

**Planning Commission  
Wednesday, APRIL 21, 2022**

**5:30 PM Planning Commission Dinner  
(QUORUM MAY BE PRESENT)**

**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/83750517641?pwd=Z3R3Y0J1aUtyZm9peEwwRmltVERiZz09>

**Meeting ID: 837 5051 7641**

**Meeting Password: 254602**

**Or you can call in and listen via zoom: 1 253 215 8782  
ID: 837 5051 7641**

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*Public Participation:*

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

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

- 1) **Email in advance of the meeting** – Email at any time up to 12 p.m. the day of the meeting to [heather.richards@mcminnvilleoregon.gov](mailto:heather.richards@mcminnvilleoregon.gov), that email will be provided to the planning commissioners, lead planning staff and entered into the record at the meeting.
- 2) **In person at the meeting** - Testify in person at the McMinnville Civic Hall, 200 NE Second Street.
- 3) **By ZOOM at the meeting** - Join the zoom meeting and send a chat directly to Planning Director, Heather Richards, to request to speak indicating which public hearing, and/or use the raise hand feature in zoom to request to speak once called upon by the Planning Commission chairperson. Once your turn is up, we will announce your name and unmute your mic.
- 4) **By telephone at the meeting** – If appearing via telephone only please sign up prior to the meeting by emailing the Planning Director, [Heather.Richards@mcminnvilleoregon.gov](mailto:Heather.Richards@mcminnvilleoregon.gov) as the chat function is not available when calling in zoom.

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

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

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

Commission Members	Agenda Items
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Sidonie Winfield,  
Chair

**5:30 PM – PLANNING COMMISSION DINNER (QUORUM MAY BE PRESENT)**

Gary Langenwalter  
Vice - Chair

**6:30 PM – REGULAR MEETING**

Robert Banagay

1. **Call to Order**
2. **Citizen Comments**
3. **Minutes:**

Matthew Deppe

**March 17, 2022 (Exhibit 1)**

Sylla McClellan

4. **Public Hearings:**

Brian Randall

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

Beth Rankin

**(Continued from March 17, 2022, PC Meeting)**

Lori Schanche

**Applicant has requested a continuance to June 2, 2022**

Dan Tucholsky

**Request:** Approval to amend the Comprehensive Plan Map from Industrial to Commercial, and an amendment to the Zoning Map from M-2 (General Industrial) to C-3 PD (General Commercial with a Planned Development Overlay), for approximately 37.7 acres of a 90.4-acre property.

The 37.7 acres includes 4.25 acres intended for right-of-way dedication for a future frontage road. The application also shows a portion of the area subject to the map amendment intended for a north-south extension of Cumulus Avenue and future east-west street connectivity.

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development overlay designation to be applied to property without a development plan; however, if approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

**Location:** The subject site is located at 3310 SE Three Mile Lane, more specifically described at Tax Lot 700, Section 26, T.4S., R 4 W., W.M.

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

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**B. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 1-21) and Zone Change, including Planned Development Overlay Designation (ZC 2-21) – (Exhibit 3)**

**(Continued from March 17, 2022, PC Meeting)**

***Applicant has requested a continuance to June 2, 2022***

Request: Approval to amend the Comprehensive Plan Map from Industrial to Commercial, and an amendment to the Zoning Map from M-2 (General Industrial) to C-3 PD (General Commercial with a Planned Development Overlay), for a property of approximately 8 acres.

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development overlay designation to be applied to property without a development plan; however, if approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

Location: The subject site is located at 3330 SE Three Mile Lane, more specifically described at Tax Lot 600, Section 26, T.4S., R 4 W., W.M.

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

**C. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 2-21) and Zone Change, including Planned Development Overlay Designation (ZC 3-21) – (Exhibit 4)**

**(Continued from March 17, 2022, PC Meeting)**

***Applicant has requested a continuance to June 22, 2022***

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

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development overlay designation to be applied to property without a development plan; however, if

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approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

Location: The subject site is located at Three Mile Lane and Cumulus Avenue, more specifically described at Tax Lot 100, Section 27, T.4S., R 4 W., W.M.

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

**D. Quasi-Judicial Hearing: Comprehensive Plan Map Amendment (CPA 1-20) and Zone Change (ZC 1-20) – (Exhibit 5)**

***Applicant has requested a continuance to May 19, 2022***

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

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

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

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

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

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

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

**E. Quasi-Judicial Hearing: Zone Change (ZC 1-22), Planned Development (PD 1-21), and Subdivision Tentative Plan (S 1-21) – (Exhibit 6)**

Request: Proposed Zone Change from R-1 to R-3, Planned Development, and 18-lot Subdivision Tentative Plan for a 3.79-acre parcel.

Location: The subject site is located on Meadows Drive, more specifically described at Tax Lot 204, Section 18, T.4S., R 4 W., W.M.

Applicant: Westech Engineering, c/o Josh Wells representing property owner VJ2 Developers c/o Don Jones

**5. Action Items:**

**One Year Land-Use Decision Extension for Partition MP 1-20 – (Exhibit 7)**

Request: One year land use decision extension for Partition MP 1-20

Location: The subject site is located on Riverside Dr. between Miller St. and Colvin Ct., more specifically described as Parcel 3, Partition Plat 2001-35; Tax Lot 3402, Section 15, T.4S., R 4 W., W.M.

Applicant: Bryce Roberts on behalf of Trumpt LLC

**6. Commissioner/Committee Member Comments**

**7. Staff Comments**

**8. Adjournment**

# MINUTES

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March 17, 2022  
Planning Commission  
Work Session Meeting

5:30 pm  
Zoom Online Meeting  
McMinnville, Oregon

**Members Present:** Robert Banagay, Lori Schanche, Gary Landenwaller, Brian Randall, Beth Rankin, Dan Tucholsky, Sidonie Winfield, Matt Deppe, and Sylla McClellan

**Members Absent:**

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

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## WORK SESSION

Chair Winfield called the Work Session to order at 5:30 p.m.

- **Planning Commission Agreement**

Planning Director Richards said this was an agreement among the Commission for how they would conduct themselves. There were no comments about the agreement.

- **Planning Commission Meeting Calendar**

Planning Director Richards reviewed the Commission's work plan and meeting calendar.

There was discussion regarding items on the calendar and options for affordable housing.

