

**Planning Commission
Thursday, November 16, 2023
5:00 PM Work Session
6:30 PM Regular Meeting**

HYBRID Meeting

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

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

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

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

Meeting ID: 893 6863 4307

Meeting Password: 989853

Public Participation:

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

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

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

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

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

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.

Commission Members	Agenda Items
Sidonie Winfield, Chair	5:00 PM – WORK SESSION – Work Plan Development - (Exhibit 1)
Gary Langenwalter Vice - Chair	6:30 PM – REGULAR MEETING
Matthew Deppe	1. Call to Order
Rachel Flores	2. Citizen Comments
Sylla McClellan	3. Public Hearings:
Meg Murray	A. <u>Quasi - Judicial Hearing: Planned Development Amendment (PDA 5-23), Three Mile Lane Review (TML 4-23), Landscape Plan Review (L 38-23 and Minor Variance (VR 3-23), Southern end of SE Norton Lane (West of Norton Lane) – (Exhibit 2)</u>
Brian Randall	<i>(Continued from November 2, 2023)</i>
Beth Rankin	Requests: Concurrent review and approval of four applications for the Norton Landing 138-unit multi-dwelling development, which consists of seven three-story buildings: a Planned Development Amendment for approval of a Master Plan (PDA 5-23); a Three Mile Lane Review (TML 4-23), a Landscape Plan Review (L 38-23), and a Minor Variance (VR 3-23). Tax Lot R4427 00701
Dan Tucholsky	Applicant: Reiter Design Architect Incorporated c/o Scott Reiter, on behalf of property owner KWDS, LLC c/o Chad Juranek.
	B. <u>Legislative Hearing: Comprehensive Plan Amendment and Zoning Ordinance Amendment (Docket G 3-22) – (Exhibit 3)</u>
	<i>(Continued from September 21, 2023)</i>
	Proposal: THE CITY OF MCMINNVILLE IS PROPOSING AMENDMENTS TO THE MCMINNVILLE COMPREHENSIVE PLAN AND ZONING ORDINANCE FOR A NATURAL HAZARDS INVENTORY AND MANAGEMENT PROGRAM, AS FOLLOWS: Amendment to the McMinnville Comprehensive Plan, Volume I - Background Element, adopting the Natural Hazards Inventory and Management Program Options and Recommendations; amendment to the McMinnville Comprehensive Plan, Volume II – Goals and Policies, adding a new Chapter XI, entitled Natural Features; amendments to the McMinnville Municipal Code, Chapters 17.48, Flood Area Zone, and Chapter 17.49, Natural Hazard Overlay Subdistricts; and the adoption of the Natural Hazard Mitigation Zone (NH-M) and Natural Hazard Protection Zone (NH-P)
	Applicant: City of McMinnville

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

*Please note that these documents are also on the City’s website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.

4. Commissioner Comments

5. Staff Comments

6. Adjournment

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

*Please note that these documents are also on the City's website, www.mcminnvilleoregon.gov. You may also request a copy from the Planning Department.



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

EXHIBIT 1 – STAFF REPORT

DATE: November 16, 2023
TO: Planning Commission Members
FROM: Heather Richards, Community Development Director
SUBJECT: Work Session – Workplan Development

Report in Brief:

This is a work session to discuss the Planning Division’s workplan for the next five years.

Background:

The Planning Division utilizes a five year work plan to develop a responsive planning program that serves the community of McMinnville. (Please see Attachment A – Planning Work Plan 2021-2025).

This was originally put together after a program assessment in late 2017 (Please see Attachment B - 2017 SWOT Assessment and Attachment C - Planning Program Assessment, 2017).

Discussion:

Staff has reviewed the planning program assessment and identified what has been accomplished, is underway and is planned to be started in 2024-2025. (Please see Attachment D – Review of 2017 Planning Program Assessment).

Staff has also prepared a 2024 – 2029 draft work plan for discussion based on the planning program assessment and some items that planning commissioners have expressed an interest in accomplishing. (Please see Attachment E - 2024 - 2029 Draft Work Plan).

Attachments:

- Attachment A: 2021 – 2025 Planning Work Plan
- Attachment B: Planning Program SWOT - 2017
- Attachment C: 2017 Planning Program Assessment
- Attachment D: Review of 2017 Planning Program Assessment
- Attachment E: 2024 – 2029 Work Plan - Draft

THE CITY OF MCMINNVILLE MISSION:

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



THE PLANNING DEPARTMENT ACHIEVES THIS BY:

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

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

2021 – 2025 PLANNING COMMISSION WORK PLAN

MCMINNVILLE PLANNING DEPARTMENT – SWOT (2017):

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

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

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
<u>COMMUNITY PLANS</u>	Economic Development Strategy	NEVER DONE				X			\$60,000	.5 FTE for 1 Year
	ADA Transition Plan	NEVER DONE	FEDERAL	2012	2012	X			\$150,000	.25 FTE for 1 Year
	Affordable Housing Plan	NEVER DONE				X			\$60,000	.5 FTE for 1 Year
<u>SPECIAL INTEREST PLANS</u>	Downtown Plan	2000		Every 10 Years	6 Years Past Due		X		\$100,000	.5 FTE for 1 Year
	Three Mile Lane	1994		Every 10 Years	12 Years Past Due	X			\$25,000	.25 FTE for 1 Year
	NE Gateway District							X		N/A
	Airport Master Plan					X				
	Highway 99 Corridor Study	NEVER DONE					X		\$150,000	.5 FTE for 1 Year
	Area Plans – 100 Acres or More	NEVER DONE					X		\$150,000	.25 FTE for 1 Year
	City Center Housing Strategy	NEVER DONE				X			\$150,000	.25 FTE for 1 Year
	University District	NEVER DONE					X		\$50,000	.25 FTE for 1 Year

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
ZONING ORDINANCE	Comprehensive Review and Update: <ul style="list-style-type: none"> • Procedures • Zones – Land Uses • Wireless Communications • Sign Code 	1980s – 1990s	STATE	Every 4 – 10 Years	20 Years Past Due	X			In-House	.5 FTE for 5 Years
	Great Neighborhood Principles	NEVER				X			In-House	.25 FTE for 1 Years
	Master Plans	NEVER				X			In-House	.25 FTE for 1 Years
	Site and Design Review: Commercial Multi-Family Public Facility	NEVER				X			In-House	.25 FTE for 1 Years
	Design Standards: Commercial Residential Public ROW	NEVER (Except for Large)				X			In-House	.25 FTE for 1 Years
OTHER PROCESSES	Annexations					X			In-House	.25 FTE for 1 Years
	Resiliency Plan						X			

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

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
COMMUNITY PLANS DONE	Economic Development Strategy	NEVER DONE				X			\$60,000	.5 FTE for 1 Year
2024-2025	ADA Transition Plan	NEVER DONE	FEDERAL	2012	2012	X			\$150,000	.25 FTE for 1 Year
2024	Affordable Housing Plan	NEVER DONE				X			\$60,000	.5 FTE for 1 Year
SPECIAL INTEREST PLANS	Downtown Plan	2000		Every 10 Years	6 Years Past Due	X			\$200,000	.5 FTE for 2 Year
DONE	Three Mile Lane	1994		Every 10 Years	12 Years Past Due	X			\$225,000	.25 FTE for 3 Year
	NE Gateway District							X		N/A
UNDERWAY	Airport Master Plan					X				.10 FTE for 1 Year
	Highway 99 Corridor Study	NEVER DONE					X		\$150,000	.5 FTE for 1 Year
UNDERWAY	Area Plans – 100 Acres or More	NEVER DONE				X			\$250,000	.25 FTE for 1 Year
DONE	City Center Housing Strategy	NEVER DONE				X			\$150,000	.25 FTE for 1 Year
	University District	NEVER DONE					X		\$50,000	.25 FTE for 1 Year

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
ZONING ORDINANCE DONE	Comprehensive Review and Update: <ul style="list-style-type: none"> Procedures Wireless Communications Sign Code 	1980s – 1990s	STATE	Every 4 – 10 Years	20 Years Past Due	X			In-House	.5 FTE for 2 Years
DONE	Great Neighborhood Principles	NEVER				X			In-House	.25 FTE for 1 Years
DONE	Master Plans	NEVER				X			In-House	.25 FTE for 1 Years
	Site and Design Review:l	NEVER				X			In-House	.25 FTE for 1 Years
DONE	Design Standards: Commercial Residential	NEVER (Except for Large)				X			In-House	.25 FTE for 2 Years
UNDERWAY	Transfer of Density for Natural Features					X				.25 FTE for 2 Years
UNDERWAY	Natural Hazards Overlay District					X				.25 FTE for 2 Years
UNDERWAY	Landscape Chapter					X				.25 FTE for 1 Year
UNDERWAT	Natural Resources					X				.25 FTE for 2 Year
UNDERWAY	Historic Landmarks Demolition					X				.25 FTE for 6 months
2024-2025	Innovation Special District					X				.25 FTE for 2 Year
2024-2025	Commercial Design Review Standards						X			.5 FTE for 6 months
	Industrial Design Standards							X		.5 FTE for 6 months

TYPE OF PLAN	PLAN	LAST DONE	REQUIRED	UPDATE NEEDED	SHOULD HAVE BEEN UPDATED	HIGH PRIORITY	MEDIUM PRIORITY	LOW PRIORITY	CASH RESOURCE	STAFF RESOURCE
	Downtown Design Review Overlay Update						X			.5 FTE for 1 Year
	Planned Development Update						X			.25 FTE for 1 Year
	Land Division Standards Update						X			.5 FTE for 6 months
COMPREHENSIVE PLAN UPDATES	Chapter 5 – Cultural / Natural Resources					X				.25 FTE for 2 Years
UNDERWAY	Chapter 7 – Natural Hazards					X				.25 FTE for 2 Years
UNDERWAY	Chapter 8 – Parks					X				.25 FTE for 6 months
OTHER PROCESSES DONE	Annexations					X			In-House	.25 FTE for 1 Year
	Resiliency Planning						X			.25 FTE for 1 Year

2024 – 2029 PLANNING WORK PLAN - DRAFT

THE CITY OF MCMINNVILLE VISION: A collaborative and caring city inspiring an exceptional quality of life.

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

THE PLANNING DIVISION ACHIEVES THIS BY: Providing excellent customer service, public engagement, and proactive planning programs to promote McMinnville as the most livable and prosperous city in the state of Oregon now and into the future.

Work Product	2024-2025	2026-2027	2028-2029
<p>Long-Range Plans</p>	<p><u>2024</u></p> <ul style="list-style-type: none"> • Southwest Area Plan • Airport Master Plan • Downtown Master Plan • Transportation System Plan • Housing Production Strategy • Growth Planning – Land Use Efficiencies <p><u>2025</u></p> <ul style="list-style-type: none"> • UGB Alternatives Analysis • ADA Transition Plan 	<p><u>2026</u></p> <ul style="list-style-type: none"> • • • • <p><u>2027</u></p> <ul style="list-style-type: none"> • Riverside South Area Plan • Urban Reserve Area 	<p><u>2028</u></p> <ul style="list-style-type: none"> • • • • <p><u>2029</u></p> <ul style="list-style-type: none"> • Riverside North Area Plan • Housing Needs Analysis
<p>Comprehensive Plan Amendments</p>	<ul style="list-style-type: none"> • Goal 5 Update – Cultural/Natural Resources • Goal 7 Update – Natural Hazards • Goal 8 Update – Parks and Rec 	<ul style="list-style-type: none"> • Park Zone • Public Facility Zone 	<ul style="list-style-type: none"> • Airport Zone • University Zone
<p>Zoning Ordinance Amendments</p>	<ul style="list-style-type: none"> • Transfer of Density for Natural Features • Natural Hazards Overlay District • Landscape Chapter Rewrite • Natural Resources • HL Demolition • Innovation Special District – 3MLAP • Commercial/Industrial Site and Design Review 	<ul style="list-style-type: none"> • Downtown Design Review Overlay • Downtown Parking • Planned Development • Land Division Standards • Commercial Zone Amendments • Industrial Zones Amendments 	<ul style="list-style-type: none"> •



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

EXHIBIT 2 - STAFF REPORT

DATE: November 16, 2023
TO: Planning Commission Members
FROM: Tom Schauer, Senior Planner
SUBJECT: Continued Public Hearing – Planned Development Amendment PDA 5-23, Three Mile Lane Review TML 4-23, Landscape Plan Review L 38-23, Variance 3-23

STRATEGIC PRIORITY & GOAL:



GROWTH & DEVELOPMENT CHARACTER

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

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

Report in Brief:

This hearing was continued from November 2, 2023. This proceeding is a quasi-judicial public hearing of the Planning Commission to consider concurrent review of four applications for a proposal to develop a new 138-unit apartment development “Norton Landing” on a parcel of approximately 4.93 acres located at the south end of SE Norton Lane on the west side (Tax Lot R4427 00701).

See Vicinity Map (Figure 1) and Zoning Map (Figure 2). The applicant has submitted revised application materials which are attached to this staff report as Attachment 1. The original application materials and the November 2 staff report and decision document are available on the website for the November 2 Planning Commission meeting. Additional testimony which was not received prior to the original staff report was entered into the record at the November 2 hearing.

The concurrent review includes the following four applications, summarized below.

PDA 5-23. The subject property is subject to an existing Planned Development Overlay Ordinance (Ordinance 4709 as amended by Ordinances 4863 and 5072). A Planned Development requires overlay zone provisions and also approval of a master plan. This proposal would approve a master plan for the property consistent with the applicable provisions of the Comprehensive Plan, Zoning Ordinance, and the Planned Development Overlay Ordinances.

TML 4-23. The subject property is within the Three Mile Lane Planned Development Overlay, established by Ordinance 4131 and subsequently revised by Ordinances 4572, and other ordinances. The proposed development is subject to policies and standards of the Three Mile Lane Planned Development Overlay Ordinance.

L 38-23. The proposal includes a landscape plan, which is required for multi-dwelling development, subject to the provisions of Chapter 17.57 of the Zoning Ordinance.

VR 3-23. As part of the master plan, the applicant is requesting flexibility for two of the multi-dwelling standards related to parking space setbacks and distance between parking lot landscape islands; for one standard for the setback of a trash enclosure from a property line; and to building height provision of the Planned Development Overlay Ordinance.

The applicant has requested flexibility regarding certain standards of the Zoning Ordinance, and one provision of the PD Overlay Ordinance 5072. Some flexibility can be granted as part of the Planned Development Review. Other flexibility requires a variance.

The applicant is requesting flexibility regarding the following provisions of Chapter 17.11. These items can be approved within the flexibility allowed for the PD approval.

- Allow 63' rather than 60' between parking lot islands.
- Allow parking spaces within 6' rather than 10' of north and south property lines. (Provide 10' from west property line that is residential). To the north are the abutting parking lots of those developments. To the south is outside the UGB.
- Allow trash enclosure less than 30' from west property line abutting residential zone. (Trash enclosures would be 6-feet of other interior property lines which abut non-residential zoning, and would abut screened parking lot areas).

The applicant is requesting a variance to the 35' height limit established in the PD ordinance 5072. This item requires approval of a variance subject to the standard variance criteria. Further, it is ineligible for an administrative variance even though it is less than 10% of the standard, because building height is specifically listed as an item which doesn't qualify for an administrative variance.

- Request to exceed 35' height limit of PD ordinance to allow height of highest ridge to 37'.

This is a consolidated review to consider these applications associated with the development of the subject property. There will be one public hearing to receive testimony, and then four separate votes will be taken: one vote for each application, based on the applicable criteria.

The consolidated review procedures specify that the decisions for all applications are subject to the procedure that affords the most opportunity for public hearing and notice:

17.72.070 Concurrent Applications. When a proposal involves more than one application for the same property, the applicant may submit concurrent applications which shall be processed simultaneously. In so doing, the applications shall be subject to the hearing procedure that affords the most opportunity for public hearing and notice.

The Planning Commission will make the decisions on the applications. That will be the final local decision unless the applications are appealed to City Council.

Background:

Applicable Criteria

The applicable criteria and standards are summarized below:

- The applicable criteria for the Planned Development Amendment are specified in Section 17.74.070 of the Zoning Ordinance. The approval is also subject to the conditions in the PD Overlay Ordinance: Ordinance 4709 as amended by ordinances 4863 and 5072.
- The applicable criteria for the Landscape Plan Review are provided in Section 17.57.070 of the Zoning Ordinance.
- The applicable criteria for the Three Mile Lane Ordinance are provided in the policies and applicable provisions of Ordinance 4131 (as amended).
- The applicable criteria for the building height variance (for building height) are provided in Section 17.74.100
- Applicable Goals and Policies of the Comprehensive Plan are also criteria for land use decisions, including the Great Neighborhood Principles and policies of the Three Mile Lane Area Plan.

Applicable standards of the Zoning Ordinance related to these applications are addressed in the findings in the decision document.

Discussion:

In the November 2 staff report, staff recommended approval of the applications subject to conditions, and with some revisions. Items of note:

- Widen the on-site east-west sidewalk from 5 feet to 10 feet to better accommodate both bicycles and pedestrians.
- Revise the landscape plan (the area south of the open space between buildings B and D to address Policies 15 and 16 of the Three Mile Lane Area Plan, the provisions of the Great Neighborhood Principles, and provision of MMC 17.11.110.4.
- Revise the proposed recessed planter strip along Norton Lane to accommodate street trees.
- Revise the plan to reconcile the discrepancy in the narrative as needed to achieve 65% minimum standard parking spaces minimum size of 9'x19'.

In addition, after the staff report, additional items were noted and discussed at the November hearing. Related to these items, the applicant is requesting some revisions to the original application. These are discussed further below.

In addition, during the November 2 hearing, Planning Commissioners raised some concerns about whether the proposal satisfied certain approval criteria, predominantly relating to two key issues below:

1. Policy 20 of the Three Mile Lane Area Plan is, “Encourage site design and architecture that visibly convey the historic or current industry on the site (e.g., aviation, winemaking).” There were concerns that the proposed architectural design, site plan, and landscape plan design elements don’t sufficiently address Policy 20 of the Three Mile Lane Area Plan to make the necessary findings that the proposal is consistent with the applicable policies of the Comprehensive Plan and the supplemental documents to the Comprehensive Plan and their policies.

2. Policy 22 of the Three Mile Lane Area Plan is, “Public safety services shall be considered as part of master planning, including access, response times and opportunity for substations if needed.” There were concerns - in part based on the single point of access, the deep site dimensions and layout, and the parking lot configuration with dead-end aisles – that without a clear and well-illuminated directory map and signage of the site layout with building/unit numbering, the proposal doesn’t sufficiently demonstrate that Policy 22 of the Three Mile Lane Area Plan is satisfied to make the necessary findings that the proposal is consistent with the applicable policies of the Comprehensive Plan and the supplemental documents to the Comprehensive Plan and their policies

Commissioner Tucholsky explained that timeliness of public safety response, including fire, police, and EMT response can be dependent on clear, visible, and adequately illuminated on-site directional signage that quickly conveys the locations and address numbering of buildings and units to emergency responders.

With the subject property and proposal, there is a single point of vehicular entry, and a serpentine driveway/parking aisle that “tees” at one point with two dead-end parking aisles. A map near the entrance to the property which clearly illustrates the site with building and unit addresses would be key to addressing timeliness of emergency response upon arriving at and entering the site.

Following the hearing, staff also met with the applicants to discuss these items and additional issues regarding connectivity, including emergency response, bicycle and pedestrian connectivity, and consideration of both ingress and egress (such as alternatives for emergency evacuation).

The applicant has submitted revised materials (**Attachment 1**) related to the above items, which are summarized below.

- The applicant is requesting to not use permeable pavement for on-site walkways. This was discussed in the previous staff memo and at the November 2 hearing. At the November 2 hearing, a memo from the applicant’s civil engineer and geotechnical engineer was entered into the record. Staff recommends approval of this additional request, supported by this documentation and conversations with Engineering staff. This flexibility is authorized as part of the Planned Development review.
- The applicant is requesting to provide required screening along west property line with landscape screening only and not fencing as originally proposed, since that would have a second fence along the property line where the adjacent manufacture housing park This was discussed at the November 2 hearing. Staff recommends approval of this revised request. The Zoning Ordinance allows required screening to be achieved with fencing, landscaping, or a combination of the two. This request is consistent with what is authorized by the Zoning Ordinance.
- The applicant is requesting to provide a 12-foot wide curbed landscaped area including buffer along the west property line, with 9’ wide x 17’ deep parking spaces without wheel stops counted as standard parking spaces, rather than a 10-foot wide landscaped area with 9’ wide x 19’ deep standard parking spaces with wheel stops. The 12-foot landscaped area would need to achieve the required landscape screening, and the two feet nearest to the parking spaces would need to be planted with low groundcover that would accommodate vehicle overhangs if a vehicle pulled forward to the curb. Counting these spaces along the west property line as standard spaces would then achieve the requirement that a minimum of 65% of total parking spaces must be standard spaces. This was discussed at the November 2 hearing. Staff recommends approval of this request. This would reduce the amount of impervious surface. This flexibility is authorized as part of the Planned Development review.

- The applicant has shown the revised east-west sidewalk as 10-feet in width per PDA 5-23 Condition #2b in the November 2 Decision Document. This is not a requested revision, but it is an update to the plans showing that the condition is addressed.
- The applicant is proposing a revision to the plans to provide a directory map with a site map and building/unit addressing. The applicant is proposing this revision to address concerns expressed about findings of consistency regarding the criterion established by TMLAP Policy #22. If the Commission finds this revision addresses concerns regarding this criterion, staff recommends the Commission make findings that this criterion is satisfied based on the applicant's revised submittal.
- The applicant is proposing revisions to the plans to revise building designs, site features, and landscaping. The applicant is proposing these revisions to address concerns expressed about findings of consistency regarding the criterion established by TMLAP Policy #20. If the Commission finds these revisions address concerns regarding this criterion, staff recommends the Commission make findings that this criterion is satisfied based on the applicant's revised submittal.

If the Commission finds the proposed revisions adequately address concerns regarding TMLAP Policies #20 and #22, staff recommends approval of the applications, based on the revised plans submitted by the applicant and summarized above, based on the findings and conditions in the decision document, subject to updated findings that TMLAP Policies 20 and 22 are satisfied based on the revised submittal.

Attachments:

1. Applicant's Revised Submittal Dated November 9, 2023.

(Materials previously entered into the record are not attached. They are available on project website and November 2, 2023 project website and will be included as part of the final record).

Planning Commission Options:

1. **APPROVE** the revised applications proposed by the applicant, per the decision document provided, which includes the findings of fact and conditions of approval, subject to updated findings regarding the revisions described above, updated findings addressing consistency with TMLAP Policies #20 and #22 based on the revisions, and updated conditions listed below.
2. **CONTINUE** the public hearing to a specific date and time.
3. Close the public hearing, but **KEEP THE RECORD OPEN** for the receipt of additional written testimony until a specific date and time.
4. Close the public hearing and **DENY** the application, providing findings of fact for the denial, specifying which criteria are not satisfied, or specifying how the applicant has failed to meet the burden of proof to demonstrate all criteria are satisfied, in the motion to deny.

Staff Recommendation:

- The staff recommendations below are based on the applicants revised plans, including the proposed site directory map and the proposed revisions to the architectural plans, site details and landscaping, and the following revisions to the conditions of approval:

- **Add PDA 5-23 Condition #2d:** Revise site plan to remove 2 parking spaces closest to Norton Lane to meet 20' parking setback from front property line.
- **Revise PDA 5-23 Condition #2a:** Revise site plan: Parking along west property line: Instead of 10' buffer with 19' deep parking spaces, allow 12' buffer including 2' overhang and 17' deep parking spaces instead.
- **Revise L 38-23 Condition #2a):** Revise to specify 12' rather 10' buffer along west property line consistent with PDA 5-23 revised Condition #2a.

PDA 5-23

Staff has reviewed the proposal for consistency with the applicable criteria. If the Commission finds the proposed revisions adequately address TMLAP Policies #20 and #22, staff recommends the Commission make findings that the criteria are satisfied based on the applicant's revised submittal, and **RECOMMENDS APPROVAL** of the application subject to conditions, based on the findings and conditions in the Decision Document with revisions. This is based on a determination that the application materials submitted by the applicant and the record contain evidence that demonstrates that, with conditions, the application complete with the applicable criteria and that the applicant has met the burden of proof.

