

AGENDA 5 - 16

1. **Approval of Minutes:** April 21, 2016

2. **Public Hearing (Quasi Judicial)**

◆ **Docket CU 5-16 (Continued from April 21, 2016 Planning Commission meeting)**

Request: Approval of a conditional use permit to allow for the expansion of the existing materials recovery facility by adding: 1) 7,500 square feet for commercial waste drop off and transfer load out (“transfer station”); 2) 6,300 square feet for public waste drop off; and 3) 2,850 square feet for public recycling drop off/drive-through.

Location: 2200 NE Orchard Avenue, and is more specifically described as a portion of Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.

Applicant: Recology Western Oregon

3. **Old/New Business**

4. **Adjournment**

MINUTES

Members Present: Chair Stassens, Vice Chair Tiedge, Commissioners Geary, Hall, Morgan, and Thomas

Members Absent: Commissioners Chroust-Masin, Hillestad

Staff Present: Mr. Pomeroy, Mr. Koch and Mrs. Dyer

**1. Call to Order**

Chair Stassens called the meeting to order at 6:31 p.m.

**2. Approval of Minutes: March 17, 2016**

Chair Stassens called for a motion for approval of the Planning Commission minutes.

Principal Planner, Ron Pomeroy stated that the Planning Department had recently received a voicemail from J.W. Millegan requesting a modification to the draft minutes. Specifically, the modification would be to the second sentence of paragraph three of page three to remove the phrase "elected President of SODAN" and replace it with "appointed chairperson of the Land Use Committee of SODAN. Commissioner Morgan MOVED to approve the minutes from March 17, 2016 as presented along with the requested amendment, SECONDED by Commissioner Geary. Motion passed unanimously.

**3. Public Hearing (Quasi Judicial)**

• **Docket CU 5-16**

Request: Approval of a conditional use permit to allow for the expansion of the existing materials recovery facility by adding: 1) 7,500 square feet for commercial waste drop off and transfer load out ("transfer station"); 2) 6,300 square feet for public waste drop off; and 3) 2,850 square feet for public recycling drop off/drive-through.

Location: 2200 NE Orchard Avenue, and is more specifically described as a portion of Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.

Applicant: Recology Western Oregon

Chair Stassens opened the public hearing at 6:37 p.m. and stated that the applicant had requested that the hearing be continued until the May 19, 2016, Planning Commission meeting. Chair Stassens asked if the Commission wished to discuss the applicants' request. There being no abstentions or objections to jurisdiction, she called for a Motion.

Commissioner Tiedge MOVED, to CONTINUE CU 5-16 to May 19, 2016, Planning Commission meeting to be held at 6:30 p.m. in the McMinnville Civic Hall; SECONDED by Commissioner Hall. The motion passed unanimously.

#### 4. Public Hearing (Quasi Judicial)

- **Docket S 1-16**

Request: Approval of a tentative subdivision plan that, if approved, would provide for the platting of 20 single-family lots on a 5.4-acre parcel of land.

Location: 2946 SW Redmond Hill Road and is more specifically described as Tax Lot 1200, Section 24, T. 4 S., R. 5 W., W.M

Applicant: CS Property Investments, LLC

Chair Stassens called the public hearing to order at 6:40 p.m. and called for abstentions, objections to jurisdiction, and disclosures. There were none. Three Planning Commissioners disclosed that they had visited the subject site. There being no abstentions or objections to jurisdiction, Chair Stassens requested the staff report.

Mr. Pomeroy referred to the staff report and the application and entered a new exhibit (Exhibit 10) into the record; an email received by the Planning Department from Mr. Roy Thompson on April 12, 2016, a copy of which was provided to each Commissioner. Mr. Pomeroy stated that it was a straight forward subdivision proposal and mentioned that the application met, or could meet, all applicable requirements and that staff was recommending approval subject to conditions as noted in the staff report.

Commissioner Morgan asked if the proposed two streets looked like they were located and designed in a fashion that would connect to the adjacent properties in the future.

Mr. Pomeroy replied that they were appropriately sized and located and that the applicant provided a shadow plat reflecting how adjacent properties could be served by the proposed streets.

Chair Stassens asked if there were any other questions for staff, and there were none. She then asked for the applicant's testimony.

Lucetta Elmer, P.O. Box 237, McMinnville, a member of CS Properties, stated that the proposal complied with all requirements and that the applicant concurred with staff's recommendation.

Chair Stassens asked if there were any questions from the Commission and there were none. She then asked if there was anyone else who would like to testify in favor of the request and there were none.

Chair Stassens called for any persons that would like to testify in opposition to the request.

Roy Thompson, 5 Centerpointe Drive, Suite 400A, Lake Oswego, referenced the email that had been provided to the Commission and stated that he found it procedurally problematic that the representative that previously spoke (Lucetta Elmer) was not a member of the LLC listed on the application but that it didn't matter to his client since they were not opposed to the request but were instead concerned about it. Mr. Thompson proceeded to address each of the items in succession as noted in his email. He requested that a condition be applied to this subdivision's approval that the developers create a buffer zone on their site so not to encroach on his client's farmland. He noted that if they did not provide this that his client would need to create a barrier which would be very expensive and, since his client's agricultural use would be utilizing organic

pesticides, there could be a potential danger to the residents and their children without such a buffer. Mr. Thompson also noted that the road in front of 2700 SW Redmond Hill Road (his client's property) was currently a county road and since the proposed development was in the city, they would like the County road dedicated as a City road so there would be easy access to and from the city. Mr. Thompson stated that it would also be the City's responsibility to maintain the road given that the proposed subdivision was within the city limits.

Chair Stassens intervened that the road dedication did not pertain to the application and that the Commission had read his entire email and it had been entered in the record so there was no need to reiterate it.

Mr. Thompson mentioned that he was just making sure that it was in the record but that if the Commission could see that everything in the letter was adequately in the record, than his letter qualified as testimony. He then asked if there were any questions.

City Attorney David Koch reinforced Chair Stassens statement that since Mr. Thompson entered written testimony, that testimony had been entered into the record and did not need to be read in order to enter it.

Mr. Thompson said that he understood and would step down if there were no further questions.

Chair Stassens asked for any questions from the Commissioners.

Commissioner Hall addressed Mr. Thompson's concern about the barrier issue and mentioned that he wasn't persuaded that there was some danger in residents seeing a marijuana field. He then asked if that was the concern or if the safety issue in regard to the use of pesticides, or both, were a concern.

Mr. Thompson stated that it was both in a sense because while the visual issue didn't pose a danger, it was more a matter of the cost of the security at a marijuana facility. Since it was the law that there would be a visual barrier from adjacent properties, it was the grower's responsibility to visually obscure the crop from outside viewers so it would not be an attractive element, given the potential crop value.

Chair Stassens said that it is required by law for the marijuana growers to do that.

Mr. Hall said he understood the law but felt that Mr. Thompson was trying to transfer the grower's responsibility to the applicant.

Mr. Thompson said he was not sure whose responsibility it was when development occurred close to the existing growing operation since the grower already obscured the site, so he felt the responsibility was questionable.

Chair Stassens asked for any other questions.

Commissioner Morgan was curious if the 37 acres were currently under cultivation of marijuana.

Mr. Thompson replied that under law they couldn't really do that. He continued by stating that multiple one-acre growers are allowed on the same site, so the whole 37 acres could become a grow operation.

Commissioner Morgan asked if there was currently marijuana being grown on the property.

Mr. Thompson said there was.

Commissioner Morgan then asked if it was adjacent to the proposed subdivision.

Mr. Thompson said it wasn't adjacent and that it had been moved as far as possible from view from any point around the property and that it will continue to move in that direction as the operation expands.

Chair Stassens thanked the applicant and asked for any more statements in opposition to proposal. There were none.

No person that participated in the hearing requested the record remain open or be continued for further testimony. The applicant waived the seven day time period allowed for submittal of further testimony in support of the application and Chair Stassens closed the public hearing at 6:58 p.m.

Commissioner Morgan mentioned that he liked that the idea that the lots were larger than most, although it may not be the most effective use of land.

Commissioner Hall did not see a problem with the application.

Commissioner Tiedge also did not see a problem and felt that the adjoining farmer was responsible for their own operation and didn't get to impose that burden on anyone else.

Commissioner Geary agreed with what had been mentioned so far and believed it was a great step in the development of a growing city, and the issues raised were not relevant to what was in the staff report.

Commissioner Thomas commented that the application was complete and it would be a nice addition to the city.

Commissioner Morgan MOVED based on the findings of fact, the conclusionary findings for approval, and materials submitted by the applicant to APPROVE S 1-16 subject to the conditions of approval listed in the staff report; SECONDED by Commissioner Hall. The motion passed unanimously.

## 5. Public Hearing (Quasi Judicial)

- **Docket VR 1-16**

Request: Approval of a variance to Section 17.60.060 (Spaces-Number Required) of the McMinnville Zoning Ordinance to permit a reduction in the number of required off-street parking spaces for an existing professional office building (from 29 to seven spaces).

Location: 435 NE Evans Street and is more specifically described as Tax Lot 2400, Section 21BC, T. 4 S., R. 4 W., W.M.

Applicant: Bill Gee

Chair Stassens called the final public hearing to order at 7:02 p.m. and called for abstentions, objections to jurisdiction, and disclosures. There were none. Five Planning Commissioners disclosed that they had visited the subject site. There being no abstentions or objections to jurisdiction, Chair Stassens requested the staff report.

Mr. Pomeroy referred to the staff report and stated that the building was built approximately 75 years ago and that the zoning ordinance and community changed and grew around it. The site is currently located within the zone that allows for 50 percent reduction in the required off-street parking and is about one block from the no parking required zone in the historic downtown. He stated that the application was timely and met all the requirements for variance approval and therefore were recommending approval.

Commissioner Tiedge confirmed that the 29 spaces were theoretical and did not currently exist. He also confirmed that, with this site, you could have the building or the 29 spaces, but not both.

Mr. Pomeroy said that was correct.

Commissioner Tiedge stated that you would have to tear down the building in order to get the parking needed.

Commissioner Hillestad supported the comment made by Commissioner Tiedge.

Commissioner Morgan asked if the building was in good repair and in need of renovation.

Mr. Pomeroy replied that he would defer that question to the applicant who was in attendance.

Chair Stassens asked if there were any other questions for staff, and there were none. She then asked for the applicant's testimony.

Kevin Hansen, 18989 NE Marine Drive, Portland, a representative of the applicant, stated that they were hoping to turn the building into something nice. He further noted that many of their potential tenants were established businesses from the immediate area who just wanted to move into the space so he didn't expect many businesses from outside the area coming in.

Chair Stassens asked if there were any other questions from the Commission.

Commissioner Morgan asked Mr. Hansen for his assessment of the status of the building.

Mr. Hansen said the building was definitely structurally sound and that they hired a structural engineer to do a review of the building. He said that the owner's original vision was to gut the entire building and start fresh so he could offer a good space to people. They were currently doing an asbestos remediation and once that was complete, they planned to proceed with the renovations.

Commissioner Morgan asked if they were planning to update the exterior.

Mr. Hansen said they were planning to replacing all the windows to code, and cleaning and repairing all the brick to make it look less institutional and more appealing. They wanted to move the handicap access to a more convenient location and put in exterior water and light features.

Chair Stassens asked for any further questions from the Commissioners and there were none. She then asked if there was anyone else who would like to testify in favor of the request and there were none.

Chair Stassens called for any persons that would like to testify in opposition to the request and there were none.

No person that participated in the hearing requested the record remain open or be continued for further testimony. The applicant waived the seven day time period allowed for submittal of further testimony in support of the application.

Commissioner Morgan mentioned that the adjacent two story parking lot was a logical place to provide the 29 spaces but asked if there was anything mentioned in the City code that said that the parking lot could not be considered as part of the 29 spaces.

Mr. Pomeroy said the two story parking structure was a public structure and therefore could not be allocated for a specific use.

Commissioner Morgan said that he assumed that was where the 29 vehicles were going to be parked and asked if that was against the law.

Mr. Pomeroy said it was not against the law and that those parking spaces were for public use.

Chair Stassens closed the public hearing at 7:13 p.m.

Commissioner Morgan said it was a very logical approach to use the building that would normally be torn down and liked the idea of rejuvenating the building.

Commissioner Tiedge stated that he believed it was a straight forward. He further stated that 29 parking spaces was not a very practical requirement for a building of that size in this situation. He thought it was great that someone would invest money in the building.

Commissioner Geary mentioned that he did not find it as easy of a choice as everyone else and disagreed with the assessment that the parking garage was often unoccupied since he conducted daily activity downtown and used it often. He believed that disallowing the variance request would be harmful to the property owner but allowing it would be harmful to the rest of the downtown core. This second point highlighted the larger issue of the challenge of providing more parking opportunities in a location where it was very difficult to do so. He stated this was why it made sense to allow zones that didn't require parking such as the KAOS building being constructed with no parking required. Mr. Geary did think that the benefit of the redevelopment of a building downtown outweighed demolishing all or part of the building to provide additional parking.

Commissioner Thomas stated that she was happy to see the building revitalized and mentioned that she thought there was a lot of free parking downtown, but you needed to walk a bit to find it.

Commissioner Morgan said that he thought it was a very appropriate and justified request for a variance.

Commissioner Hall MOVED, based on the findings of fact, the conclusionary findings for approval, and materials submitted by the applicant to APPROVE VR 1-16; SECONDED by Commissioner Morgan. The motion passed unanimously.

## 6. Old/New Business

Chair Stassens opened the floor to any old and/or new business.

Mr. Pomeroy stated that the next Planning Commission meeting would be on May 19<sup>th</sup> for a continuation of the Recology Western Oregon application.

Commissioner Hall asked Mr. Pomeroy if the procedure for a hearing with numerous dockets could change so that all the introductory verbiage could not be reiterated each time in hopes of shortening the process.

Mr. Koch said that he would review the request.

## 7. Adjournment

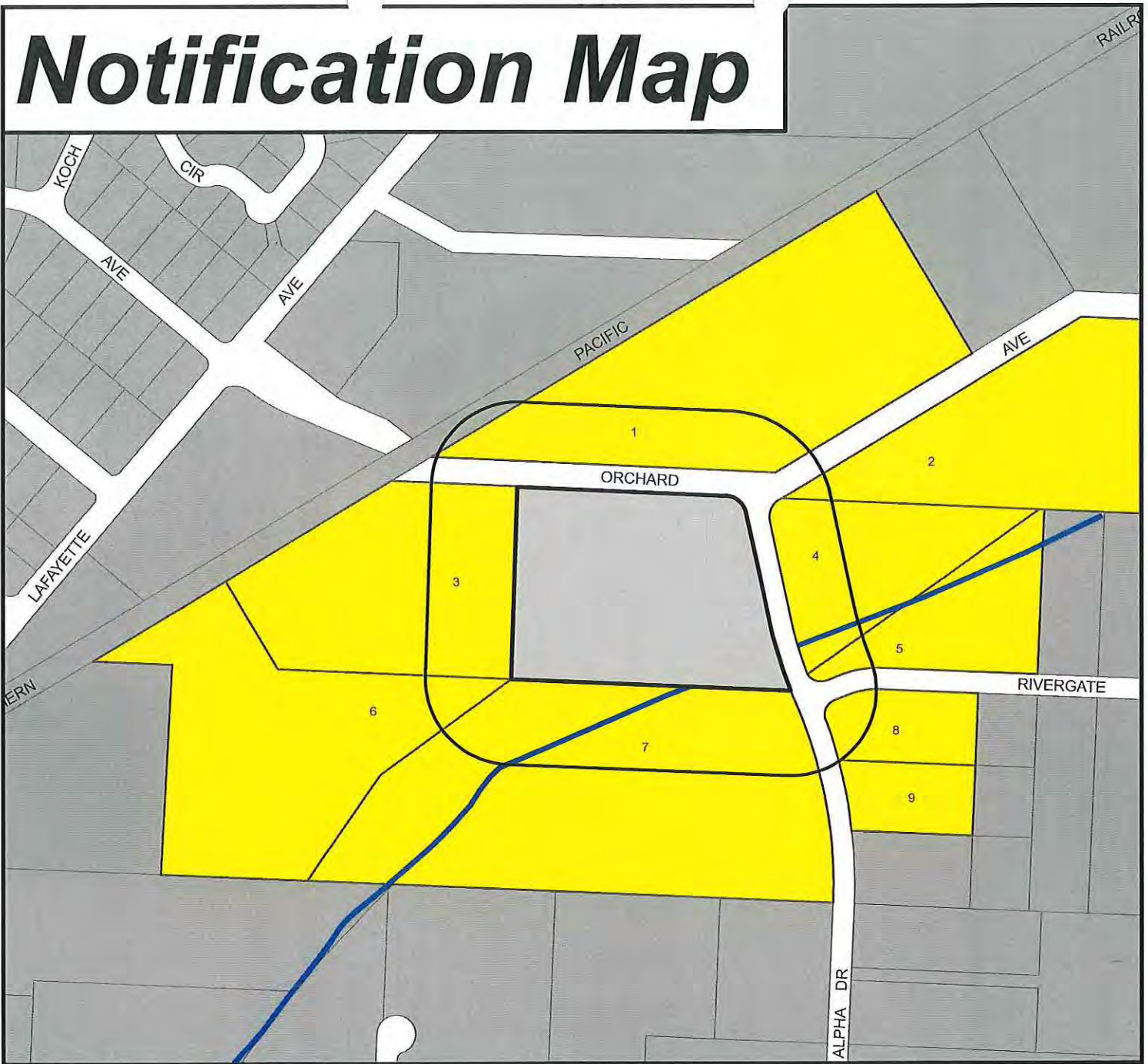
Commissioner Hall MOVED to adjourn the meeting. The motion was SECONDED by Commissioner Geary. Motion PASSED unanimously. Chair Stassens ADJOURNED the meeting at 7:21 p.m.



Doug Montgomery  
Secretary



# Notification Map



## CU 5-16

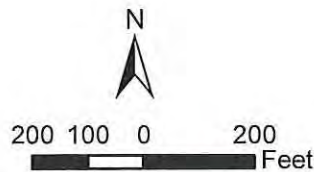
Recology Western Oregon is requesting approval of a conditional use permit to allow for the expansion of the existing materials recovery facility by adding:  
1) 7,500 square feet for commercial waste drop off and transfer load out ("transfer station"); 2) 4,900 square feet for public waste drop off; and 3) 2,850 square feet for public recycling drop off/drive-through.

Recorded Owner:  
Sani-Lease LLC  
PO Box 509  
McMinnville, OR 97128



APPROVED BY: PLANNING COMMISSION  
CITY COUNCIL

ATTESTED TO BY: \_\_\_\_\_



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

Request: Approval of a conditional use permit to allow for the expansion of the existing materials recovery facility by adding: 1) 7,500 square feet for commercial waste drop off and transfer load out ("transfer station"); 2) 6,300 square feet for public waste drop off; and 3) 2,650 square feet for public recycling drop off/drive-through.

Location: The subject site is located at 2200 NE Orchard Avenue, and is more specifically described as a portion of Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.

Applicant: Recology Western.Oregon

## **EXHIBITS**

1. Staff Report and Findings of Fact
2. Applicant's narrative and the following attached exhibits:
  - a. Conditional Use Permit application (Exhibit 1);
  - b. Neighborhood meeting notes from January 28, 2016 (Exhibit 2)
  - c. Existing site conditions map (Exhibit 3)
  - d. Proposed Site Improvements Map (Exhibit 4)
  - e. DEQ approved operations plan for the existing material recovery facility (Exhibit 5)
  - f. Aerial map of the site (Exhibit 6)
  - g. Comprehensive plan map (Exhibit 7)
  - h. Zoning map (Exhibit 8)
  - i. Transportation System Plan "Street Functional Classification" map (Exhibit 9)
  - j. Proposed site improvements and "drape" for Building A (Exhibit 10)
  - k. Traffic Impact Assessment, prepared by Kittelson & Associates, Inc. (Exhibit 11)
  - l. Building improvement plan site plan (Exhibit 12)
  - m. DEQ solid waste disposal site permit for existing material recovery facility (Exhibit 13)
  - n. DEQ inspection report, dated February 17, 2015 (Exhibit 14)
  - o. Letter from George Drake, PE, dated January 7, 2016 (Exhibit 15)
3. Email from Kia Sorenson, dated March 17, 2016
4. Vicinity map as provided by the Planning Department
5. Notification Map
6. List of property owners to whom notice was sent
7. Affidavit of Publication
8. Referrals
9. McMinnville Planned Development Overlay Ordinance No. 4135 (Northeast Industrial Area Planned Development Overlay)
10. Solid Waste Disposal Site Permit for Astoria transfer station, dated December 19, 2013 and submitted by the applicant
11. Operations Plan for Astoria transfer station submitted by applicant
12. Letter of support submitted by Mr. Jeremy Lodge, Meggitt Polymers, dated April 16, 2016

## **SUBJECT SITE**

The subject site occupies approximately 4.25 acres of the eastern half of an 11.65-acre parcel owned by Sani-Lease, LLC and leased by the applicant, Recology Western Oregon. The western portion of this larger parcel is occupied by a composting operation – Greenlands-McMinnville – and is not part of this review.

Bordering the subject site to the north is Orchard Avenue. Alpha Drive and wetland form the site's eastern edge; this wetland extends along the site's southern border as well. A 26,230 square foot, two-story structure occupies the midsection of the property, providing space for offices, conference room for training activities, a public waste drop-off area ("Resource Rescue"), material receiving and processing area, and public recycling depot. This building was constructed in 1997. To the immediate north of the building is located off-street parking, accessed from Orchard Avenue. Material storage bins and other equipment are found around the remaining perimeter of the building.

The subject site's northern perimeter is landscaped with turf and regularly spaced, medium sized deciduous trees situated within a strip of land paralleling Orchard Avenue. Additional landscaping can be found at the building's northern edge, near the office entry. The wetland area to the east and south form the only other "landscaped" areas within the site as all other surfaces are covered in asphalt or cement.

The property is zoned M-2 (General Industrial), as are all other lands that immediately abut the subject site. To the north is located the former Nursery Supply building and property currently occupied by Red Hills Storage and Distribution; to the east, across Alpha Drive, is Elk Creek Lumber; to the south is vacant land and wetland; and to the west is the "Greenlands" composting facility operated by the applicant.

## **OBSERVATIONS**

- The submitted narrative accompanying the application is very thorough and provides extensive detail relative to the development plans for the subject property as well as how this proposal satisfies relevant requirements. Because of that, staff would direct the Commission to the applicant's material, should detail beyond the summary analysis and observations provided in this report be needed.
- The Planning Commission's responsibility regarding this type of land use request is to conduct a public hearing, consider all testimony, and at its conclusion, render a decision to approve, approve with conditions, or deny the proposed variance request.
- Recology Western Oregon has submitted an application to the City of McMinnville requesting approval of a conditional use permit to allow for the expansion of their existing material recovery facility and its operations. In brief, the proposed expansion would consist of additions to the existing main building to include the following major components:
  1. Construction of an enclosed addition to the west side of the existing facility for commercial drop-off and load-out of solid waste. This building addition, identified in the applicant's submitted materials as "Building A," would measure some 75 feet by 100 feet and provide interior space for loads of waste materials to be separated into recyclable and non-recyclable materials. Recyclable materials would be shipped to end markets, while non-recyclable materials would be shipped to a landfill within 48-hours of their

arrival at the facility. To accommodate this building addition and transfer station operation, existing glass bunkers and other equipment would need to be relocated to the south end of the existing material recovery facility building.

2. Construction of an enclosed addition to the southwest portion of the existing facility for non-commercial (public) waste drop-off. Identified as "Building B" within the submitted materials, this addition would measure some 70 feet by 90 feet (6,300 square feet).
3. Construction of an open-sided canopy structure on the northeast corner of the existing building to accommodate public recycling drop-off. Identified as "Canopy C" within the submitted materials, this addition would cover approximately 2,650 square feet of area.

In addition to the above described improvements, the applicant would also propose to alter existing access to the site by closing the driveway north of the existing material recovery facility building on Orchard Avenue, and constructing a new "enter only" driveway to the east. An additional new driveway would be provided off Alpha Drive for exiting traffic only. These improvements would cause all traffic to enter the site from Orchard Avenue and exit onto Alpha Drive. Other site improvements include the redesign of existing and expanded off-street parking in the northwest portion of the site, addition of truck scales, expansion of the internal roadway network to provide a more orderly vehicle circulation system and provide for all site traffic to queue on-site, and relocation of material storage areas to the southeast of the existing building.

Further detail regarding the proposed locations and operations of these proposed additions and access modifications can be found in Exhibits 4, 10 and 12 of the applicant's submitted material.

- Current improvements within the subject site consist of the main processing building, located in the central portion of the site, and comprising some 26,230 square feet in area. Within this two-story building are housed a public waste drop off area (referred to as "Resource Rescue"), a bulk material receiving and processing area, offices and a conference room for training activities, and a public recycling depot.

In addition to the main processing building, there exists public parking within the northern portion of the site, adjacent to and access from Orchard Avenue. Storage areas for recycled materials are found within a paved area immediately east and southeast of the main building; other large equipment and parking area are located in the site's southwest corner. To the west of the main building are located cement mixing equipment.

Further detail regarding existing site conditions can be found in Exhibit 3.

- The site's current primary activity involves the processing and transferring of materials destined for recycling markets. As such, Recology's commercial collection trucks collect recyclable materials from customers within their service area and transport them to the subject site on Orchard Avenue. The site also receives small hauls of solid waste at this facility from the general public. The materials brought to the facility are then sorted within the building and consolidated for sale and shipment to markets that purchase recycled goods. Residual waste is sent to the landfill for disposal. The facility operates Monday through Saturday, from 7:00 am to 4:00 pm; although Recology Western Oregon's commercial solid waste collection trucks may access the facility seven days a week. Access to the site is locked during non-business hours.

The application before the Planning Commission, if approved, would expand this current operation by providing additional space for further onsite processing of recyclable materials. Most importantly, the expansion would also allow for shipments of solid waste that are currently directed to the landfill to be sent to this location. Once off-loaded inside the expanded building, the waste would be loaded onto a sort line and pass through a series of automated and manual processes to separate recyclable and non-recyclable materials, the latter of which would be then loaded onto larger trucks for transport to a landfill for final disposal; recyclable materials would be prepared for sale to markets. As noted previously, this non-recyclable material would be removed from the property within 48 hours of its arrival.

- The applicant indicates that they currently service some 20,000 accounts within their service area, which includes portions of both Polk County and Yamhill County. This service area is generally described as extending north to the south side of Dundee, west to the Grande Ronde area, south to Rickreall Road, and east to Grand Island. Recology Western Oregon collects and ships directly to the Riverbend Landfill annually some 38,000 tons of solid waste. Under the applicant's proposal, this waste would be shipped first to their location on Orchard Avenue where recyclable and non-recyclable materials would be sorted, as described previously. The applicant estimates that the expanded facility, at full capacity, could accommodate 50,000 tons of solid waste annually, or approximately 320,000 pounds of waste each day of operation.
- A copy of the applicant's current Operations Plan for the Valley Recovery Zone facility on Orchard Avenue, and an Operations Plan for Recology's Astoria transfer station have been provided as part of their submittal (see Exhibits 2(e) and 12). These documents, along with their companion DEQ permits for these facilities (see Exhibit 2(m)), provide a good example of the types of controls and regulations that may eventually be part of the Oregon Department of Environmental Quality's permit requirements and operations plan for the transfer station and expanded facility proposed in this application, should it gain approval from the Planning Commission.
- Within Exhibit 2 of the submitted material is found information regarding a community meeting held by the applicant to inform the neighborhood of this proposed expansion. That meeting, held in the evening of January 28, 2016, was attended by two staff persons from Recology Western Oregon and three other individuals. Notice for the meeting was provided to property owners located within 500 feet of the applicant's property. Minutes from the meeting are included in the material provided. A previous neighborhood meeting was held on August 11, 2014, but no minutes or other materials related to that meeting have been provided.
- Dust, odor, litter, noise, and pest control are some of the more frequently cited concerns when locating a proposed transfer station or facility such as is proposed in this application. In this case, these concerns become more acute because of this site's location within an urbanized setting. The applicant has addressed each of these concerns within their application, which are summarized in the following text. In some cases, staff has provided additional response.

Dust – As the majority of activity related to the processing of solid waste at this facility will occur inside a building, and travel surfaces are paved, dust should not be a significant factor. The applicant notes that doors to the building would remain closed except to allow for trucks to enter and leave the facility. "Drapes" would also be provided as a means to further control dust, as would frequent sweeping of the grounds.

Odor - Malodors would be controlled by keeping most all activities related to this operation housed indoors. This, along with the use of roll-up doors and "drapes," are expected to minimize the possibility of odors being detected beyond the subject site. As part of any approved operations plan for this transfer station, the applicant would be required to secure the appropriate permits from the Oregon Department of Environmental Quality and remain in compliance with applicable air quality standards.

Noise – As most all activities associated with the sorting and processing of solid waste are designed to occur within the building, noise levels outside the subject site's perimeter should be relatively low. The orientation of building openings, use of mufflers and similar noise reducing mechanisms should further minimize noise transference and impact on surrounding properties. Staff further recommends the planting of arborvitae or similar dense hedge material as a means of providing some further passive noise attenuation, as well as visual screening of the site and activities. Such a condition was similarly placed on the Elk Creek lumber property that sits immediately east of the subject site.

Litter – The applicant indicates that litter is currently removed "as needed" from around the building, fence, parking area, and entrance to the subject site. Staff suggests that as the amount of solid waste coming to this site will increase dramatically with the operation of a transfer station, it will be extremely important that litter be controlled and that aggressive means be employed to make it not become a nuisance. Such a condition is recommended by staff.

Pest Control – The applicant identifies two steps that are currently in place – and that would be put in place for the expanded facility -- to minimize the presence of pests such as flies, rodents, and birds: 1) Removal of all solid waste ("non-recyclable" material) to a landfill within 48 hours of its arrival at the facility; and 2) contracting with a pest control company to perform regular preventive maintenance, and provide extermination services as needed. These measures seem appropriate and adequate to staff.

- Development of this property is subject to the provisions of the Northeast Industrial Area Planned Development Overlay Ordinance (No. 4135). In summary, this ordinance requires an examination by the City of the environmental and aesthetic impacts of any proposed development on the site, limits the type of industrial uses that can locate within 500 feet of any residential use or zone, and defines certain improvement standards. A copy of this planned development ordinance is attached to this report for the Commission's reference (see Exhibit 9). Staff finds that the applicable requirements of this ordinance have been – or will be – sufficiently addressed as part of this conditional use permit review. Further, we believe that the conditions recommended for approval will further address these relevant standards, as would the conditions that may be imposed by DEQ as part of their solid waste permitting process.
- In order to document the proposed expansion's trip generation and impact on the transportation system, the applicant contracted with Kittelson and Associates, Inc. to conduct a traffic impact assessment. The findings of that assessment are provided in the attached report, identified as Exhibit 11.

Briefly, the report notes that there are approximately 420 daily trips to and from the existing material recovery facility, most of which on a weekday occur during mid-day hours. The report further finds that 140 total daily net new trips – assuming growth of the facility to

accommodate up to 50,000 tons annually -- would be added to the existing total. Measured during A.M. and P.M. peak hours (8:00am – 9:00am, and 4:00pm – 5:00pm, respectively), the analysis concludes that 10 weekday AM and 10 weekday PM peak hour trips would be added to the existing trip count of 22 and 31, respectively, at the facility. In summary, the assessment conducted by Kittelson and Associates finds the following:

*“Given the site will be regionally accessed by Orchard Avenue and Riverside Drive/Alpha Drive corridors, this increase in trips is not anticipated to significantly impact operations on the adjacent roadway/intersection network during the critical peak time periods.”*

- As part of this review, copies of the applicant's submitted materials were forwarded to the following public agencies for review and comment: The McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, Public Works, City Manager, and City Attorney; McMinnville School District No. 40; McMinnville Water and Light; Yamhill County Public Works and Yamhill County Planning Department; Verizon; Comcast Cable; and Northwest Natural Gas. The following agency comments had been received as of the date of this report:

McMinnville Community Development Department –

*“We have reviewed proposed CU 5-16, and do not have any concerns or suggested conditions of approval related to the application. Based on the materials included in the application, we find that the existing City transportation network and public sanitary sewer system are adequate to handle the proposed conditional use on the site.”*

*We would note that at the time of building permits for the proposed improvements, the appropriate infrastructure improvements (such as the installation of PROWAG compliant driveways, the installation of sidewalks along the property's frontages, and the installation of appropriate sanitary sewer pretreatment facilities) will be required, and the applicable transportation and sanitary sewer system development charges (SDC's) will be assessed.”*

McMinnville Building Division –

*“After reviewing the application, the applicants will require all necessary building, plumbing, mechanical, and electrical permits. Based on the use of this proposal, I will most likely give it an occupancy classification as an S-1. In reviewing the areas shown on drawing C3 – Sheet 3 (41,680 square feet) the construction type would be 2A, with an allowable area of 26,000 square feet, and with four yards more than 20 feet in width the area can be doubled. A type 2A building requires the buildings to be non-combustible construction with exceptions. Table 601 of the code establishes fire-resistive requirements.”*

- Consistent with the requirements of the McMinnville Zoning Ordinance, notice of this request was mailed to property owners located within 200 feet of the subject site. As of the date of this report, the Planning Department had received one letter in support of the applicant's proposal, a copy of which is attached to this report (see Exhibit 13).
- The findings of fact and conclusionary findings are attached to this report as Exhibit “A” and are, by this reference, incorporated herein.

## RECOMMENDATION

In summary, approval of the conditional use permit request before the Commission would allow the existing building to physically and operationally expand as follows: 1) a small addition to the north side of the existing building to accommodate the drop-off of public recyclable materials; 2) an enclosed addition to the south side of the building for public drop-off of solid waste materials; and, 3) a larger addition to the building's west side for the collection, processing, and eventual transfer of solid waste materials to a landfill. Of these operations, only the latter would be new to the current slate of activities that occur within the subject site. This is also the element that will likely garner the most attention from the public and surrounding neighbors due to the real or perceived impacts generally associated with transfer stations, such as noise, litter, dust, odors, and traffic. This is understandable as there will be approximately 160 tons of solid waste received at this facility each day of operation.

In support of this request, the applicant has submitted considerable background information, as well as what staff believes to be adequate evidence and findings relevant to the conditional use permit criteria on which approval can and must solely be based. Additionally, the applicant appears to recognize that there will necessarily need to be some conditions attached to any approval for this facility in order to address issues that may arise, and to ensure this facility's operational compatibility with adjacent properties, and has offered conditions for that purpose. Staff recognizes the applicant's successful history of operations at their current facility, but this past history provides no guarantee of future performance. Further, in the absence of any assurances that the environmental issues typically associated with a transfer station will be minimized (e.g., through an existing approved operations plan for the transfer station and/or DEQ permit), we find the applicant's proposed conditions, as provided in their submitted materials, inadequate. In light of this, and to address some of the land use concerns that are outside DEQ's jurisdiction, staff offers several conditions for the Commission's consideration. Absent such conditions, staff does not support this application's approval.

Based on the materials submitted by the applicant, the findings of fact, and the conclusionary findings for approval, staff recommends that CU 5-16 be approved by the Planning Commission subject to the conditions below.

1. That all development shall be located outside of any identified wetland unless permitted by the Oregon Department of State Lands (DSL).
2. That arborvitae planting or similar dense plant material as may be approved by the McMinnville Landscape Review Committee shall be installed along the site's eastern perimeter to provide visual screening of the subject site. This screening should be set back from the property line a distance adequate to ensure safe vision clearance for those vehicles exiting from the subject site onto Alpha Drive. Plants shall be a minimum of five (5) feet in height at the time of planting and spaced no more than three (3) feet on center with adequate space between the ground and the base of the plant maintained to ensure no harborage for vectors.

Appropriate irrigation shall be provided to ensure the survival and growth of this screen. All required planting shall be installed prior to use of the building as may be allowed by this conditional use permit.



3. That additional landscaping shall be provided along the site's northern perimeter to provide appropriate screening of the adjacent off-street parking and vehicle maneuvering areas and add visual interest at the site's northeast corner. Although not required of this approval, the applicant is encouraged to extend landscaped screening along the balance of its property's northern perimeter to help provide a more attractive appearance for its facility and the traveling public.
4. That as part of this requirement, the applicant shall submit a landscape plan to the Planning Department for review and approval by the McMinnville Landscape Review Committee that provides detail regarding the type, quantity, and location of plant materials (and irrigation system) for the areas described in condition no. 3 (and no. 2, if appropriate), above, as required by Chapter 17.57 (Landscaping) of the McMinnville Zoning Ordinance. All required planting shall be installed prior to the release of occupancy permits for this proposed expansion.
5. That all solid waste loads that arrive at the transfer station facility shall be required to be fully enclosed, covered, or use other means to prevent litter from being blown from the vehicles during travel. Such cover shall remain on the vehicles until positioned within the building. Loaded transfer trailers that are stored overnight shall be fully tarped, parked within the transfer station building, and shall be removed from the site at the start of the following operating day.  

The Applicant shall take reasonable steps, including signage, to notify and remind persons delivering municipal solid waste to the facility that all loads must be suitably secured and tarped to prevent any material from blowing off the load during transit.
6. That the applicant shall routinely patrol and remove litter from the facility, all public rights-of-way within 1,000 feet of the facility, and from private property within 50 feet of these streets with the permission of the property owners. To the extent practicable, any debris or litter from the facility must be retrieved and properly disposed of as soon as possible that operational day.
7. That use and operation of the facility as described in this application is contingent upon receipt of an approved solid waste permit from the Oregon Department of Environmental Quality (DEQ). Thereafter, the use and operation of this facility shall remain at all times consistent with the approved DEQ permit and approved operations plan for this facility, particularly as it relates to dust, malodors, vector control, litter, and noise. The applicant shall submit copies of the DEQ permit to operate as described in this conditional use permit prior to issuance of building permits from the City.
8. That municipal solid waste received at the transfer station facility shall not exceed 50,000 tons annually. Compliance with this standard shall require the quarterly submittal of a written report to the Planning Department indicating the quantity of material (by weight) received at the facility during the reporting period. Approval to accept solid waste beyond this limit shall require approval of a new conditional use permit from the City.
9. That materials received at this facility shall be limited to those collected within the Recology Western Oregon service area, to include those portions of Yamhill and Polk counties generally described as including lands south of Dundee, west of Grand Ronde, north of Rickreall Road, and east of Grand Island.

10. That, in order to minimize odor, the applicant shall:
  - a. Conduct all waste transfer operations within the enclosed building, except during extraordinary circumstances beyond the Applicant's control;
  - b. Clear the tipping floor of waste on a daily basis, except during extraordinary circumstances beyond the Applicant's control;
  - c. Ensure that incoming municipal solid waste that exhibits strong odor shall be transferred as soon as possible from the transfer station; and
  - d. Continually transfer waste materials throughout the operating day on a first-in, first-out basis.

In addition, the applicant is required to employ immediate corrective action when odors detectable by smell are present beyond the subject site's boundary in such quantity and duration to pose a public nuisance, or pose a threat to public health, safety, or the environment.

11. That at the time of submittal of building permits for the proposed expansion, all applicable transportation and sanitary sewer system System Development Charges (SDCs) shall be paid by the applicant.
12. That prior to operation of the expanded facility, the applicant shall install public sidewalks along the site's street frontage, PROWAG compliant driveways on Orchard Avenue and Alpha Drive, and appropriate sanitary sewer pretreatment facilities, as may be required by the City of McMinnville.
13. The transfer station shall be operated consistently with all applicable local, state, and federal laws and with permits issued for operation of the transfer station by the DEQ, including Section 3, "General Facility Operations", of the Operations Plan approved by DEQ for the Materials Recovery Facility concerning control, of litter, pests, dust, odor, and noise.
14. The Applicant shall maintain a 24-hour telephone number for complaints concerning the operation of the transfer station. This number shall be provided on the Recology website, and posted in a conspicuous location at the subject site. The Applicant shall notify the Planning Department of all complaints received and how the complaints were resolved once each quarter.
15. The Applicant shall hold an annual community meeting to allow persons to comment on the operation of the transfer station. The Applicant shall report the results of the meeting to the Planning Department.

## **MOTION**

The Planning Department recommends the Commission make the following motion for approval:

**THAT BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, AND THE MATERIALS SUBMITTED BY THE APPLICANT, THE PLANNING COMMISSION APPROVES CU 5-16 SUBJECT TO THE CONDITIONS AS NOTED IN THE STAFF REPORT.**

DRM:sjs

**EXHIBIT "A"**  
**FINDINGS OF FACT AND CONCLUSIONARY FINDINGS**  
**DOCKET CU 5-16**

**FINDINGS OF FACT**

1. The applicant is requesting approval of a conditional use permit to allow for the expansion of the existing materials recovery facility by adding: 1) 7,500 square feet for commercial waste drop off and transfer load out ("transfer station"); 2) 6,300 square feet for public waste drop off; and 3) 2,650 square feet for public recycling drop off/drive-through. The subject site is located at 2200 NE Orchard Avenue, and is more specifically described as a portion of Tax Lot 2500, Section 15, T. 4 S., R. 4 W., W.M.
2. The site is currently zoned M-2 (General Industrial) and is designated as industrial on the City of McMinnville Comprehensive Plan Map, 1980.
3. Sanitary sewer and municipal water and power are available to the site. The municipal Water Reclamation Facility has sufficient capacity to accommodate expected waste flows resulting from development of the property.
4. The City of McMinnville Fire Department, Police Department, Engineering Department, Building Department, City Manager, and City Attorney; McMinnville School District No. 40; McMinnville Water and Light; Yamhill County Public Works; Yamhill County Planning Department; Verizon; Comcast Cable; and Northwest Natural Gas; were asked to review and provide comment regarding this proposed development. As of the date of this report, no concerns in opposition to this request were returned from these agencies.
5. Goals and policies from Volume II of the McMinnville Comprehensive Plan of 1981 which are applicable to this request are as listed in Section V of the applicant's submitted narrative. The conclusions and findings provided in that narrative satisfy the applicable requirements and are hereby incorporated.
6. The subject request is consistent with the requirements of the McMinnville Zoning Ordinance (ORD. No. 3380) applicable to a conditional use permit, as detailed in Section V of the applicant's submitted narrative, and are hereby incorporated.

DRM:sjs

April 4, 2016

Michael C. Robinson  
MRobinson@perkinscoie.com  
D. (503) 727-2264  
F. (503) 346-2264

**VIA EMAIL AND MESSENGER**

Mr. Doug Montgomery, Director  
City of McMinnville Community Development Department  
231 NE Fifth Street  
McMinnville, OR 97128

**Re: Revised Conditional Use Permit and Transportation Impact Analysis**

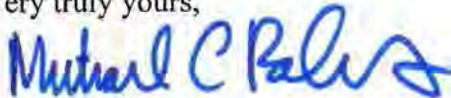
Dear Mr. Montgomery:

This office represents the applicant. Enclosed with this letter please find a revised Conditional Use permit application narrative and a revised Transportation Impact Analysis ("TIA") dated April 1, 2016 by Kittelson & Associates.

Please place this letter in the official Planning Department file for this application and before the Planning Commission prior to the April 21, 2016 initial evidentiary hearing. This letter replaces the prior versions of the Conditional Use permit application narrative and the prior versions of the TIA.

Please let me know if you have any questions.

Very truly yours,



Michael C. Robinson

MCR:rsr  
Enclosures

cc: Mr. Fred Stemmler (via email) (w/ encls.)  
Mr. Erin Merrill (via email) (w/ encls.)  
Mr. George Drake (via email) (w/ encls.)  
Mr. Matt Hughart (via email) (w/ encls.)  
Ms. Ame LeCocq (via email) (w/ encls.)