- **Planning Commission Work Plan – Short Term Rentals**

Planning Director Richards said the Commission wanted to re-evaluate the code regarding short term rentals, and she suggested requesting a moratorium while they were re-evaluating. They would have to provide one month's notice of the moratorium, and the City Council would have to approve it. She discussed how it could be included in the work calendar.

There was discussion regarding inquiries about rentals, moratorium timeframe, and proportion of owner occupancy and rentals in the community.

There was consensus for staff to take the moratorium request to Council.

Planning Director Richards said they planned to offer in-person meetings starting in April.

Chair Winfield adjourned the Work Session at 6:20 p.m.

### 1. Call to Order

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

### 2. Citizen Comments

None

### 3. Minutes

- **April 1, 2021**

Commissioner McClellan moved to approve the April 1, 2021 minutes. The motion was seconded by Commissioner Tucholsky and passed unanimously.

### 4. Public Hearing:

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

**(Continued from February 17, 2022, PC Meeting)**

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

Applicant: City of McMinnville

Chair Winfield said the Planning Commission heard public testimony on this item at both the January and February meetings and closed the hearing on February 17, postponing deliberation to tonight.

Staff Presentation: Planning Director Richards said this was a request to adopt the Three Mile Lane Area Plan and appendices as a supplemental document to the Comprehensive Plan and to amend Volume II of the Comprehensive Plan, Goals, Policies and Proposals, Chapter VI (Transportation) to add a proposal to amend the Comprehensive Plan Map and Transportation System Plan consistent with the adopted Three Mile Lane Area Plan. The draft plan was from January 20, 2022. She discussed the study area, what an area plan was, project goals, land use plan, transportation plan, community vision and Comprehensive Plan Map amendments, and where they were at in the process. She explained the recommended language for a potential bike/pedestrian overpass and reviewed the design principles and policies and design specific to major developments as well as the implementation recommendations. The design principles were put in a booklet for clarity and it was entered into the record. There had been a request to reopen the hearing by Sid Friedman on the basis that the booklet was new information. It was not new information as everything in the booklet was included in the plan document. Staff recommended adopting the booklet as an appendix to the Three Mile Lane

Area Plan. However, if it was an issue, staff recommended not adopting it as an appendix and using the booklet for informational purposes only.

There was discussion regarding moving forward with the process, whether or not to adopt the booklet as an appendix, adding a bullet point under housing for diverse incomes to allow for a mix of housing types that served a variety of household incomes, encouraging a grocery store into the area, future planning of the land around the Evergreen campus, road connectivity around Chemeketa Community College, trails and bridges, and how this was a conceptual plan.

There was consensus not to include the booklet as an appendix and to add the bullet point about variety of incomes.

Commissioner Schanche MOVED to RECOMMEND APPROVAL of G 7-21 to the City Council, amending the McMinnville Comprehensive Plan by adopting the Three Mile Lane Area Plan as a supplemental document to the McMinnville Comprehensive Plan and to amend the McMinnville Comprehensive Plan, Volume II, Chapter VI, Transportation System, as presented in Docket G 7-21 and to add a bullet point about variety of incomes; SECONDED by Commissioner Tucholsky. The motion PASSED unanimously.

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

**(Continued from February 17, 2022, PC Meeting)**

***Applicant has requested a continuance to April 21, 2022***

Request: Approval to amend the Comprehensive Plan Map from Industrial to Commercial, and an amendment to the Zoning Map from M-2 (General Industrial) to C-3 PD (General Commercial with a Planned Development Overlay), for approximately 37.7 acres of a 90.4-acre property.

The 37.7 acres includes 4.25 acres intended for right-of-way dedication for a future frontage road. The application also shows a portion of the area subject to the map amendment intended for a north-south extension of Cumulus Avenue and future east-west street connectivity.

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development overlay designation to be applied to property without a development plan; however, if approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

Location: The subject site is located at 3310 SE Three Mile Lane, more specifically described at Tax Lot 700, Section 26, T.4S., R 4 W., W.M.

Application: Kimco McMinnville LLC, c/o Michael Strahs

Commissioner McClellan MOVED to CONTINUE the hearing for CPA 2-20 and ZC 3-20 to April 21, 2022. The motion was seconded by Commissioner Schanche and PASSED unanimously.



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

**(Continued from February 17, 2022, PC Meeting)**

***Applicant has requested a continuance to April 21, 2022***

**Request:** Approval to amend the Comprehensive Plan Map from Industrial to Commercial, and an amendment to the Zoning Map from M-2 (General Industrial) to C-3 PD (General Commercial with a Planned Development Overlay), for a property of approximately 8 acres.

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development overlay designation to be applied to property without a development plan; however, if approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

**Location:** The subject site is located at 3330 SE Three Mile Lane, more specifically described at Tax Lot 600, Section 26, T.4S., R 4 W., W.M.

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

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

Commissioner Tucholsky MOVED to CONTINUE the hearing for CPA 1-21 and ZC 2-21 to April 21, 2022. The motion was seconded by Commissioner Schanche and PASSED unanimously.

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

**(Continued from February 17, 2022, PC Meeting)**

***Applicant has requested a continuance to April 21, 2022***

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

The request is submitted per the Planned Development provisions in Section 17.51.010(B) of the Zoning Ordinance, which allows for a planned development

overlay designation to be applied to property without a development plan; however, if approved, no development of any kind can occur on the portion of the property subject to the C-3 PD overlay until a final development plan has been submitted and approved in accordance with the Planned Development provisions of the Zoning Ordinance. This requires the application for the final development plan to be subject to the public hearing requirements again at such time as the final development plans are submitted.

**Location:** The subject site is located at Three Mile Lane and Cumulus Avenue, more specifically described at Tax Lot 100, Section 27, T.4S., R 4 W., W.M.

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

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

Commissioner Langenwalter MOVED to CONTINUE the hearing for CPA 2-21 and ZC 3-21 to April 21, 2022. The motion was seconded by Commissioner Tucholsky and PASSED unanimously.

#### **E. Legislative Hearing: Proposed Comprehensive Plan Amendments (G 6-21)**

**Request:** This is a legislative action initiated by the City of McMinnville to amend the McMinnville Municipal Code and the McMinnville Comprehensive Plan by adding Chapter 17.11, "Residential Design and Development Standards" to Title 17, Zoning Ordinance, and to amend the McMinnville Municipal Code and the McMinnville Comprehensive Plan to support Chapter 17.11. The proposed code amendments will satisfy the requirements of HB 2001 (2019 legislative session), and community interest in housing design and development standards that allow for a greater variety of housing types to serve the housing needs of McMinnville, built in such a way that it reflects the aesthetic values and sense of place of McMinnville.