TML 4-23

Staff has reviewed the proposal for consistency with the applicable criteria. If the Commission finds the proposed revisions adequately address TMLAP Policies #20 and #22, staff recommends the Commission make findings that the criteria are satisfied based on the applicant's revised submittal, and **RECOMMENDS APPROVAL** of the application subject to conditions, based on the findings and conditions in the Decision Document with revisions. This is based on a determination that the application materials submitted by the applicant and the record contain evidence that demonstrates that, with conditions, the application complete with the applicable criteria and that the applicant has met the burden of proof.

L 38-23

Staff has reviewed the proposal for consistency with the applicable criteria. If the Commission finds the proposed revisions adequately address TMLAP Policies #20 and #22, staff recommends the Commission make findings that the criteria are satisfied based on the applicant's revised submittal, and **RECOMMENDS APPROVAL** of the application subject to conditions, based on the findings and conditions in the Decision Document with revisions. This is based on a determination that the application materials submitted by the applicant and the record contain evidence that demonstrates that, with conditions, the application complete with the applicable criteria and that the applicant has met the burden of proof.

VR 3-23

Staff has reviewed the proposal for consistency with the applicable criteria. Staff finds that, based on the findings in the attached Decision Document, the application submitted by the applicant and the record contain evidence that demonstrates that, with conditions, the application complies with the applicable criteria and that the applicant has met the burden of proof.

Staff **RECOMMENDS APPROVAL** of the application based on the findings and conditions in the attached Decision Document.

Suggested Motion:

PDA 5-23

BASED ON REVISED FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, THE REVISED MATERIALS SUBMITTED BY THE APPLICANT, AND EVIDENCE IN THE RECORD, I MOVE THAT THE PLANNING COMMISSION APPROVE THE DECISION DOCUMENT WITH REVISIONS AND APPROVE PLANNED DEVELOPMENT AMENDMENT, PDA 5-23, SUBJECT TO THE CONDITIONS IN SECTION II OF THE DECISION DOCUMENT, WITH THE ADDITIONAL REVISED CONDITIONS RECOMMENDED BY STAFF.

TML 4-23

BASED ON REVISED FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, THE REVISED MATERIALS SUBMITTED BY THE APPLICANT, AND EVIDENCE IN THE RECORD, I MOVE THAT THE PLANNING COMMISSION APPROVE THE DECISION DOCUMENT AND APPROVE THE THREE MILE LANE DESIGN REVIEW, TML 4-23, SUBJECT TO THE CONDITIONS IN SECTION II OF THE DECISION DOCUMENT, WITH THE ADDITIONAL REVISED CONDITIONS RECOMMENDED BY STAFF.

L 38-23

BASED ON REVISED FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, THE REVISED MATERIALS SUBMITTED BY THE APPLICANT, AND EVIDENCE IN THE RECORD, I MOVE THAT THE PLANNING COMMISSION APPROVE THE DECISION DOCUMENT AND APPROVE THE LANDSCAPE PLAN REVIEW, L 38-23. SUBJECT TO THE CONDITIONS IN SECTION II OF THE DECISION DOCUMENT, WITH THE ADDITIONAL REVISED CONDITIONS RECOMMENDED BY STAFF.

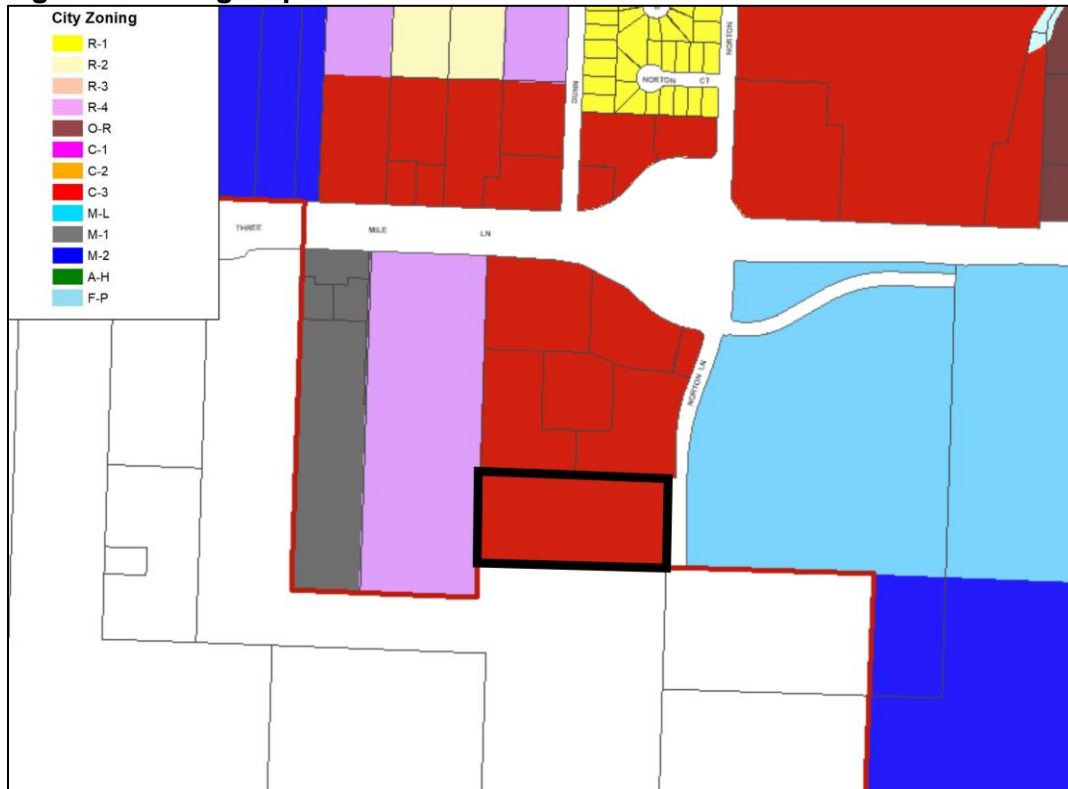
VR 3-23

BASED ON THE FINDINGS OF FACT, THE CONCLUSIONARY FINDINGS FOR APPROVAL, THE MATERIALS SUBMITTED BY THE APPLICANT, AND EVIDENCE IN THE RECORD, I MOVE THAT THE PLANNING COMMISSION APPROVE THE DECISION DOCUMENT AND APPROVE THE VARIANCE, VR 3-23. SUBJECT TO THE CONDITIONS IN SECTION II OF THE DECISION DOCUMENT.

Figure 1. Vicinity Map



Figure 2. Zoning Map





REITER DESIGN ARCHITECT
INCORPORATED

MEMORANDUM

To: Tom Schauer
Senior Planner
City of McMinnville

From: Scott Reiter
President

Subject: Norton Landing Apartments
Proposed Revisions
Planned Development Amendment PDA 5-23
Three Mile Lane Design Review TML 4-23
Variance VR 3-23
Landscape Plan Review L 38-23

Date: November 9, 2023

We have revised our application documents in response to the proposed Conditions of Approval and in response to Planning Commissioner comments received at the Public Hearing November 2, 2023. The revised drawings and revised portions of the Application Narratives are being submitted along with this memorandum. The following is an outline and description of the proposed revisions to our application Documents.

1. **PDA 5-23 Condition of Approval 2:**

- a. The Site Plan has been revised to move the parking and drive aisle 2-feet East at the rear of the site, adjacent to the Westerly property line. This is in conjunction with the proposed 17-foot deep standard parking space and allowing for a 2-foot bumper overhang into the landscape area along the Westerly Boundary. The result is that the landscape area is 12-feet wide, allowing for a 2-foot bumper overhang while maintaining the required 10-foot minimum landscape buffer.

The other parking spaces located along the North property line and the South property line have been identified as "compact spaces" thus meeting the depth dimensional requirement and not counting the bumper overhang into the landscape area. The total parking counts and parking summary has been revised to reflect this change and is noted in the revised Project Data, on the drawing A1.0. The net result is that the proposed compact spaces are 34% and the Regular spaces are 66% of the total parking provided, which is 217 spaces.

- b. **Pedestrian/Bicycle Pathway:** We revised the proposed Site Plan to provide a 10-foot wide pathway through the project from the rear of the site to the public street frontage. This provides the required "Through Connection".

- c. **Norton Lane Frontage:** The sidewalks will be changed to 6-foot wide and the frontage improvements will be revised as determined by The City of McMinnville Engineering Department.
2. **PDA 5-23 Condition 3:**
The proposed amenities throughout the site will be designed to be fully ADA accessible and accessible to all residents. This is noted on the site plans and in the revised narratives.
3. **L 38-23 Condition 2:**
 - a. The Landscape Plan has been revised to reflect the current Architectural Site Plan and is included in this submittal.
 - b. The Street Frontage improvement design will be revised as requested.
 - c. The proposed Site Plan and Landscape Plans have been revised to include additional elements of 17.11.110.C.4.e. The proposed plan includes the addition of rows of grape vines on a vertical trellis (not overhead) within three of the Open Space areas and the addition of raised Community Garden planters.
4. **L 38-23 Condition 3:**
The Landscape Plan has been revised to show and note the required vision clearance triangle and the entrance driveway onto SE Norton Lane.
5. **L-38-23 Condition 7:**
The Landscape Plans have been revised to note the root barrier protection and a detail has been provided.
6. **L 38-23 Condition 9:**
The landscape Plans have been revised to reflect the caliper size requirements and measurement standards.

Tom Schauer Memorandum 10/31/23:

The following is to address comments that were raised by Planning commission members prior to the hearing, and the response provided by Tom Schauer in the memorandum.

1. **Memorandum Item 6 and 7:**
The Proposed Site Plan has been revised to reflect the applicant's request to maintain the existing six-foot sight obscuring fence along the West property line on the adjacent property. The proposed landscape plan provides a vegetative buffer screen meeting the buffer and screening requirements.

There was also discussion regarding the standard parking stalls that about the 10-foot landscape buffer along the West property line. The applicant is proposing to increase the landscape buffer to 12-foot wide to accommodate a two-foot overhang of the vehicle in a standard parking stall. This would be in lieu of a 19-foot deep paved stall with a separate wheel stop. The proposed alternate results in less paving and impervious area and maintains the required 10-foot landscape area for required buffer and screening plantings. Through the Planned Development process, the applicant is requesting that the Planning Commission approve this proposed alternate to the standards.

2. **Memorandum Item 8, Permeable Walkways:**

Section 17.11.090.D(3)d identifies that walkways shall be constructed to be "permeable for stormwater". As addressed in the letter presented by HHP, the project civil engineer and the geotechnical engineer, the subject site soils are not suited for permeable or porous pavements. As presented at the 11/2/23 Public Hearing, the walkways are all sloped to drain to the adjacent landscape areas. The applicant is requesting a waiver for this requirement as a part of the Planned Development application.

3. **Memorandum Item 11:**

The Site Plan has been revised to remove the two parking spaces that were located closer than 20-feet to the front property line.

Additional Issues Raised at the 11/2/23 Public Hearing:

1. The Planning Commission raised a concern that the applicant had not addressed all of the applicable policies of the Three Mile Lane Area Plan, specifically Policies 15, 17, 20 and 22. The applicant has proposed several changes and revisions to the Site Plan, Landscape Plan and Building Elevations to address these concerns. The revised narrative findings to address these policies are as follows:

a. **Policy 15:**

Proposed site landscape for new development should strive to reflect patterns of wine industry—eg, rows of vines, southern orientation, shelter belts of trees – and consider functional site planning of vineyard and farm complexes as conceptual models.

Applicant Response:

The proposed development and Landscape Plan includes rows of grape vines on the edges of three major open space areas to reflect the rich wine industry within the surrounding area and communities. The proposed Landscape also includes a row of ornamental cherry trees along the 10-foot wide pedestrian/bike pathway through the site.

b. **Policy 17:**

Architectural building design that includes simple roof forms (industrial and agricultural) is encouraged in the Three Mile Lane Area.

Applicant Response:

The proposed building and elevation design utilizes simple hip roof and gable roof forms. The building articulation provides relief in the walls and roofs. The proposed building materials include lap siding and panel siding with battens (board & batten) that are common on agricultural buildings and buildings within the winery industry and are representative of the existing regional vernacular architectural character.

c. **Policy 20:**

Encourage site design and architecture that visibly convey the historic or current industry on the site (e.g., aviation, winemaking).

Applicant Response:

The proposed Site Plan, Building Design and Materials and the Landscape Design incorporates elements of the agricultural and winery industries within the region. The proposed Site Design includes rows of grape vines on a vertical trellis (not overhead) within three large open spaces, includes landscape materials and trees that are in character with local agricultural crops. The Building Materials include a board & batten siding on the base (ground floor) of all buildings, and expands to all three stories on the ends of all buildings. Lower level roofs forms, such as the Entry Roofs to the Common Leasing Office, Laundry Facility and the Mail Box Kisok incorporate metal roof panels typical of agricultural buildings. The Site Plan also places wine barrel planters for annual color plantings adjacent to the proposed gathering spaces, seating areas and picnic areas.

d. **Policy 22:**

Public safety services shall be considered as part of master planning, including access, response times and opportunity for substations if needed.

Applicant Response:

The subject site has limited street frontage and access to public streets. The proposed Site Plan provides direct access to SE Norton Lane in alignment with SE Stratus Avenue for fire and emergency service vehicles. The onsite circulation provides adequate maneuvering and turning radius for fire and EMS vehicles and provides a Fire Truck turnaround at the rear of the site. A Site Map and Location Sign for EMS Services is proposed adjacent the project entry to allow EMS services quick location identification for the buildings and living units within the site.

We believe that the applicant and the design team have worked to address the proposed Conditions of Approval and the expressed concerns of city staff and the Planning Commissioners. The revised drawings and this memorandum supports our efforts to address the issues and concerns raised.

Scott Reiter
President
Reiter Design Architect Incorporated

PROJECT DATA

SITE INFORMATION:
 ZONING: C3 - GENERAL COMMERCIAL, THREE-MILE LANE PLANNED DEVELOPMENT OVERLAY
 MAP NO: 14SR4W-27, TAX LOT 701
 SITE AREA: 214,759 SF, 4.93 ACRES

BUILDING INFORMATION
 CONSTRUCTION TYPE: TYPE V-B
 BUILDING HEIGHT: THREE-STORIES
 OCCUPANCY GROUPS: R-2 RESIDENTIAL, APARTMENTS

LIVING UNITS:
 ONE-BEDROOM, 1 BATH: 42 UNITS
 TWO-BEDROOM, 1 BATH: 36 UNITS
 TWO-BEDROOM, 2 BATH: 42 UNITS
 THREE-BEDROOM, 2 BATH: 18 UNITS
 TOTAL UNITS: 138 UNITS

PARKING:
 REQUIRED:
 1BR AND 2BR UNITS, 1.5 SPACES/UNIT= 180 SPACES
 3BR UNITS, 2 SPACES/UNIT= 36 SPACES
 TOTAL REQUIRED: 216 SPACES

PROVIDED:
 STANDARD SPACES: 136 SPACES
 COMPACT SPACES: 73 SPACES
 ACCESSIBLE SPACES: 8 SPACES
 TOTAL PARKING PROVIDED: 217 SPACES

PROJECT TEAM

OWNER/DEVELOPER:
 KWDS, LLC
 PO BOX 145
 WILSONVILLE, OREGON 97070
 (503) 781-5685
 CONTACT: CHAD JURANEK

GENERAL CONTRACTOR:
 KOHL INC.
 PO BOX 145
 WILSONVILLE, OREGON 97070
 (503) 781-5685
 CONTACT: CHAD JURANEK

ARCHITECT/PLANNER:
 REITER DESIGN ARCHITECT, INC.
 7965 SW CIRRUS DRIVE
 BEAVERTON, OREGON 97008
 (503) 574-3036
 PROJECT ARCHITECT: SCOTT REITER

CIVIL ENGINEER:
 HARPER HOUFF PETERSON RIGHELLI, INC.
 250 NW FRANKLIN AVE., SUITE 404
 BEND, OREGON 97703
 (541) 318-1161
 PROJECT ENG.: JENNIFER VAN CAMP, PE

STRUCTURAL ENGINEER:
 HARPER HOUFF PETERSON RIGHELLI, INC.
 205 SE SPOKANE ST., SUITE 200
 PORTLAND, OREGON 97202
 (503) 221-1131
 PROJECT ENGINEER: JEFF SCHWINDT, PE

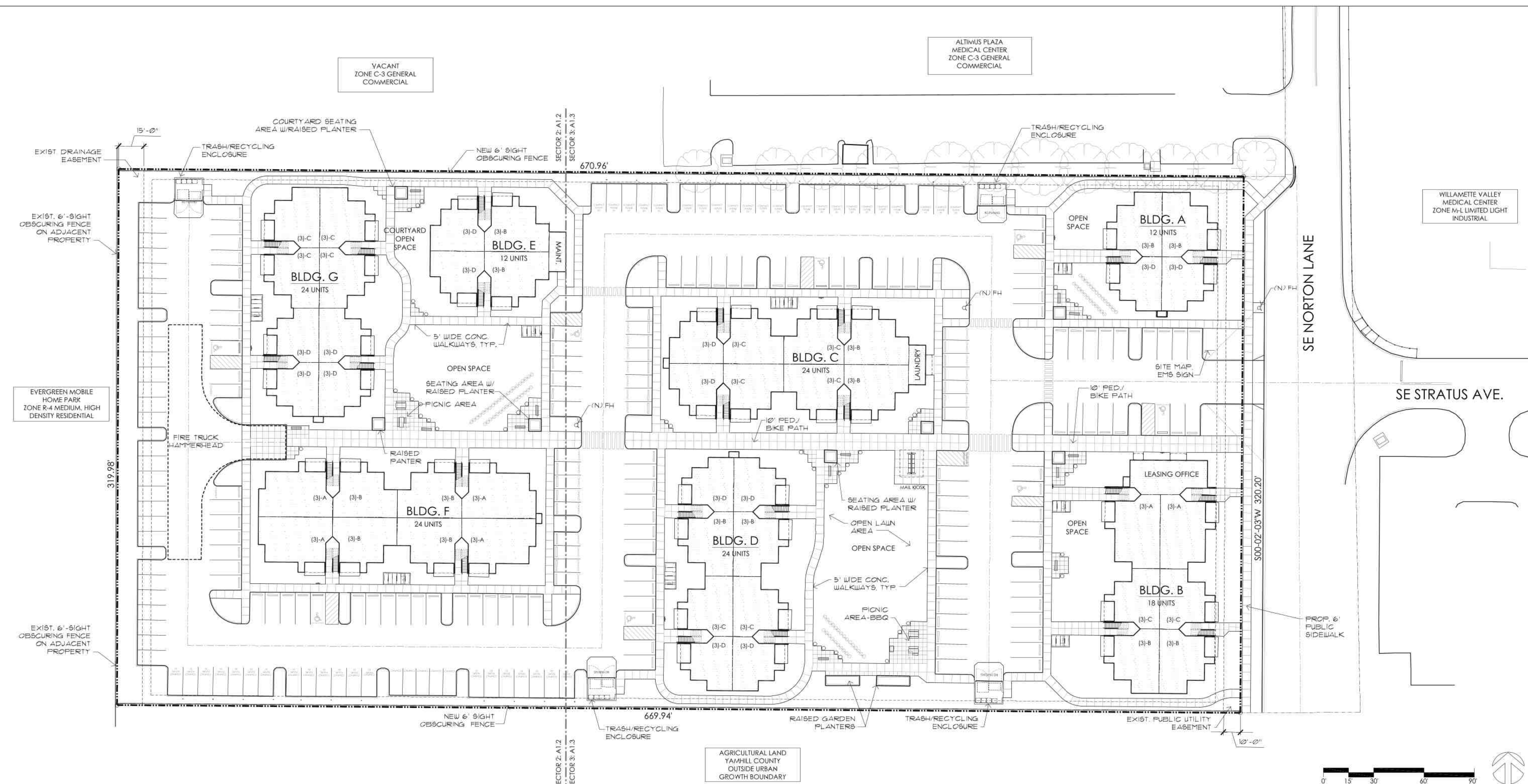
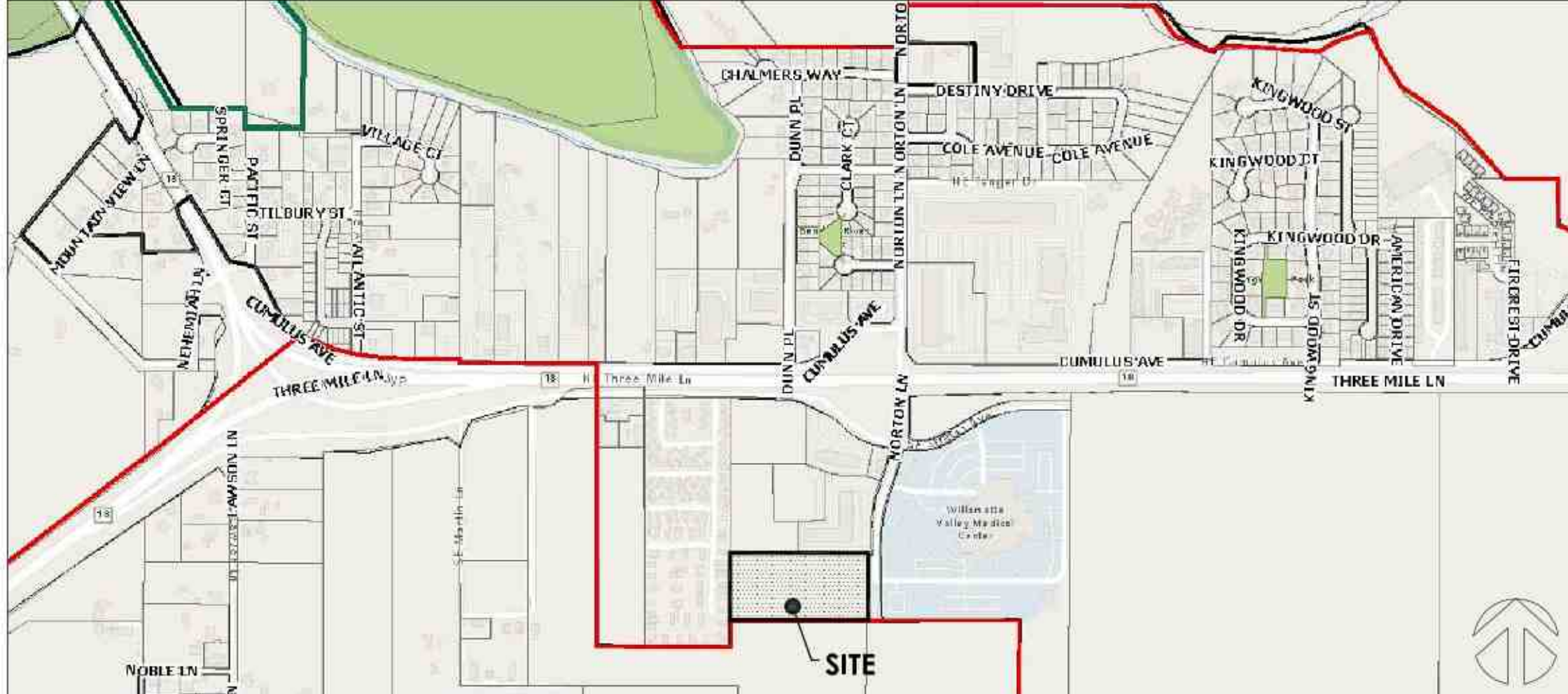
TRANSPORTATION ENGINEER:
 LANCASTER-MOBY
 321 SW 4TH, AVE, SUITE 400
 PORTLAND, OREGON 97204
 (503) 248-0313
 CONTACT: DANIEL STUMPF

LANDSCAPE ARCHITECT:
 HARPER HOUFF PETERSON RIGHELLI, INC.
 205 SE SPOKANE ST., SUITE 200
 PORTLAND, OREGON 97202
 (503) 221-1131
 PROJECT LANDSCAPE ARCH.: JEFFERY CREEL