**BEFORE THE PLANNING COMMISSION FOR  
THE CITY OF MCMINNVILLE, OREGON**

In the matter of an Application by Recology )  
Western Oregon-Valley Recovery Zone, Inc. )  
("Recology") for approval of a **conditional use** ) FINDINGS OF FACT AND CONCLUSIONS OF  
**permit and a development schedule** to expand ) LAW DEMONSTRATING THAT  
an existing Material Recovery Facility ("MRF" ) APPLICABLE APPROVAL CRITERIA FOR A  
or the "Facility") and establish a transfer station ) CONDITIONAL USE PERMIT ARE  
as a "Recycling and Collections Center" ) SATISFIED; FIRST APPLICATION  
permitted in the M-2 zoning district pursuant to ) SUBMITTED, MARCH 7, 2016; REVISED  
McMinnville Zoning Ordinance ("MZO") ) NARRATIVE SUBMITTED, APRIL 4, 2016  
17.74.030 for the property located at 2200 NE )  
Orchard Avenue containing 11.65 acres )

**I. INTRODUCTION.**

**1. Request.**

The Applicant is Recology Western Oregon-Valley Recovery Zone, Inc. ("Recology"). The property owner is Sani-Lease, LLC (**Exhibit 1**).

This Application requests approval of a **conditional use permit** to allow the reconfiguration of the existing MRF building (the "MRF", or the "Facility") and THE site, establishment of a "transfer station" in the M-2, "General Industrial", zoning district on the site and approval of a development schedule for the transfer station as provided for in MZO 17.74.060.B.1. The Applicant makes this request in order to provide an alternative method of solid waste disposal and to enhance and improve access to the site (access changes to the site are described in Section III.4 of this Application).

The request to establish a transfer station does not allow additional composting nor does it establish a landfill. The solid waste brought to the transfer station will remain at the Facility only long enough for recyclable materials to be separated from waste materials and to consolidate waste materials into truck loads destined for a landfill.

**2. Executive Summary of Application.**

The City's zoning ordinance and state's land use rules require the Applicant to analyze and respond to many approval criteria so that the Planning Commission can see evidence that the approval criteria are satisfied. Land use applications such as this are necessarily long because the Applicant has the "burden of proof" for the approval criteria. This summary explains why Recology is asking for this approval and how the transfer station will operate.

This application requests the City's approval to make changes to the existing MRF so that a transfer station can also be operated. A transfer station requires a conditional use permit from the City because, while the existing Facility is a permitted use, the proposed transfer station requires review and approval by the City so that the impacts of the transfer station on surrounding properties and the city can be reviewed in a public hearing process.

A transfer station is a Facility where loads of waste materials arrive to be separated into recyclable and non-recyclable materials. The purpose of the waste separation process is to reduce the waste stream to landfills and to recycle as many materials as possible. The materials are unloaded inside of an enclosed large building and sorted. Recyclable materials are shipped to buyers while materials destined for a landfill are aggregated into larger truck loads within forty-eight (48) hours and then shipped to a landfill.

The application will add three (3) buildings to the existing building; a canopy in the front of the building for public recyclable material drop-off, a small enclosed addition to the rear of the building for public drop-off of waste materials, and a large addition to the west side of the building for the entry of garbage trucks and the exit of the larger trucks with the landfill shipments.

Some additional vehicle traffic, including some larger trucks like those that currently arrive at the site, will be generated on City streets if the transfer station application is approved. The Applicant's updated TIA shows that most of the trucks will arrive and depart at non-peak hours of the day and in low enough numbers that the local streets will continue to operate as intended without congestion. No additional driveways will be created on NE Orchard Street and truck traffic will not pass through residential areas west of NE Lafayette Avenue.

Storm water from the site will be treated on-site and will not cause flooding of downstream properties.

The Facility will operate subject to a DEQ permit which requires the Applicant to maintain clean and odor and litter free operations. A recent DEQ inspection found the Facility to be in conformance with the permit requirements.

### **3. Glossary of Terms Used in the Application.**

a. DEQ: Oregon Department of Environmental Quality, the state of Oregon agency that regulates the MRF by approving its operations plan and issuing its permit to operate.

b. LUCS: Land Use Compatibility Statement. The statement issued by the city that the existing Facility is allowed by its zoning ordinance.

c. MRF: Material Recovery Facility. The industry-accepted name for a Facility accepting recyclable waste.

d. MZO: McMinnville Zoning Ordinance. The city's land use regulations that contain the approval criteria for this application.

e. RWO: Recology Western Oregon. Operator of the transfer station; a subsidiary of Recology.

f. TIA: Transportation Impact Analysis. The study performed by the Applicant's transportation engineer to assess traffic impacts from the application.

g. TSP: McMinnville Transportation System Plan. The City's plan for its future transportation system improvements, including roads.

#### **4. Current Facility Operations.**

The MRF's primary operations are the processing and transfer of materials intended for recycling markets. Recology trucks collect commingled recycling from customers throughout Yamhill and Polk counties and transport the commingled recycling to the Facility where they are consolidated and sent to market. This transfer process accounts for the majority of the material currently moved through the MRF.

Public customers also bring in a variety of materials to the public drop-off area of the Facility. Materials collected include, but are not limited to, curbside commingled recycling, fibrous materials such as newsprint, cardboard and office print, ferrous and nonferrous metals, electronics, glass, clothing and fabrics, and limited amount of used motor and cooking oils and plastics.

Public customers can also self-haul small quantities of waste to the Facility. These materials are sorted in order to separate recyclable materials, including paper, glass, metal, cardboard, used motor oil and batteries, from waste materials. Residual waste is sent to the landfill for disposal.

Wood waste is ground at the adjacent compost Facility and shipped off-site as an energy resource known as biomass, or "hogged fuel". Clean wood may also be ground on-site and used as a feedstock for composting. Composting of yard debris and food waste occurs in the West Area of the Facility. The composting operations are not included in this Application and will not be altered by this Application.

#### **5. Proposed transfer station Operations Allowed by this Application.**

If the Application is approved, the existing MRF operations on the site will remain. The new operation that will be added is a transfer station, which will allow the collection of solid waste for transport to an off-site landfill. The transfer station will also provide for the processing of waste, which will increase materials recycled and diverted from disposal. The transfer station will handle municipal solid waste and dry waste. (See **Exhibit 13**, DEQ permit, Section 1.0.) The transfer station will not accept solid waste from the Portland metropolitan area. Proposed on-site improvements include new buildings, truck scales, driveways, parking, material storage areas, and vehicular access to NE Orchard Avenue and to NE Alpha Drive.

A transfer station's primary function is to efficiently collect and consolidate the waste transported to the site. The consolidated material is then reloaded into a high volume container that is transported off-site to a disposal, or processing site. The transfer station also serves as a Facility where recyclable materials are separated from other waste materials, consolidated and transferred to markets for reuse, or further processing.

The transfer station operations will be conducted primarily indoors. Recology's collection trucks will drive into the Facility and deliver materials inside at the transfer station. Recyclable materials will then be separated from solid waste intended for landfills. The solid waste to be

shipped to landfills will be aggregated into larger loads and loaded into larger transfer trucks. The solid waste material will remain at the site no longer than forty-eight (48) hours.

Recology trucks collect municipal solid waste from customers within Yamhill and Polk Counties. These trucks currently haul waste loads directly to a local landfill for disposal. This Application will allow trucks containing municipal solid waste to instead deliver solid waste directly to the Facility. These loads may be sorted (where and when applicable), consolidated at the Facility and waste will be transported to a landfill for final disposal. Recyclable materials will continue to be collected as they are now at the Facility.

This Application provides for the expansion of the processing building to allow for the acceptance and transfer of municipal solid waste and to increase space and allow for further on-site processing of recyclable materials. The expansion will allow the Facility to add new equipment that will improve sorting capabilities and reduce overall quantities of waste currently disposed of in a landfill. Materials will be loaded onto a sort line and pass through a series of automated and manual sort processes. Materials will then be loaded “as is”, or baled and shipped from the Facility.

Existing MRF operations will remain operation and will remain in the west side of the main building. The glass bunkers, polystyrene densifier and concrete mixing equipment will be relocated during and after construction to a nearby location on the south end of the buildings. The proposed commercial waste drop-off and transfer load out function are accommodated by new Building A (fully enclosed) on the west side of the existing building.

The customer’s experience will be improved because customers (not garbage collection trucks but individual customers) with recyclable materials are separated from customers with non-recyclable materials.

For the individual customer, the experience will involve using either Canopy C (a canopy with open sides) in the front of the building for drive-through drop-off of recyclable materials, or Building B (fully enclosed) behind the building for drop-off of waste materials that are not recyclable. Both canopy C and Building B are new. Travel lanes to both Canopy C and Building B will be clearly marked. This compares with the current experience of both types of materials being dropped off at the front of the building.

The recyclable materials will not be handled by an attendant but customers may push an attendant call button if they need assistance. The recyclable materials are not weighed at the time of customer drop off.

The solid waste that is not recyclable is weighed by driving over a scale in the travel lane to Building B. These materials are collected into a larger load inside the Facility and then transferred to a land-fill.

The approved Operations Plan provides for vector, litter, dust, odor and noise control at the Facility (Operations Plan sections 3.4-3.7). The approved Operations Plan will remain in effect, in addition to additional measures proposed in this Application, and will assure that the transfer station does not create adverse impacts that will affect abutting and surrounding properties and the greater surrounding community.



**Exhibit 14** to the application is a February 17, 2015 inspection report of the existing Facility from DEQ. The DEQ's report found that the Facility was being operated in compliance with the DEQ permit for the Facility (**Exhibit 13**). The report stated that there was no evidence of unsanitary conditions. The absence of unsanitary facilities reduces the potential for malodors.

The DEQ permit includes an operations plan for the existing Facility. Section 6.11 and Section 6.17 require compliance with DEQ's air quality standards and a prohibition on malodors.

Because the Facility will be operated primarily indoors, external noise is reduced.

The DEQ Permit Section 3.7 describes how dust, malodors and noise are controlled by the Facility.

A "drape" (**Exhibit 10**) controls noise at the openings to Building A.

## **6. Classification of Application.**

MZO 17.39.030.B authorizes "Recycling and Collection Centers" as a conditional use in the M-1, "Light Industrial", Zone. MZO 17.42.010.A permits uses in the M-2 zone that are permitted in the M-1 zone. The Planning Department has determined that a use permitted in the M-1 zone as a conditional use may be allowed as a conditional use in the M-2 zone, subject to satisfaction of the conditional use approval criteria found in MZO 17.74.030. If approved, the representations in this Application and any conditions imposed on the Application establish the limits of what the Applicant may do on the site under this conditional use permit.

This Application is classified as a conditional use because a Recycling and Collection Center is allowed in the M-1 zone as a conditional use. The Planning Department has determined that a transfer station is included in this use category.

This Application is a "permit" as that term is defined in ORS 227.160(2) because it authorizes "development" as defined in ORS 227.215(1). This Application is not an amendment to the City's acknowledged Comprehensive Plan, or land use regulations (the McMinnville Zoning Ordinance).

## **7. Exhibits Attached to the Application.**

The following exhibits are attached to the Application:

- Completed and signed City of McMinnville "Conditional Use Application" form with a tax map attached (**Exhibit 1**);
- January 28, 2016 Neighborhood Meeting Notice Letter, Notice Mailing Area and Notice Mailing List (**Exhibit 2**);
- Site Plan Sheet C-2, showing the existing site and the "West Area" and the "East Area" (**Exhibit 3**);
- Site Plan Sheet C-3, showing proposed site improvements (**Exhibit 4**).

- December, 2015 Oregon Department of Environmental Quality (“DEQ”) approved Operations Plan for the existing MRF (approved January 20, 2016) (**Exhibit 5**);
- Aerial map of the site and the surrounding area (**Exhibit 6**);
- City of McMinnville Comprehensive Plan (the “Plan”) map and zoning map for the site and the surrounding area (**Exhibits 7 and 8, respectively**);
- City of McMinnville Transportation System Plan (“TSP”) Exhibit 2-3, “Street Functional Classification” (**Exhibit 9**);
- Site Plan Sheet C-3, showing proposed site improvements and “Drape” for the Building “A” entry (**Exhibit 10**);
- Traffic Impact Analysis (“TIA”) dated January 11, 2016 from Kittelson & Associates addressing expected traffic impacts and updated in letter dated April 1, 2016 (**Exhibit 11**);
- Site Plan Sheet B01, showing building improvement plan (**Exhibit 12**);
- DEQ solid waste disposal site permit for the existing MRF, expiring on September 30, 2023 (**Exhibit 13**);
- February 17, 2015 DEQ inspection report of the Facility (**Exhibit 14**); and
- Letter dated January 7, 2016 from George Drake, PE of PBS finding that sufficient public services and facilities exist to serve the proposed use (**Exhibit 15**).

## **8. Pre-application Meeting.**

The Applicant held a pre-application meeting with Planning Director Doug Montgomery on December 29, 2015.

## **9. Neighborhood Meeting.**

The Applicant held a neighborhood meeting on January 28, 2016. This meeting is in addition to the first neighborhood meeting held on August 11, 2014. The Applicant mailed notice of the neighborhood meeting to all property owners within 500 feet of the site’s boundary (**Exhibit 2**). Three (3) persons attended this meeting.

## **II. EXISTING SITE USES, IMPROVEMENTS AND OPERATIONS**

### **1. Existing Site Uses and Improvements.**

The current Recology operation covers the entire site. The site consists of two areas: the “**West Area**” and the “**East Area**”. The West Area, containing an outdoor composting Facility, is unaffected by this Application. The East Area, containing the existing MRF, is the only part of the site that is subject to this Application. The West Area and East Area and existing site

improvements are shown in **Exhibit 3**. **Exhibit 4** shows proposed site improvements. The existing MRF building contains 26,230 sq. ft.

## **2. Description of Existing Facility Operations.**

The existing Facility's operation is described in the DEQ approved Operations Plan in **Exhibit 5**.

The existing Facility provides several services to the public. The existing two-story building provides a public waste drop off area, a bulk material receiving and processing area and a public recycling depot.

Residential customers bring solid waste and recyclable materials to the site. Unacceptable solid waste is rejected before it is accepted by the Facility. Recyclable materials are collected and stored for up to one (1) month. Most materials are received and stored indoors, with the exception of certain commodities like wood and glass.

The Facility currently operates Monday through Saturday. The Facility is open to the public from 7 a.m. to 4 p.m., Monday through Saturday. Recology employees and vehicles have access to the Facility seven (7) days per week. The Facility periodically operates on Sundays. Operating hours may be extended due to special or emergency conditions or to accommodate market delivery needs.

### **III. EXISTING SITE AND ADJACENT PROPERTY CONDITIONS.**

#### **1. The Site's Location and Size, Tax Lot Description, Zoning Map and Comprehensive Plan Map Designations and Adjacent and Near-By Street Classifications.**

The site that is the subject of this Application is located at 2200 NE Orchard Avenue, southeast of the intersection of NE Lafayette Avenue and NE Orchard Avenue (**Exhibit 6**). The property consists of one (1) tax lot (Yamhill County Assessor Map No. R4415-02500) and contains 11.65 acres. The entire site is owned by Sani-Lease, LLC.

The site is designated as "**Industrial**" on the City's Plan map (**Exhibit 7**) and is designated **M-2, "Industrial"**, on the City's zoning map (**Exhibit 8**).

NE Lafayette Avenue is classified as an "Arterial Street" on the City's TSP. NE Orchard Avenue and NE Alpha Drive are classified as "Local Streets" on the City's TSP (**Exhibit 9**).

#### **2. The Site's Surrounding Uses, Plan Designations and Zoning Map Designations.**

The site's surrounding land uses are other industrial uses. The surrounding area is designated "Industrial" on the City's Plan map and is designated M-2, "Industrial", on the City's zoning map.

No residential uses are located adjacent to this site. The nearest residential uses to the site are west of NE Lafayette Avenue (**Exhibit 6**).

### 3. Classification of Existing Use on the Site.

The City has previously classified the existing use as a permitted use not subject to a conditional use permit. The Planning Director has determined that this Application affects only the proposed Facility and does not make the existing Facility subject to a conditional use permit. The use in the site's West Area is classified as "the disposal or reduction of waste materials" MZO 17.42.020.C.

### 4. Existing and Proposed Site Access.

The existing access to the East Area consists of a driveway on the west side and a driveway separated by a median immediately to the north of the existing MRF building. The proposed access changes will retain the driveway on the west, close the driveway north of the existing MRF building, and construct two (2) new driveways on the east side of the MRF. The proposed site access change is shown in **Exhibit 10**.

The new driveways on NE Orchard Avenue will be for ingress only and the new driveway on NE Alpha Drive will be for egress only.

The proposed new access configuration will provide better traffic circulation and improved vehicle queuing into and out of the East Area recycling and waste drop-off areas. The existing west driveway will continue to provide access to the West Area operation.

### 5. Traffic Impact Analysis ("TIA").

Kittelson & Associates evaluated the changed access and the additional vehicle trips expected to be generated by the proposed use in a TIA dated July 14, 2014 (**Exhibit 11**). Kittelson submitted an updated evaluation letter dated January 11, 2016 and updated its analysis in a letter dated March 31, 2016. As explained below in Section V.2.B (page 13) and V.2.D.IV (page 17) the TIA concludes that the Application will not generate additional vehicle trips inconsistent with City standards for intersection operation.

## IV. PROPOSED USES AND SITE IMPROVEMENTS.

This Application proposes construction of three (3) buildings and other site improvements as follows:

- Fencing and vehicular access improvements to the existing MRF;
- **Building A**, an enclosed commercial drop-off and load-out building containing 7,500 sq. ft. (dimensions of 75 ft. by 100 ft.);
- **Building B**, an enclosed non-commercial waste drop-off building containing 6,300 sq. ft. (dimensions of 70 ft. by 90 ft.); and
- **Building C**, a non-commercial public recycling drop-off drive-through building, canopy structure with open sides containing 2,650 sq. ft. (dimensions of 65 ft. by 50 ft. by 25 ft. by 20 ft.).

**Building A** is proposed to be located on the west end of the existing MRF building. **Building B** is proposed to be located adjacent to an existing truck ramp on the south side of the existing MRF building. **Building C** is proposed to be located on the northeast corner of the existing MRF building. The locations of these improvements are shown in **Exhibits 10 and 12**.

**V. RELEVANT APPROVAL CRITERIA AND FINDINGS DEMONSTRATING SATISFACTION WITH RELEVANT APPROVAL CRITERIA AND FINDINGS SUPPORTING APPROVAL CRITERIA.**

**1. MZO Chapter 17.72, “Applications and Review Process”.**

**a. MZO 17.72.020, “Applications Submittal Requirements”.**

**FINDING:** The City can find that the Application includes a scalable site plan required by MZO 17.72.020.A., an explanation of intent, nature and proposed use of the development and pertinent background information required by MZO 17.72.020.B, a property description and assessor map parcel number required by MZO 17.72.020.C, a legal description as required by MZO 17.72.020.D, the signed statement required by MZO 17.72.020.E, and the materials required by MZO 17.72.020.F.

**b. MZO 17.72.030, “Filing Fees”.**

**FINDING:** The Application includes a check made payable to the City of McMinnville (the “City”) in the amount of the required conditional use application fee of \$1,030.00.

**c. Conclusion.**

The City can find that the requirements of MZO Chapter 17.72 are satisfied.

**2. MZO 17.74.030, “Authorization to Grant or Deny Conditional Use”.**

This MZO section contains the approval criteria for a conditional use permit. MZO 17.74.030 provides in relevant part:

**“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.”**

The following sections address the six (6) approval criteria for a conditional use and the appropriateness and desirability of the public convenience or necessity against any adverse conditions resulting from approval of the conditional use.

**a. MZO 17.74.030.A: “The proposal will be consistent with the Comprehensive Plan and the objectives of the zoning ordinance and other applicable policies of the City.”**

**FINDING:** The Planning Commission can find that the relevant provisions of the Plan are identified below and are satisfied for the following reasons.

**A. Chapter V, “Economy in McMinnville”.**

**i. Economy 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.”**

**FINDING:** The Planning Commission can find that this Goal is satisfied for the following reasons. First, by providing an expanded Facility for the transfer of solid waste, the Application ensures the continued efficient and economical collection, handling and processing of solid waste, which benefits McMinnville’s economy. The McMinnville economy is benefitted because the Application supports and furthers recycling and collection of waste products, which creates jobs at the Facility and supports the economy by providing additional opportunities for solid waste disposal. The Applicant estimates that about three (3) new employee positions will be created by the transfer station.

The Planning Commission can find that this Goal is satisfied.

**ii. Economy Goal IV 6: “To ensure industrial development that maximizes efficiency of land uses, that is appropriately located in relation to surrounding land uses, and that meets necessary environmental standards.”**

**FINDING:** The Planning Commission can find that this Goal is satisfied for the following reasons.

First, by expanding the existing Facility, this Application maximizes the efficiency of land use by concentrating solid waste product collection facilities at a single location.

Second, the Facility is appropriately located on M-2 zoned land, which is intended to accommodate this type of use. Further, the surrounding uses - an operating railroad line to the west and industrial facilities to the north, east, and south - are compatible with the Facility. The proposed expansion is appropriately located to ensure that the setbacks of the M-2 zoning district are satisfied.

Third, as explained below, the existing use satisfies necessary environmental standards. DEQ will sign the Land Use Compatibility Statement (“LUCS”) authorizing a permit for the Applicant to operate a transfer station only after the City has approved this conditional use Application.

The Planning Commission can find that this Goal is satisfied.

**iii. Industrial Development, General Policy 47.00: “Industries located in the community shall meet Federal, State, and Local environmental standards. The standards**

should be given full weight in evaluating the desirability of the industry. Criteria for evaluation shall include, but not be limited by, the effect the industry would have on:

1. **The natural environment, including air and water quality, natural drainage waste, and soil properties and other physical characteristics of the land including topography.**
2. **The human environment, including the amount of noise and traffic generated and the ability of the housing industry to provide sufficient dwelling units with at least an adequate level of required urban services.**
3. **The physical facilities of the community, including the ability of sanitary and storm sewer systems, water supply and distribution system, energy supply distribution systems, police and fire, and schools to provide designated services.”**

**FINDING:** The Planning Commission can find that this standard is satisfied for the following reasons.

- **Natural Environment Impacts.** Exhibit 5 is the DEQ-approved Operations Plan for the existing Facility. Section 2.3 explains that the site contains an adequate stormwater management system. Section 2.4 explains that the site has a leachate management system. Finally, Section 2.5 explains that the site’s surface water and surface drainage control system is adequate.

Exhibit 13 is the current DEQ permit authorizing the operation of the existing Facility and demonstrates the Facility’s compliance with applicable State and Federal environmental standards. The City will be required to sign a Land Use Compatibility Statement (“LUCS”) based on the City’s approval of the conditional use for operation of the transfer station. A LUCS is required before DEQ will issue a permit for the transfer station. Issuance of a permit for operation of the transfer station by DEQ demonstrates satisfaction of applicable State and Federal environmental standards.

The proposed conditional use permit will have no adverse effect on the natural environment, including air and water quality, natural drainage ways and soil properties for the following reasons.

The proposed transfer station will be operated primarily indoors. Proposed recycling and waste drop-off and transfer and load-out will occur in fully enclosed buildings. As with the existing Facility, the Applicant will collect any litter that escapes from the indoor Facility. The site will have required erosion control during construction. The site has, and will continue to provide for, stormwater detention and water quality facilities so that stormwater runoff is managed at pre-development levels and pollutants are removed prior to entering public waters. There is no known soil condition that limits the development at this site.

The Planning Commission can find that the Industrial Development General Policy 47.00(1) is satisfied.

- **Human Environment Impacts.** The Planning Commission can find that the proposed development will not adversely affect the human environment by noise and traffic. The Facility can and will comply with applicable State and City noise standards by following the Operations Plan. Only additional traffic to the site and noise from the indoor operations will generate noise.

The Applicant will control dust, odors and noise from the transfer station building through the use of roll up doors and “drapes” at the entrance and exit to the building. The drapes will be raised only when a truck is entering or leaving the building. Recology uses drapes at other facilities and they have proven to be an effective method of controlling dust, malodors, and noise so that outside areas are not impacted. Additionally, the potential for malodors will be minimized because solid waste will transfer indoors and remain at the transfer station only a short time. Additional measures are available to mitigate malodors if needed.

The Operations Plan Sections 3.5 and 3.6 describe how litter and vectors are prevented and controlled. <sup>1</sup>Operations Plan Section 3.7 describes how dust, malodors and noise are presently controlled. These three (3) Operations Plan sections will also apply to the transfer station operation.

The entire operation is subject to a permit issued by DEQ (**Exhibit 13**). Permit Section 6.2 requires the Facility to be operated so as to prevent health hazards and nuisance conditions. Permit Section 6.10 regulates litter. Permit Section 6.11 regulates dust. Permit Section 6.15 regulates vectors. Permit Sections 6.11, 6.14, 6.16 and 6.17 regulate malodors.

DEQ inspected the Facility on February 17, 2015. The Inspection Report (the “Report”) is attached as **Exhibit 14**. The Report found that Recology was operating the Facility in accordance with the approved Operations Plan. The Report also answers “yes” to questions asking if litter, dust, malodors and noise are controlled.

The TIA (**Exhibit 11**) has determined that projected additional vehicle trips created by the transfer station will meet City standards for safe and efficient operations of affected street intersections. The additional vehicle trips generated from the operations of a transfer station as proposed will have a nominal impact to the existing traffic in the area.

The Planning Commission can find that Industrial Development General Policy 47.00(2) is satisfied.

- **Community Physical Facilities Impacts.** The Planning Commission can find that the physical facilities in the community are adequate to provide services to the proposed transfer station. Physical facilities include sanitary and stormwater management systems, water supply and distribution system, energy supply distribution systems and police and fire as applicable to this Application. **Exhibit 15** to this Application is a letter from PBS stating that it examined the impacts of the transfer station and concluded that existing sanitary, water, energy, and stormwater systems are presently adequate and will be adequate to serve the proposed Facility.

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<sup>1</sup> A “vector” is an organism, such as an insect or an animal, that transmits disease.



The Application will not require additional police and fire services.

The Planning Commission can find that Industrial Development General Policy 47.00(3) is satisfied.

**iv. Industrial Development General Policy 48.00: “The City of McMinnville shall encourage the development of new industries and expansion of existing industries that provide jobs for the local (McMinnville and Yamhill County) labor pools”.**

**FINDING:** The Planning Commission can find that this Application satisfies this general policy by providing an expansion of an existing business that will provide some additional jobs for the local labor pool.

**B. Chapter VI, “Transportation System”.**

**i. Transportation Policy 117.00: “The City of McMinnville shall endeavor to insure that the roadway network provide safe and easy access to every parcel.”**

**FINDINGS:** Exhibit 11 is the TIA prepared by Kittelson & Associates analyzing the impacts of additional vehicle trips to be generated by the transfer station. The TIA concludes that the driveway intersections with NE Orchard Avenue and NE Alpha Drive will operate at acceptable levels and that adequate sight distances will be maintained with the additional truck and vehicle trips created by the transfer station.

The TIA also concludes that none of the affected intersections, including the intersection of NE Lafayette Avenue and NE Orchard Avenue, will be adversely affected by the additional truck and vehicle trips. The TIA reaches this conclusion because the majority of new vehicle trips occur outside of peak morning and afternoon travel hours. The City can find that the driveway intersections and the street intersections will continue to operate at acceptable levels and will maintain appropriate sight distance.

The Planning Commission can find that Transportation Policy 117.00 is the only applicable Plan transportation policy. Transportation Policies 118.00-125.00 are direction for administrative action by the City to implement the Plan and are not applicable to this Application.

The Planning Commission can find that this policy is satisfied.

**C. Plan Chapter VII, “Community Facilities and Services”.**

**i. Policy 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.”**

**FINDING:** The existing development on the site is and will continue to be connected to the municipal sewage system.

The Planning Commission can find that this Policy is satisfied.

**ii. Policy 142.00: “The City of McMinnville shall insure that adequate stormwater drainage is provided in urban developments through review and approval of storm drainage systems, and through requirements for connection to municipal storm drainage system, or to natural drainage ways, where required.”**

**FINDING:** The Planning Commission can find that this Application provides for adequate stormwater drainage. Operations Plan Section 2.5 requires stormwater measures. These measures manage existing stormwater. The PBS letter (**Exhibit 15**) confirms that existing stormwater facilities can accommodate additional stormwater created by this Application.

**iii. Policy 144.00: “The City of McMinnville, through the city Water and Light Department, shall provide water services for development at urban densities within the McMinnville Urban Growth Boundary.”**

**FINDING:** The Planning Commission can find that adequate municipal water service is provided to the site.

**iv. Policy 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 supply, storage and distribution facilities, as determined by the City Water and Light Department, 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 sewerage 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 the Water and Light Department and City, respectfully, 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 wastewater quality standards can be adhered to.**
- 5. Applicable policies of the Water and Light Department and the City relating to water and sewer systems, respectively, are adhered to.”**

**FINDING:** The Planning Commission can find that adequate sewage and water supplies are available and that the Applicant has and can comply with applicable federal, state and local water and wastewater quality standards.

**v. Solid Waste Goal VII 2: “To provide for the orderly and efficient management of solid waste in an environmentally acceptable and economically feasible manner.” Policy 156.00: “The City of McMinnville shall support regional efforts to develop innovative and economical alternates for regional solid waste management.”**

**FINDING:** This Application proposes a transfer station that will support regional efforts to develop innovative and economical alternatives for solid waste management by maximizing resource recovery while providing orderly, sustainable and efficient management of all resource disposal streams. By approving the transfer station, the City gains an efficient means of processing recycling and other divertible material that would otherwise be disposed of in a landfill, while minimizing unnecessary solid waste disposal in landfill. Establishment of a transfer station is a compliment to the existing MRF.

The Planning Commission can find that this policy is satisfied.

**vi. Goal VII 2, Policy 157.00: “The City of McMinnville shall support local solid waste management and recycling efforts.”**

**FINDING:** This Application supports local solid waste management and recycling efforts by maintaining and expanding the ability of the residents of McMinnville and Yamhill County to recycle materials. Establishing a transfer station will provide the community with a greater range of options for products transfer, diversion and processing.

The Planning Commission can find that the applicable Community Facilities and Services Goals and Policies are satisfied.

**vii. Conclusion.**

The Planning Commission can find that the Application is consistent with applicable Plan Goals and Policies.

**D. MZO 17.74.030.A, “Consistency with Objectives of the Zoning Ordinance.”**

MZO 17.030.020 is entitled “**Purpose**” and provides as the purpose of the McMinnville Zoning Ordinance:

**“The purpose of the ordinance codified in Chapters 17.03 (General Provisions) through 17.74 (Review Criteria) of this title is to encourage appropriate and orderly physical development in the city through standards designed to protect residential, commercial, industrial, and civic areas from the intrusions of incompatible uses; to provide opportunities for establishments to concentrate for efficient operation in mutually beneficial relationship to each other and to shared services; to provide adequate open space, desired levels of population densities, workable relationships between land uses and the transportation system, adequate community facilities; and to provide assurance of opportunities for effective utilization of the land resources; and to promote in other ways public health, safety, convenience, and general welfare.”**

**FINDING:** The Planning Commission can find that the Zoning Ordinance purpose statement is satisfied for several reasons.

First, by satisfying the requirements of the M-2 zoning district and applicable Plan Goals and Policies, this Application fulfills the purpose of the M-2 zoning district and the Plan to provide appropriate sites for industrial development.

Second, the Planning Commission can find that approval of the conditional use authorizes appropriate and orderly physical development on this site.

Third, this Application results in a use that is compatible with surrounding M-2 uses. The proposed facilities will not be incompatible with residential uses west of NE Lafayette Avenue because of the distance between this site and those uses.

Finally, this Application ensures an appropriate and workable relationship between the proposed land use - the transfer station - the City's transportation system and adequate community facilities, including utilities, and public streets.

The Planning Commission can find that this standard is satisfied.

**b. MZO 17.74.030.B: “That the location, size, design, and operating characteristics of the proposed development are such that it can be made reasonably compatible with and have minimal impact on the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration to be given to harmony in scale, bulk, coverage, and density; to the availability of public facilities and utilities; to the generation of traffic and the capacity of surrounding streets; and to any other relative impact of the development.”**

The Planning Commission can find that MZO 17.06.015 defines “abutting” as “Two or more lots joined by a common boundary line or point. Abutting does not apply to buildings, uses or properties separated by public right-of-way.” The Planning Commission can find that the only abutting property to this site is the wetland and riparian area to the south, which is unaffected by this Application.

The term “surrounding neighborhood” is undefined in the MZO but can be defined as all of the surrounding industrially-zoned lands along NE Orchard Avenue and NE Alpha Drive and east of NE Lafayette Avenue.

**ii. Location, size, design, and operating characteristics of the proposed development.**

The Planning Commission can find that the proposed use's location, size, design and operating characteristics will be reasonably compatible with and have minimal impact on the livability or appropriate development of abutting properties and the surrounding neighborhood. The proposed development will comply with the dimensional requirements of the M-2 zoning district. The operating characteristics of the proposed development will generally be the same as those of the existing development in terms of days and hours of operation. The transfer station operation will occur indoors because the transfer station will operate by trucks arriving, and being loaded inside the expanded building, and then leaving the building.

The Planning Commission can find that the term “reasonably compatible” is undefined but term can be defined as meaning capable of coexisting, as intended by the City's Plan and land use regulations. The Planning Commission can find that the operational characteristics of the proposed use are consistent with the relevant provisions of the Plan and the M-2 zoning district as explained in this Application and, therefore, will be compatible with the surrounding industrial uses.

Further, the proposed operation will have a minimal impact on the appropriate development of abutting properties in the surrounding neighborhood. The Planning Commission can define the term “minimal impact” as allowing some impact, provided that the impact is at such a level that appropriate development of abutting properties and the surrounding neighborhood as expressed in the relevant MZO provisions is not discouraged. The Planning Commission can find that this is the case because there will be no adverse effects on the surrounding transportation system and the use will be consistent with the required M-2 zoning district.

**iii. Harmony in scale, bulk, coverage, and density.**

The Planning Commission can find that the proposed use satisfies the dimensional requirements of the M-2 zoning district. MZO 17.42.030.A and .B, respectively, impose a side-yard requirement of not less than 50 feet when adjacent to a residential zone and a rear-yard of not less than 50 feet when adjacent to a residential zone. Because this site is not adjacent to a residential zone, no yard requirements are required but the Application proposes to continue the location of the buildings in the center of the site and away from the perimeter of the site.

MZO 17.42.040 imposes a building height maximum of eighty (80) feet. The proposed building addition will not exceed the existing building height of approximately thirty (30) feet.

The M-2 zoning district does not impose lot coverage requirements.

**iv. Generation of traffic and capacity of surrounding streets.**

The Planning Commission can find that the additional vehicle trips created by this use will be principally large trucks. The TIA (**Exhibit 11**) demonstrates that the turning radii of the trucks will be accommodated by the proposed driveways. The TIA (**Exhibit 11**) also demonstrates that the additional vehicle trips created by the transfer station operation will not adversely affect the operation of surrounding intersections. Because the vast majority of new vehicle trips will occur during non-peak traffic hours in the morning and afternoon.

**v. Other relevant impacts of the development.**

The Planning Commission can find that the proposed transfer station will comply with applicable State and City noise regulations. The proposed transfer station will also comply with applicable DEQ permit requirements for the use.

**vi. Conclusion.**

The Planning Commission can find this standard is satisfied.

**c. MZO 17.74.030.C: “That the development will cause no significant adverse impact on the livability, value, or appropriate development of abutting properties of the surrounding area when compared to the impact of permitted development that is not classified as conditional;”**

**FINDING:** The Planning Commission can find that this standard relates to abutting properties. The only non-Applicant abutting property is the riparian area and wetland to the south. This

Application will not cause a significant adverse impact on this abutting property because the proposed site stormwater facilities will control stormwater discharge so as not to adversely affect this area. **Exhibit 4** shows the existing stormwater Facility, which will remain on-site and will serve the expanded facilities.

The Planning Commission can find that this standard is satisfied.

**d. MZO 17.74.030.D: “The location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrants;”**

**FINDING:** The nature of the use is an industrial use and the setting of the use is an industrial area. The location and design of the site continues the same materials used on the existing buildings on the property. The Planning Commission can find that the location and design of the new structures proposed in this Application will be as attractive as the industrial area warrants and will be consistent with the industrial area because the Application proposes a continuation of the existing waste collection use and adds the transfer station operation.

The Planning Commission can find that this standard is satisfied.

**e. MZO 17.74.030.E: “The proposal will preserve environmental assets of particular interest to the community;”**

**FINDING:** There are no identified environmental assets affected by this Application.

The Planning Commission can find that this standard is inapplicable

**f. MZO 17.74.030.F: “The applicant has a bona fide intent and capability to develop and use the land as proposed and has no inappropriate purpose for submitting the proposal, such as to artificially alter property values for speculative purposes.”**

**FINDING:** Recology has a state permit to operate the existing Facility. Recology is a privately held company with a long history of successfully and responsibly operating this type of Facility in Oregon and other states. The Planning Commission can find that the Applicant has a bona fide intent and the capability to develop the use as proposed in this Application.

Approval of this conditional use permit for the use of Recology will not artificially alter property values for speculative purposes.

**E. Conclusion.**

For the above reasons, the Planning Commission can find that the applicable approval criteria for a conditional use permit are satisfied.

**3. MZO 17.74.040, “Placing Conditions on a Conditional Use Permit.”**

This section provides that the Planning Commission may add conditions of approval to an application “which it finds necessary to avoid a detrimental environmental impact and to otherwise protect the best interest of the surrounding area or the community as a whole.” MZO

17.74.040.A-L describes the conditions that “may include but need not be limited to, the following.” The evidence in this Application shows that additional conditions other than those represented in the Application, or those necessary to implement applicable MZO standards, are not required.

The Applicant proposes that the Planning Commission impose the following three (3) conditions of approval of approval:

- No solid waste from the Portland metropolitan area will be accepted at the transfer station.
- No more than 50,000 tons annually of solid waste will be accepted at the transfer station.
- The transfer station will be operated as represented in this application by the Applicant and any substantial changes will require an amendment to the approved conditional use permit.

**4. MZO 17.74.050, “Compliance with Zone Standards – Exception.”**

The Planning Commission can find that this Application does not request any exceptions to the M-2 zoning district standards.

**IV. PROPOSED DEVELOPMENT SCHEDULE AS PROVIDED FOR IN MZO 17.74.060, “USE CONVEYED WITH PROPERTY-TERMINATION CONDITION AND PROCEDURES”.**

MZO 17.74.060(B)(1) provides in relevant part:

**“B. Each conditional use permit issued after the effective date of this ordinance codified in this section shall be terminated if:**

- 1. Construction or remodeling for the conditional use as approved has not been started within one year of the date specified on a development schedule approved with the conditional use, or in case no such development schedule was approved, within one year of the effective date of approval.”**

Application Section II.3 describes the below construction and improvement schedule. This Application requests that the Planning Commission approve this conditional use permit with the following development schedule as authorized by MZO 17.74.060.B.1:

- Construction scheduled to commence by **January 1, 2017.**

The Applicant’s construction schedule will allow the Applicant to maintain existing public recycling and public waste drop-off operation in the current locations on the north side of the existing building. The access improvements will improve existing vehicle queuing issues on NE Orchard Avenue.

Building A construction and improvements will be associated with expanded diversion services of recyclable materials as well as expanding the site's capacity to handle potential commercial waste receiving and the transfer station.

Construction of the scale and Buildings B and C will follow. Public waste drop-off will relocate to new locations in Buildings B and C and provide for expanded public recycling and waste drop-off and the scale. Construction of Buildings B and C will require the relocation and reconfiguration of the storage area south of the existing building.

## **VI. CONCLUSION.**

This Application contains substantial evidence demonstrating that the applicable approval criteria are satisfied. The Applicant respectfully requests that the Planning Commission approve the Application and the proposed development schedule.



## **EXHIBITS**

- Exhibit 1** Completed and signed City of McMinnville “Conditional Use Application” form signed by the Applicant and Property Owner with a Yamhill County Assessor’s Map 4415 showing Tax Lot 2500 attached.
  
- Exhibit 2** January 28, 2016 Neighborhood Meeting Notice Letter, Notice Mailing Area, Notice Mailing List, sign-in sheet, and meeting notes.
  
- Exhibit 3** Site Plan Sheet C-2, showing the existing Site and the “West Area” and the “East Area”.
  
- Exhibit 4** Site Plan Sheet C-3, showing proposed improvements on the Site.
  
- Exhibit 5** Oregon Department of Environmental Quality (“DEQ”) approved Operations Plan for the existing MRF, dated December, 2015.
  
- Exhibit 6** Aerial map of the Site and the surrounding area.
  
- Exhibit 7** City of McMinnville Comprehensive Plan (the “Plan”) map for the Site and the surrounding area.
  
- Exhibit 8** City of McMinnville zoning map for the Site and the surrounding area.
  
- Exhibit 9** City of McMinnville Transportation System Plan (“TSP”) Exhibit 2-3, “Street Functional Classification”.
  
- Exhibit 10** Site Plan Sheet C-3, showing proposed improvements and “drape” in front of openings to Building A.
  
- Exhibit 11** Traffic Impact Analysis (“TIA”) letter dated January 11, 2016 from Kittelson & Associates addressing expected traffic impacts and updated in letter dated April 1, 2016.
  
- Exhibit 12** Site Plan Sheet B01, showing building improvement plan.
  
- Exhibit 13** DEQ solid waste disposal site permit for the existing MRF, expiring on September 30, 2023.
  
- Exhibit 14** DEQ inspection report of the Facility dated February 17, 2015.
  
- Exhibit 15** Letter dated January 7, 2016 from George Drake, PE of PBS finding that sufficient public services and facilities exist to serve the proposed use.



**Planning Department**  
 231 NE Fifth Street o McMinnville, OR 97128  
 (503) 434-7311 Office o (503) 474-4955 Fax  
[www.ci.mcminnville.or.us](http://www.ci.mcminnville.or.us)

<b>Office Use Only:</b>	
File No.	_____
Date Received	_____
Fee	_____
Receipt No.	_____
Received by	_____

## Conditional Use Application

### Applicant Information

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

Applicant Name Recology Western Oregon-Valley Recovery Zone, Inc. Phone \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone 503-474-4856  
*(If different than above)*

Address 1850 Lafayette Avenue

City, State, Zip McMinnville, OR 97128

Contact Email fstemmler@recology.com

### Property Owner Information

Property Owner Name Sani-Lease, LLC Phone \_\_\_\_\_  
*(If different than above)*

Contact Name DEAN KOCH 971 241 9192 Phone 503-472-5982

Address 1815 SW Baker Street

City, State, Zip McMinnville, OR 97128

Contact Email jeanofmac@gmail.com

### Site Location and Description

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

Property Address 220 NE Orchard Avenue

Assessor Map No. R4 415 - 02500 - Total Site Area 11.65 acres

Subdivision N/A Block \_\_\_\_\_ Lot \_\_\_\_\_

Comprehensive Plan Designation Industrial Zoning Designation M-2

State nature of the request in detail: (1) Expand the existing Material Recovery Facility ("MRF") building by adding 7500 square feet for commercial waste drop off and transfer load out (Building A); adding 4900 square feet for public waste drop off (Building B); and adding 2850 square feet for public recycling drop off-drive through (Building C); (See attached site plan); all three (3) buildings to be constructed in phases. (2) Request conditional use approval for a transfer station in the M-2 zone as a "recycling collection center".

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Describe in detail how the request will be consistent with the McMinnville Comprehensive Plan and the objectives of the zoning ordinance: McMinnville Zoning Ordinance ("MZO") 17.74.030 contains the approval criteria for a conditional use. The existing MRF building is a "recycling collection center" allowed in the M-1 zone; MZO 17.39.030.B. The M-2 zone allows uses permitted in the M-1 zoning district; MZO 17.42.010(A). A recycling collection center is allowed in the M-1 zone as a conditional use. MZO 17.39.030.B. The City will apply the conditional use process and approval criteria to the use. The application addresses the applicable McMinnville Comprehensive Plan Goals (Chapter IV, 5 and 6; "Industrial Development" and relevant implementing General Policies 47.00-57.00 to satisfy MZO 17.74.030(A) requiring that the application be consistent with the Comprehensive Plan. See the attached application narrative.

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Describe how the location size, design, and operating characteristics of the proposed development are such that it can be made reasonably compatible with, and have minimum impact on, the livability or appropriate development of abutting properties and the surrounding neighborhood, with consideration given to harmony in scale, bulk, coverage, and density; to the availability of public facilities and utilities; to the generation of traffic and the capacity of surrounding streets; and to any other relative impact of the development:

See the attached application narrative.