**Applicant:** City of McMinnville

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

**Staff Report:** Planning Director Richards said this was a request to add a new chapter on residential design and development standards to the zoning ordinance and amend the Municipal Code and Comprehensive Plan to support the new chapter. Included in the changes was changing the term "single family dwelling" to "single dwelling." She explained the reasons for the additional chapter, meeting the Great Neighborhood Principles, Housing Needs Analysis and Housing Strategy work, HB 2001 requirements, and what was included in the new chapter. The residential development and design standards would include standards for tiny homes, cottage clusters, plexes, single dwellings, townhouses, ADUs, single room occupancy, and apartments. The development standards were divided into two applications—subdivision and infill, and planned development.

Planning Director Richards then described the development and design standards for all the different housing types as well as the universal design standards and additional amendments proposed. She discussed the public engagement and proposed amendments suggested by Planning Commissioners and staff. Testimony was received today by Friends of Yamhill County and 1,000 Friends of Oregon which was generally supportive, but suggested changes to the parking requirements. She explained the next steps and timeframe.

Public Testimony:

Proponents: Alexis Biddle, representing 1,000 Friends of Oregon, said they were in support of the amendments. They suggested reducing parking requirements or counting street parking on lot frontages as a credit towards parking requirements. He gave reasons for this suggestion.

Commissioner Tucholsky asked if cost was the only concern.

Mr. Biddle said cost was their largest concern. Impervious surface creating more stormwater runoff was also a concern.

Commissioner Deppe asked about possible conflicts with the parking requirements.

Mr. Biddle did not think less parking would result in higher density.

Commissioner Rankin was concerned about reducing parking too much, especially for streets that already had a problem with on street parking.

Mr. Biddle thought many developers would build parking to meet expectations for developments.

Commissioner Tucholsky asked for an example of what he was proposing.

Mr. Biddle said the city of Bend had no parking requirements for duplexes or triplexes and for quadplexes, they required half parking spaces per unit. This was recently adopted, and nothing had been built to these standards yet.

Sid Friedman, representing Friends of Yamhill County, urged the Commission to consider reduced parking requirements which could lead to more efficient land use.

Opponents: None

Rebuttal: Planning Director Richards said regarding the parking, the data showed that over 50% of households in McMinnville had two or more cars. She saw it as an equity issue for people to have the ability to park their cars in a convenient spot instead of searching for places to park their cars, especially since they did not have the transit infrastructure to support people getting to work and amenities without a car. There were also instances of extended family living together and that affected the parking opportunities as well.

Chair Winfield closed the public hearing.

Discussion: Commissioner Tucholsky discussed current parking issues where there was a lack of parking in higher density developments. He was not in support of reducing the parking.

Commissioner Deppe asked what the cost would be for applicants who wanted to reduce the parking in their development.

Planning Director Richards said it was unclear who would apply for a variance and how it would be incorporated on the lot if there was no more land to put the parking on. Currently the requirement was two parking stalls per unit. Smaller lots did not have the length and sometimes vehicles parked in the driveway hung over the sidewalk. The cost for a variance was \$2,200 and the process took about three months. They did have the ability to allow for reduced parking based on data the applicant provided if they were deed restricted for low income and were on a transit corridor.

Chair Winfield clarified that could apply to the infill concerns in areas like the downtown corridor where there was easier access to work and amenities. However, outside of that corridor they did not have the transportation that other cities had to reduce parking. She was comfortable with the parking as proposed.

Planning Director Richards noted in the new chapter, one parking space per dwelling unit was required for middle housing developments, but for units two bedrooms or less serving 80% AMI or less, half a space per dwelling unit was required.

Commissioner Tucholsky MOVED to RECOMMEND APPROVAL of G 6-21 to the City Council, proposed Municipal Code and Comprehensive Plan amendments, with the additional amendments proposed by staff; SECONDED by Commissioner Langenwalter. The motion PASSED unanimously.

#### **5. Commissioner Comments**

None

#### **6. Staff Comments**

None

#### **7. Adjournment**

Chair Winfield adjourned the meeting at 8:30 p.m.

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Heather Richards  
Secretary



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

## EXHIBIT 2 - STAFF REPORT

**DATE:** April 21, 2022  
**TO:** Planning Commission Members  
**FROM:** Tom Schauer, Senior Planner  
**SUBJECT:** Public Hearing (Docket CPA 2-20/ZC 3-20) – Kimco Map Amendment, Request for Continuance

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

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

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

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### Report in Brief:

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

### Background and Discussion:

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

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

The initial hearings for the applications for the two adjoining properties were also scheduled for the February 17, 2022 Planning Commission meeting and continued to the March 17, 2022 meeting and then to the April 21, 2022 meeting. The applicants for those properties have also requested continuances to the June 2, 2022 meeting.

Staff is supportive of the coordination efforts occurring with the property owners. As part of the work on the Three Mile Lane Area Plan (3MLAP), the City also previously sponsored a charette for joint conceptual planning involving these properties.

Staff supports the continued efforts of the property owners to coordinate regarding their properties. The continuance will provide further opportunity for coordinated review of traffic analysis and proposed mitigation.

**Attachments:**

N/A

**Recommendation:**

Staff recommends that the Planning Commission continue the public hearing to the June 2, 2022 Planning Commission meeting.

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



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

## EXHIBIT 3 - STAFF REPORT

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

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

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

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

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### Report in Brief:

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

### Background and Discussion:

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

Kimco previously submitted an application and has continued hearings to provide for coordination with the two adjacent properties. Kimco has requested a continuance to June 2, 2022.

This is one of two additional applications submitted on November 18, 2021 and deemed complete on December 16, 2021. Traffic Impact Analyses (TIAs) were submitted with those two applications, with the TIAs prepared by the same consultant for the three property owners. The initial hearings for this application and the other application submitted on November 18, 2021 were scheduled for the February 17, 2022 Planning Commission meeting. The hearings were previously continued to March 17, 2022 and April 21, 2022. The other applicant has also requested a continuance to June 2, 2022.