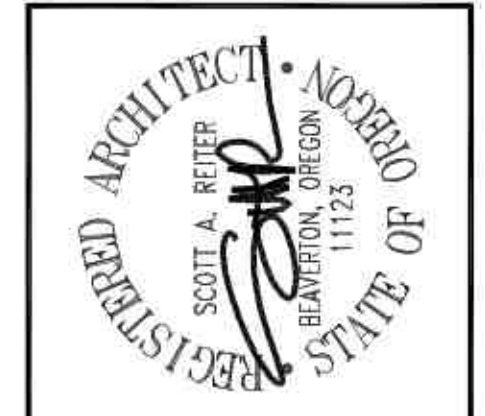
INDEX OF DRAWINGS

- ARCHITECTURAL**
- A1.0 SITE PLAN, COVER SHEET-Rev-01
 - A1.0A OPEN SPACE ANALYSIS PLAN-Rev-01
 - A1.1 ENLARGED SITE PLAN SECTOR 1-Rev-01
 - A1.2 ENLARGED SITE PLAN SECTOR 2-Rev-01
 - A1.3 ENLARGED SITE PLANS
 - A1.4 ENLARGED SITE PLANS, MAIL KIOSK, TRASH ENCLOSURE PLAN, ELEVATIONS
 - A2.1 BUILDING PLANS, BUILDING 'A'
 - A2.2 BUILDING PLANS, BUILDING 'B'
 - A2.3 BUILDING PLANS, BUILDING 'C'
 - A2.4 BUILDING PLANS, BUILDING 'D'
 - A2.5 BUILDING PLANS, BUILDING 'E'
 - A2.6 BUILDING PLANS, BUILDING 'F'
 - A2.7 BUILDING PLANS, BUILDING 'G'
 - A4.1 UNIT PLANS, UNIT TYPES B, D
 - A4.2 UNIT PLANS, UNIT TYPES B, C
 - A4.3 UNIT PLANS, UNIT TYPE A
 - A4.4 UNIT PLANS, ADA UNIT TYPE A, C, D
 - A4.5 LEASING OFFICE PLANS, LAUNDRY, MAINTENANCE
 - A7.1 EXTERIOR ELEVATIONS, BUILDING 'A'
 - A7.2 EXTERIOR ELEVATIONS, BUILDING 'B'
 - A7.3 EXTERIOR ELEVATIONS, BUILDING 'C'
 - A7.4 EXTERIOR ELEVATIONS, BUILDING 'D'
 - A7.5 EXTERIOR ELEVATIONS, BUILDING 'E'
 - A7.6 EXTERIOR ELEVATIONS, BUILDING 'F'
 - A7.7 EXTERIOR ELEVATIONS, BUILDING 'G'
- CIVIL**
- C0.1 EXISTING CONDITIONS PLAN
 - C1.0 SE NORTON LANE, PRELIMINARY PLAN
 - C2.0 PRELIMINARY GRADING AND DRAINAGE PLAN
 - C3.0 PRELIMINARY UTILITY PLAN
- LANDSCAPE**
- L1.1 LANDSCAPE PLAN, WEST SECTOR
 - L1.2 LANDSCAPE PLAN, EAST SECTOR
- SITE LIGHTING**
- ME 1.0 PRELIMINARY SITE LIGHTING PLAN

VICINITY MAP



CONCEPTUAL SITE PLAN 1
 Scale: 1" = 30'-0" A1.0



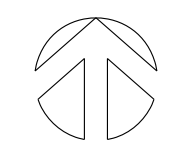
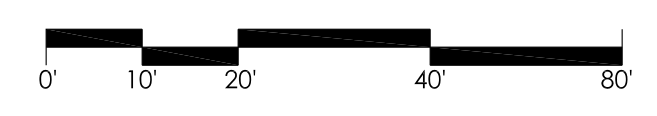
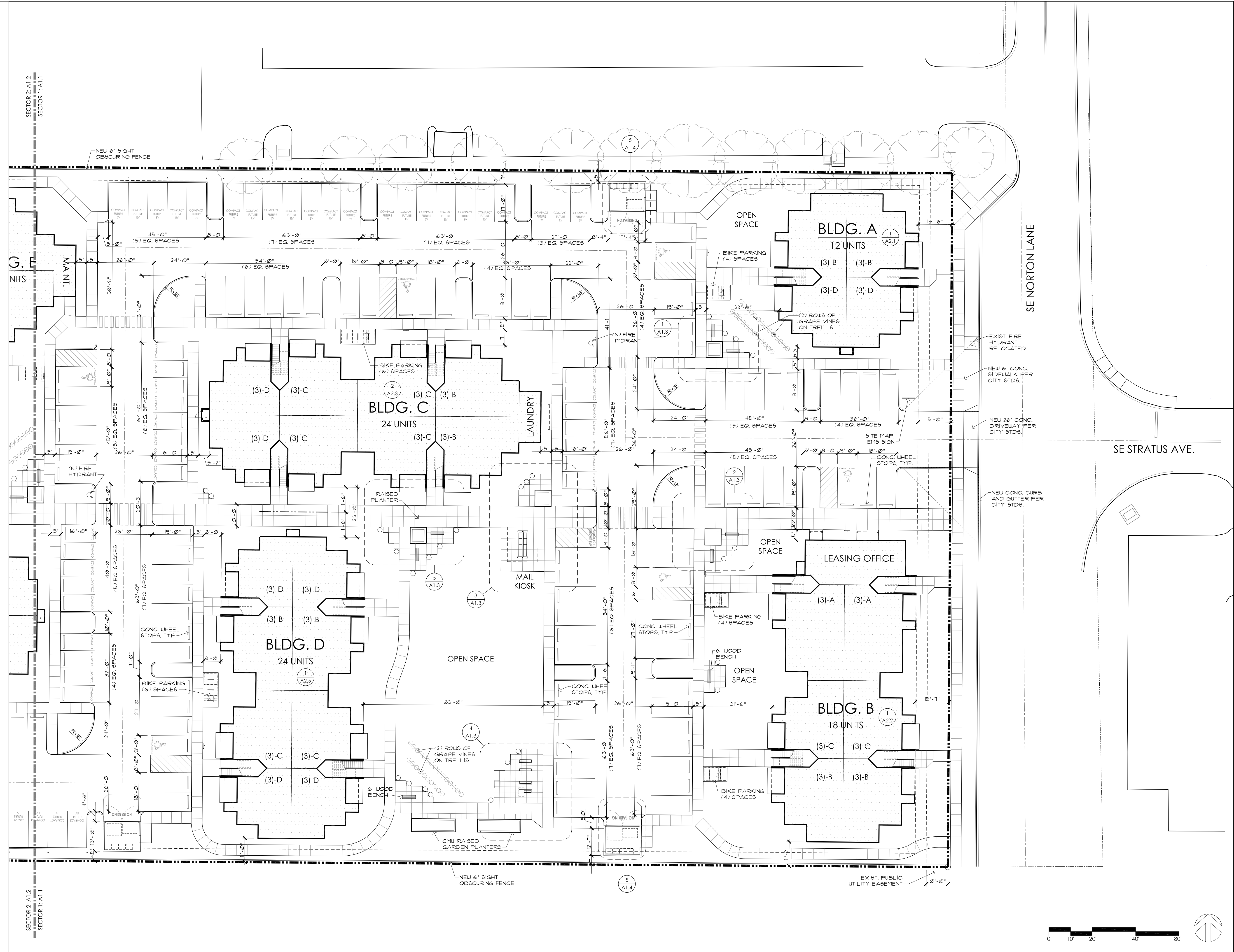
RDA
 REITER DESIGN ARCHITECT
 INCORPORATED
 6107 SW MURRAY BLVD. #480
 BEAVERTON, OREGON 97008 (503) 574-5056

NORTON LANDING APARTMENTS
 SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
 OWNER: KWDS, LLC
 PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

CONCEPTUAL SITE PLAN

date:	NOVEMBER 9, 2023	revisions:	11/09/23
scale:	AS NOTED		
drawn:			
job no.:	2801		

A
1.0



ENLARGED SITE PLAN - SECTOR 1 1
 Scale: 1" = 20'-0" A1.1

LAND-USE REVIEW

ENLARGED SITE PLAN - SECTOR 1	
date: NOVEMBER 9, 2023	revisions:
scale: AS NOTED	△ 11/09/23
drawn:	
job no: 2301	

A
1.1

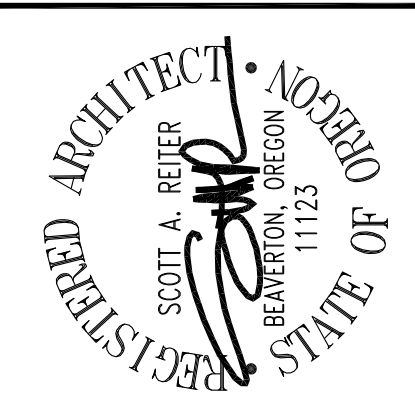
NORTON LANDING APARTMENTS
 SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON

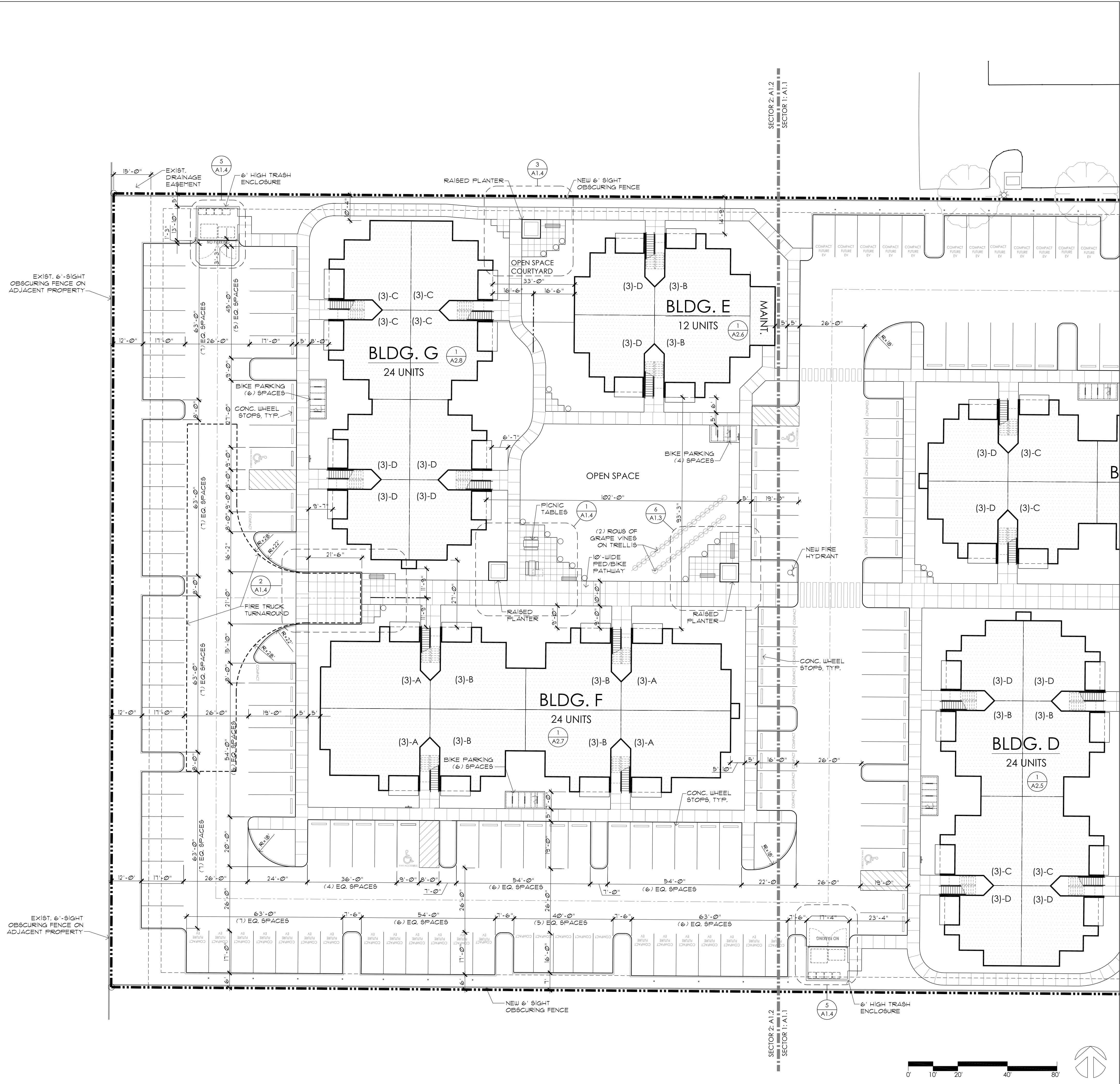
OWNER:
KWDS, LLC
 PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