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Describe what impact the proposed development may have on the livability, value, or appropriate development of abutting properties or the surrounding area when compared to the impact of permitted development that is not classified as conditional:

See the attached application narrative.

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Describe how the location and design of the site and structures for the proposal will be as attractive as the nature of the use and its setting warrants:

See the attached application narrative.

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Has the development been specifically designed to preserve any environmental assets or unique topography or vegetation of the site? If so, how? \_\_\_\_\_

Yes. See the attached application narrative.

Explain how the development and use of the land as proposed has no inappropriate purpose, such as to artificially alter property values for speculative purposes: \_\_\_\_\_

See the attached application narrative.

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

- ✓ *One (1) site plan drawn to scale indicating all required information as shown on page one of the information sheet. If the size of the site plans are larger than 11x17 inches 20 (twenty) copies will be required to be submitted with the application.*
- ✓ *A legal description of the property, preferably taken from deed.*
- ✓ *Payment of the applicable review fee.*

**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  
Mr. Fred Stemmler, General Manager

1/25/16  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner's Signature

1/27/16  
\_\_\_\_\_  
Date

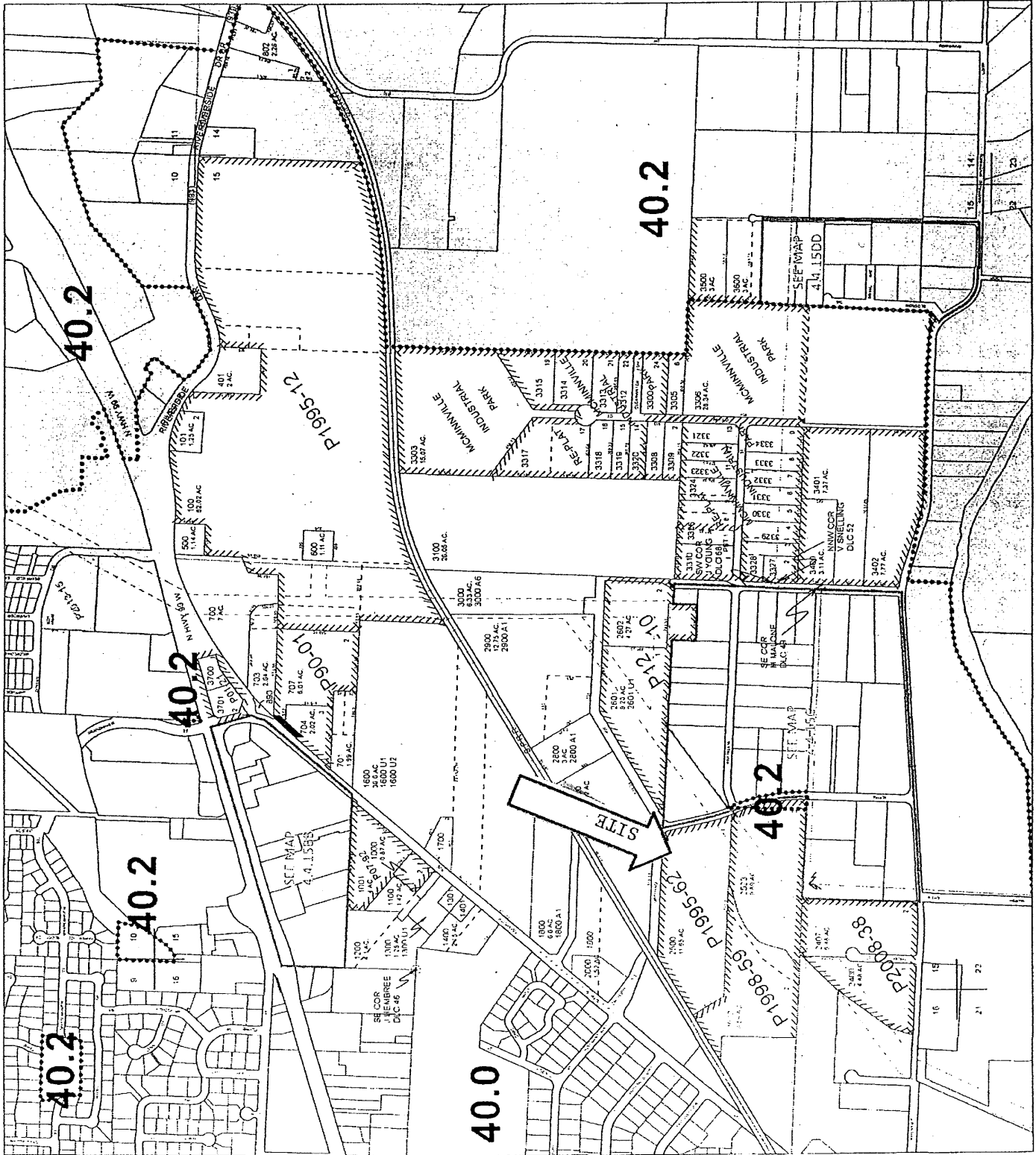


ASSESSMENT & TAX  
CARTOGRAPHY

SECTION 15 T.4S. R.4W. W.M.  
YAMHILL COUNTY OREGON  
1" = 400'

CANCELLED PARCELS

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DATE PRINTED: 4/29/2014  
This product is for Assessment and Taxation (AST) purposes only and has not been prepared or is suitable for legal, engineering, surveying or any purposes other than assessment and taxation.

January 10, 2016

**Re: Community Meeting to Discuss Land Use Application for Recology's McMinnville Facility**

Dear Neighbor:

Recology Western Oregon (RWO) will be hosting another community meeting on January 28, 2016 to discuss its upcoming land use application for its McMinnville facility at 2200 Orchard Avenue.

My name is Fred Stemmler and as the General Manager of RWO, I'll be hosting the meeting and leading the discussion. RWO plans to submit a land use application to the City of McMinnville to ask for approval to improve and change its existing facility in the City's Industrial zone. This application will allow the facility to expand recycling opportunities as well as retrofit the operations to allow the consolidation and transport of waste materials.

Recology held a community meeting in 2014 where we explored the details within the previous application, the conceptual operations behind a transfer station and received important feedback from our community regarding the potential community impact, both positive and negative, associated with the operation. We're confident our latest proposal and designs address traffic, noise, odor and other concerns previously raised and additionally provide McMinnville with a long term solution for our community's future recycling and waste related needs.

In the interest of transparency and good neighborly relations, we have invited you and all our surrounding neighbors to join the meeting to learn about our new application. Our plans will be available for you to review at the meeting and we will answer any and all related questions and concerns.

The meeting will be held on Thursday, January 28, 2016 between 6:00 and 7:00 p.m. at 2200 Orchard Avenue in McMinnville, Oregon.

Sincerely,

Fred Stemmler

# McMinnville Stakeholder's Meeting

January 28, 2016

Printed Name	Email address or Phone Number	Please keep me posted on this project?
Pat Baker	503-435-1869	<input checked="" type="radio"/> Y <input type="radio"/> N
↓	+	<input type="radio"/> Y <input type="radio"/> N
WORM BEADLY		<input type="radio"/> Y <input type="radio"/> N
Ilsa Perse	ilsa@earthlink.net	<input type="radio"/> Y <input type="radio"/> N
		<input type="radio"/> Y <input type="radio"/> N
		<input type="radio"/> Y <input type="radio"/> N
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		<input type="radio"/> Y <input type="radio"/> N

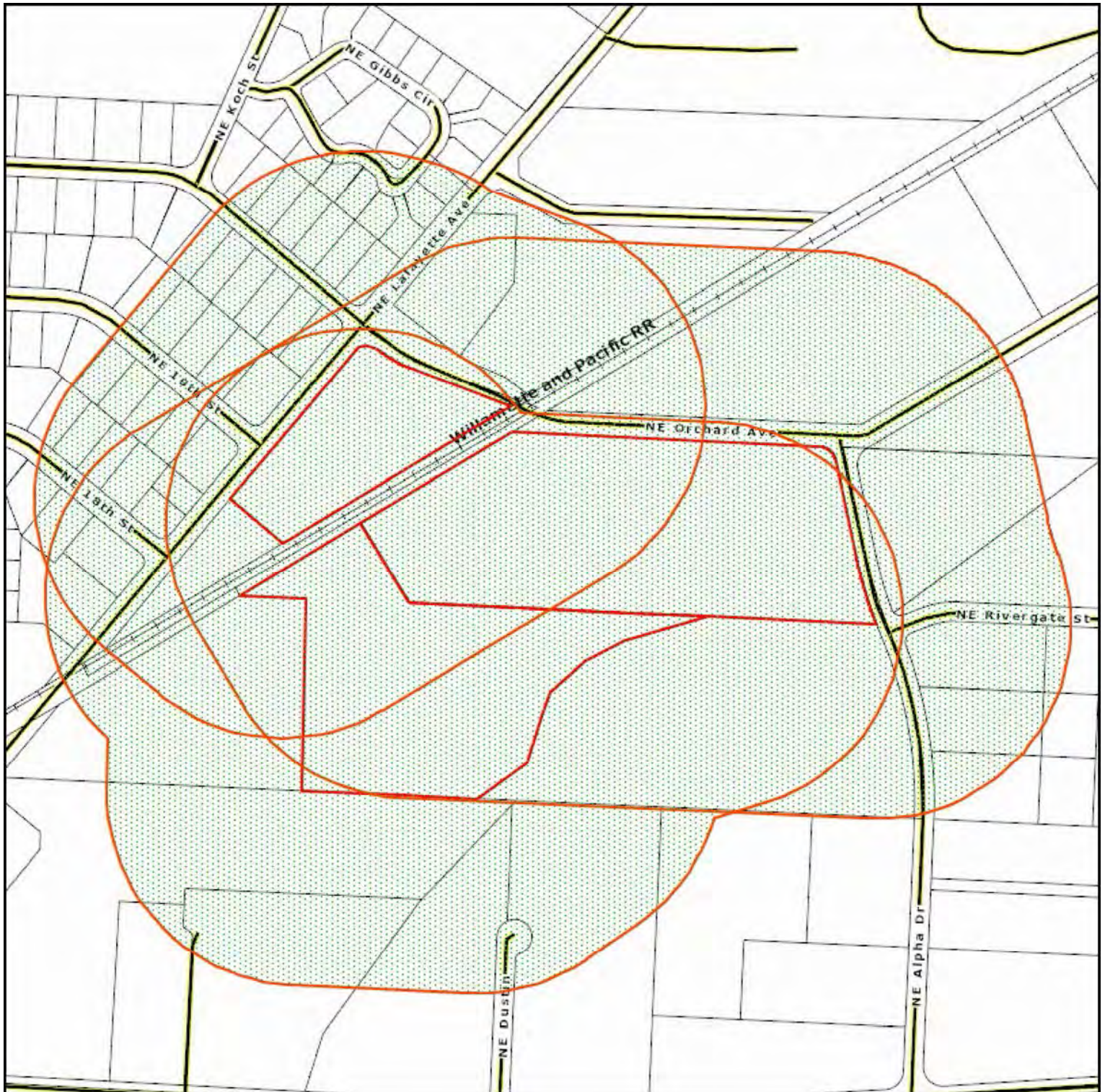




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**geoAdvantage**  
[www.sentrydynamics.net](http://www.sentrydynamics.net)



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geoAdvantage

500 Foot List updated Jan 2016



ParcelID	Site Addr	Site City	Site ZIP	Acres	Beds	Baths	Sq Ft	Owner
R441501900	1936 NE Lafayette Ave	McMinnville	97128	4.6000	0	0.00	0	Lee Larson Properties LLC
R441502000	1920 NE Lafayette Ave	McMinnville	97128	1.5200	0	0.00	0	Laughlin LLC
R441502400	1317 NE Dustin Ct	McMinnville	97128	4.8800	0	0.00	0	Yamhill Community Action Partnership
R441502407		McMinnville	97128	6.4800	0	0.00	0	Dean & Debra Klaus
R441502500	2200 NE Orchard Ave	McMinnville	97128	11.6500	0	0.00	0	Sani-Lease LLC
R441502522		McMinnville	97128	8.5800	0	0.00	0	Sani-Lease LLC
R441502523	1711 NE Alpha Dr	McMinnville	97128	9.8900	0	0.00	0	Alpha Drive LLC
R441502601	2900 NE Orchard Ave	McMinnville	97128	9.2300	0	0.00	0	Elk Creek Investments LLC
R441502700	2655 NE Orchard Ave	McMinnville	97128	8.9200	0	0.00	0	Ventures Parallel
R4415C00700	2705 NE Rivergate St	McMinnville	97128	2.2800	0	0.00	0	Elk Creek Investments LLC
R4415C00800	1768 NE Alpha Dr	McMinnville	97128	3.1200	0	0.00	0	Elk Creek Investments LLC
R4415C00900	1624 NE Alpha Dr	McMinnville	97128	1.3100	0	0.00	0	H & R Burch Limited Partnership
R4415C01000	1618 NE Alpha Dr	McMinnville	97128	1.1300	0	0.00	0	H & R Burch Limited Partnership
R4415C01100	1540 NE Alpha Dr	McMinnville	97128	1.1000	0	0.00	0	Christopher Szedlak
R4415C01200	2706 NE Rivergate St	McMinnville	97128	0.5400	0	0.00	0	Maresh Technologies LLC
R4415C01201		McMinnville	97128	0.5200	0	0.00	0	Maresh Technologies LLC
R4415C02800	1405 NE Alpha Dr	McMinnville	97128	1.9900	0	0.00	0	Thomas & Marion G For Vail
R4415C02900	1425 NE Alpha Dr	McMinnville	97128	4.0100	0	0.00	0	J Scott Erickson
R441601600	1500 NE Lafayette Ave	McMinnville	97128	10.5500	0	0.00	0	Klaus, Dean C & Debra A
R441601900		McMinnville	97128	5.0200	0	0.00	0	Dean & Debra Klaus
R441602000		McMinnville	97128	2.0100	0	0.00	0	Dean & Debra Klaus
R441602100		McMinnville	97128	5.8600	0	0.00	0	Hf Properties LLC
R441602200	1625 NE Lafayette Ave	McMinnville	97128	1.3700	0	0.00	0	Csw Inc
R4416AD00209	2095 NE Gibbs Circle	McMinnville	97128	0.1732	3	2.00	1440	Haas, Larry & Karen
R4416AD00216	1924 NE Gibbs Circle	McMinnville	97128	0.1667	3	2.50	1576	James & Angelina Lomas
R4416AD00223	1955 NE Gibbs Circle	McMinnville	97128	0.1628	3	2.00	1475	Brent Lighty
R4416AD00224	1921 NE Gibbs Circle Unit R	McMinnville	97128	0.4827	3	2.50	2632	Dale & Wanda Smallwood
R4416DA00100	2022 NE Orchard Ave	McMinnville	97128	0.3272	3	1.00	1368	Gregory & Cynthia Crafton
R4416DA00200	2014 NE Orchard Ave	McMinnville	97128	0.3093	3	1.50	1516	Antonio & Gabriel Mendoza

R4416DA00300	2006 NE Orchard Ave	McMinnville	97128	0.3089	2	1.00	1620	Melvin & Timbre Mattoon
R4416DA00400	1952 NE Orchard Ave	McMinnville	97128	0.3085	3	1.00	960	Norman Beachy
R4416DA00500	1936 NE Orchard Ave	McMinnville	97128	0.3082	3	2.50	1886	Frank & Barbara Donaldson
R4416DA00600	1920 NE Orchard Ave	McMinnville	97128	0.3078	3	2.00	2127	Patricia Baker
R4416DA01700	1835 NE 19th St	McMinnville	97128	0.3766	4	2.50	2628	Edward & Julia M For Elkins
R4416DA01800	1855 NE 19th St	McMinnville	97128	0.3760	3	2.00	2343	Sandra & Scott Rabe
R4416DA01900	1901 NE 19th St	McMinnville	97128	0.3754	3	2.00	2119	Mary & Wilhelmus Maas
R4416DA02000	1913 NE 19th St	McMinnville	97128	0.3625	3	1.50	1198	Stephen & Virginia Martin
R4416DA02100	1921 NE 19th St	McMinnville	97128	0.4694	2	1.00	1249	Gaspar Arciga
R4416DA02400	1845 NE Lafayette Ave	McMinnville	97128	0.4069	3	2.00	1480	Catherine Johnson
R4416DA02500	1916 NE 19th St	McMinnville	97128	0.2865	3	2.00	1323	Aleen Parr
R4416DA02600	1910 NE 19th St	McMinnville	97128	0.2876	3	2.00	1518	Robert & Cheryl Miller
R4416DA02700	1858 NE 19th St	McMinnville	97128	0.2887	3	2.00	1462	Jeffrey & Susan Gass
R4416DA02800	1840 NE 19th St	McMinnville	97128	0.2898	3	2.00	1506	Robert & Ann M For Rollins
R4416DA02900	1822 NE 19th St	McMinnville	97128	0.2769	3	2.00	2160	Herrick & Katherine McPeters
R4416DA03500	1747 NE 18th St	McMinnville	97128	0.3358	5	4.50	3548	Sandra Jo Mansfield
R4416DA03600	1751 NE 18th St	McMinnville	97128	0.2938	3	2.00	1386	George Arvay
R4416DA03700	1759 NE 18th St	McMinnville	97128	0.2938	3	1.00	1623	George Arvay
R4416DA03800	1771 NE 18th St	McMinnville	97128	0.3561	2	1.00	1175	Danny Payne
R4416DA03900	1793 NE 18th St	McMinnville	97128	0.2345	4	2.00	1781	Don Leard
R4416DA03901	1835 NE Lafayette Ave	McMinnville	97128	0.1849	3	2.00	1000	Rufino Reyes
R4416DA04000	1788 NE 18th St	McMinnville	97128	0.5192	0	0.00	0	Schoko Properties LLC
R4416DA04100	1715 NE Lafayette Ave	McMinnville	97128	0.9467	0	0.00	0	Edward & Candace Gormley
R4416DA04200	1762 NE 18th St	McMinnville	97128	0.4034	3	2.00	1674	Wayne & Lea Chulik
R4416DA04300	1740 NE 18th St	McMinnville	97128	0.3265	3	1.50	1140	Dramis, Paul A
R4416DA05000	1700 NE Lafayette Ave	McMinnville	97128	0.8800	0	0.00	0	Moreland Oil Company
R4416DA05100	1912 NE Lafayette Ave	McMinnville	97128	3.6800	0	0.00	0	Sani-Lease LLC
R4416DA05300	1931 NE Orchard Ave	McMinnville	97128	0.2897	2	2.00	1684	Casey & Carolyn Rima
R4416DA05400	1935 NE Orchard Ave	McMinnville	97128	0.2897	3	1.50	1520	Carolyn & Richard A For & Carolyn Propp
R4416DA05500	1953 NE Orchard Ave	McMinnville	97128	0.2897	6	3.00	3265	Thomas & Nancy Paul

R4416DA05600	2005 NE Orchard Ave	McMinnville	97128	0.2897	2	1.00	1780	Philip F Jr & Louise Oriley
R4416DA05700	2015 NE Orchard Ave	McMinnville	97128	0.2897	4	1.50	1680	Bette Wojcik
R4416DA05800	1915 NE Lafayette Ave	McMinnville	97128	0.3060	5	2.00	2184	Chong Kin Choi
R4416DA05900	1992 NE Gibbs Circle	McMinnville	97128	0.1698	3	2.00	1420	Ted & Andrea Craig
R4416DA06000	1980 NE Gibbs Circle	McMinnville	97128	0.1699	3	2.00	1432	Phillip & Elizabeth Frischmuth
R4416DA06100	1968 NE Gibbs Circle	McMinnville	97128	0.2008	3	2.00	1474	David & Kristina Jackson
R4416DA06200	1960 NE Gibbs Circle	McMinnville	97128	0.1791	3	2.00	1748	Marten L For & Marten L Revoc Martensen
R4416DA06300	1948 NE Gibbs Circle	McMinnville	97128	0.1850	3	2.00	1663	Linda Thompson
R4416DA06400	1936 NE Gibbs Circle	McMinnville	97128	0.1662	3	2.00	1655	Patrick Kadell

ParcelID: R441501900	Site Addr: 1936 NE Lafayette Ave	Recording Date: 07/03/06
Owner:	Acres: 4.6000	Document: 0000014892 -
Lee Larson Properties LLC	Beds: 0	Sale Price: \$0
PO Box 1696	Baths: 0.00	Loan Amt: \$0
Beaverton OR 97075	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$378,231	Phone:	Lender:
		Interest Rate:

Legal Desc.: 4.60 ACRES IN SEC 15 T4S R4W

ParcelID: R441502000	Site Addr: 1920 NE Lafayette Ave	Recording Date: 11/21/13
Owner:	Acres: 1.5200	Document: 2013/17718 -
Laughlin LLC	Beds: 0	Sale Price: \$0
2204 S El Camino Real Suite 314	Baths: 0.00	Loan Amt: \$0
Oceanside CA 92054	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$1,169,530	Phone:	Lender:
		Interest Rate:

Legal Desc.: 1.52 ACRES IN SEC 15 T4S R4W

ParcelID: R441502400	Site Addr: 1317 NE Dustin Ct	Recording Date: 07/30/10
Owner:	Acres: 4.8800	Document: 0000010449 - G
Yamhill Community Action Partnership	Beds: 0	Sale Price: \$0
PO Box 621	Baths: 0.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type: U
Assessed Value: \$3,487,219	Phone:	Lender:
		Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 4.88 ACRES IN SEC 15 T4S R4W

ParcelID: R441502407	Site Addr:	Recording Date: 12/10/08
Owner:	Acres: 6.4800	Document: 0000019722 -
Dean & Debra Klaus	Beds: 0	Sale Price: \$0
450 NW 7th St	Baths: 0.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$5,106	Phone:	Lender:
		Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 6.48 ACRES IN SEC 15 T4S R4W

ParcelID: R441502500	Site Addr: 2200 NE Orchard Ave	Recording Date: 02/14/00
Owner:	Acres: 11.6500	Document: 0000002050 -
Sani-Lease LLC	Beds: 0	Sale Price: \$0
PO Box 509	Baths: 0.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$2,285,258	Phone:	Lender:
		Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 11.65 ACRES IN SEC 15 T4S R4W

ParcelID: R441502522	Site Addr:	Recording Date: 02/14/00
Owner:	Acres: 8.5800	Document: 2000/2049 - BS
Sani-Lease LLC	Beds: 0	Sale Price: \$0
PO Box 509	Baths: 0.00	Loan Amt:
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$7,545	Phone:	Lender:
		Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 8.58 ACRES IN SEC 15 T4S R4W

ParcelID: R441502523	Site Addr: 1711 NE Alpha Dr	Recording Date: 01/09/12
Owner:	Acres: 9.8900	Document: 0000000184 - G
Alpha Drive LLC	Beds: 0	Sale Price: \$0
2746 NE 17th Ave	Baths: 0.00	Loan Amt: \$0
Portland OR 97212	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$143,428	Phone:	Lender:
		Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 9.89 ACRES IN SEC 15 T4S R4W

ParcelID: R441502601	Site Addr: 2900 NE Orchard Ave	Recording Date: 12/11/13
Owner:	Acres: 9.2300	Document: 0000018527 - H
Elk Creek Investments LLC	Beds: 0	Sale Price: \$1,775,000
7255 W Franklin Rd	Baths: 0.00	Loan Amt: \$34,000,000
Boise ID 83709	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type: V
Assessed Value: \$1,304,049	Phone:	Lender: WELLS FARGO BANK
		Interest Rate:

Legal Desc.: 9.23 ACRES IN SEC 15 T4S R4W PARCEL 1 OF P2012-10

ParcelID: R441502700	Site Addr: 2655 NE Orchard Ave	Recording Date: 08/02/91
Owner:	Acres: 8.9200	Document: 0002571883 -
Ventures Parallel	Beds: 0	Sale Price: \$325,000
PO Box 299	Baths: 0.00	Loan Amt: \$0
Boyce VA 22620	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$2,025,458	Phone:	Lender:
		Interest Rate:

Legal Desc.: 8.92 ACRES IN SEC 15 T4S R4W

ParcelID: R4415C00700	Site Addr: 2705 NE Rivergate St	Recording Date: 12/11/13
Owner:	Acres: 2.2800	Document: 0000018527 - H
Elk Creek Investments LLC	Beds: 0	Sale Price: \$1,775,000
7255 W Franklin Rd	Baths: 0.00	Loan Amt: \$34,000,000
Boise ID 83709	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type: V
Assessed Value: \$192,393	Phone:	Lender: WELLS FARGO BK
		Interest Rate:

Legal Desc.: LOT 19 KPP INDUSTRIAL PARK FIRST ADDITION = 2.28 ACRES

ParcelID: R4415C00800	Site Addr: 1768 NE Alpha Dr	Recording Date: 12/11/13
Owner:	Acres: 3.1200	Document: 0000018527 - H
Elk Creek Investments LLC	Beds: 0	Sale Price: \$1,775,000
7255 W Franklin Rd	Baths: 0.00	Loan Amt: \$34,000,000
Boise ID 83709	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type: V
Assessed Value: \$156,522	Phone:	Lender: WELLS FARGO BK
		Interest Rate:

Legal Desc.: LOT 18 KPP INDUSTRIAL PARK FIRST ADDITION = 3.12 ACRES

ParcelID: R4415C00900	Site Addr: 1624 NE Alpha Dr	Recording Date: 09/24/99
Owner:	Acres: 1.3100	Document: 0000019495 -
H & R Burch Limited Partnership	Beds: 0	Sale Price: \$110,000
237 NE Ford No 1	Baths: 0.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$155,098	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 17 KPP INDUSTRIAL PARK FIRST ADDITION = 1.31 ACRES



ParcelID: R4415C01000	Site Addr: 1618 NE Alpha Dr	Recording Date: 09/24/99
Owner:	Acres: 1.1300	Document: 0000019494 -
H & R Burch Limited Partnership	Beds: 0	Sale Price: \$90,000
237 NE Ford No 1	Baths: 0.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$95,922	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 16 KPP INDUSTRIAL PARK FIRST ADDITION = 1.13 ACRES

ParcelID: R4415C01100	Site Addr: 1540 NE Alpha Dr	Recording Date: 10/06/98
Owner:	Acres: 1.1000	Document: 0000019667 -
Christopher Szedlak	Beds: 0	Sale Price: \$85,000
1540 NE Alpha Dr	Baths: 0.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type:
Assessed Value: \$281,693	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 15 KPP INDUSTRIAL PARK FIRST ADDITION = 1.10 ACRES

ParcelID: R4415C01200	Site Addr: 2706 NE Rivergate St	Recording Date: 05/22/12
Owner:	Acres: 0.5400	Document: 0000006787 - G
Maresh Technologies LLC	Beds: 0	Sale Price: \$0
PO Box 645	Baths: 0.00	Loan Amt: \$0
West Linn OR 97068	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type: U
Assessed Value: \$634,853	Phone:	Lender:
		Interest Rate:

Legal Desc.: .54 ACRES IN SEC 15 T4S R4W PARCEL 1 PARTITION P2005-41

ParcelID: R4415C01201	Site Addr:	Recording Date: 05/22/12
Owner:	Acres: 0.5200	Document: 0000006787 - G
Maresh Technologies LLC	Beds: 0	Sale Price: \$0
PO Box 645	Baths: 0.00	Loan Amt: \$0
West Linn OR 97068	Sq Ft.: 0	Loan Type:
Taxpayer:	Year Built: 0	Fin. Type: U
Assessed Value: \$135,797	Phone:	Lender:
		Interest Rate:

Legal Desc.: .52 ACRES IN SEC 15 T4S R4W PARCEL 2 PARTITION P2005-41

ParcelID: R4415C02800      Site Addr: 1405 NE Alpha Dr  
Owner:                              Acres: 1.9900  
Thomas & Marion G For Vail      Beds: 0  
9779 SE Hillview Dr              Baths: 0.00  
Amity OR 97101                      Sq Ft.: 0  
Taxpayer:                              Year Built: 0  
Assessed Value: \$590,980      Phone:

Recording Date: 03/07/05  
Document: 2005/4442 - BS  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: 1.99 ACRES IN SEC 15 T4S R4W PARCEL 2 PARTITION P2004-25

ParcelID: R4415C02900      Site Addr: 1425 NE Alpha Dr  
Owner:                              Acres: 4.0100  
J Scott Erickson                      Beds: 0  
PO Box 20610                          Baths: 0.00  
Keizer OR 97307                      Sq Ft.: 0  
Taxpayer:                              Year Built: 0  
Assessed Value: \$885,373      Phone:

Recording Date: 07/19/04  
Document: 0000014705 - G  
Sale Price: \$0  
Loan Amt: \$245,000  
Loan Type:  
Fin. Type: F  
Lender: FIRST FEDERAL SAVINGS & LOAN  
Interest Rate:

Legal Desc.: 4.01 ACRES IN SEC 15 T4S R4W PARCEL 1 PARTITION P2004-25

ParcelID: R441601600      Site Addr: 1500 NE Lafayette Ave  
Owner:                              Acres: 10.5500  
Klaus, Dean C & Debra A          Beds: 0  
450 NW 7th St                          Baths: 0.00  
McMinnville OR 97128-5529      Sq Ft.: 0  
Taxpayer:                              Year Built: 0  
Assessed Value: \$3,333,409      Phone:

Recording Date: 08/21/15  
Document: 0000013299 - G  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 10.55 ACRES IN SEC 16 T4S R4W

ParcelID: R441601900      Site Addr:  
Owner:                              Acres: 5.0200  
Dean & Debra Klaus                  Beds: 0  
450 NW 7th St                          Baths: 0.00  
McMinnville OR 97128              Sq Ft.: 0  
Taxpayer:                              Year Built: 0  
Assessed Value: \$32,521          Phone:

Recording Date: 12/11/07  
Document: 0000026133 -  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 5.02 ACRES IN SEC 16 T4S R4W

ParcelID: R441602000      Site Addr:  
Owner:                      Acres: 2.0100  
Dean & Debra Klaus        Beds: 0  
450 NW 7th St              Baths: 0.00  
McMinnville OR 97128     Sq Ft.: 0  
Taxpayer:                   Year Built: 0  
Assessed Value: \$1,925,087   Phone:

Recording Date: 12/11/07  
Document: 0000026133 -  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: 2.01 ACRES IN SEC 16 T4S R4W PARCEL 1 P2007-98 & VAC RIVERSIDE CT

ParcelID: R441602100      Site Addr:  
Owner:                      Acres: 5.8600  
Hf Properties LLC          Beds: 0  
720 NW Michelbook Ct      Baths: 0.00  
McMinnville OR 97128     Sq Ft.: 0  
Taxpayer:                   Year Built: 0  
Assessed Value: \$5,286      Phone:

Recording Date: 08/28/02  
Document: 0000016979 - G  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: POTENTIAL ADDITIONAL TAX LIABILITY 5.86 ACRES IN SEC 16 T4S R4W

ParcelID: R441602200      Site Addr: 1625 NE Lafayette Ave  
Owner:                      Acres: 1.3700  
Csw Inc                      Beds: 0  
6450 SE Riverside Dr      Baths: 0.00  
McMinnville OR 97128     Sq Ft.: 0  
Taxpayer:                   Year Built: 0  
Assessed Value: \$102,500   Phone:

Recording Date: 02/05/97  
Document: 0000001899 -  
Sale Price: \$205,738  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: 1.37 ACRES IN SEC 16 T4S R4W

ParcelID: R4416AD00209    Site Addr: 2095 NE Gibbs Circle  
Owner:                      Acres: 0.1732  
Haas, Larry & Karen        Beds: 3  
2095 NE Gibbs Cir         Baths: 2.00  
McMinnville OR 97128-3341 Sq Ft.: 1,440  
Taxpayer:                   Year Built: 1996  
Assessed Value: \$175,360   Phone:

Recording Date: 10/20/15  
Document: 0000016711 - G  
Sale Price: \$171,675  
Loan Amt: \$131,600  
Loan Type:  
Fin. Type: V  
Lender: GREENLIGHT LOANS  
Interest Rate:

Legal Desc.: LOT 11 PARKSIDE = 007547 SQ FT

ParcelID: R4416AD00216 Site Addr: 1924 NE Gibbs Circle  
Owner: Acres: 0.1667  
James & Angelina Lomas Beds: 3  
1924 NE Gibbs Cir Baths: 2.50  
McMinnville OR 97128 Sq Ft.: 1,576  
Taxpayer: Year Built: 1996  
Assessed Value: \$178,986 Phone:

Recording Date: 05/20/04  
Document: 2004/9984 - WD  
Sale Price: \$169,000  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 18 PARKSIDE = 007263 SQ FT

ParcelID: R4416AD00223 Site Addr: 1955 NE Gibbs Circle  
Owner: Acres: 0.1628  
Brent Lighty Beds: 3  
1955 NE Gibbs Circle Baths: 2.00  
McMinnville OR 97128 Sq Ft.: 1,475  
Taxpayer: Year Built: 1996  
Assessed Value: \$185,676 Phone:

Recording Date: 08/27/10  
Document: 0000011879 - W  
Sale Price: \$232,500  
Loan Amt: \$160,000  
Loan Type:  
Fin. Type: F  
Lender: PACIFIC RESIDENTIAL MTG LLC  
Interest Rate:

Legal Desc.: LOT 24 PARKSIDE = 007093 SQ FT PT LT 24

ParcelID: R4416AD00224 Site Addr: 1921 NE Gibbs Circle Unit R  
Owner: Acres: 0.4827  
Dale & Wanda Smallwood Beds: 3  
1921 NE Gibbs Circle Baths: 2.50  
McMinnville OR 97128 Sq Ft.: 2,632  
Taxpayer: Year Built: 1958  
Assessed Value: \$252,121 Phone:

Recording Date: 08/21/96  
Document: 0000013820 -  
Sale Price: \$135,900  
Loan Amt: \$100,000  
Loan Type:  
Fin. Type: F  
Lender: NORTH AMERICAN MORTGAGE  
Interest Rate:

Legal Desc.: LOT 25 PARKSIDE = 021030 SQ FT & PT LTS 22 & 24

ParcelID: R4416DA00100 Site Addr: 2022 NE Orchard Ave  
Owner: Acres: 0.3272  
Gregory & Cynthia Crafton Beds: 3  
2022 NE Orchard Ave Baths: 1.00  
McMinnville OR 97128 Sq Ft.: 1,368  
Taxpayer: Year Built: 1956  
Assessed Value: \$117,697 Phone:

Recording Date: 04/30/96  
Document: 1996/6602 - BS  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 12 BLOCK 3 KOCH ADDITION = 014257 SQ FT

ParcelID: R4416DA00200	Site Addr: 2014 NE Orchard Ave	Recording Date: 12/14/01
Owner:	Acres: 0.3093	Document: 0000022258 - G
Antonio & Gabriel Mendoza	Beds: 3	Sale Price: \$125,000
2014 NE Orchard Ave	Baths: 1.50	Loan Amt: \$112,500
McMinnville OR 97128	Sq Ft.: 1,516	Loan Type:
Taxpayer:	Year Built: 1960	Fin. Type: F
Assessed Value: \$128,946	Phone:	Lender: CAPITOL COMMERCE MORTGAGE CO
		Interest Rate:

Legal Desc.: LOT 13 BLOCK 3 KOCH ADDITION = 013474 SQ FT

ParcelID: R4416DA00300	Site Addr: 2006 NE Orchard Ave	Recording Date: 01/28/05
Owner:	Acres: 0.3089	Document: 0000001955 - W
Melvin & Timbre Mattoon	Beds: 2	Sale Price: \$152,500
2006 NE Orchard Ave	Baths: 1.00	Loan Amt: \$72,500
McMinnville OR 97128	Sq Ft.: 1,620	Loan Type:
Taxpayer:	Year Built: 1953	Fin. Type: F
Assessed Value: \$148,185	Phone:	Lender: PORTLAND MORTGAGE CO
		Interest Rate:

Legal Desc.: LOT 14 BLOCK 3 KOCH ADDITION = 013458 SQ FT

ParcelID: R4416DA00400	Site Addr: 1952 NE Orchard Ave	Recording Date: 04/08/15
Owner:	Acres: 0.3085	Document: 2015/4561 - WD
Norman Beachy	Beds: 3	Sale Price: \$0
1952 NE Orchard Ave	Baths: 1.00	Loan Amt:
McMinnville OR 97128	Sq Ft.: 960	Loan Type:
Taxpayer:	Year Built: 1954	Fin. Type:
Assessed Value: \$115,863	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 15 BLOCK 3 KOCH ADDITION = 013442 SQ FT

ParcelID: R4416DA00500	Site Addr: 1936 NE Orchard Ave	Recording Date: 09/30/02
Owner:	Acres: 0.3082	Document: 0000019120 - G
Frank & Barbara Donaldson	Beds: 3	Sale Price: \$177,500
1936 NE Orchard Ave	Baths: 2.50	Loan Amt: \$105,000
McMinnville OR 97128	Sq Ft.: 1,886	Loan Type:
Taxpayer:	Year Built: 1955	Fin. Type: F
Assessed Value: \$187,880	Phone:	Lender: MORTGAGE MARKET
		Interest Rate:

Legal Desc.: LOT 16 BLOCK 3 KOCH ADDITION = 013426 SQ FT

ParcelID: R4416DA00600	Site Addr: 1920 NE Orchard Ave	Recording Date: 03/25/02
Owner:	Acres: 0.3078	Document: 0000006161 - G
Patricia Baker	Beds: 3	Sale Price: \$194,500
1920 NE Orchard Ave	Baths: 2.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 2,127	Loan Type:
Taxpayer:	Year Built: 1954	Fin. Type:
Assessed Value: \$191,761	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 17 BLOCK 3 KOCH ADDITION = 013410 SQ FT

ParcelID: R4416DA01700	Site Addr: 1835 NE 19th St	Recording Date: 02/01/12
Owner:	Acres: 0.3766	Document: 2012/1172 - BS
Edward & Julia M For Elkins	Beds: 4	Sale Price: \$0
1835 NE 19th St	Baths: 2.50	Loan Amt:
McMinnville OR 97128	Sq Ft.: 2,628	Loan Type:
Taxpayer:	Year Built: 1973	Fin. Type:
Assessed Value: \$264,204	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 5 BLOCK 3 KOCH ADDITION = 016409 SQ FT

ParcelID: R4416DA01800	Site Addr: 1855 NE 19th St	Recording Date: 08/03/09
Owner:	Acres: 0.3760	Document: 0000012614 -
Sandra & Scott Rabe	Beds: 3	Sale Price: \$0
1855 NE 19th St	Baths: 2.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 2,343	Loan Type:
Taxpayer:	Year Built: 1973	Fin. Type:
Assessed Value: \$224,969	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 6 BLOCK 3 KOCH ADDITION = 016380 SQ FT

ParcelID: R4416DA01900	Site Addr: 1901 NE 19th St	Recording Date: 03/02/85
Owner:	Acres: 0.3754	Document: 0001930386 -
Mary & Wilhelmus Maas	Beds: 3	Sale Price: \$79,900
1901 E 19th St	Baths: 2.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 2,119	Loan Type:
Taxpayer:	Year Built: 1973	Fin. Type:
Assessed Value: \$135,491	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 7 BLOCK 3 KOCH ADDITION = 016356 SQ FT

ParcelID: R4416DA02000 Site Addr: 1913 NE 19th St  
Owner: Acres: 0.3625  
Stephen & Virginia Martin Beds: 3  
1913 NE 19th St Baths: 1.50  
McMinnville OR 97128 Sq Ft.: 1,198  
Taxpayer: Year Built: 1976  
Assessed Value: \$143,903 Phone:

Recording Date: 03/03/06  
Document: 0000004705 - W  
Sale Price: \$200,000  
Loan Amt: \$160,000  
Loan Type:  
Fin. Type: F  
Lender: GMAC MORTGAGE CORP  
Interest Rate:

Legal Desc.: LOT 8 BLOCK 3 KOCH ADDITION = 015792 SQ FT

ParcelID: R4416DA02100 Site Addr: 1921 NE 19th St  
Owner: Acres: 0.4694  
Gaspar Arciga Beds: 2  
1921 NE 19th St Baths: 1.00  
McMinnville OR 97128 Sq Ft.: 1,249  
Taxpayer: Year Built: 1948  
Assessed Value: \$130,630 Phone:

Recording Date: 05/21/13  
Document: 0000007695 - G  
Sale Price: \$160,000  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 11 BLOCK 3 KOCH ADDITION = 020448 SQ FT & E 37.5' LT 10

ParcelID: R4416DA02400 Site Addr: 1845 NE Lafayette Ave  
Owner: Acres: 0.4069  
Catherine Johnson Beds: 3  
3616 SE 23rd Baths: 2.00  
Gresham OR 97080 Sq Ft.: 1,480  
Taxpayer: Year Built: 1901  
Assessed Value: \$139,303 Phone:

Recording Date: 11/22/13  
Document: 0000017738 - W  
Sale Price: \$185,500  
Loan Amt: \$176,200  
Loan Type:  
Fin. Type: U  
Lender: BANK OF OREGON  
Interest Rate:

Legal Desc.: LOT 6 BLOCK 2 KOCH ADDITION = 017727 SQ FT

ParcelID: R4416DA02500 Site Addr: 1916 NE 19th St  
Owner: Acres: 0.2865  
Aleen Parr Beds: 3  
1916 E 19th St Baths: 2.00  
McMinnville OR 97128 Sq Ft.: 1,323  
Taxpayer: Year Built: 1975  
Assessed Value: \$173,225 Phone:

Recording Date: 05/29/91  
Document: 1991/4613 - BS  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 7 BLOCK 2 KOCH ADDITION = 012482 SQ FT

ParcelID: R4416DA02600	Site Addr: 1910 NE 19th St	Recording Date: 11/01/86
Owner:	Acres: 0.2876	Document: 0002080986 -
Robert & Cheryl Miller	Beds: 3	Sale Price: \$73,900
1910 E 19th	Baths: 2.00	Loan Amt: \$0
McMinnville OR 97128	Sq Ft.: 1,518	Loan Type:
Taxpayer:	Year Built: 1975	Fin. Type:
Assessed Value: \$215,210	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 8 BLOCK 2 KOCH ADDITION = 012530 SQ FT

ParcelID: R4416DA02700	Site Addr: 1858 NE 19th St	Recording Date: 07/07/95
Owner:	Acres: 0.2887	Document: 0000008689 -
Jeffrey & Susan Gass	Beds: 3	Sale Price: \$125,000
1858 NE 19th St	Baths: 2.00	Loan Amt: \$100,000
McMinnville OR 97128	Sq Ft.: 1,462	Loan Type:
Taxpayer:	Year Built: 1974	Fin. Type: F
Assessed Value: \$184,862	Phone:	Lender: NORWEST MORTGAGE INC
		Interest Rate:

Legal Desc.: LOT 9 BLOCK 2 KOCH ADDITION = 012579 SQ FT

ParcelID: R4416DA02800	Site Addr: 1840 NE 19th St	Recording Date: 11/01/95
Owner:	Acres: 0.2898	Document: 1995/14744 - WD
Robert & Ann M For Rollins	Beds: 3	Sale Price: \$0
PO Box 713	Baths: 2.00	Loan Amt:
McMinnville OR 97128	Sq Ft.: 1,506	Loan Type:
Taxpayer:	Year Built: 1972	Fin. Type:
Assessed Value: \$170,262	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 10 BLOCK 2 KOCH ADDITION = 012627 SQ FT

ParcelID: R4416DA02900	Site Addr: 1822 NE 19th St	Recording Date: 08/04/05
Owner:	Acres: 0.2769	Document: 0000016848 - W
Herrick & Katherine McPeters	Beds: 3	Sale Price: \$205,000
1822 NE 19th St	Baths: 2.00	Loan Amt: \$164,000
McMinnville OR 97128	Sq Ft.: 2,160	Loan Type:
Taxpayer:	Year Built: 1973	Fin. Type: V
Assessed Value: \$213,922	Phone:	Lender: HYPERION CAPITAL GROUP LLC
		Interest Rate:

