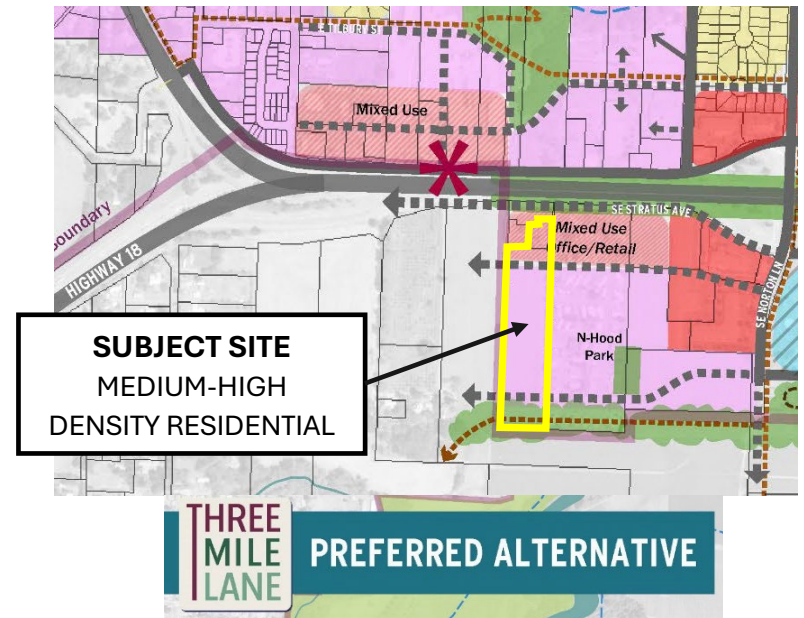
SETBACKS: BUILDING: FRONT = 15'
SIDE = 10'
REAR = 20'

BUILDING HEIGHT: 35'-0" APPROXIMATE

BUILDING AREA:

BUILDING #1 (CH):	2,544 GROSS SF
BUILDING #2:	17,542 GROSS SF
BUILDING #3:	16,084 GROSS SF
BUILDING #4:	16,084 GROSS SF
BUILDING #5:	17,542 GROSS SF
BUILDING #6:	16,084 GROSS SF
BUILDING #7:	17,542 GROSS SF
TOTAL:	103,422 GROSS SF

PARKING PROVIDED: 180 EXTERIOR SPACES (13 H.C. ACCESSIBLE)



**Stratus Avenue Holdings LLC
2400 SE Stratus Ave Unit 38
McMinnville OR 97128**

**Aab Properties LLC
2300 SE Stratus Ave
McMinnville OR 97128**

**Aab Properties LLC
2330 SE Stratus Ave
McMinnville OR 97128**

**Stratus Avenue Holdings LLC
McMinnville OR 97128**

**Morrison Cheryl E (1/2)
405 SE Martin Ln
McMinnville OR 97128**

**Michael Bernards
McMinnville OR 97128**

**Luis Rojas
2400 SE Stratus Ave Unit 54
McMinnville OR 97128**

**Kelli Alfredson
2400 SE Stratus Ave Unit 72
McMinnville OR 97128**

**Maria Ortigoza-Reyes
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**Tiffany Kazunas
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**Joed Asay
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**Robert Boyd
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**Adelina Valencia
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**Solis Sanchez
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**Jose Juarez
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**Maria Luna-Arciga
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**Evelyn Arredondo
2400 SE Stratus Ave Unit No 42
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**Gabriel Bravo
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**Luis Jimenez-Vazquez
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**Delgado Torres
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**Maria Alvarez
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**Darcy Romero
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Vickie Grove
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Patrick Owens
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Sergio Mendoza
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McKenzie Hunt
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Gloria Urquilla
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Alan King
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Acevedo Espinoza
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Clarence Zimmerman
2400 SE Stratus Ave Unit 2
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**Jamie Dasher
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**Richard Hernandez
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**Jennifer Feero
2320 SE Stratus Ave
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**Lorena Ferreyra
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**Walter Thompson
2400 SE Stratus Ave Unit 34
McMinnville OR 97128**

**Troy Trexler
2400 SE Stratus Ave Unit 51
McMinnville OR 97128**

**Moyer Phyllis Trustee For
2270 SE Three Mile Ln
McMinnville OR 97128**

Posted Site Photo: Dated July 10, 2024



SIGN-IN SHEET

Stratus Avenue Annexation and Zone Change Neighborhood Meeting

Tuesday July 30, 2024 at 6:00 pm

Baker Creek Community Church, 325 NW Baker Creek Road, McMinnville

Name	Address	Phone	Email
STEVE KAY	PO BOX 1920, SILVERTON, OR 97381	503-804-1089	steve@cascadiaphoton.com
Dan DiFrancesco	3965 S. Cammish Rd New Berlin, WI 53151	608-216-4535	d.difrancesco@commwealth.net
Andrea & Alex Botten	1725 NW 5th Ct, McMinnville, OR 97128	503-560-0842	abotten1@frontier.com
Mike Morris	935 NW 19th ST MAC	971-241-3847	Mike & Miller Consulting Group.net
Nick & Summer Holsten	2320 SE Stratus ave	267-726-956	Nickh13@gmail.com
Andrea Feero		503-474-7865	olinsmum@gmail.com
Jen Feero	2050 NW P; nehurst Dr, McMinnville	503-708-2658	jenfeero@bauerstreetreal.com
Rick Donaldson	2400 SE Stratus Ave #100 McMinnville	971-241-4557	
Rigoberto Ubaldo	2400 SE Stratus Ave #31 McMinnville	971-241-6100	
TEINIBAD ORTIGAZA	2400 SE Stratus AVE #41 McMinnville	971-237-8890	
Anahi Ortigosa	2400 SE Stratus AV #5 McMinnville	503-437-2807	

Cascadia Planning + Development Services

P.O. Box 1920

Silverton, OR 97381

(503) 804-1089

steve@cascadiapd.com

**MEMO**

DATE: August 6, 2024

TO: City of McMinnville Planning Department

FROM: Steve Kay
Cascadia Planning + Development Services

RE: Neighborhood Meeting Summary
SE Stratus Avenue Map Amendments
Tax Lots 600 and 604 of Tax Map 4.4.27

In accordance with McMinnville Zoning Ordinance Section 17.72.095 standards, a neighborhood meeting was held for a proposed Comprehensive Plan Map Amendment from Industrial to Residential with a concurrent Zone Change from M-1 to R-4. The subject site is addressed as 2320 SE Stratus Avenue and identified by the Assessor's Office as Tax Lots 600 and 604 of Tax Map 4.4.27. The meeting allowed the applicant to identify potential neighbor concerns, and if possible, address those issues with the submitted application. To notice the meeting, the applicant used mailing labels provided by a title company and invited all property owners within 300-ft. of the subject site. The meeting was held on July 30, 2022 at the Baker Creek Community Church and was facilitated by Steve Kay, Cascadia Planning + Development Services and Daniel DiFrancesco of Commonwealth Development Corporation. Approximately 20 neighbors attended the meeting and a sign-in sheet has been attached.

Mr. Kay welcomed the attendees at 6:00 pm and began by describing the purpose of the meeting. He referred to a conceptual plan to describe the proposed map amendments and future apartments project. Mr. Kay provided an overview of the development plans, showing how access will be provided, and where the buildings and parking lot will be located. Mr. DiFrancesco provided some additional details about the project, including what amenities would be provided within the apartment complex.

After completing the presentation, Mr. Kay encouraged meeting attendees to ask questions and provide feedback regarding the development. The attendees asked if the project was a “sure thing”. Mr. Kay and Mr. DiFrancesco explained that only the map amendments for the site are proposed at this time and that the project will need to undergo the City’s land use review process.

Several neighbors raised the concern that existing and future residents don’t have access to commercial uses in this area. Mr. Kay and Mr. DiFrancesco responded that the Three Mile Lane Area Plan determined where commercial, industrial, and residential land use will be located and the proposed multi-family use is consistent with the plan. While no commercial uses are directly adjacent to the development, it was explained that the apartment complex will include recreational amenities so provide more self-sufficiency for the residents.

Some attendees stated the concern that existing mobile home residents cross Highway 18 outside of the designated pedestrian crossing area and new apartment residents might also do that to reach commercial areas to the north of the site. Mr. Kay indicated that this is a valid concern and the neighbor’s comments will be provided to the City to help determine an appropriate solution. Mr. Kay also explained that Highway 18 is under ODOT jurisdiction, therefore they will make the final decision regarding any changes to the roadway.

An attendee asked how many parking spaces would be provided for the future development. Mr. DiFrancesco stated that detailed plans for the site will not be determined until the map amendments are approved. He said that the conceptual plan shows that approximately 180 parking spaces can be accommodated on the site for 96 apartment units.

Neighbors asked if plans for the site can change and more apartment units could be developed. Mr. DiFrancesco indicated that there isn’t much more room for parking so it is not anticipated that the project will have a higher unit count. He also added that the location of the buildings, parking areas, and storm facility might change when detailed plans are prepared.

Several of the adjacent mobile home park residents asked if their homes will be removed for the proposed project. Mr. Kay explained that the proposed map amendment and future apartment complex is located to the west of the mobile home park. He clarified that no changes to their property are proposed.

The neighbors asked about the next steps in the land use application process. Mr. Kay explained that an application would be submitted to the City of McMinnville sometime in the next month. After City staff reviewed the proposal, the neighbors would be invited to provide written comments. He also indicated that the site would be posted with a sign and community members would be encouraged to provide input at public hearings before the Planning Commission and City Council.

The owner of Northwest Logging Supply asked if the existing easement crossing his property is located in a good location for the proposed development and operation of his business. Mr. DiFrancesco responded that the current plans are to remove the existing building in the northern portion of the site and to extend an access drive from the parking lot. He also stated that he is interested in continuing a conversation with the property owner to determine if relocating the easement would better serve both parties.

Mr. Kay concluded the discussion by encouraging the attendees to contact him with any additional questions or concerns. After thanking neighbors for their questions and feedback, the meeting was ended at approximately 7:30 pm.

TRANSPORTATION PLANNING RULE ANALYSIS

EXHIBIT 5



September 20, 2024

City of McMinnville
Community Development Department
Attention: Tom Schauer
231 NE Fifth Street
McMinnville, Oregon 97128

Sent via email to: Tom.Schauer@mcminnvilleoregon.gov

Re: SE Stratus Avenue Comprehensive Plan Amendment and Zone Change – McMinnville, Oregon
Traffic Impact Analysis (TIA)

C&A Project Number 20240602.00

Dear Mr. Schauer,

This Transportation Impact Analysis (TIA) supports the proposed Commonwealth Stratus Avenue residential development at 2300 and 2320 SE Stratus Avenue, McMinnville, Oregon. The following items are addressed:

1. Property Description and Proposed Land Use Actions
2. Study Parameters
3. Agency transportation Plan review
4. Existing Conditions
5. Site Development
6. Transportation Analysis
7. Site Access
8. Summary

1. PROPERTY DESCRIPTION AND PROPOSED LAND USE ACTIONS

The subject properties are at 2300 and 2320 SE Stratus Avenue in McMinnville, Oregon. The properties are identified as tax lots 600 and 604 on Yamhill County Assessor's map 4-4-27 and total approximately 5.8 acres. The site area is illustrated in the attached Figure 1.

Proposed land use actions include a Comprehensive Plan amendment with a plan designation change from Industrial to Residential and a corresponding zone change from Light Industrial (M-1) to Medium, High-Density, 5000 SF Lot Residential (R-4). A specific subdivision or development plan is not contemplated as part of this land use action; therefore, reasonable worst-case development scenarios are assumed in the current and proposed zone designations for analysis purposes.

While not part of these land use actions, future property development is anticipated to include a 96-unit residential affordable housing development consisting of six, two-story apartment buildings. It is also anticipated that future transportation analysis will be necessary to support these land use actions.

2. STUDY PARAMETERS

In support of the proposed land use actions, a transportation impact analysis (TIA) is necessary to address the following criteria:

- Transportation Planning Rule (TPR) criteria outlined in Oregon Administrative Rule (OAR) 660-012-0060
- Oregon Highway Plan criteria
- McMinnville Zoning Ordinance criteria

Evaluation of these criteria is presented in the *Transportation Analysis* section of this document.

3. AGENCY TRANSPORTATION PLAN REVIEW

McMinnville Transportation System Plan (TSP)

The 2010 McMinnville Transportation System Plan (2010 TSP) defers to the Oregon Highway 18 Corridor Refinement Plan for detailed transportation planning in the project area. Noting that the adopted TSP is 14 years old, many identified projects and funding sources are outdated. Regardless, the TSP does not identify any financially constrained projects in the applicant's project area, but it notes that there are missing sidewalks on Stratus Avenue.

Oregon Highway 18 (McMinnville) Corridor Refinement Plan

The OR 18 Corridor Refinement Plan was completed in 1996 and was mutually approved by ODOT, the city of McMinnville, and Yamhill County. This plan includes a series of traffic control and frontage road improvements north and south of OR 18, including the closing of the existing Norton Lane intersection, construction of a new interchange near the Evergreen Air Museum, and redesign of the current East McMinnville (Three Mile Lane) interchange for full, directional access.

McMinnville Three Mile Lane Area Plan

The 2022 McMinnville Three Mile Lane Area Plan preferred land use alternative includes rezoning project area properties to support commercial (mixed-use) and medium-high-density residential uses. More specifically, the plan recommends the applicant's property be rezoned from Light Industrial (M-1) to Medium, High-Density Residential (R-4) – consistent with this subject land use action.

Key transportation system improvements are necessary to support the preferred land use alternative and the OR 18 facility design, further noting that the 2010 TSP needs to be updated to include these improvements. The *Complete Street* design requires changes to City street standards in the TSP and the Zoning Ordinance. These changes include increased sidewalk and planter strip widths along residential streets. To enhance cyclists' comfort, the revised standards also require buffered bike lanes (or cycle tracks) on collector streets and sharrows markings for shared lanes on local residential streets.

ODOT Statewide Transportation Improvement Program (STIP)

A review of the ODOT Active 2024-2027 Statewide Transportation Improvement Program (STIP) finds that there are two projects in the area:

- Key 22554 – OR99W/OR18 Curb Ramps (McMinnville) that is described as *“Construct curb ramps to meet compliance with the Americans with Disabilities Act (ADA) standards.”*, which is funded through construction that is anticipated to start in 2025, and
- Key 22792 – OR18: S McMinnville Interchange – E McMinnville Interchange that is described as *“Complete design to repave the road to repair deterioration, improve smoothness and reduce maintenance costs.”*, which is partially funded (i.e., it is funded through the relocation of utilities) that is anticipated to start in 2027.

4. EXISTING CONDITIONS

Tax lot 600 is currently undeveloped and used for agricultural purposes. Tax lot 604 is developed with a single-family residence and an associated industrial use. These properties currently have access to SE Stratus Avenue to the north via a shared access easement across tax lot 602 which has roadway frontage.

Roadway Facilities

The following table summarizes existing roadway classifications and characteristics within the study area.