RDA

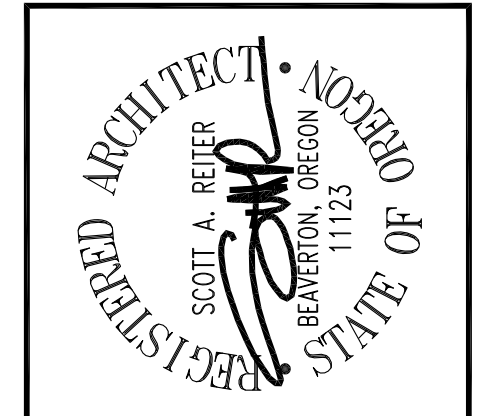
REGISTERED ARCHITECT
 SCOTT A. REITER
 BEAVERTON, OREGON 97008
 INCORPORATED

6107 SW MURRAY BLVD. #480
 BEAVERTON, OREGON 97008 (503) 574-3056





ENLARGED SITE PLAN - SECTOR 2 1
 Scale: 1" = 20'-0" A1.2



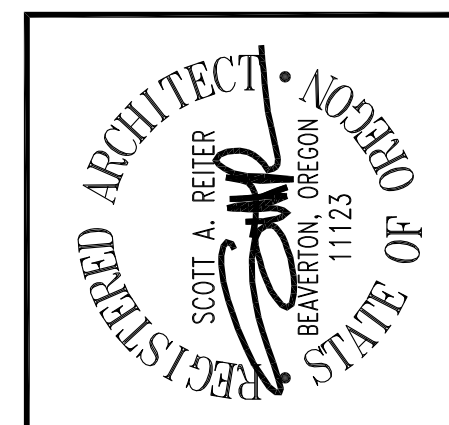
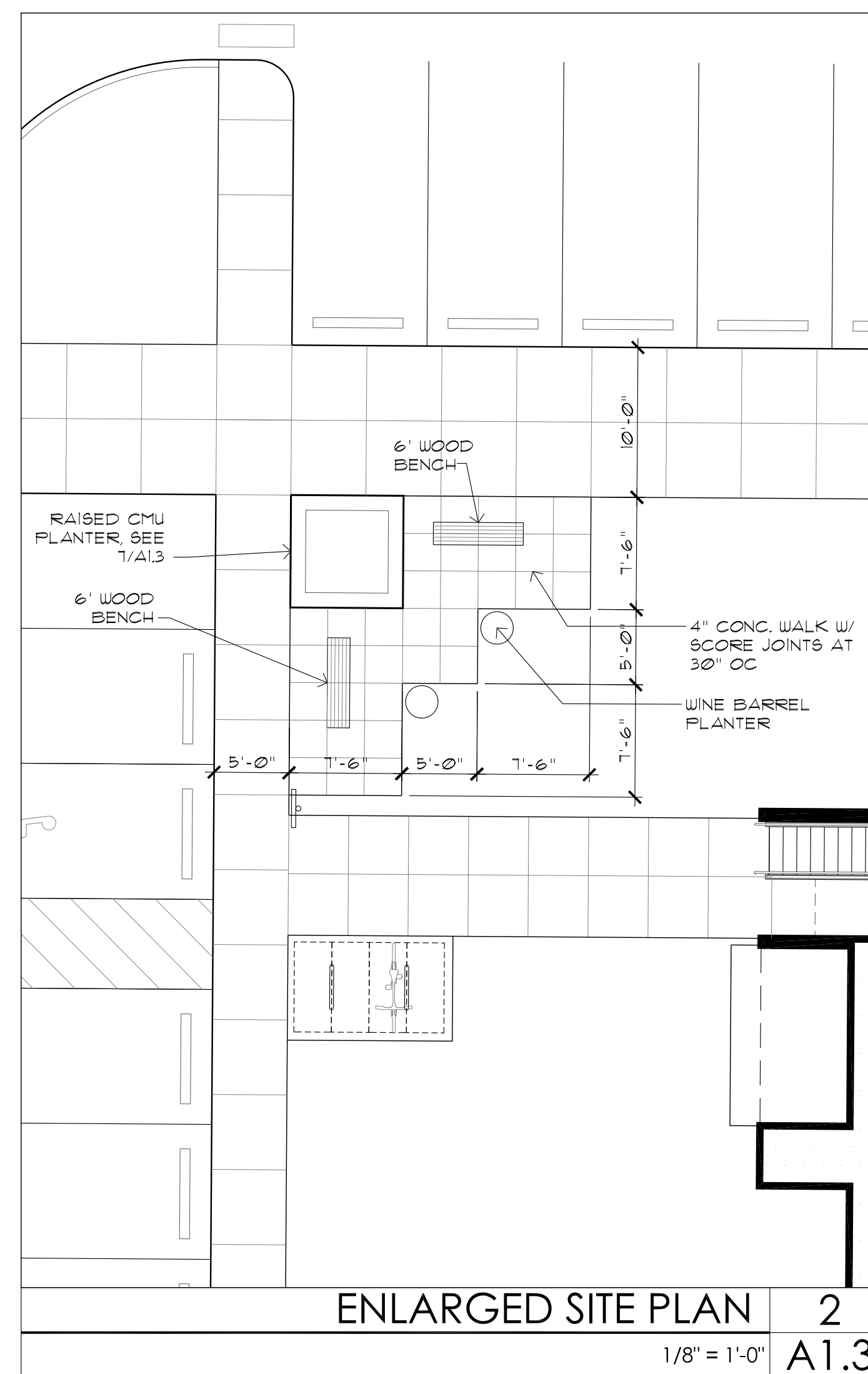
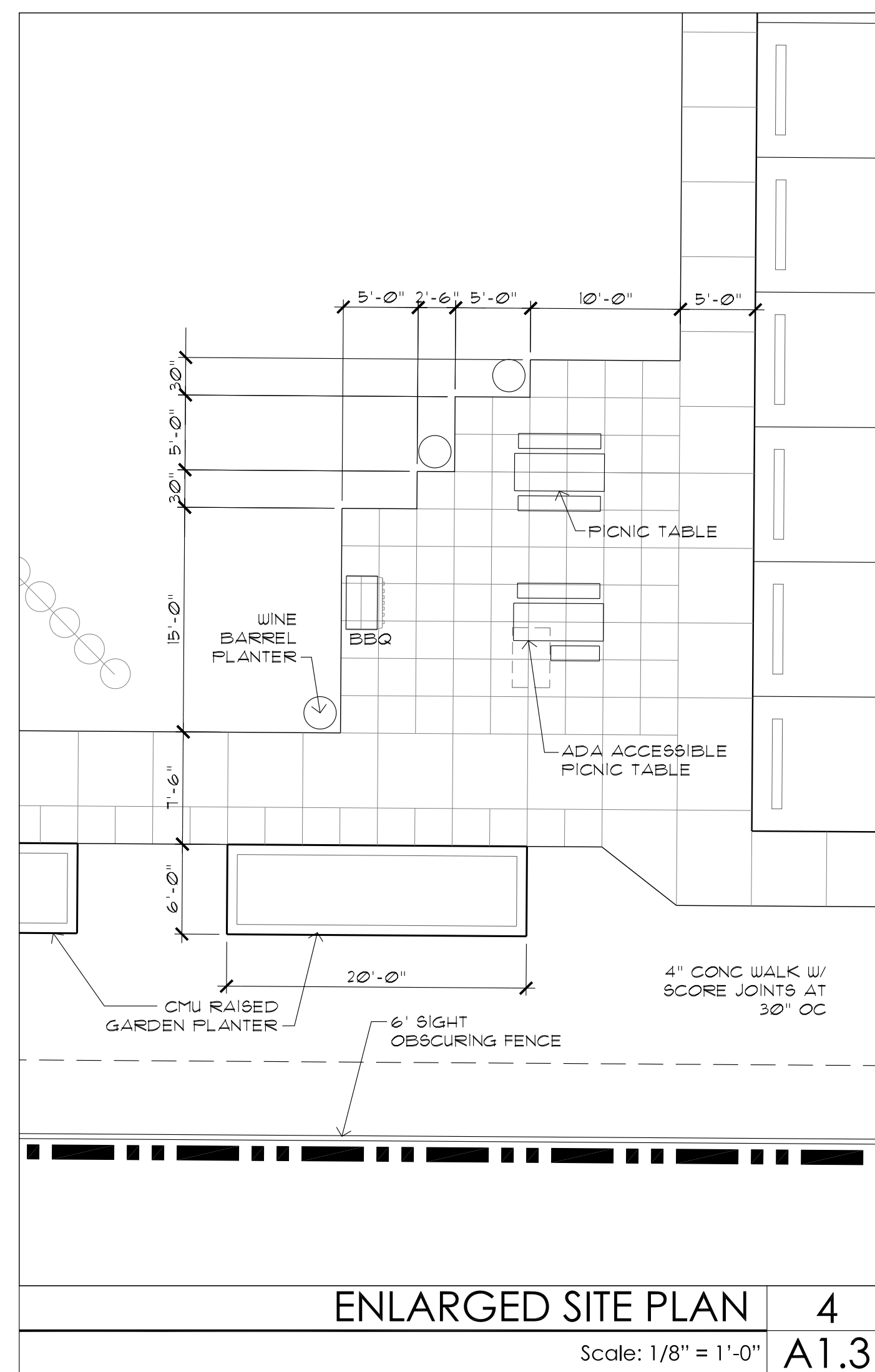
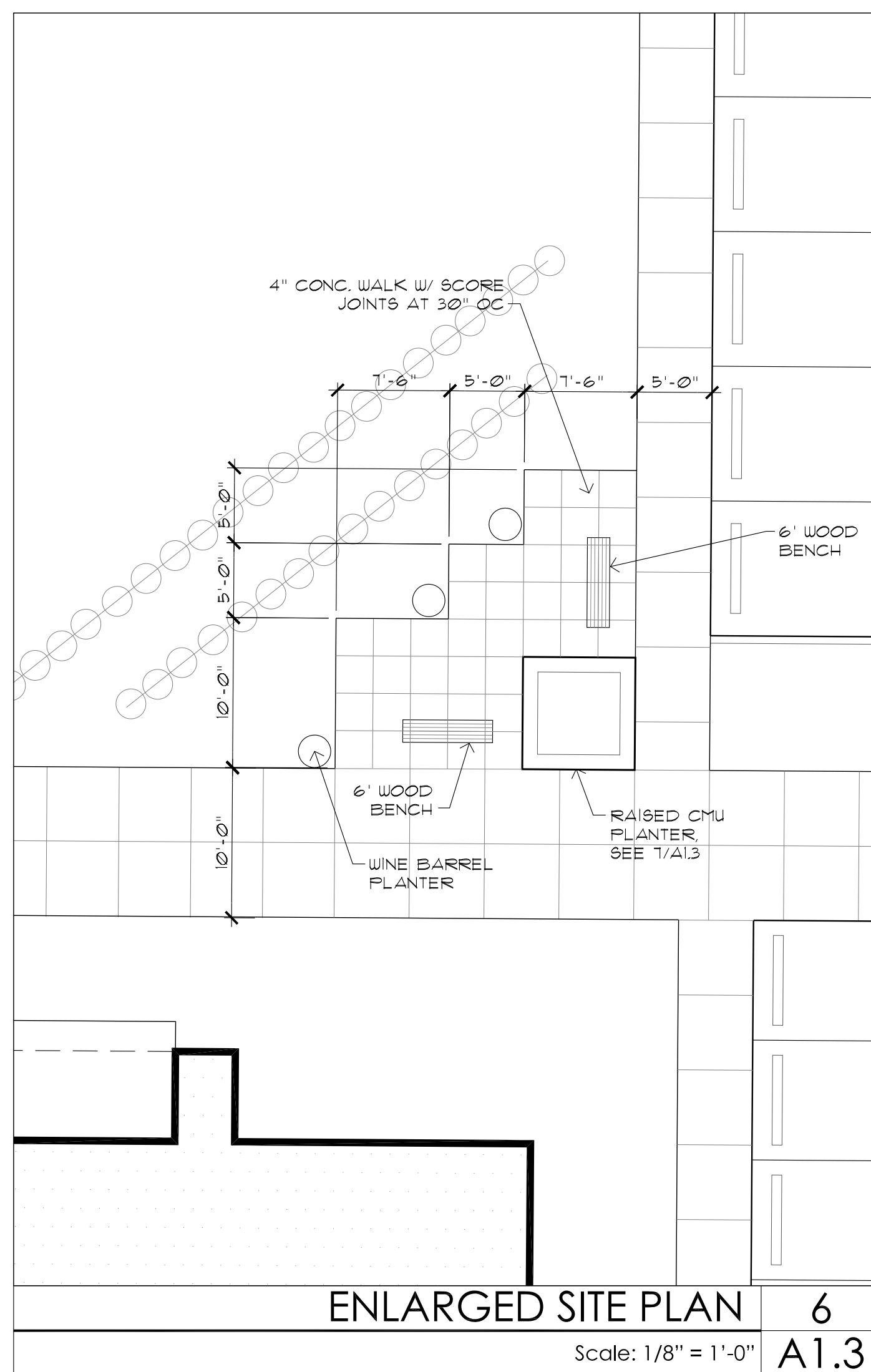
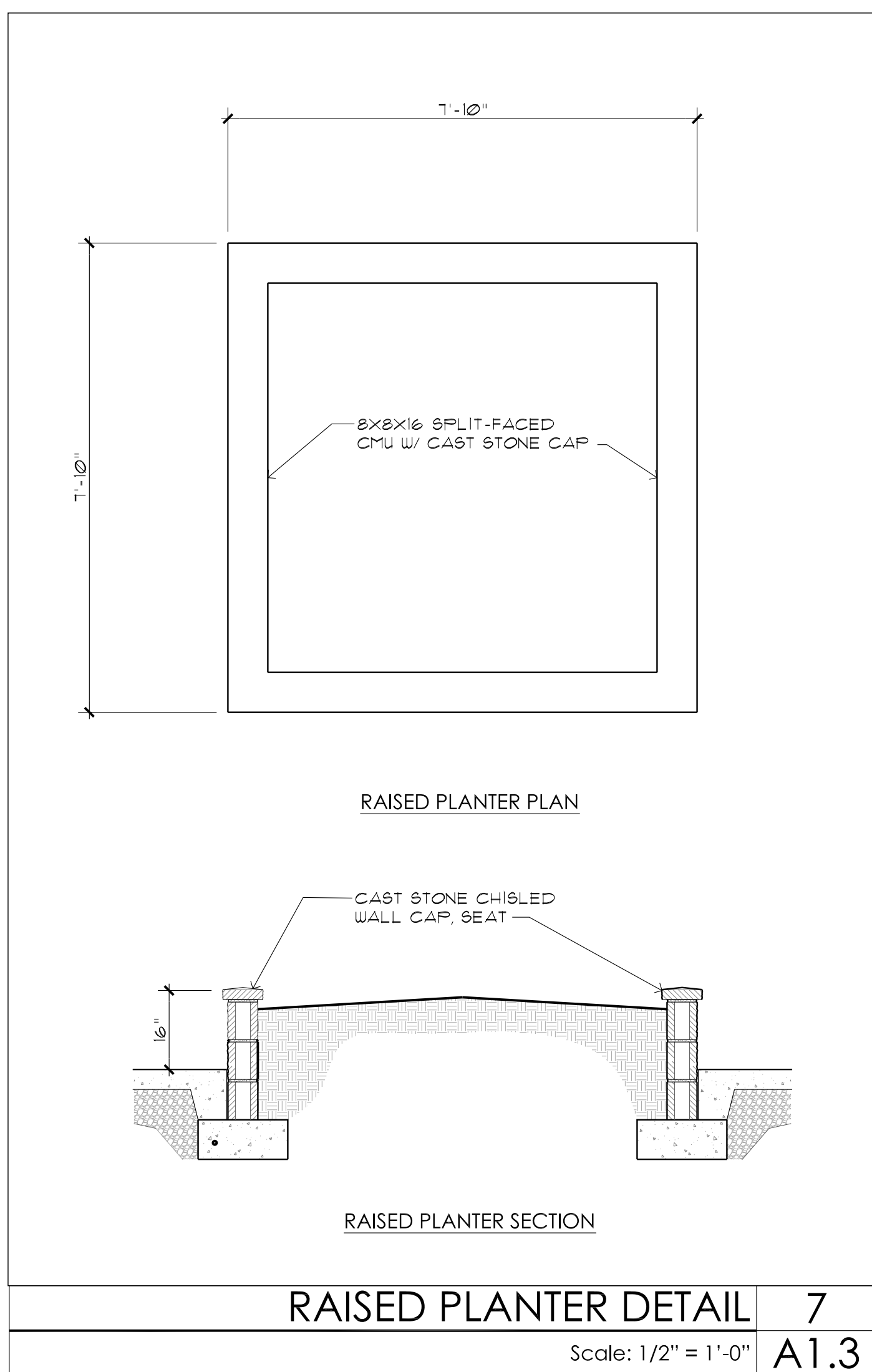
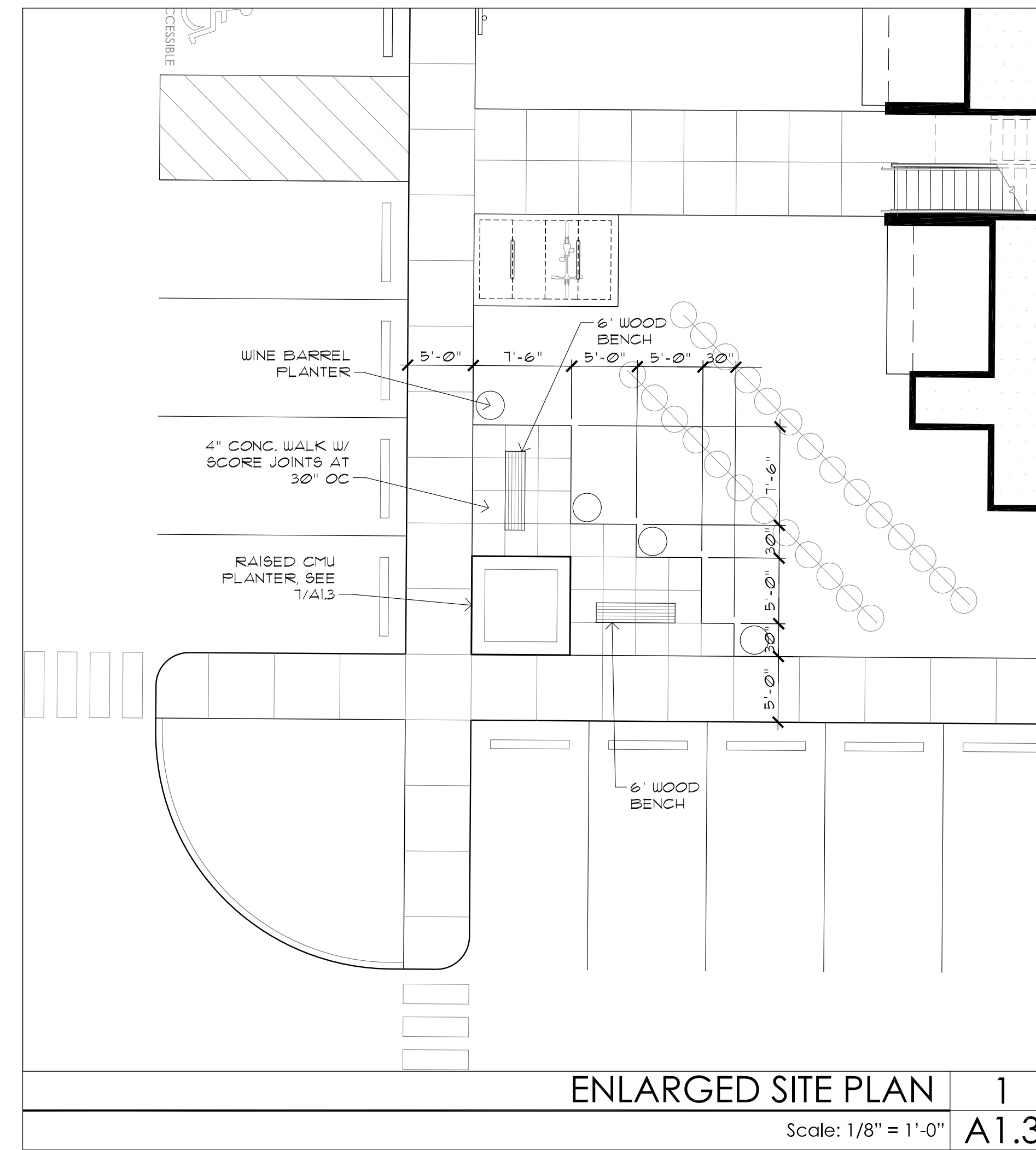
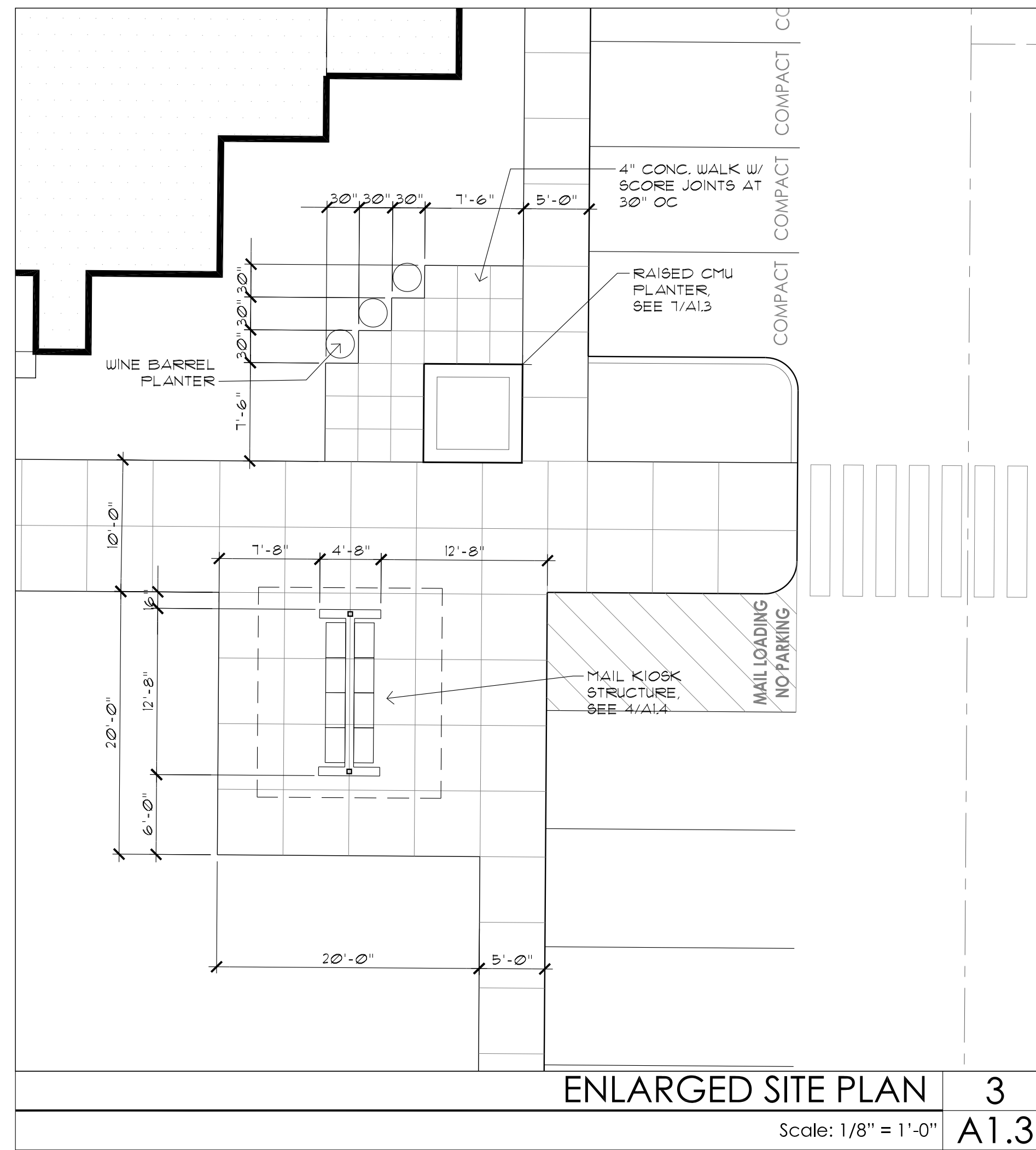
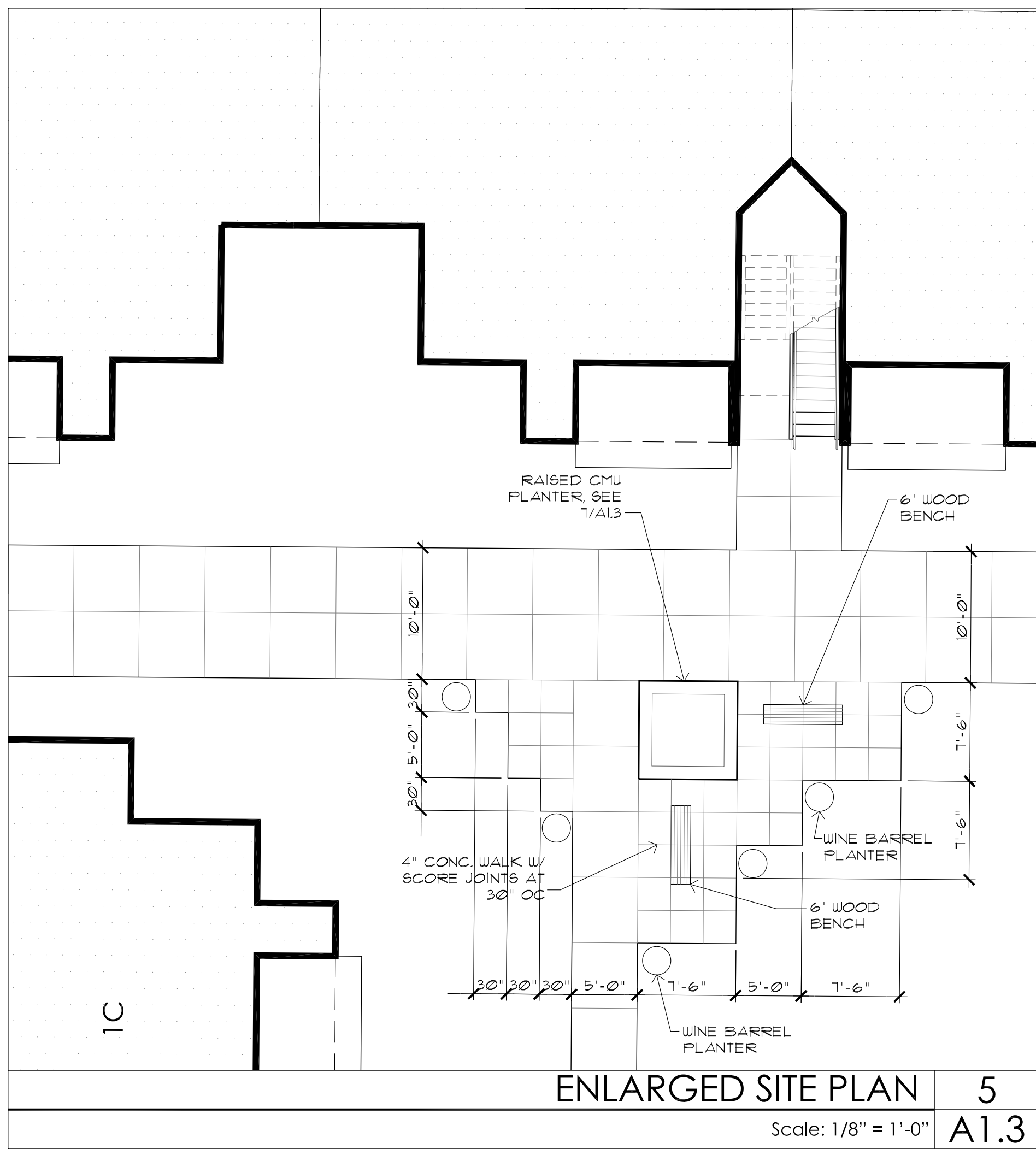
RDA
 REITER DESIGN ARCHITECT
 INCORPORATED
 6107 SW MURRAY BLVD. #480
 BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
 SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
 OWNER:
KWDS, LLC
 PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

ENLARGED SITE PLAN - SECTOR 2

date:	NOVEMBER 9, 2023
scale:	AS NOTED
drawn:	11/09/23
job no.:	2301

A
1.2



RDA
REITER DESIGN ARCHITECT
INCORPORATED
6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

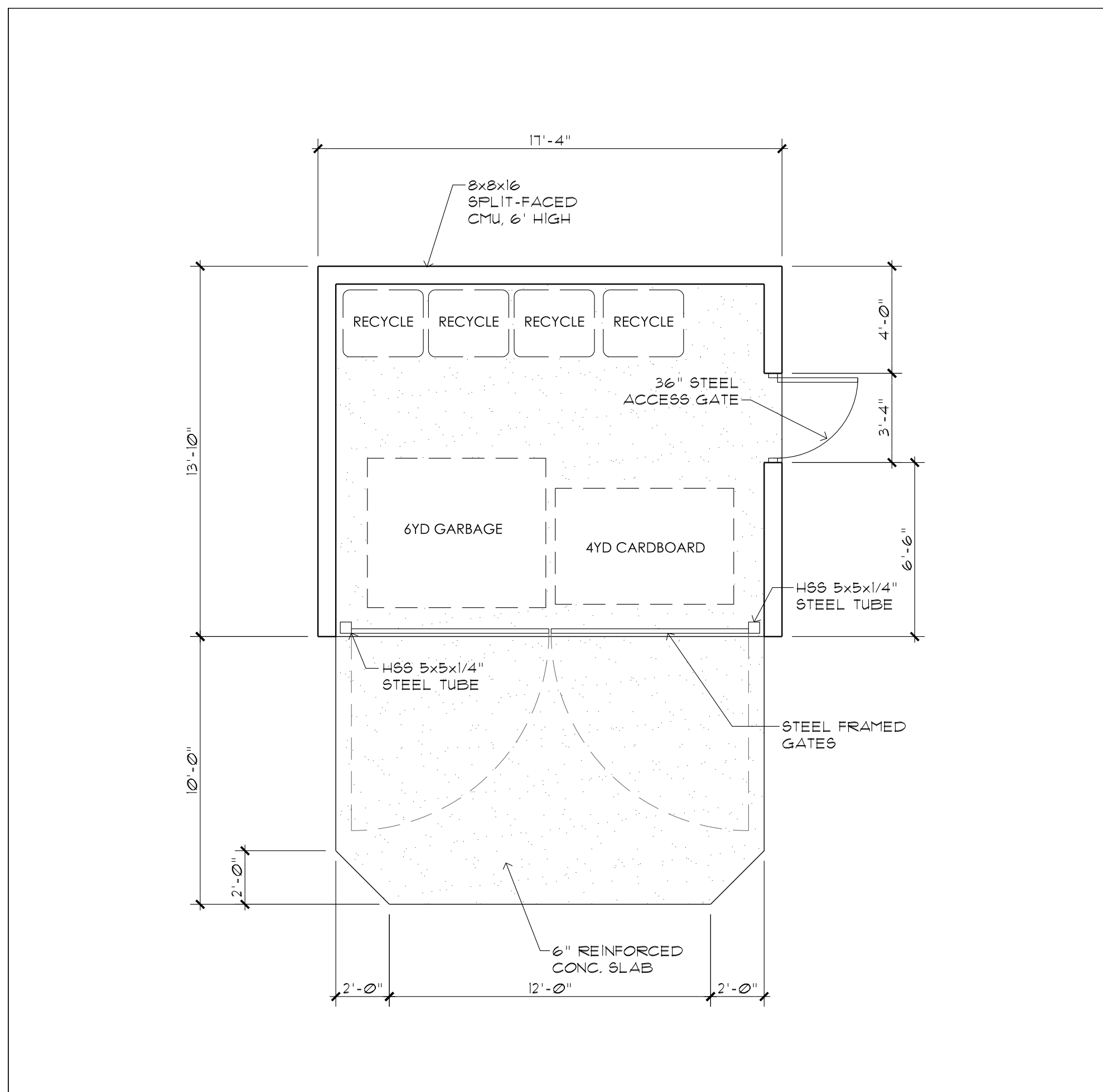
NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

ENLARGED SITE PLANS

date:	NOVEMBER 9, 2023
scale:	AS NOTED
drawn:	AS NOTED
job no.:	2301
revisions:	11/09/23