Legal Desc.: LOT 11 BLOCK 2 KOCH ADDITION = 012065 SQ FT



ParcelID: R4416DA03500 Site Addr: 1747 NE 18th St Recording Date: 01/09/13  
Owner: Acres: 0.3358 Document: 2013/342 - BS  
Sandra Jo Mansfield Beds: 5 Sale Price: \$0  
1747 NE 18th St Baths: 4.50 Loan Amt:  
McMinnville OR 97128 Sq Ft.: 3,548 Loan Type:  
Taxpayer: Year Built: 1964 Fin. Type:  
Assessed Value: \$293,478 Phone: Lender:  
Interest Rate:

Legal Desc.: LOT 3 BLOCK 2 KOCH ADDITION = 014629 SQ FT

ParcelID: R4416DA03600 Site Addr: 1751 NE 18th St Recording Date: 03/03/97  
Owner: Acres: 0.2938 Document: 0000003318 -  
George Arvay Beds: 3 Sale Price: \$50,000  
1751 NE 18th St Baths: 2.00 Loan Amt: \$40,000  
McMinnville OR 97128 Sq Ft.: 1,386 Loan Type:  
Taxpayer: Year Built: 1964 Fin. Type: F  
Assessed Value: \$165,096 Phone: Lender: GMAC COMMERCIAL MORTGAGE CORP  
Interest Rate:

Legal Desc.: LOT 4 BLOCK 2 KOCH ADDITION = 012800 SQ FT

ParcelID: R4416DA03700 Site Addr: 1759 NE 18th St Recording Date: 11/21/03  
Owner: Acres: 0.2938 Document: 2003/29605 - WD  
George Arvay Beds: 3 Sale Price: \$130,000  
1751 NE 18th St Baths: 1.00 Loan Amt:  
McMinnville OR 97128 Sq Ft.: 1,623 Loan Type:  
Taxpayer: Year Built: 1947 Fin. Type:  
Assessed Value: \$131,795 Phone: Lender:  
Interest Rate:

Legal Desc.: LOT 5 BLOCK 2 KOCH ADDITION = 012800 SQ FT

ParcelID: R4416DA03800 Site Addr: 1771 NE 18th St Recording Date: 01/18/02  
Owner: Acres: 0.3561 Document: 2002/1399 - BS  
Danny Payne Beds: 2 Sale Price: \$0  
1771 NE 18th St Baths: 1.00 Loan Amt:  
McMinnville OR 97128 Sq Ft.: 1,175 Loan Type:  
Taxpayer: Year Built: 1948 Fin. Type:  
Assessed Value: \$112,044 Phone: Lender:  
Interest Rate:

Legal Desc.: LOT A BLOCK 2 KOCH ADDITION = 015512 SQ FT

ParcelID: R4416DA03900 Site Addr: 1793 NE 18th St  
Owner: Acres: 0.2345  
Don Leard Beds: 4  
PO Box 722 Baths: 2.00  
Lafayette OR 97127 Sq Ft.: 1,781  
Taxpayer: Year Built: 1973  
Assessed Value: \$172,903 Phone:

Recording Date: 09/08/11  
Document: 0000011553 - W  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT B BLOCK 2 KOCH ADDITION = 010216 SQ FT S 90'

ParcelID: R4416DA03901 Site Addr: 1835 NE Lafayette Ave  
Owner: Acres: 0.1849  
Rufino Reyes Beds: 3  
PO Box 148 Baths: 2.00  
Dayton OR 97114 Sq Ft.: 1,000  
Taxpayer: Year Built: 1974  
Assessed Value: \$133,303 Phone:

Recording Date: 12/08/97  
Document: 0000020260 -  
Sale Price: \$95,000  
Loan Amt: \$94,581  
Loan Type: F  
Fin. Type: V  
Lender: ALL PACIFIC MORTGAGE CORP  
Interest Rate:

Legal Desc.: LOT 8 BLOCK 2 KOCH ADDITION = 008058 SQ FT & N 20'

ParcelID: R4416DA04000 Site Addr: 1788 NE 18th St  
Owner: Acres: 0.5192  
Schoko Properties LLC Beds: 0  
19191 SW Peavine Rd Baths: 0.00  
McMinnville OR 97128 Sq Ft.: 0  
Taxpayer: Year Built: 0  
Assessed Value: \$386,039 Phone:

Recording Date: 02/20/09  
Document: 0000002282 - W  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 8 BLOCK 1 KOCH ADDITION = ACRES & 1/2 VAC ST

ParcelID: R4416DA04100 Site Addr: 1715 NE Lafayette Ave  
Owner: Acres: 0.9467  
Edward & Candace Gormley Beds: 0  
1020 NW Baker Crest Ct Baths: 0.00  
McMinnville OR 97128 Sq Ft.: 0  
Taxpayer: Year Built: 0  
Assessed Value: \$470,855 Phone:

Recording Date: 12/23/02  
Document: 2002/25424 - WD  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 1 BLOCK 1 KOCH ADDITION = ACRES PT LTS 1-3 & 7,8 & ADJ VAC ST

ParcelID: R4416DA04200    Site Addr: 1762 NE 18th St  
Owner:                            Acres: 0.4034  
Wayne & Lea Chulik            Beds: 3  
1762 NE 18th St                Baths: 2.00  
McMinnville OR 97128        Sq Ft.: 1,674  
Taxpayer:                        Year Built: 1948  
Assessed Value: \$126,396    Phone:

Recording Date: 08/31/88  
Document: 0002261008 -  
Sale Price: \$47,600  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 7 BLOCK 1 KOCH ADDITION = 017574 SQ FT & W 1/2 VAC ST

ParcelID: R4416DA04300    Site Addr: 1740 NE 18th St  
Owner:                            Acres: 0.3265  
Dramis, Paul A                 Beds: 3  
1740 NE 18th St                Baths: 1.50  
McMinnville OR 97128-3422 Sq Ft.: 1,140  
Taxpayer:                        Year Built: 1957  
Assessed Value: \$131,025    Phone:

Recording Date: 06/30/15  
Document: 0000009222 - G  
Sale Price: \$170,000  
Loan Amt: \$161,500  
Loan Type:  
Fin. Type: U  
Lender: STEARNS LNDG  
Interest Rate:

Legal Desc.: LOT 6 BLOCK 1 KOCH ADDITION = 014223 SQ FT

ParcelID: R4416DA05000    Site Addr: 1700 NE Lafayette Ave  
Owner:                            Acres: 0.8800  
Moreland Oil Company        Beds: 0  
PO Box 567                        Baths: 0.00  
McMinnville OR 97128        Sq Ft.: 0  
Taxpayer:                        Year Built: 0  
Assessed Value: \$380,855    Phone:

Recording Date: 01/26/98  
Document: 0000001436 -  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: .88 ACRES IN SEC 16 T4S R4W

ParcelID: R4416DA05100    Site Addr: 1912 NE Lafayette Ave  
Owner:                            Acres: 3.6800  
Sani-Lease LLC                 Beds: 0  
PO Box 509                        Baths: 0.00  
McMinnville OR 97128        Sq Ft.: 0  
Taxpayer:                        Year Built: 0  
Assessed Value: \$1,326,997    Phone:

Recording Date: 02/14/00  
Document: 0000002048 -  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: 3.68 ACRES IN SEC 16 T4S R4W

ParcelID: R4416DA05300  
Owner:  
Casey & Carolyn Rima  
1931 NE Orchard Ave  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$149,653

Site Addr: 1931 NE Orchard Ave  
Acres: 0.2897  
Beds: 2  
Baths: 2.00  
Sq Ft.: 1,684  
Year Built: 1950  
Phone:

Recording Date: 07/30/04  
Document: 0000015694 - G  
Sale Price: \$139,900  
Loan Amt: \$132,900  
Loan Type:  
Fin. Type: V  
Lender: PORTLAND TEACHERS CU  
Interest Rate:

Legal Desc.:

ParcelID: R4416DA05400  
Owner:  
Carolyn & Richard A For & Carolyn Propp  
1935 NE Orchard Ave  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$197,373

Site Addr: 1935 NE Orchard Ave  
Acres: 0.2897  
Beds: 3  
Baths: 1.50  
Sq Ft.: 1,520  
Year Built: 1953  
Phone:

Recording Date: 04/30/02  
Document: 2002/8674 - BS  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.:

ParcelID: R4416DA05500  
Owner:  
Thomas & Nancy Paul  
1953 NE Orchard Ave  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$262,923

Site Addr: 1953 NE Orchard Ave  
Acres: 0.2897  
Beds: 6  
Baths: 3.00  
Sq Ft.: 3,265  
Year Built: 1952  
Phone:

Recording Date: 03/02/86  
Document: 0002011711 -  
Sale Price: \$0  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.:

ParcelID: R4416DA05600  
Owner:  
Philip F Jr & Louise Oriley  
2005 NE Orchard Ave  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$186,793

Site Addr: 2005 NE Orchard Ave  
Acres: 0.2897  
Beds: 2  
Baths: 1.00  
Sq Ft.: 1,780  
Year Built: 1956  
Phone:

Recording Date: 11/30/84  
Document: 0001901754 -  
Sale Price: \$66,500  
Loan Amt: \$0  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.:

ParcelID: R4416DA05700	Site Addr: 2015 NE Orchard Ave	Recording Date: 11/13/06
Owner:	Acres: 0.2897	Document: 2006/25980 - WD
Bette Wojcik	Beds: 4	Sale Price: \$0
2015 NE Orchard Ave	Baths: 1.50	Loan Amt:
McMinnville OR 97128	Sq Ft.: 1,680	Loan Type:
Taxpayer:	Year Built: 1953	Fin. Type:
Assessed Value: \$161,842	Phone:	Lender:
		Interest Rate:

Legal Desc.:

ParcelID: R4416DA05800	Site Addr: 1915 NE Lafayette Ave	Recording Date: 08/09/01
Owner:	Acres: 0.3060	Document: 0000013940 - G
Chong Kin Choi	Beds: 5	Sale Price: \$135,000
1697 SW Goucher St	Baths: 2.00	Loan Amt: \$108,000
McMinnville OR 97128	Sq Ft.: 2,184	Loan Type:
Taxpayer:	Year Built: 1978	Fin. Type: F
Assessed Value: \$183,657	Phone:	Lender: GREENPOINT MORTGAGE FUNDING
		Interest Rate:

Legal Desc.: LOT 7 BLOCK 5 KOCH ADDITION = 013330 SQ FT

ParcelID: R4416DA05900	Site Addr: 1992 NE Gibbs Circle	Recording Date: 04/25/13
Owner:	Acres: 0.1698	Document: 2013/6203 - BS
Ted & Andrea Craig	Beds: 3	Sale Price: \$0
1992 NE Gibbs Circle	Baths: 2.00	Loan Amt:
McMinnville OR 97128	Sq Ft.: 1,420	Loan Type:
Taxpayer:	Year Built: 1996	Fin. Type:
Assessed Value: \$179,744	Phone:	Lender:
		Interest Rate:

Legal Desc.: LOT 12 PARKSIDE = 007400 SQ FT

ParcelID: R4416DA06000	Site Addr: 1980 NE Gibbs Circle	Recording Date: 08/11/15
Owner:	Acres: 0.1699	Document: 2015/12650 - QC
Phillip & Elizabeth Frischmuth	Beds: 3	Sale Price: \$0
14770 NW Wild Haven Ln	Baths: 2.00	Loan Amt:
McMinnville OR 97128	Sq Ft.: 1,432	Loan Type:
Taxpayer:	Year Built: 1996	Fin. Type:
Assessed Value: \$173,159	Phone:	Lender:
		Interest Rate:

Legal Desc.:


ParcelID: R4416DA06100  
Owner:  
David & Kristina Jackson  
1968 NE Gibbs Circle  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$164,831

Site Addr: 1968 NE Gibbs  
Circle  
Acres: 0.2008  
Beds: 3  
Baths: 2.00  
Sq Ft.: 1,474  
Year Built: 1999  
Phone:

Recording Date: 10/12/12  
Document: 0000014759 - W  
Sale Price: \$163,500  
Loan Amt: \$167,015  
Loan Type: V  
Fin. Type: U  
Lender: PLAZA HOME MORTGAGE  
INC  
Interest Rate:

Legal Desc.:

ParcelID: R4416DA06200  
Owner:  
Marten L For & Marten L Revoc  
Martensen  
1960 NE Gibbs Circle  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$210,133

Site Addr: 1960 NE Gibbs  
Circle  
Acres: 0.1791  
Beds: 3  
Baths: 2.00  
Sq Ft.: 1,748  
Year Built: 1996  
Phone: 

Recording Date: 03/02/11  
Document: 2011/2988 - QC  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.:

ParcelID: R4416DA06300  
Owner:  
Linda Thompson  
1948 NE Gibbs Circle  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$207,844

Site Addr: 1948 NE Gibbs  
Circle  
Acres: 0.1850  
Beds: 3  
Baths: 2.00  
Sq Ft.: 1,663  
Year Built: 1996  
Phone:

Recording Date: 02/08/12  
Document: 2012/1537 - QC  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.: LOT 16 PARKSIDE = 008062 SQ FT

ParcelID: R4416DA06400  
Owner:  
Patrick Kadell  
1936 NE Gibbs Circle  
McMinnville OR 97128  
Taxpayer:  
Assessed Value: \$185,559

Site Addr: 1936 NE Gibbs  
Circle  
Acres: 0.1662  
Beds: 3  
Baths: 2.00  
Sq Ft.: 1,655  
Year Built: 1996  
Phone:

Recording Date: 02/06/12  
Document: 2012/1392 - DD  
Sale Price: \$0  
Loan Amt:  
Loan Type:  
Fin. Type:  
Lender:  
Interest Rate:

Legal Desc.:

R441501900  
Lee Larson Properties LLC  
PO Box 1696  
Beaverton, OR 97075

R441502000  
Laughlin LLC  
2204 S El Camino Real Suite 314  
Oceanside, CA 92054

R441502400  
Yamhill Community Action Partnership  
PO Box 621  
McMinnville, OR 97128

R441502407  
Dean & Debra Klaus  
450 NW 7th St  
McMinnville, OR 97128

R441502500  
Sani-Lease LLC  
PO Box 509  
McMinnville, OR 97128

R441502522  
Sani-Lease LLC  
PO Box 509  
McMinnville, OR 97128

R441502523  
Alpha Drive LLC  
2746 NE 17th Ave  
Portland, OR 97212

R441502601  
Elk Creek Investments LLC  
7255 W Franklin Rd  
Boise, ID 83709

R441502700  
Ventures Parallel  
PO Box 299  
Boyce, VA 22620

R4415C00700  
Elk Creek Investments LLC  
7255 W Franklin Rd  
Boise, ID 83709

R4415C00800  
Elk Creek Investments LLC  
7255 W Franklin Rd  
Boise, ID 83709

R4415C00900  
H & R Burch Limited Partnership  
237 NE Ford No 1  
McMinnville, OR 97128

R4415C01000  
H & R Burch Limited Partnership  
237 NE Ford No 1  
McMinnville, OR 97128

R4415C01100  
Christopher Szedlak  
1540 NE Alpha Dr  
McMinnville, OR 97128

R4415C01200  
Maresh Technologies LLC  
PO Box 645  
West Linn, OR 97068

R4415C01201  
Maresh Technologies LLC  
PO Box 645  
West Linn, OR 97068

R4415C02800  
Thomas & Marion G For Vail  
9779 SE Hillview Dr  
Amity, OR 97101

R4415C02900  
J Scott Erickson  
PO Box 20610  
Keizer, OR 97307

R441601600  
Dean Klaus  
450 NW 7th St  
McMinnville, OR 97128

R441601900  
Dean & Debra Klaus  
450 NW 7th St  
McMinnville, OR 97128

R441602000  
Dean & Debra Klaus  
450 NW 7th St  
McMinnville, OR 97128

R441602100  
Hf Properties LLC  
720 NW Michelbook Ct  
McMinnville, OR 97128

R441602200  
Csw Inc  
6450 SE Riverside Dr  
McMinnville, OR 97128

R4416AD00209  
Larry Haas  
2095 NE Gibbs Cir  
McMinnville, OR 97128

R4416AD00216  
James & Angelina Lomas  
1924 NE Gibbs Cir  
McMinnville, OR 97128

R4416AD00223  
Brent Lighty  
1955 NE Gibbs Circle  
McMinnville, OR 97128

R4416AD00224  
Dale & Wanda Smallwood  
1921 NE Gibbs Circle  
McMinnville, OR 97128

R4416DA00100  
Gregory & Cynthia Crafton  
2022 NE Orchard Ave  
McMinnville, OR 97128

R4416DA00200  
Antonio & Gabriel Mendoza  
2014 NE Orchard Ave  
McMinnville, OR 97128

R4416DA00300  
Melvin & Timbre Mattoon  
2006 NE Orchard Ave  
McMinnville, OR 97128

R4416DA00400  
Norman Beachy  
1952 NE Orchard Ave  
McMinnville, OR 97128

R4416DA00500  
Frank & Barbara Donaldson  
1936 NE Orchard Ave  
McMinnville, OR 97128

R4416DA00600  
Patricia Baker  
1920 NE Orchard Ave  
McMinnville, OR 97128

R4416DA01700  
Edward & Julia M For Elkins  
1835 NE 19th St  
McMinnville, OR 97128

R4416DA01800  
Sandra & Scott Rabe  
1855 NE 19th St  
McMinnville, OR 97128

R4416DA01900  
Mary & Wilhelmus Maas  
1901 E 19th St  
McMinnville, OR 97128

R4416DA02000  
Stephen & Virginia Martin  
1913 NE 19th St  
McMinnville, OR 97128

R4416DA02100  
Gaspar Arciga  
1921 NE 19th St  
McMinnville, OR 97128

R4416DA02400  
Catherine Johnson  
3616 SE 23rd  
Gresham, OR 97080

R4416DA02500  
Aleen Parr  
1916 E 19th St  
McMinnville, OR 97128

R4416DA02600  
Robert & Cheryl Miller  
1910 E 19th  
McMinnville, OR 97128

R4416DA02700  
Jeffrey & Susan Gass  
1858 NE 19th St  
McMinnville, OR 97128

R4416DA02800  
Robert & Ann M For Rollins  
PO Box 713  
McMinnville, OR 97128

R4416DA02900  
Herrick & Katherine McPeters  
1822 NE 19th St  
McMinnville, OR 97128

R4416DA03500  
Sandra Jo Mansfield  
1747 NE 18th St  
McMinnville, OR 97128

R4416DA03600  
George Arvay  
1751 NE 18th St  
McMinnville, OR 97128

R4416DA03700  
George Arvay  
1751 NE 18th St  
McMinnville, OR 97128

R4416DA03800  
Danny Payne  
1771 NE 18th St  
McMinnville, OR 97128

R4416DA03900  
Don Leard  
PO Box 722  
Lafayette, OR 97127

R4416DA03901  
Rufino Reyes  
PO Box 148  
Dayton, OR 97114

R4416DA04000  
Schoko Properties LLC  
19191 SW Peavine Rd  
McMinnville, OR 97128

R4416DA04100  
Edward & Candace Gormley  
1020 NW Baker Crest Ct  
McMinnville, OR 97128

R4416DA04200  
Wayne & Lea Chulik  
1762 NE 18th St  
McMinnville, OR 97128

R4416DA04300  
Paul Dramis  
1740 NE 18th St  
McMinnville, OR 97128

R4416DA05000  
Moreland Oil Company  
PO Box 567  
McMinnville, OR 97128

R4416DA05100  
Sani-Lease LLC  
PO Box 509  
McMinnville, OR 97128

R4416DA05300  
Casey & Carolyn Rima  
1931 NE Orchard Ave  
McMinnville, OR 97128

R4416DA05400  
Carolyn & Richard A For & Carolyn Propp  
1935 NE Orchard Ave  
McMinnville, OR 97128

R4416DA05500  
Thomas & Nancy Paul  
1953 NE Orchard Ave  
McMinnville, OR 97128

R4416DA05600  
Philip F Jr & Louise Oriley  
2005 NE Orchard Ave  
McMinnville, OR 97128



R4416DA05700  
Bette Wojcik  
2015 NE Orchard Ave  
McMinnville, OR 97128

R4416DA05800  
Chong Kin Choi  
1697 SW Goucher St  
McMinnville, OR 97128

R4416DA05900  
Ted & Andrea Craig  
1992 NE Gibbs Circle  
McMinnville, OR 97128

R4416DA06000  
Phillip & Elizabeth Frischmuth  
14770 NW Wild Haven Ln  
McMinnville, OR 97128

R4416DA06100  
David & Kristina Jackson  
1968 NE Gibbs Circle  
McMinnville, OR 97128

R4416DA06200  
Marten L For & Marten L Revoc Martensen  
1960 NE Gibbs Circle  
McMinnville, OR 97128

R4416DA06300  
Linda Thompson  
1948 NE Gibbs Circle  
McMinnville, OR 97128

R4416DA06400  
Patrick Kadell  
1936 NE Gibbs Circle  
McMinnville, OR 97128

## Public Meeting Notes

### January 28, 2016 – 2200 Orchard Avenue/VRZ (in advance of CUP application)

- 5 people in attendance
- Recology: Fred Stemmler (lead) and Ame LeCocq
- Meeting started at 6:02PM
- Ame remained in at parking lot entrance to help direct any potential late arriving traffic. No additional visitors came and she joined our group around ~~6:25PM~~6:15PM.

#### Ame:

- Talked with Pat upon her arrival, gave information about what the facility does now, discussed neighborhood involvement from RWO. Pat shared some stories of her knowledge/relationship with Koch family. Positive comments about how the facility operates now and improvements noted in composting operations.

#### Fred:

- Introduced himself and Ame, then discussed project details.
- Reason for expansion: 1. Increase recycling opportunities using new space and, 2. Creating a backstop / Plan B for RBLF closure. Ensure this region's waste has somewhere to go.

#### Comments (C) /Discussion and Response (D):

1. C: What traffic impacts to roads will this cause?  
D: Fred mentioned traffic study was conducted, increase was noted by traffic study as a "nominal" increase with 1-4 additional trucks per hour and estimated maximum increase of net 4 additional trucks during peak hours. Clarified that no truck traffic would route West of Lafayette into residential area on Orchard where two of the attendees currently reside.
2. C: Norm – Why did you invite us to this meeting?  
D: Fred stated we want to remain transparent and open through the application process. It is a priority that we are good neighbors in the course of our business and we value the feedback of the surrounding residents and businesses in and around the industrial park.
3. C: Pat – Can another landfill be built in Yamhill county?  
D: Fred said he does not know for certain but the likelihood of a newly permitted landfill seems very low based on recent events and discussions. Alternate existing landfills in the area and in the state of Washington have many years of capacity remaining and it seems logical that those resources would be considered before a new site is developed.
4. C: What would the new site be used for?  
D: Fred walked the group through the site designs and discussed expanded recycling options (sort line, C&D sorting, improved commingle processing, polystyrene densification, potential dry waste sort) as well as logistics associated with MSW transfer.

5. DC: Pat - How do you control odor issues? We have had issues with the compost site many years ago, though things have been much better lately.

ED: Fred – There are a variety of tools available to mitigate and negate odor issues. First off, material brought to the transfer station will remain onsite for ~~move~~ no more than every 48 hours. The facility will also be enclosed with doors, curtains, vents and/or ventilation systems in place to manage the environment inside and around the building.

6. DC: Pat - What happens on the weekend? How will you stay within the 48 hour window?

ED: Fred – The facility will operate on Saturdays as well. We take the laws and regulations seriously and this site will remain compliant at all times. That's how we operate today and how we will continue to operate moving forward.

7. DC: How long will this project take to build?

ED: Fred and Ame: Approximately 2 years are estimated until completion. We will go through the CUP process, state DEQ review and permitting process, and build. Each step was discussed in further detail with approximate timelines provided and qualified that these times may vary as the process moves along.

8. C: Will Portland's trash be brought here?

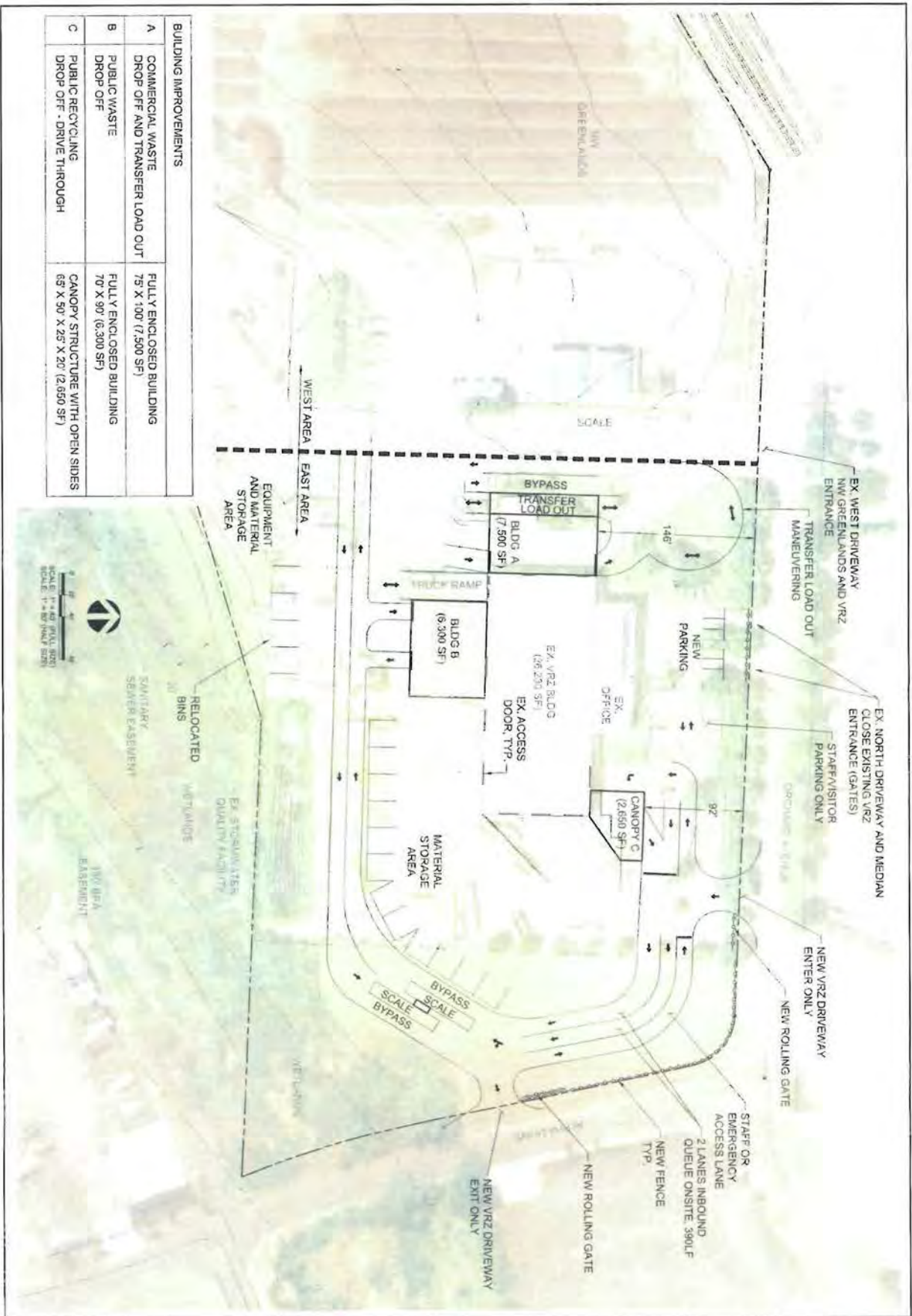
D: Fred – No. This site will only process the material generated within and immediately around Recology Western Oregon's immediate service area. Our permit will address this limitation. Furthermore, places like Portland or other large communities who already have transfer stations in their area would not transfer material in their own community and then seek a second transfer location such as McMinnville.

9. C: Support offered from Ilsa. Described recent waste related news from Portland Metro and stated concerns with existing Riverbend landfill operations. Supported creating a transfer station to create new options for the community. Said proposed site appears to be modest and reasonable.

10. C: Norm stated he sees no reason for concern with the proposal, appreciated the invitation and excused himself. Pat and Isla followed shortly thereafter with meeting concluded. We thanked everyone for coming and all parties left in positive spirits.

Meeting adjourned around 6:45PM.





BUILDING IMPROVEMENTS	
A	COMMERCIAL WASTE DROP OFF AND TRANSFER LOAD OUT 75 X 100 (7,500 SF)
B	PUBLIC WASTE DROP OFF 70 X 90 (6,300 SF)
C	PUBLIC RECYCLING DROP OFF - DRIVE THROUGH 65 X 50 X 25 X 20 (2,650 SF)

NO.	DATE	BY	DESCRIPTION
1			
2			
3			
4			



**VRZ IMPROVEMENTS**  
**CONCEPTUAL SITE IMPROVEMENT PLAN**

**PBS**  
Engineering + Environmental  
Western, VA, USA  
www.pbs.com



# **OPERATIONS PLAN**

Recology Western Oregon – Valley Recovery Zone, Inc.

Valley Recovery Zone

2200 NE Orchard Avenue  
McMinnville, OR 97128

Revised: December 2015

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General Location Map

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Appendix A

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## **1 Introduction**

### **1.1 Purpose**

The purpose of this plan is to ensure that the facility, Valley Recovery Zone (VRZ) is operated in accordance with Oregon Administrative Rules (OAR) 340.096.0040(4). The plan pertains to a Material Recovery Facility (MRF) operated by Recology Western Oregon-Valley Recovery Zone, Inc. (RWO) located at 2200 Orchard Avenue, McMinnville, Oregon. This plan is based upon regulatory requirements, company policy, and accepted service and maintenance practices. The text of the plan describes operational and maintenance procedures for normal operations.

This plan is part of the supporting documentation required by the Oregon Department of Environmental Quality (DEQ) for Solid Waste Permit #1258.

### **1.2 Regulatory Requirements**

Operations at the VRZ facility are in conformance with the requirements governing solid waste facilities as defined in OAR 340.096.

Any time this operation plan is updated VRZ shall submit an updated plan to DEQ for approval prior to implementing operational changes.

### **1.3 Overview of Operations**

The processing building is approximately 26,230 square feet. This two-story building includes a public waste drop off area (**referred to as "Resource Rescue"**), a bulk material receiving and processing area (referred to as the MRF), offices and a conference room for training activities. A public recycling depot is a part of the processing building.

## **2 Facility Description**

### **2.1 Site Description**

The facility is located on 11.65 acres leased from Sani-Lease, Inc. The leased land that the facility sits on is shared with a composting operation that is operated by Recology NW Greenlands-McMinnville (operating under Solid Waste Permit Number 1420). The facility is accessed by Orchard Avenue, from Lafayette Ave. It encompasses tax lot R4415-02500, Township 4, Range 4, Section 15, City of McMinnville, Yamhill County, and State of Oregon.

### **2.2 Facility Layout-Site Access and Egress**

Loads of Municipal Solid Waste (MSW) and recyclable materials are hauled to VRZ by residential customers through two gates, an entrance and exit gate. All commercial vehicles are required to stop at the scale house prior to tipping their load at the appropriate location. MSW loads are inspected at Resource Rescue, prior to unloading into a drop box. Newsprint, office paper, tin cans, cardboard, plastic and commingled recycling are tipped into separate bunkers within the MRF building. Wood, Yard debris, glass and metal are unloaded in separate bunkers out side of the MRF building. Tires, textiles, and appliances are stored in separate covered semi-trailers. Electronic waste, used batteries and used oils are stored within the MRF building.

### **2.3 Stormwater Management**

The stormwater management system for the site includes catch basins, conveyance piping, and bioswales with check dams. All stormwater discharges to South Yamhill River south of the facility. Yard debris, wood, metal and glass are all stored outdoors in bunkers or drop boxes. These materials do come into contact with rain and generate stormwater runoff.

The facility is covered under a General NPDES Industrial Stormwater Permit and has an active Stormwater Pollution Control Plan (SWPCP), which is kept up to date.

**Appropriate Best Management Practices (BMP's) are in place at VRZ to insure protection of stormwater. The location and maintenance of the BMP's are listed in the SWPCP.**

### **2.4 Leachate Management**

The MSW in the MRF building is under cover and protected from rainwater. Any water that accumulates on the floor (from traffic) is absorbed with incoming loads of dry material. Should any stormwater pool around any outdoor piles it is absorbed with wood chips, booms and/or absorbent materials. These materials are scooped up with shovels or heavy equipment and loaded into a suitable container and disposed of properly.

## **2.5 Surface Water and Surface Drainage Control**

The site consists of two drainage basins. The first drainage basin is the Valley Recovery Zone MRF operations, which consists of 10 catch basins for stormwater collection.

The second drainage basin is the NW Greenlands-McMinnville compost operations (adjacent to the site), which consists of 4 catch basins for stormwater collection.

### **3 General Facility Operations**

#### **3.1 Hours of Operation**

The VRZ facility operates Monday through Saturday, from 7:00 a.m. to 4:00 p.m.. Recology Western Oregon commercial solid waste collection trucks may access the facility 7 days per week. The facility will be closed on Independence Day, Labor Day, Thanksgiving, Christmas and New Years Day. Operating hours may be extended under special or emergency conditions and to accommodate market delivery needs. Standard operating hours are posted at the gate.

#### **3.2 Access Control**

Access to the site is controlled by three gates (identified on Figure 2) and fencing at the entrance from Orchard Ave. These entrances are the only access route to the site for vehicles. During non-business hours, the gates are locked to prevent unauthorized entry and dumping. All roads are paved or graveled to deter mud, dust and traffic hazards while providing reasonable all-weather access.

Once customers are through the entry gate, signs direct them to either the office, recycling depot or resource rescue (which is located on the east side of the MRF building). VRZ customers that would like to use Resource Rescue must stop at an additional gate inside the main gate of the facility and ring a buzzer for an attendant. The attendant then directs the customer through the gate to the proper unloading area. The gate remains locked during non-business hours, and while an attendant is not present.

The recycling depot is on the northwest side of the MRF building. A sign is posted at the entry gate directing customers to its location. The depot has three large roll up doors that are shut and locked when the depot and facility are closed.

A sign posted prior to the scale instructs commercial vehicles to proceed onto the scale and await directions from an attendant. After unloading, the vehicles weigh out at the scales to complete their transaction and then exit the site.

#### **3.3 Reporting Requirements**

The facility maintains records to document each transaction. Scale tickets document the weight of all fee loads entering the facility and the quantity of recyclable and residual material exported off site.

**RWO's management maintains the records for the site. Reports will be submitted to DEQ as required by permit, regulatory requirements, franchise obligations and business objectives.** The information recorded is sufficient to generate the information needed to meet all reporting obligations as follows: A list of load designations by category, outgoing load weights, all unacceptable waste received at the facility, and monthly yardage received by material type.

### **3.4 Opportunity to Recycle**

Public vehicles with recyclable materials will be able to utilize the recycling drop off station (depot) at the facility. The depot has specific containers labeled for each recycling commodity received at the site. Once full, these containers are unloaded with other bulk materials and stored for shipping.

All materials deemed recyclable are recycled. This may include, but not limited to, wood, yard debris, metal, cardboard, certain plastics, glass, tires, appliances, commingled recyclables, batteries, and e-waste. As markets for other recyclables are developed, VRZ will continually seek to maximize diversion from landfilling.

### **3.5 Litter Prevention**

Litter around the building, fence, parking area, public depot and entrance is removed as needed. Access roads and adjacent properties are inspected daily and maintained in a reasonably litter free condition. Any litter or debris that escapes the facility will be retrieved and properly disposed of. Wind is a contributing factor to litter control at the facility. However, every effort is made to control litter.

### **3.6 Vector Prevention and Control**

Vectors, such as flies, rodents, and birds are minimized by shipping all materials as soon as practicable from the VRZ facility. All MSW is loaded directly into a drop box, which is hauled once the box is full. The facility is also contracted with a pest control company who performs regular preventative maintenance to deter pests from the site and extermination services as needed.

### **3.7 Dust, Odor, and Noise Control**

VRZ is designed and operated to minimize dust. The facility design minimizes dust generation by receiving and storing the majority of materials indoors. Outdoors of the facility, during grinding of the wood, water may be added to minimized dust. The paved areas of the facility are swept on a regular basis, to reduce the potential for dust.

The Operations Supervisor or his/her designee screens incoming loads for odor problems. Incoming materials with notable odors are given loading priority so that they can be quickly placed into a container, covered and transferred from the facility.

If an odor complaint is received in writing or by telephone, it will be logged in the complaint log described in section 3.10. The Operations Supervisor or his/her designee will attempt to determine what waste materials were received during the period of the complaint by reviewing the incoming waste loads. If nothing unusual is identified by this review, the Operations Supervisor will interview all site staff to determine if anything unusual was identified. If a particular load is identified and is still present on-site, the Operations Supervisor will ensure that it is loaded into a trailer or container and shipped off site for disposal. The Operations Supervisor will also notify the generator of the odorous material, if possible, and provide them with a verbal warning.

The facility is designed and operated to minimize noise. VRZ is located in a mostly industrial area with some residential and commercial businesses to the North and West of the facility. All equipment has appropriate mufflers and other noise reducing mechanisms.

### **3.8 Equipment Washing Facilities**

Every effort is made to wash equipment offsite. If a machine must be rinsed off for maintenance purposes, it is done without soap. Rinse water is contained and absorbed by performing the rinsing on a bed of absorbent material surrounded by temporary berms. The absorbent bed and berms are constructed using wood chips, eco bags, and/or other absorbent materials. No wash water is discharged to the storm system using this method.

### **3.9 Facility Operation Equipment**

Facility operation equipment used at the site includes the following:

- 1-Propane Forklift
- 1-Baler
- 1-Skidsteer
- 1-Backhoe
- 1-Excavator

Additional equipment from other RWO facilities or local rental agencies would be available in the event that onsite equipment was taken out of commission for any reason.

#### **3.9.1 Maintenance Records and Schedules**

All equipment used in the onsite operations, as well as RWO owned and/or operated vehicles used to transfer or transport solid waste and recycling materials to and from the facility are maintained to prevent leaks and spills from occurring. Vehicle maintenance is performed on a regularly scheduled basis by a mobile RWO mechanic. On occasion, the equipment is transported via Orchard Avenue to the RWO main maintenance facility (which is directly next door to the VRZ facility), for large jobs not able to be performed by a mobile mechanic. Maintenance records for all RWO operating equipment are maintained by RWO's fleet department, and will be made available for inspection to DEQ upon request.

#### **3.9.2 Maintenance Materials**

Maintenance materials used on-site may include the following: New oils, coolants, grease, tools from the mobile maintenance van, and an air compressor. Liquid materials, such as oils or coolants, are all stored indoors in properly labeled and sealed containers to prevent accidental spills or releases to the environment.

### **3.10 Complaint Response Procedures**

Complaints are accepted in writing, by telephone, via e-mail or in person. The telephone is staffed during normal office hours. A message machine receives calls after hours. The Customer Service Department assures that all complaint calls are forwarded to the Environmental Specialist (ES). Each complaint is recorded within the onsite complaint log. The complainant is contacted by the ES if possible and informed how the complaint will be addressed. A written record of all complaints received, including date, **time, complainant's name, phone number and address (if available), specific nature and response action** is maintained in the Complaint Log (See Appendix A).

## **4 Waste Handling Operations**

### **4.1 Solid Waste**

VRZ is permitted to accept solid waste as defined in ORS 459.005 including putrescible and non-putrescible wastes, garbage, rubbish, refuse, ashes, waste paper and cardboard.

“Solid Waste” **does not** include:

- a. Materials contaminated with or containing asbestos;
- b. Batteries;
- c. Hazardous waste;
- d. Regulated medical and infectious wastes;
- e. Liquid waste;
- f. Oil other than collected in source separated residential curbside programs;
- g. Vehicles;
- h. Appliances and;
- i. Tires;
- j. Sewage sludge, septic tank or cesspool pumpings.

Loads containing solid waste will be directed to Resource Rescue for unloading. The equipment operator will observe the unloading process and inspect the load. All recyclable materials will be salvaged from the load and placed in designated containers. If any unacceptable material is found, it will be reloaded onto the vehicle and returned to the generator when possible, or stored and managed in accordance with state and federal regulations. After the load is inspected and recyclable materials are removed, it will be loaded into a drop box for disposal at a licensed disposal facility.

### **4.2 Unacceptable Waste**

All incoming waste materials are screened visually by the attendant, to detect any unacceptable waste. Any loads found to contain unacceptable waste are not allowed to be deposited into the drop box. If prohibited or unacceptable waste is found after the load had been tipped, it will be reloaded into the vehicle and returned to the generator when possible, or stored and managed in accordance with state and federal regulations.

All materials tipped inside the MRF building will be visually inspected when loads are being pushed and/or loaded.

Unacceptable wastes are segregated for proper characterization and management. A form for such materials will be filled out for each incident (See Appendix B).

#### **4.2.1 Asbestos Containing Waste Materials**

VRZ is neither designed nor permitted to accept regulated asbestos containing waste materials (ACWM). As a result, our procedures are intended to exclude these materials from being knowingly received. If asbestos containing material is received, the basic procedure is to isolate that portion of the tip floor by cordoning it off with safety cones and/or tape, stop operations in that area until the ACWM is removed either by the



generator or a licensed asbestos handling contractor. The material will be wetted down and double bagged for disposal. Sampling will only be performed by a trained and qualified individual. Laboratory analysis will be completed by a qualified independent laboratory.

Infectious wastes and explosives, including small arms ammunition are not accepted under any circumstances. If infectious wastes are found, a trained RWO employee will handle the material in an approved manner by properly packaging it for disposal to an infectious waste facility. If under any circumstances explosives are found at the VRZ, local law enforcement will be called to handle the explosives.

Potentially hazardous wastes must be removed from the site within 90 days.

## 5 Salvage and Recycling Operations

### 5.1 Salvage Operations

Recoverable material will be salvaged from solid waste loads. Equipment operators will sort and separate recyclable materials from the solid waste on the tipping floor. Salvaged materials will be segregated in proper containers which will be stored in the MRF building before delivery to the proper recycling markets. Salvaging will be done in a controlled and orderly manner as to not be unsightly or attract vector harborage.

### 5.2 Recycling Operations

All recyclable materials are collected and stored in an orderly and controlled manner at the VRZ facility.

Scrap metal is unloaded into a bunker outside of the MRF building and will be placed in drop boxes within 24 hours of the material being unloaded. Scrap metal is hauled by a qualified vendor to market, approximately once a month.

White goods (appliances) and textiles are loaded into a covered trailer by site staff. The trailer is provided by a qualified vendor for recycling and is hauled away approximately once per month.

Glass is unloaded into a bunker outside of the processing building. It is loaded into drop boxes on an as needed basis. Full drop boxes are stored on site until they are hauled to market, which typically occurs twice a month.

Tires are loaded into a covered trailer by site staff. The trailer is provided by a qualified vendor for recycling and is hauled away approximately once every six months.

Used oil dropped off by customers and off loaded from RWO's collection company is poured into a tank and stored until a qualified vendor picks it up for recycling, which typically occurs twice a month.

Cardboard is compacted into bales and then stored undercover, until a full load can be picked up by a contracted hauler and taken to market, typically once every two weeks.

Commingled recycling materials are stored in a bunker in the processing center. Drop boxes are loaded once enough material is collected, estimated to occur once every day. The drop boxes are then hauled by a contracted hauler to a recycling facility.

Tin is stored in a bunker in the processing center. Drop boxes are loaded once enough material is collected, estimated to occur twice a month.

Plastic material is unloaded into a bunker outside of the processing building. It is loaded into drop boxes on an as needed basis. Full drop boxes are stored on site until they are hauled to market, which typically occurs once a month.

Newsprint is stored in a bunker in the processing center. Drop boxes are loaded once enough material is collected, estimated to occur twice a month. The drop boxes are then hauled by a contracted hauler to a recycling facility.

Office Paper is stored in a bunker in the processing center. Drop boxes are loaded once enough material is collected, estimated to occur twice a month. The drop boxes are then hauled by a contracted hauler to a recycling facility.

Wood is unloaded into two separate piles outside the MRF building, one **pile for "dirty"** (painted and treated) wood, and one pile for clean wood. Both piles are managed by the operators of compost facility, Recology NW Greenlands-McMinnville. The wood piles are ground onsite and either loaded into semi trailers and hauled to market for hog fuel or transferred to Recology NW Greenlands-McMinnville and used within the composting process.