TABLE 1 – EXISTING ROADWAY CHARACTERISTICS							
Roadway	Functional Classification	Lanes	Speed Limit (MPH)	Sidewalks	Bicycle Lanes	On-Street Parking	
SE Stratus Avenue	Minor Collector	2	35	No	No	No	
Norton Lane	Minor Collector	2	35	Yes	No	No	
OR 18	Statewide Highway and OHP Freight Route (ODOT) Major Arterial (City)	4/5	45	No	No	No	

Safety Analysis

When evaluating roadway and intersection safety, consideration is given to the number and types of crashes occurring, and the number of vehicles traveling on a roadway segment or entering the intersection. This leads to the concept known as the “crash rate.” Specific to intersections, it is typically expressed in terms of the number of crashes occurring per one million vehicles entering the intersection (CMEV). A critical crash rate analysis is then performed by comparing the subject intersection to the published statewide 90th percentile intersection crash rates at comparable/reference intersections. Crash rates close to or exceeding 1.0 CMEV or the 90th percentile rates require further analysis.

Study area crash data were obtained from the Oregon Department of Transportation (ODOT) for five years from January 1, 2018 through December 31, 2022. The following table presents the study intersection crash rates and critical crash analysis. Crash data and crash rate calculations are attached for reference.

TABLE 2 – INTERSECTION CRASH RATES										
Intersection	2018	2019	2020	2021	2022	Total	Crash Rate (CMEV)	Reference Population ¹	90 th ile Crash Rate	Over or under Crash Rate?
OR 18 / Norton Lane	3	4	8	7	6	28	0.628	Urban 4SG	0.860	Under
SE Stratus Avenue / SE Norton Lane	0	0	0	0	0	0	0.000	Urban 4ST	0.408	Under

¹ 4SG is a four-leg signalized intersection and 4ST is a four-leg minor stop-control intersection.

The study intersection observed crash rates are less than the 1.0 CMEV threshold and the 90th percentile crash rate of the reference population, indicating the intersections are considered relatively safe, and further safety analysis is not warranted.

The (most recent) 2022 ODOT Safety Priority Index System (SPIS) data for OR 18 in the project area was also obtained. The SPIS is a systemic scoring method that identifies potential safety problems based on three years of crash data considering frequency, rate, and severity. A roadway segment becomes a SPIS site if a location has three or more crashes or one or more fatal crashes over three years. It evaluates overlapping road segments, so an individual location may be reported in multiple segments. ODOT screens these segments annually to identify and prioritize sites. Those with a SPIS score in the top 15% of sites within the state merit further investigation to identify potential safety improvements. SPIS data is attached for reference.

Data for the OR 18 segment at the Norton Lane intersection finds SPIS scores ranging from 50.71 to 50.87 which are in the top 15% of sites in the state. It is further noted that most of OR 18 from milepost 46 to milepost 50 (the Norton Lane intersection is at milepost 46.69) has SPIS scores in the top 15%.

The following table summarizes the crashes associated with the OR 18/Norton Lane intersection.

TABLE 3 – INTERSECTION CRASH TYPES AND SEVERITY							
Intersection	Crash Type						Total
	Rear End	Turn/ Angle	Fixed Object	Side swipe	Ped/ Bike	Other	
OR 18 / Norton Lane	18	4	2	4	0	0	28
Intersection	Crash Severity ¹						Total
	PDO	C	B	A	Fatal	Unknown	
OR 18 / Norton Lane	14	10	3	1	0	0	28

¹ PDO – Property Damage Only; Injury C – Possible Injury/Complaint of Pain; Injury B – Non-Incapacitating Injury; Injury A – Incapacitating Injury/Bleeding, Broken Bones; Fatal Injury – Fatality

Based on a detailed review of the crash data, “rear-end” crashes are the predominant type and these are common at signalized intersections. There do not appear to be easily correctable safety deficiencies, and the intersection crash rate does not exceed the 90th percentile crash rate. As such, crash-related mitigation is not recommended or necessary as part of this land use action.

5. SITE DEVELOPMENT

Development Assumptions

The proposed land use actions do not contemplate a specific development application. As such, this transportation analysis evaluates impacts resulting from reasonable worst-case development scenarios in the current Light Industrial (M-1) zone and the Medium, High-Density, 5000 SF Lot Residential (R-4) zone.

The following development assumptions are made for each zone based on the McMinnville Zoning Ordinance:

Current M-1 Zone Assumptions

- The zone provides appropriate locations for light industrial activities and buffers these activities from adjacent commercial and residential development through the application of site development and environmental standards. The zone is suitable for businesses operating within wholly enclosed buildings (outside storage of materials permitted if properly screened), and which are engaged in the manufacturing, processing, assembly, packaging, or treatment of finished or semi-finished products from previously prepared or processed materials. Warehousing, wholesaling, and limited commercial use shall also be permitted; residential uses are prohibited.
- Yard requirements include ≥ 40 feet from residential zones, ≥ 15 feet from commercial zones/uses, and ≥ 15 feet from public roadways.
- Building height shall not exceed 80 feet and outside storage height shall not exceed 10 feet.
- The gross site area of tax lots 600 and 604 is 5.8 acres (252,650 square feet).
- Reasonable worst-case development is assumed to be a general light industrial use with a floor area ratio (FAR) of 0.4. The resulting building gross floor area is 101,060 square feet (252,650 x 0.4).

Proposed R-4 Zone Assumptions

- The zone allows for the development of medium-high density residential uses with a minimum 5,000-square-foot lot size.
- The zone does not have a maximum density and is only limited by the applicable development standards.
- Based on information provided by the city of McMinnville, recent multi-dwelling residential developments in the project area have densities ranging from 25 to 28 units per acre.
- The gross site area of tax lots 600 and 604 is 5.8 acres.
- Reasonable worst-case development is assumed to be multi-family housing at a density of 28 units per acre. The resulting development has 162 dwelling units (28 x 5.8).

Development Trip Generation

Using the above-identified development assumptions, trip generation in the current and proposed zones is estimated using the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 11th Edition, and practices from the ITE *Trip Generation Handbook*, 3rd Edition. Trip generation is as follows:

TABLE 2 – DEVELOPMENT TRIP GENERATION ¹									
Reasonable Worst-Case Development Assumption	ITE Code	Size	Daily Trips	AM Peak Hour			PM Peak Hour		
				Enter	Exit	Total	Enter	Exit	Total
Current M-1 Zone									
General Light Industrial ¹	110	101,060 SF	492	66	9	75	9	57	66
Proposed R-4 Zone									
Multifamily Housing (Low-Rise) ²	220	162 DUs	1,114	18	55	73	57	33	90
Change in Trip Generation with Zone Change			622	(48)	46	(2)	48	(24)	24

¹ Trip generation estimated using the *Average Rate* per recommended practice in the ITE *Trip Generation Handbook*, 3rd Edition.

² Trip generation estimated using the *Fitted Curve* per recommended practice in the ITE *Trip Generation Handbook*, 3rd Edition.

As the table above identifies, reasonable worst-case development in the proposed R-4 zone (162 apartments) generates 622 daily additional trips, 2 AM fewer trips, and 24 PM additional trips over development in the existing M-1 zone (101,060 square-foot general light industrial use).

6. TRANSPORTATION ANALYSIS

Transportation Planning Rule (TPR) Criteria

OAR 660-012-0060 (1) states, “If an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation (including a zoning map) would significantly affect an existing or planned transportation facility, then the local government must put in place measures as provided in section (2) of this rule, unless the amendment is allowed under section (3), (9) or (10) of this rule. A plan or land use regulation amendment significantly affects a transportation facility if it would:

(a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);

(b) Change standards implementing a functional classification system; or

(c) Result in any of the effects listed in paragraphs (A) through (C) of this subsection based on projected conditions measured at the end of the planning period identified in the adopted TSP. As part of evaluating projected conditions, the amount of traffic projected to be generated within the area of the amendment may be reduced if the amendment includes an enforceable, ongoing requirement that would demonstrably limit traffic generation, including, but not limited to, transportation demand management. This reduction may diminish or completely eliminate the significant effect of the amendment.

(A) Types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;

(B) Degrade the performance of an existing or planned transportation facility such that it would not meet the performance standards identified in the TSP or comprehensive plan; or

(C) Degrade the performance of an existing or planned transportation facility that is otherwise projected to not meet the performance standards identified in the TSP or comprehensive plan.”

OAR 660-012-0060 (9) states, “Notwithstanding section (1) of this rule, a local government may find that an amendment to a zoning map does not significantly affect an existing or planned transportation facility if all of the following requirements are met.

(a) The proposed zoning is consistent with the existing comprehensive plan map designation and the amendment does not change the comprehensive plan map;

(b) The local government has an acknowledged TSP, and the proposed zoning is consistent with the TSP; and

(c) The area subject to the zoning map amendment was not exempted from this rule at the time of an urban growth boundary amendment as permitted in OAR 660-024-0020(1)(d), or the area was exempted from this rule, but the local government has a subsequently acknowledged TSP amendment that accounted for urbanization of the area.”

Oregon Highway Plan Considerations

Oregon Highway Plan Action 1F.5, states “For purposes of evaluating amendments to transportation system plans, acknowledged comprehensive plans, and land use regulations subject to OAR 660- 12-0060, in situations where the volume-to-capacity ratio or alternative mobility target for a highway segment, intersection, or interchange is currently above the mobility targets in Table 6 or Table 7 or those otherwise approved by the Oregon Transportation Commission, or is projected to be above the mobility targets at the planning horizon, and transportation improvements are not planned within the planning horizon to bring performance to the established target, the mobility target is to avoid further degradation. If an amendment subject to OAR 660-012-0060 increases the volume-to-capacity ratio further or degrades the performance of a facility so that it does not meet an adopted mobility target at the planning horizon, it will significantly affect the facility unless it falls within the thresholds listed below for a small increase in traffic.

In addition to the capacity-increasing improvements that may be required to mitigate impacts, other performance-improving actions to consider include, but are not limited to:

- *System connectivity improvements for vehicles, bicycles, and pedestrians.*
- *Transportation demand management (TDM) methods to reduce the need for additional capacity.*
- *Multi-modal (bicycle, pedestrian, transit) opportunities to reduce vehicle demand.*
- *Operational improvements to maximize the use of the existing system.*
- *Land use techniques such as trip caps/budgets to manage trip generation.*

In applying “avoid further degradation” for state highway facilities already operating above the mobility targets in Table 6 or Table 7 or those otherwise approved by the Oregon Transportation Commission, or facilities projected to be above the mobility targets at the planning horizon, a small increase in traffic does not cause “further degradation” of the facility.

The threshold for a small increase in traffic between the existing plan and the proposed amendment is defined in terms of the increase in total average daily trip volumes as follows:

- *Any proposed amendment that does not increase the average daily trips by more than 400.*
- *Any proposed amendment that increases the average daily trips by more than 400 but less than 1,001 for state facilities where:*
 - *The annual average daily traffic is less than 5,000 for a two-lane highway.*
 - *The annual average daily traffic is less than 15,000 for a three-lane highway.*
 - *The annual average daily traffic is less than 10,000 for a four-lane highway.*
 - *The annual average daily traffic is less than 25,000 for a five-lane highway.*
- *If the increase in traffic between the existing plan and the proposed amendment is more than 1,000 average daily trips, then it is not considered a small increase in traffic and the amendment causes further degradation of the facility and would be subject to existing processes for resolution.*

In applying OHP mobility targets to analyze mitigation, ODOT recognizes that there are many variables and levels of uncertainty in calculating volume-to-capacity ratios, particularly over a specified planning horizon. After negotiating reasonable levels of mitigation for actions required under OAR 660-012-0060, ODOT considers calculated values for v/c ratios that are within 0.03 of the adopted targets in the OHP to be considered in compliance with the target. The adopted mobility target still applies for determining significant affect under OAR 660-012-0060.

Considering the OHP, the reference ODOT facility is OR 18, a five-lane highway with approximately 24,500 AADT at the Norton Lane intersection. Correspondingly, the threshold for a “small increase” in traffic between the existing plan and the proposed amendment is an increase of less than 1,001 average daily trips on five-lane state facilities with less than 25,000 AADT. Reasonable worst-case development in the proposed R-4 zone has a potential trip generation increase of 622 average daily trips – but only 24 PM peak hour trips because there are different trip-making characteristics between the current M-1 and proposed R-4 zone land use types. As such, potential R-4 zone trip generation is considered a “small increase” and a TPR analysis is not required. City staff has further indicated that the City will use the ODOT/DLCD thresholds as a basis for TPR analysis on City facilities.

Overall, the proposed Comprehensive Plan amendment and zone change results in a small increase in traffic and will not significantly affect an existing or planned transportation facility. As such, it can be found that the TPR criteria outlined in OAR 660-012-0060 are satisfied without the need for additional transportation analysis.

The proposed land use actions do not include a specific development application. Therefore, additional transportation analysis may be necessary to address McMinnville Zoning Ordinance requirements at the time of development (as part of a future, specific development land use application).

7. SITE ACCESS

The properties currently have access to SE Stratus Avenue to the north via a shared access easement. It is anticipated that future development on the property will also have direct access to SW Nash Avenue.

While not part of this land use action, it is recommended that all future access(es) be constructed consistent with McMinnville Zoning Ordinance requirements and McMinnville Engineering standards.

8. SUMMARY

The following conclusions and recommendations are made based on materials contained in this analysis:

1. The subject properties are at 2300 and 2320 SE Stratus Avenue in McMinnville, Oregon. The properties are identified as tax lots 600 and 604 on Yamhill County Assessor's map 4-4-27 and total approximately 5.8 acres. These properties currently have access to SE Stratus Avenue to the north via a shared access easement across tax lot 602 which has roadway frontage.
2. Proposed land use actions include a Comprehensive Plan amendment with a plan designation change from Industrial to Residential and a corresponding zone change from Light Industrial (M-1) to Medium, High-Density, 5000 SF Lot Residential (R-4). A specific subdivision or development plan is not contemplated as part of this land use action; therefore, reasonable worst-case development scenarios are assumed in the current and proposed zone designations for analysis purposes.
3. The 2010 McMinnville Transportation System Plan defers to the Oregon 18 Corridor Refinement Plan for detailed transportation planning in the project area. It is noted that the adopted TSP is 14 years old, and many identified projects and funding sources are outdated. Regardless, the TSP does not identify any financially constrained projects in the project area but notes there are missing sidewalks on Stratus Avenue.
4. The OR 18 Corridor Refinement Plan includes a series of traffic control and frontage road improvements north and south of OR 18; however, funding has not been identified for these improvements.
5. The 2022 McMinnville Three Mile Lane Area Plan's preferred land use alternative includes rezoning project area properties to support commercial (mixed-use) and medium-high-density residential uses. More specifically, the plan recommends the applicant's property be rezoned from Light Industrial (M-1) to Medium, High-Density Residential (R-4) – consistent with this subject land use action.
6. Key transportation system improvements are necessary to support the preferred land use alternative and the OR 18 facility design, further noting that the 2010 TSP needs to be updated to include these improvements. The *Complete Street* design requires changes to City street standards in the TSP and the Zoning Ordinance.
7. The ODOT Active 2024-2027 Statewide Transportation Improvement Program (STIP) finds that there are two projects in the area, including:
 - a. Key 22554 – OR99W/OR18 Curb Ramps (McMinnville) which is funded through construction and is anticipated to start in 2025, and
 - b. Key 22792 – OR18: S McMinnville Interchange – E McMinnville Interchange which is funded through the relocation of utilities and is anticipated to start in 2027.
8. All study intersection observed crash rates are less than the 1.0 CMEV threshold and the 90th percentile crash rate of the reference population, indicating the intersections are considered relatively safe, and further safety analysis is not warranted.