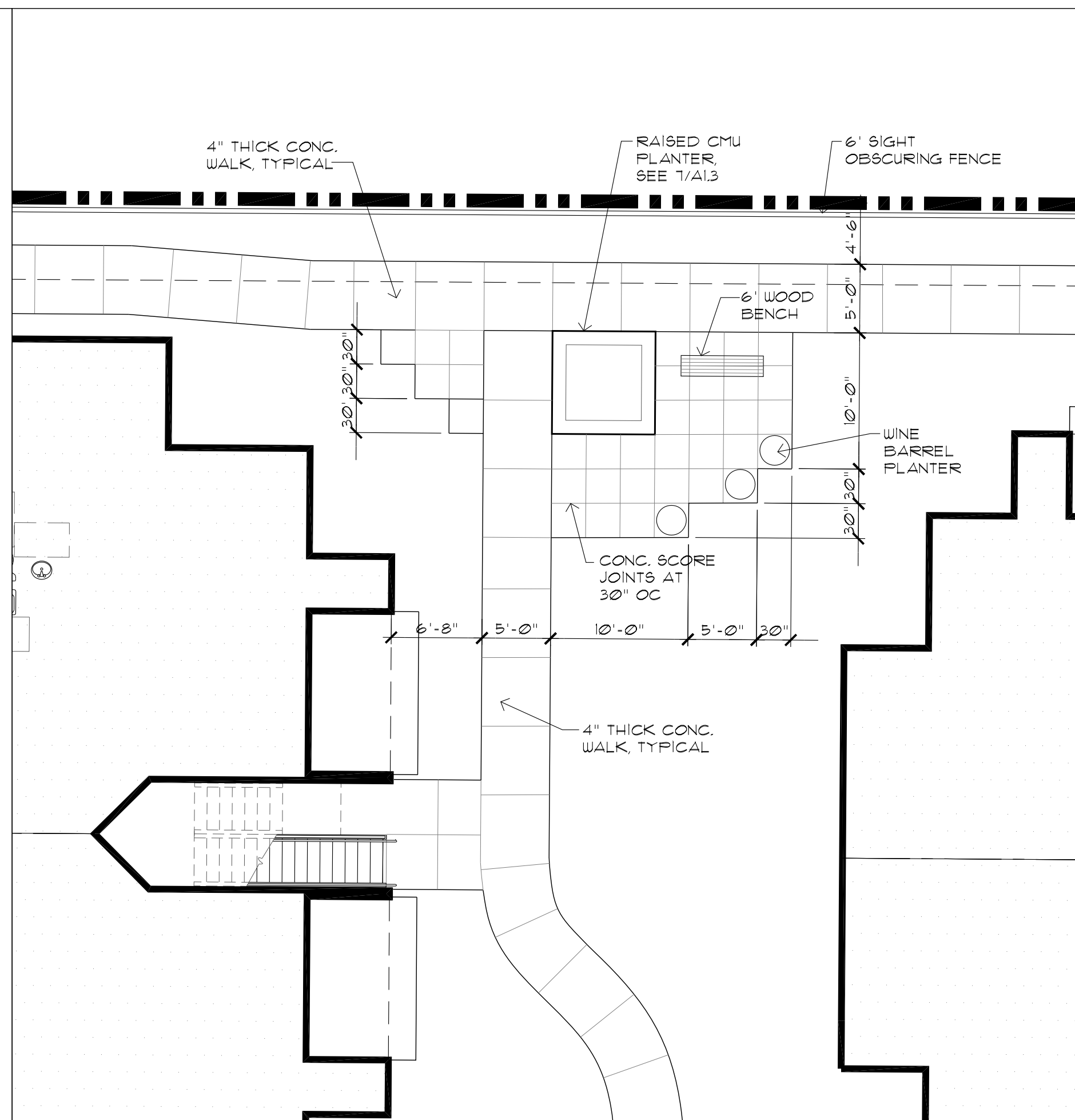
A
1.3

LAND-USE REVIEW



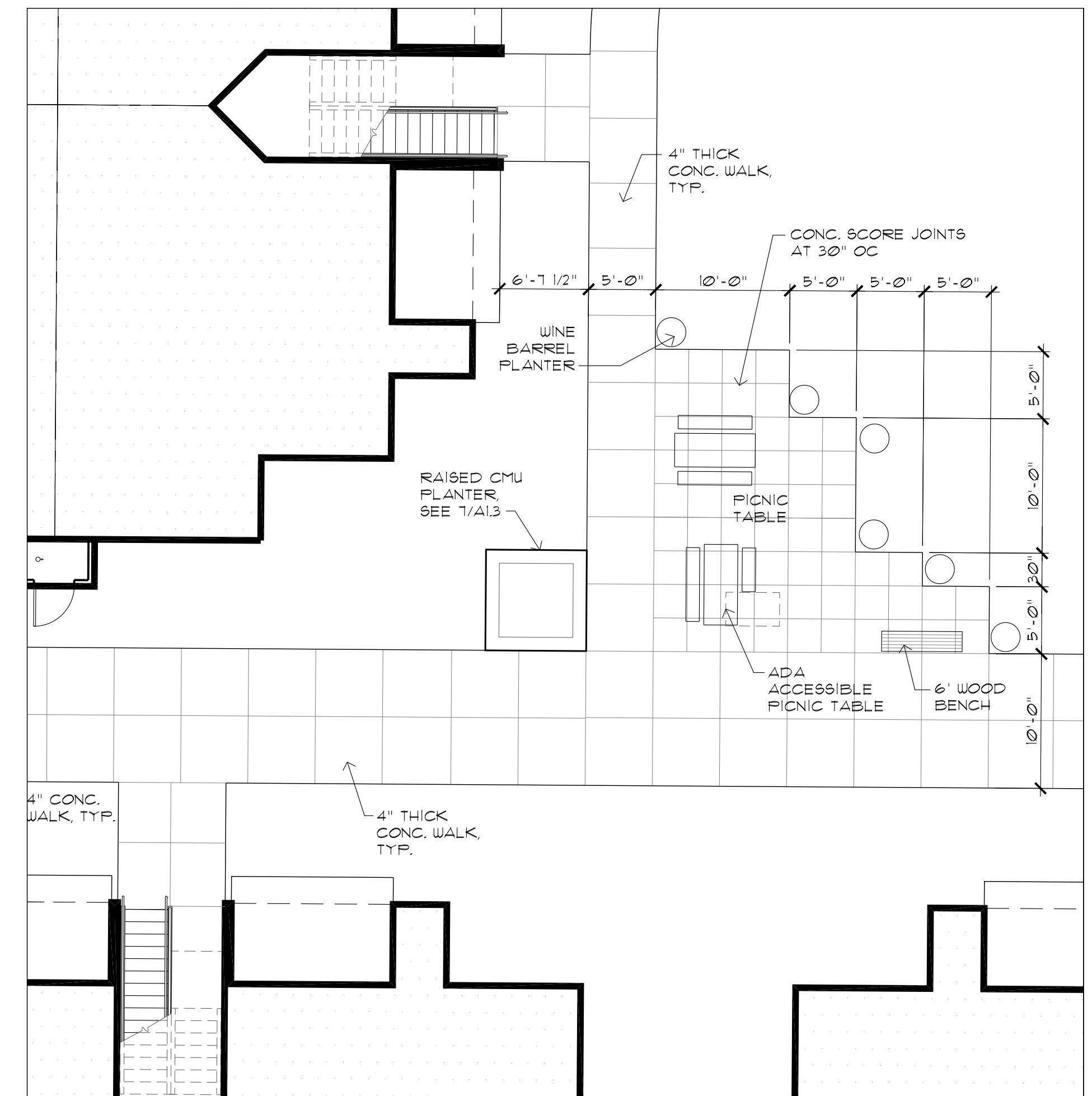
TRASH ENCLOSURE PLAN 5

Scale: 1/4" = 1'-0" A1.4



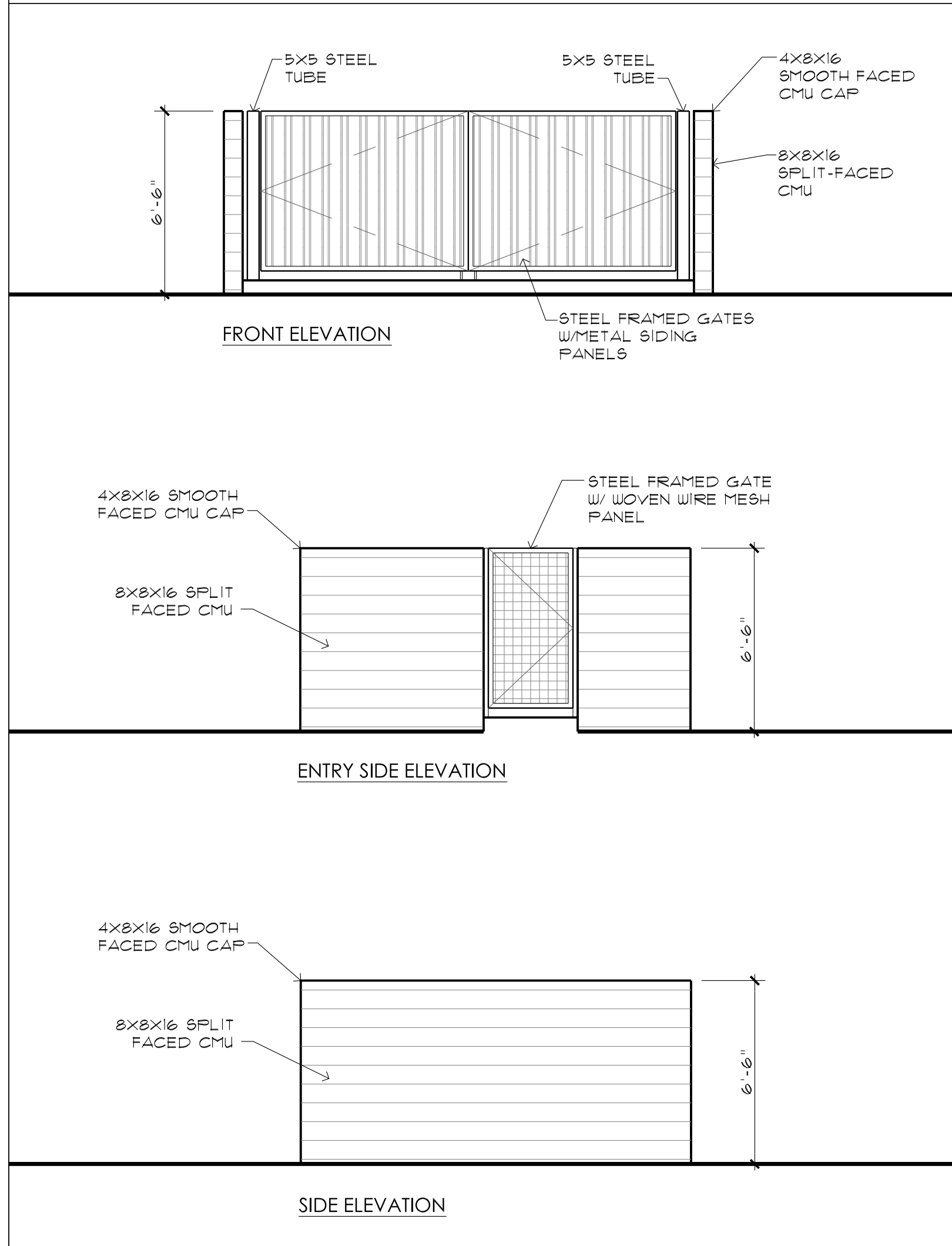
ENLARGED SITE PLAN 3

Scale: 1/8" = 1'-0" A1.4



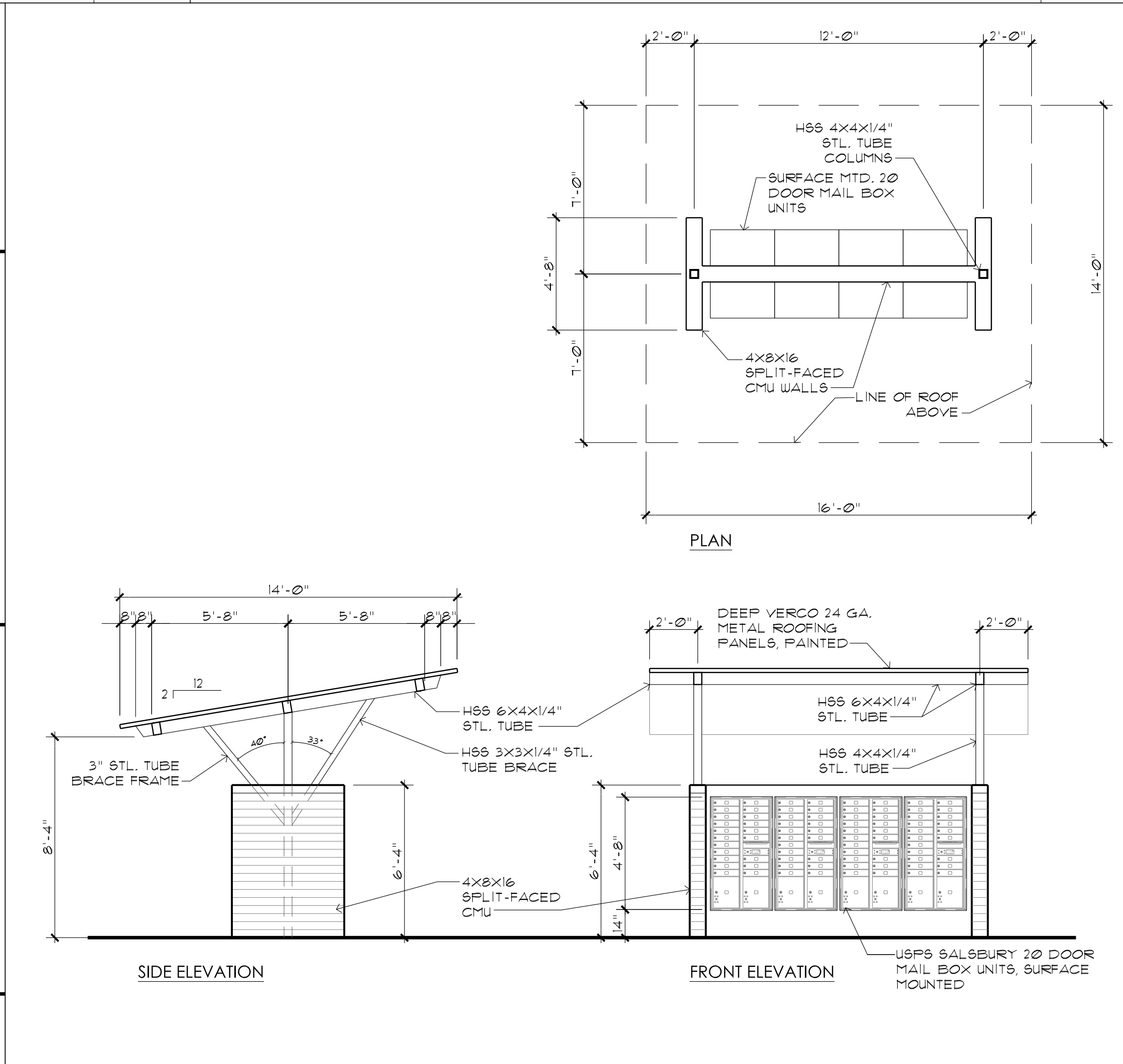
ENLARGED SITE PLAN 1

Scale: 1/8" = 1'-0" A1.4



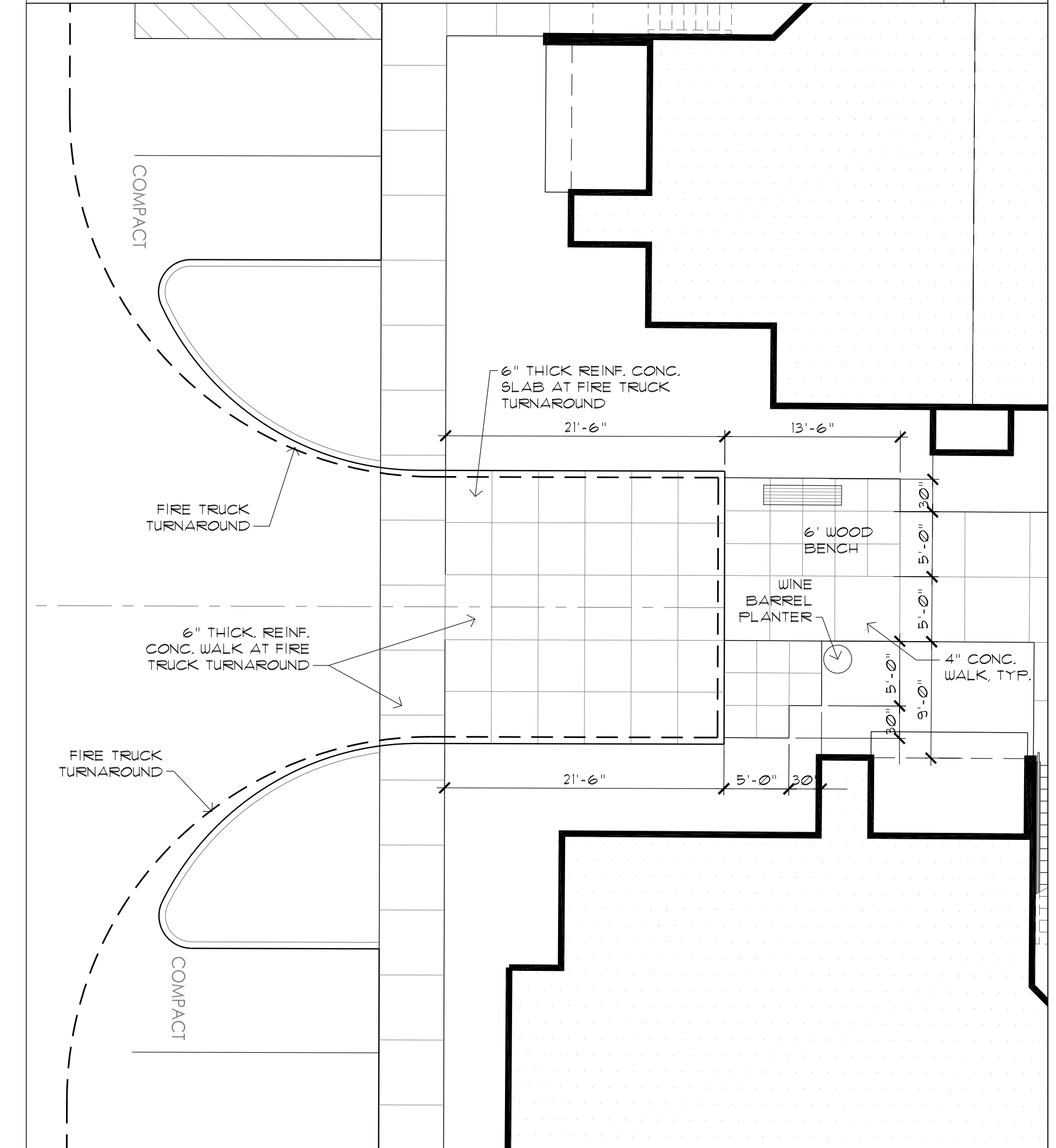
TRASH ENCLOSURE ELEVATIONS 6

Scale: 1/4" = 1'-0" A1.4



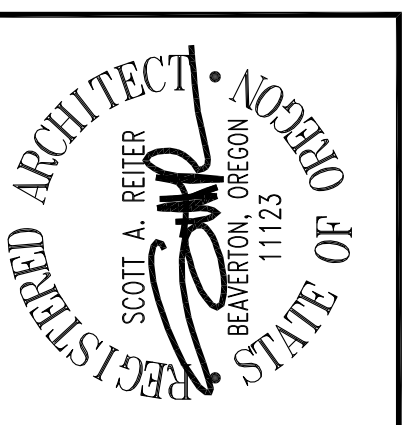
MAIL KIOSK PLAN, ELEVATIONS 4

Scale: 1/4" = 1'-0" A1.4



ENLARGED SITE PLAN 2

Scale: 1/8" = 1'-0" A1.4



RDA
REITER DESIGN ARCHITECT
INCORPORATED

6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

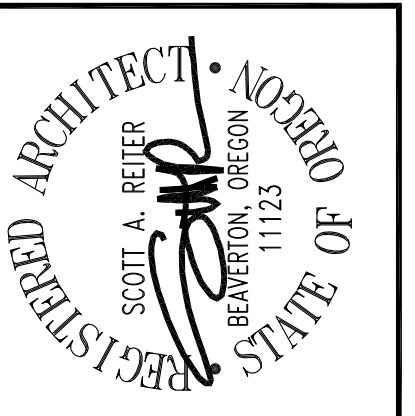
NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON

OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

ENLARGED SITE PLANS, ELEVATIONS
MAIL KIOSK PLANS, ELEVATIONS
TRASH ENCLOSURE PLAN, ELEVATIONS

date: NOVEMBER 9, 2023
scale: AS NOTED
drawn: [Signature]
job no.: 2301

LAND-USE REVIEW
A
1.4



RDA
REITER DESIGN ARCHITECT
INCORPORATED

6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON

OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

EXTERIOR ELEVATIONS
BUILDING A

date:	NOVEMBER 9, 2023
scale:	AS NOTED
drawn:	SAR
job no.:	2301
revisions:	11/09/23

LAND-USE REVIEW

A
7.1



BUILDING 'A' - NORTH ELEVATION 3
Scale: 1/8" = 1'-0" **A7.1**



BUILDING 'A' - WEST ELEVATION 4
Scale: 1/8" = 1'-0" **A7.1**



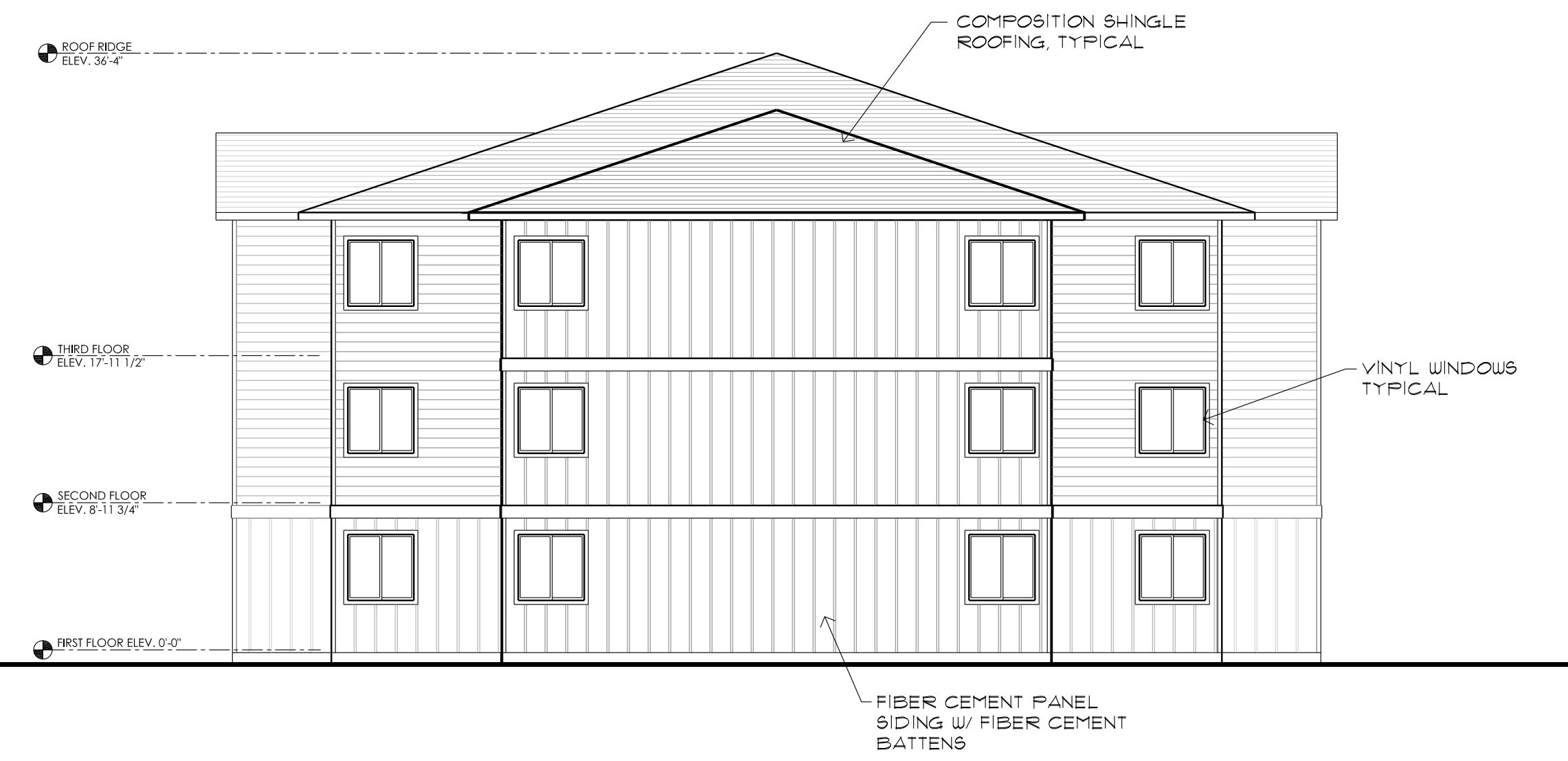
BUILDING 'A' - SOUTH ELEVATION 2
Scale: 1/8" = 1'-0" **A7.1**



BUILDING 'A' - EAST ELEVATION 1
Scale: 1/8" = 1'-0" **A7.1**



BUILDING 'B' - WEST ELEVATION 4
 Scale: 1/8" = 1'-0" **A7.2**



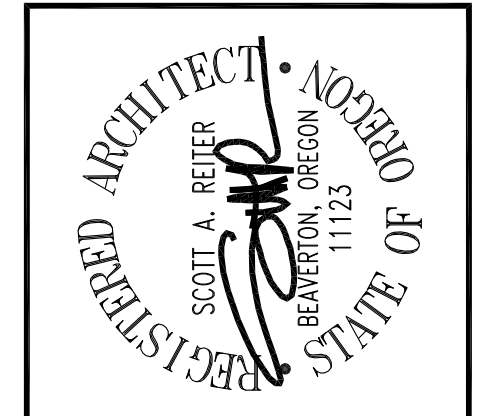
BUILDING 'B' - SOUTH ELEVATION 2
 Scale: 1/8" = 1'-0" **A7.2**



BUILDING 'B' - NORTH ELEVATION 3
 Scale: 1/8" = 1'-0" **A7.2**



BUILDING 'B' - EAST ELEVATION 1
 Scale: 1/8" = 1'-0" **A7.2**



RDA
 REITER DESIGN ARCHITECT
 INCORPORATED
 6107 SW MURRAY BLVD. #480
 BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
 SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
 OWNER:
KWDS, LLC
 PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