Yard Debris is currently directed to the compost facility (Recology NW Greenlands-McMinnville), which shares land with the VRZ.

Batteries are stored on pallets inside the processing building. Once one pallet containing three layers of batteries are collected and stored, a qualified vendor picks them up for recycling, which typically occurs once every one to six months.

**RWO's hauling company collects Regulated Medical Waste within a dedicated truck from customers within and around the City of McMinnville. This truck is secured at VRZ while awaiting collection of materials by RWO's medical waste handling vendor. Medical waste is not stored onsite for longer than 72 hours, and remains within the dedicated, secured collection truck.**

### **5.3 Electronic Waste (E-Waste)**

Oregon law prohibits any person from disposing of computers, monitors and televisions (**collectively known as "covered electronic devices" or CEDs**). It also prohibits solid waste disposal facility operators from knowingly accepting these devices for disposal, and requires site operators to implement a program to prevent acceptance of these devices for disposal. The following elements make up the program implemented at VRZ.

A sign inside the recycling depot and at Resource Rescue indicates that the following CEDs are accepted for recycling:

- Computers (desktops & Laptops), computer monitors, televisions

The attendant at Resource Rescue will:

- Ask the customer if there are any prohibited materials, including CEDs, in the load;
- Enumerate the entire list of excluded materials for anyone appearing to be unsure or careless in responding;
- Observe the load for indications of prohibited wastes; and

- Notify, by handheld radio, an equipment operator or other designated employee if suspicious of customer or load.
- If e-waste is found in a load destined for disposal, the following measures will be implemented to determine where the e-waste originated:
- Question the driver about the material, if available, and direct the driver to the designated e-waste drop off location for recycle or reuse.
- If customer is not available but source of e-waste can be determined, contact customer after the first occurrence to inform the customer of the disposal ban, in order to prevent e-waste in future loads.
- If no ownership can be established, segregate the waste and place in the designated e-waste drop off location for recycle or reuse.

The following procedures will be taken for safely managing CEDs received for disposal.

### **Whole or Intact CEDs:**

- Whole or intact CEDs found for disposal will be safely removed and transported, where practical, to the on-site e-waste location and placed in sturdy, secure containers such as Gaylords or on pallets which will be periodically reloaded into trucks for transport to recycling facilities. The Gaylord containers and pallets will be secured to minimize damage during shipping.
- Containers which include any Cathode Ray Tubes (CRTs) not destined for reuse **will be labeled ("CRTs for recycling"), stored and shipped according to the CRT regulations.**
- A whole or intact CED destined for disposal will not be removed from the disposal site if the safety of any transfer station employee is jeopardized, as determined by the on-site supervisor.

### **Broken CRTs and CEDs:**

When broken CEDs or CRTs are found for disposal the following procedures will be implemented:

- **Broken CRTs:** A CRT is broken if the glass is broken or the vacuum seal has been released. These should be managed as used, broken CRTs and, if possible, the following procedures should be taken.
  - Segregate and remove the waste in a safe manner. For example, clean up of broken CRTs at transfer stations or material recovery facilities includes:
    1. Inform supervisor of breakage
    2. Isolate area for clean up
    3. Put on proper PPE, gloves, dust mask and safety goggles
    4. Gently collect debris using designated small broom and dust pan
    5. Place debris in designated plastic bag

6. Lightly spray area with water and clean up any residue with paper towels
  7. Place paper towels, gloves, and dusk mask into designated bag
  8. Seal bag and place into a second designated bag
  9. **Dispose in designated "universal waste" disposal container**
- **Broken CEDs (i.e. computer towers and other non-CRTs):** the CED will be safely removed, where feasible, and placed in the designated on-site e-waste location for recycling or reuse.
  - **Severely Damaged CEDs:** A CED is too severely damaged to be reused or recycled when either 1) it cannot be identified as a CED, 2) the CED is no longer "whole or intact", or 3) removal of the CED for reuse or recycling places the safety of the customer or transfer station employee at risk. Severely damaged CEDs will be disposed of in a way that poses the least amount of risk to the transfer station customers and its employees.

E-waste is stored in gaylords or on pallets shrink wrapped, inside the processing building and/or a within a storage container while waiting for pick-up by a qualified vendor. Due to the vicinity of the facility, up to 24 gaylords or pallets of covered electronic devices and 12 gaylords or pallets of miscellaneous electronics may be stored prior to a shipment.

## 6 Contingency Plan

### 6.1 Safety Program

Monthly safety committee meetings are held and recorded for the facility. Any training sessions or safety meetings held for facility employees are lead by either the Safety Manager or the Operations Supervisor, and are documented. Regular inspections are completed at the facility to ensure employees are wearing proper personal protective equipment, fire extinguishers are in good working condition, etc. All safety concerns, problems and violations shall be reported immediately to the RWO Operations Manager and the Safety Manager.

### 6.2 Emergency Contacts

A detailed list of Emergency Contacts is posted **within the facility's** break room and office.

Fire/Medical Emergencies Dial:	911
ODEQ:	503-229-5263
Oregon Emergency Response Services (OERS)	800-452-0311
RWO Environmental Manager	503-849-9114
RWO Safety Manager	206-512-0591
Spill Response- National Response Center	800-424-8802

### 6.3 Emergency Access

Operations Manager: Rich Kuehn	503-474-4888
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### 6.4 Personal Protective Equipment

All persons working at VRZ will wear the following personal protective equipment (PPE): Reflective clothing, gloves, safety glasses and hearing protection as appropriate.

### 6.5 Onsite Emergency Equipment

Fire extinguishers are maintained on the mobile equipment and at strategic locations throughout the facility. An eyewash station is located inside the MRF building and eye wash solution is also available inside the first aid cabinets. First aid cabinets are located in the office and inside the MRF building.

### 6.6 Spill Prevention and Response Procedures

Oil absorbent materials including pads, booms and dry absorbent material are stored near material storage areas. These materials will allow RWO employees to quickly contain accidental spills or leaks resulting from equipment failure.

## **6.7 Disposal Procedures for Prohibited Waste**

Any prohibited waste that is discovered in a load brought to VRZ is addressed on an individual basis. All prohibited items will be disposed of properly by the VRZ facility.

## **7 Job Descriptions and Training**

### **7.1 Description of Personnel Duties**

VRZ Operations Supervisor is responsible for personnel, equipment and operations. The Supervisor is responsible for ensuring that proper operational practices are maintained and that the site is operating in conformance with the engineering plans and applicable regulating requirements. The VRZ Supervisor conducts routine facility inspections to ensure safe and sound operations.

Equipment Operators are responsible for operating all equipment and ensuring that all materials are handled properly and efficiently. Equipment operators direct vehicles to proper unloading locations and inspect loads after dumping for suspicious or unacceptable waste. Equipment Operators will also conduct litter patrol and clean up of the facility grounds.

Weigh Masters are responsible for scaling loads, visual load checking, and accepting payment from customers. Weigh masters may also direct vehicles to proper unloading locations and notify equipment operators of any suspicious load.

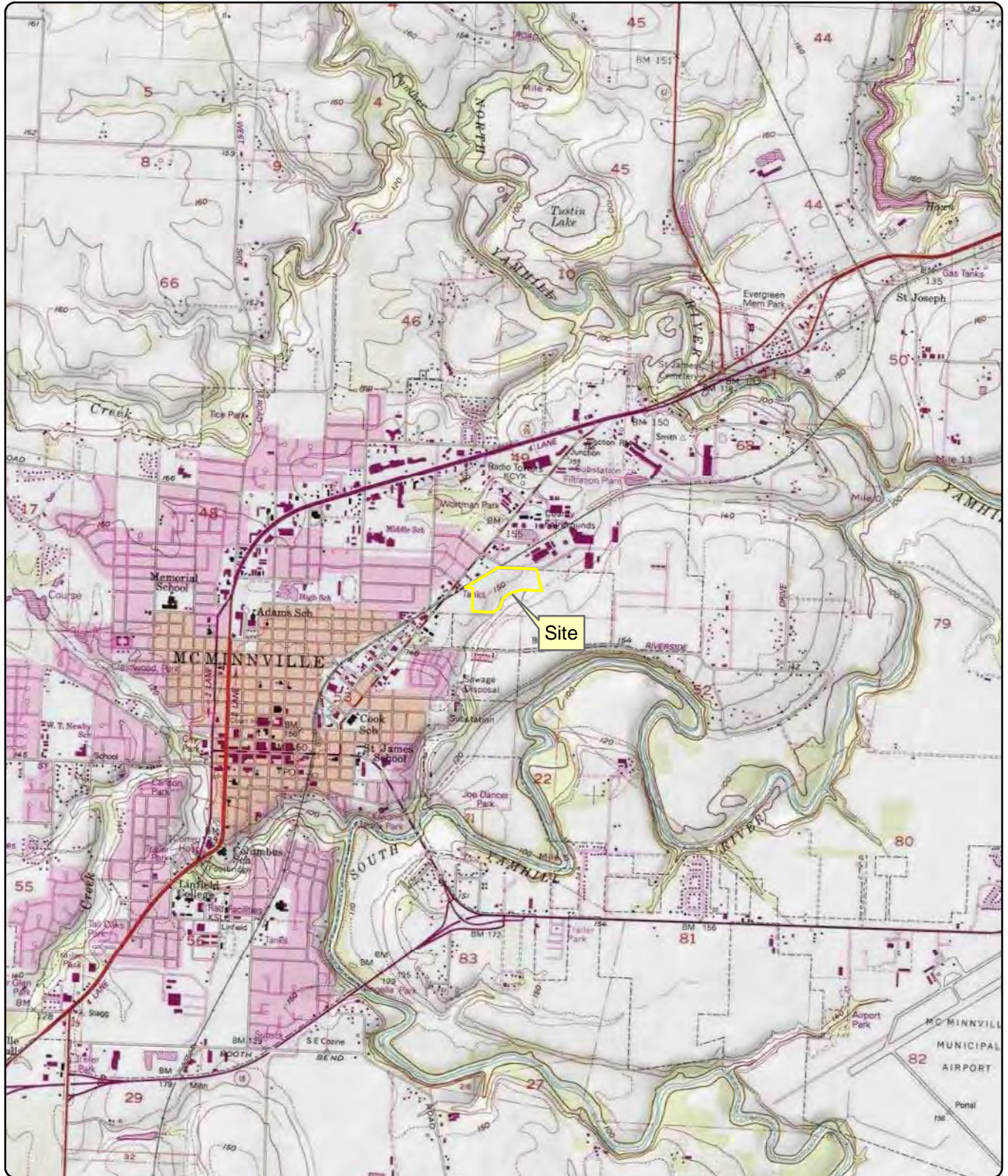
Equipment Maintenance Personnel are responsible for maintaining the effective operation of all equipment. The equipment maintenance personnel perform maintenance from a mobile tool van and come daily to the VRZ facility from another RWO facility. They are appropriately trained on the procedures, controls and functions of the equipment used at the facility.

### **7.2 Personnel Training**

All VRZ facility personnel are trained on the following:

- Applicable operations equipment.
- PPE to be worn and used properly.
- Emergency procedures including fire, medical, violence and accidents.
- Spill prevention and response.
- Firefighting equipment and procedures.
- Dust and nuisance prevention and control procedures.
- Monitoring of all incoming loads.

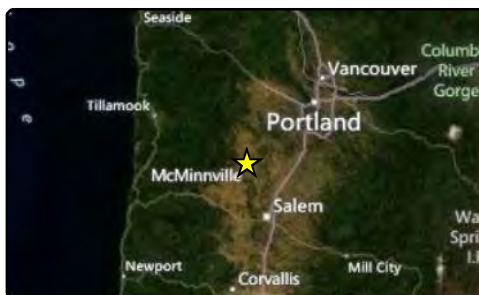




Site Address: 2200 Orchard Avenue, McMinnville, Oregon  
 Source: US Geological Survey (1990) 7.5-minute topographic quadrangle: McMinnville  
 Section 15 & 16, Township 4 South, Range 4 West

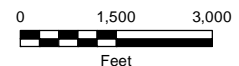


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**Figure  
 Site Location**

Recology Western Oregon  
 McMinnville, Oregon



**EXHIBIT 5**

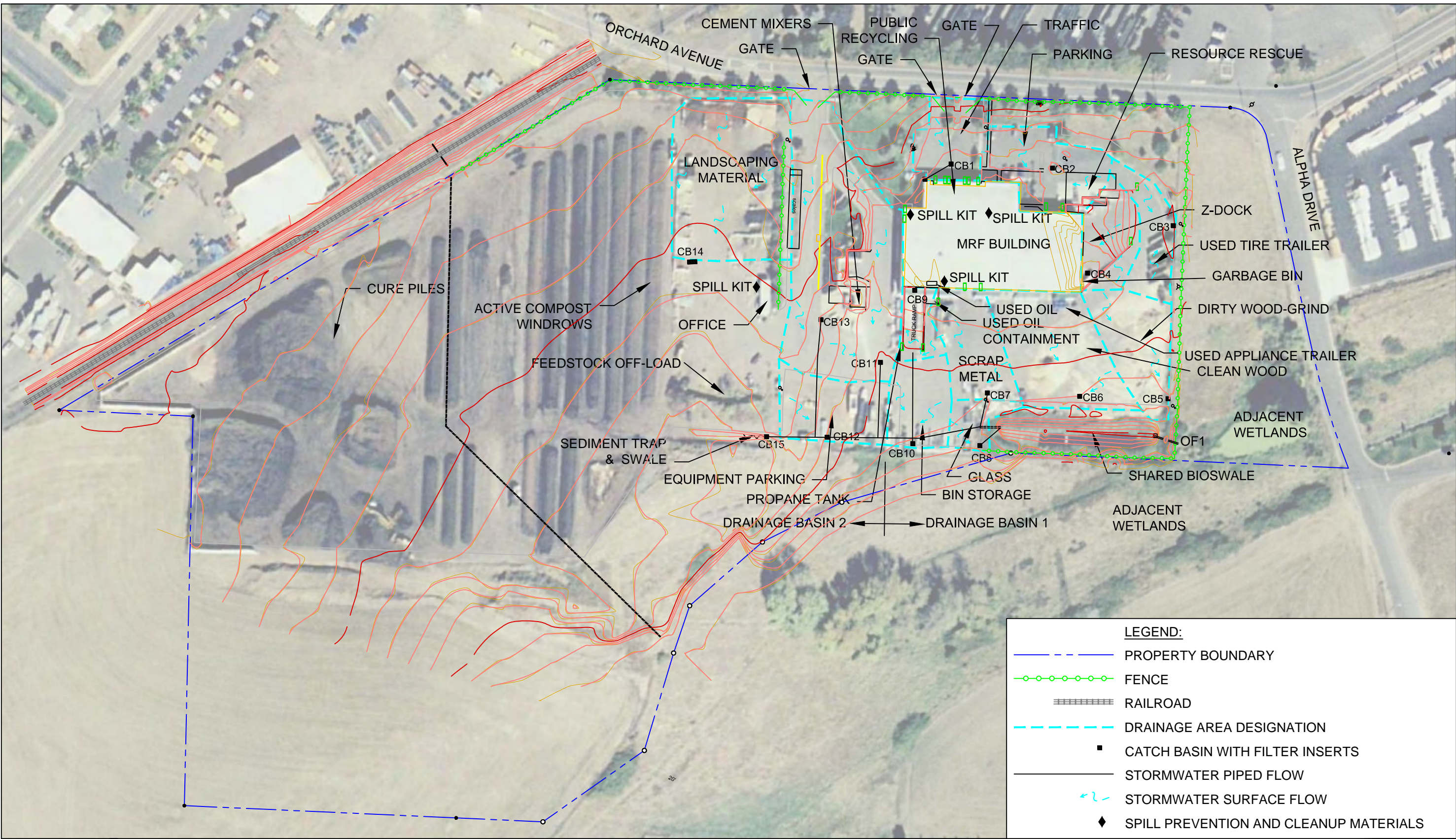
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Printed by: Lindsey Crosby

Date: 4/15/2013 10:16:38 AM

MFA JOB #: 0613.01.03  
ISSUE DATE: 03/20/2012  
CHECKED: A. ALONGI  
DRAWN: J. FISHER

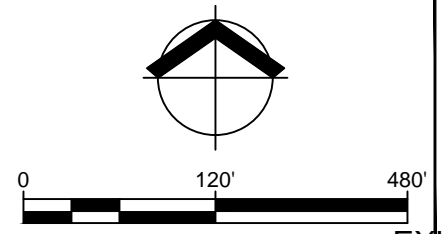
**MAUL FOSTER ALONGI**  
400 EAST MILL PLAIN BLVD. SUITE 400  
Vancouver, WA 98660  
360.694.2691 (p) 360.906.1958 (f)  
www.maulfooster.com



**LEGEND:**

- PROPERTY BOUNDARY
- o-o- FENCE
- ||||| RAILROAD
- DRAINAGE AREA DESIGNATION
- CATCH BASIN WITH FILTER INSERTS
- STORMWATER PIPED FLOW
- STORMWATER SURFACE FLOW
- ◆ SPILL PREVENTION AND CLEANUP MATERIALS

**RECOLOGY WESTERN OREGON  
VALLEY RECOVERY ZONE, INC.  
SITE MAP**  
RECOLOGY  
MCMINNVILLE, OR



**FIGURE 2.0**





# Unacceptable Waste Form

Use this form to report and track unacceptable waste delivered to the facility. Information to complete this form is collected by RWO staff. Fill out the form and forward to the Environmental Specialist, via email. Also, place this copy in the Unacceptable/rejected Waste Log book in the office.

RWO Facility Location: \_\_\_\_\_

Date of incident: \_\_\_\_\_ Time of incident: \_\_\_\_\_

Type of Incident (check one):  asbestos containing waste  paint  infectious waste  Haz-waste  other

If "other" is checked above, please specify: \_\_\_\_\_

Area: \_\_\_\_\_ Witness: \_\_\_\_\_

**Hauler info:**

**Generator info:**

Company Name: \_\_\_\_\_

Generator Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Truck#: \_\_\_\_\_

Address: \_\_\_\_\_

Initial Inventory of waste:

Hazard Description (container type, commercial waste?) Est. amount (gal./lbs.)

Corrosive		
Toxic		
Flammable		
Med Waste		
ACW		
Other		

Photo's taken?    Y    N

RWO staff notified:    Who: \_\_\_\_\_    Date: \_\_\_\_\_    Time: \_\_\_\_\_

Who: \_\_\_\_\_    Date: \_\_\_\_\_    Time: \_\_\_\_\_

Comments:

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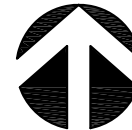


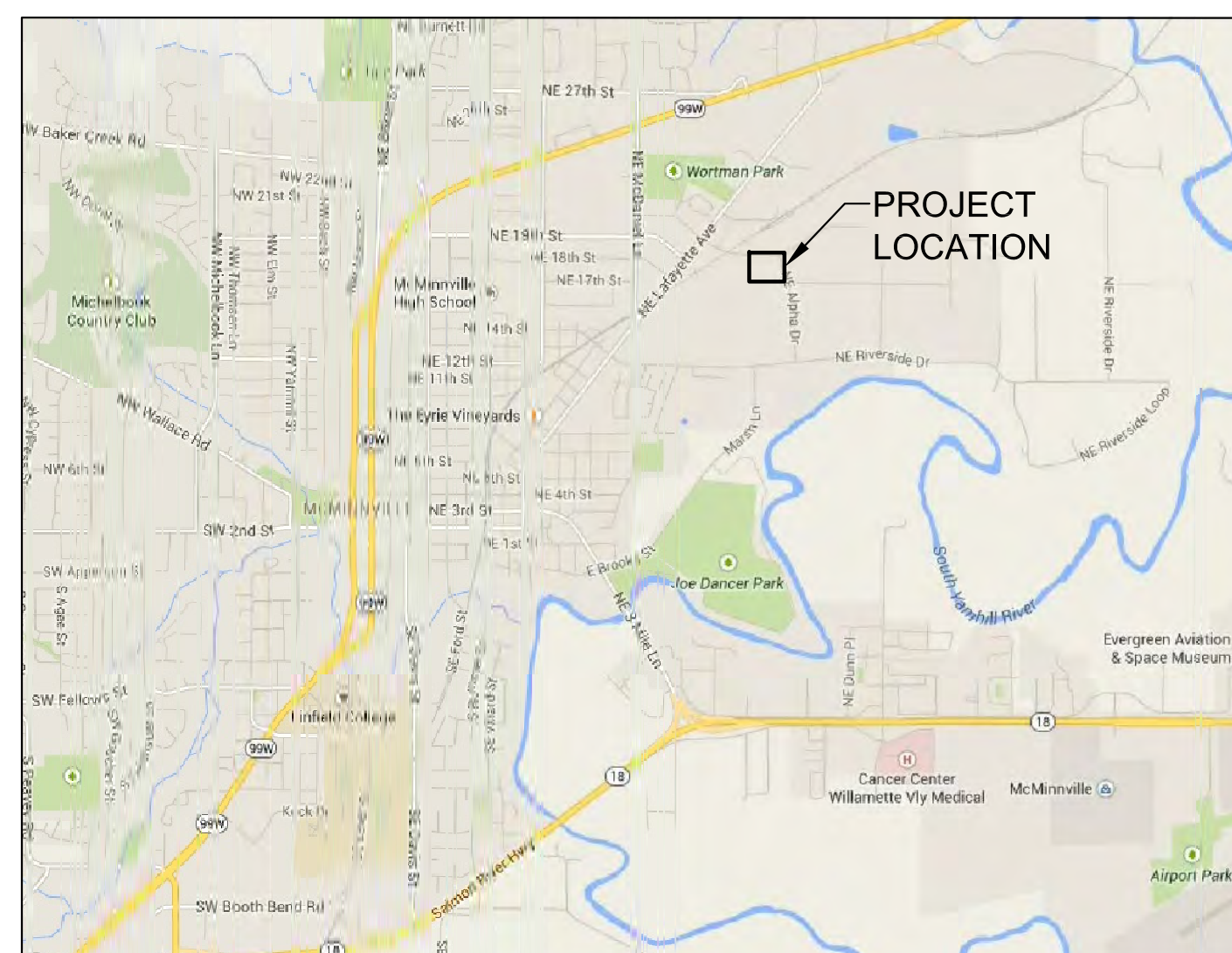
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# VALLEY RECOVERY ZONE (VRZ) IMPROVEMENTS

2200 NE ORCHARD AVENUE, MCMINNVILLE, OREGON 97128



 **EXISTING SITE**  
SCALE: 1" = 100'



 **SITE VICINITY MAP**  
SCALE: NONE

SITE SUMMARY:	
ADDRESS:	2200 NE ORCHARD AVENUE, MCMINNVILLE, OR 97128
COUNTY:	YAMHILL COUNTY
TAX LOT:	R4415-2500
SITE AREA:	11.65 ACRES
LATITUDE / LONGITUDE:	45° 13' 16" N / 123° 10' 31" W
QUARTER SECTION:	T4S R4W SEC 15 W.M.
ZONING:	M-2 GENERAL INDUSTRIAL ZONE
BUILDING HEIGHT:	BUILDING HEIGHT SHALL NOT EXCEED 80 FEET
YARD REQUIREMENTS:	NO YARD REQUIREMENTS EXCEPT SIDE AND REAR YARD SHALL NOT BE LESS THAN 50 FEET WHEN ADJACENT TO A RESIDENTIAL ZONE.

### DRAWING INDEX

DWG. NO.	DESCRIPTION
C1	SITE INFORMATION
C2	EXISTING CONDITIONS PLAN
C3	CONCEPTUAL SITE IMPROVEMENT PLAN
B01	BUILDING IMPROVEMENT PLAN

### GENERAL INFORMATION:

<b>OWNER/OCCUPANT:</b> RECOLOGY WESTERN OREGON FRED STEMMLER 1850 LAFAYETTE AVENUE MCMINNVILLE, OR 97128 PH: 503.474.4856 E-MAIL: fstemmler@recology.com	<b>CIVIL ENGINEER:</b> PBS ENGINEERING AND ENVIRONMENTAL GEORGE DRAKE, P.E. 1500 D STREET VANCOUVER, WASHINGTON 98663 PH: 360.690.4331 E-MAIL: george.drake@pbsenv.com
	<b>MEP ENGINEER:</b> EVERGREEN ENGINEERING KEVIN TANGEN, P.E. 1740 WILLOW CREEK CIRCLE EUGENE, OR 97402 PH: 541.484.4771 E-MAIL: ktangen@eeeug.com

**PBS**  
Engineering +  
Environmental  
1500 D Street  
Vancouver, WA, 98663  
360.690.4331  
www.pbsenv.com

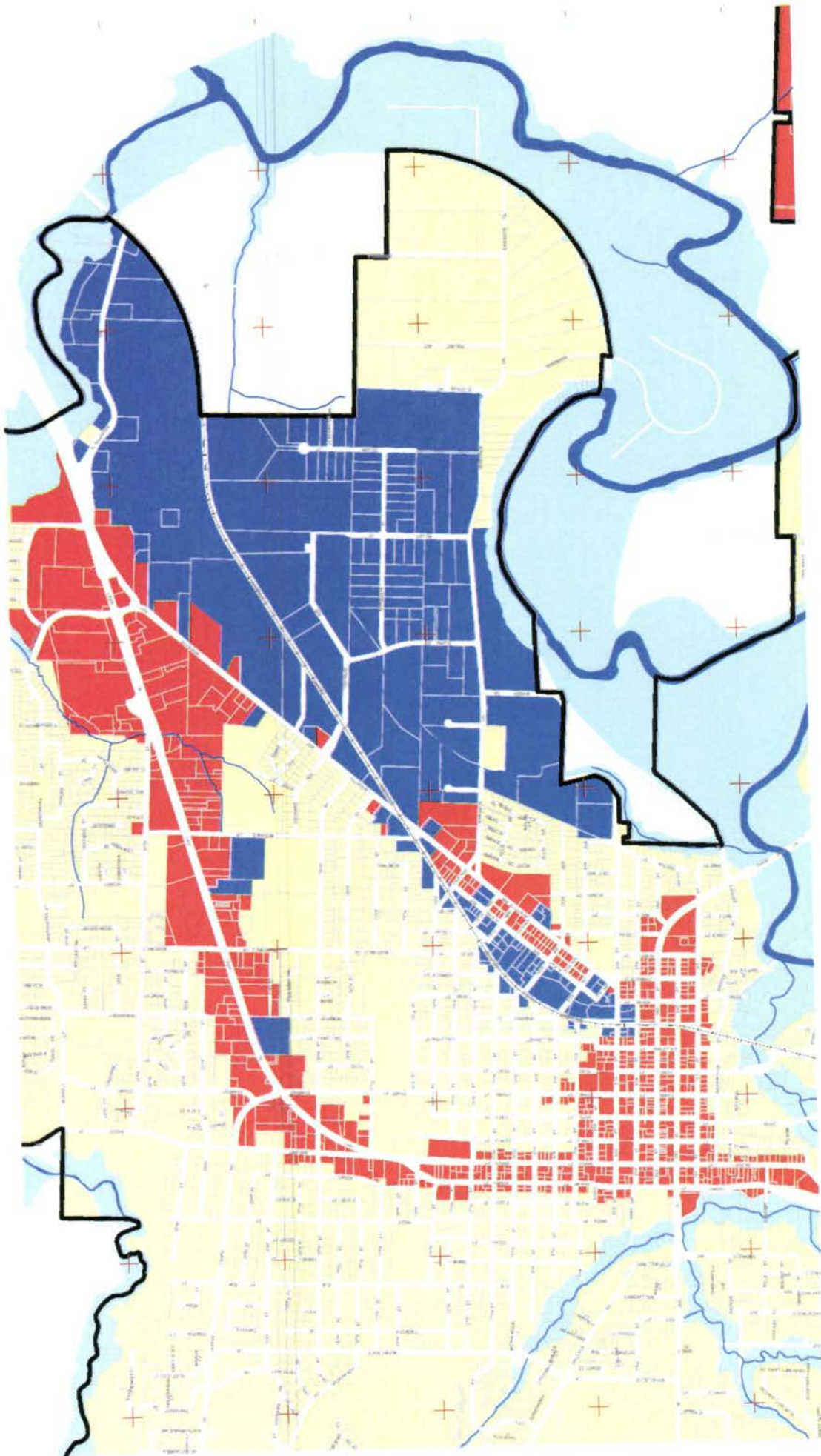
**VRZ IMPROVEMENTS**  
**SITE INFORMATION**

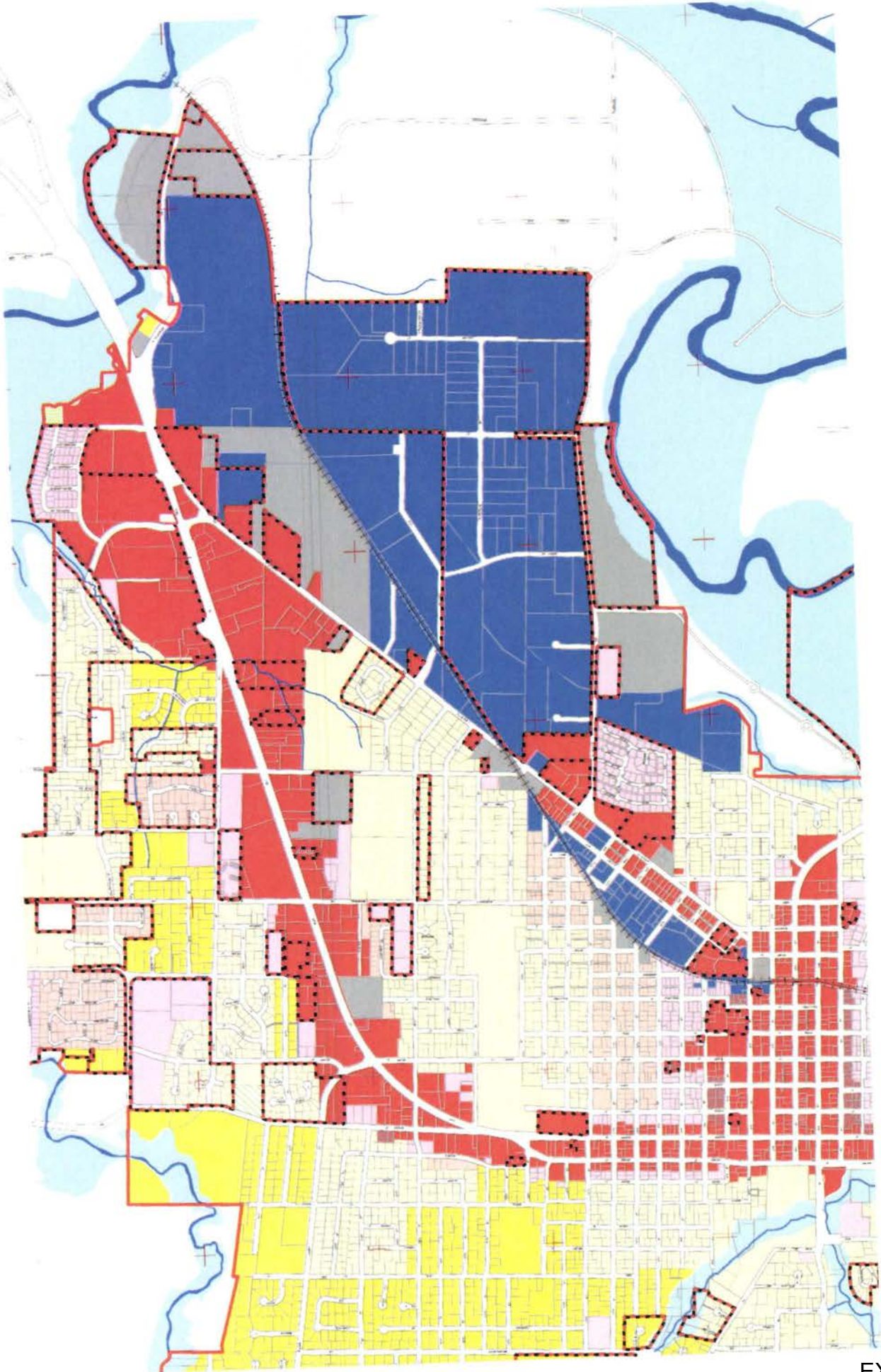


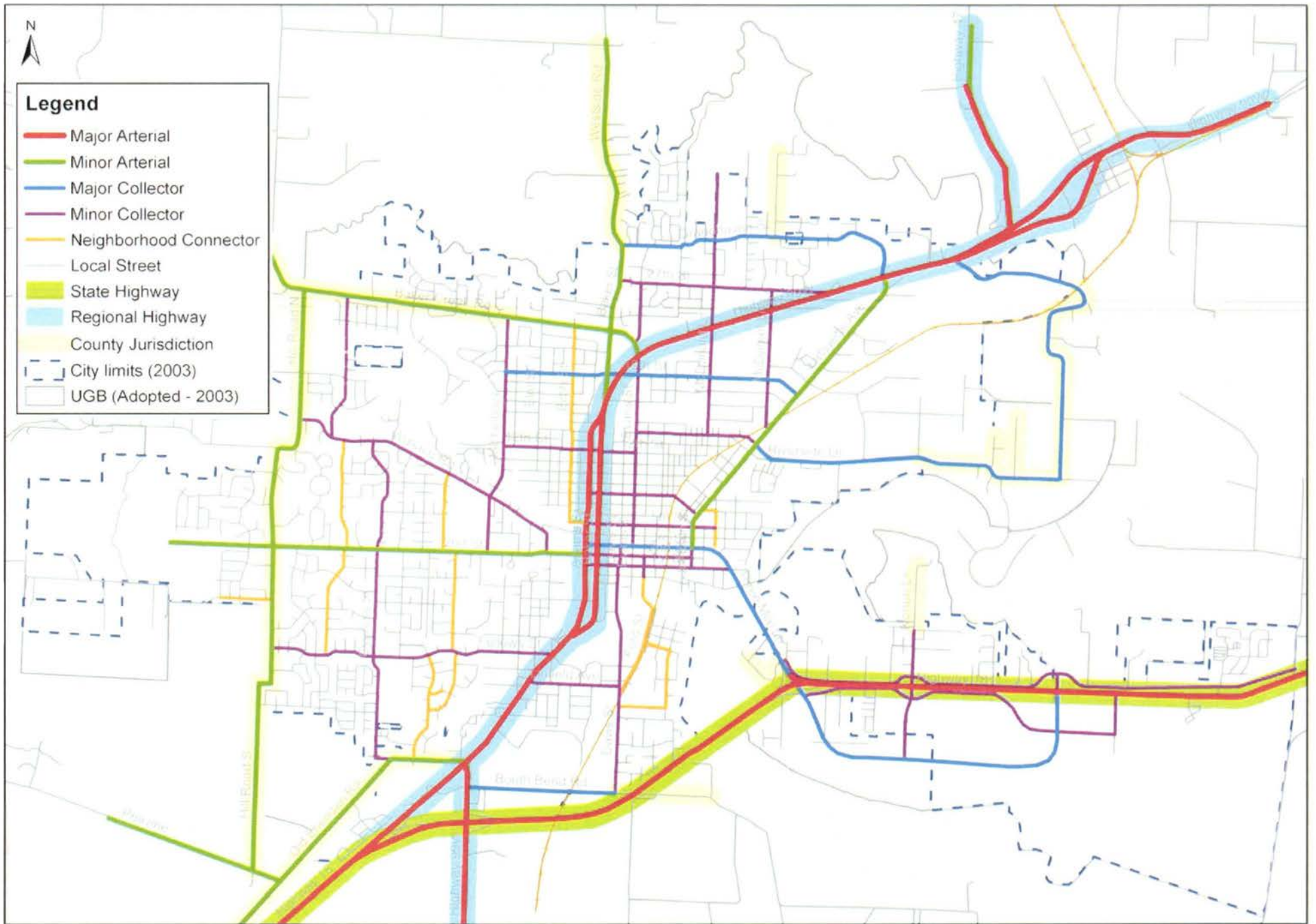
NO.	REVISION	ISSUED FOR CUP	BY	DATE	CHK	GD
0			PBS	8/28/14		

PROJECT: 17639.003  
DRAWN: JC  
CHECKED: GD  
DATE: 8/28/14

DWG NO.	SHEET NO.
<b>C1</b>	<b>1</b> OF <b>4</b>















April 1, 2016

Project #: 17796

Doug Montgomery  
City of McMinnville  
231 NE Fifth Street  
McMinnville, OR 97128

**RE: Recology Western Oregon – Valley Recovery Zone, Inc. – Transportation Assessment Update  
Letter 4/1/16**

Dear Doug,

This letter provides revised information regarding the anticipated trip generation profile of the proposed transfer station and reconfiguration of Recology Western Oregon's Material Recovery Zone (MRF) in McMinnville, Oregon.

## BACKGROUND/PROPOSAL

Recology's current NE Orchard Avenue facility consists of a composting operation (western half of the site) and MRF (east half of the site). The MRF is open to the public Monday through Saturday, and accepts mixed dry waste and recyclable materials from residential and commercial customers.

Recology proposes to reconfigure the MRF facility and construct a new transfer station to better accommodate and allow for the future expansion of public waste and recycling operations. Recology does not intend to materially change the operating hours of the facility with the new transfer station. These modifications to the facility are illustrated in Exhibit 1 and will include the following elements:

- Construction of a new, fully enclosed 7,500 sq. ft. drop-off, load out, and transfer building (identified in the site plan as Building A);
- Construction of a new, fully enclosed 6,300 sq. ft. public drop-off building (identified in the site plan as Building B); and
- Construction of a new 2,650 sq. ft. public recycling drop-off drive through building (identified in the site plan as Building C).

A number of access and circulation modifications are proposed as identified below:

- The existing MRF-only driveway (east driveway) on NE Orchard Avenue would be closed.
- A new ingress-only driveway would be constructed on NE Orchard Avenue approximately 250 feet to the east of the existing driveway. This new ingress-only driveway would be



accompanied by an expanded internal roadway network that would provide a more orderly circulation system to the expanded operations noted above and allow for all site traffic to queue on-site.

- A new egress-only driveway would be constructed off of NE Alpha Drive approximately 200 feet south of the NE Orchard Avenue/NE Alpha Drive intersection.

The proposed new access configuration will provide for managed traffic circulation, better accommodate peak customer drop-off activities to the east area recycling and waste drop off areas, and allow for a significant increase in on-site queue storage. The existing driveway serving the site’s West Area is proposed to remain in its current configuration.

### New Trip Generation

The proposed reconfigured MRF and new transfer station is anticipated to generate new vehicle and truck trips on a weekday basis. These new trips have been categorized into growth of public trips to/from the MRF, new residential recycling route truck trips, new front end load route truck trips, new debris box truck trips, and new solid waste transfer trips to the proposed transfer station. *Appendix A* provides a detailed breakdown and quantification of these trips over the course of a typical weekday. Table 1 provides a daily and weekday a.m. and weekday p.m. peak hour summary.

**Table 1 - Trip Generation Estimate for Reconfigured MRF and Transfer Station (At Full Anticipated Capacity)**

	Daily Trips	Weekday AM Peak Hour (8:00-9:00 a.m.)			Weekday PM Peak Hour (4:00-5:00 p.m.)		
		Total	In	Out	Total	In	Out
<b>MRF</b>							
Existing MRF Driveway Counts	420	22	12	10	31	15	16
New Public MRF Trips (Growth)	24	2	1	1	2	1	1
<b>Total MRF Trips</b>	<b>444</b>	<b>24</b>	<b>13</b>	<b>11</b>	<b>33</b>	<b>16</b>	<b>17</b>
<b>Initial Transfer Station Trips</b>							
Residential Route Trips	24	0	0	0	4	2	2
FEL Garbage Truck Trips	12	0	0	0	2	1	1
Debris Box Trips	48	4	2	2	2	1	1
Solid Waste Transfer Trips	8	0	0	0	0	0	0
<b>Total Transfer Station Trips</b>	<b>92</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>8</b>	<b>4</b>	<b>4</b>
<b>Assumed Transfer Station Growth Trips</b>							
Residential Route Growth Trips	6	0	0	0	0	0	0
FEL Garbage Truck Growth Trips	4	0	0	0	0	0	0
Debris Box Growth Trips	12	2	1	1	0	0	0
Solid Waste Transfer Growth Trips	2	2	1	1	0	0	0
<b>Total Transfer Station Growth Trips</b>	<b>24</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total MRF and Transfer Station Trips</b>	<b>560</b>	<b>32</b>	<b>17</b>	<b>15</b>	<b>41</b>	<b>20</b>	<b>21</b>

As shown in Table 1, the reconfigured MRF and transfer station are forecast to generate 10 additional weekday a.m. peak hour trips and 10 additional weekday p.m. peak hour trips.

In addition to the trip generation estimates presented in Table 1, Table 2 provides a breakout of the various trip types anticipated with the proposed MRF expansion.

**Table 2 – Existing vs. Reconfigured MRF and Transfer Station Daily Trip Comparison Table**

	Daily Trips		
	Existing MRF Trips	Estimated Net New Trips Associated with Reconfigured MRF and Transfer Station	Total Reconfigured MRF and Transfer Station Trips
Truck Trips <sup>1</sup>	68	116	184
Non Truck Trips <sup>2</sup>	352	24	376
Total	420	140	560

<sup>1</sup> Consists of residential recycling trucks, front end load (FEL) trucks, debris box trucks, and solid waste transfer trailers.

<sup>2</sup> Consists of public passenger car/small pick-ups

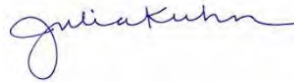
## FINDINGS

A detailed trip generation profile shows that the reconfigured MRF and transfer station will result in an increase of 10 weekday a.m. and 10 weekday p.m. peak hour trips. Given the site will be regionally accessed via the NE Orchard Avenue and NE Riverside Drive/SE Alpha Drive corridors, this increase in trips is not anticipated to significantly impact operations on the adjacent roadway/intersection network during the critical peak time periods. We trust this letter adequately addresses the traffic impacts associated with the proposed Recology expansion. Please contact us if you have any questions or comments.

Sincerely,  
KITTELSON & ASSOCIATES, INC.



Matt Hughart, AICP  
Associate Planner



Julia Kuhn, P.E.  
Principal Engineer

## Appendix A Trip Generation

## Future Site Trip Generation Assumptions

Based on discussions with Recology officials, the majority of new traffic that will be generated by the reconfigured MRF and new transfer station will be directly related to the site's accommodation of transfer of waste and recycling related materials, as well as other future expansions in recycling programs. The following four sources will comprise these new trips.

### ***New Public Trips (Growth of MRF Trips)***

Recology anticipates that the reconfigured MRF will experience some moderate growth in public trips to/from the recycling center. These are growth trips associated with the existing permitted use recycling center and are not considered to be trips associated with the proposed conditional use transfer station. In order to recognize this growth potential, Recology estimates that existing general public traffic to/from the MRF site could increase by approximately 5% over existing conditions. Table 3 quantifies this assumed increase in general public traffic based on existing MRF driveway volumes.

### ***New Residential Route Trips (Transfer Station)***

Recology estimates the proposed transfer station will initially generate 12 new residential truck route runs to/from the site on a typical day. Assuming 25% growth, there will be a total of 16 residential route runs. These truck trips are assumed to have the following characteristics:

- Eight individual trucks (which will be housed off-site at another Recology location) will make the 16 route trips.
- The first loads will arrive at the site between 9:00 a.m. – 12:00 p.m. and then leave again for a second run.
- The second runs will return to the site between 12:00-5:00 p.m. and then leave to their off-site location by no later than 3:00 p.m.

Table 3 quantifies this estimated increase in new residential route truck trips.

### ***New Front End Load Route Trips (Transfer Station)***

Recology estimates the transfer station will initially generate 6 new front end load (FEL) truck route daily runs to/from the site. Assuming 25% growth, there will be a total of 8 FEL truck route runs. These trips are assumed to have the following characteristics:

- Two individual trucks (which will be housed off-site at another Recology location) will make eight route trips.
- The first loads will arrive at the site and then leave again for second and third runs between 6:00 a.m. – 12:00 p.m.