9. ODOT Safety Priority Index System (SPIS) data for the OR 18 segment at the Norton Lane intersection finds SPIS scores ranging from 50.71 to 50.87 which are in the top 15% of sites in the state. Based on a detailed review of the crash data, “rear-end” crashes are the predominant type and these are common at signalized intersections. There do not appear to be easily correctable safety deficiencies, and the intersection crash rate does not exceed the 90th percentile crash rate. As such, crash-related mitigation is not recommended or necessary as part of this land use action.
10. Reasonable worst-case development in the proposed R-4 zone (162 apartments) generates 622 daily additional trips, 2 AM fewer trips, and 24 PM additional trips over development in the existing M-1 zone (101,060 square-foot general light industrial use).
11. The proposed Comprehensive Plan amendment and zone change results in a *small increase* in traffic and will not significantly affect an existing or planned transportation facility. As such, it can be found that the TPR criteria outlined in OAR 660-012-0060 are satisfied without the need for additional transportation analysis.
12. The proposed land use actions do not include a specific development application. Therefore, additional transportation analysis may be necessary to address McMinnville Zoning Ordinance requirements at the time of development (as part of a future, specific development land use application).
13. While not part of this land use action, it is recommended that all future access(es) be constructed consistent with McMinnville Zoning Ordinance requirements and McMinnville Engineering standards.

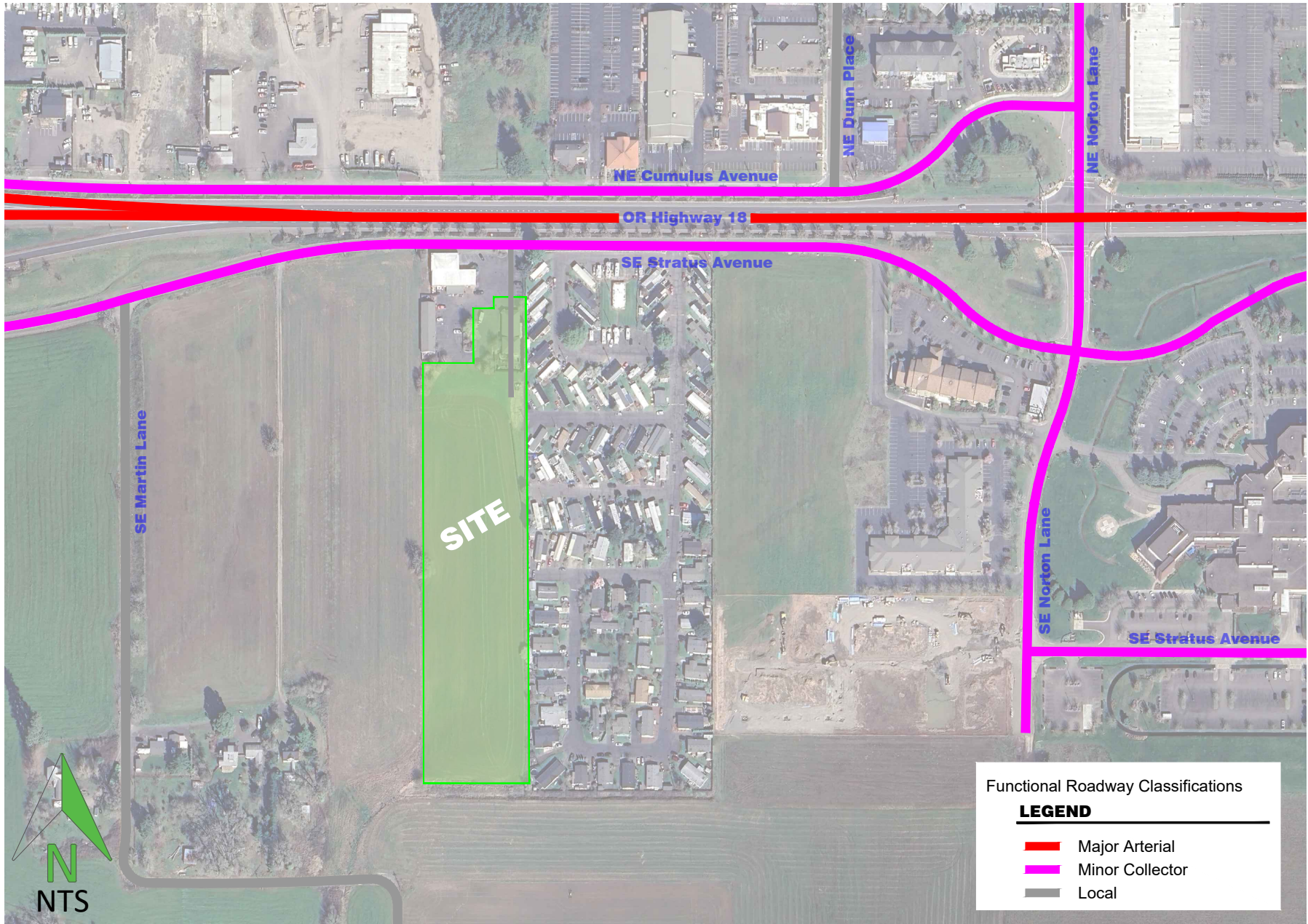
Sincerely,



Christopher M. Clemow, PE, PTOE
Transportation Engineer

Attachments: Figure 1
Crash Data





2237 NW Torrey Pines Drive
 Bend, Oregon 97703
 541-579-8315
 cclemow@clemow-associates.com

SITE AREA

Commonwealth Stratus Avenue Comprehensive Plan Amendment and Zone Change - McMinnville, Oregon

C&A Project No. 202240602.00

FIGURE

1

January 1, 2018 through December 31, 2022

INTERSECTION CRASH RATES														
Intersection	Crashes						PM Entering Volume	ADT (10xPM)	AADT (365xADT)	Annual Crashes	Crash Rate (crashes/MEV)	Reference Population	90th%ile Crash Rate	Over or Under Crash
	2018	2019	2020	2021	2022	Total								
OR 18 / Norton Lane	3	4	8	7	6	28		24,417	8,912,205	5.60	0.628	Urban 4SG	0.860	Under
Norton Lane / SE Stratus Avenue	0	0	0	0	0	0		3,030	1,105,950	0.00	0.000	Urban 4ST	0.408	Under



	MP
OR 18 / Norton Lane intersection	46.69
+250 FT	46.74
-250 FT	46.64

Intersection crash rates also need to be compared to the published statewide 90th percentile intersection crash rates in Exhibit 4-1. Any rates close to or over the 90th percentile rates need to be flagged for further analysis. The intersection crash rate is calculated by the following formula:

$$\text{Intersection Crash Rate per MEV} = \frac{\text{Annual Number of Crashes} \times 10^6}{(\text{AADT}) \times (365 \text{ days/year})}$$

The values shown in Exhibit 4-1 represent the 90th percentile crash rates from a study of 500 intersections in Oregon. The crash rates are grouped by rural/urban, signalized/unsignalized, and three-leg/four-leg intersections. Intersections with crash rates that exceed the 90th percentile values shown in the table should be flagged for further analysis. For more information on crash rates and using this table, see Section 4.3.4 Critical Crash Rate.

Exhibit 4-1: Intersection Crash Rates per MEV by Land Type and Traffic Control

	Rural				Urban			
	3SG	3ST	4SG	4ST	3SG	3ST	4SG	4ST
No. of Intersections	7	115	20	60	55	77	106	60
Mean Crash Rate	0.226	0.196	0.324	0.434	0.275	0.131	0.477	0.198
Median Crash Rate	0.163	0.092	0.320	0.267	0.252	0.105	0.420	0.145
Standard Deviation	0.185	0.314	0.223	0.534	0.155	0.121	0.273	0.176
Coefficient of Variation	0.819	1.602	0.688	1.230	0.564	0.924	0.572	0.889
90th Percentile Rate	0.464	0.475	0.579	1.080	0.509	0.293	0.860	0.408

Source: Assessment of Statewide Intersection Safety Performance, FHWA-OR-RD-18, Portland State University and Oregon State University, June 2011, Table 4.1, p. 47.

Note: Traffic control types include
 3SG (three-leg signalized),
 3ST (three-leg minor stop-control),
 4SG (four-leg signalized),
 4ST (four-leg minor stop-control).

For intersections other than the configurations shown in Exhibit 4-1, there are usually too few locations with that intersection configuration to provide statewide statistics. There are some stop controlled intersection configurations that could be approximated as indicated in Exhibit 4-2 and Exhibit 4-3 below. Any other intersection configurations not in Exhibit 4-1, Exhibit 4-2, or Exhibit 4-3 should by default be flagged for further analysis, since the unusual configuration is likely to warrant a closer look at the crashes.

039: SALMON RIVER

Highway 039 ALL ROAD TYPES, MP 46.64 to 46.74 01/01/2018 to 12/31/2022, Both Add and Non-Add mileage

20 - 25

of

28 Crash records shown.

S D M																																				
SER#	P	R	J	S	W	DATE	COUNTY	RD#	FC	CONN#	RD	CHAR	INT-TYPE	SPCL USE																						
INVEST	E	A	U	I	C	O	CITY	COMPNT	FIRST	STREET	DIRECT	(MEDIAN)	INT-REL	OFFRD	WTHR	CRASH	TRLR	QTY	MOVE	A S																
RD DPT	E	L	G	N	H	R	URBAN AREA	MLG	TYP	SECOND	STREET	LOCTN	LEGS	TRAF-	RNDBT	SURF	COLL	OWNER	FROM	PRTC	INJ	G	E	LICNS	PED											
UNLOC?	D	C	S	V	L	K	LONG	MILEPNT	LRS				(#LANES)	CONTL	DRVWY	LIGHT	SVRTY	V#	TYPE	TO	P#	TYPE	SVRTY	E	X	RES	LOC	ERROR	ACT	EVENT	CAUSE					
01280	N	N	N	N		12/15/2022	YAMHILL	1	14			INTER	CROSS	N		CLR	O-OTHER	01	NONE	9																
NONE						TH	MCMINNIVILLE	MN	0	SALMON RIVER HY	CN		TRF	SIGNAL	N	DRY	TURN	N/A																		
N											9A	MCMINVL UA	46.69		NE NORTON LN	01	0			N	DAY	PDO														
N						45 12 3.32	-123 9 59.72			003900100S00																										
00110	N	N	N	N		02/07/2020	YAMHILL	1	14		INTER	CROSS	N		CLR	O-1 L-TURN	01	NONE	9																	
NONE						FR	MCMINNIVILLE	MN	0	NE NORTON LN	CN		TRF	SIGNAL	N	DRY	TURN	N/A																		
N											2P	MCMINVL UA	46.69		SALMON RIVER HY	04	0			N	DAY	PDO														
N						45 12 3.33	-123 9 59.74			003900100S00																										
00236	N	N	Y	N	N	03/26/2021	YAMHILL	1	14		STRGHT		Y		CLR	S-1TURN	01	NONE	9																	
STATE						FR	MCMINNIVILLE	MN	0	SALMON RIVER HY	E	(NONE)	TRF	SIGNAL	N	DRY	TURN	N/A																		
N											6P	MCMINVL UA	46.70		NE NORTON LN	06			N	DAY	PDO															
N						45 12 3.32	-123 9 58.98			003900100S00																										
00232	N	N	N	N	N	03/18/2020	YAMHILL	1	14		STRGHT		Y		CLR	S-1STOP	01	NONE	9																	
CITY						WE	MCMINNIVILLE	MN	0	SALMON RIVER HY	E	(NONE)	TRF	SIGNAL	N	DRY	REAR	N/A																		
N											4P	MCMINVL UA	46.71		NE NORTON LN	06			N	DAY	PDO															
N						45 12 3.35	-123 9 58.29			003900100S00																										
00374	N	N	N	N	N	04/24/2019	YAMHILL	1	14		STRGHT		N		CLR	FIX OBJ	01	NONE	9																	
CITY						WE	MCMINNIVILLE	MN	0	SALMON RIVER HY	E	(NONE)	UNKNOWN	Y	DRY	FIX	N/A																			
Y											5A	MCMINVL UA	46.72		NE NORTON LN	01			N	DAWN	PDO															
N						45 12 3.32	-123 9 57.53			003900100S00																										

CITY OF MC MINNVILLE, YAMHILL COUNTY

NORTON LN at STRATUS RD, City of McMinnville, Yamhill County, 01/01/2018 to 12/31/2022

S	D	M																											
SER#	P	R	J	S	W	DATE	CLASS	CITY	STREET	INT-TYPE					SPCL USE														
INVEST	E	A	U	I	C	O	DAY	DIST	FIRST	STREET	RD	CHAR	(MEDIAN)	INT-REL	OFFRD	WTHR	CRASH	TRLR	QTY	MOVE	A S								
RD DPT	E	L	G	N	H	R	TIME	FROM	SECOND	STREET	DIRECT	LEGS	TRAF-	RNDBT	SURF	COLL	OWNER	FROM	PRTC	INJ	G	E	LICNS	PED					
UNLOC?	D	C	S	V	L	K	LAT	LONG	LRS	LOCTN	(#LANES)	CONTL	DRVWY	LIGHT	SVRTY	V#	TYPE	TO	P#	TYPE	SVRTY	E	X	RES	LOC	ERROR	ACT	EVENT	CAUSE



2022 - On-State, Top 15% SPIS Sites - By Hwy, MP

Statewide

Rte	Rdwy	BMP	EMP	ADT	Crash	Fatal	A	B	C	City	County	Connection	Percent	SPIS
039 Salmon River														
OR-18	1	30.61	30.70	7,087	5	0	1	1	3		Yamhill	SW HARMONY RD.	85	38.24
OR-18	1	30.62	30.71	7,113	5	0	1	1	3		Yamhill	SW HARMONY RD.	85	38.22
OR-18	1	30.63	30.72	7,140	5	0	1	1	3		Yamhill		85	38.21
OR-18	1	31.58	31.67	7,233	8	0	1	3	4		Yamhill	SW RED PRAIRIE RD.	90	47.67
OR-18	1	31.59	31.68	7,326	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.52
OR-18	1	31.60	31.70	7,419	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.44
OR-18	1	31.61	31.71	7,512	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.36
OR-18	1	31.62	31.72	7,605	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.28
OR-18	1	31.63	31.73	7,698	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.21
OR-18	1	31.64	31.74	7,791	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.13
OR-18	1	31.65	31.75	7,884	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	50.06
OR-18	1	31.66	31.76	7,978	9	0	1	3	5		Yamhill	SW RED PRAIRIE RD.	90	49.99
OR-18	1	33.32	33.42	7,760	5	0	1	2	2		Yamhill	SW SCHATZ RD.	85	37.82
OR-18	1	33.34	33.43	7,861	5	0	1	2	2		Yamhill	SW SCHATZ RD.	85	37.77
OR-18	1	38.25	38.35	13,170	6	0	1	1	4		Yamhill	SW OLDSVILLE RD.	85	38.88
OR-18	1	46.60	46.69	15,828	9	0	1	1	7	McMinnville	Yamhill		90	46.50
OR-18	1	46.61	46.70	16,565	9	0	1	1	7	McMinnville	Yamhill	OR18/Norton Lane intersection at MP 46.69. Influence area is +/- 250FT (MP 46.64 - 46.74)	90	46.32
OR-18	1	46.62	46.71	17,302	9	0	1	1	7	McMinnville	Yamhill		90	46.15
OR-18	1	46.63	46.72	18,039	10	0	1	1	8	McMinnville	Yamhill		90	48.54
OR-18	1	46.64	46.73	18,776	11	0	1	2	8	McMinnville	Yamhill		90	50.87
OR-18	1	46.65	46.74	19,513	11	0	1	2	8	McMinnville	Yamhill		90	50.71
OR-18	1	46.66	46.75	20,250	10	0	1	2	7	McMinnville	Yamhill	Statewide top 15% SPIS score cut-off at 37.75. Therefore, roadway section in top 15%.	90	48.09
OR-18	1	46.67	46.76	20,987	8	0	1	2	5	McMinnville	Yamhill		85	42.87
OR-18	1	46.68	46.77	21,724	7	0	1	2	4	McMinnville	Yamhill		85	40.13
OR-18	1	46.69	46.78	22,462	7	0	1	2	4	McMinnville	Yamhill		85	40.04
OR-18	1	48.50	48.59	20,425	25	2	4	7	12	McMinnville	Yamhill	SE LOOP RD.	95	75.26
OR-18	1	48.51	48.60	19,974	25	2	4	7	12	McMinnville	Yamhill	SE LOOP RD.	95	75.40
OR-18	1	48.52	48.61	19,524	25	2	4	7	12	McMinnville	Yamhill	SE LOOP RD.	95	75.54
OR-18	1	48.53	48.62	19,073	25	2	4	7	12		Yamhill	SE LOOP RD.	95	75.70
OR-18	1	48.54	48.63	18,623	24	2	4	7	11		Yamhill	LEG (TO SE CRUICKSHANK RD.)	95	75.39
OR-18	1	48.55	48.64	18,173	24	2	4	7	11		Yamhill	LEG (TO SE CRUICKSHANK RD.)	95	75.55
OR-18	1	48.56	48.65	17,723	24	2	4	7	11		Yamhill	LEG (TO SE CRUICKSHANK RD.)	95	75.72
OR-18	1	48.57	48.66	17,272	24	2	4	7	11		Yamhill	LEG (TO SE CRUICKSHANK RD.)	95	75.89
OR-18	1	48.58	48.67	16,822	24	2	4	7	11		Yamhill	SE CRUICKSHANK RD.	95	76.07
OR-18	1	48.59	48.68	16,372	24	2	4	7	11		Yamhill	SE CRUICKSHANK RD.	95	76.26
OR-18	1	49.84	49.91	16,322	18	0	3	10	5		Yamhill		95	73.05