Staff is supportive of the coordination efforts occurring with the property owners. As part of the work on the Three Mile Lane Area Plan (3MLAP), the City also previously sponsored a charette for joint conceptual planning involving these properties.

Staff supports the continued efforts of the property owners to coordinate regarding their properties. The continuance will provide further opportunity for coordinated review of traffic analysis and proposed mitigation.

**Attachments:**

N/A

**Recommendation:**

Staff recommends that the Planning Commission continue the public hearing to the June 2, 2022 Planning Commission meeting.

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





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

## EXHIBIT 4 - STAFF REPORT

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

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

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

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

---

### Report in Brief:

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

### Background and Discussion:

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

Kimco previously submitted an application and has continued hearings to provide for coordination with the two adjacent properties. Kimco has requested a continuance to June 2, 2022.

This is one of two additional applications submitted on November 18, 2021 and deemed complete on December 16, 2021. Traffic Impact Analyses (TIAs) were submitted with those two applications, with the TIAs prepared by the same consultant for the three property owners. The initial hearings for this application and the other application submitted on November 18, 2021 were scheduled for the February 17, 2022 Planning Commission meeting. The hearings were previously continued to March 17, 2022 and April 21, 2022. The other applicant has also requested a continuance to June 2, 2022.

Staff is supportive of the coordination efforts occurring with the property owners. As part of the work on the Three Mile Lane Area Plan (3MLAP), the City also previously sponsored a charette for joint conceptual planning involving these properties.

Staff supports the continued efforts of the property owners to coordinate regarding their properties. The continuance will provide further opportunity for coordinated review of traffic analysis and proposed mitigation.

**Attachments:**

N/A

**Recommendation:**

Staff recommends that the Planning Commission continue the public hearing to the June 2, 2022 Planning Commission meeting.

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



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## EXHIBIT 5 - STAFF REPORT

**DATE:** April 21, 2022  
**TO:** Planning Commission Members  
**FROM:** Tom Schauer, Senior Planner  
**SUBJECT:** Public Hearing (Docket CPA 1-20/ZC 1-20) – Cascade Steel Map Amendment, Request for Continuance

### STRATEGIC PRIORITY & GOAL:



### GROWTH & DEVELOPMENT CHARACTER

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

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

---

### Report in Brief:

This agenda item is the Comprehensive Plan Map Amendment and Zone Change (CPA 1-20/ZC 1-20) by applicant Cascade Steel Rolling Mills for the property owned by White Top Properties LLC located at 3225 NE Highway 99 West. The applicant has requested a continuance to the May 19, 2022 Planning Commission meeting.

### Background and Discussion:

The applicant has requested a continuance to the May 19, 2022 Planning Commission meeting. Staff supports this request.

### Attachments:

N/A

### Recommendation:

Staff recommends that the Planning Commission continue the public hearing to the May 19, 2022 Planning Commission meeting.

**“I MOVE THAT THE PLANNING COMMISSION CONTINUE THE PUBLIC HEARING FOR DOCKET CPA 1-20/ZC 1-20 TO THE MAY 19, 2022 PLANNING COMMISSION MEETING.”**

## **EXHIBIT 6 - STAFF REPORT**

**DATE:** April 14, 2022  
**TO:** Planning Commission Members  
**FROM:** Monica Bilodeau, Senior Planner  
**SUBJECT:** Elysian Subdivision ZC 1-22 (Zone Change), PD 1-21 (Planned Development), S 1-21 (Subdivision)

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



**HOUSING OPPORTUNITIES** (ACROSS THE INCOME SPECTRUM)  
Create diverse housing opportunities that support great neighborhoods.

**OBJECTIVE/S:** Collaborate to improve the financial feasibility of diverse housing development opportunities

---

### **Report in Brief:**

This proceeding is a quasi-judicial public hearing of the Planning Commission to consider three applications on a 3.79 acre parcel located generally east of Meadows Drive and south of 23<sup>rd</sup> Street and Fendle Way (R4418 00204).

- ZC 1-22. Zone Change from R-1 to R-3
- PD 1-21 Planned Development Overlay
- S 1-21. Subdivision Tentative Plan for an 18-lot residential subdivision

Therefore, the Planning Commission will make recommendations on all applications to the City Council, and the City Council will make the final decision.

The Planning Commission hearing is conducted in accordance with quasi-judicial hearing procedures, and the application is subject to the 120-day processing timeline. The 120-day deadline is June 25, 2022.

### **Background:**

The proposal is an application for Zone Change (ZC 1-22) to rezone the property from R-1 to R-3, Planned Development overlay (PD 1-21), and phased 18-lot subdivision (S 1-21) for the property. The zone change will allow the lot size to be reduced from 9,000 square feet to 6,000 square feet. The planned development overlay would allow for the side setbacks to be reduced from seven and a half feet to five feet, all other setbacks would conform to the R-3 standards.

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*Attachments:*

*Attachment A. Decision Document with Attachments*

The subject property is a 3.79 acre parcel located generally east of Meadows Drive and south of 23<sup>rd</sup> Street and Fendle Way. The proposed subdivision will extend Meadows drive, creating a finished through street, and Fendle Way is proposed to be continued into the subdivision and terminated with a cul-de-sac. There is also a 16,925 SF open space tract along the southern property line which will contain stormwater facility and adjacent will be a 20 foot wide pedestrian access easement and 10 foot wide paved connection from Fendle to Meadows Drive. The project will also be conditioned to site and design a direct Pedestrian connection to the Jay Pearson Park and trail corridor.

The subject property and properties to the north, east, and west, are zoned R-1, and property to the south is zoned R-2. Although the actual sizes of adjacent lots in the R-1 zone range from 4,600 to 6,400 square feet. The average lots proposed in this subdivision range between 5,436 at the smallest and 8,363 square feet at the largest. The proposed lot sizes are similar to the adjacent lots. The predominant surrounding uses are single-family homes and duplexes to the north, single-family homes to the east and south, and Jay Pearson Neighborhood Park to the west. The subject property is currently vacant with a natural drainageway generally running north to south on the property. Most lots would access off the proposed extension of Fendle Way, and six of the lots would access directly off of Meadows Drive

### **Discussion:**

#### ***Comprehensive Plan Policies***

The primary substantive requirements are the provisions of Chapter V of the Comprehensive Plan (Housing and Residential Development), which include locational criteria for applying the R-3 zoning designation, need and adequacy of the buildable land inventory to provide adequate amounts of land in applicable zoning districts to provide for needed housing, and adequacy of utilities and services for the use and development permitted by the proposed zoning.