- The final run will return to the site between 12:00 – 5:00 p.m. and then leave to their off-site location by no later than 5:00 p.m.

Table 3 quantifies this estimated increase in new front end loader (FEL) route truck trips.

### ***New Debris Box Truck Trips (Transfer Station)***

Recology estimates the transfer station will initially generate 24 contract debris box truck runs to/from the site on the busiest day of the week (typically Monday). Assuming 25% growth, there will be a total of 30 contract debris box truck runs. These trips are assumed to have the following characteristics:

- Four individual trucks (which will be housed off-site at another Recology location) will make 30 route trips.
- All debris box trucks will drop off loads at the site starting as early as 6:00 a.m. and leave for upwards of 8 additional runs through approximately 5:00 p.m.
- All debris box trips will leave the site and return to their off-site location by no later than 5:00 p.m.

Table 3 quantifies this estimated increase in new debris box truck trips.

### ***New Solid Waste Transfer Trips (Transfer Station)***

Recology staff estimates that the proposed transfer station will initially generate 4 solid waste transfer trucks to/from the MRF site on a daily basis. These 4 solid waste transfer trucks would haul the equivalent of the existing amount of solid waste being processed by Recology (approximately 38,000 tons of solid waste per year). In addition, Recology staff anticipates that the expanded MRF will be able to accommodate growth in solid waste transfer trips (25 percent more tons up to a maximum of 50,000 tons annually). It is assumed that this growth would result in 1 additional daily transfer truck. Assuming a constant growth pattern, this translates into approximately 950 tons of additional solid waste per year over the next ten years.

These trips, estimated at the maximum rate of 50,000 annual tons of solid waste, are assumed to have the following characteristics:

- Individual transfer trucks (which will be housed off-site at another Recology location) will make a total of approximately 10 route trips.
- All transfer trailers will transfer loads at the MRF site starting as early as 6:00 a.m. and as late as 5:00 p.m.

Table 3 quantifies the new solid waste transfer trailer trips and the assumed growth in solid waste transfer trips over a ten year period.

**Table 3 - Future MRF Trip Generation Breakdown**

	Existing MRF Daily Trip Generation Profile			Trip Generation																											Total Net New MRF and Transfer Station Trips					
				MRF Growth			Initial Transfer Station									Assumed Transfer Station Growth																				
				Assumed New Public Trips			Residential Route Trips			FEL Garbage Truck Trips			Debris Box Trips			Solid Waste Transfer Trips			Residential Route Growth Trips			FEL Garbage Truck Growth Trips			Debris Box Growth Trips			Solid Waste Transfer Growth Trips								
				Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out				Total	In	Out
6:00 – 7:00 AM	4	3	1	0	0	0	0	0	0	2	1	1	4	2	2	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	4	4
7:00 – 8:00 AM	15	11	4	0	0	0	0	0	0	2	1	1	0	0	0	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	2	2
8:00 – 9:00 AM	22	12	10	2	1	1	0	0	0	0	0	0	4	2	2	0	0	0	0	0	0	0	0	0	0	0	0	2	1	1	2	1	1	10	5	5
9:00 – 10:00 AM	33	16	17	2	1	1	4	2	2	0	0	0	4	2	2	0	0	0	2	1	1	0	0	0	2	1	1	2	1	1	0	0	0	14	7	7
10:00 – 11:00 AM	49	26	23	2	1	1	4	2	2	2	1	1	4	2	2	0	0	0	2	1	1	2	1	1	2	1	1	2	1	1	0	0	0	18	9	9
11:00 AM – 12:00 PM	49	24	25	2	1	1	4	2	2	2	1	1	6	3	3	0	0	0	2	1	1	2	1	1	2	1	1	2	1	1	0	0	0	20	10	10
12:00 – 1:00 PM	60	31	29	4	2	2	4	2	2	0	0	0	6	3	3	0	0	0	0	0	0	0	0	0	0	0	0	2	1	1	0	0	0	16	8	8
1:00 – 2:00 PM	57	27	30	4	2	2	4	2	2	0	0	0	6	3	3	2	1	1	0	0	0	0	0	0	0	0	0	2	1	1	0	0	0	18	9	9
2:00 – 3:00 PM	22	9	13	2	1	1	0	0	0	2	1	1	6	3	3	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	6	6
3:00 – 4:00 PM	55	27	28	2	1	1	0	0	0	0	0	0	6	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	1	8	4	4
4:00 – 5:00 PM	31	15	16	2	1	1	4	2	2	2	1	1	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	5	5
5:00 – 6:00 PM	22	10	12	2	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	1
<b>Total</b>	<b>419</b>	<b>211</b>	<b>208</b>	<b>24</b>	<b>12</b>	<b>12</b>	<b>24</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>6</b>	<b>6</b>	<b>48</b>	<b>24</b>	<b>24</b>	<b>8</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>12</b>	<b>6</b>	<b>6</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>140</b>	<b>70</b>	<b>70</b>			





**KITTELSON & ASSOCIATES, INC.**

TRANSPORTATION ENGINEERING / PLANNING

610 SW Alder Street, Suite 700, Portland, OR 97205 P 503.228.5230 F 503.273.8169

January 11, 2016

Project #: 17796

Doug Montgomery  
City of McMinnville  
231 NE Fifth Street  
McMinnville, OR 97128

***RE: Recology Western Oregon – Valley Recovery Zone, Inc. – Transportation Assessment Update Letter***

Dear Doug,

On July 14, 2014, Kittelson & Associates, Inc. completed a transportation impact analysis (TIA) to support a conditional use application (CUP) for an expansion of Recology Western Oregon's Material Recovery Zone (MRF). Recology is planning to resubmit a new CUP application outlining an expansion plan that is similar to the plan originally envisioned in 2014. To support this new application, we have reviewed the 2014 TIA with regards to its continued relevance. Based on this review, we feel that the analysis performed in the June 2014 study is still applicable. Furthermore, discussions with City of McMinnville staff have confirmed that there have been no new developments or changes in traffic patterns surrounding Recology's MRF site since 2014. As such, we conclude that the findings and recommendations noted in the July 2014 TIA are still relevant and no additional analysis is needed to support the latest CUP application.

Please let us know if you have any questions.

Sincerely,  
KITTELSON & ASSOCIATES, INC.

Matt Hughart, AICP  
Associate Planner

Julia Kuhn, P.E.  
Senior Principal Engineer



July 14, 2014

Project #: 17796

Doug Montgomery  
City of McMinnville  
231 NE Fifth Street  
McMinnville, OR 97128

***RE: Recology Western Oregon – Valley Recovery Zone, Inc. – Transportation Assessment Letter for the Proposed Conditional Use Permit***

Dear Doug,

Recology Western Oregon – Valley Recovery Zone, Inc. (Recology) is proposing to expand their existing Material Recovery Facility (MRF) located at 2200 NE Orchard Avenue in McMinnville, Oregon. As outlined in the accompanying development application, this expansion requires a conditional use permit. As such, this letter addresses the compliance of the expansion proposal with the transportation-related conditional use approval criteria. Our analysis and pertinent findings are documented herein.

## BACKGROUND/PROPOSAL

Recology's current NE Orchard Avenue facility consists of a composting operation on the western half of the site and MRF operations on the east half of the site. The MRF is open to the public Monday through Saturday, and accepts mixed dry waste and recyclable materials from residential and commercial customers. Summer hours are 8:00 a.m. to 6:00 p.m. Monday through Saturday while winter hours are 8:00 a.m. to 4:00 p.m. Monday through Friday and 9:00 a.m. to 4:00 p.m. on Saturday.

Recology proposes to expand the MRF facility to include a transfer station to better accommodate and allow for the future expansion of public waste and recycling operations. They do not intend to materially change the operating hours of the facility with the expansion. Additional details regarding these proposed improvements are provided in the *Future Transportation Conditions* section of this letter.

## EXISTING CONDITIONS

The existing conditions analysis identifies the site conditions and characteristics of the streets and multimodal facilities within the study area.

Kittelson & Associates, Inc. (KAI) staff visited and inventoried the existing site and surrounding study area in May 2014. At that time, KAI collected information regarding site conditions, adjacent land uses, and transportation facilities in the study area.

### Site Conditions and Adjacent Land Uses

The existing MRF site illustrated in Exhibit 1 and is located south of NE Orchard Avenue and west of NE Alpha Drive in an area zoned for industrial uses. The site and adjacent properties are currently zoned M-2 General Industrial. All adjacent land uses involve various kinds of industrial businesses.

### Exhibit 1 - Study Area Map



### Transportation Facilities

Table 1 summarizes the geometric characteristics of the existing transportation facilities in the study area. Both NE Orchard Avenue and NE Alpha Drive serve the industrial-related uses in the immediate site vicinity.

**Table 1 - Existing Transportation Facilities**

Roadway	Functional Classification	Number of Lanes	Posted Speed	Sidewalks?	Bicycle Lanes?	On-Street Parking?
NE Orchard Avenue	Local Street	2	25	Partial	No	No
NE Alpha Drive	Local Street	2	25	No	No	No

### Existing Site Access

Access to the site is provided via two driveways on NE Orchard Avenue. The west driveway primarily serves as an employee and customer access to the composting operations. This driveway also serves as

a secondary employee/operations access to the MRF on the eastern half of the site. The east driveway primarily serves as an employee and customer access to the MRF operation. No access is currently provided to NE Alpha Drive.

Based on field observations, the east driveway does experience some vehicle queue spillback onto NE Orchard Avenue during busy time periods based on the site's current configuration and limited driveway throat. As noted in the *Proposed Expanded Use Plan* section of this letter, these conditions are proposed to be mitigated with a number of circulation and access modifications.

## FUTURE TRANSPORTATION CONDITIONS

### Proposed Expanded Use Plans

As previously stated, Recology proposes to expand the existing MRF operations on the eastern half of the site. These modifications are illustrated in Exhibit 2.

The proposed expansion will include the following elements:

- Construction of a new, fully enclosed 7,500 sq. ft. drop-off, load out, and transfer building (identified in the site plan as Building A);
- Construction of a new, fully enclosed 6,300 sq. ft. public drop-off building (identified in the site plan as Building B); and
- Construction of a new 2,650 sq. ft. public recycling drop-off drive through building (identified in the site plan as Building C).

In addition to the identified expansion plans, a number of access and circulation modifications are proposed as identified below:

- The existing MRF-only driveway (east driveway) on NE Orchard Avenue would be closed.
- A new ingress-only driveway would be constructed on NE Orchard Avenue approximately 250 feet to the east of the existing driveway. This new ingress-only driveway would be accompanied by an expanded internal roadway network that would provide a more orderly circulation system to the expanded operations noted above and allow for all site traffic to queue on-site.
- A new egress-only driveway would be constructed off of NE Alpha Drive approximately 200 feet south of the NE Orchard Avenue/NE Alpha Drive intersection.

The proposed new access configuration will provide for managed traffic circulation, better accommodate peak customer drop-off activities to the east area recycling and waste drop off areas, and allow for a significant increase in on-site queue storage. The existing driveway serving the site's West Area is proposed to remain in its current configuration.





## New Trip Generation

The existing MRF is currently open for business from 8:00 a.m. to 6:00 p.m. during summer hours. Daily traffic volume counts were collected on a typical Monday in May 2014<sup>1</sup> at the existing MRF driveway for the purposes of quantifying the site’s existing trip profile. In addition to the daily counts, the critical weekday a.m. and p.m. peak hour traffic volume counts were collected and summarized in Table 2.

Based on discussions with Recology staff, the expanded operations will likely generate a minor increase in traffic to the site. This new traffic will be primarily associated with the proposed accommodation of construction and demolition materials from public users and contractors. *Appendix A* provides a detailed breakdown and quantification of these trips over the course of a typical weekday. Based on these calculations, the majority of new site-generated trips are anticipated to occur during non-peak time periods resulting in relatively minimal new trips during the critical weekday a.m. and p.m. peak hours. These net new trips during the weekday a.m. and p.m. peak hours are summarized in Table 2.

**Table 2 - Trip Generation Estimates**

	Daily Trips	Weekday AM Peak Hour (8:00-9:00 a.m.)			Weekday PM Peak Hour (4:00-5:00 p.m.)		
		Total	In	Out	Total	In	Out
Existing MRF Driveway Counts	420	22	12	10	31	15	16
Net New Trips Estimated for the Expanded Use Site	104	4	2	2	4	2	2
<b>Total MRF Trips</b>	<b>524</b>	<b>26</b>	<b>14</b>	<b>12</b>	<b>35</b>	<b>17</b>	<b>18</b>

Based on the trip generation assessment, the forecast addition of 4 net new weekday a.m. and p.m. peak hour trips on the surrounding roadway network represents an insignificant increase in trips and will not have a significant impact to the overall operations of NE Orchard Avenue, NE Alpha Drive, and other regional roadways.

## Site Driveway Sight Distance Assessment

Preliminary intersection sight distance measurements were made at both of the proposed new site driveways located off of NE Orchard Avenue and NE Alpha Drive. Given that both of these roadways have no significant vertical or horizontal curvature, sufficient intersection sight distance can be achieved at each of the driveway locations based on the minimum corner intersection sight distance requirements as outlined by American Association of State Highway Transportation Officials (AASHTO) manual for a 30 mph roadway. At the proposed NE Alpha Drive site driveway, it is recommended that

<sup>1</sup> According to Recology staff, Monday’s typically represent the highest site-generated traffic volumes during a spring/summer weekday.

the adjacent vegetation to the south be trimmed to ensure that these driveways continue to meet the intersection sight distance requirements. In addition, all above ground utilities should be strategically located outside the clear vision triangles.

## FINDINGS

As demonstrated in this transportation assessment letter, the proposed Recology expansion will improve overall site access and circulation for customer and Recology drop-off activities. In addition, these improvements will minimize the potential for customer queue back-ups on NE Orchard Drive, thereby improving the safety and flow of other industrial-related traffic in the area.

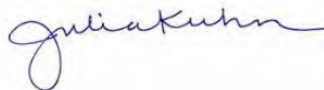
Based on data provided by Recology, the expanded operations are forecast to generate a relatively small increase in site-generated trips during the critical weekday a.m. and p.m. peak hours. As a result, the expanded operations will not significantly impact the operations and capacity of the adjacent roadway network.

We trust this letter adequately addresses the traffic impacts associated with the proposed Recology expansion. Please contact us if you have any questions or comments.

Sincerely,  
KITTELSON & ASSOCIATES, INC.



Matt Hughart, AICP  
Associate Planner



Julia Kuhn, P.E.  
Principal Engineer

## Appendix A Trip Generation

## Future Site Trip Generation Assumptions

Based on discussions with Recology officials, the majority of new traffic that will be generated by the proposed MRF expansion will be directly related to the site's accommodation of construction and demolition materials as well as other future expansions in recycling programs. The following four sources will comprise these new trips.

### ***New Public Trips***

Recology estimates that existing general public traffic to/from the MRF site could increase by approximately 5% over existing conditions. Table 3 quantifies this assumed increase in general public traffic based on existing MRF driveway volumes.

### ***New Residential Recycling Route Trips***

Recology estimates that the site's expanded diversion programs will generate 12 new residential recycling truck route runs to/from the MRF site on a typical day. These trips are assumed to have the following characteristics:

- Six individual trucks (which will be housed off-site at another Recology location) will make the 12 route trips.
- The first loads will arrive at the MRF site between 9:00 a.m. – 12:00 p.m. and then leave again for a second run.
- The second runs will return to the MRF site between 12:00-3:00 p.m. and then leave to their off-site location by no later than 3:00 p.m.

Table 3 quantifies this estimated increase in new residential recycling route trips.

### ***New Front End Loader Route Trips***

Recology estimates that the site's expanded diversion programs will generate 6 new front end load (FEL) truck route daily runs to/from the MRF site. These trips are assumed to have the following characteristics:

- Two individual trucks (which will be housed off-site at another Recology location) will make six route trips.
- The first loads will arrive at the MRF site and then leave again for second and third runs between 9:00 a.m. – 12:00 p.m.
- The final run will return to the MRF site between 12:00 – 3:00 p.m. and then leave to their off-site location by no later than 3:00 p.m.

Table 3 quantifies this estimated increase in new front end loader (FEL) route trips.

### ***New Debris Box Truck Trips***

Recology estimates that the site's expanded diversion programs will generate 24 new contract debris box runs to/from the MRF site on Mondays. These trips are assumed to have the following characteristics:

- Four individual trucks (which will be housed off-site at another Recology location) will make 24 route trips on a typical Monday.
- All debris box trips will drop off loads at the MRF site starting as early as 8:00 a.m. and leave for upwards of 8 additional runs through approximately 4:00 p.m.
- All debris box trips will leave the MRF site and return to their off-site location by no later than 4:00 p.m.

Table 3 quantifies this estimated increase in new debris box truck trips.

**Table 3 - Future MRF Trip Generation Breakdown**

	Existing MRF Daily Trip Generation Profile			Sources of New MRF Trip Generation												Total Net New MRF Trips		
				Assumed New Public Trips			Assumed New Residential Route Trips			Assumed New FEL Garbage Truck Trips			Assumed New Debris Box Trips					
	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	In	Out
6:00 – 7:00 AM	4	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7:00 – 8:00 AM	15	11	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8:00 – 9:00 AM	22	12	10	1	1	1	0	0	0	0	0	0	2	1	1	4	2	2
9:00 – 10:00 AM	33	16	17	2	1	1	4	2	2	2	1	1	6	3	3	14	7	7
10:00 – 11:00 AM	49	26	23	2	1	1	4	2	2	2	1	1	6	3	3	14	7	7
11:00 AM – 12:00 PM	49	24	25	2	1	1	4	2	2	2	1	1	6	3	3	14	7	7
12:00 – 1:00 PM	60	31	29	3	2	1	4	2	2	2	1	1	8	4	4	18	9	9
1:00 – 2:00 PM	57	27	30	3	1	2	4	2	2	2	1	1	6	3	3	16	8	8
2:00 – 3:00 PM	22	9	13	1	0	1	4	2	2	2	1	1	6	3	3	14	7	7
3:00 – 4:00 PM	55	27	28	3	1	1	0	0	0	0	0	0	6	3	3	8	4	4
4:00 – 5:00 PM	31	15	16	2	1	1	0	0	0	0	0	0	2	1	1	4	2	2
5:00 – 6:00 PM	22	10	12	1	1	1	0	0	0	0	0	0	0	0	0	2	1	1
<b>Total</b>	<b>419</b>	<b>211</b>	<b>208</b>	<b>20</b>	<b>10</b>	<b>10</b>	<b>24</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>6</b>	<b>6</b>	<b>48</b>	<b>24</b>	<b>24</b>	<b>108</b>	<b>54</b>	<b>54</b>









State of Oregon  
Department of  
Environmental  
Quality

Permit Number: 1258  
Expiration Date: September 30, 2023  
Page 1 of 10

**SOLID WASTE DISPOSAL SITE PERMIT:**  
**Valley Recovery Zone Material Recovery Facility**

Oregon Department of Environmental Quality  
750 Front St. NE, Ste # 120  
Salem, OR 97301  
Telephone: (503) 378-5047

Issued in accordance with the provisions of Oregon Revised Statute Chapter 459;  
Oregon Administrative Rules 340, Divisions 93, 95, 96 and 97; and subject to the land use compatibility statement  
referenced below.

**ISSUED TO:**

**FACILITY NAME AND LOCATION:**

Recology Western Oregon-Valley Recovery Zone, Inc. 1850 NE Lafayette Ave. McMinnville, OR 97128 503-474-5549	Valley Recovery Zone 2200 NE Orchard Ave. McMinnville, OR 97128 Section 4, T.4 R.15W, W.M. Yamhill County
---	---

**PROPERTY OWNER:**

**OPERATOR:**

SanI-Lease, LLC 5765 NE Dawson Ln. McMinnville, OR 97128 503-472-5982	Fred Stemmler 503-474-5549 <a href="mailto:fstemmler@recology.com">fstemmler@recology.com</a>
--	---

**ISSUED IN RESPONSE TO:**

- An application for renewal of a solid waste disposal site permit received on June 18, 2013; and
- A Land Use Compatibility Statement from the City of McMinnville Planning Dept. dated May 3, 2001.

The determination to issue this permit is based on findings and technical information included in the permit record.

**ISSUED BY THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY**

Brian Fuller, Manager, Hazardous and Solid Waste  
Permitting and Compliance  
Western Region

12/13/2013  
Date

**Permitted Activities**

Until this permit expires or is modified or revoked, the permittee is authorized to establish, operate and maintain a solid waste Material Recovery Facility in conformance with the requirements, limitations, and conditions set forth in this document including all attachments.

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## 1.0 WASTE DISPOSAL LIMITATIONS

1.1. This permit authorizes the facility to accept solid waste as defined in Oregon Revised Statutes 459.005 with the following limitations:

- a. The permittee is authorized to accept select, mixed loads of "dry" wastes<sup>1</sup> for separation and material recovery. The mixed loads of recoverable materials will contain a high percentage of materials generated at commercial, industrial, construction and demolition sites and from the public. Typical recyclable, reusable, compostable or other recoverable materials, separated from mixed waste are corrugated, kraft, and mixed waste paper, ferrous and other metals, woodwaste, plastics and sorted construction and demolition wastes consisting primarily of recoverable materials (brick, concrete, rock).

The permittee is allowed to accept loads of municipal solid waste from the public in a designated drop box area outside of the MRF building.

The permittee is also authorized to receive source-separated recyclable material at the facility for consolidation and transfer to end markets.

Note: A DEQ approved, *Special Waste Management Plan* is required for acceptance of certain wastes that require special management due to the threat posed to human health or the environment (see Special Waste Management Plans in section 7).

Reference: Solid waste is defined in ORS 459.005

<sup>1</sup> A load of dry wastes refers to the absence of putrescible materials, such as food waste (as defined in OAR 340-093-0030 (69)). It is recognized that occasionally putrescible materials will be present in loads delivered to the facility. Dry means no more than 2% by weight, on a monthly basis, shall be putrescible. Any putrescible wastes received must be managed and disposed of in a manner to protect public health and the environment.

- b. Unless otherwise approved in writing by DEQ the permittee must not accept the following wastes. The following wastes are prohibited from being disposed with municipal solid waste or transferred to a landfill for disposal:
  - i. Hazardous wastes – Reference: 40 CFR 258.20 (b);
  - ii. Liquid waste. Definition: Liquid wastes are wastes that do not pass the paint filter test performed in accordance with EPA Method 9095;
  - iii. Friable Asbestos Material as defined in OAR 340-248-0010;
  - iv. Non-friable asbestos-containing material unless a DEQ approved Special Waste Management Plan is in place;
  - v. Infectious wastes. Exception: Sharps may be accepted when handled in accordance with OAR 340-093-0190(1)(d)(B); and
  - vi. Explosives.
- c. Unless otherwise approved in writing by DEQ the permittee must not knowingly accept the following wastes or mix the following wastes in with municipal solid waste

or transfer the following wastes to a landfill for disposal. The following wastes may be collected for storage, management, and recycling:

- i. Lead-acid batteries;
- ii. Source Separated recyclable material;
- iii. Large home or Industrial appliances;
- iv. Used Oil that does not contain PCBs
- v. Covered electronic devices:
  - Computer monitors having a viewable area greater than four (4) inches diagonally;
  - Televisions having a viewable area greater than four (4) inches diagonally;
  - Desktop computers; or
  - Portable computers.
- vi. Discarded or abandoned vehicles; and
- vii. Whole tires.

These wastes must be stored and managed to prevent spills, fires or impacts to waters of the state.

- 1.2 Any solid wastes discovered at the Material Recovery Facility that appear to be prohibited waste must be isolated or removed as soon as practicable. The permittee must, within 48 hours, notify DEQ of the discovery. Non-putrescible, non-hazardous prohibited waste must be transported to a disposal site authorized to accept such waste within 90 days, unless otherwise approved or restricted by DEQ. Putrescible, non-hazardous prohibited wastes must be removed as soon as practicable; any storage of putrescible wastes must be approved by DEQ.

If discovered wastes are hazardous or suspected to be hazardous, the permittee must, within 48 hours, notify DEQ and initiate procedures to identify and remove the waste. Hazardous wastes must be removed within 90 days, unless otherwise approved by DEQ. Temporary storage and transportation must be carried out in accordance with State and Federal rules.

## 2.0 STORAGE, MANAGEMENT AND RECYCLING

- 2.1 The permittee must provide a place for receiving the following recyclable materials:
- a. Ferrous scrap metal;
  - b. Non-ferrous scrap metal (including aluminum);
  - c. Motor Oil; and
  - d. Newspaper.
- 2.2 The place for receiving recyclable materials must be located at the Material Recovery Facility or at another location more convenient to the population served by the Material Recovery Facility. The recycling center must be available to every person whose solid waste enters the disposal site.
- 2.3 All source separated recyclable materials must be reused or recycled except for used oil, which may be collected and burned for energy recovery.
- 2.4 The permittee must not landfill or dispose of any source separated recyclable material. However, if the source separated material is determined by DEQ to be in a condition which

makes the material unusable or not recyclable then it may be disposed. This determination must be made after consultation with DEQ.

- 2.5 The permittee must provide, or have available to provide upon requests, recycling information to disposal site users, which includes the following:
- The location of the recycling center at the disposal site or another location;
  - The hours of operation of the recycling center;
  - Instructions for correct preparation of accepted source separated recyclable material;
  - The material accepted for recycling; and
  - Reasons why people should recycle.
- 2.6 A sign must be prominently displayed at the Material Recovery Facility or an approved location which indicates:
- The availability of recycling at the disposal site or another location;
  - The materials accepted at the recycling center; and
  - The hours of operation of the recycling center (if different than disposal site hours).
- Note: the sign must indicate the recycling center location, if not at the disposal site.
- 2.7 All recyclable materials, except car bodies, white goods and other large bulky items, must be stored in containers unless otherwise approved by DEQ. The storage area must be maintained in an orderly manner and kept free of litter. Recyclable materials must be removed at sufficient frequency to avoid creating nuisance conditions.
- 2.8 The permittee is authorized to accept up to 100 whole tires for storage and management removal. If the permittee maintains a contract with a waste tire carrier to remove tires from the site the facility is authorized to accept up to 2,000 waste tires for storage and removal.
- 2.9 Salvaging and recycling are to be conducted in a controlled and orderly manner.

### 3.0 MINIMUM MONITORING AND REPORTING REQUIREMENTS

- 3.1 The permittee must collect information on the source and volumes (i.e., pounds, tons, cubic yards) of solid waste transferred from the site. The permittee must submit this information on an approved form along with the required annual Solid Waste Compliance fee as outlined in the Oregon Administrative Rules each year this permit is in effect and in accordance with the annual invoice sent by DEQ.

This submittal must be sent to:

Oregon Department of Environmental Quality  
Land Quality Division - Solid Waste Program  
811 SW Sixth Ave  
Portland OR 97204  
(503) 229-5913

- 3.2 The permittee must collect and submit to the Wasteshed Representative information about the amount of each material recovered for recycling or other beneficial purpose by January 25<sup>th</sup> of each year.

### 4.0 SPECIAL CONDITIONS

- 4.1 The permittee must immediately clean up any spill of oil or hazardous material in accordance with the DEQ approved operations plan. In addition to notifying the appropriate DEQ office, if the spill is of a reportable quantity the permittee must immediately report the spill to the Oregon Emergency Response System (OERS), at 1-800-452-0311.

Reportable quantities include:

- a. Any amount of oil spilled to waters of the state;
- b. Oil spills on land in excess of 42 gallons;
- c. 200 pounds (25 gallons) of pesticide residue; or
- d. Spills of hazardous materials that are equal to, or greater than, the quantity listed in the Code of Federal Regulations, 40 CFR Part 302 (List of Hazardous Substances and Reportable Quantities), and amendments adopted before July 1, 2002. For a complete list of hazardous materials required to be reported, please refer to OAR 340-142-0050.

## **5.0 FACILITY, OPERATIONS, SPECIAL WASTE PLANS**

- 5.1 Submit all plans required by this section to DEQ at:
- Oregon Department of Environmental Quality  
Western Region Solid Waste Program  
750 Front Street NE, Suite 120  
Salem OR 97301  
Telephone: (503)378-5047

### ***Section A – Facility Design and Construction Plans***

- 5.2 At least six (6) months prior to the anticipated construction date for new facility design, the permittee must submit engineering design plans to DEQ for review and approval. The design plans must be prepared and stamped by a qualified Professional Engineer with current Oregon registration and specify and/or provide the following:
- a. All applicable performance criteria, construction material properties and characteristics, dimensions, and slopes; and
  - b. The design basis and all relevant engineering analyses and calculations.
- 5.3 The permittee must construct all improvements according to DEQ approved plans and specifications including any DEQ imposed conditions of approval and any future DEQ approved amendments to the plans and specifications. Prior to construction, the permittee must submit construction documents for DEQ approval. The construction documents must:
- a. Be consistent with the applicable DEQ-approved design plan(s), including accurate translation of design specifications into construction documents
  - b. Define the construction project team
  - c. Specify material and workmanship requirements to guide the Constructor in executing work and furnishing products
  - d. Include a Construction Quality Assurance (CQA) plan that describes how the project team will monitor the quality of materials and the Constructor's work performance and assure compliance with project specifications and contract requirements
- 5.4 When construction is nearly complete, the permittee must notify DEQ so that an inspection can be made before the facility is placed into operation.

- 5.5 Within ninety (90) days of completing construction, the permittee must submit to DEQ a Construction Certification Report and "as constructed" facility plans. The report must be prepared by a qualified independent party document and certify that the construction of all required components and structures complies with this permit and the DEQ-approved design specifications. The "as constructed" facility plans must note any changes from the original approved plans must be completed and submitted to DEQ.

*Section B – Operations Plan*

- 5.6 The Operations Plan must describe the proposed method of operation of the facility in accordance with all regulatory and permit requirements.
- 5.7 The permittee must revise the Operations Plan as necessary to keep it current and reflective of current facility conditions and procedures and must describe procedures for dealing with cleanup of an oil or hazardous materials spill. The plan must also include the procedure for reporting the spill to the Oregon Emergency Response System (OERS) at 1-800-452-0311. All revisions of the Operations Plan must be submitted to DEQ for approval.

*Section C - Special Waste Management Plans*

- 5.8 Individual Special Waste Management Plans are required as part of the Operations Plan, for certain waste materials that, because of their nature, can be potentially hazardous to human health or the environment and require careful handling at transfer facilities.

The Plan must address, among other things, procedures for identification, receipt, handling, storage, spill clean-up and transport for reuse, recovery or disposal of the material at an appropriately permitted facility.

Special wastes requiring Individual Plans include but are not limited to:

- a. Non-friable asbestos containing materials;
- b. Septage; and
- c. Sewage sludge and grits.

---

**Note:** Special Waste Management Plans are only required if the facility chooses to accept special solid wastes. **Reference:** Guidance on Special Waste Management Plans can be found in OAR 340-093-0190(1) and OAR 340-094-0040(11)(b)(J) and in Section 9.5 of DEQ's *Solid Waste Guidance Municipal Solid Waste Landfills*, dated September 1, 1996.

**6.0 GENERAL OPERATIONS**

*Section A - Facility Operations:*

- 6.1 All facility activities are to be conducted in accordance with the provisions of this permit.
- 6.2 All waste collection and disposal must be operated in a manner which will prevent discharges, health hazards, and nuisance conditions.
- 6.3 The permittee must display this permit, or a photocopy thereof, where it can be readily referred to by operating personnel.

- 6.4 All solid waste transfer vehicles and devices operated by the permittee, and using public roads, must be constructed, maintained, and operated so as to prevent leaking, shifting, or spilling of solid waste while in transit.
- 6.5 Roads from the facility property line to the active operational area must be constructed and maintained to deter, to the maximum extent practical, traffic hazards, dust and mud, and to provide reasonable all-weather access for vehicles using the site.
- 6.6 Equipment of adequate size and design to properly operate the facility must be available at all times. In the event of an equipment breakdown, alternative equipment must be provided, unless an exemption from DEQ is granted in writing.
- 6.7 The area(s) for unloading of solid waste must be clearly defined by signs, fences, barriers, or other devices.
- 6.8 Public access to the facility must be controlled as necessary to prevent unauthorized entry and dumping.
- 6.9 The permittee must post signs at the facility which are clearly visible and legible, providing the following information:
  - a. Name of facility;
  - b. Emergency telephone number;
  - c. Days and hours of operation;
  - d. Authorized and prohibited wastes;
  - e. Solid waste permit number; and
  - f. Operator's address.

***Section B - Environmental Health and Safety:***

- 6.10 Litter that results from facility operation must be controlled such that the entire disposal site and adjacent lands are maintained virtually free of litter at all times. Any debris from the facility must be retrieved and properly disposed of as soon as possible that operational day.
- 6.11 The permittee must control air emissions, including dust, malodors, air toxics, etc. related to disposal site construction, operation, and other activities, and comply with DEQ air quality standards including applicable visible emissions and nuisance requirements in OAR 340-208.
- 6.12 The permittee must manage and monitor stormwater in accordance with all federal and state requirements.
- 6.13 The permittee must divert surface and storm water drainage around or away from waste handling and storage areas and must maintain surface water diversion ditches or structures in a serviceable condition and free of obstructions and debris at all times. The permittee must report to DEQ any significant malfunctions or damage and complete repairs within sixty (60) days of discovery of the problem.
- 6.14 The permittee must operate the facility in a manner that deters leachate production to the maximum extent practicable. Leachate must be collected and removed to prevent malodors, public health hazards, and discharge to public waters.
- 6.15 The permittee must provide rodent and insect control measures as necessary to prevent vector production and sustenance.



- 6.16 The permittee must remove all waste from the Material Recovery Facility at least as often as necessary to prevent malodors, unsightliness and attraction of insects or other vectors.
- 6.17 The permittee must clean all transfer containers as needed to maintain a sanitary operating environment, and to prevent malodors, unsightliness, and attraction of insects.
- 6.18 Fire protection must be provided in accordance with plans approved in writing by DEQ and in compliance with pertinent state and local fire regulations. Fires must be immediately and thoroughly extinguished and reported to DEQ within 24 hours.

## 7.0 STANDARD CONDITIONS

### *Section A – Responsibility of Permittee*

- 7.1 Issuance of this permit as authorized by Oregon Revised Statutes 459.245 (2) does not relieve the permittee from the responsibility to comply with any applicable federal, state or local laws or regulations including Oregon Revised Statutes, Chapters 459, 459A, 465 and 466; and Oregon Administrative Rules, Chapter 340.
- 7.2 The authorization to accept solid waste will terminate at the time of site closure. After that time no solid waste may be accepted without written authorization by DEQ.
- 7.3 The permittee must apply for a modification to this permit if there is a significant change in facility operations or a deviation from activities described in this document. The permittee must not implement any change in operations that requires a permit modification prior to receiving approval from DEQ.
- 7.4 At any time in the life of the permit, DEQ or the permittee may propose changes to the permit.
- 7.5 Conditions of this permit are binding upon the permittee. The permittee is liable for all acts and omissions of the permittees contractors and agents and must at all times maintain legal control of the disposal site property.
- 7.6 The permittee must allow representatives of DEQ access to the disposal facility at all reasonable times for the purpose of making inspections, surveys, collecting samples, obtaining data and carrying out other necessary functions related to this permit.
- 7.7 The permittee must report to DEQ any changes in either ownership of the disposal site property or of the name and address of the permittee or operator within ten (10) days of the change.
- 7.8 The permittee must operate the facility in accordance with the approved Operations Plan, including any amendments, approved by DEQ. All plans required by this permit become part of the permit by reference once approved by DEQ.
- 7.9 The permittee must at all times maintain and properly operate all waste collection and disposal facilities to achieve compliance with the terms and conditions of this permit.
- 7.10 In the event the permittee is unable to comply with any of the conditions of this permit because of a breakdown of equipment or facilities, an accident caused by human error or negligence, or any other cause such as an act of nature, the permittee must:
  - a. Immediately take action to stop, contain, and correct the problem.

- b. Immediately notify DEQ's Regional office, so that an investigation can be made to evaluate the impact and the corrective actions taken and determine additional action that must be taken.
- c. Within 5 days of the time the permittee becomes aware of the circumstances, the permittee must submit to DEQ a detailed written report describing the breakdown, corrective action taken, steps taken to prevent a recurrence, and any other pertinent information.

Compliance with these requirements does not relieve the permittee from responsibility to maintain continuous compliance with the conditions of this permit or the resulting liability for failure to comply.

- 7.11 The permittee must keep copies of all records and reports for five years from the date created.
- 7.12 Upon request, the permittee must make all records and reports related to the permitted facility available to DEQ.

**Section B- Property Rights, Liability & Permit Actions**

- 7.13 The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of Federal, State, or local laws, or regulations.
- 7.14 The DEQ Director may, at any time before the expiration date, modify, suspend, or revoke this permit in whole or in part, in accordance with Oregon Revised Statutes 459.255, for reasons including but not limited to the following:
  - a. Violation of any terms or conditions of this permit or any applicable statute, rule, standard, or order of the Commission;
  - b. Obtaining this permit by misrepresentation or failure to disclose fully all relevant facts; or
  - c. A significant change in the quantity or character of solid waste received or in the operation of the disposal site;
  - d. Changes in state or federal rules which should be incorporated into the permit.
- 7.15 This permit must not be transferred to a third party without prior written approval from DEQ. Such approval may be granted by DEQ only after a permit modification application is submitted to and approved by DEQ and that the transferee agrees in writing to fully comply with all the terms and conditions of this permit and the rules of the Commission.
- 7.16 The permittee shall at all times maintain legal control of the disposal site property, including maintaining a current permit, contract or agreement that allows the operation of the facility if the site is not owned by the permittee.
- 7.17 Violations of any permit condition or any incorporated plan may subject the permittee to civil penalties of up to \$25,000 for each day of each violation. ORS 459.995 (1)(a).



State of Oregon  
Department of  
Environmental  
Quality

## Application For Modification of a Solid Waste Disposal Site Permit

Oregon Department of  
Environmental Quality

(Attach Additional Sheets If Necessary)

**DEQ USE ONLY – BUSINESS OFFICE**

Date Received: \_\_\_\_\_

Amount Received: \_\_\_\_\_

Check No.: \_\_\_\_\_

Deposit No.: \_\_\_\_\_

Forward confirmation of fee payment for  
Eastern Region applications to:

DEQ – The Dalles

Northwestern Region applications to  
DEQ-NWR – Portland

Western Region applications to:  
DEQ - Salem

**A. REFERENCE INFORMATION** (Please Print clearly.)

<p>1. <u>Recology Western Oregon-Valley Recovery Zone, Inc.</u> Legal Name of Registered Applicant (See #22 below.)</p> <p>2. Ph. <u>503-474-5549</u> FAX <u>503-472-3176</u></p> <p>3. <u>Recology Western Oregon-Valley Recovery Zone, Inc.</u> Legal Name of Business (May be same as above)</p> <p>4. <u>1850 NE Lafayette Avenue</u> Mailing Address of Applicant <u>McMinnville</u> <u>Oregon</u> <u>97128</u> City State Zip</p> <p>5. <u>Sani-Lease LLC</u> Legal Name of Property Owner</p> <p>6. <u>5765 NE Dawson Lane</u> Mailing Address of Property Owner <u>McMinnville</u> <u>Oregon</u> <u>97128</u> City State Zip</p> <p>7. Ph. <u>503-472-5982</u> FAX _____</p>	<p>8. <u>Valley Recovery Zone</u> Common Name of Facility</p> <p>9. <u>2200 NE Orchard Avenue</u> Facility Physical Address <u>McMinnville</u> <u>Oregon</u> <u>97128</u> City State Zip</p> <p>10. <u>1850 NE Lafayette Avenue</u> Facility's Mailing Address <u>McMinnville</u> <u>Oregon</u> <u>97128</u> City State Zip <u>alecocq@recology.com</u> (Ame LeCocq) E-Mail for Operator/Contact</p> <p>11. <u>Fred Stemmler, General Manager</u> Name of Facility Operator</p> <p>12. <u>Yamhill</u> County in which Facility is Located</p>
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Enter Facility Location by LATITUDE and LONGITUDE, SECTION, TOWNSHIP, and RANGE.

Section 4 Township 4 Range 15W

LATITUDE			LONGITUDE		
Degrees	Minutes	Seconds	Degrees	Minutes	Seconds
45	13'	13.7202"	-123	10'	28.0374"

**B. TYPE OF PERMIT REQUESTED** I am applying for the following permit (check one): Please call the solid waste permit coordinator at the nearest DEQ office if you have any questions about the permit type or need further information (see map on page 2 for DEQ offices).

- |   |   |
|---|---|
| <input type="checkbox"/> 14. Closure Permit   | <input type="checkbox"/> 18. Land Disposal Site Permit (Landfill)                               |
| <input type="checkbox"/> 15. Composting Facility Permit or Registration (Environmental Screening) | <input type="checkbox"/> 19. Solid Waste Letter Authorization Permit (short-term projects only) |
| <input type="checkbox"/> 16. Energy Recovery Facility Permit                                      | <input type="checkbox"/> 20. Solid Waste Treatment Facility Permit                              |
| <input type="checkbox"/> 17. Incineration Facility Permit   | <input checked="" type="checkbox"/> 21. Transfer Station/Material Recovery Facility Permit      |

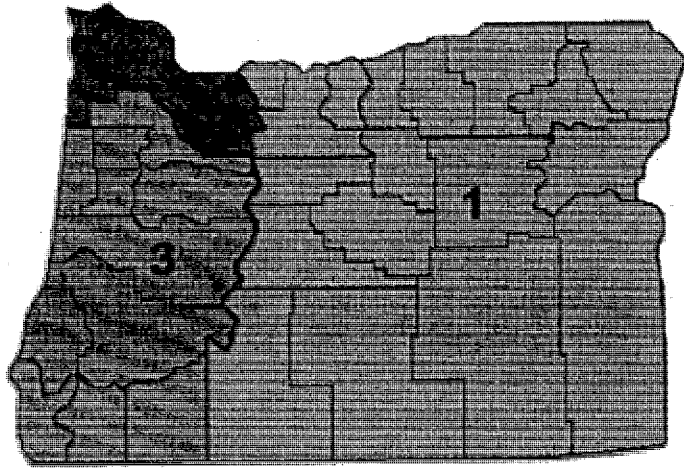
**C. SIGNATURE** I hereby certify by my signature below that the information contained in this application, and the documents I have attached, are true and correct to the best of my knowledge and belief.

Fred Stemmler	General Manager		
22. Signature of Legally Authorized Representative	Print Name	Title	Date

**D. FEES – None for Permit Modifications**

**Please mail the original application and one copy of the completed packet to the appropriate regional office. Note that action will not begin on an application until a complete application packet is received. Incomplete applications may be returned.**

1. Eastern Region  
Department of Environmental Quality  
400 E Scenic Drive, Ste 2.307  
The Dalles, OR 97058  
(541) 298-7255 ext. 221
2. Northwest Region  
DEQ Solid Waste Programs  
2020 SW Fourth Ave. Ste 400  
Portland, OR 97201  
(503) 229-5353
3. Western Region  
DEQ Solid Waste Programs  
750 Front St. NE Suite 120  
Salem, OR 97301  
(503) 378-5047





# Oregon DEQ Solid Waste Disposal Facility Inspection Form

FACILITY: Valley Recovery Zone MRF

PERMIT #: 1258

INSPECTOR NAME: Julie M. Berndt

INSPECTION DATE: 2/17/2015

COUNTY: Yamhill

PROJECT #: 6968

### Inspection Basis:

<input checked="" type="checkbox"/> Compliance Inspection	<input type="checkbox"/> Plan Review/Report Review	<input type="checkbox"/> Citizen Complaint
<input type="checkbox"/> Comprehensive Inspection	<input type="checkbox"/> Permit Condition	<input type="checkbox"/> Field Siting
<input type="checkbox"/> Compliance Audit	<input type="checkbox"/> Enforcement Follow-Up	<input checked="" type="checkbox"/> Other - Permit renewal

### Facility Type:

<input type="checkbox"/> Open MSW Landfill	<input type="checkbox"/> Open Construction/Demo LF	<input type="checkbox"/> SWLA Facility
<input type="checkbox"/> Closed MSW Landfill	<input type="checkbox"/> Closed Construction/Demo LF	<input type="checkbox"/> Tire Storage Facility
<input type="checkbox"/> Open Industrial Landfill	<input type="checkbox"/> Transfer Station	<input type="checkbox"/> Tire Carrier
<input type="checkbox"/> Closed Industrial Landfill	<input checked="" type="checkbox"/> Material Recovery Facility	<input type="checkbox"/> Private Business (no permit)
<input type="checkbox"/> Open Woodwaste Landfill	<input type="checkbox"/> Septage Lagoon	<input type="checkbox"/> Private Residence (no permit)

### Weather

Wind direction from northwest - calm

Air temperature around 60°

Partly Cloudy/Sunny

### Inspection Summary

On February 17, 2015, I conducted an announced site inspection of the Valley Recovery Zone MRF (VRZ), a Recology Company. I arrived at the site about 11:30 pm. Rich Keuhn, Nick Olheiser and Amanda Harris with Recology accompanied me on the inspection. The facility is located at 2200 NE Orchard Avenue in McMinnville. The MRF operates under DEQ SW Permit #1258. The permit renewal for this facility was issued on December 16, 2013. The last inspection of the facility was on 5/6/2014.