Cascadia Planning + Development Services

P.O. Box 1920

Silverton, OR 97381

(503) 804-1089

steve@cascadiapd.com

**MEMO**

DATE: January 27, 2025

TO: McMinnville Planning Commission

FROM: Steve Kay
Cascadia Planning + Development Services

RE: Applicant's Information for Continued Public Hearing
2320 SE Stratus Avenue
Case Files CPA-1-24 and ZC 4-24

After the January 16, 2025 hearing, public comments were reviewed with the applicant. While the conditions of approval will address most of the issues that were raised at the meeting, the applicant would like to be responsive to the neighbors' concerns. We request that the Planning Commission consider the information included in this memo and the attached conceptual plan when making a decision for Case Files CPA-1-24 and ZC 4-24. We believe these materials will help address public concerns regarding the amount of traffic that could be generated by the use. The additional materials also evaluate how access could be provided for the future apartments so that impacts to the adjacent businesses are minimized.

As we discussed at our last meeting, allowed uses under the current M-1 zoning could generate 492 ADT (Average Daily Trips) when the subject site is developed. Under the "worst case scenario", there could be an increase of 622 ADT (Average Daily Trips) generated from the subject site under the proposed R-4 zone if 1,114 ADT are generated by a future use. However, since the applicant is not intending to maximize residential density on the properties, the increase in trips will be much lower than what is projected with the worst case scenario. To provide assurance to the neighbors that 1,114 ADT won't be generated under the proposed R-4 zone, the applicant would like to propose a trip cap for the map amendments. Below is the applicant's proposed condition of approval:

Proposed Condition 6. Traffic impacts from development on the subject site shall be limited to a maximum of 715 average daily trips.

The applicant's submitted Transportation Rule Analysis indicates that if an increase of 622 ADT were generated by the map amendments, the zone change would not meet the 1,001 ADT threshold for a "small increase" to an ODOT facility with 5-lanes and less than 25,000 ADT. With the proposed trip cap, the map amendments would be limited to an increase of 223 ADT, which is significantly below the threshold of 1,001 ADT.

At the last meeting, we also heard from several business owners that parking is currently limited for their employees and customers, storage areas for the businesses are constrained, it is difficult for tractor trailers to turn around and make deliveries, and there are limited areas within the lot to park customer vehicles with trailers. To help address these concerns, the applicant has revised the attached conceptual plan for the development to illustrate how access could be provided for the proposed apartments. This layout provides a distinct route to the apartments and eliminates the need for residents to travel through the business parking area. By realigning the access easement and relocating the storage building for Northwest Logging Supply, several improvements to the existing parking area can be provided. These upgrades include an increase in the number of parking spaces, designated parking/loading areas for customers and suppliers, and a turnaround that can accommodate tractor trailers. If the map amendments are approved, the applicant intends to work closely with the business owners to continue to refine the access plan so that impacts to business operations can be minimized.



SITE INFORMATION:	
PROPERTY AREA:	AREA = (5.8 ACRES)
EXISTING ZONING:	M1
PROPOSED USE:	R4
NUMBER OF UNITS:	12 - 2 BED 48 - 2 BED 36 - 3 BED 96 UNITS TOTAL
SETBACKS:	BUILDING: FRONT = 15' SIDE = 10' REAR = 20'
BUILDING HEIGHT:	35'-0" APPROXIMATE
PARKING PROVIDED:	180 EXTERIOR SPACES (13 H.C. ACCESSIBLE)



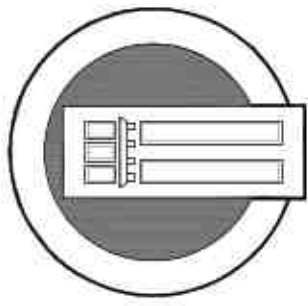
PRELIMINARY
SITE PLAN
SCALE: 1" = 50'-0"

2024 © M+A DESIGN, INC.

JOB NUMBER:	2023.47
SHEET	C1.0

MULTI-FAMILY HOUSING

SE STRATUS AVE
MCMINNVILLE, OR



COMMONWEALTH
COMPANIES
24 S. BROOKE STREET
FOND DU LAC, WISCONSIN 54935
(920) 922-8170 FAX: (920) 922-8171

M+A DESIGN, INC.
24 SOUTH BROOKE STREET
FOND DU LAC, WISCONSIN 54937
l.petrie@madesigninc.net (920) 922-8170

PRELIMINARY SHEET DATES:

PRELIMINARY DRAWING - NOT FOR CONSTRUCTION



City of McMinnville
Community Development
Department
231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311
www.mcminnvilleoregon.gov

MEMORANDUM (Updated)

DATE: January 17, 2025
TO: Planning Commission
FROM: Evan Hietpas, Associate Housing Planner
SUBJECT: Comprehensive Plan Amendment 1-24/ Zone Change 4-24

Planning Commissioners,

Following is the public testimony that has been received since your meeting packet went out on Thursday, January 9, 2025. This is the testimony that we received through 2:00 PM today on January 15, 2025.

Public Testimony:

- Nancy Feero, submitted 01.014.25, via e-mail
- Lannette Noble, submitted 01.14.25 via e-mail

UPDATE

Additional public comment was submitted at the January 15th public hearing. This memo has been updated to include this additional public testimony to the record.

Public Testimony:

- Jason Bizon, submitted in person 01.16.25
- Randy Yates, submitted in person 01.16.25
- Alex Botten, submitted in person 01.16.25

Regarding the Planning Commission Review of a Comprehensive Plan Map
Amendment and Zone Change Application for 2320 SE Stratus Avenue,
Tax Lots R442700600 and R442700604

As holder of the promissory note on the real estate adjacent to the property referenced above, I oppose the request to change the zoning of the above property from the current status of M-1, Light Industrial to R4, High Density Residential for the reasons below:

1. **Overburdening the easement:** the applicant, Commonwealth Development Corporation is using the easement beyond its intended purpose. Kurt Feero, prior owner of this property for over 30 years (until his passing) and grantor of the easement, would never have considered any use that would have jeopardized the viability of the other long-standing businesses adjacent to this property.

If approved, this easement would severely diminish the parking lot used by the NW Logging Supply and Ed's Transmission Shop. Turnaround space for large trucks with trailers, RVs and tow trucks in addition to customer parking is essential to the operation of both businesses. The proposed change would encroach on the existing parking lot and turnaround and jeopardize the continuing operation of these businesses, which have been a part of McMinnville for decades.

This zoning change and road expansion will also negatively impact the value of the bordering property and create financial hardship for all concerned.

2. **Lack of Infrastructure to support traffic at proposed levels:** Contradictory to the applicant's report, proposed and currently existing roads are not sufficient to sustain the amount of traffic that would be generated by the large number of housing units. Over 1,000 vehicles per day could be traversing an area never designed to support more than normal business and parking lot traffic.

The proximity of the new road to existing businesses and the neighboring trailer park would endanger pedestrians. The intersection in front of McMinnville Hospital and its entrance could also be negatively impacted. And in the event of an emergency, the proposed road would never support the evacuation of a high-density residential area safely.

3. **Natural Hazard Area for Wildfires:** Two significant areas on the property proposed to be rezoned high density residential have been designated natural wildfire hazard areas, according to the Natural Hazard Overlay map on the city of McMinnville's website. Another wildfire hazard area is located directly south of it.

This property was never planned to be residential. The neighboring businesses, NW Logging Supply and Ed's Transmission Shop, both keep highly flammable materials on premises as necessary for operation. It would be highly dangerous to locate a high-density housing project in a wildfire hazard area, especially next to an industrial zone.

The continuing development of this property has always been zone compliant, light industrial, and is totally unsuitable for medium to high density housing as specified by Community Development Natural Hazards Zoning Ordinance Amendments. It also threatens the operation of two long-standing McMinnville businesses. For these reasons I hope the Community Development Department will deny the zone change request.

Nancy Feero

Good Afternoon,

I am writing in response to the discussion on the proposed zone change at 2320 SE Stratus Ave. I have no issues with the need for housing, but I am very concerned over the surrounding transportation system. The Norton Landing Apartments are currently finished and taking application for tenants and is a 138 unit multi-dwelling complex. Stratus Village is under construction and when completed will add 175 multi-family units. The proposed zone change could develop up to 162 dwelling-units according to table on Attachment 1 in the documents (page 25). Also stated, on the same page, the trip generation analysis of the 162 dwelling-unit generates 1,114 daily trips. That is a ratio of approximately 6.88 daily trips per dwelling-unit. If you use this ratio over the total units of 475 possible units when all this is completed it is 3,266 daily trips. This number is extremely concerning for the all ready confusing and congested intersection at SE Stratus Avenue and SE Norton Lane. There has been a noticeable increase in traffic with the opening of Norton Landing Apartments and the construction traffic from the Stratus Village. The safety of the nearby residents to the west, the residents in Evergreen Mobile Home Park, and the residents of the newly completed housing needs to be taken into consideration. There is only one way out of this area via SE Norton Lane/SE Stratus Ave for vehicles, pedestrians, and bicycles. There is currently a lack of sidewalks, bike lanes, and the condition of the roadway of SE Stratus Lane is in very poor condition. The intersection at SE Stratus and SE Norton Lane is extremely confusing, especially with the current condition of the pavement markings, with many vehicles stopping as they come off Hwy 18 thinking they have a stop sign. If the effort and funding is put into adding the housing there needs to be effort and funding into the safety of the citizens that will be living in the housing and traveling in and out of the area. I have lived in this house since the mid-60s and drove it for almost 50 years. I have seen the transformation of the area from a two-lane road and a stop sign to what it has become now. The current TSP needs to be revisited and a Traffic Impact Analysis taking into account the cumulative impact of all three developments happening in the area. Please consider making the needed improvements for the patrons of the hospital and all the citizens currently living in the area and all those that will be in the future.

Thank You,

Lannette Noble

Good evening, Director Richards

Chair Winfield and Distinguished Commission Members

My name is Jason Bizon I reside on Lawson Lane in McMinnville.

I am here tonight to challenge the approval of the application for zone change for property 2320 Stratus Avenue. Thank you for hearing my testimony tonight.

I would like to first start by saying I have no objections to additional housing needs for the community. The record will reflect I did not object or provide public testimony against Stratus Village as outlined by the Three Mile Lane Land Use Vision and Study Area. I also understand the long-range need of affordable work force housing as outlined in the MAC TOWN Strategic PLAN 2032.

What I don't understand is the consideration of Zone Change from Industrial to Residential as outlined by the applicant. Let's be honest, this is farmland in its current state generating and producing crops. It was intended to be used for industry whatever that would look like. It is **not** in the Land Use Vision boundaries presented in the Three Mile Lane Preferred Alternative projection. In that plan there is foot note, and I quote "The land is within the city limits and zoned for development. It is not a matter of IF it will develop, it is a matter of HOW it will develop." The land in question DOES NOT MEET the zoning outlined by this vision and **should not be included in the Three Mile Lane Vision, it simply is not in the plan.**

We have boundary lines for a reason, we have lot lines for a reason. Sometimes those zones and lines are contiguous, but they are still there. If you accept this application as presented, then you might as well annex all the land from the applicant's most westerly line to the Yamhill River into the city limits and zone it all from EFU, low-density residential, industrial, make it all residential high density, because these applications will not stop coming before you. There must be a line of demarcation at some point. Oregon land use laws require it. There must be assessment of what these decisions mean for impacts to traffic, schools, utilities, emergency services and access to the hospital. We don't yet know how busy that little two-lane road is going to get until Stratus Village is up and operational. We don't know how much foot and car traffic is going to increase on that road or how bus stops will impede emergency traffic coming from the West off 18.

And by the way, the entrance to this applicant's property through and by the businesses already operating there makes zero sense from planning perspective, even with the assumptions of the project's "Development Trip Generator". Remember these are

assumptions! How are all those vehicles going to come in and out of there and what does that mean for the safety of those businesses and Stratus. I can count about 180 proposed parking spots for this application. This makes no sense based on common sense and the eyeball test.

Those two or three businesses would be severely impacted, Stratus would be severely impacted, Stratus village would be impacted, emergency services and on and on.

In closing, I respectfully ask you to **deny** this application as presented. Let Stratus Village get up and operational, study the impacts it brings with it with real data, not “we think”.

Drive over to Northwest Logging and Ed’s Transmission services and envision 1,000 cars and trucks coming out of there every day and onto Stratus. This is not counting the Stratus Village cars and trucks or just regular traffic.... **It doesn’t pass the smell test** and is not in the confines of what the Three Mile Lane land use vision intended or planned for. Please deny this application as presented!

Thank you for your consideration and your service to this community.

NAME TIME IN YAM CO

NOT TO INFLICT DAMAGE
BRIEF

Here are just a few of the many reasons and a history of N.W. logging that some may not be aware of.

This property was purchased by KURT FEERO in the early 1970's. Kurt located N. W. Logging supply, a business in continuous operation since 1948 which has been servicing, supplying the vital backbone of the timber industry in Yamhill county and is currently owned and operated by Alex Botton.

Alex, an employee of N.W. Logging since 1990 began working for Kurt at the age of 14. Alex progressed throughout the decades to manager, business partner and now current owner and has been working at N.W. Logging for over 35 years. THE BOTTEN FAMILY HAS BEEN IN BUSINESS IN MOUNTAIN MULTIGEN FOR A COMBINED 60 YEARS CONTINUOUS
Kurt passed the torch to Alex with the intention of a very long future for this business and the adjoining land. Kurt and N.W. Logging was a victim of progress in the early 90's when the hwy 18 bypass and frontage road was cut through his property, changing the configuration and restricting access to his business.