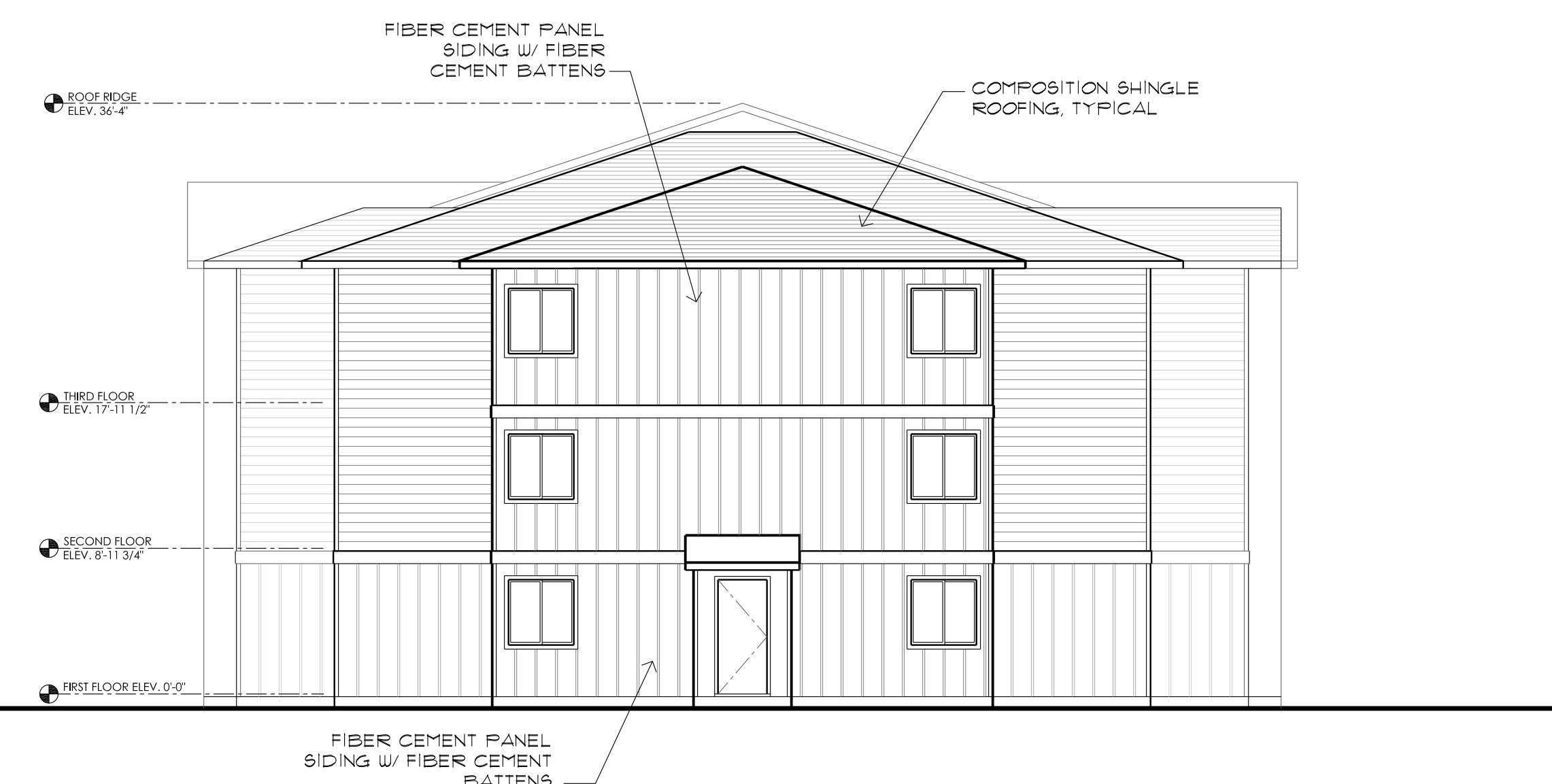
LAND-USE REVIEW

EXTERIOR ELEVATIONS BUILDING B	date: NOVEMBER 9, 2023	revisions: 11/09/23
	scale: AS NOTED	
	drawn: SAR	
	job no: 2301	

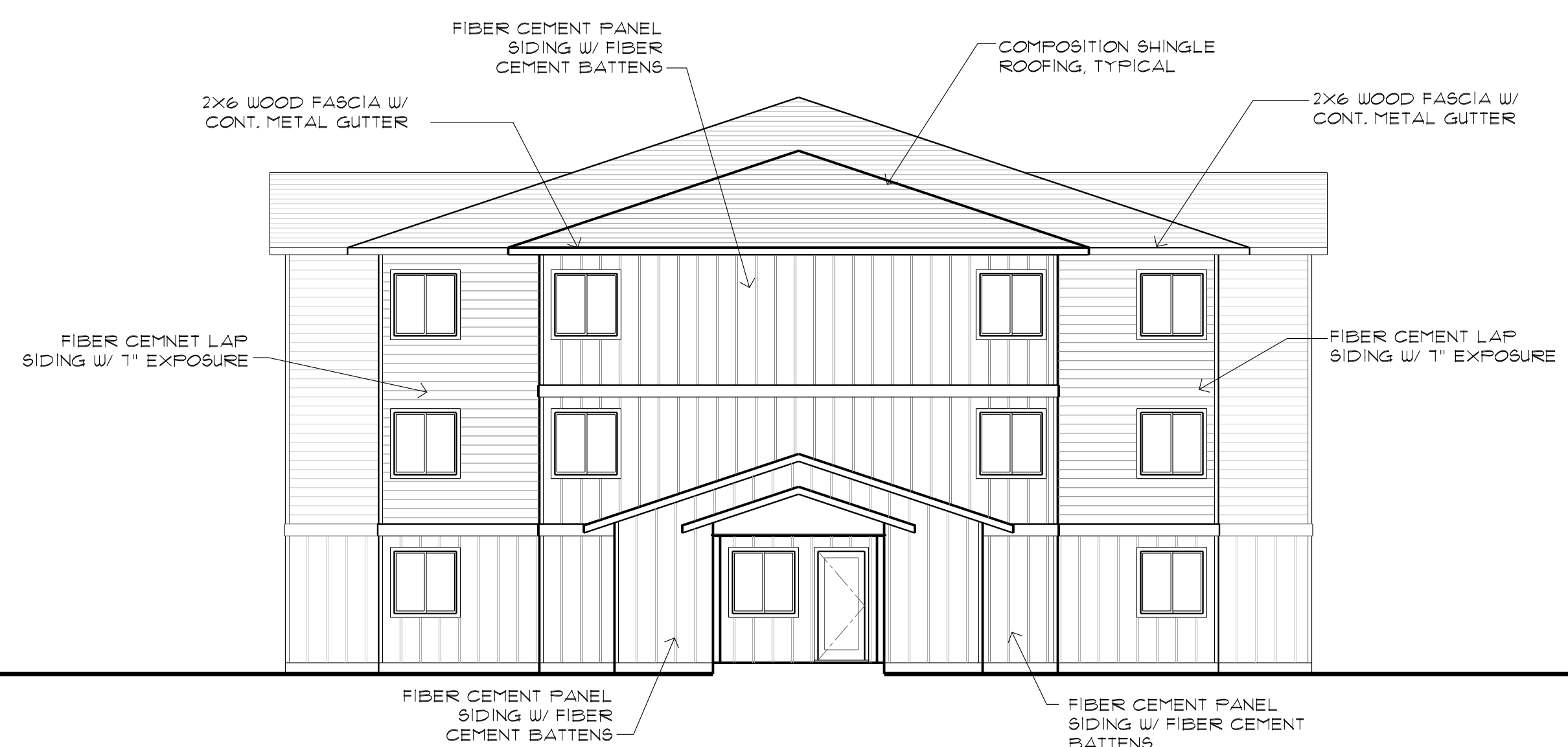
A
7.2



BUILDING 'C' - NORTH ELEVATION 4
 Scale: 1/8" = 1'-0" **A7.3**



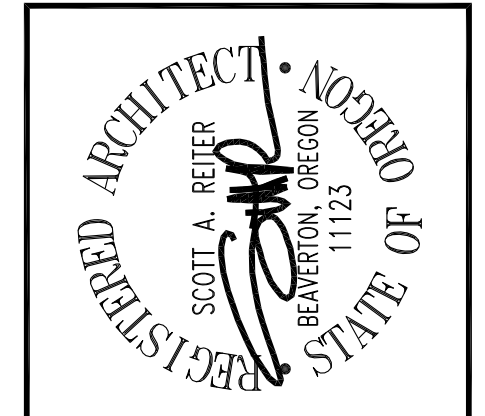
BUILDING 'C' - WEST ELEVATION 2
 Scale: 1/8" = 1'-0" **A7.3**



BUILDING 'C' - EAST ELEVATION 3
 Scale: 1/8" = 1'-0" **A7.3**



BUILDING 'C' - SOUTH ELEVATION 1
 Scale: 1/8" = 1'-0" **A7.3**



RDA
 REITER DESIGN ARCHITECT
 INCORPORATED
 6107 SW MURRAY BLVD. #480
 BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
 SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
 OWNER:
KWDS, LLC
 PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

LAND-USE REVIEW

EXTERIOR ELEVATIONS BUILDING C	date: NOVEMBER 9, 2023	revisions: 11/09/23
	scale: AS NOTED	
	drawn: SAR	
	job no: 2301	

A
7.3

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'D' - WEST ELEVATION 4
Scale: 1/8" = 1'-0" A7.4

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



ROOF RIDGE
ELEV. 36'-4"

THIRD FLOOR
ELEV. 17'-11 1/2"

SECOND FLOOR
ELEV. 8'-11 3/4"

FIRST FLOOR ELEV. 0'-0"

BUILDING 'D' - SOUTH ELEVATION 2
Scale: 1/8" = 1'-0" A7.4

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'D' - NORTH ELEVATION 3
Scale: 1/8" = 1'-0" A7.4

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



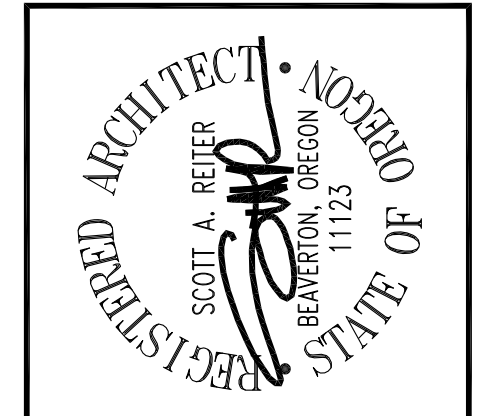
ROOF RIDGE
ELEV. 36'-4"

THIRD FLOOR
ELEV. 17'-11 1/2"

SECOND FLOOR
ELEV. 8'-11 3/4"

FIRST FLOOR ELEV. 0'-0"

BUILDING 'D' - EAST ELEVATION 1
Scale: 1/8" = 1'-0" A7.4



RDA
REITER DESIGN ARCHITECT
INCORPORATED
6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

LAND-USE REVIEW

EXTERIOR ELEVATIONS BUILDING D	date: NOVEMBER 9, 2023	revisions: 1/09/23
	scale: AS NOTED	
	drawn: SAR	
	job no: 2301	

A
7.4

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'E' - NORTH ELEVATION 4
Scale: 1/8" = 1'-0" A7.5

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'E' - WEST ELEVATION 2
Scale: 1/8" = 1'-0" A7.5

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS

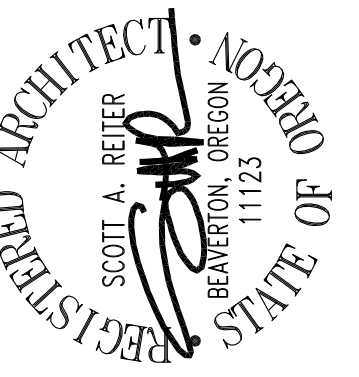


BUILDING 'E' - EAST ELEVATION 3
Scale: 1/8" = 1'-0" A7.5

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'E' - SOUTH ELEVATION 1
Scale: 1/8" = 1'-0" A7.5



RDA
REITER DESIGN ARCHITECT
INCORPORATED

6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON

OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

EXTERIOR ELEVATIONS
BUILDING E

date: NOVEMBER 9, 2023
scale: AS NOTED
drawn: SAR
job no.: 2301

revisions:
1 11/09/23

A
7.5

LAND-USE REVIEW

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'F' - NORTH ELEVATION 4
Scale: 1/8" = 1'-0" A7.6

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'F' - WEST ELEVATION 2
Scale: 1/8" = 1'-0" A7.6

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'F' - EAST ELEVATION 3
Scale: 1/8" = 1'-0" A7.6

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'F' - SOUTH ELEVATION 1
Scale: 1/8" = 1'-0" A7.6



RDA
REITER DESIGN ARCHITECT
INCORPORATED

6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON

OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

LAND-USE REVIEW

EXTERIOR ELEVATIONS
BUILDING F

date:	NOVEMBER 9, 2023	revisions:	
scale:	AS NOTED		11/09/23
drawn:	SAR		
job no.:	2301		

A
7.6

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'G' - WEST ELEVATION 4
Scale: 1/8" = 1'-0" A7.7

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'G' - SOUTH ELEVATION 2
Scale: 1/8" = 1'-0" A7.7

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'G' - NORTH ELEVATION 3
Scale: 1/8" = 1'-0" A7.7

NOTE:
SEE DRAWINGS A7.1 THRU A7.3 FOR
TYPICAL BUILDING ELEVATION MATERIALS



BUILDING 'G' - EAST ELEVATION 1
Scale: 1/8" = 1'-0" A7.7



RDA
REITER DESIGN ARCHITECT
INCORPORATED
6107 SW MURRAY BLVD. #480
BEAVERTON, OREGON 97008 (503) 574-3056

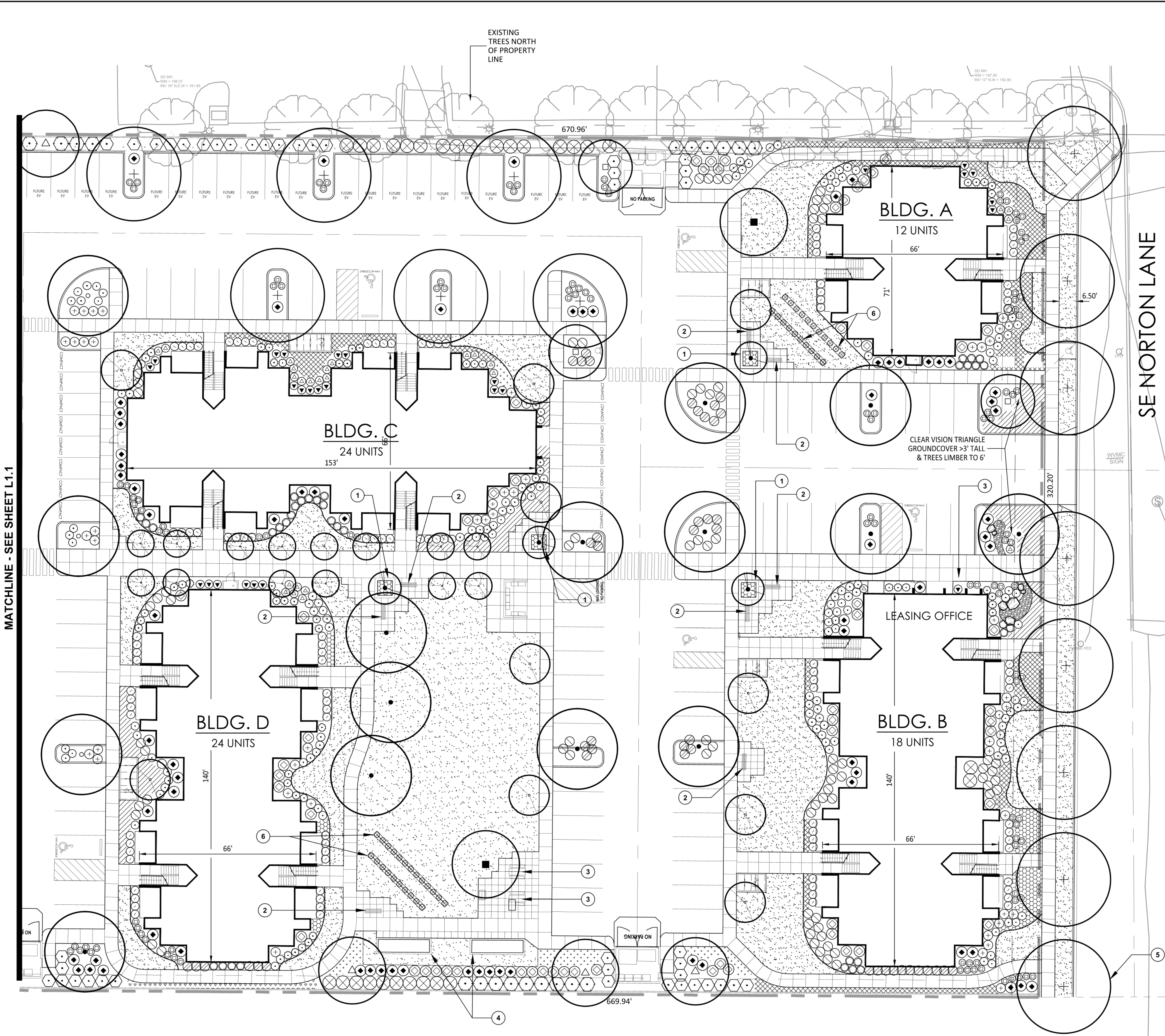
NORTON LANDING APARTMENTS
SE NORTON LANE AND SE STRATUS AVE. MCMINNVILLE, OREGON
OWNER:
KWDS, LLC
PO BOX 145 WILSONVILLE, OREGON 97070 (503) 781-5685

LAND-USE REVIEW

EXTERIOR ELEVATIONS
BUILDING G

date:	NOVEMBER 9, 2023
scale:	AS NOTED
drawn:	SAR
job no.:	2301
revisions:	11/09/23

A
7.7

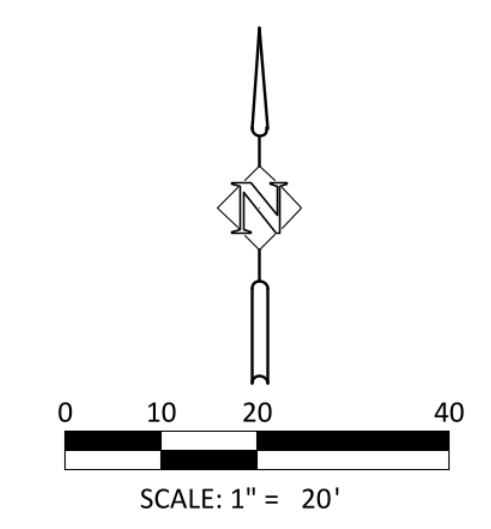


LANDSCAPE PLAN
1" = 20"

CITY OF MCMINVILLE CODE COMPLIANCE				
SECTION #	SECTION	DESCRIPTION	REQUIRED	PROVIDED
17.11.090(D)	LARGE SITE DESIGN STANDARDS	BUFFER PARKING AREAS WITH LANDSCAPING.		LANDSCAPING AROUND PARKING LOT
	LARGE SITE DESIGN STANDARDS	PROVIDE DIFFERENT TYPE OF OPEN SPACE THROUGHOUT THE SITE		DIFFERENT TYPES OF OPEN SPACE PROVIDED
	PARKING LOT DESIGN STANDARDS	>50,000 SF PARKING LOTS = 8% INTERIOR LANDSCAPING REQUIRED.	PARKING LOT AREA = 75,075 SF X 8% = 6,006 SF	6,681 SF INT. PL LANDSCAPING
	PARKING LOT DESIGN STANDARDS	1 (NON-COLUMNAR) TREE PER ISLAND	37 PARKING LOT ISLANDS	37 TREES
	PARKING LOT DESIGN STANDARDS	FENCE REQUIRED NEXT TO RESIDENTIAL ZONING	FENCE ON WEST PL	FENCE PROVIDED. SEE ARCHITECTURAL SITE PLANS
	PARKING LOT DESIGN STANDARDS	BUFFER BETWEEN PL AND BUILDINGS	SW OR LANDSCAPE STRIP	5' SW & LANDSCAPE STRIPS PROVIDED
	PARKING LOT DESIGN STANDARDS	PLANTINGS ADJACENT TO SW (BETWEEN PL AND BLDGS)	6' LANDSCAPE STRIP NEXT TO SW	6' PLANTING STRIP
	PARKING LOT DESIGN STANDARDS	TREES ALONG THE "THROUGH SIDEWALK-WALKWAY CONNECTIONS"		TREES PROVIDED ALONG SIDEWALK CONNECTIONS
	OPEN SPACE	PROVIDE DECIDUOUS TREE FOR SHADE	DEC. TREES IN OPEN SPACES	STEWARTIA PROVIDED
	LANDSCAPING	A MIN. OF 20% OF THE SITE SHALL BE LANDSCAPED	TOTAL SITE 214,606 SF X 20% = 42,921 SF	64,157 SF PROVIDED (30%)
17.11.090(D).10	FRONT YARD SETBACK	FRONT YARD SETBACK BETWEEN ENTRANCE AND STREET GATEWAY ZONE	MUST CONTAIN LOW SHRUBS OR FENCE	URBAN FRONT YARD TYPE USED. LOW SHRUBS PROVIDED
17.11.090(D).6.B(3)	PRIVATE OPEN SPACE	PRIVATE OUTDOOR SPACE AT GROUND LEVEL REQUIRES FRONT YARD	MUST CONTAIN LOW SHRUBS OR FENCE	URBAN FRONT YARD TYPE USED. LOW SHRUBS PROVIDED
	OPEN SPACE	COMMON OPEN SPACE 15% MIN.	TOTAL SITE 214,606 SF X 15% = 32,191 SF	32,715 SF PROVIDED
	OPEN SPACE	PASSIVE OPEN SPACE NO MORE THAN 5% OF SITE	TOTAL SITE 214,606 SF X 5% = 10,730 SF MAX. PASSIVE	21,985 SF ACTIVE OPEN SPACE
17.57.070	EXISTING TREES	EXISTING LOCATIONS OF TREES OVER 6" DBH		NO EXISTING TREES ON SITE
17.57.070	LANDSCAPE SCREENING	SCREENING TO PROPOSED USE BY SIGHT OBSCURING, EVERGREEN PLANTINGS, SHADE TREES, FENCES OR COMBINATION		SIGHT OBSCURING FENCE & SCREENING SHRUBS PROVIDED
17.57.090	STREET TREES	STREET TREES OVER 40' TALL AND WIDE	40' OC	LARGE STREET TREES PROVIDED. SEE PLANT SCHEDULE

KEY NOTES

- 1 RAISED SEAT WALL PLANTER
- 2 BENCH
- 3 PICNIC TABLE
- 4 RAISED BED PLANTERS
- 5 STREET TREE W/ ROOT BARRIERS AND DEEP ROOT WATERING, TYP. SEE DETAILS 1 AND 2/L3.1
- 6 GRAPE VINE TRELLIS



LANDSCAPE PLAN
NORTON LANDING
MCMINVILLE, OREGON

Harper Houf Peterson Righelisi Inc.
ENGINEERS + PLANNERS
LANDSCAPE ARCHITECTS + SURVEYORS
250 NW Franklin Avenue, Suite 404, Bend, OR 97703
phone: 541.318.1161 www.hhp.com