There are no significant issues with the rezoning of the property as it relates to the criteria. There is only one Comprehensive Plan map designation of "Residential", which authorizes residential zoning districts based on locational policies. Residential Policies 71.09 and 71.10 discuss factors for where R-3 and R-4 zoning should be applied. Given the existing land use pattern of the area, the proposal is consistent overall.

#### ***The Great Neighborhood Principles***

All thirteen principles were found to be met or met by conditions as proposed. The proposed subdivision is proposing to relocate the man made ditches and wetlands associated with the construction of the Shadden Claim development. A portion of the existing man made wetlands will be preserved and enhanced along the southern section of the development. The existing man made ditch and associated wetlands are proposed to be filled in order to connect Meadows Drive and provide lots along the street to border the neighborhood park, while the wetlands along the southern boundary of the subject property are proposed to be enhanced. There will be a 10 foot wide multiuse path adjacent to the open space (Tract A). There will be two benches located along the concrete multiuse path, with enhanced landscaping in the relocated wetland and the green stormwater system.

All building permits for the future homes will also be subject to the new residential design standards, that will ensure unique and integrated design elements are included on each of the new homes. All these components provide a consistent and integrated design that are unique to define the neighborhood

#### ***Planned Development Overlay***

As demonstrated by the findings the proposed development is consistent with the existing land use pattern in the area and final connection piece for NW Meadows Road. The density of units is consistent with the City's TSP and therefore will not overload the streets outside the planned area. Overall, the development is compatible with the surrounding uses.

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*Attachments:*

*Attachment A. Decision Document with Attachments*

**Lot Standards for Zoning District**

The development standards of the zoning district address issues such as minimum lot size, lot dimensions, etc. Lots need to be configured to meet these standards and with the intent that there shouldn't be foreseeable difficulties in developing the resulting lots with the allowed uses considering building setbacks, etc., and the proposal meets these requirements.

**Public Comments**

Notice of the proposed application was mailed to property owners and published in the newspaper. As of the date of this Staff Report, no public comments were received.

**Agency Comments**

Notice of the proposed application was sent to affected agencies and departments. Agency comments were received from the Engineering Division and the Oregon Department of State Lands. Those comments are noted in the Decision Document and addressed as conditions when applicable.

**Fiscal Impact:**

None.

**5. Planning Commission Options (for Quasi-Judicial Hearing):**

- 1) **RECOMMEND APPROVAL** of the applications to the City Council as proposed by the applicant with the conditions recommended in the attached Decision Documents, per the decision documents provided which includes the findings of fact.
- 2) **CONTINUE** the public hearing to a specific date and time.
- 3) Close the public hearing, but **KEEP THE RECORD OPEN** for the receipt of additional written testimony until a specific date and time.
- 4) Close the public hearing and **DENY** the application, providing findings of fact for the 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.

**NOTE:** While a Planning Commission recommendation of approval of the application (or approval of the application in a different form) is transmitted to the City Council to make a final decision, a Planning Commission recommendation of denial is a final decision unless the decision is appealed to the City Council. MMC 17.72.130.

**6. Staff Recommendation:**

Staff has reviewed the proposals for consistency with the applicable criteria. Absent any new evidence or findings to the contrary presented during the hearing, staff finds that, subject to the recommended conditions specified in the attached Decision Documents, the application submitted by the applicant and the record contain sufficient evidence to find the applicable criteria are satisfied.

Staff **RECOMMENDS APPROVAL** of the applications, subject to the conditions specified in the attached Decision Documents, respectively.

**7. Suggested Motions:**

1. **ZC 1-22, PD 1-21, AND S 1-21. 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**

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Attachments:

Attachment A. Decision Document with Attachments

**COMMISSION APPROVE THE DECISION DOCUMENT AND RECOMMEND APPROVAL OF ZONE CHANGE, PLANNED DEVELOPMENT OVERLAY, AND SUBDIVISION APPLICATION CASE NUMBERS ZC 1-22, PD 1-21, AND S 1-21, SUBJECT TO THE CONDITIONS SPECIFIED IN THE DECISION DOCUMENT.**

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*Attachments:*

*Attachment A. Decision Document with Attachments*

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A ZONE CHANGE FROM R-1 TO R-3, PLANNED DEVELOPMENT OVERLAY, AND 18 LOT SUBDIVISION, KNOWN AS THE ELYSIAN SUBDIVISION.**

- DOCKET:** ZC 1-22 (Zone Change), PD 1-21 (Planned Development), S 1-21 (Subdivision)
- REQUEST:** Application for a zone change from R-1 to R-3, planned development overlay, and 18-lot subdivision.
- LOCATION:** The subject site is 3.79 acres, located generally east of Meadows Drive and south of 23<sup>rd</sup> Street and Fendle Way (R4418 00204)
- ZONING:** R-1
- APPLICANT:** Don Jones, VJ-2 Development, Inc
- STAFF:** Monica Bilodeau, Senior Planner
- DATE DEEMED COMPLETE:** February 25, 2022
- HEARINGS BODY & ACTION:** The McMinnville Planning Commission makes a recommendation to the City Council, and the City Council makes the final decision, per MMC 17.72.070
- HEARING DATE & LOCATION:** April 21, 2022, Civic Hall, 200 NE 2<sup>nd</sup> Street, McMinnville, Oregon.
- PROCEDURE:** The application is processed in accordance with the procedures in Section 17.72.120 of the Zoning Ordinance. The application is reviewed by the Planning Commission in accordance with the quasi-judicial public hearing procedures specified in Section 17.72.130 of the Zoning Ordinance.
- CRITERIA:** The applicable criteria for a Zone Change, Planned Development, and Subdivision are specified in McMinnville's Municipal Code (MMC), Chapter 17.51, 17.53 and Section 17.74.020.
- APPEAL:** As specified in MMC 17.72.130, a Planning Commission recommendation of approval of the application (or approval of the application in a different form) is transmitted to the City Council to make a final decision. However, a Planning Commission recommendation of denial is a final decision unless the decision is appealed to the City Council. Such an appeal must be filed within 15 calendar days of the date the written notice of decision is mailed. The City Council's final

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*Attachments :*

- Attachment 1 - Application
- Attachment 2 - Approved Plans
- Attachment 3 - Agency Comments



decision may be appealed to the Oregon Land Use Board of Appeals as specified in State Statute. The City’s final decision is subject to the 120 day processing timeline, including resolution of any local appeal.