Now this meeting is being called to decide whether to allow a zone change which will further hamper the customers, delivery and sale of goods and services and parking for northwest logging located here for over 50 years.

N.W. Logging is geographically located in the Heart of Yamhill county. This vital valve in the center of the heart of the timber industry, that it has served for over 75 years.

A crucial contributor to the local economy that has been working with men and women of Yamhill county including, loggers, lumber mills, which produce the wood that helped to build this town. Not to be overlooked are the arborists, landscapers, home owners all of which rely on N.W. logging.

We stand together today to share with the planning dept and the developer Danny Difrancesco of the Commonwealth development corporation of Middleton WI. that this land is NOT intended, nor should be added to the overwhelming amount of apartment complexes crushing this area and our town.

COMMUNITY MEETING?
2 mi away?

Development corporations are deftly and cleverly searching for more locations and ways to make money in our town then run back to their own far away communities to spend their profits.

The nearest park is 2 miles away, across 17 lanes of traffic. 4 of which are hwy 18 heavy traffic, more than half a football field from one side to the other.

If your child were to make it across this hazardous interchange, only to land on an isolated piece of cement on the peninsula of Norton and Cumulas with NO sidewalks, bike lane or crosswalks what would you tell them?

Who will be the responsible party families turn to in the event of a tragedy. Hundreds of children attempting to get to school, sporting events, walking to work, going for a bike ride, carrying groceries home, walking the dog?? Will they be able to reach out to Mr. Difrancesco of Middleton WI? Or just call 911?

Will the city of Mcminnville, meaning tax payers, have to pay for continuous sidewalks and bike lanes that currently do not exist or will the out of state developer be paying for the over abundance of traveling public having to negotiate cross town traffic?

There is only 900 feet of road from this proposed apartment driveway to the **only** way out on stratus ave leading to a 3 way controlled intersection at the only access to our local hospital. *3RD STREET IS APPX 1800*

Adding 96 more families and traffic on top of other existing and newly built apartments totaling over 400 new dwellings in the last year indicates a lack of planning and safety for this proposed development.

Now a developer wants to construct a misplaced apartment complex that WILL compromise and crowd out the local business which helps to feed the mills that produce the wood that might supply that project.

When it comes to re-zoning the answer to the problem, is that this problem is not the answer.

Petition to deny a zoning change to R-4 High-Density Residential At 2320 SE Stratus Ave, McMinnville Oregon (Directly behind Northwest Logging Supply)

Petition summary and background	Commonwealth Development Corporation from Middleton, Wisconsin has applied to change 5.8 acres of Light-Industrial zoned land to R-4 Medium, High-Density Residential to accommodate a 96 unit low income apartment complex.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.

Printed Name	Signature	Address	Comment	Date
Renee Self	Renee Self	2400 SE STRATUS AVE #157	NO APARTMENT	1/14/25
Norma Orroc	Norma Orroc	2400 SE Stratus #169	NO more	1/14/25
Dennis Woods	Dennis Woods	2400 SE STRATUS #104	NO MORE	1-14-25
Debbie Woods	Debbie Woods	2400 S.E. Stratus Ave #104	NO MORE	1/14/25
Wes Terry	Wes Terry	2400 SE STRATUS AVE #105	NO !!	1/14/25
Kathy Terry	Kathy Terry	2400 SE Stratus AVE #105	ABSOLUTELY NO!!!	1-14-25
Julie R. Smith	Julie R. Smith	2400 se stratus Ave #99	No more Apartment	1-14/25
Madeleine Woodbridge	Madeleine Woodbridge	2400 SE Stratus Ave #96	NO MORE Apartment	1-14/25
Daniel Stearns	Daniel Stearns	2400 SE Stratus Ave #96	NO MORE Apartment	1-14-25
Dawn Fiel	Dawn Fiel	2400 SE Stratus Ave #96	NO MORE Apartment	1-14-25
José Luis	José Luis	2400 SE Stratus Ave #98	NO MORE Apartment	1-14-25



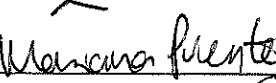


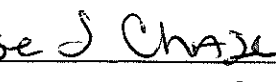
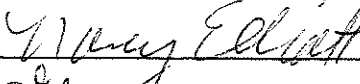
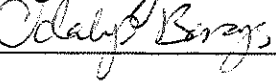

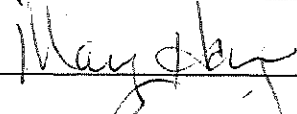
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Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.

Printed Name	Signature	Address	Comment	Date
TRANS/ VICS	<i>[Signature]</i>	11801 S.W. DUPEE ULY	NO MORE APARTMENTS	1-14-25
Clara P. Blon	Clara P. Blon	2400 SE #12	NO MORE APARTS	1/14/25
Terry Chard	<i>Terry J Chard</i>	2400 SE Stratus Ave #13	No More Apartments.	1-14-25
ERIC	<i>H H E Z</i>	2400 STRATUS 49		1/14-25
Andrea C	<i>[Signature]</i>	2400 SE STRATUS AVE #41		1-14-25
Stefany Verdugo	<i>Stefany Verdugo</i>	2400 SE Stratus #33	No more apartments	1/14/25
Michelle Sanchez	<i>[Signature]</i>	2400 SE Stratus #82	no more Apartments	1/14/25
Janice Schoenborn	<i>Janice Schoenborn</i>	2400 SE STRATUS 86	" " "	1-14-25
Emily Michelson	<i>Emily Michelson</i>	2400 SE Stratus Ave #59 McMinnville, OR	NO MORE APARTMENTS! OR A COSTCO!	1-14-25
Laura Gurley	<i>Laura Gurley/Keller</i>	McMinnville 2400 SE Stratus Ave	no more apartments Costco	1-14-25
Johanna K Williams	<i>Johanna K Williams</i>	2400 S.E. Stratus Ave #56	no more	1-14-25


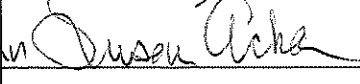
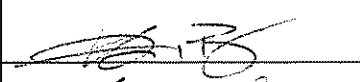
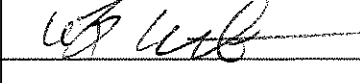
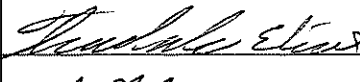

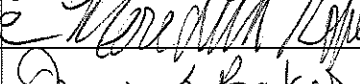
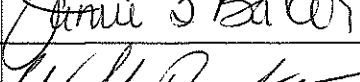
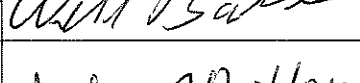
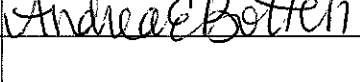
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Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.

Printed Name	Signature	Address	Comment	Date
Benjamin		2400 SE Stratus Ave #5		
Angie		2900 SE Stratus Ave	No new houses!!!	
Mariana Puente		2400 SE Stratus Ave #5		1-13-25
Tony Pruery		2400 SE Stratus Ave ^{spk}		1-13-25
Johndee Perez		2400 SE Stratus Ave ^{Unit 108}		1/13/25
Jamie Chase J Chase		2400 SE Stratus Ave ^{#89}	No more apts too much traffic	1/14/25
Nancy Elliott		2400 SE Stratus Ave ^{#85}		1/14/25
Odalis Barajas		2400 SE Stratus Ave #76	no more apts	1/14/25
maria R		2400 SE Stratus Ave #75		1/14/25
Kris Simkins		2400 SE Stratus Ave #74		1-14-25
MARY HARPER		2400 SE Stratus Ave #46	NO MORE building	1-14-25

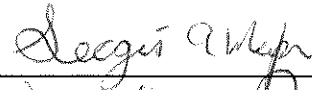
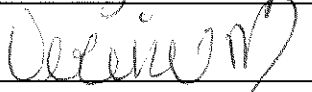
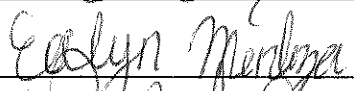
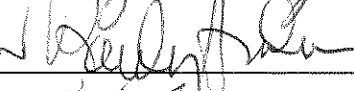
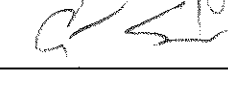
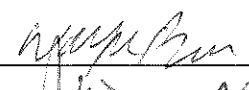
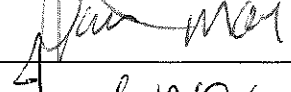

Petition to deny a zoning change to R-4 High-Density Residential At 2320 SE Stratus Ave, McMinnville Oregon (Directly behind Northwest Logging Supply)

Petition summary and background	Commonwealth Development Corporation from Middleton, Wisconsin has applied to change 5.8 acres of Light-Industrial zoned land to R-4 Medium, High-Density Residential to accommodate a 96 unit low income apartment complex.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.

Printed Name	Signature	Address	Comment	Date
LANNIE HORNE		225 LAWSON	Traffic	1-14-25
Susan Ackerman		210 SE Lawson Lane	Traffic / safety	1-14-25
Doris Bond		220 SE Lawson Lane	Traffic / Safety	1-14-25
Bill Ellis		235 S.E. Lawson Ln	Traffic	1-14-25
Ted Elias		2400 Stratus Ave SP93	Traffic	1-14-25
Lanette Noble		1915 SE Noble Lane	Traffic / Safety	1-14-25
Ineredita Noble		1915 SE Noble Lane	Traffic Congestion	1-14-25
Jamie Baker		1935 SE Noble Ln	Traffic / Safety	1-14-25
Wilbrd Baker		1935 SE Noble Ln	Traffic Safety ^{water}	1-14-25
Andrea Botten		1725 NW 5th Ct	easement not wide enough for fire truck, safety	1-15-25


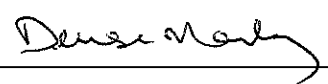
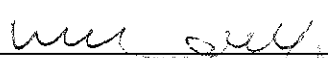
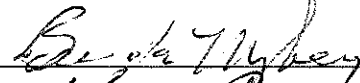
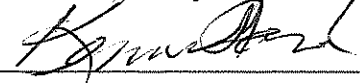





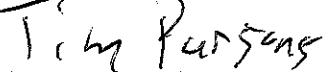
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Printed Name	Signature	Address	Comment	Date
Sergio A Mendoza		2400 SE STRATUS AVE #38	Traffic	1/15/25
Verence Mendoza		2400 SE Stratus Ave #38	Traffic insecure	1/15/25
Evelyn Mendoza		2400 SE Stratus Ave #38		1/15/25
Randy Anderson		420 NW 14th ST	Traffic	1/16/25
Craig Sagers		14820 Withycomb	Traffic	1-16-25
Wayne Brewer		344 SW Bill St Mac	Traffic	1-16-25
Jim May		1285 Lambert	Traffic	1-16-25
Frank Deleese		17380 NW Orchard View Rd McMinnville, OR 97128	To many to list!	1-16-25

Petition to deny a zoning change to R-4 High-Density Residential At 2320 SE Stratus Ave, McMinnville Oregon (Directly behind Northwest Logging Supply)

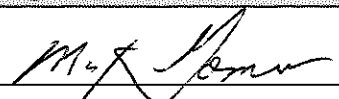
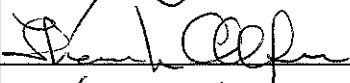
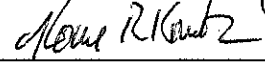
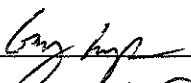
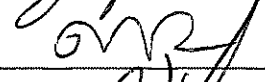


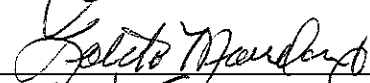

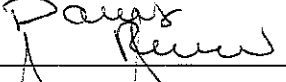
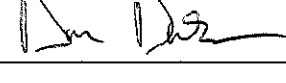
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Printed Name	Signature	Address	Comment	Date
Rick Manley		2400 SE Stratus Ave #46	Not Good Idea	1/14/25
Denise Manley		2400 SE Stratus Ave 44		1-14-25
Veronica		2400 SE Stratus Ave 23		1-14-25
Brenda Nyberg		2400 SE Stratus 17B	Enough	1-14-25
Kenneth Stone		2400 SE Stratus Ave 10B		1/14/25
Kathryn Dean		2400 SE Stratus Ave		1-14-25
Maria Acevedo		2400 SE Stratus Ave	to much traffic	1-15-25
Jose Calderon		2400 SE Stratus Ave	traffic Congestion	1-15-25
Mexico Ortiz-Ly		2400 SE Stratus Ave 890	to much apartment in the area - traffic, lack of bike lane/ - EMS route to hospital	1/15/25
Jose Ortiz		2400 SE Stratus Ave #180	- traffic, lack of bike lane/ side walk	1/15/25
Tim Parsons		2000 SE Green Blvd	Traffic - Need to find a way to make it work	1/18/25

Petition to deny a zoning change to R-4 High-Density Residential

At 2320 SE Stratus Ave, McMinnville Oregon

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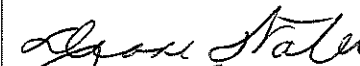
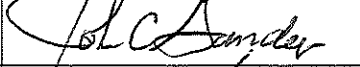
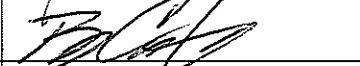

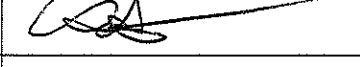
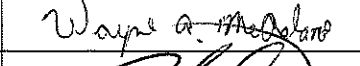
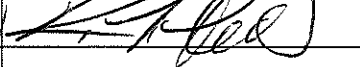
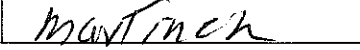
Printed Name	Signature	Address	Comment	Date
MAX GOMES		1882 SW TOMARACK McMinnville OR 97128	Negative Impact ON Economic Too much Burden on Business	1/14/2024
Thomas ALSEN		815 Ashwood Ave McMinnville OR 97128	We Need To SAVE our Light-Ind LANDS	1-14-24
KORY KUNTZ		14503 SW PEAVINE RD MAC 97128	CITY NEEDS LIGHT INDUSTRIAL 4000 MORE CARS ON STRATUS SIGNAL LIGHT?	1-14-24
Gary Harper		14507 SUPERVINE RD ^{MAC} 97128	City needs Light Industrial more than housing	1-14-25
John Rima		1310 NW Michel/baker Ln	Widen the Road 1st	1/14/25
Terry Wooten		750 SW MAGNOLIA CT. MAC.	Do not limit who can rent an apartment.	1/14/25
Jose B Lopez		4261 NE Houn Creek Rd	more light industrial	01/15/25
Lolita Moreland		2400 Stratus Ave	To much Traffic	1-15-25
Michael Linge		1705 NE Galloway St.	Hurt local business	1-15-25
Darcy Romero		2400 SE STRATUS AVE	To much traffic	1-15-25
DAN DAVISON		10715 NW BREUTANO LN McMINNVILLE, OR	INFRASTRUCTURE CANNOT SUPPORT	1/15/25

Petition to deny a zoning change to R-4 High-Density Residential

At 2320 SE Stratus Ave, McMinnville Oregon

(Directly behind Northwest Logging Supply)

Petition summary and background	Commonwealth Development Corporation from Middleton, Wisconsin has applied to change 5.8 acres of Light-Industrial zoned land to R-4 Medium, High-Density Residential to accommodate a 96 unit low income apartment complex.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.