REGISTERED 747
PRELIMINARY
JEFFERY P. CREEEL
OREGON 06/13/11
LANDSCAPE ARCHITECT

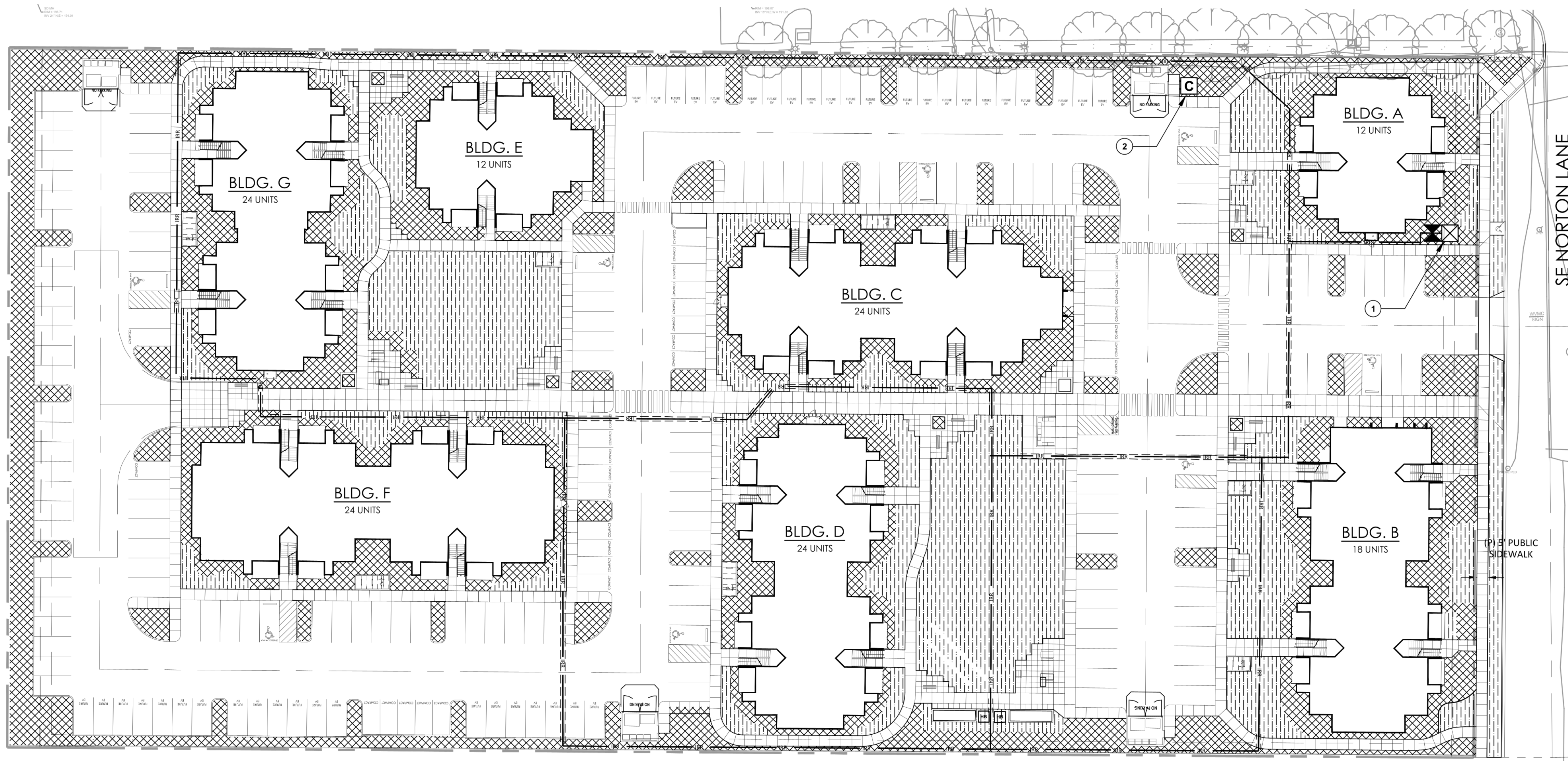
DESIGNED:	MD/JLV
DRAWN:	MD
CHECKED:	JLV
DATE:	07.21.2023

DATE	NO.	DESCRIPTION

SHEET NO. **L1.2**
JOB NO. KWD-11

SEE L1.1 FOR PLANTING SCHEDULE

LAND USE



IRRIGATION PLAN

1" = 30"

IRRIGATION NOTES

- CONTRACTOR SHALL INSPECT SITE AND VERIFY CONDITIONS AND DIMENSIONS PRIOR TO CONSTRUCTION.
- IRRIGATION PLANS ARE SCHEMATIC REPRESENTATIONS ONLY. PLACE LINES IN COMMON TRENCH WHENEVER POSSIBLE. FIELD ADJUST LINES TO AVOID CONFLICT WITH UTILITIES.
- IRRIGATION LATERAL AND MAINLINE PIPE SHOW OUTSIDE OF PLANTING AREAS FOR CLARIFICATION ONLY. PLACE LATERAL AND MAINLINE PIPE IN PLANTER AREAS UNLESS IRRIGATION SLEEVES ARE SHOWN.
- COORDINATE IRRIGATION WITH PLANTING PLAN AND SITE IMPROVEMENTS AND USE TRIANGULAR SPACING FOR HEAD TO HEAD COVERAGE. COORDINATE IRRIGATION HEAD LAYOUT WITH NEW PLANT MATERIALS, LOCATE SPRAY HEADS 30" FROM BASE OF TREE. DO NOT ALTER HEAD LOCATION, PIPE LAYOUT, OR VALVE LOCATION WITHOUT WRITTEN APPROVAL FROM CONSTRUCTION MANAGER. NOTIFY OWNER'S REPRESENTATIVE IF DISCREPANCIES OCCUR BETWEEN PLANS AND FIELD CONDITIONS.
- ALL COMPONENTS OF IRRIGATION SYSTEM SHALL BE INSTALLED AND PROPERLY ADJUSTED TO PROVIDE ADEQUATE COVERAGE AND MINIMIZATION OF OVERSPRAY ONTO WALKS, BUILDINGS, PARKING AREAS, ETC.
- ALL PIPE SIZES INDICATED ARE MINIMUMS. CONTRACTOR MAY NOT DECREASE PIPE SIZE. LARGER PIPE SIZES MAY BE USED AT NO ADDITIONAL COST TO OWNER.
- INSTALL ALL IRRIGATION PIPE AND CONTROL WIRES IN MINIMUM 4" PVC SLEEVE BELOW ALL PAVED SURFACES UNLESS OTHERWISE INDICATED ON PLANS. INSTALL SLEEVES PRIOR TO PLACEMENT OF PAVEMENTS AND PAVEMENT SUB-BASE.
- COORDINATE IRRIGATION POINTS OF CONNECTION AND LOCATION OF AUTOMATIC CONTROL VALVES WITH PROJECT MANAGER. COORDINATE ALL WORK WITH OTHER TRADES, I.E. ELECTRICAL, MASONRY, ETC.

- CONTRACTOR TO PROGRAM AUTOMATIC CONTROLLER TO ALLOW FOR EQUIVALENT OF 1" OF WATER PER WEEK, OR PER SITE AND PLANTING NEEDS FOR BEST PLANT HEALTH.
- ALL PIPES SHALL BE TRENCHED. PROVIDE POSITIVE DRAINAGE OF MAINLINE. PLACE MANUAL DRAIN AT LOW POINTS IN MAINLINE. IDENTIFY LOCATIONS ON AS-BUILTS.
- USE 45° ELLS INSTEAD OF 90° ELLS ON ALL MAINLINES 2-1/2" AND LARGER. INSTALL CONCRETE THRUST BLOCKS AT ALL MAINLINE CHANGES IN DIRECTION. POUR MINIMUM OF 1 CUBIC FOOT OF CONCRETE ON UNDISTURBED SOIL. WRAP PIPE IN PLASTIC WRAP PRIOR TO COVERING WITH CONCRETE.
- CONTRACTOR TO INSTALL CONTROLLER AND ACCESSORIES AS REQUIRED. CONTRACTOR TO FURNISH CONTROL WIRES FROM VALVES TO CONTROLLER. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING 110 VOLT SERVICE FROM BUILDING AND CONNECTION TO CONTROLLER SERVICE.
- IRRIGATION SYSTEMS SHALL BE TWO (2) WIRE DECODER CONTROL SYSTEMS UNLESS MULTI-WIRE SYSTEM IS SPECIFIED. CONTRACTOR TO PROVIDE DECODERS FOR EACH REMOTE CONTROL VALVE.
- ALL SPRINKLER BODIES TO BE 6" POP-UP IN LAWN AREAS AND 12-INCH POP-UP IN SHRUB, GROUND COVER AND STORM WATER PLANTER AREAS.

SHEET NOTES

- POINT OF CONNECTION: DOMESTIC WATER LINE. SEE UTILITY PLAN.
- INSTALL PEDESTAL MOUNTED CONTROLLER ON CONCRETE PAD.

IRRIGATION LEGEND

EQUIPMENT

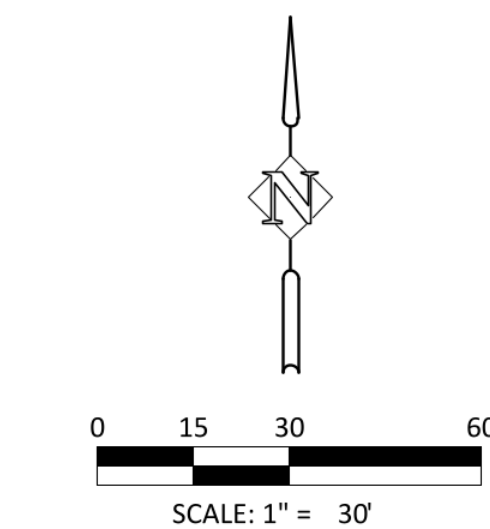
SYMBOL	DESCRIPTION
	BACKFLOW PREVENTER - FEBCO MODEL 850 Y, 2 1/2" OR APPROVED EQ.
	BALL VALVE - NIBCO T-560 OR APPROVED EQUAL.
	CONTROLLER - HUNTER HCC. TWO WIRE SYSTEM. RAIN CLIK RAIN SENSOR. # STATIONS. LOCATION TO BE APPROVED BY OWNER. INSTALL IN HUNTER SS PEDESTAL.
	HOSE BIB

IRRIGATION ZONES

	LAWN ZONES: POP-UP HEADS WITH HUNTER MP ROTATOR NOZZLES
	SHRUB ZONES: POP-UP HEADS WITH HUNTER MP SPRAY NOZZLES

PIPE

	MAINLINE - 2 1/2" SCH. 80 PVC
	SLEEVING - 4" SLEEVE FOR PIPES < 2", 6" SLEEVE FOR PIPES 2.5"-4"



LAND USE

**IRRIGATION PLAN
NORTON LANDING
MCMINNVILLE, OREGON**

Harper Houf Peterson Righelisi Inc.
ENGINEERS • PLANNERS
LANDSCAPE ARCHITECTS • SURVEYORS
250 NW Franklin Avenue, Suite 404, Bend, OR 97703
phone: 541.318.1161 www.hhpr.com

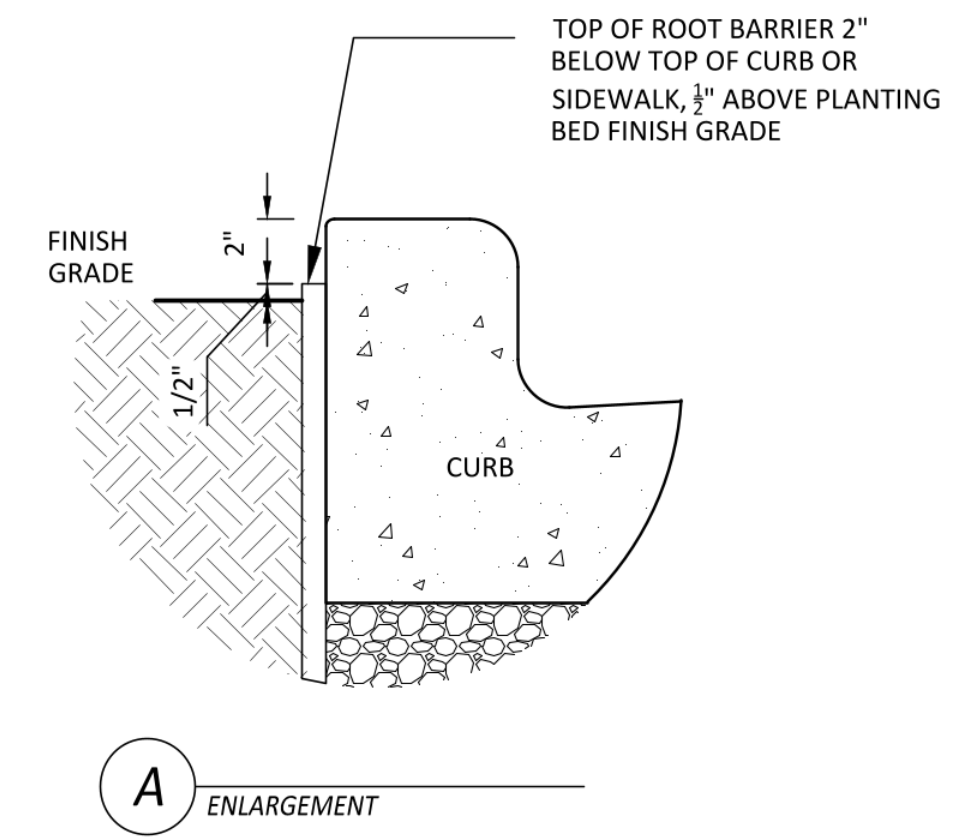
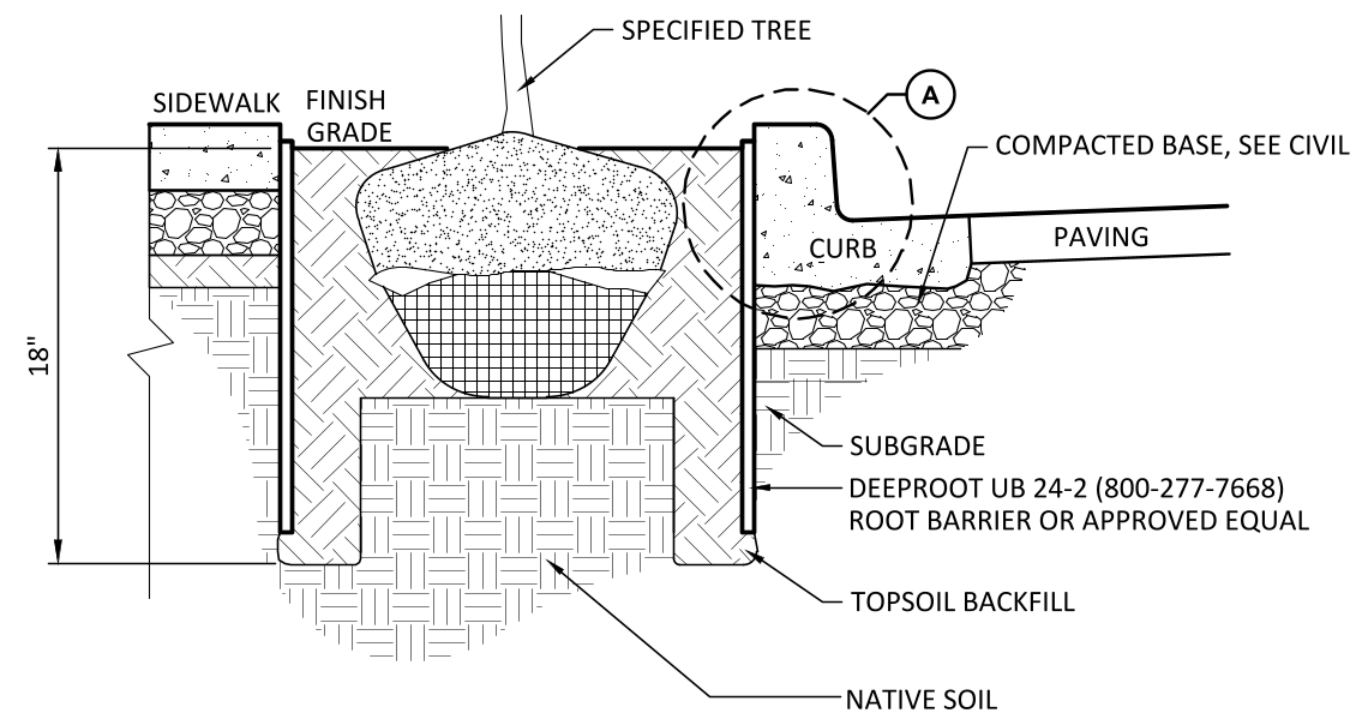
REGISTERED
747
PRELIMINARY
JEFFERY F. CRIEEL
OREGON
05/13/11
LANDSCAPE ARCHITECT

DESIGNED:	MD/JLV
DRAWN:	MD
CHECKED:	JLV
DATE:	07.21.2023

DATE	NO.	DESCRIPTION
		R E V I S I O N S

SHEET NO. **L2.1**
JOB NO. KWD-11

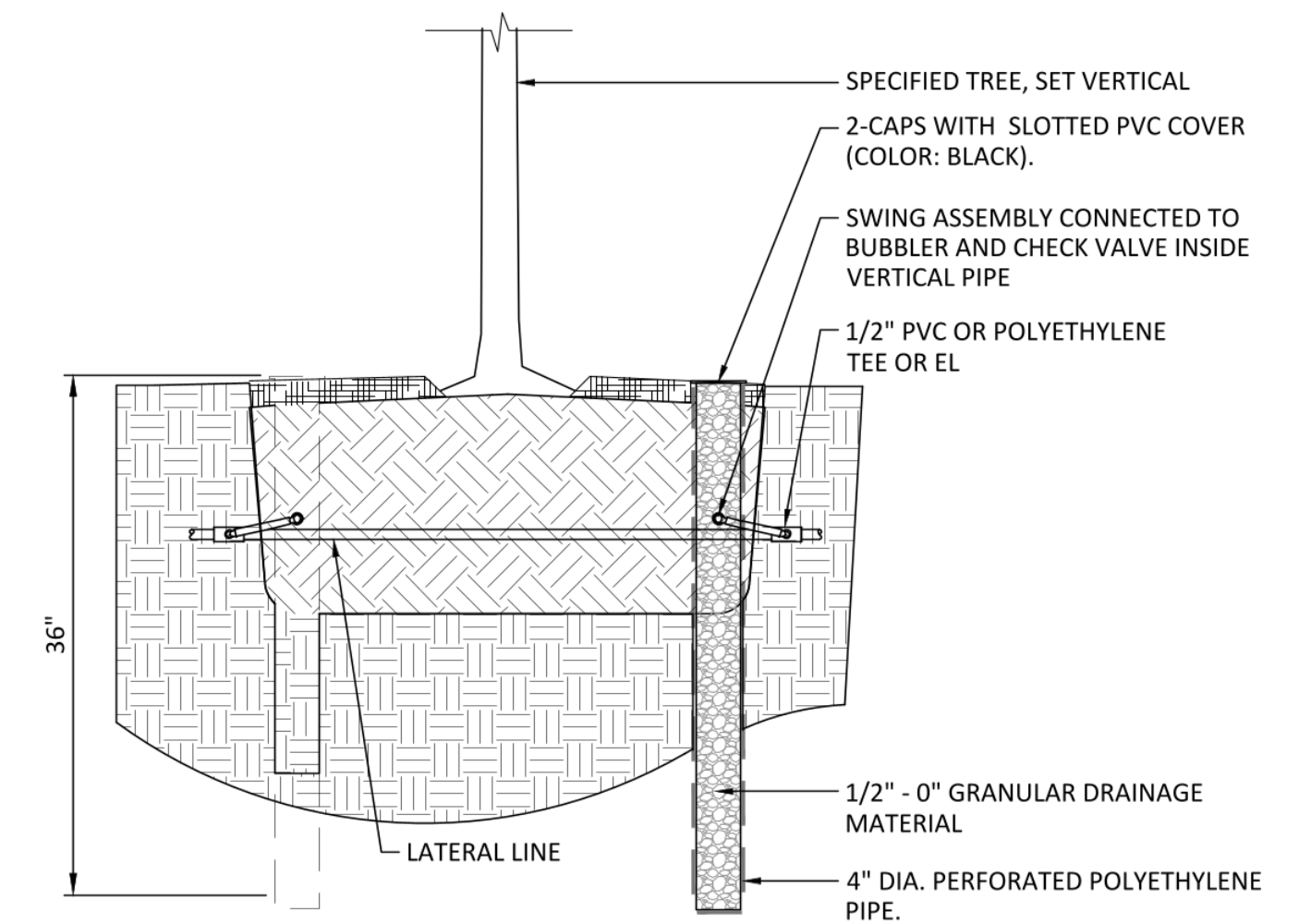
N:\KWD (Koh)\KWD-11 (McMinnville Apartments)\KWD-11-DWG\SS\Sheets\L2.1-Irrigation Plans.dwg



- NOTES:**
1. INSTALL BARRIER PER MANUFACTURER'S SPECIFICATIONS
 2. POSITION BARRIER PANELS VERTICALLY WITH TOP AGAINST STRUCTURE TO BE PROTECTED
 3. SEE LANDSCAPE PLAN FOR TREES THAT REQUIRE BARRIER PANEL

1 ROOT BARRIER
Section

NOT TO SCALE



2 DEEP ROOT WATERING
Section

NTS

LANDSCAPE DETAILS
NORTON LANDING
MCMINNVILLE, OREGON

Harper Houf Peterson Righelis Inc.
ENGINEERS • PLANNERS
LANDSCAPE ARCHITECTS • SURVEYORS
250 NW Franklin Avenue, Suite 404, Bend, OR 97703
phone: 541.318.1161 www.hhpr.com fax: 541.318.1141

REGISTERED
747
PRELIMINARY
JEFFERY P. CRIEEL
OREGON
05/13/11
LANDSCAPE ARCHITECT

DESIGNED:	MD/JLV
DRAWN:	MD
CHECKED:	JLV
DATE:	07.21.2023

DATE	NO.	DESCRIPTION

SHEET NO.
L3.1
JOB NO.
KWD-11

LAND USE

EXHIBIT 3 – STAFF REPORT

DATE: November 16, 2023
TO: Planning Commission Members
FROM: Heather Richards, Community Development Director
SUBJECT: Public Hearing – Docket G 3-22, Natural Hazards

STRATEGIC PRIORITY & GOAL:



COMMUNITY SAFETY & RESILIENCY

Proactively plan for & responsively maintain a safe & resilient community.



GROWTH & DEVELOPMENT CHARACTER

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

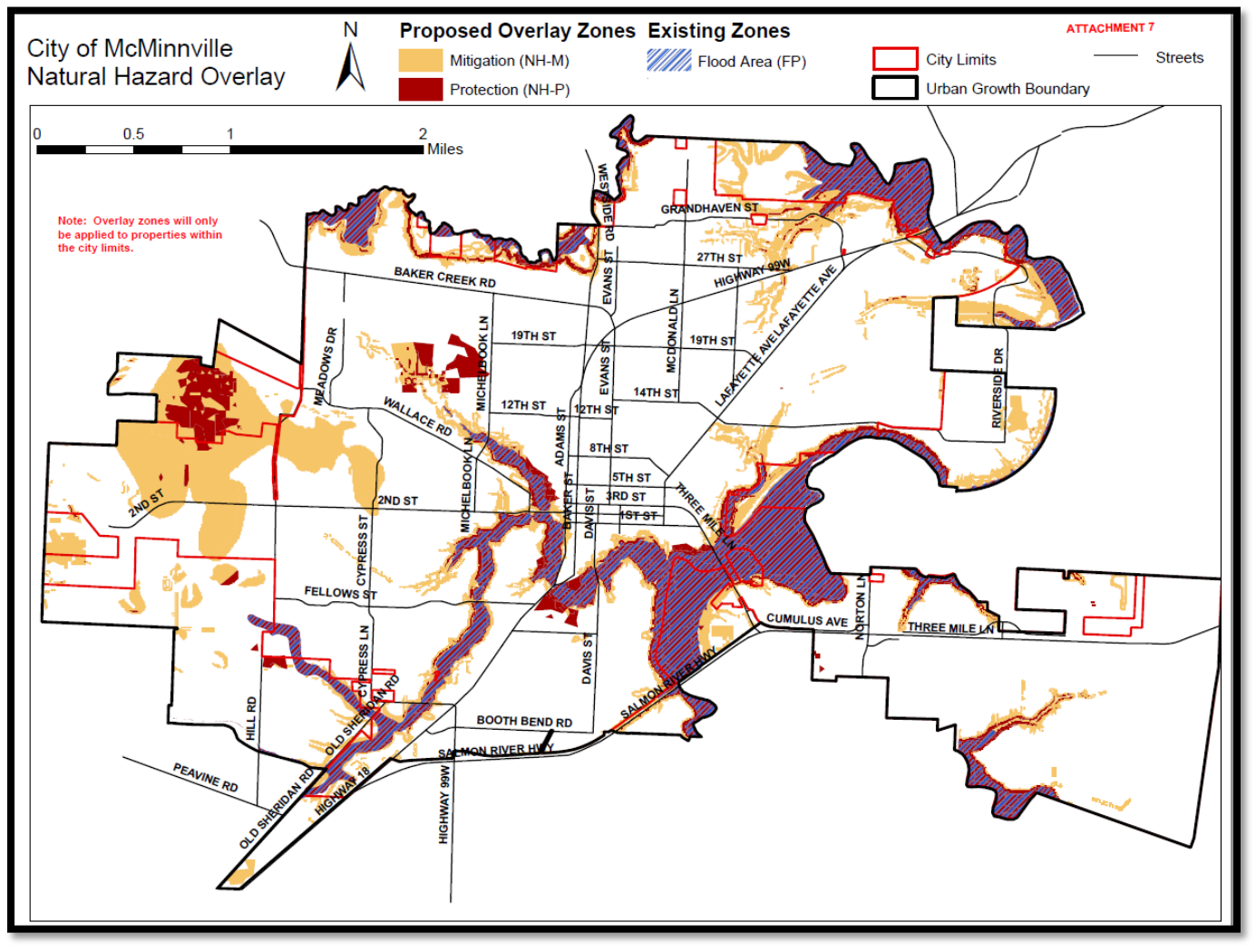
Report in Brief:

This is the continuation of a legislative public hearing to consider the following action items as a result of the City's Oregon Land Use Goal #7 work relative to Natural Hazards:

- Amendment to the McMinnville Comprehensive Plan, Volume I – Background Elements, adopting the *2021 Natural Hazards Inventory and Management Program Options and Recommendations* and its Appendices (Attachments 1, 2, 3, and 4 to this staff report).
- Amendment to the McMinnville Comprehensive Plan, Volume II – Goals and Policies, adding a new Chapter XI, entitled *Natural Features* (Attachment 5 to this staff report).
- Amendments to the McMinnville Municipal Code, Chapters 17.48, *Flood Area Zone*, and Chapter 17.49, *Natural Hazard Overlay Subdistricts* (Attachment 6 to this staff report).
- Amendment to the McMinnville Zone Map, adding the Natural Hazard Mitigation Zone (NH-M) and the Natural Hazard Protection Zone (NH-P) (Attachment 7 to this staff report).