**COMMENTS:**

This matter was referred to the following public agencies for comment: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Public Works; Yamhill County Planning Department; Frontier Communications; Comcast; and Northwest Natural Gas. Comments were received from the McMinnville Engineering Department and Oregon Department of State Lands. Their comments are provided in this document.

**DECISION**

Based on the findings and conclusionary findings, the Planning Commission finds the applicable criteria are satisfied and **RECOMMENDS APPROVAL** of the Zone Change from R-1 to R-3, Planned Development overlay, and 18-lot Subdivision.

////////////////////////////////////  
**RECOMMENDATION: APPROVAL**  
////////////////////////////////////

Planning Commission: \_\_\_\_\_  
Sidonie Winfield, Chair of the McMinnville Planning Commission

Date: \_\_\_\_\_

Planning Department: \_\_\_\_\_  
Heather Richards, Planning Director

Date: \_\_\_\_\_

- 
- Attachments :*  
Attachment 1 - Application  
Attachment 2 - Approved Plans  
Attachment 3 - Agency Comments

**SECTION I. APPLICATION SUMMARY:**

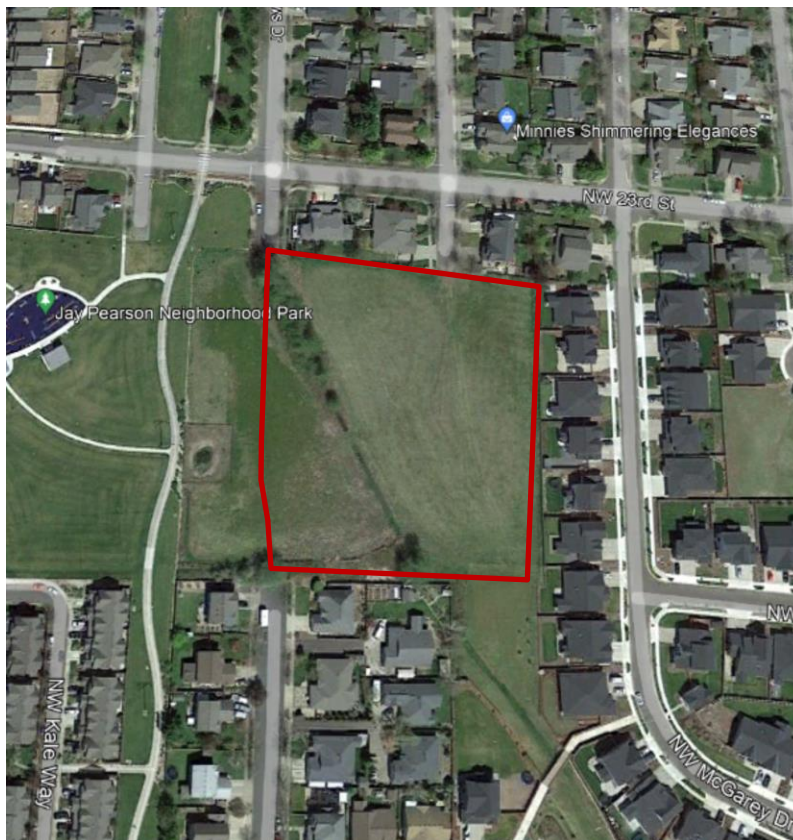
***Subject Property & Request***

The proposal is an application for a Zone Change (ZC 1-22) to rezone the property from R-1 to R-3, Planned Development (PD 1-21), and phased 18-lot subdivision (S 1-21) for the property. The zone change will allow the lot size to be reduced from 9,000 square feet to 6,000 square feet. The planned development overlay would allow for the side setbacks to be reduced from seven and a half feet to five feet, all other setbacks would conform to the R-3 standards.

The subject property is a 3.79 acre parcel located generally east of Meadows Drive and south of 23<sup>rd</sup> Street and Fendle Way. The proposed subdivision will extend Meadows drive, creating a finished through street, and Fendle Way is proposed to be continued into the subdivision and terminated with a cul-de-sac. There is also a 16,925 SF open space tract along the southern property line which will contain stormwater facility and adjacent will be a 20 foot wide pedestrian access easement and 10 foot wide paved connection from Fendle to Meadows Drive. **See Exhibit 1 and 3.**

The subject property and properties to the north, east, and west, are zoned R-1, and property to the south is zoned R-2. Although the actual sizes of adjacent lots in the R-1 zone range from 4,600 to 6,400 square feet. The average lots proposed in this subdivision range between 5,436 at the smallest and 8,363 square feet at the largest. The proposed lot sizes are similar to the adjacent lots. **See Exhibit 2.** The predominant surrounding uses are single-family homes and duplexes to the north, single-family homes to the east and south, and Jay Pearson Neighborhood Park to the west. The subject property is currently vacant with a natural drainageway generally running north to south on the property. Most lots would access off the proposed extension of Fendle Way, and six of the lots would access directly off of Meadows Drive