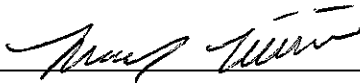

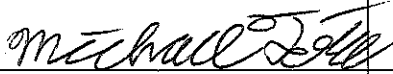
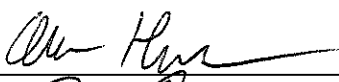


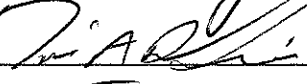

Printed Name	Signature	Address	Comment	Date
Lynn McKee		24903 SW Perrydale Amity OR 97109		1/13/25
DiAnne Waters		424 SE Lawson		1/13/25
John Gander		2840 NE Leathers Ln		1/13/25
Ray Carter		13215 NW Perry Creek Rd 97120		1/13/25
Tom Bernards		14280 NW Old Morris Valley Rd 97148		1/13/25
Cassy Heesacker		27955 SW Bayler Creek RD Sheridan, OR		1/13/25
Wayne McAdams		201 8th st Dayton, OR	increased security at Hosp.	1/13/25
Richard S Drew		2300 3605W 7th Dundee OR	OVERBURDENCE Government	1/13/25
MENU		3380 NW West Side Rd		

Petition to deny a zoning change to R-4 High-Density Residential

At 2320 SE Stratus Ave, McMinnville Oregon

(Directly behind Northwest Logging Supply)

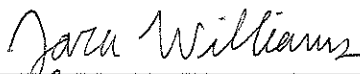
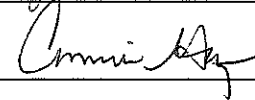
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Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.

Printed Name	Signature	Address	Comment	Date
Alex Botten		1725 NW 5th St, Mac	will cause too much congestion	1-13-25
Max Williams		1335 SW Fishhawk LN McMinnville		1-13-25
Nick Helstrom		McMinnville		1-13-25
Michael Terrell		17470 SE Walnut Gr Ln Amity 97101		1-13-25
Abe Thornburg		1405 NE First St.	" "	1/13/25
Benjamin Zatterberg		10728 NE Huland Ln	Negative economic impact for businesses in location	1-13-25
MARK SCARF		2453 SE PR994 MAC	BS	1-13-25
TIM A ROBINSON		1701 N Aldersgate LN Newberg	POOR IDEA - NO ROOM	1-13-25
TJ DORRILL		1145 SW cypress st	Bad idea	

Petition to deny a zoning change to R-4 High-Density Residential

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Petition summary and background	Commonwealth Development Corporation from Middleton, Wisconsin has applied to change 5.8 acres of Light-Industrial zoned land to R-4 Medium, High-Density Residential to accommodate a 96 unit low income apartment complex.
Action petitioned for	We, the undersigned, are concerned citizens who urge our leaders to act now to DENY this zoning change application.

Printed Name	Signature	Address	Comment	Date
Tara Williams		1335 SW Fleishauer Ln McMinnville, OR 97128		1/14/25
Connie Gartz		1975 NE Hembree St McMinnville OR 97128		1/14/25

My name is Alex Botten, I am the owner of Northwest Logging Supply, which has been in business in McMinnville for 77 years. I am speaking in opposition of the zoning change for a couple reasons. First, the only access to this property is through a 25ft easement across the main area of my parking lot. This is going to cause a thoroughfare through my business operation and the neighboring Ed's Transmission service's operation that was established in 1966. This, along with losing a large portion of the property by eminent domain in 1990 for the expansion of Hwy 18 and Stratus Ave have significantly reduced the lot size of Northwest Logging Supply. The traffic study submitted says there could be up to 1114 daily trips through my property. The written testimony from Nancy Feero, who was one of the involved parties during the creation of this easement in 2007, states that it was never intended for this amount of traffic, being that it has always been zoned light industrial. The study submitted says with light industrial zoning the daily trips would only be up to 492, which can vary greatly depending on the type of development. This is known as overburdening of an easement which is defined as when the easement holder uses the easement in a way that goes beyond it's original purpose. For this reason, I believe this application should be denied, due to the hardship it will create on two longstanding McMinnville businesses.

My second topic is the Natural Hazards zones. In at least two sections of the zone change application Pgs 20 and 38, it states there are no natural hazard areas within the site and the site is not located within mapped hazard areas (the entire city limits is within the area). These statements are incorrect. There are three areas located on the Natural Hazards map located on the proposed property, and currently should be at top of mind for every American that watches the news, WILDFIRE. The areas are Moderate ground liquefaction rated 2.0, and SEVERE wildfire danger rated 5 out of 5 . This gives a combined subarea hazard risk of 2.5 which puts it into the Natural Hazard Protection subdistrict. Page 48 of the Natural hazard report states that "the NHP prohibits most types of development". Pg 51 says "The NHP subdistrict is INTENDED to prohibit most types of development and may allow for a residential density transfer" Pg 51 also states policy 197.00.070 and pg56 policy 200.20 read the same "New residential, commercial and industrial construction SHALL be prohibited within the NHP with 4 exceptions. 17.49.160 section C states "Large format commercial development shall not be permitted within the NHP subdistrict. 17.49.170 section C states "If density transfer is not feasible, a maximum of one dwelling unit per 2.5 acres may be allowed."

Fire Code →

I feel like the developer and the staff report really missed the mark on a couple of very important issues that were all easily found on the Planning Departments website, and the recommendation of approval in the staff report should be denied.

For these, and many more reasons I would like to see the Planning Commission deny this zoning application.

Thank you.

The McMinnville Fire District's Fire Code Applications Guide states the requirements for fire access on PG 5. Aerial Fire Apparatus Road Width: Buildings more than 30 feet in height shall have fire apparatus access roads constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. One or more of the "aerial access" roads shall be located not less than 15 feet and not greater than 30 feet from the building. OFC D105.2 *Oregon Fire Code*

The building height proposed is 35ft therefore the 25ft easement is insufficient for aerial apparatus access.

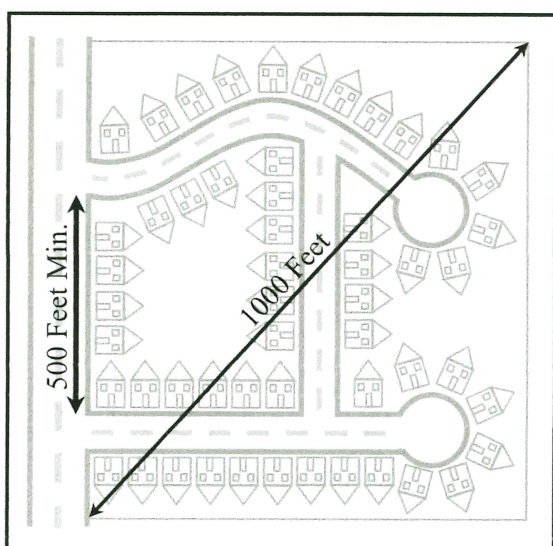
Oregon Fire Code

OFC D103.1 Access road width with a hydrant. Where a fire hydrant is located on a fire apparatus access road, the minimum road width shall be 26 feet (~~7925 mm~~), exclusive of shoulders (~~see Figure D103.1~~).

Again the legal easement is only 25ft not the required 26ft required by state fire code.

MULTIPLE ACCESS ROADS: Developments of one and two-family dwellings where the number of dwelling units exceeds 30, multiple-family residential projects having more than 100 dwelling units and where vehicle congestion, adverse terrain conditions or other factors that could limit access, as determined by the fire code official, shall be provided with not less than two approved means of fire department access. Exceptions may be allowed for an approved automatic sprinkler system. The approval of fire sprinklers as an alternate, in lieu of adequate fire apparatus access, shall be accomplished in accordance with OFC 104.8. (OFC 503.1.1, D106 & D107)

MULTIPLE ACCESS ROADS SEPARATION: Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses. (OFC D104.3 & D107.1)



GRADE: Fire apparatus access roadway grades shall not exceed 12 percent. Fire apparatus access roadways with grades between 12-15 percent, may be subject to additional building requirements in accordance with OAR 918-480-0125 *Uniform Alternate Construction Standards for One- and Two-Family Dwellings*. Intersections and turnarounds shall be level (maximum 5 percent), except for crowning for water run-off. It shall be the property owner's responsibility to show compliance with these requirements. Documentation from a professional surveyor or engineer may be required at the discretion of the fire code official. (OFC D103.2)

FIRE APPARATUS ACCESS ROAD WIDTH AND VERTICAL CLEARANCE: Fire apparatus access roads shall have an unobstructed driving surface width of not less than 20 feet (*26 feet adjacent to fire hydrants*) and an unobstructed vertical clearance of not less than 13 feet 6 inches. (OFC 503.2.1 & D103.1)

Note: When serving three or less dwelling units and accessory buildings, the driving surface may be reduced to 12 feet, although the unobstructed width shall be 20 feet. Turning radii for curves and turnarounds on reduced width roads shall be not less than 25 feet and 45 feet respectively, measured from the same center point.

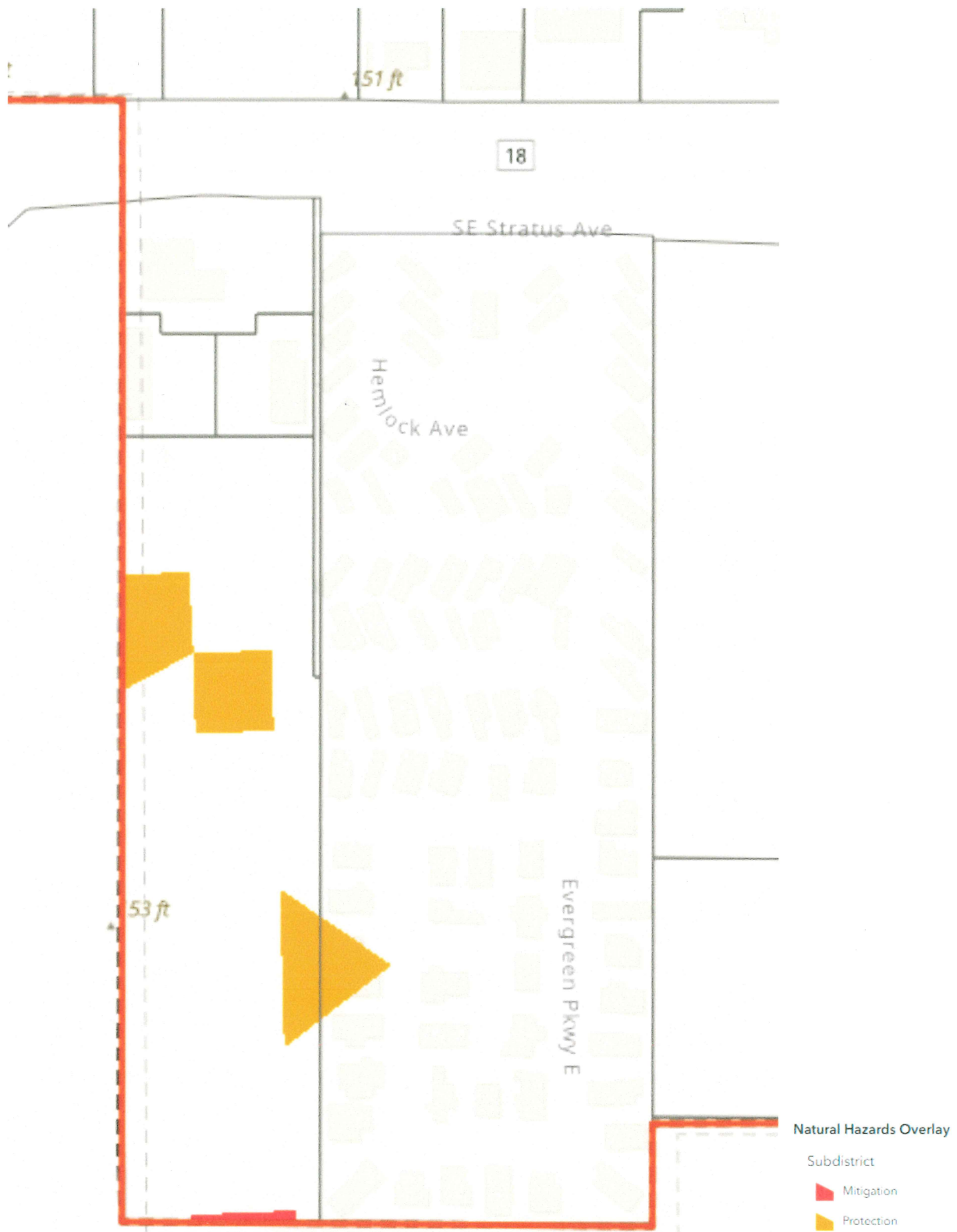
AERIAL FIRE APPARATUS ROAD WIDTH: Buildings more than 30 feet in height shall have fire apparatus access roads constructed for use by aerial apparatus with an unobstructed driving surface width of not less than 26 feet. One or more of the "aerial access" roads shall be located not less than 15 feet and not greater than 30 feet from the building. (OFC D105.2)

SURFACE AND LOAD CAPACITIES: Fire apparatus access roads shall be of an all-weather surface that is easily distinguishable from the surrounding area and is capable of supporting not less than a 12,500-pound point load (wheel load) and a 75,000-pound live load (gross vehicle weight). Documentation from a registered engineer may be requested, confirming that the final construction is in accordance with approved plans and the fire code. **McMinnville Fire District does not support the use of permeable paving systems which allow for the growth of vegetation along dedicated fire apparatus driving surfaces.* (OFC D102.1)

BRIDGES: Private bridges shall be designed and constructed in accordance with the State of Oregon Department of Transportation and American Association of State Highway and Transportation Officials *Standard*

Natural Hazard Overlay Study

McMinnville, OR





City of McMinnville
Community Development

231 NE Fifth Street
McMinnville, OR 97128
(503) 434-7311

www.mcminnvilleoregon.gov

EXHIBIT 4 – STAFF REPORT

DATE: February 6, 2025
TO: Planning Commission Members
FROM: Heather Richards, Community Development Director
SUBJECT: Work Session – Long Range Planning Work Plan

Report in Brief:

This is a work session to discuss the Planning Division's Long Range Planning Work Plan.

Background:

The Planning Division is part of the Community Development Department. The Community Development Department also hosts the Building, Code Compliance, Special Projects, Affordable Housing and Urban Renewal Divisions and programs.

The Planning Division provides three primary services: current planning, long-range planning and citizen involvement. Please see below for a description of each service.

Current Planning

- Direct and administer the day-to-day land use, development, and zoning related activities of the City.
- Process land-use applications per regulatory compliance.

Long-Range Planning

- Initiate strategic and proactive long-range plans that reflect the community's values and opportunities.
- Maintain and update the comprehensive plan; analyze and forecast economic and growth-related trends; and assist in the preparation of public facility master plans.
- Inform the City Council on matters of land use policy that affect McMinnville.

Citizen Involvement

- Staff and support five citizen involvement committees – Affordable Housing Committee, Economic Vitality Leadership Council, Historic Landmarks Committee, Landscape Review Committee, and Planning Commission.
- Ensure that the City is reaching out and allowing opportunities for public input and engagement in city planning activities.

With limited staff resources, each planning position participates in supporting the current planning, long-range planning and citizen involvement programs. This is necessary since the current planning program must meet state statutory deadlines for review and decision-making, requiring fluidity in staff assignments with limited staffing.