### Operational Observations

All operations for recyclables, E-waste, used oil and wood waste are being conducted in accordance with the Operations Plan and permit. The Operations Plan update was approved by DEQ when the permit renewal was issued.

They have added styrofoam collection to the MRF activities and are using a densifier to compact the styrofoam for sale to markets.

### Stormwater

Stormwater and any possible leachate that may be generated from this site and the adjacent composting facility are directed toward a stormwater collection system by catch basins and grading of the site. The water then flows through a baffled settling pond and into a pond and wetland where it eventually discharges (based on rainwater volume) to the South Yamhill River. This discharge is regulated under a 1200Z stormwater permit.

There is about 3' of gravel in the bottom of the settling pond to help with solids settling.

Two new BMPs at the site include:

- Grinding and storing all wood waste on the compost side of the site to minimize solids entering the stormwater system pond which is on the MRF side.
- Use of "biochar bags" in front of the outfall to help reduce iron in the effluent.

**Other Pollution Controls and Permit Requirements**

There were no odors and no dust. The site is regularly swept. Litter is picked up as necessary. I saw no evidence of rodents or unsanitary conditions. The security fencing at the site is adequate to prevent unwanted access to the site. E-waste management is well organized and complies with rules and the DEQ checklist for e-waste sites. The site is very clean and well organized. I saw no prohibited items in any areas.

**Evaluation**

In summary, the site appears to be well maintained and operated and is in compliance with all conditions and limitations of the solid waste disposal permit.

**Permit Requirements Checklist for Transfer Stations & MRFs --- (Yes answers indicate compliance)**

**1) Changes In Ownership** - Has the permittee reported to the Department any changes in either ownership of the TS property or of the name and address of the permittee or operator within ten (10) days of the change?

Yes  No Notes: \_\_\_\_\_

**2) Wastes Authorized for Receipt** - Is only solid waste being accepted at the TS for disposal?

Yes  No Notes: \_\_\_\_\_

**3) Salvaging and Recycling** - Are they being conducted in a controlled and orderly manner?

Yes  No Notes: \_\_\_\_\_

**4) Hazardous Wastes** - Are NO hazardous wastes, liquid wastes, lead-acid batteries, source separated recyclable materials, asbestos, infectious wastes, or explosives being accepted for disposal at the TS?

Yes  No Notes: \_\_\_\_\_

**5) Open Burning** - Is NO open burning being conducted at the TS, except as authorized in the permit?

Yes  No Notes: Open burning is prohibited

**6) Prohibited Materials** - Are there NO prohibited materials in the authorized open burn pile (only materials allowed in authorized open burn piles are unpainted dimensional lumber and tree/shrub debris)?

Yes  No Notes: N/A

**7) Operations Plan** - Is the TS being operated in accordance with the approved Operations Plan?

Yes  No Notes: \_\_\_\_\_

**8) Permit** - Is a copy of the permit displayed where it can readily be referred to by operating personnel?

Yes  No Notes: \_\_\_\_\_

**9) Solid Waste Containers** - Are all solid waste containers being kept cleaned as necessary to maintain a sanitary operating environment and to prevent malodors, unsightliness, and attraction of insects?

Yes  No Notes: \_\_\_\_\_

**10) Litter** - Are the TS site and adjacent lands being maintained virtually free of litter at all times?

Yes  No Notes: \_\_\_\_\_

**11) Air Quality and Noise** - Are dust, malodors and noise being controlled?

Yes  No Notes: \_\_\_\_\_

**12) Drainage** - Is surface water drainage being diverted around or away from the waste handling and storage area and are surface water diversion ditches or structures in a serviceable condition and free of obstructions?

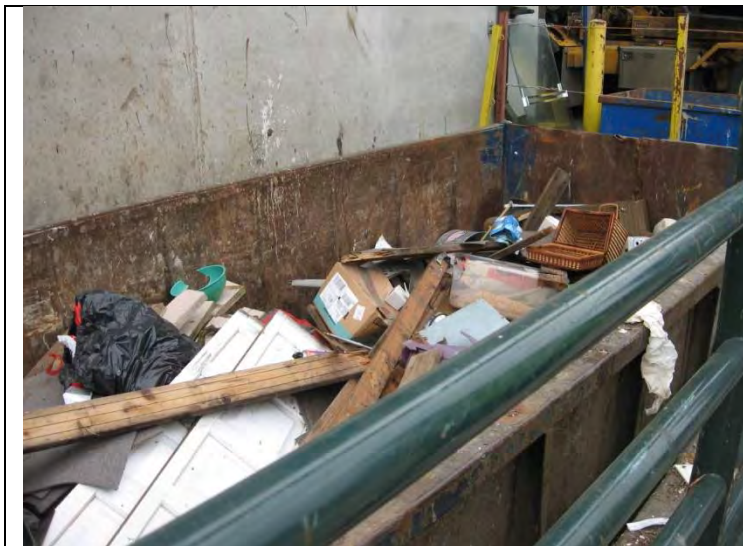
Yes  No Notes: \_\_\_\_\_

**13) Waste Removal** - Is the permittee removing waste from the TS as often as needed/required to prevent nuisances?

Yes  No Notes: \_\_\_\_\_

- 14) Unloading Areas** - Are the areas for unloading of solid waste clearly defined by signs, fences, or barriers?  
 Yes     No    Notes: All areas are clearly marked with signs
- 
- 15) Access Control** - Is public access to the TS being controlled to prevent unauthorized entry and dumping?  
 Yes     No    Notes: There is a locked gate, and security fencing.
- 
- 16) Fire Protection** - Is adequate on-site fire control protection being provided? Have arrangements been made with the local fire control agency to immediately acquire their services when needed?  
 Yes     No    Notes: McMinnville Fire Dept. would respond to fires
- 
- 17) Roads** - Is the access road/s providing reasonable all-weather access for vehicles using the site?  
 Yes     No    Notes: \_\_\_\_\_
- 
- 18) Entrance Sign** - Is there a sign at the TS that contains: name of facility, emergency phone number, days and hours of operation authorized and prohibited wastes, solid waste permit number and operator's address?  
 Yes     No    Notes: \_\_\_\_\_
- 
- 19) Recyclable Materials** - Is the permittee providing a place for receiving the recyclable materials listed in the permit ---- either at the TS or at a more convenient location to the population served by the TS?  
 Yes     No    Notes: There are many opportunities for recycling in the public area.
- 
- 20) Recycling Information** - Is the permittee providing recycling information to disposal site users on printed handbills which includes the following information: the location of the recycling center at the disposal site or another location; the hours of operation of the recycling center; instructions for correct preparation of accepted source separated recyclable material; the materials accepted for recycling; and, the reasons why people should recycle?  
 Yes     No    Notes: Information available in public recycling area.
- 
- 21) Recycling Sign** - Is there a recycling sign, prominently displayed at the TS, which indicates: the availability of recycling at the TS site or another location; the materials accepted at the recycling center; and the hours of operation of the recycling center (if different than TS site hours)?  
 Yes     No    Notes: Very good signage in the public recycling area.
- 
- 22) Recyclables Storage** - Are all recyclable materials, except car bodies, white goods and other bulky items being stored in containers at the TS?  
 Yes     No    Notes: \_\_\_\_\_
- 

**Inspection Photos – 2/17/15**



Public garbage disposal area. No prohibited items seen.



E-waste drop-off area for the public with clear signage.



Used oil drop-off for recycling area for the public



Used oil storage area inside the MRF building which has been upgraded and brought inside of the building.



New covered areas outside the MRF building for storing e-waste readied for shipping, styrofoam and some other items.



Amanda, Nick and Rick in front of the new styrofoam densifier used to reduce the size of styrofoam to make shipping for recycling feasible.



Baled cardboard and paper being stored because of slow-down at the shipping ports.



E-waste and CEDs properly stored on pallets and in gayloads





Fuel and water for the vector control cat who lives on site.



Glass storage bunkers in the background. The site is clean, swept, and all catch basins are clean and surrounded by various stormwater controls such as boom, filter socks and filter bags inside.

Julie M. Berndt  
**DEQ Representative**

March 17, 2015  
**Date**

541-687-7342  
**Phone Number**



January 7, 2016

Recology Western Oregon  
Attn: Mr. Fred Stemmler, General Manager  
1850 NE Lafayette Avenue  
McMinnville, Oregon 97128

Re: ***Proposed Improvements at Valley Recovery Zone Facility  
Site Address - 2200 NE Orchard Avenue, McMinnville, Oregon  
Services Impacts and Availability***

Dear Mr. Stemmler:

PBS Engineering and Environmental Inc. (PBS) has evaluated the existing Valley Recovery Zone (VRZ) facility and has prepared conceptual plans for various improvements proposed to be developed at this site (Reference PBS Drawing C3).

The existing VRZ facility is currently served by City of McMinnville municipal sanitary sewer system. Water supply as well as electrical service to the site is provided by the City, through the City Water and Light Department. The site has an existing stormwater collection system and on-site stormwater quality facilities. Each of these services or systems appears to be adequate and is permitted for current operations.

The proposed improvements at VRZ will consist of:

- ≠ Buildings for expanded recycling and waste handling
- ≠ Site entrance modifications, internal traffic circulation and weigh scales & scale house facility improvements

### ***Building Improvement Services***

The building improvements are proposed to attach to and expand the current VRZ building. These floor areas will be used for recycling and waste materials receiving and processing.

No new sanitary sewer facilities (i.e. rest rooms, kitchens) are proposed in the building improvements.

Operations within each of these expanded building areas may require periodic maintenance washdown that will be collected and conveyed to the sanitary sewer system or absorbed with booms & disposed at off-site waste disposal site. The added water supply usage will be negligible.

Power supply will be required in the new building spaces for lighting, ventilation, and other energy uses similar to the existing VRZ building. There will be additional power supply needed in the existing VRZ building for new recycling material handling equipment. The electrical service will need to accommodate these additional demands, which should be a fairly small increase over current electrical demands.

4412 SW Corbett Avenue, Portland, OR 97239  
503.248.1939 Main  
866.727.0140 Fax  
888.248.1939 Toll-Free  
www.pbsenv.com

There may be a slight increase in stormwater runoff associated with building improvements at the Building A location. A small existing vegetated area will be replaced by impervious roof area and maneuvering/access roadways. The other building improvement areas will be located in existing impervious areas of the site and the new roof areas will not increase stormwater runoff. Stormwater runoff from exterior operational areas will not be allowed to enter the buildings.

***Site Entrance Modification, Internal Traffic Circulation and Weigh Scale Facility Improvement Services***

No new sanitary sewer or water supply facilities (i.e. rest rooms) are expected in these new entrance related improvements.

An increase in site lighting and energy use may be expected to serve the new entrances, added interior roadway pavement and the proposed weigh scale facility. Thus an additional electrical demand will occur.

It is expected that the new site entrances, associated new pavement for internal traffic circulation and new weigh scale facility improvements will increase stormwater runoff as compared to existing conditions. This will occur primarily within the east most portion of the site where the new impervious surfaces will replace vegetated areas that currently exist. This stormwater runoff will be collected and conveyed to the on-site stormwater quality facility.

***Summary of Services***

Proposed improvements are expected to have little impact on sanitary sewer and potable water supply service needs.

There will be an expected increase in electrical demand associated with the new improvements. The electrical service to the site will need to be evaluated and possibly increased in capacity.

Stormwater runoff is expected to increase due to an overall addition of impervious surface area on site. The on-site stormwater quality facility will need to be evaluated and may need to be improved.

Overall, there appears to adequate capacity, or the ability to obtain additional capacity, to serve the proposed improvements at VRZ site.

Sincerely,  
PBS Engineering and Environmental Inc.

George Drake, PE  
Senior Civil Engineer III



June 30, 2014

Recology Western Oregon  
Attn: Mr. Fred Stemmler, General Manager  
1850 NE Lafayette Avenue  
McMinnville, Oregon 97128

Re: ***Proposed Improvements at Valley Recovery Zone Facility***  
***Site Address - 2200 NE Orchard Avenue, McMinnville, Oregon***  
  
***Services Impacts and Availability***

Dear Mr. Stemmler:

PBS Engineering and Environmental Inc. (PBS) has evaluated the existing Valley Recovery Zone (VRZ) facility and has prepared conceptual plans for various improvements proposed to be developed at this site (Reference PBS Drawing C3).

The existing VRZ facility is currently served by City of McMinnville municipal sanitary sewer system. Water supply as well as electrical service to the site is provided by the City, through the City Water and Light Department. The site has an existing stormwater collection system and on-site stormwater quality facilities. Each of these services or systems appears to be adequate and is permitted for current operations.

The proposed improvements at VRZ will consist of:

- Buildings for expanded recycling and waste handling
- Site entrance modifications, internal traffic circulation and weigh scales & scale house facility improvements

### ***Building Improvement Services***

The building improvements are proposed to attach to and expand the current VRZ building. These floor areas will be used for recycling and waste materials receiving and processing.

No new sanitary sewer facilities (i.e. rest rooms, kitchens) are proposed in the building improvements.

Operations within each of these expanded building areas may require periodic maintenance washdown that will be collected and conveyed to the sanitary sewer system. The added water supply usage will be negligible.

Power supply will be required in the new building spaces for lighting, ventilation, and other energy uses similar to the existing VRZ building. The electrical service will need to accommodate these additional demands, which should be a fairly small increase over current electrical demands.

4412 SW Corbett Avenue, Portland, OR 97239  
503.248.1939 Main  
866.727.0140 Fax  
888.248.1939 Toll-Free  
www.pbsenv.com

There may be a slight increase in stormwater runoff associated with building improvements at the Building A location. A small existing vegetated area will be replaced by impervious roof area. The other building improvement areas will be located in existing impervious areas of the site and the new roof areas will not increase stormwater runoff. Stormwater runoff will not be allowed to enter the buildings.

***Site Entrance Modification, Internal Traffic Circulation and Weigh Scale Facility Improvement Services***

No new sanitary sewer or water supply facilities (i.e. rest rooms) are expected in these new entrance related improvements.

An increase in site lighting and energy use may be expected to serve the new entrances, added interior roadway pavement and the proposed weigh scale facility. Thus an additional electrical demand will occur.

It is expected that the new site entrances, associated new pavement for internal traffic circulation and new weigh scale facility improvements will increase stormwater runoff as compared to existing conditions. This will occur primarily within the east most portion of the site where the new impervious surfaces will replace vegetated areas that currently exist. This stormwater runoff will be collected and conveyed to the on-site stormwater quality facility.

***Summary of Services***

Proposed improvements are expected to have little impact on sanitary sewer and potable water supply service needs.

There will be increased electrical demand associated with the new improvements. The electrical service to the site will need to be evaluated and possibly increased in capacity.

Stormwater runoff will be increased due to an overall increase of impervious surface area on site. The on-site stormwater quality facility will need to be evaluated and may need to be improved.

Overall, there appears to adequate capacity, or the ability to obtain additional capacity, to serve the proposed improvements at VRZ site.

Sincerely,  
PBS Engineering and Environmental Inc.

George Drake, PE  
Director, Civil Engineering

## Doug Montgomery

---

**From:** Mike Bisset  
**Sent:** Thursday, March 17, 2016 4:45 PM  
**To:** Doug Montgomery  
**Subject:** FW: Recology

FYI

---

**From:** Mike Bisset  
**Sent:** Thursday, March 17, 2016 4:45 PM  
**To:** 'Kai Sorenson'  
**Subject:** RE: Recology

Good afternoon Kai – I have forwarded your email to our Planning Department, as they are the ones that are processing the Conditional Use application you are commenting on. If you have questions regarding that process, please contact the Planning Department @ (503) 434-7311.

Regards,

Mike Bisset  
City Engineer / Community Development Director  
City of McMinnville

---

**From:** Kai Sorenson [<mailto:ksorenson@EpicAviationLLC.com>]  
**Sent:** Thursday, March 17, 2016 4:39 PM  
**To:** Mike Bisset  
**Subject:** Recology

My Name is Kai Sorenson and I live at 1839 NE Orchard Ave in McMinnville. We have resided at this residence since 2000 and the home was built along with my neighbors in 1964. Our street is on the west side of Layette Ave and within one block of the Recology/ Greenland's faculty. I want to bring to your attention the Transfer Station Application that Recology resubmitted. I believe that this expansion will be very detrimental to our subdivision, Wortman Park and Patton Middle School. The reason are numerous and I will attempt to outline my thoughts. It is important to remember that the homes in this area were once in the country and have been in place long before Recology or any other businesses were in the area.

Before I go into that, I want to help you understand my point of view. My wife and 2 children are not NIMBYs (Not in My Back Yard) type people. This is the first time, I have ever reached out as a citizen to complain or to protest anything. We understand development, expansion and have set back and seen significant growth and subsequent problems on Orchard Ave. These are the current top issues we deal with:

- Recology noise, traffic and smell of rotting biomass from the yard debris
- Meggit has added over 100 employees who use Orchard as a cut off to their facility
- The new stop light on Layette and Orchard has quadrupled traffic on Orchard which is narrow and can have cars parked on both sides of the street
- New companies adding heavy trucks at the saw mill thru town vs out on 99
- Large Heavy City Truck and Yamhill county trucks routinely use Orchard when it is marked no trucks as a cut off
- Patton Middle School school zone lack of speed enforcement ... I have personally seen drivers going over 40 45 mph in the 20 mph zone with Kids present
- Steel Mill expansion and loud nose and rail activity after 10 pm
- Serval high density apparent complex's on other side of Wortman park with increase in crime and traffic again using Orchard as a cut off

As you can see this is just the tip of the issues my family deal with on Orchard Ave and we have accepted this and will live with it. We just cannot accept yet another major negative impact to our home.

Now Recology wants to add very large garbage recycling transfer center with **more trucks, more garbage, more noise** and I can only imagine the **smell** this will produce. It is just unimaginable the city would allow this. Why would the city not coordinate with the county and find a suitable place for the transfer station to be set up outside of where people live and work. I can think of several options and I am a layman in planning. I know air quality will be poor, noise of heavy machinery and trucks will increase and our property values will plummet, along with our quality of life, if this transfer station is allowed to be put in.

I feel the city is just not looking out for the best welfare of our citizens, if we place a dump in this close proximity of long established neighborhood, city park, middle school and fairgrounds. I hope that you and your team will review this email and can help me understand our options to work to stop this poor plan by Recology. My intention is to pull my friends and neighbors together and become a positive yet loud voice to oppose this plan.

Best regards



Kai C. Sorenson  
Commercial Sales Manager  
503.566.2440 office  
503.569.4104 mobile  
503.566.2340 fax

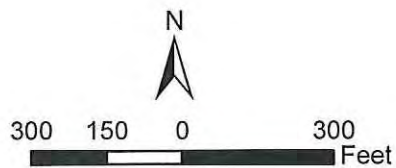
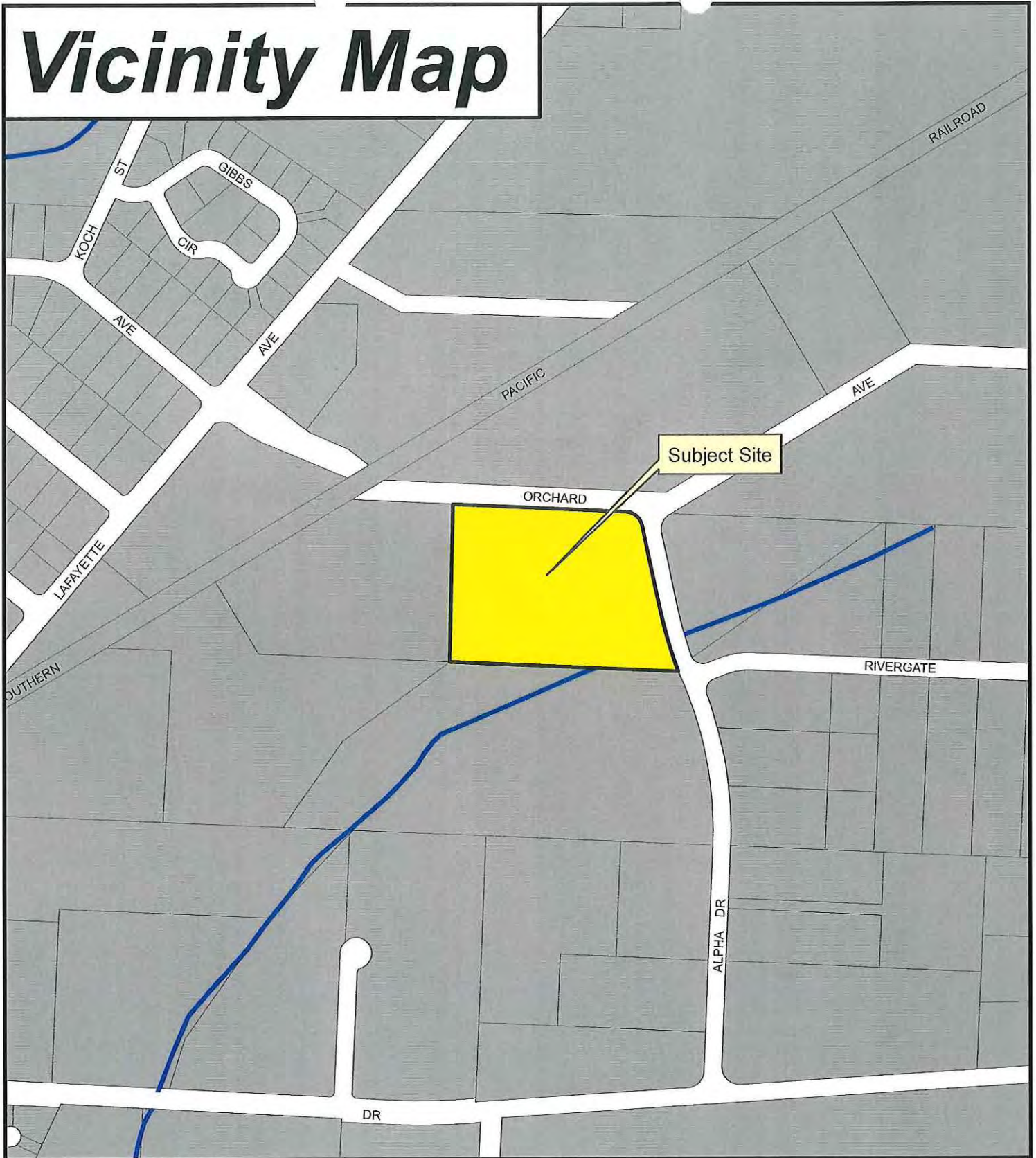


**Kai C. Sorenson**  
Commercial Sales Manager  
503.566.2440 office  
503.569.4104 mobile  
503.566.2340 fax





# Vicinity Map



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

Map No.	Tax Lot	Site Address	Owner	Attn:	Mailing Address	City State	Zip
1	R4415 02700	2515 NE ORCHARD AVE	PARALLEL VENTURES	ATTN: GUARRIELLO TED	PO BOX 299	BOYCE VA	22620
2	R4415 02601	2700 NE ORCHARD AVE	ELK CREEK	ELK CREEK INVESTMENTS LLC	7255 W FRANKLIN RD	BOISE ID	83709
3	R4415 02500	2200 NE ORCHARD AVE	SANI-LEASE LLC	SANI-LEASE LLC	PO BOX 509	MCMINNVILLE OR	97128
4	R4415C 00800	1768 NE ALPHA DR	ELK CREEK	ELK CREEK INVESTMENTS LLC	7255 W FRANKLIN RD	BOISE ID	83709
5	R4415C 00700	2705 NE RIVERGATE ST	ELK CREEK	ELK CREEK INVESTMENTS LLC	7255 W FRANKLIN RD	BOISE ID	83709
6	R4415 02522		SANI-LEASE LLC	SANI-LEASE LLC	PO BOX 509	MCMINNVILLE OR	97128
7	R4415 02523	1711 NE ALPHA DR	ALPHA DRIVE LLC	C/O JOE CASSIN	2746 NE 17TH AVE	PORTLAND OR	97212
8	R4415C 00900	1624 NE ALPHA DR	H &	H & R BURCH LIMITED PARTNERSHIP	237 NE FORD NO 1	MCMINNVILLE OR	97128
9	R4415C 01000	1618 NE ALPHA DR	H &	H & R BURCH LIMITED PARTNERSHIP	237 NE FORD NO 1	MCMINNVILLE OR	97128
Applicant			MICHAEL ROBINSON	PERKINS COILE	1120 NW COUCH ST 10TH FL	PORTLAND OR	97209
			FRED STEMMLER	RECOLOGY WESTERN OREGON	1850 NE LAFAYETTE AVE	MCMINNVILLE OR	97128

Date Sent 4-7-16  
 Sent By [Signature]

ORDINANCE NO. 4135

NORTHEAST INDUSTRIAL AREA

An Ordinance enacting certain development conditions for and placing a planned development overlay over property located within the McMinnville Urban Growth Boundary hereinafter described; now, therefore,

THE CITY OF McMINNVILLE ORDAINS AS FOLLOWS:

Section 1. Statement of Purpose. In the process of preparing the McMinnville Comprehensive Plan and drawing the McMinnville Urban Growth Boundary, it has been determined by the City that certain properties, herein described, should be reserved for industrial development. The City recognizes that the development of these lands could, if not properly managed, create a land use conflict with neighboring uses and could put a strain on the physical condition of the existing road network. The City finds that specific conditions must be applied to the development of these lands to insure that the goals and policies of the McMinnville Comprehensive Plan concerning industrial land uses are applied and to insure that land use conflicts are minimized and that the physical facilities of the City and Yamhill County are not overburdened. For these reasons a planned development overlay shall be placed on this area.

Section 2. Planned Development Overlay. The planned development overlay which is created and implemented by this ordinance shall be placed over area known as the northeast industrial area. The area is further described by map in Exhibit "A". Areas within and without the city limits shall carry this designation. The policies and procedures set by this ordinance shall be applied to all land use decisions under the jurisdiction of the City of McMinnville.

Section 3. Notation on Zoning and Comprehensive Plan Maps. The perimeters of the areas affected by this ordinance shall be noted on the official McMinnville Comprehensive Plan Map of 1980 and the official McMinnville Zoning Map of 1980.

Section 4. Policies. The goals and policies of the McMinnville Comprehensive Plan, Volume II, and applicable regulations and standards in Volume III, and any other applicable City codes shall be adhered to.

Section 5. Conditions of Development. In the northeast industrial area the following limitations shall apply to all uses:

- (a) Development plans for any proposed use in the northeast industrial area must first be approved by the Planning Commission. The following areas must be addressed by the Commission prior to approval of the final development plans:
  - (1) Noise generation. The City will examine the potential noise generation of proposed developments and the potential impact of the noise on nearby residential areas. Landscaping, earthen

berms, desirable building design and siting, and/or other methods may be required to lessen noise. DEQ standards will be used by the City as a guideline. Special attention shall be given to the protection of the Riverside residential area;

- (2) Circulation pattern. The City will examine the proposed circulation pattern of any proposed development to insure that it facilitates a functional circulation pattern for the entire northeast industrial area;
  - (3) Air and water pollution. The City will examine potential air and water pollution impacts of developments and may place restrictions beyond State DEQ standards where deemed necessary;
  - (4) Appearance. The City may require that the site be visually screened from neighboring residential areas through earthen berms, landscaping and/or other screening methods. This screening may fulfill portions of the required landscaping for the development.
- (b) In the northeast industrial area outside storage abutting or facing a residential zone shall be enclosed by a sight-obscuring fence. The fence shall obstruct the storage from view on the sides of the property abutting or facing a residential zone. The fence shall be of such material and design as will not detract from adjacent residences, shall be free of advertising, and shall be constructed according to plans submitted by the owner or his authorized agent and approved by the Commission. Outside storage in a required yard shall not exceed ten feet in height;
  - (c) All outside lighting shall be directed away from residential zones;
  - (d) No development which is not a permitted use in the light industrial or limited light industrial zone shall be allowed to locate within 500 feet of any residentially designated area or any area in residential use;
  - (e) Before any development is allowed, the City will develop a strategy for the improvement to industrial standards of the affected portions of Riverside Drive. Uses located in the northeast industrial area will be required to share in the improvement costs of said road;
  - (f) If the improvement of Riverside Drive to industrial standards is to take place sometime after industrial uses have located in the northeast industrial area, the industrial uses may be required to finance a temporary improvement to said road before any development takes place. Participation in any temporary improvements shall not relieve the party from additional, different or new improvement required for Riverside Drive.

- (g) The Planning Commission may give conceptual approval to an industrial park plan for a portion or portions of the northeast area or for the entire area. When conceptual approval is requested a plan showing the major street pattern and the expected lotting pattern must be approved by the Commission. Specific site developments within an industrial park which has been conceptually approved are subject to the requirements of this ordinance and must be approved individually.

Section 6. Amendments. Amendments to this ordinance shall be processed under procedures set out in Chapter 17.51 of Ordinance No. 3380 (Zoning Ordinance).

This ordinance passed by the City Council on April 7, 1981.



**EXHIBIT A**

**Northeast Industrial Area**

**Planned Development Overlay**

**Ordinance No. 4135**



1000 Feet

0





State of Oregon  
Department of  
Environmental  
Quality

Permit Number: 382  
Expiration Date: August 31, 2023  
Page 1 of 11

**SOLID WASTE DISPOSAL SITE PERMIT:  
TRANSFER STATION**

RECEIVED

APR 25 2016

Oregon Department of Environmental Quality  
2020 SW 4th Avenue #400  
Portland OR 97201  
Telephone (Information): (503)229-5263

COMMUNITY DEVELOPMENT  
CENTER

Issued in accordance with the provisions of Oregon Revised Statute Chapter 459;  
Oregon Administrative Rules 340, Divisions 90, 93, 95, 96 and 97; and subject to the land use  
compatibility statement referenced below.

**ISSUED TO:**

**FACILITY NAME AND LOCATION:**

Recology Western Oregon-Transfer Station, Inc. 1850 NE Lafayette McMinnville, OR 97128 503-434-5549	Astoria Transfer Station 1790 Williamsport Road Astoria, Oregon 97103 Latitude: 46.178519; Longitude: -123.816958
--	--

**PROPERTY OWNER:**

**OPERATOR:**

City of Astoria 1095 Duane St Astoria, OR 97103	Recology Western Oregon-Transfer Station, Inc. 1850 NE Lafayette McMinnville, OR 97128 503-434-5549
---	--

**ISSUED IN RESPONSE TO:**

- An application for renewal of a solid waste disposal site permit received on December 21, 2005, and updated renewal applications received on January 10, 2011; February 22, 2012; and April 17, 2013; and
- A Land Use Compatibility Statement from the City of Astoria on May 13, 1985.

The determination to issue this permit is based on findings and technical information included in the permit record.

**ISSUED BY THE OREGON DEPARTMENT OF ENVIRONMENTAL QUALITY**

Audrey M O'Brien  
Audrey O'Brien - Solid and Hazardous Waste Programs Manager  
Northwest Region

December 19, 2013  
Date

**Permitted Activities**

Until this permit expires or is modified or revoked, the permittee is authorized to establish, operate and maintain a solid waste transfer station in conformance with the requirements, limitations, and conditions set forth in this document including all attachments.

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## **1.0 WASTE DISPOSAL LIMITATIONS**

- 1.1 This permit authorizes the facility to accept solid waste as defined in Oregon Revised Statutes 459.005 with the following limitations:
- a. Unless otherwise approved in writing by DEQ the permittee must not accept the following wastes. The following wastes are prohibited from being disposed with municipal solid waste or transferred to a landfill for disposal:
    - i. Hazardous wastes – Reference: 40 CFR 258.20 (b) and OAR 340-101 to 340-102;
    - ii. Liquid waste. Definition: Liquid wastes are wastes that do not pass the paint filter test performed in accordance with EPA Method 9095;
    - iii. Friable Asbestos Material as defined in OAR 340-248-0010;
    - iv. Non-friable asbestos-containing material unless a DEQ approved Special Waste Management Plan is in place;
    - v. Infectious wastes. Exception: Sharps may be accepted when handled in accordance with OAR 340-093-0190(1)(d)(B);
    - vi. Large dead animals;
    - vii. Sewage sludges, septic tank pumping, chemical or vault toilet pumpings;
    - viii. Whole automobile bodies; and
    - ix. Explosives.
  - b. Unless otherwise approved in writing by DEQ the permittee must not knowingly accept the following wastes or mix the following wastes in with municipal solid waste or transfer the following wastes to a landfill for disposal. The following wastes may be collected for storage, management, and recycling:
    - i. Lead-acid batteries;
    - ii. Source Separated recyclable material;
    - iii. Large home or industrial appliances;
    - iv. Used Oil that does not contain PCBs
    - v. Covered electronic devices:
      - Computer monitors having a viewable area greater than four (4) inches diagonally;
      - Televisions having a viewable area greater than four (4) inches diagonally;
      - Desktop computers; or
      - Portable computers; and
    - vi. Whole tires.

These wastes must be stored and managed to prevent spills, fires or impacts to waters of the state.

- 1.2 Any solid wastes discovered at the Transfer Station that appear to be prohibited waste must be isolated or removed as soon as practicable. The permittee must, within 48 hours, notify DEQ of the discovery. Non-putrescible, non-hazardous prohibited waste must be transported to a disposal site authorized to accept such waste within 90 days, unless otherwise approved or restricted by DEQ. Putrescible, non-hazardous prohibited wastes must be removed as soon as practicable; any storage of putrescible wastes must be approved by DEQ.

If discovered wastes are hazardous or suspected to be hazardous, the permittee must, within 48 hours, notify DEQ and initiate procedures to identify and remove the waste. Hazardous wastes must be removed within 90 days, unless otherwise approved by DEQ. Temporary storage and transportation must be carried out in accordance with the rules of DEQ.

## **2.0 STORAGE, MANAGEMENT AND RECYCLING**

- 2.1 As stipulated in OAR 340-090-0070, Principal Recyclable Material, the permittee must provide a place for receiving the following recyclable materials:
- a. Newspaper;
  - b. Ferrous scrap metal;
  - c. Non-ferrous scrap metal;
  - d. Used motor oil;
  - e. Corrugated cardboard and kraft paper;
  - f. Aluminum;
  - g. Container glass;
  - h. Hi-grade office paper; and
  - i. Tin cans
- 2.2 The place for receiving recyclable materials must be located at the Transfer Station or at another location more convenient to the population served by the Transfer Station. The recycling center must be available to every person whose solid waste enters the disposal site.
- 2.3 All source separated recyclable materials must be reused or recycled except for used oil, which may be collected and burned for energy recovery.
- 2.4 The permittee must not landfill or dispose of any of the recyclable materials identified in section 2.1. However, if the source separated material is determined by DEQ to be in a condition which makes the material unusable or not recyclable then it may be disposed. This determination must be made after consultation with DEQ.
- 2.5 Upon request by DEQ or disposal site users, the permittee must provide recycling information that includes the following:
- a. The location of the recycling center at the disposal site or another location;
  - b. The hours of operation of the recycling center;
  - c. Instructions for correct preparation of accepted source separated recyclable material;
  - d. The material accepted for recycling; and
  - e. Reasons why people should recycle.
- 2.6 A sign must be prominently displayed at the Transfer Station or an approved location which indicates:
- a. The availability of recycling at the disposal site or another location;
  - b. The materials accepted at the recycling center; and
  - c. The hours of operation of the recycling center (if different than disposal site hours).

Note: the sign must indicate the recycling center location, if not at the disposal site.

- 2.7 All recyclable materials, except car bodies, white goods and other bulky items, must be stored in containers unless otherwise approved by DEQ. The storage area must be maintained in an orderly manner and kept free of litter. Recyclable materials must be removed at sufficient frequency to avoid creating nuisance conditions.
- 2.8 The permittee is authorized to accept up to 100 whole tires for storage and management removal. If the permittee maintains a contract with a waste tire carrier to remove tires from the site the facility is authorized to accept up to 2,000 waste tires for storage and removal.
- 2.9 Salvaging and recycling are to be conducted in a controlled and orderly manner.

### **3.0 MINIMUM MONITORING AND REPORTING REQUIREMENTS**

- 3.1 The permittee must collect information on the source and volumes (i.e., pounds, tons, cubic yards) of solid waste transferred from the site. The permittee must submit this information on an approved form along with the required annual **Solid Waste Compliance Fee** as outlined in the Oregon Administrative Rules each year this permit is in effect and in accordance with the annual invoice sent by DEQ.

This submittal must be sent to:

Oregon Department of Environmental Quality  
Land Quality Division - Solid Waste Program  
811 SW Sixth Ave  
Portland OR 97204  
(503) 229-5913

- 3.2 The permittee must collect and submit to the Wasteshed Representative information about the amount of each material recovered for recycling or other beneficial purpose by **January 25 of each year.**

### **4.0 SPECIAL CONDITIONS**

- 4.1 The permittee may not conduct open burning at the facility unless specifically authorized in writing by DEQ.
- 4.2 The permittee must immediately clean up any spill of oil or hazardous material in accordance with the DEQ approved operations plan. In addition to notifying the appropriate DEQ office, if the spill is of a reportable quantity the permittee must immediately report the spill to the Oregon Emergency Response System (OERS), at 1-800-452-0311.  
Reportable quantities include:
  - a. Any amount of oil spilled to waters of the state;
  - b. Oil spills on land in excess of 42 gallons;
  - c. 200 pounds (25 gallons) of pesticide residue; or
  - d. Spills of hazardous materials that are equal to, or greater than, the quantity listed in the Code of Federal Regulations, 40 CFR Part 302 (List of Hazardous Substances and Reportable Quantities), and amendments adopted before July 1, 2002. For a complete list of hazardous materials required to be reported, please refer to OAR 340-142-0050.

- 4.3 The permittee must develop a workplan to identify enclosed spaces where landfill gas may accumulate and potential pathways for landfill gas migration (including buried piping, utility trench backfill, permeable soil zones and underground electrical conduits) to assess the need for landfill gas monitoring at the facility. The workplan must include a timeline to complete the assessment. The workplan must be submitted to DEQ for review and approval within 120 days of permit issuance. If required by DEQ, the permittee must install and maintain a landfill gas monitoring system at the facility.

**5.0 FACILITY, OPERATIONS, SPECIAL WASTE PLANS**

- 5.1 Submit all plans required by this section to DEQ at:  
Oregon Department of Environmental Quality  
Northwest Region Solid Waste Program  
2020 SW 4th Avenue #400  
Portland OR 97201  
Telephone: (503)229-5263

***Section A – Facility Design and Construction Plans***

- 5.2 At least six (6) months prior to the anticipated construction date for new facility design, the permittee must submit engineering design plans to DEQ for review and approval. The design plans must be prepared and stamped by a qualified Professional Engineer with current Oregon registration and specify and/or provide the following:
- a. All applicable performance criteria, construction material properties and characteristics, dimensions, and slopes; and
  - b. The design basis and all relevant engineering analyses and calculations.
- 5.3 The permittee must construct all improvements according to DEQ approved plans and specifications including any DEQ imposed conditions of approval and any future DEQ approved amendments to the plans and specifications. Prior to construction, the permittee must submit construction documents for DEQ approval. The construction documents must:
- a. Be consistent with the applicable DEQ-approved design plan(s), including accurate translation of design specifications into construction documents
  - b. Define the construction project team
  - c. Specify material and workmanship requirements to guide the Constructor in executing work and furnishing products
  - d. Include a Construction Quality Assurance (CQA) plan that describes how the project team will monitor the quality of materials and the Constructor's work performance and assure compliance with project specifications and contract requirements
  - e. Include a Health and Safety Plan (HASP) to address any soil disturbances, excavations or other activity that may potentially create risk exposures from the closed contaminated Astoria landfill.
- 5.4 When construction is nearly complete, the permittee must notify DEQ so that an inspection can be made before the facility is placed into operation.
- 5.5 Within ninety (90) days of completing construction, the permittee must submit to DEQ a Construction Certification Report and "as constructed" facility plans. The report must be prepared by a qualified independent party to document and certify that the construction of all required components and structures complies with this permit and the DEQ-approved

design specifications. The "as constructed" facility plans must note any changes from the original approved plans and must be completed and submitted to DEQ.

**Section B – Operations Plan**

- 5.6 The Operations Plan must describe the proposed method of operation of the facility in accordance with all regulatory and permit requirements.
- 5.7 The permittee must revise the Operations Plan as necessary to keep it current and reflective of current facility conditions and procedures. The plan must describe procedures for dealing with cleanup of an oil or hazardous materials spill. The plan must also include the procedure for reporting the spill to the Oregon Emergency Response System (OERS) at 1-800-452-0311. All revisions of the Operations Plan must be submitted to DEQ for approval.

**Section C - Special Waste Management Plans**

- 5.8 Individual Special Waste Management Plans are required as part of the Operations Plan, for certain waste materials that, because of their nature, can be potentially hazardous to human health or the environment and require careful handling at transfer facilities.

The plan must address, among other things, procedures for identification, receipt, handling, storage, spill clean-up and transport for reuse, recovery or disposal of the material at an appropriately permitted facility.

Special wastes requiring individual Plans include but are not limited to:

- a. Non-friable asbestos containing materials;
- b. Septage; and
- c. Sewage sludge and grits.

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**Note:** Special Waste Management Plans are only required if the facility chooses to accept special solid wastes. **Reference:** Guidance on Special Waste Management Plans can be found in OAR 340-093-0190(1) and OAR 340-094-0040(11)(b)(J) and in Section 9.5 of DEQ's *Solid Waste Guidance Municipal Solid Waste Landfills*, dated September 1, 1996.

**6.0 GENERAL OPERATIONS**

**Section A - Facility Operations:**

- 6.1 All facility activities are to be conducted in accordance with the provisions of this permit.
- 6.2 All waste collection and disposal must be operated in a manner which will prevent discharges, health hazards, and nuisance conditions.
- 6.3 The permittee must display this permit, or a photocopy thereof, where it can be readily referred to by operating personnel.
- 6.4 All solid waste transfer vehicles and devices operated by the permittee, and using public roads, must be constructed, maintained, and operated so as to prevent leaking, shifting, or spilling of solid waste while in transit.
- 6.5 Roads from the facility property line to the active operational area must be constructed and maintained to deter, to the maximum extent practical, traffic hazards, dust and mud, and to provide reasonable all-weather access for vehicles using the site.

- 6.6 Equipment of adequate size and design to properly operate the facility must be available at all times. In the event of an equipment breakdown, alternative equipment must be provided, unless an exemption from DEQ is granted in writing.
- 6.7 The area(s) for unloading of solid waste must be clearly defined by signs, fences, barriers, or other devices.
- 6.8 Public access to the facility must be controlled as necessary to prevent unauthorized entry and dumping.
- 6.9 The permittee must post signs at the facility which are clearly visible and legible, providing the following information:
  - a. Name of facility;
  - b. Emergency telephone number;
  - c. Days and hours of operation;
  - d. Authorized and prohibited wastes;
  - e. Solid waste permit number; and
  - f. Operator's address.