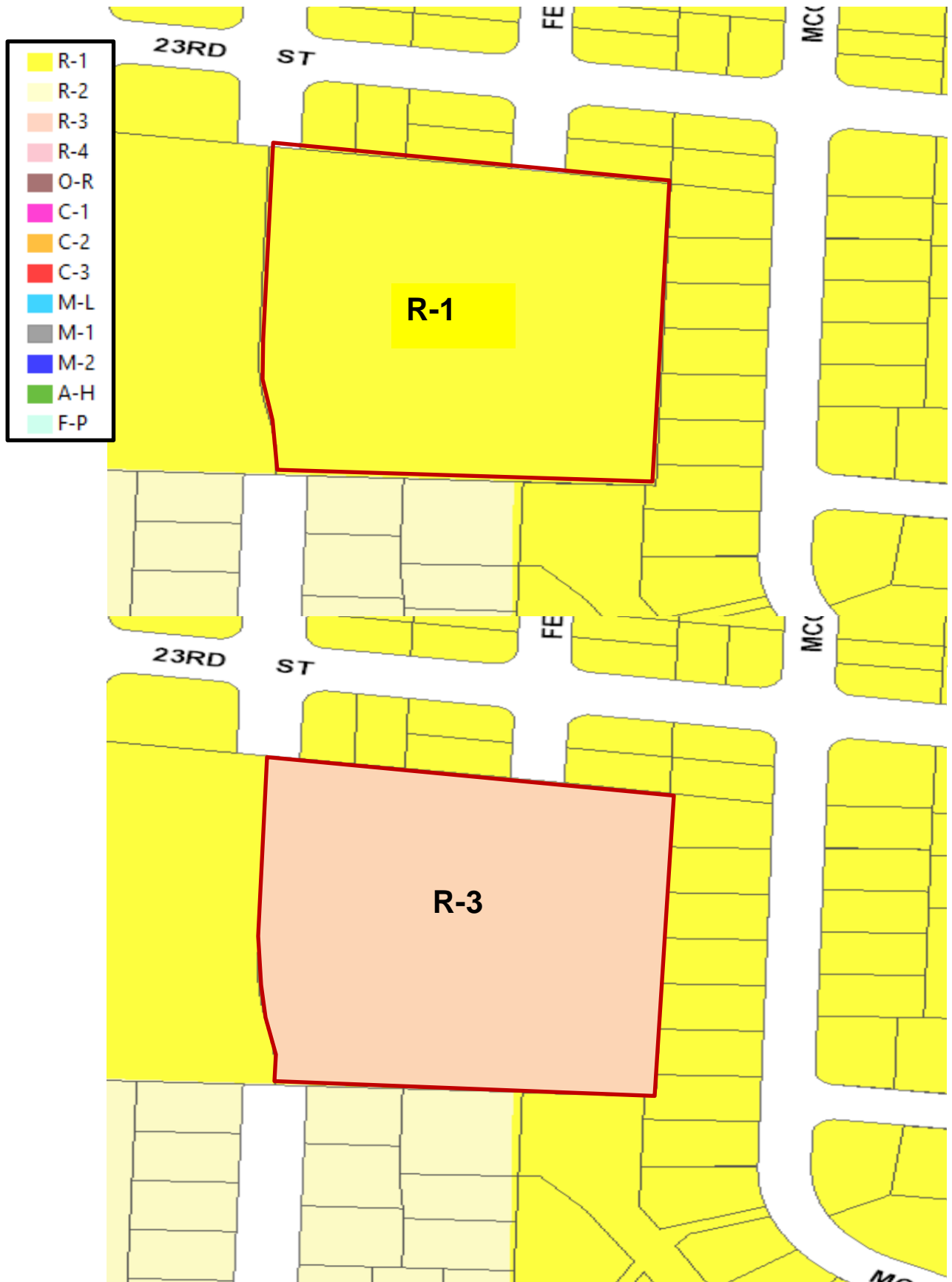
***Exhibit 1. Vicinity Map & Aerial Photo***



***Attachments :***

- Attachment 1 - Application
- Attachment 2 - Approved Plans
- Attachment 3 - Agency Comments

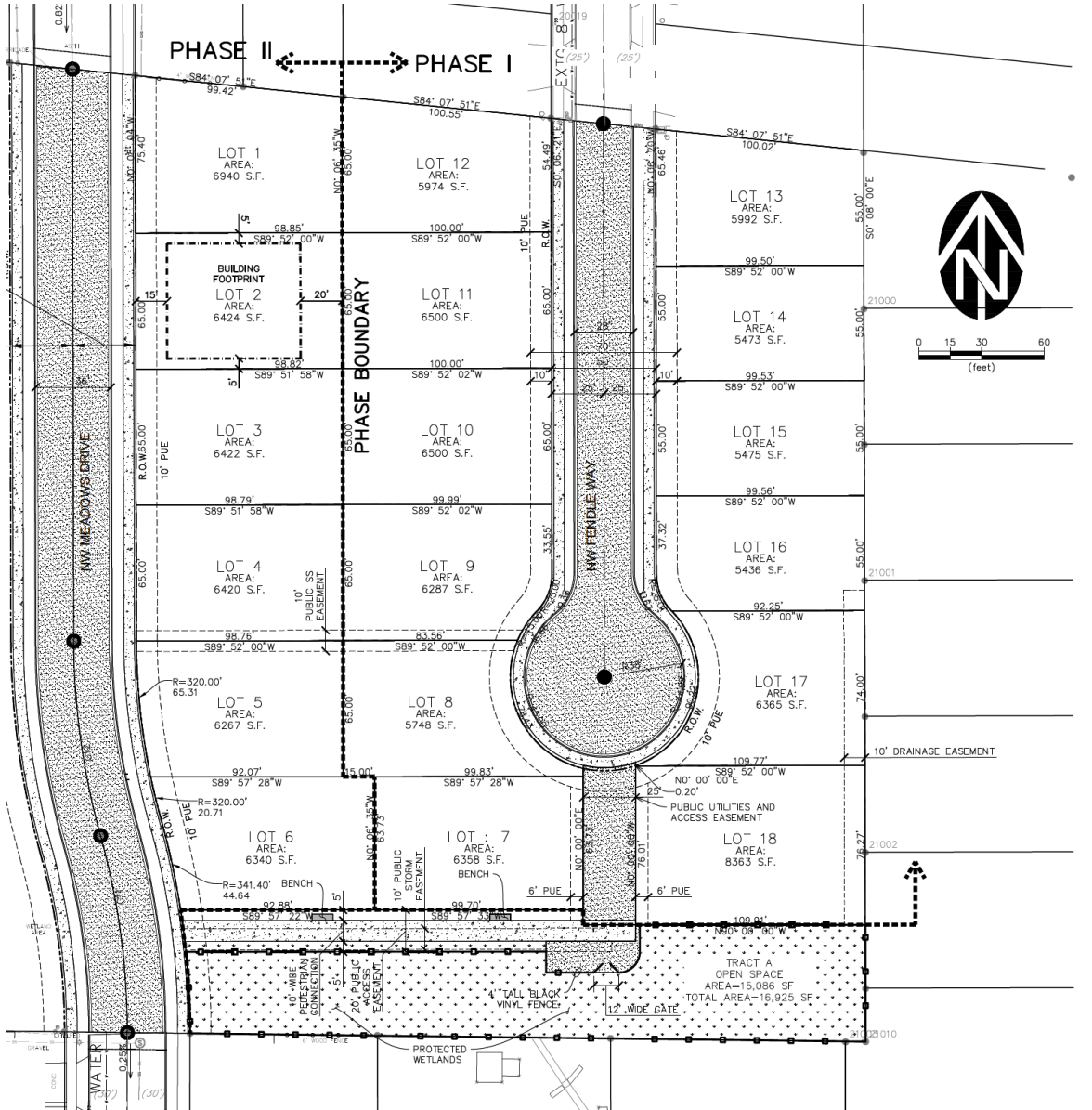
**Exhibit 2. Current and proposed Zoning**