Staff program assignments are per the following:

Position	Current Planning	Long-Range Planning	Committee Support
Community Development Director	.20 FTE	.20 FTE	.05 FTE
Planning Manager*	.50 FTE	.45 FTE	.05 FTE
Senior Planner (x2)	.50 FTE	.45 FTE	.05 FTE
Associate Planner	.50 FTE	.45 FTE	.05 FTE
Associate Housing Planner		.25 FTE	.05 FTE
Planning Analyst	.45 FTE	.30 FTE	.05 FTE
Permit Technician	.30 FTE		
TOTAL:	2.95 FTEs	2.55 FTEs	.35 FTE

**The Planning Manager is a new position supported in the FY 24/25 Budget and is expected to start in Fall '24.*

For many years, the Planning Division operated with approximately 3.5 – 5.5 FTEs to support the program. Please see the chart below. This is important, as with fluctuating staff capacity, the City of McMinnville fell behind in its planning program. At the same time, the City of McMinnville is well known throughout the state for being at the epicenter of the land-use tensions between the preservation of farm and forest land and urban growth planning. For many years, from 1996 – 2020, the City of McMinnville devoted its limited staff capacity and resources to a growth planning effort that was continually challenged and appealed in the state land-use system leading to remand work for city staff and a significant delay in urban growth planning that then consequently delayed the overall long-range planning work plan for the City of McMinnville.

Planning Program FTE Staff Support for Past 20 Years

2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20-	2020/21	2021/22	2022/23	2023/24	2024/25
4.5	5.0	5.5	5.5	5.5	5.5	4.5	4.0	3.5	3.25	3.35	3.25	3.35	4.35	4.50	4.69	4.62	4.58	5.05	5.85

**This FTE count does not include Code Compliance, Special Projects, CET AH or Urban Renewal staff support.*

In 2016, then City Manager Martha Meeker asked the Planning Director, Heather Richards, to assess McMinnville's Planning Program in terms of where it was at and what it would take to bring it current with other city planning programs throughout the state. The assessment started with a Strengths, Weaknesses, Opportunities and Threats analysis.

MCMINNVILLE PLANNING DEPARTMENT – SWOT (2017):

STRENGTHS	WEAKNESSES	OPPORTUNITIES	THREATS
<ul style="list-style-type: none"> • Staff (Old and New) • Institutional Knowledge • Supportive / Engaged Community • Basic Strong Local Development Community • Engineering / Building / Planning relationship 	<ul style="list-style-type: none"> • Sustained Underfunding – Capacity Constraints • Reliance on GF for funding • Lack of Training • Fatigue • Archaic Practices (Ideological) • Archaic Practices (Structural) • Zoning Ordinance • No Site/Design Review • Exclusivity Mentality • Lack of Strategic Planning with Planning Commission • Reliance on Taxpayer to Fund Growth (SDCs, Fees) • Lack of Regular Evaluation / Updates to Existing Plans 	<ul style="list-style-type: none"> • Solid Market • Supportive Community • Hunger for Long Range Planning • State Need for Success in McMinnville • Community “Fear” of Change • Planning Commission Willingness for Strategic Planning 	<ul style="list-style-type: none"> • Continued Underfunding • Reliance on GF for funding • Deferred Long Range Planning <ul style="list-style-type: none"> ○ Land Supply (UGB) ○ Comp Plan Vision (1981) ○ Housing Needs Analysis ○ Special District Planning • Builder/Developer Emphasis • Community “Fear” of Change • Entrenched Opposition Groups • “That’s the way that we have always done it mentality”

Then staff assessed the comprehensive planning as required by the state (response to Oregon land use goals, such as growth planning, public facility planning, natural hazards and natural resources, etc.); community planning (such as economic development, ADA Transition Plan, Affordable Housing Plan, etc.); Special Interest Plans (such as Downtown Planning, Three Mile Lane, Airport Master Plan, City Center Housing, University District, etc.); zoning ordinance updates (Great Neighborhood Principles, Wireless Communications, Master Planning, Site and Design Review, Commercial Design Standards, etc.) and other planning processes (annexation, UGB management agreement with Yamhill County).

The assessment identified whether it was required by either state or local regulations, whether an update was needed, whether it was a high, medium or low priority, how much staff resources it would take to undertake the planning program in terms of FTEs and if cash resources would be needed for consultant help.

Sample Page of 2017 Assessment:

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
<u>COMPREHENSIVE PLAN</u>	Community Vision	1981	STATE	Every 10 - 20 Years	15 Years Past Due	X			\$225,000	1.25 FTE for 2 Years
	Comprehensive Comp Plan Update	1981	STATE	Every 10 - 20 Years	15 Years Past Due	X			\$75,000	.5 FTE for 1 Year
	Transportation System Plan	2010	STATE	Every 4 – 10 Years	2020			X	\$150,000	.5 FTE for 1 Year
	Public Facility Plan	1995	STATE	Every 4 – 10 Years	10 Years Past Due	X			\$150,000	.5 FTE for 1 Year
	Parks Master Plan	1999	STATE	Every 4 – 10 Years	6 Years Past Due		X		\$75,000	.5 FTE for 1 Year
	Historic Preservation Plan	1987	STATE	Every 4 – 10 Years	20 Years Past Due	X			\$15,000	.25 FTE for 6 months
	BLI – Housing	2001	STATE	Every 2 – 3 Years	15 Years Past Due	X			In-House	.5 FTE for 6 months
	BLI – Economic	2012	STATE	Every 4 – 10 Years	2017	X			In-House	.5 FTE for 6 months
	Housing Needs Analysis	1998	STATE	Every 4 – 10 Years	18 Years Past Due	X			\$50,000	.5 FTE for 1 Year
	Economic Opportunity Analysis	2012	STATE	Every 4 – 10 Years	2017		X		\$25,000	.25 FTE for 1 Year
	Urban Reserve Area	NEVER DONE		Every 30 Years		X			\$500,000	2 FTES for 2 Years
	UGB Amendment	1998 - NF	STATE	Every 10 – 20 Years	15 Years Past Due	X			\$500,000	2 FTES for 2 Years
	Add Zones to Comp Plan – Airport, Park, Public Facility	NEVER DONE				X			In-House	.25 FTE for 1 Year

This assessment served as the basis for determining the planning program's level of service and what it would need to be at a higher level of service. At the time of the assessment, it was determined that the planning program was operating at a below-base level of service.

Base-Level	Mid-Level	Optimal-Level
6.0 FTEs \$325,000 Professional Services	7.0 FTEs \$325,000 Professional Services	8.0 FTEs \$400,000 Professional Services
Add 1.0 FTE Planning Manager	Add 2.0 FTE Planning Manager GIS Planner	Add 3.0 FTEs plus \$50,000 professional services Planning Manager Associate Planner GIS Planner

Note: Through grants and general fund allocations, the planning program has maintained approximately \$325,000 for long range planning professional services over the past several years. However, staffing has been an issue.

For the FY 24/25 fiscal year, the Budget Committee and City Council voted to add a Planning Manager FTE to the planning program. This position was filled February 3, 2025.

This assessment is then re-evaluated every couple of years based on new state and local priorities, including recent state statutory requirements relative to growth planning, and whether the plan or program is part of the 2018 MAC Town 2032 Strategic Plan to promote the city's goals of "Housing", "Growth and Development Character" and "Economic Development – Quality Jobs".

Sample Page of 2024 Assessment

LONG RANGE PLANNING LED BY PLANNING STAFF												
Long Range Planning Projects	Timeframe	Why is it on the list?	Planner	Planner Time Est. (Leads)	Budget	Comments	Priority	MAC Town Strategic Plan	ORS Statutory Mandate	Housing	Growth and Development Character	Economic Development – Quality Jobs
ORS 197.290, OAR 660-008-0045, Exhibit A and OAR 660-008-0050, Deadline December 31, 2024, extended to June 30, 2025												
Housing Production Strategy	Dec 31, 2023 – May 31, 2025	State Law Mandate – ORS 197.290, OAR 660-008-0045, Exhibit A	Evan Hietpas	EH - .15 FTE	\$87,300 (\$35,000 Grant) (\$52,300 GF)	Scope of work and contract are final. Work started in April, 2024.	H	✓	✓	✓	✓	✓
ORS 197.296 and OAR 660-025-0185, Deadline March 1, 2026												
Land Use Efficiencies / UGB (Task 2 Sequential Work Plan)	Dec 31, 2023 – March 1, 2026	State Law Mandate – ORS 197.296 and OAR 660-025-0185	Heather Richards / Evan Hietpas / Matt Deppe	HR - .10 FTE EH - .20 FTE MD - .10 FTE	\$300,000 (\$150,000 Grant) (\$150,000 GF)	Scope of work and contract negotiations for land use efficiencies are final. PAC is being established. Delayed due to PROS Plan Comp Plan adoption. Should start in October, 2024.	H	✓	✓	✓	✓	✓
PROS Plan – Comp Plan Adoption	August, 2024 – February, 2025	Potential Housing Land Use Efficiency – Needed for Housing Production Strategy Submittal	Heather Richards / Tom Schauer	HR - .10 FTE TS - .10 FTE	\$0	Proposed reduced LOS in PROS Plan could be a housing land-use efficiency, but the PROS Plan needs to be adopted via an acknowledged land-use process so that it can be used as a land-use efficiency.	H	✓	✓	✓	✓	✓
OAR 660-012-0055, OAR 660-012-0060, OAR 660-011. Should be done with a UGB Amendment. Most recent UGB amendment April, 2021. Comp Plan Policy 182.50, done within five years of UGB amendment												
Transportation System Plan	June 1, 2024 – December 31, 2026	Strategic Plan Goal CC Goal FY 21 (Delayed due to staffing) Need to update Facility Plan to entitle 2020 UGB lands.	Heather Richards / Taylor Graybehl	HR - .15 FTE TS - .10 FTE TG - .15 FTE	\$450,000	Delayed by 3 years due to staffing capacity. ODOT will remove us from the queue to update model if we do not start soon. RFQ in draft. Issue by October 1, 2024	H	✓	✓	✓	✓	✓
Natural Hazards Planning – Goal 7	March 1, 2020 – Delayed July 1, 2023 – June 30, 2024	Part of 2020 UGB Expansion work. ORS 197.296 Goal 7 Mandate YC NHMP Action Item	Heather Richards	HR - .05 FTE	\$35,000 (\$35,000 funded in FY 21)	95% Complete, in public hearing process. Working through Engineering transition and concerns.	H	✓	✓	✓	✓	✓
Natural Resources Planning – Goal 5	January 1, 2021 – Delayed June 1, 2024 – June 30, 2025	CC Goal FY 21 ORS 197.296 2020 UGB Expansion Follow-Up	Matthew Deppe / Tom Schauer	MD - .15 FTE TS - .10 FTE	\$175,000 (\$125,000 funded in FY 22) (\$50,000 allocated in FY 24)	60% Complete, needs ESEE Analysis and then go through public process. Potential for opposition	H	✓	✓	✓	✓	✓

Every year, staff uses this assessment to work with the Planning Commission on a long range planning work plan by identifying what has been completed, what is underway and what needs to be prioritized over the next year.

MCMINNVILLE PLANNING ASSESSMENT, 2023 REVIEW, 11.16.23

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
<u>COMPREHENSIVE PLAN</u>	Community Vision	1981	STATE	Every 10 - 20 Years	15 Years Past Due		X		\$225,000	1.25 FTE for 2 Years
	Comprehensive Comp Plan Update	1981	STATE	Every 10 - 20 Years	15 Years Past Due		X		\$100,000	.5 FTE for 1 Year
2024-2025	Transportation System Plan	2010	STATE	Every 4 – 10 Years	2020	X			\$450,000	.5 FTE for 2 Years
UNDERWAY	WW Master Plan	1995	STATE	Every 4 – 10 Years	10 Years Past Due	X			\$250,000	.25 FTE for 1 Year
UNDERWAY	Parks Master Plan	1999	STATE	Every 4 – 10 Years	6 Years Past Due	X			\$250,000	.25 FTE for 1 Year
DONE	Historic Preservation Plan	1987	STATE	Every 4 – 10 Years	20 Years Past Due	X			\$15,000	.25 FTE for 6 months
DONE	BLI – Housing	2001	STATE	Every 2 – 3 Years	15 Years Past Due	X			\$50,000	.5 FTE for 6 months
DONE	BLI – Economic	2012	STATE	Every 4 – 10 Years	2017	X			\$50,000	.5 FTE for 6 months
DONE	Housing Needs Analysis	1998	STATE	Every 4 – 10 Years	18 Years Past Due	X			\$150,000	.5 FTE for 1 Year
DONE	Economic Opportunity Analysis	2012	STATE	Every 4 – 10 Years	2017	X			\$50,000	.25 FTE for 1 Year
	Urban Reserve Area	NEVER DONE		Every 30 Years			X		\$500,000	2 FTES for 2 Years
DONE	UGB Amendment	1998 - NF	STATE	Every 10 – 20 Years	15 Years Past Due	X			\$500,000	2 FTES for 2 Years
	Add Zones to Comp Plan – Airport, Park, Public Facility	NEVER DONE					X		In-House	.25 FTE for 1 Year

Planning staff uses these assessments to develop a three-five year work plan to develop a responsive planning program that serves the community of McMinnville. Please see 2024 – 2027 Long Range Planning Work Plan below. This is reviewed by the Planning Commission at the beginning of each calendar year and helps to inform the next fiscal year's long range planning budget and planning staff work plans.

2024 – 2027 LONG RANGE PLANNING WORK PLAN

Work Product	Feb – June, 2024	June 1, 2024 – Dec. 31, 2025	2026-2027
Long-Range Plans	<ul style="list-style-type: none"> Airport Master Plan Housing Production Strategy Growth Planning – Land Use Efficiencies 	<ul style="list-style-type: none"> Airport Master Plan Housing Production Strategy Growth Planning – Land Use Efficiencies Natural Hazard Planning Natural Resources Plan Transportation System Plan Downtown Master Plan <p><u>2025</u></p> <ul style="list-style-type: none"> UGB Alternatives Analysis ADA Transition Plan 	<p><u>2026</u></p> <ul style="list-style-type: none"> Downtown Master Plan Transportation System Plan Southwest Area Plan UGB Alternatives Analysis ADA Transition Plan <p><u>2027</u></p> <ul style="list-style-type: none"> Riverside South Area Plan Urban Reserve Area
Comprehensive Plan Amendments	<ul style="list-style-type: none"> Goal 8 – Parks and Rec Goal 11 – Public Facilities 	<ul style="list-style-type: none"> Goal 5 – Cultural/Natural Resources Goal 7 – Natural Hazards Goal 12 - Transportation 	<ul style="list-style-type: none"> Park Zone Public Facility Zone
Zoning Ordinance Amendments	<ul style="list-style-type: none"> Natural Hazards District Landscape Chapter Rewrite Historic Landmarks Demolition 	<p><u>2024</u></p> <ul style="list-style-type: none"> Transfer of Density for Natural Features Natural Resources <p><u>2025</u></p> <ul style="list-style-type: none"> Innovation Special District Downtown Design Review Overlay Downtown Parking TMP, Alcohol Sales Downtown 	<p><u>2026</u></p> <ul style="list-style-type: none"> Commercial/Industrial Site and Design Review Incentive Zoning - (HPS) Green/Climate Standards Mixed-Use Zoning – (Land Use Efficiencies) 20 Minute Neighborhoods <p><u>2027</u></p> <ul style="list-style-type: none"> Planned Development Land Division Standards Commercial Zone Amendments Industrial Zones Amendments

This is the process in which the work plan is developed. There can be many disrupters to the work plan, including new state mandates with pressing deadlines, challenges and appeals to current work that needs to be resolved prior to advancing to the next phase of work, new local priorities by the City Council or Planning Commission, and staff turnover.

All of those disrupters have occurred in the past four years creating a backlog of planning efforts that need to be completed in the upcoming years. The next portion of this staff report will discuss those challenges and opportunities.