***Section B - Environmental Health and Safety:***

- 6.10 Litter that results from facility operation must be controlled such that the entire disposal site and adjacent lands are maintained virtually free of litter at all times. Any debris from the facility must be retrieved and properly disposed of as soon as possible that operational day.
- 6.11 The permittee must control air emissions, including dust, malodors, air toxics, etc. related to disposal site construction, operation, and other activities, and comply with DEQ air quality standards including applicable visible emissions and nuisance requirements in OAR 340-208.
- 6.12 The permittee must manage and monitor stormwater in accordance with all federal and state requirements. If applicable, the permittee must update and implement their Storm Water Pollution Control Plan (SWPCP) consistent with site conditions and their NPDES stormwater permit requirements. In addition, the permittee must keep a current copy of the SWPCP in the facility Operating Record.
- 6.13 The permittee must divert surface and storm water drainage around or away from waste handling and storage areas and must maintain surface water diversion ditches or structures in a serviceable condition and free of obstructions and debris at all times. The permittee must report to DEQ any significant malfunctions or damage and complete repairs within sixty (60) days of discovery of the problem.
- 6.14 The permittee must operate the facility in a manner that deters leachate production to the maximum extent practicable. Leachate must be collected and removed to prevent malodors, public health hazards, and discharge to public waters.
- 6.15 The permittee must provide rodent and insect control measures as necessary to prevent vector production and sustenance.
- 6.16 The permittee must remove all waste from the Transfer Station at least as often as necessary to prevent malodors, unsightliness and attraction of insects or other vectors.
- 6.17 The permittee must clean all transfer containers as needed to maintain a sanitary operating environment, and to prevent malodors, unsightliness, and attraction of insects.

- 6.18 Fire protection must be provided in accordance with plans approved in writing by DEQ and in compliance with pertinent state and local fire regulations. Fires must be immediately and thoroughly extinguished and reported to DEQ within 24 hours.
- 6.19 The permittee must investigate and respond to all complaints it receives regarding facility operations by doing the following:
  - a. Contact the complainant within 24 hours to discuss the problem;
  - b. Keep a record of the complaint, name and phone number of the complainant (when possible), date complaint was received and date of, and response by, the facility operator; and
  - c. Immediately initiate procedures at the facility, when possible, to resolve the problem identified by the complainant.

For odor, litter or dust complaints, the permittee must report to DEQ as soon as complaints are received at the facility from five (5) different businesses and/or individuals about a given event or if an odor event lasts longer than 24 hours without resolution or mitigation.

## **7.0 STANDARD CONDITIONS**

### ***Section A – Responsibility of Permittee***

- 7.1 Issuance of this permit as authorized by Oregon Revised Statutes 459.245 (2) does not relieve the permittee from the responsibility to comply with any applicable federal, state or local laws or regulations including Oregon Revised Statutes, Chapters 459, 459A, 465 and 466; and Oregon Administrative Rules, Chapter 340.
- 7.2 The authorization to accept solid waste will terminate at the time of site closure. After that time no solid waste may be accepted without written authorization by DEQ.
- 7.3 The permittee must apply for a modification to this permit if there is a significant change in facility operations or a deviation from activities described in this document. The permittee must not implement any change in operations that requires a permit modification prior to receiving approval from DEQ.
- 7.4 At any time in the life of the permit, DEQ or the permittee may propose changes to the permit.
- 7.5 Conditions of this permit are binding upon the permittee. The permittee is liable for all acts and omissions of the permittee's contractors and agents and must at all times maintain legal control of the disposal site property.
- 7.6 The permittee must allow representatives of DEQ access to the disposal facility at all reasonable times for the purpose of making inspections, surveys, collecting samples, obtaining data and carrying out other necessary functions related to this permit.
- 7.7 The permittee must report to DEQ any changes in either ownership of the disposal site property or of the name and address of the permittee or operator within ten (10) days of the change.
- 7.8 The permittee must operate the facility in accordance with the approved Operations Plan, including any amendments, approved by DEQ. All plans required by this permit become part of the permit by reference once approved by DEQ.

- 7.9 The permittee must at all times maintain and properly operate all waste collection and disposal facilities to achieve compliance with the terms and conditions of this permit.
- 7.10 In the event the permittee is unable to comply with all the conditions of this permit because of a breakdown of equipment or facilities, an accident caused by human error or negligence, or any other cause such as an act of nature, the permittee must:
- a. Immediately take action to stop, contain, and correct the problem.
  - b. Immediately notify DEQ's Regional office, so that an investigation can be made to evaluate the impact and the corrective actions taken and determine additional action that must be taken.
  - c. Within 5 days of the time the permittee becomes aware of the circumstances, the permittee must submit to DEQ a detailed written report describing the breakdown, corrective action taken, steps taken to prevent a recurrence, and any other pertinent information.

Compliance with these requirements does not relieve the permittee from responsibility to maintain continuous compliance with the conditions of this permit or the resulting liability for failure to comply.

- 7.11 The permittee must keep copies of all records and reports for five years from the date created.
- 7.12 Upon request, the permittee must make all records and reports related to the permitted facility available to DEQ.

***Section B- Property Rights, Liability & Permit Actions***

- 7.13 The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize any injury to private property or any invasion of personal rights, nor any infringement of Federal, State, or local laws, or regulations.
- 7.14 The Director of DEQ may, at any time before the expiration date, modify, suspend, or revoke this permit in whole or in part, in accordance with Oregon Revised Statutes 459.255, for reasons including but not limited to the following:
- a. Violation of any terms or conditions of this permit or any applicable statute, rule, standard, or order of the Environmental Quality Commission;
  - b. Obtaining this permit by misrepresentation or failure to disclose fully all relevant facts; or
  - c. A significant change in the quantity or character of solid waste received or in the operation of the disposal site;
  - d. Changes in state or federal rules which should be incorporated into the permit.
- 7.15 This permit must not be transferred to a third party without prior written approval from DEQ. Such approval may be granted by DEQ only after a permit modification application is submitted to and approved by DEQ and that the transferee agrees in writing to fully comply with all the terms and conditions of this permit and the rules of the Commission.
- 7.16 Violations of any permit condition or any incorporated plan may subject the permittee to civil penalties of up to \$25,000 for each day of each violation. ORS 459.995 (1)(a).



**8.0 DUE DATES SUMMARY**

8.1 The permittee must comply with any event driven schedules identified below as well as any compliance schedules for routine reporting requirements identified elsewhere in this permit.

<b><i>Urgent</i></b> Activity	Permit Section	Due Date
Discovery of prohibited waste: isolate or remove immediately: notify DEQ.	1.2	Within 48 hrs.
Spills: Notify OERs of reportable quantities of a spill	4.2	Immediately
Fires: notify DEQ	6.18	Within 24 hrs
Unable to comply with permit conditions: notify DEQ	7.10	Within 5 days
<b><i>Annual</i></b> Activity		
Annual Solid Waste Compliance fee: submit to DEQ	3.1	July 31
Material Recovery Survey Data: submit to DEQ	3.2	January 25
<b><i>As Needed</i></b> Activity		
Change in ownership, contact information or operator: notify DEQ	7.7	Within 10 days
Landfill Gas Monitoring Workplan	4.3	Within 120 days of permit issuance
Facility Design and Construction Plans including a Health and Safety Plan to address any soil disturbances.	5.2	6 months prior to activity
Construction Certification report	5.5	Within 90 days of completing construction
Revised Operations Plan	5.6	As needed
Complaints	6.19	As needed
Surface or stormwater diversion ditches	6.13	Within 60 days of discovery
Keep copies of records and reports	7.11	For five years from date created

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# OPERATIONS PLAN

Recology Western Oregon- Transfer Station, Inc.

Astoria Transfer Station

1790 Williamsport Road  
Astoria, OR 97103

Revised: November 2013

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Appendix A - Complaint Log

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## **1 Introduction**

### **1.1 Purpose**

The purpose of this plan is to ensure that the facility, Astoria Transfer Station (ATS) is operated in accordance with Oregon Administrative Rules (OAR) 340.096.0040(4). The plan pertains to a Transfer Station and Material Recovery Facility (MRF) operated by Recology Western Oregon-Transfer Station, Inc. (RWO) located at 1790 Williamsport Road Astoria, Oregon. This plan is based upon regulatory requirements, company policy, and accepted service and maintenance practices. The text of the plan describes operational and maintenance procedures for normal operations.

This plan is part of the supporting documentation required by the Oregon Department of Environmental Quality (DEQ) for Solid Waste Permit #382.

### **1.2 Regulatory Requirements**

Operations at the ATS facility are in conformance with the requirements governing solid waste facilities as defined in OAR 340.096.

Any time this operation plan is updated ATS shall submit an updated plan to DEQ for approval prior to implementing operational changes.

### **1.3 Overview of Operations**

The processing building is approximately 18,850 square feet. This two-story building is used to accept and transfer public and commercial municipal solid waste (MSW) or refuse and to collect, sort, store and compact recyclables. The tipping floor is covered by a high metal roof allowing vehicles to drive in, deposit their loads of MSW, and drive out. Within the processing center, recyclable material is tipped and sorted. The one-story office building is approximately 800 square feet and is located southeast of the processing building. There are two other buildings: a scale house and a shed that is used for general storage. All loads delivered to and exiting the facility are weighed by in and out-bound scales, adjacent to the scale house. A public recycling depot is located prior to the scale house.

## **2 Facility Description**

### **2.1 Site Description**

The facility is located on 4.44 acres leased from the City of Astoria. The facility is accessed by Williamsport Road, from Hwy 202. It encompasses tax lot 701, Section 17, Township 8N, Range 9W, City of Astoria, Clatsop County, State of Oregon.

The site is approximately a quarter mile south of the Astoria Column and a half mile north of Youngs River (see attached figure 2). The site is in a remote location that has one access road to the facility.

### **2.2 Facility Layout-Site Access and Egress**

Loads of MSW and recyclable materials are hauled to ATS by commercial or residential customers through a single gate. All vehicles are required to stop at the scale house and weigh prior to tipping their load at the appropriate location. MSW loads are tipped on the tip floor, wood is tipped into a bunker outside the MRF building and commingled recycling is tipped into a separate bunker on the tip floor. Source-separated materials are tipped inside the MRF building. Yard debris and glass are unloaded in separate bunkers out side of the MRF building. Whenever possible, metal will be tipped onto the tip floor and loaded into drop boxes under cover.

The access road leading to the scale house is paved and graveled to deter mud, dust and traffic hazards while providing reasonable all-weather access. The road has sufficient space to accommodate eight vehicles in queue. The road for vehicles in queue to exit the facility can accommodate three vehicles.

### **2.3 Stormwater Management**

The facility stormwater system includes catch basins, stormwater lines, ditches and a manhole. All stormwater discharges to Craig Creek south of the facility. Yard debris, wood, metal and glass are all stored outdoors in bunkers or drop boxes. These materials do have contact with rain and generate stormwater runoff.

The facility is covered under a General NPDES Industrial Stormwater Permit and has an active Stormwater Pollution Control Plan (SWPCP), which is kept up to date.

Appropriate Best Management Practices (BMP's) are in place at ATS to insure protection of stormwater. The location and maintenance of the BMP's are listed in the SWPCP.

### **2.4 Leachate Management**

All materials on the tip floor are under cover and protected from rainwater. Any water that accumulates on the floor (from traffic) is absorbed with incoming loads of dry material. Should any stormwater pool around any outdoor piles it is absorbed with wood chips, booms and/or absorbent materials. These materials are collected with shovels and loaded into a suitable container and disposed of properly.

The yard debris pile is uncovered which exposes the material to stormwater. Straw bales or other absorbent materials are used to absorb leachate from the pile. Should any leachate accumulate from the yard debris pile, it is absorbed with wood chips, booms and/or absorbent materials. These materials are scooped up with shovels and loaded into a suitable container and disposed of properly.

## **2.5 Surface Water and Surface Drainage Control**

The site is configured into four sub-basins. Sub-basin 1 collects stormwater in a catch basin and French drain that discharges into outfall 1 at the north side of the property. Sub-basin 2 collects stormwater in a catch basin from the paved area around the scale house and roads to and from the tip floor, which discharges into outfall 2 on the southeast side of the property. Sub-basin 3 is the roof of the processing building. Downspouts from the roof drain into a manhole, which is considered outfall 3. Sub-basin 4 stormwater runoff flows off site via overland flow.

## **2.6 Sanitary Waste Disposal**

The facility is equipped with a below ground holding tank (approx. 2000 gallons), which accepts wash water and sanitary waste from the office on site. This holding tank is pumped into a mobile above ground tank (approx. 2000 gallons) and then transported by a licensed hauler to the City of Astoria's Waste Water Treatment Plant. In accordance with OAR 340-071-0130(17)(b), a holding tank annual report is submitted to Oregon DEQ, summarizing gallons transported from this tank to the wastewater treatment facility.

## **3 General Facility Operations**

### **3.1 Hours of Operation**

The ATS facility operates Monday through Saturday. The facility is open to the public from 8:00 a.m. to 5:00 p.m., Monday through Saturday, year round. The facility closes to the public at 2:00 p.m. on New Years Eve, Memorial Day, Independence Day, Labor Day, and Christmas Eve. The facility will be closed on Thanksgiving, Christmas and New Years Day. Recology Western Oregon commercial solid waste collection trucks may access the facility 7 days per week. Operating hours may be extended under special or emergency conditions and to accommodate market delivery needs. Standard operating hours are posted at the gate.

### **3.2 Access Control**

Access to the site is controlled by a gate at the entrance from Williamsport Road. This entrance is the only access route to the site for vehicles. Vehicular traffic is limited on both sides of the gate due to large ravines. During non-business hours, the gate is locked to prevent unauthorized entry and dumping. All roads are paved or graveled to deter mud, dust and traffic hazards while providing reasonable all-weather access.

A sign posted prior to the scale instructs vehicles to proceed onto the scale and await directions from an attendant. From the scales, vehicles are directed by site employees to the appropriate area to unload. After unloading, the vehicles weigh out at the scales to complete their transaction and then exit the site. Customers who have loads that don't require a fee to be paid, such as electronic waste, may exit the site without re-weighing at the scale.

### **3.3 Reporting Requirements**

The facility maintains records to document each transaction. Scale tickets document the weight of all fee loads entering the facility and the quantity of recyclable and residual material exported off site.

RWO's management maintains the records for the site. Reports will be submitted to DEQ as required by permit, regulatory requirements, franchise obligations and business objectives. The information recorded is sufficient to generate the information needed to meet all reporting obligations as follows: A list of load designations by category, outgoing load weights, a list of all unacceptable waste received at the facility, and monthly yardage received by material type.

### **3.4 Opportunity to Recycle**

Public vehicles with recyclable materials will be able to utilize the recycling drop off station (depot) at the facility. The depot has specific containers labeled for each recycling commodity received at the site. Once full, these containers are unloaded with other bulk materials and stored for shipping.

All materials deemed recyclable are recycled. This may include, but not limited to, wood, yard debris, metal, cardboard, certain plastics, glass, appliances, commingled recyclables, batteries,



and e-waste. As markets for other recyclables are developed, ATS continually seeks to maximize diversion from landfilling.

### **3.5 Litter Prevention**

Litter around the building, fence, parking area, public depot and entrance is removed as needed. Access roads and adjacent properties are inspected daily and maintained in a reasonably litter free condition. Any litter or debris that escapes the facility will be retrieved (if it is safe to do so) and properly disposed of. Wind is a contributing factor to litter control at the facility, however, every effort is made to control litter.

### **3.6 Vector Prevention and Control**

Vectors, such as flies, rodents, and birds are minimized by shipping all materials as soon as practicable from the ATS facility. All MSW will be loaded into a transfer trailer or container by the end of the operational day (unless under emergency operations this task is not feasible). The facility is also contracted with a pest control company who performs regular preventative maintenance to deter pests from the site and extermination services as needed.

This site is geographically located in an area where seagulls are prevalent. Control techniques such as: regular hazing by the site staff, reducing the availability of the tip floor to the gulls, and minimizing the food attraction will all be used to keep the population of gulls to a manageable level. In the event that the gull population threatens to become a concern, ATS will investigate alternative means of hazing and distraction techniques, which may include falconry, depredation or pyrotechnics.

### **3.7 Dust, Odor, and Noise Control**

ATS is designed and operated to minimize dust. The facility design minimizes dust generation by using a tipping floor rather than a pit design. Because materials only fall a short distance, dust generation is significantly reduced.

The Operations Supervisor or his/her designee screens incoming loads for odor problems. Incoming materials with notable odors are given loading priority so that they can be quickly placed into a container, covered and transferred from the facility.

If an odor complaint is received in writing or by telephone, it will be logged in the complaint log described in section 3.10. The Operations Supervisor or his/her designee will attempt to determine what waste materials were received during the period of the complaint by reviewing the incoming waste loads. If nothing unusual is identified by this review, the Operations Supervisor will interview all site staff to determine if anything unusual was identified. If a particular load is identified and is still present on-site, the Operations Supervisor will ensure that it is loaded into a trailer or container and shipped off site for disposal. The Operations Supervisor will also notify the generator of the odorous material, if possible, and provide them with a verbal warning.

The facility is designed and operated to minimize noise. ATS is located in a small valley surrounded by trees and shrubbery. There is a small residential house development near the site. All equipment has appropriate mufflers and other noise reducing mechanisms.

### **3.8 Equipment Washing Facilities**

Every effort is made to wash equipment offsite. If a machine must be rinsed off for maintenance purposes, it is done without soap. Wash water is contained and absorbed by performing the washing on a bed of absorbent material surrounded by temporary berms. The absorbent bed and berms are constructed using wood chips, eco bags, and/or other absorbent materials. No wash water is discharged to the storm system using this method. Alternatively, washing of equipment may be conducted on the tip floor, where water would be directed to the holding tank for disposal offsite.

### **3.9 Facility Operation Equipment**

Facility operation equipment used at the site includes the following:

- 2- Excavators
- 1- Mini-Excavator
- 1-Wheel End Loader
- 1-Propane Forklift
- 1-Baler
- 2-Yard Trucks
- 1-Roll-Off Truck

Additional equipment from other RWO facilities or local rental agencies would be available in the event that onsite equipment was taken out of commission for any reason.

#### **3.9.1 Maintenance Records and Schedules**

All equipment used in the onsite operations, as well as RWO owned and/or operated vehicles used to transfer or transport solid waste to and from the facility is maintained to prevent leaks and spills from occurring. Vehicle maintenance is performed on a regularly scheduled basis by a mobile RWO mechanic. Maintenance records for all RWO operating equipment is maintained by RWO's fleet department, and will be made available for inspection to DEQ upon request.

#### **3.9.2 Maintenance Materials**

Maintenance materials used on-site may include the following: New oils, coolants, grease, tools from the mobile maintenance van, and an air compressor. Liquid materials, such as oils or coolants, are all stored indoors in properly labeled and sealed containers to prevent accidental spills or releases to the environment.

### **3.10 Complaint Response Procedures**

Complaints are accepted in writing, by telephone, via e-mail or in person. The telephone is staffed during normal office hours. A message machine answers calls after hours. The

Customer Service Department assures that all complaint calls are forwarded to the Operations Manager. Each complaint is recorded within the onsite complaint log. The complainant is contacted by the Operations Manager or their designee if possible and informed how the complaint will be addressed. A written record of all complaints received, including date, time, complainant's name, phone number and address (if available), specific nature and response action is maintained in the Complaint Log (See Appendix A).

## 4 Waste Handling Operations

### 4.1 Solid Waste

ATS is permitted to accept solid waste as defined in ORS 459.005 including putrescible and non-putrescible wastes, garbage, rubbish, refuse, ashes, waste paper and cardboard.

“Solid Waste” **does not** include:

- a. Materials contaminated with or containing asbestos;
- b. Batteries;
- c. Hazardous waste;
- d. Regulated medical and infectious wastes;
- e. Liquid waste;
- f. Oil other than collected in source separated residential curbside programs;
- g. Vehicles;
- h. Appliances and;
- i. Tires;
- j. Sewage sludge, septic tank or cesspool pumpings.

Loads containing solid waste will be directed onto the tip floor for unloading. The equipment operator will observe the unloading process and inspect the load. If any unacceptable material is found, it will be reloaded onto the vehicle and returned to the generator when possible, or stored and managed in accordance with state and federal regulations.

After the load is inspected, it will be loaded into a transfer trailer for disposal at a licensed disposal facility. The tipping floor will be free of all solid waste material at the end of every business day. The contracted hauler is required to have empty trailers at all times for loading purposes.

### 4.2 Unacceptable Waste

All incoming waste materials are screened visually, first by the scale house (to the best of their ability) and then by the equipment operators on the tip floor to detect any unacceptable waste. Any loads found to contain unacceptable waste are not allowed to be deposited onto the tip floor. If prohibited or unacceptable waste is found after the load had been tipped, it will be reloaded into the vehicle and returned to the generator when possible, or stored and managed in accordance with state and federal regulations. Customers may be charged for proper disposal of unacceptable materials that are inadvertently accepted, if the offending customer can be identified.

Unacceptable wastes are segregated for proper characterization and management. A log of such materials will be filled out for each incident. (See Appendix B.)

#### 4.2.1 Asbestos Containing Waste Materials

ATS is neither designed nor permitted to accept regulated asbestos containing waste materials (ACWM). As a result, our procedures are intended to exclude these materials from being knowingly received. If asbestos containing material is received, the basic procedure is to isolate that portion of the tip floor by cording it off with safety cones and/or tape, stop operations in that

area until the ACWM is removed either by the generator or a licensed asbestos handling contractor. The material will be wetted down and double bagged for disposal. Sampling will only be performed by a trained and qualified individual. Laboratory analysis will be completed by a qualified independent laboratory.

Infectious wastes and explosives, including small arms ammunition are not accepted under any circumstances. If infectious wastes are found, a trained RWO employee will handle the material in an approved manner by properly packaging it for disposal at an infectious waste facility. If under any circumstances, explosives are found at the transfer station or on the tip floor, the local law enforcement will be called to handle the explosives.

Potentially hazardous wastes must be removed from the site within 90 days.

#### **4.3 Catch Basin Waste**

ATS will accept catch basin cleanings from stormwater-only drainage systems (including catch basin cleanings from the ATS catch basins onsite). All customers (including ATS) wishing to dispose of catch basin waste at the facility must first run analytical testing on the waste to ensure it is non-hazardous. Testing frequency will be at least annual, unless the facility's drainage system has been contaminated by a spill or release, or any other significant change in operations at facility. Representative samples should be collected and analyzed for the following parameters:

- Flash Point
- RCRA 8 Metals
- SVOC's
- VOC's
- pH

Trained environmental staff will evaluate analytical results prior to accepting catch basin wastes. To ensure ATS is not shipping liquid to the landfill, clean wood chips (obtained from nearby suppliers) and other MSW already destined for the landfill will be used to absorb liquids prior to placement into the trailer. Prior to leaving the facility, a trailer containing catch basin waste will be examined to ensure no liquids are leaking from it.

## 5 Salvage and Recycling Operations

### 5.1 Salvage Operations

Equipment operators will sort and separate recyclable materials from the solid waste on the tipping floor. All salvaged materials will be segregated in proper containers which will be transported to the processing center for the proper recycling markets. Salvaging will be done in a controlled and orderly manner as to not be unsightly or attract vector harborage.

### 5.2 Recycling Operations

All recyclable materials are collected and stored in an orderly and controlled manner at the ATS facility. Due to the fluctuation of recycling markets and the remote location of the facility, materials may be stored up to and over one week's time.

Yard debris will be placed in drop boxes on a daily basis to prevent any decomposition of material in the bunker. Loaded yard debris drop boxes will not be held on site for longer than one week, unless issues arise with the receiving facility.

Scrap metal is unloaded under cover on the tip floor, and then loaded into drop boxes within 48 hours of the material being unloaded. Scrap metal is hauled by a qualified vendor to market, once two full boxes are accumulated.

Freon is removed from white goods (appliances) by a qualified vendor approximately once every two weeks. After Freon is removed from the appliances the equipment operator (s) sets them inside a drop box for scrap metal recycling.

Glass is unloaded into a bunker outside of the processing building. It is loaded into drop boxes on an as needed basis. Full drop boxes are stored on site until they are hauled to market, which typically occurs once a month.

Used oil dropped off by customers and off loaded from RWO's collection company is poured into a tank and stored until a qualified vendor picks it up for recycling, which typically occurs twice a month.

Cardboard is compacted into bales and then stored undercover, until a full load can be picked up by a contracted hauler and taken to market, typically every two weeks.

Wood is tipped into a bunker outside the MRF building and then loaded into drop boxes and hauled to market.

Commingled recycling materials are stored in a bunker on the tipping floor. A tractor trailer is loaded once enough material is collected, estimated to occur once every two to three days. The trailer is then hauled by a contracted hauler to a recycling facility.

### 5.3 Electronic Waste (E-Waste)

Oregon law prohibits any person from disposing of computers, monitors and televisions (collectively known as “covered electronic devices” or CEDs). It also prohibits solid waste disposal facility operators from knowingly accepting these devices for disposal, and requires site operators to implement a program to prevent acceptance of these devices for disposal. The following elements make up the program implemented at ATS.

A sign is posted prior to the scale listing the prohibited disposal of items at ATS and what is accepted as recyclable material.

The sign indicates that the following CEDs are prohibited from disposal but accepted for recycling:

- Covered Electronic Devices (computers, monitors, and T.V.’s)

The weigh masters will:

- Ask the customer if there are any prohibited materials, including CEDs, in the load;
- Enumerate the entire list of excluded materials for anyone appearing to be unsure or careless in responding;
- Observe the load for indications of prohibited wastes; and
- Notify, by handheld radio, an equipment operator or other designated employee if suspicious of customer or load.
- If e-waste is found in a load destined for disposal, the following measures will be implemented to determine where the e-waste originated:
- Question the driver about the material, if available, and direct the driver to the designated e-waste drop off location for recycle or reuse.
- If customer is not available but source of e-waste can be determined, contact customer after the first occurrence to inform the customer of the disposal ban, in order to prevent e-waste in future loads.
- If no ownership can be established, segregate the waste and place in the designated e-waste drop off location for recycle or reuse.

The following procedures will be taken for safely managing CEDs received for disposal.

#### **Whole or Intact CEDs:**

- Whole or intact CEDs found for disposal will be safely removed and transported, where practical, to the on-site e-waste location and placed in sturdy, secure containers such as Gaylords or on pallets which will be periodically reloaded into trucks for transport to recycling facilities. The Gaylord containers and pallets will be secured to minimize damage during shipping.
- Containers which include any Cathode Ray Tubes (CRTs) not destined for reuse will be labeled (“CRTs for recycling”), stored and shipped according to the CRT regulations.

- A whole or intact CED destined for disposal will not be removed from the disposal site if the safety of any transfer station employee is jeopardized, as determined by the on-site supervisor.

#### **Broken CRTs and CEDs:**

When broken CEDs or CRTs are found for disposal the following procedures will be implemented:

- **Broken CRTs:** A CRT is broken if the glass is broken or the vacuum seal has been released. These should be managed as used, broken CRTs and, if possible, the following procedures should be taken.
  - Segregate and remove the waste in a safe manner. For example, clean up of broken CRTs at transfer stations or material recovery facilities includes:
    1. Inform supervisor of breakage
    2. Isolate area for clean up
    3. Put on proper PPE, gloves, dust mask and safety goggles
    4. Gently collect debris using designated small broom and dust pan
    5. Place debris in designated plastic bag
    6. Lightly spray area with water and clean up any residue with paper towels
    7. Place paper towels, gloves, and dusk mask into designated bag
    8. Seal bag and place into a second designated bag
    9. Dispose in designated “universal waste” disposal container
- **Broken CEDs (i.e. computer towers and other non-CRTs):** the CED will be safely removed, where feasible, and placed in the designated on-site e-waste location for recycling or reuse.
- **Severely Damaged CEDs:** A CED is too severely damaged to be reused or recycled when either 1) it cannot be identified as a CED, 2) the CED is no longer “whole or intact”, or 3) removal of the CED for reuse or recycling places the safety of the customer or transfer station employee at risk. Severely damaged CEDs will be disposed of in a way that poses the least amount of risk to the transfer station customers and its employees.

E-waste is stored in gaylords or on pallets shrink wrapped, inside the processing building and/or a 40 foot storage container while waiting for pick-up by a qualified vendor. Do to the vicinity of the facility up to 12 gaylords or pallets of each, covered electronic devices and miscellaneous electronics, may be stored prior to a shipment.



## **6 Contingency Plan**

### **6.1 Safety Program**

Monthly safety committee meetings are held and recorded for the facility. Any training sessions or safety meetings held for facility employees are lead by either the Safety Manager or the Operations Supervisor or other qualified supervisor or trainer, and are documented. Regular inspections are completed at the facility to ensure employees are wearing proper personal protective equipment, fire extinguishers are in good working condition, etc. All safety concerns, problems and violations shall be reported immediately to the RWO Operations Manager and the Safety Manager.

### **6.2 Emergency Contacts**

A detailed list of Emergency Contacts is included within the facility's Emergency Preparedness and Contingency Plan, which is kept onsite at the facility.

Fire/Medical Emergencies Dial:	911
ODEQ:	503-229-5263
Oregon Emergency Response Services (OERS)	800-452-0311
RWO Environmental Manager	503-849-9114
RWO Safety Manager	971-300-7553
Spill Response- National Response Center	800-424-8802

### **6.3 Emergency Access**

Operations Supervisor:	Mark Kalar	503-437-4620
Fleet & Facilities Supervisor:	Kurt Hayrynen	503-739-6084

### **6.4 Personal Protective Equipment**

All persons working at ATS will wear the following personal protective equipment (PPE): Reflective clothing, gloves, safety glasses and hearing protection as appropriate.

### **6.5 Onsite Emergency Equipment**

Fire extinguishers are maintained on the mobile equipment and at strategic locations throughout the facility. An eyewash station is located inside the processing building and eye wash solution is also available the first aid cabinets. First aid cabinets are located in the office trailer and inside the processing center.

## **6.6 Spill Prevention and Response Procedures**

Oil absorbent materials including pads and booms are stored near material storage areas. These materials will allow RWO employees to quickly contain accidental spills or leaks resulting from equipment failure. Additional spill response procedures are outlined within the Emergency Preparedness and Contingency Plan and Spill Prevention, Control and Countermeasure (SPCC) Plan for the facility.

## **6.7 Disposal Procedures for Prohibited Waste**

Any prohibited waste that is discovered in a load brought to ATS is addressed on an individual basis. All prohibited items will be disposed of properly by the ATS facility.

## **6.8 Facility Closure Plan**

If for any reason the facility should be closed, all effected parties will be provided as much advanced notice as circumstances allow. In the event of a permanent closure the following tasks will be performed:

1. Waste materials will be removed from the facility.
2. The tipping floor and trailer loading area will be thoroughly swept and cleaned.
3. Debris will be removed from site drains, sumps and catch basins.
4. Litter around the facility will be removed.
5. The fence and gate will be left intact and the access gate will be locked.
6. All regulatory agencies will be notified as required by applicable law, regulations and permits.

## **7 Job Descriptions and Training**

### **7.1 Description of Personnel Duties**

ATS Operations Supervisor is responsible for personnel, equipment and operations. The Supervisor is responsible for ensuring that proper operational practices are maintained and that the site is operating in conformance with the engineering plans and applicable regulating requirements. The ATS Supervisor conducts routine facility inspections to ensure safe and sound operations.

Equipment Operators are responsible for operating all equipment and ensuring that all materials are handled properly and efficiently. Equipment operators direct vehicles to proper unloading locations and inspect loads after dumping for suspicious or unacceptable waste. Equipment Operators will also conduct litter patrol and clean up of the facility grounds.

Weigh Masters are responsible for scaling loads, visual load checking (to the best of their ability), and accepting payment from customers. Weigh masters may also direct vehicles to proper unloading locations and notify equipment operators of any suspicious load.

Equipment Maintenance Personnel are responsible for maintaining the effective operation of all equipment. The equipment maintenance personnel perform maintenance from a mobile tool van and come daily to the ATS facility from another RWO facility. They are appropriately trained on the procedures, controls and functions of the equipment used at the facility.

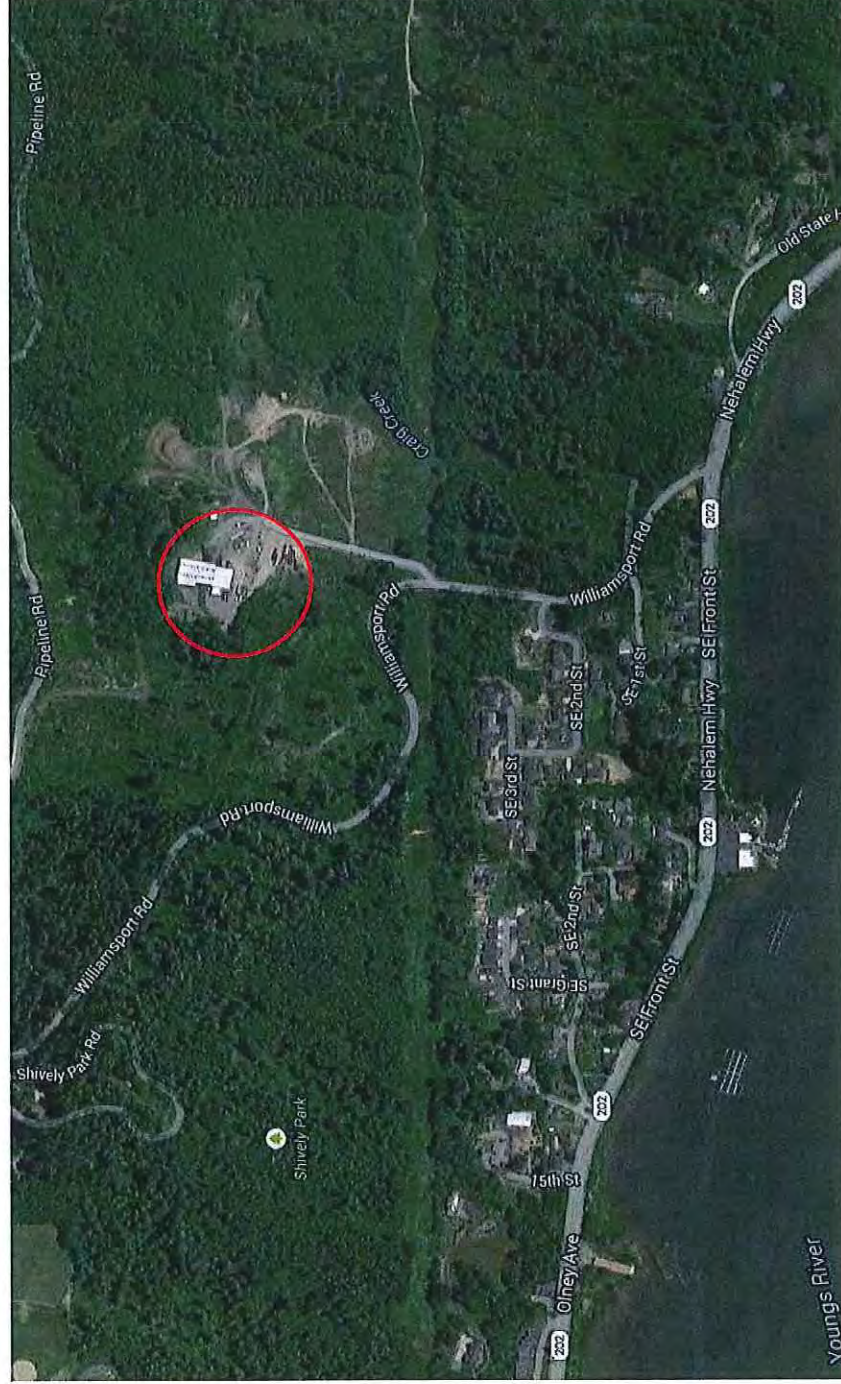
### **7.2 Personnel Training**

All ATS facility personnel are trained on the following:

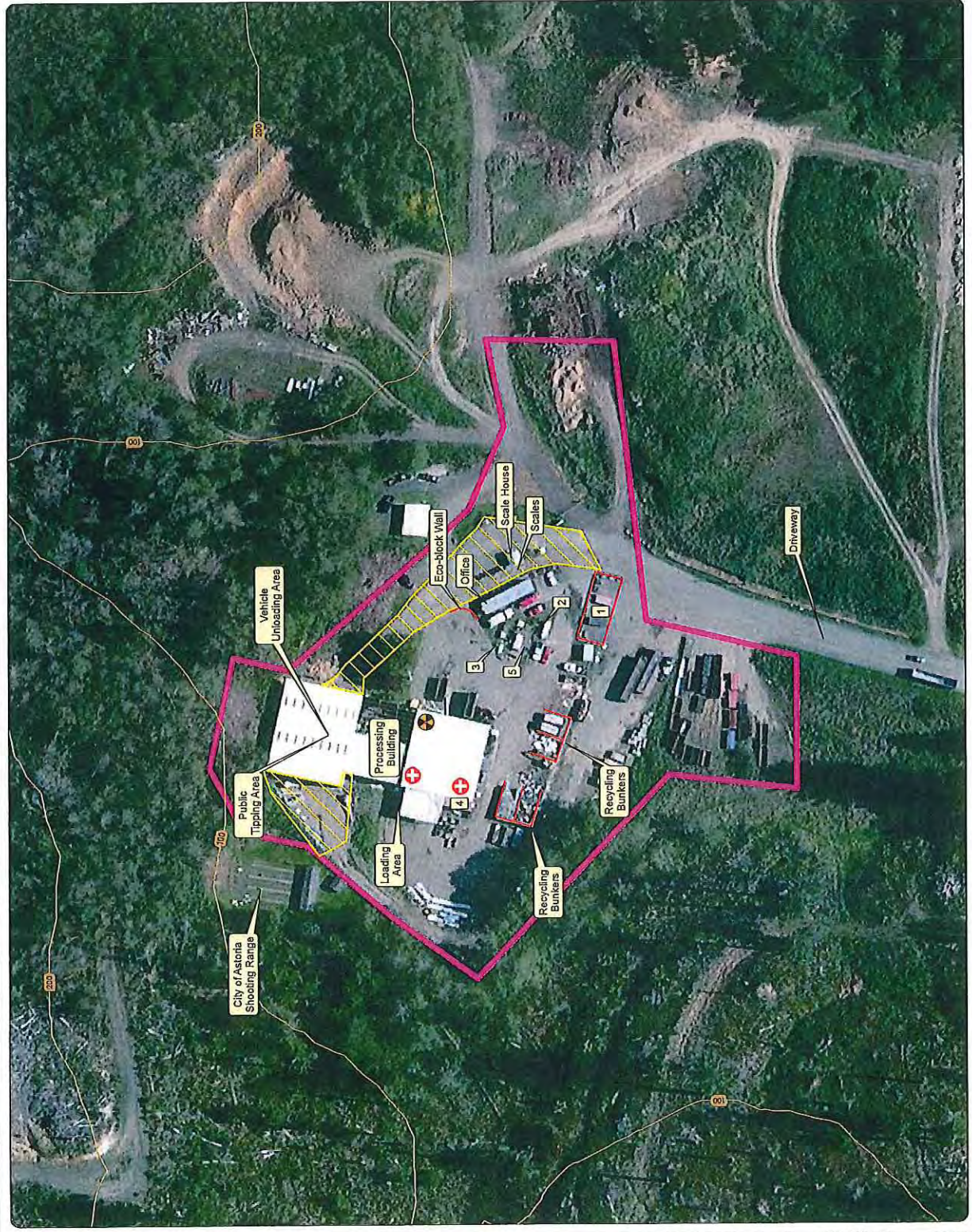
- Applicable operations equipment.
- PPE to be worn and used properly.
- Emergency procedures including fire, medical, violence and accidents.
- Spill prevention and response.
- Firefighting equipment and procedures.
- Dust and nuisance prevention and control procedures.
- Monitoring of all incoming loads.
- Stormwater awareness.
- Requirements of facility permits and plans.

## Figures

Figure 1 - General Location Map

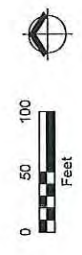


Astoria Transfer Station 1790 Williamsport Road, Astoria, Oregon 97103



**Figure 2**  
**Site Features**  
 Recology Western Oregon  
 Astoria Transfer Station  
 Astoria, Oregon

- Legend**
- Hazardous Waste Storage Area
  - Spill Kit
  - Recycling Bunkers
  - Extent of Pavement
  - Contours
  - Property Boundary
  - 1 Public Recycling Area
  - 2 Wastewater Tank
  - 3 Propane Tank
  - 4 Containment Area (Used Oil and Diesel Tanks)
  - 5 Wastewater Vaults



Source: Aerial photograph obtained from ESRI, Inc. ArcGIS Online/Bing Maps.

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Appendix A  
Complaint Log





Appendix B  
Unacceptable Waste Form



# Unacceptable Waste Form

Use this form to report and track unacceptable waste delivered to the facility. Information to complete this form is collected by RWO staff. Fill out the form and forward to the Environmental Compliance Department via email. Also, place this copy in the Unacceptable/Rejected Waste Log book in the office.

RWO Facility Location: \_\_\_\_\_

Date of incident: \_\_\_\_\_ Time of incident: \_\_\_\_\_

Type of Incident (check one):  asbestos containing waste  paint  infectious waste  Haz-waste  other

If "other" is checked above, please specify: \_\_\_\_\_

Area: \_\_\_\_\_

Witness: \_\_\_\_\_

**Hauler info:**

**Generator info:**

Company Name: \_\_\_\_\_

Generator Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Truck#: \_\_\_\_\_

Address: \_\_\_\_\_

**Initial Inventory of waste:**

Hazard Description (container type, commercial waste?)

Est. amount (gal./lbs.)

Corrosive		
Toxic		
Flammable		
Med Waste		
ACW		
Other		

Photo's taken?    Y    N

RWO staff notified:    Who: \_\_\_\_\_    Date: \_\_\_\_\_    Time: \_\_\_\_\_

Who: \_\_\_\_\_    Date: \_\_\_\_\_    Time: \_\_\_\_\_

Comments:

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RECEIVED

APR 25 2016

COMMUNITY DEVELOPMENT  
CENTER

April 16, 2016

**VIA EMAIL**

Ms. Wendy Stassens, Chair  
City of McMinnville Planning Commission  
231 NE Fifth Street  
McMinnville, OR 97128

Re: Application by Recology for Approval to Establish a Transfer Station.

Dear Chair Stassens and Members of the McMinnville Planning Commission:

I am writing to support Recology's transfer station application at 2200 Orchard Avenue in McMinnville, Oregon. I've had an opportunity to review the application and discuss the project with Fred Stemmler of Recology. I support the application for several reasons.

The first priority is acknowledging that our community currently lacks the infrastructure to handle our waste when the local landfill closes. Business and residents in our community need to have assurances that waste solutions are available and functioning in the future. Failure to address this issue can and will be potentially catastrophic and costly. This transfer station proposal meets this critical need and concurrently introduces new opportunities for improved recycling.

Under present conditions, all of the waste collected from McMinnville businesses and residents heads to the landfill without any opportunity to recover materials. The proposed transfer station will allow Recology to separate waste and efficiently recover recyclable materials that can then be recycled, salvaged, reused, etc. This makes sense for our community and environment.

Potential negative impacts related to a transfer station operation in our surrounding industrial area and the residential area were an initial concern when I heard of the project and related application. Based on my review of the application and my discussion with Mr. Stemmler, I'm confident these concerns will be adequately addressed by Recology. Recology's current facility is required to meet stringent standards for odor, pest, noise and litter control and has a strong track record to support their application (*see recent inspection of the facility by the Oregon Department of Environmental Quality in application*). I am convinced that the transfer station will be able to control any odor and litter so that none of McMinnville's business and homes are adversely affected by the transfer station.

Finally, I understand that while new trips will be generated by the transfer station, those trips will almost exclusively occur during non-peak travel times; i.e. other than when people are going to

Ms. Wendy Stassens, Chair  
April 16, 2016  
Page 2

or from work or school. These additional trips generated as a result of transfer station operations seem reasonable (*see Traffic Analysis in application*) and will not negatively impact our business.

I support Recology's application. Recology has been a great business neighbor with a proven track record of operating its current facility in a positive and community focused manner. This application addresses the long term waste disposal and recycling needs of this community and ensures our homes and businesses have the resources and ability in place to meet these critical needs.

Very truly yours,



---

Jeremy J. Lodge

VP of site operations MPCO

MEGGITT