A website page has been developed for this effort: [Natural Hazards | McMinnville Oregon](#)

Staff is requesting that the public hearing be continued to January 4, 2024, 6:30 PM due to staffing capacity and the time needed to evaluate and incorporate public comments received from the City's Public Works team, McMinnville Water and Light, private engineers and property owners.



Background:

Natural hazard planning is not new to McMinnville. The original comprehensive plan in 1981 conducted natural hazard planning and from this effort, the Flood Area zone was realized. When new hazard inventory data becomes available from the state local governments should update their natural hazard planning programs to evaluate the new data and develop a mitigation plan if appropriate.

What is Natural Hazard Mitigation? Disasters occur when natural hazard events impact people, property and the environment. Natural hazard mitigation is the identification and implementation of actions that will reduce loss when the next disaster strikes. Implementing mitigation actions can also reduce the length of time that essential services are unavailable after a disaster, protect critical facilities, reduce economic hardship, speed recovery, and reduce construction costs. Natural hazard mitigation is any sustained action taken to reduce or remove the long-term risk to life, property, and the environment from natural hazards. It is most effective when implemented under a comprehensive, long-term natural hazards mitigation plan, and integrated into other partner plans.

What is a Natural Hazards Mitigation Plan? A natural hazards mitigation plan identifies hazards, vulnerabilities, and risks facing a local, state or tribal government, and prioritizes actions to reduce the risk.

Oregon Land Use Goal #7 (attachment 8 to this staff report) requires local governments to evaluate the risk to people and property when new hazard inventory information is available and assess the frequency, severity and location of the hazard; the effects of the hazard on existing and future development; the potential for development in the hazard area to increase the frequency and severity of the hazard; and the types and intensities of land uses to be allowed in the hazard area. In this effort, governments should allow an opportunity for citizen review and comment on the new inventory information and the results of the evaluation, and adopt or amend, as necessary, based on the evaluation of risk, plan policies and implementing measures consistent with the following principles:

- Avoiding development in hazard areas where the risk to people and property cannot be mitigated; and
- Prohibiting the siting of essential facilities, major structures, hazardous facilities and special occupancy structures, as defined in the state building code.

Oregon Land Use Goal #7 further states that state agencies shall coordinate their natural hazard plans and programs with local governments and provide local governments with hazard inventory information.

In 2018, the Oregon Department of Geology and Mineral Industries updated their geohazards data. At the same time, the US Forest Service updated their Pacific Northwest Quantitative Wildfire Risk Assessment Data.

In 2019, Yamhill County with the aid of a grant from the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Program, updated the Yamhill County Multi-Jurisdictional Hazard Mitigation Plan, which was acknowledged by FEMA in December 22, 2020.

As a partner in that process, the City of McMinnville prepared an addendum to that plan that was adopted by the McMinnville City Council on December 8, 2020 by Resolution No. 2020-67. (Attachment #9 to this staff report). The McMinnville addendum identified a number of action items for the City of McMinnville including mapping and inventorying hazard areas and evaluating comprehensive plan policies and development regulations to ensure that the city is protecting people and property from natural hazard areas. (See Multi-Hazard #2, #7, #11, #12, Landslide #2 implementation actions sheets in the addendum document – attachment #9 to this staff report).

At the same time, the State of Oregon updated the Oregon Natural Hazards Mitigation Plan, which was approved by FEMA September 24, 2020.

The hazards normally identified in Oregon are floods, earthquakes, landslides, wildfires, tsunamis and coastal erosion.

The existing comprehensive plan addresses flood hazards only – consistent with Federal Emergency Management Agency (FEMA) regulations related to the National Flood Insurance Program (NFIP). The current comprehensive plan does not have a separate natural hazards element. The McMinnville Zoning Ordinance has a separate F-P Flood Hazard Zone that applies

to land within the 100-year floodplain. However, the City currently lacks development standards for geological and wildfire hazards. The McMinnville Buildable Lands Inventory indicates slopes of 25% or greater and floodplains as unbuildable consistent with applicable state law.

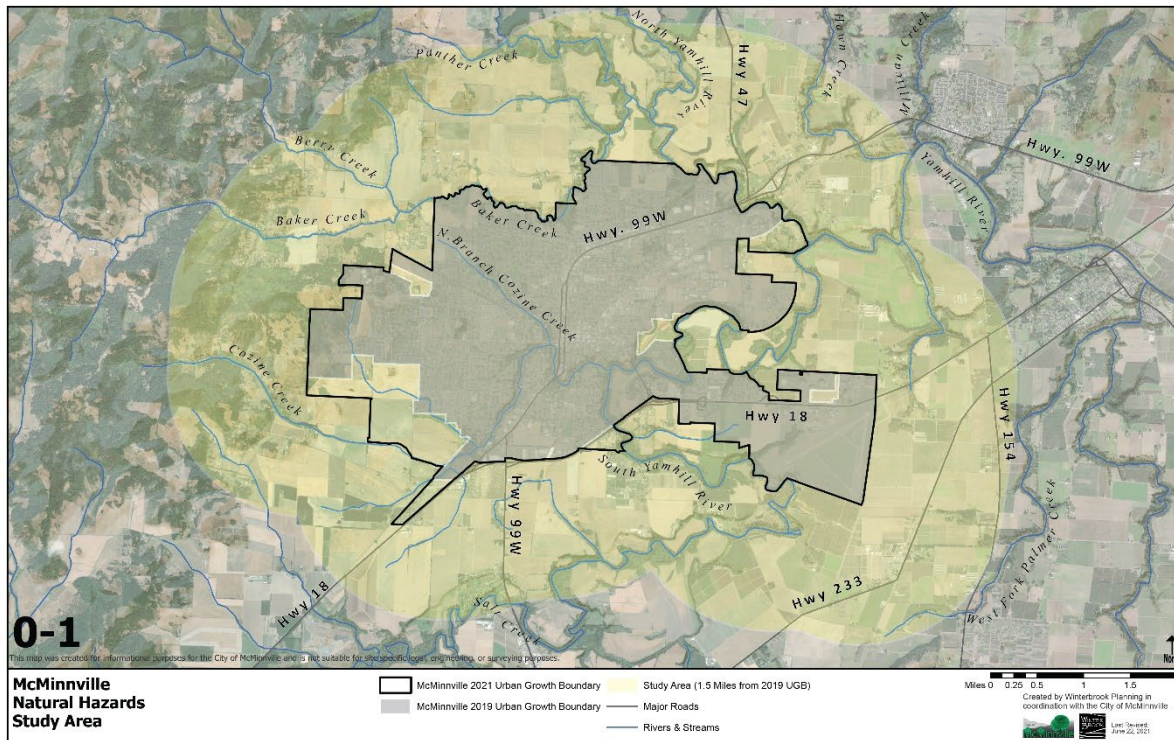
In 2020, the City hired Winterbrook Community Resource Planning to prepare the initial draft of the McMinnville Natural Hazards Inventory, Management Program Options and Recommendations study. The study area at that time included (a) the McMinnville Urban Growth Boundary (UGB) as it existed in June 2020 and (b) the UGB expansion study area within 1.5 miles of the existing UGB.

When the City initiated a UGB amendment process in 2020 simultaneously with the Natural Hazards Inventory and Review, the City considered the natural hazard inventory information provided in the initial draft report as part of the UGB analysis.

In December 2020, the City Council amended its UGB to include approximately 1,280 acres of land (of which 921 acres were considered “buildable”). The County subsequently adopted, and the Land Conservation and Development acknowledged, the UGB amendment in April 2021.

Figure 1 shows the 2021 UGB expansion area in relation to the previously existing 2019 and the Natural Hazards Study Area.

Figure 1 McMinnville 2019 UGB, 2021 UGB, and Natural Hazards Study Area



In April 2021, the City contracted with Winterbrook Planning to revise the 2020 natural hazards study to (a) focus on the expanded 2021 UGB, (b) include social vulnerabilities described in the *Oregon Natural Hazards Mitigation Plan* (Oregon NHMP) in the natural hazards composite ranking system, (c) amend the proposed Natural Hazard Mitigation and Protection maps accordingly, and

(d) prepare draft amendments to the McMinnville Zoning Ordinance to include natural hazard mitigation and protection subdistrict maps and text.

The revised study includes an inventory of natural hazards based on available mapping sources, considers alternative management options, and suggests policy and mapping amendments to the McMinnville Comprehensive Plan to systematically address McMinnville’s mappable natural hazards within the 2021 UGB.¹

The revised natural hazards inventory includes a series of GIS (geographic information system) overlay maps showing moderate, high and severe hazard areas within the 2021 UGB and study area. The inventory also includes a description of the following natural hazards and how they may adversely affect life and property:

- **Geological Hazards** (areas subject to landslide, steep slope and earthquake liquefaction and shaking impacts)
- **Flood Hazards** (areas within the 100-year floodplain including the floodway)
- **Wildfire Hazards** (areas that are particularly susceptible to wildfires due to topography, fuel and settlement patterns)
- **Composite Hazards** (areas with one or more overlapping natural hazard categories)

This work resulted in proposed amendments to the McMinnville Comprehensive Plan both in terms of new inventory and recommended programs and new policies for natural hazards. It also resulted in proposed amendments to the McMinnville Municipal Code and McMinnville Zone Map, introducing two new overlay districts, the Natural Hazard – Mitigation Zone (NH-M) and the Natural Hazard Protection Zone (NH-P). Regulations for the administration of both overlay zones is proposed as a new chapter 17.49, “Natural Hazards Overlay Subdistricts”.

Throughout the past two years of evaluation and draft program implementation, city staff and the Winterbrook team have conducted several work sessions with the McMinnville City Council and Planning Commission informing them of the research and evaluation and seeking policy direction on how to move forward with mitigating the risk. In August 2020, the McMinnville City Council asked city staff and the consultants to develop mitigation measures that would help to assess risk for people and property on land that had multiple hazards, and for those lands with moderate overlapping hazards to require additional assessments as part of the development review and with those lands that were identified as high hazard areas to limit development to low density and intensity development to protect people and property.

Impact to Properties:

Existing Uses are considered conforming within both the Natural Hazard Mitigation Zone and the Natural Hazard Protection Zone, and can be expanded by 50% of the habitable area without implicating the provisions of the natural hazards overlay.

The Natural Hazard – Mitigation Zone allows all permitted and conditional uses in the underlying zones to continue to be developed. However, based on the types of hazards on the property, the Community Development Director will determine if an additional study is needed to help inform

¹ Winterbrook addresses relationships among natural hazards and natural resources (such as riparian and upland wildlife habitat and scenic views and viewpoints) in a separate white paper.

the development to protect the people and property from a potential natural disaster. That study might be a geo-site assessment for those properties that have landslide, liquefaction or shaking soil hazards, or a wildfire mitigation plan for those properties within a wildfire risk area. Development on slopes greater than 15% might be required by the City Engineer to provide an erosion control plan as part of their development review.

The Natural Hazard – Protection Zone allows all permitted and conditional uses in the underlying zones but limits the intensity and density of the uses by prohibiting large format commercial development, limiting land division and residential development to one unit per lot unless a planned development process is used to locate the more intensive development on land that is less hazardous. The Natural Hazard – Protection Zone also allows for a transfer of residential density rights to other properties within the city limits.

On February 16, 2023, city staff brought the final draft recommendations to the Planning Commission for review and discussion. At that work session, the Planning Commission directed city staff to identify the impact of hazard planning on property owners from the perspective of insurance provisions, and to develop an appeal process for property owners as well as the ability for property owners in the Natural Hazards – Protection overlay where development is limited to transfer their density rights to other properties within the city.

Insurance Risk:

City staff reached out to insurance agencies to inquire about the rise of this planning effort to home insurance policies. Most homeowners and some renters have insurance to protect their home and belongings. Homeowner and renter insurance typically covers certain natural hazards, such as water damage from heavy rain or snow. As long as it can be demonstrated that a domicile has been maintained in good working order, the majority of costs for repair and replacement can be recovered.

However, homeowner and renter insurance policies almost never cover floods, hurricanes, earthquakes, and other natural hazards. Coverage of these hazards events require separate policies that the homeowner initiates on their own. Due to the earthquake subduction zone in McMinnville, the city is already tagged as a hazard area for home insurance and insurers asked did not feel that this new information would impact anything.

Appeal Process:

City staff researched appeal processes in other communities for property owners to prove that their property should not be included in a hazard overlay. Based on that research, Section 17.49.95 was added to the draft code amendments per the following:

17.49.95 Appeal / Verification of Natural Hazards boundaries. The Natural Hazards boundaries may be appealed and must be verified occasionally to determine the true location of a hazard area and its functional values on a site. This may be through a site-specific survey or a simple site visit in those cases where existing information demonstrates that the Natural Hazard significance rating does not apply to a site-specific area. Applications for development on a site located in a Natural Hazard area may request a determination that the subject site is not subject to the standards of Chapter 17.49. Verifications / appeals shall be processed as either a Type I or Type II process as outlined below.

A. Type I Appeal / Verification.

- 1. Applicants for a determination under this section shall submit a site plan meeting the requirements of Chapter 17.72, as applicable.*

2. *An applicant may request a Type I Verification determination by the community development director. Such requests may be approved provided that there is evidence substantiating that all the requirements of this chapter relative to the proposed use are satisfied and demonstrates that the property also satisfies the following criteria, as applicable:*
 - a. *No natural features have been disturbed.*
 - b. *No natural features have been changed.*
 - c. *The property does not contain a natural hazard area as identified by the city's local natural hazards area maps.*
 - d. *Evidence of prior land use approvals that conform to the natural hazards overlay districts, or which conformed to the natural hazard area overlay district that was in effect prior to the Natural Hazards code adoption date _____.*
- B. *Type II Appeal / Verification. Verifications of the Natural Hazards areas which cannot be determined pursuant to the standards of Chapter 17.49 may be processed under the Type II permit procedure.*
 1. *Applicants for a determination under this section shall submit a site plan meeting the requirements of (site plan requirements) as applicable.*
 2. *Such requests may be approved provided that there is evidence that demonstrates in a report prepared by one or more qualified professionals with experience and credentials in natural resource areas, including wildlife biology, ecology, hydrology and forestry, that a resource function(s) and/or land feature(s) does not exist on a site-specific area.*
 3. *Verification to remove a recently developed area from the Natural Hazards shall show that all of the following have been met:*
 - a. *All approved development in the Natural Hazards area has been completed*
 - b. *All mitigation required for the approved development has been successful.*
 - c. *The previously identified Natural Hazards area on the developed site no longer exist or have been subject to a significant impact.*

Transfer of Residential Density Rights:

City staff researched transfer of density rights programs associated with natural hazard overlays in several other Oregon cities. Based on that research, Section 17.49.170 was amended to the draft code amendments per the following:

17.49.170 Residential Density Transfer. A transfer of development density from undeveloped buildable land within the Natural Hazard Protection zone to other property within the city limits is encouraged. Density transfer may occur through the planned development process, as indicated below.

- A. *Development Density to Transfer from National Hazard Protection Zone (NH-P). The land area from which density can be transferred excludes developed and unbuildable areas, such as riparian corridors, slopes 15% or greater, and easements. 50% of the development density of identified qualifying land within the land area may be transferred to any other residential zone.*
- B. *Development Density in Receiving Area. Up to a maximum 20% reduction in average minimum lot size or lot area per unit requirements is allowed in order to accommodate the density transfer. Developments utilizing a transfer of density will need to apply for a Planned Development pursuant to Chapter 17.51.*
- C. *If Density Transfer is Not Feasible. In situations where density transfer is not feasible, a maximum of one dwelling unit per 2.5 acres may be allowed on land zoned for residential use within the NH-P Subdistrict, consistent with the recommendations of a geotechnical engineering study and any conditions required by the review authority.*
- D. *Recording of Density Transfer. In all cases where this bonus is used, covenants or other legally binding agreements that run with the land shall preclude the development of the land from which the density is transferred. The covenants or other legally binding agreements shall be recorded before the transferred density may be used.*

Public Engagement:

The City sent out notices to all impacted property owners both within the city limits and outside of the city limits but within the UGB (although the zoning overlays will not apply until such time that the property is annexed into the city limits), informing them of the proposed amendments and inviting them to one of two public information sessions hosted on March 20 and March 27. City staff also set up a project website with an interactive map to help property owners understand the hazards that were identified on their properties and have been meeting with impacted property owners to answer their questions and concerns.

At the public hearing on April 6, 2023, the Planning Commission heard testimony from some property owners who questioned the veracity of the data and the resulting requirements of the overlays as a result of that data.

Planning Commission then had a discussion, electing to continue the public hearing and directing city staff to do some more research on the following:

Transfer of Development Rights Program: Planning Commissioners asked if the development rights could be sold; if the property owner needed to own both the giving property and the receiving property; and asked city staff to research a program with 100% transfer of development rights rather than the 50% recommended.

After some research and evaluation, staff is recommending that the city process for the program be fairly simple. The City would provide a certificate to the giving property that is recorded on the city's internal lien system. Any transfer of density rights program application would have the giving property owner's signature and the receiving property owner's signature as well as the certificate signed over to the receiving property, so that the City is not managing the density rights as commodities. Please see recommended amendments to the proposed code in red below.

17.49.170 Residential Density Transfer. A transfer of development density from undeveloped buildable land within the Natural Hazard Protection zone to other property within the city limits is encouraged. Density transfer may occur through the planned development process, as indicated below. The transferring property does not need to be owned by the property owner of the receiving property, but both property owners need to sign the density transfer application to memorialize the transfer.

- E. Development Density to Transfer from National Hazard Protection Zone (NH-P). The land area from which density can be transferred excludes developed and unbuildable areas, such as riparian corridors, slopes 15% or greater, and easements. 100% of the development density of identified qualifying land within the NH-P zone may be transferred to any other residential zone.***
- F. Development Density in Receiving Area. Up to a maximum 20% reduction in average minimum lot size or lot area per unit requirements, is allowed in order to accommodate the density transfer. Developments utilizing a transfer of density will need to apply for a Planned Development pursuant to Chapter 17.51.***
- G. If Density Transfer is Not Feasible. In situations where density transfer is not feasible, a maximum of one dwelling unit per 2.5 acres may be allowed on land zoned for residential use within the NH-P Subdistrict, consistent with the recommendations of a geotechnical engineering study and any conditions required by the review authority.***
- H. Recording of Density Transfer. In all cases where a residential density transfer is used, covenants or other legally binding agreements that run with the land shall preclude the further development of the land from which the density is transferred. The covenants or other legally binding agreements shall be recorded before the transferred density may be used.***

Veracity of the Data: Planning Commissioners asked city staff to meet with DOGAMI and DLCD staff about the veracity of the data and ask if DOGAMI and DLCD staff could join the Planning Commission at a future meeting.

City staff organized a meeting with DOGAMI (Bill Burns, Engineering Geologist) and DLCD (Katherine Daniel, Natural Hazards Planner) to discuss the City's efforts, the reliance on DOGAMI data and whether the City's current proposed program was meeting the intent and mandate of Goal 7. Both staff representatives said that the City was doing what it needed to do with the best data available to the City and were supportive of the City's efforts.

They have been invited to the June 15 Planning Commission meeting.

Types of Reports Required: Some of the property owners that testified expressed their concerns with the added costs of the reports required if their property was in one of these overlays. Planning Commissioners asked city staff to research whether there were other distinctive levels of data analysis that were less expensive than a Geological Site Assessment or a Geotechnical Report that could be required prior to the property owner incurring the expense for those reports.

City staff reached out to a couple of different Geo-Tech firms and are still researching whether there is a preliminary assessment that could be done prior to the Geo Site Assessment outlined in the code.

Below is a link to a document that DOGAMI and DLCD staff prepared. In this document there is considerable discussion on how cities should mitigate hazards with site assessments and geo-tech reports.

[Preparing for Landslide Hazards: A Land Use Guide for Oregon Communities](#)

How to decide if a site-specific report is needed.

The general term geologic report refers to the engineering geologic report and the geotechnical engineering report. The difference is as follows:

- *Engineering geologic reports focus on how the earth (e.g., landforms, water table, soil, and bedrock) and earth processes (e.g., landslides and earthquakes) impact structures or potential structures and describe the degree of risk.*
- *Geotechnical engineering reports focus on the design of building products (e.g., structures, retaining walls, pavements) that can withstand or mitigate for subsurface and geologic conditions.*
- *There are two kinds of reports. The local jurisdiction develops its own criteria for triggering its geologic report (engineering geologic report or geotechnical engineering report) requirement on a site by site basis. For example, some communities adopt landslide hazard maps produced by DOGAMI and use these maps to determine if a site is in a hazard zone. If a site is in a hazard zone, generally a report is required. Communities may also use criteria such as percent slope or soil type to trigger a report requirement.*
- *Licensed professionals are generally required to stamp and sign their work products to identify for the public responsibility for the work. OSBGE and OSBEELS have requirements for stamp design and use. For geology work products, stamping requirements are as follows:*
 - *When one geologist prepares all the geology work products in a report, that geologist must stamp and sign the final report.*
 - *When multiple licensed professionals contribute work products to a report (for example, an RG or PE/GE contributing work products to a final report signed and stamped by a CEG), each professional must individually sign and stamp their own work products.*

Discussion:

At the public hearing on May 4, 2023, the Planning Commission reviewed the proposed revised code amendments for Section 17.49.170, Residential Density Transfer. There was ensuing discussion about ensuring that the transfer was 100% proportional to the net results of the restrictions imposed by the overlay zone and that the transfer could be received by any qualifying property within the city limits, but that it would be transferred to just one receiving property. Based on that discussion the following additional amendment was made to Section 17.49.170(B).

Development Density in Receiving Area. Up to a maximum 20% reduction in average minimum lot size or lot area per unit requirements, is allowed in order to accommodate the density transfer. Developments utilizing a transfer of density will need to apply for a Planned Development pursuant to Chapter 17.51. The receiving area needs to be one parcel prior to subdivision.

The City also received comments from the Department of Land Conservation and Development, the McMinnville Public Works Department, McMinnville Parks and Recreation Department, McMinnville Water and Light, and private engineers and property owners. These are currently being evaluated and incorporated into the proposed program and amendments as appropriate.

Staff is requesting more time for that evaluation and incorporation into the recommendation that goes back to the Planning Commission so that the interested parties can review the resulting amendments prior to presenting them to the Planning Commission.

Staff Recommendation:

Staff is recommending that the Planning Commission continue the public hearing to Thursday, January 4, 2024, 6:30 PM.

"I MOVE THAT THE PLANNING COMMISSION CONTINUE THE PUBLIC HEARING FOR DOCKET G 3-22 TO THE JANUARY 4, 2024 PLANNING COMMISSION MEETING, 6:30 PM."