Discussion:

In the past five years the state legislative session has passed annual legislation in an effort to help solve Oregon's housing crisis. Most of the legislation has focused on development code amendments (HB 2001 (2019 Legislative Session) - missing middle housing allowances in all single family residential zones and infrastructure capacity analysis to support missing middle housing, and SB 458 (2021 Legislative Session) – missing middle housing expedited land division); data collection (HB 2003 (2019 Legislative Session) - regional housing needs analysis); or expedited growth planning (HB 2003 (2019 Legislative Session) – Housing Capacity Analysis due by December 31, 2023 and Housing Production Strategy due by December 31, 2024).

At the same time in 2020, the City of McMinnville successfully submitted their 2003 UGB amendment (McMinnville Growth Management and Urbanization Plan (MGMUP)) to the state after years of challenges, appeals and remands. The final UGB boundaries were different than those originally proposed which necessitated updates of all of the public facility plans (wastewater, water and transportation) for the UGB expansion areas.

The MGMUP also identified two additional growth planning processes that needed to occur prior to annexation of the UGB expansion areas into the city for urban development: 1) Land-Use Planning for the UGB Expansion Areas (Framework Plan, Area Plan and Master Plan); and 2) Planning for Goal 5 (Natural Resources and Open Space), Goal 7 (Natural Hazards) and Goal 8 (Parks).

To support these efforts, the City adopted Comprehensive Plan Policies and Proposals to memorialize these commitments as outlined below. The City committed to initiating the necessary coordinated master planning and plan updates within five years of a major UGB update (Comprehensive Plan Policy #182.50). Comprehensive Plan Policies #187.60.10 and 187.80.00 commit the City to initiating area planning for the UGB expansion areas. And proposals developed an annexation process that included the need for area plans of the UGB expansion areas. Additionally the City adopted an area planning process prior to annexation of the UGB expansion lands into the city as part of the MGMUP to ensure that the UGB expansion areas would develop per the community vision. This process added a planning step to development of these lands as well that the City committed to undertaking each year.

McMinnville Comprehensive Plan Policy #182.50

182.50 ***Coordinated Master Planning and Plan Updates.*** *The City should initiate updates of its functional planning documents within 5 years of a major UGB update to address consistency with the new UGB, and work with service providers to conduct updates to their planning documents as needed. This includes:*

City:

- *Parks and Recreation Master Plan*
- *Water Reclamation Facilities Plan*
- *Storm Drainage Master Plan*
- *Transportation System Plan*
- *Airport Layout Plan*
- *Goal 5 Resources Plan*
- *Goal 7 Hazards Plan*

Service Providers:

- *McMinnville Water and Light: Water Distribution System Master Plan*
- *Yamhill County Transit: Transit System Master Plan. (Ord. 5098, December 8, 2020)*

Comprehensive Plan Policies 187.60.10 and 187.80.00

187.60.10 ***The City of McMinnville's overall planning process for UGB expansion areas shall include the completion and adoption of three successive levels of planning for lands within UGB expansion areas prior to their development. The three successive***

planning processes include the Framework Plan, the Area Plan, and the Master Plan. (Ord. 5098, December 8, 2020)

187.80.00 The City of McMinnville shall initiate an Area Planning process for UGB expansion areas that are designated on the Comprehensive Plan Map as Urban Holding (UH). The City of McMinnville shall prioritize which UGB expansion areas to complete Area Planning for based on the size of the area, the need for coordination of the development of public infrastructure and services, and the expected timeframe of development or redevelopment. (Ord. 5098, December 8, 2020)

Comprehensive Plan Proposals 0.50 and 0.75, 40.00, 41.00 and 48.10.

0.50 The City should develop, adopt and maintain a Natural Hazards Inventory as part of the McMinnville Comprehensive Plan (Volume I). The inventory shall include maps and text that identify the location, type and risk level for three types of natural hazards: geological hazards (including steep slopes, earthquakes and landslides), flood hazards (land within the 100-year floodplain) and wildfire hazards within the urban growth boundary and the unincorporated land outside of the urban growth boundary.

0.75 The City should develop and adopt a Natural Hazards (NH) overlay zone to manage the cumulative effects of inventoried natural hazards within the urban growth boundary on people and property. (Ord. 5098, December 8, 2020)

40.00 The City shall complete an inventory of the applicable natural resources listed in Goal 5 of the Oregon Statewide Planning Goals and Guidelines. The resources to be included in the inventory include, but are not limited to, riparian corridors, wetlands, wildlife habitat, open space, and scenic views. The City shall coordinate with the Department of Land Conservation and Development to determine which Goal 5 resources to include in the inventory.

41.00 The City shall complete an inventory of landmark trees that are of significance or value to the City's environment or history.

48.10 The City shall complete and adopt Area Plans for the following areas as described in the McMinnville Growth Management and Urbanization Plan:

- 1. Southwest Area – Potentially with subareas:
 - a. West Hills South, Southwest 2, and West of Old Sheridan Road (potentially also including Redmond Hill Road)*
 - b. Southwest 06 and Old Sheridan Road**
- 2. Fox Ridge Road, NW-EX1b-R1, and High School Site*
- 3. Riverside South*
- 4. Redmond Hill Road (potentially include with the Southwest Area Plan)*
- 5. Booth Bend Road*
- 6. Riverside North (Ord. 5098, December 8, 2020)*

Lastly, from 2020 – 2023, both the Planning and Engineering Divisions experienced significant staff turnover and vacancies resulting in several key positions transitioning with interim placements and new hires. Due to this staffing instability within these two divisions, many of the long range planning programs were put on hold.

Now that both divisions are staffed and key positions are filled, below is the Long Range Planning Work Plan needed to meet the state statutory mandates, local policies and community needs in the next three – five years. These planning projects have been carefully timed and assigned to lead staff to allow for workload capacity adjustments as necessary. For those products that do not have state statutory mandates, the planning staff will lead them in such a way to accommodate the needs of internal staffing capacity without compromising the integrity and need of completing the planning for the community.

State Mandated Deadlines Embedded in ORS – OAR 660-008-0045, Exhibit A

Planning Document	Due Date	Approved Extension
Housing Capacity Analysis	December 31, 2023	February 29, 2025 (DLCD Approved Sequential UGB Work Plan – 2/7/24)
Housing Production Strategy	December 31, 2024	June 30, 2025* (DLCD Approved Sequential UGB Work Plan – 2/7/24)
Land Use Efficiencies	December 31, 2023	June 30, 2025* (DLCD Approved Sequential UGB Work Plan – 2/7/24)
UGB Amendment	December 31, 2023	March 1, 2026 (DLCD Approved Sequential UGB Work Plan – 2/7/24)

****Housing Land-Use Efficiencies need to be identified as part of the Housing Production Strategy, which is due on June 30, 2025.***

Reduced Parks LOS in the PROS Plan could be used as a Housing Land-Use Efficiency for both the UGB Amendment and the Housing Production Strategy. But it needs to be adopted as part of the comprehensive plan to qualify. PROS Plan needs to be adopted by February 2025 to fold into the Housing Production Strategy.

MGMUP UGB Amendment, December 2020 – Master Plan Updates

Planning Document	Initiated	Completed
Parks and Recreation Master Plan	February, 2022	February, 2025
Goal 7 – Hazards Plan <ul style="list-style-type: none"> Natural Hazards Mapping Natural Hazards Overlay District 	March, 2020	March, 2025
Water Distribution System Master Plan	January, 2023	March, 2025
Water Reclamation Facilities Plan	Underway	April, 2025
Goal 5 – Natural Resources <ul style="list-style-type: none"> Protection of Natural Resources/Trees ESSE Analysis 	January, 2021	August 2025
Airport Layout Plan <ul style="list-style-type: none"> Airport Zone 	Underway	December 2025
Transportation System Plan (Vehicular, Bike, Ped, Active Trans)	October, 2024	December, 2026
Storm Drainage Master Plan	TBD	TBD
Transit System Master Plan	TBD	TBD

Responding to McMinnville’s Housing Crisis / Needs = Setting the table for the UGB expansion areas to annex into the city and develop.

Setting the Table = Public Facility Planning and Area Planning

Planning Document	Initiated	Completed
<u>AREA PLANS:</u>		
Fox Ridge Road Area Plan	<u>June, 2022</u>	<u>February, 2024</u>
Southwest Area Plan (Includes Redmond Hill Road and Old Sheridan Road Areas)	<u>September, 2024</u>	<u>December, 2026</u>
Riverside South	TBD	TBD
Booth Bend Road	TBD	TBD
<u>PUBLIC FACILITY PLANS:</u>		
Water Public Facility Plan	Underway	March 11, 2025
Wastewater Public Facility Plan	Underway	<u>April, 2025</u>
Transportation System Plan	October 15, 2024	<u>December, 2026</u>

City of McMinnville Specialty Planning – Unique to McMinnville

Planning Document	Initiated	Completed
Airport Master Plan <ul style="list-style-type: none"> • Airport Layout Plan • Airport Zone 	<u>November, 2023</u>	<u>June, 2025</u>
Innovation Campus <ul style="list-style-type: none"> • Master Planning • Public Infrastructure Feasibility Analysis • Design and Development Standards • Marketing 	February 7, 2024	December 31, 2025
Downtown Master Plan Update <ul style="list-style-type: none"> • Expanded Study Area • Housing • Future Development Sites • Design and Development Standards • Urban Plan Amendment 	September 15, 2024	December 31, 2026
SODAN Intensive Level Survey	<u>March, 2024</u>	<u>August, 2024</u>

Code Amendments Required by State Law or as Directed by PC and/or CC

Code Amendment	Initiated	Completed
Landscape MMC Amendments	2018	November, 2024
Small Lot Subdivisions	2022	December, 2024
Transitional Housing	March, 2024	January, 2025
SB 458 Integration	April, 2025	November, 2025
TMP – Alcohol Sales Downtown	Under legal review	

Each planning product will be ultimately adopted by the City Council through a land-use process which will include notice to the Department of Land Conservation and Development, public hearings with the Planning Commission and adoption by ordinance by City Council.

Most planning processes will also include Planning Commission and City Council work sessions to share updates on the planning progress and to obtain direction at necessary decision milestones.

Attachment A – Long Range Planning Work Plan is provided as a suggested calendar of work over the next three years, including approximate schedules for work sessions and City Council adoption. These are high level schedules and are subject to change.

It is recognized that this work plan will be impactful to many city teams (primarily planning and engineering, but also public works and parks intermittently). Both planning and engineering have reviewed the work plan for staff allocations and FTE support. Staff will work with each other to manage workloads. Those planning programs that have mandatory deadlines will be a priority.

Attachments:

- Long Range Planning 2024 – 2027 Strategic Plan
- Long Range Planning Work Plan 25/26 Calendar

2024 – 2027 LONG RANGE PLANNING WORK PLAN

Work Product	Feb – June, 2024	June 1, 2024 – Dec. 31, 2025	2026-2027
Long-Range Plans	<ul style="list-style-type: none"> • Airport Master Plan • Housing Production Strategy • Growth Planning – Land Use Efficiencies 	<ul style="list-style-type: none"> • Airport Master Plan • Housing Production Strategy • Growth Planning – Land Use Efficiencies • Natural Hazard Planning • Natural Resources Plan • Transportation System Plan • Downtown Master Plan <p><u>2025</u></p> <ul style="list-style-type: none"> • UGB Alternatives Analysis • ADA Transition Plan 	<p><u>2026</u></p> <ul style="list-style-type: none"> • Downtown Master Plan • Transportation System Plan • Southwest Area Plan • UGB Alternatives Analysis • ADA Transition Plan <p><u>2027</u></p> <ul style="list-style-type: none"> • Riverside South Area Plan • Urban Reserve Area
Comprehensive Plan Amendments	<ul style="list-style-type: none"> • Goal 8 – Parks and Rec • Goal 11 – Public Facilities 	<ul style="list-style-type: none"> • Goal 5 – Cultural/Natural Resources • Goal 7 – Natural Hazards • Goal 12 - Transportation 	<ul style="list-style-type: none"> • Park Zone • Public Facility Zone
Zoning Ordinance Amendments	<ul style="list-style-type: none"> • Natural Hazards District • Landscape Chapter Rewrite • Historic Landmarks Demolition 	<p><u>2024</u></p> <ul style="list-style-type: none"> • Transfer of Density for Natural Features • Natural Resources <p><u>2025</u></p> <ul style="list-style-type: none"> • Innovation Special District • Downtown Design Review Overlay • Downtown Parking • TMP, Alcohol Sales Downtown 	<p><u>2026</u></p> <ul style="list-style-type: none"> • Commercial/Industrial Site and Design Review • Incentive Zoning - (HPS) • Green/Climate Standards • Mixed-Use Zoning – (Land Use Efficiencies) • 20 Minute Neighborhoods <p><u>2027</u></p> <ul style="list-style-type: none"> • Planned Development • Land Division Standards • Commercial Zone Amendments • Industrial Zones Amendments

LONG RANGE PLANNING WORK PLAN												
Plan	2024				2025				2026			
	Jan - Mar	April - June	July - Sep	Oct - Dec	Jan - Mar	April - June	July - Sep	Oct - Dec	Jan - Mar	April - June	July - Sep	Oct - Dec
State Mandated Housing Planning												
Housing Production Strategy			CC/PC Work Session	CC/PC Work Session	CC/PC Work Session	CC Adoption						
Land Use Efficiencies					CC/PC Work Session	CC/PC Work Session	CC/PC Work Session		CC Adoption			
UGB Amendment							CC/PC Work Session	MUAMC	CC Adoption			
2020 UGB Expansion Areas - State and Local Mandated Growth Planning												
Natural Hazards Planning (Goal 7)					PC Public Hearing	CC Work Session	CC Adoption					
Natural Resources Planning (Goal 5)								PC/CC Work Session	CC Adoption			
Southwest Area Plan						PC/CC Work Session			PC/CC Work Session			CC Adoption
Water Master Plan Update				PC Work Session	CC Adoption							
Wastewater Master Plan Update					PC Work Session	PC Public Hearing	CC Adoption					
Transportation System Plan Update							PC/CC Work Session			PC/CC Work Session		CC Adoption
PROS Plan Update			PC Work Session	PC Public Hearing	CC Adoption							

LONG RANGE PLANNING WORK PLAN												
PLAN	2024				2025				2026			
	Jan - Mar	April - June	July - Sep	Oct - Dec	Jan - Mar	April - June	July - Sep	Oct - Dec	Jan - Mar	April - June	July - Sep	Oct - Dec
City of McMinnville Specialty Planning – Unique to McMinnville												
SODAN Intensive Level Survey			HLC Adoption									
Airport Master Plan Update						PC Public Hearing	CC Adoption					
Innovation Campus Plan				PC/CC Work Session		PC/CC Work Session	PC Public Hearing	CC Adoption				
Downtown Master Plan Update						CC Work Session		CC Work Session			PC Public Hearing	CC Adoption
Code Amendments Required By State Law or as Directed by Planning Commission or City Council												
Accessory Structures			PC Public Hearing	CC Adoption								
Landscape MMC Amendments			PC Public Hearing		CC Adoption (1)	CC Adoption (2)						
Small Lot Subdivisions							PC Public Hearing	CC Adoption				
Transitional Housing			PC/CC Work Session		PC Public Hearing	CC Adoption						
SB 458 Integration							PC Public Hearing	CC Adoption				
TMP – Alcohol Sales Downtown*					PC Public Hearing	CC Adoption						

*Currently under legal review

Note: All dates are approximate and are subject to change.