**Attachments :**

- Attachment 1 - Application
- Attachment 2 - Approved Plans
- Attachment 3 - Agency Comments

**Exhibit 3. Proposed Subdivision Tentative Plan**



<p>VERIFY SCALE                  BAR IS CORRECT ON                  0 15 30 60                  FEET                  1" = 30'                  ALL DIMENSIONS UNLESS OTHERWISE SPECIFIED SHALL BE IN FEET AND DECIMALS THEREOF.</p>	<p>DATE: 05/22/2008                  NO. 1                  DATE</p>
<p><b>REVIEW REVIEW</b></p> <p>PROFESSIONAL SEAL                  WILLIAM J. STEIN                  LICENSE NO. 12,345                  REGISTERED PROFESSIONAL ENGINEER                  STATE OF ILLINOIS                  REVISED: 6/20/2022</p>	
<p><b>WESTECH ENGINEERING, INC.</b>                  CONSULTING ENGINEERS AND PLANNERS</p> <p>3541 Fenelle Industrial Dr., S.E., Suite 100, Salem, OR 97302                  Phone: (503) 885-2474 Fax: (503) 885-3886                  E-mail: westech@westech-eng.com</p>	
<p><b>VI-2 DEVELOPMENT</b>                  ELYSIAN SUBDIVISION</p> <p><b>OVERALL SUBDIVISION PLAN</b></p>	
<p><b>DRAWING C2.0</b></p> <p>JOB NUMBER</p>	

**SECTION II. CONDITIONS:**

The zone change and planned development will become effective 30 days after City Council passes the associated ordinance. The subdivision approval shall expire 12 months from the date the final decision document is signed. Prior to expiration of the approval, the applicant shall comply with the conditions, execute a Construction Permit Agreement, and commence construction, complete construction, or provide required security, and submit the final plat. Upon written request, the Planning Director may approve a one-year extension of the decision. Additional extensions shall require the subdivider to resubmit the tentative plan to the Planning Commission and make any revisions considered necessary to meet changed conditions.

**Attachments :**

- Attachment 1 - Application
- Attachment 2 - Approved Plans
- Attachment 3 - Agency Comments

If the property owner wishes a one-year extension of the Commission approval of this tentative plan, a request for such extension must be filed in writing with the Planning Department a minimum of 30 days prior to the expiration date of this approval.

**Planned Development Overlay Requirements**

1. The Elysian Subdivision plan shall be placed on file with the Planning Department and become a part of this planned development zone and binding on the developer. The developer will be responsible for requesting approval of the Planning Commission for any major change in the details of the adopted site plan. Minor changes to the details of the adopted plan may be approved by the Planning Director. It shall be the Planning Director’s decision as to what constitutes a major or minor change. An appeal from a ruling by the Planning Director may be made only to the Planning Commission. Review of the Planning Director’s decision by the Planning Commission may be initiated at the request of any one of the Commissioners.
2. The following standards shall be recorded with the planned development overlay.

Planned Development Overlay	Proposed Standards
Average Lot Size	6,000 sf
Minimum Lot Width	50 ft.
Minimum Setbacks	
- Front	15 ft.
- Street side	15 ft.
- Side	5 ft.
- Rear	20 ft.
- Garage	20 ft.
Maximum Height	35 ft.
Maximum Lot Coverage	80%
Minimum Landscape Area	20%

3. The majority of delineated wetland be preserved, and a minimum of two (2) wetland viewing areas that are accessible with seating be provided adjacent to the wetlands adjacent to the common open space Tract A. The developer and the Homeowner’s Association shall enter into a Revocable License Agreement with the City to establish and maintain wetland viewing areas in the public access easement that are accessible, meet city specifications and are maintained by the developer and Homeowner’s Association.
4. The City of McMinnville shall require evidence of compliance with all applicable local, state, and federal standards and regulations for wetland mitigation.
5. Public amenities such as two benches as shown, or other public amenities such as art or stormwater and wetland educational components, as approved by the Planning Director shall be included in the 20 foot public access easement connecting Fendle Way to Meadows Drive.
6. A direct Pedestrian connection to the Jay Pearson Park and the trail corridor is required. This connection shall connect Meadows Drive west to the existing trail corridor along the projects frontage. Approval by the Directors of Planning and Parks and Recreation is required prior to construction.

*Attachments :*

- Attachment 1 - Application
- Attachment 2 - Approved Plans
- Attachment 3 - Agency Comments

**Subdivision Conditions****PRIOR TO COMMENCING SITE IMPROVEMENTS**

1. The Applicant must submit plans showing the following required street improvements to Engineering for review and approval:

NW Meadows Drive (Minor Collector)

- 60' right-of-way dedication
- 36' paved width
- 0.5' curb
- 6' planter strip
- 5' sidewalk 1' from property line
- 10' public utility easement across road frontage, outside of right-of-way (on both sides of road.)

NW Fendle Way (Local Residential)

- 50' right-of-way dedication
- 28' paved width
- 0.5' curb
- 5' planter strip
- 5' sidewalk 1' from property line
- 10' public utility easement across road frontage, outside of right-of-way (on both sides of road.)
- The sidewalk shall be curb tight through the bulb of the cul-de-sac with the ROW extending 5' behind the sidewalk to place water utilities behind the sidewalk in the cul-de-sac.

2. The access to the storm pond will have a driveway approach with an 8" section of concrete or 6" section with #4 rebar and be PROWAG compliant. The access will be paved to city standards with 10" of 1 1/2" – 0 crushed rock under 2" of 3/4" – 0 crushed rock and a 3" level 2 WMAC paved section to accommodate maintenance vehicles.
3. The pedestrian access off the end of Fendle Way shall be an improved 10-foot-wide concrete sidewalk connecting to the sidewalk on Meadows Drive. The pedestrian access will be located within a 20 foot wide continuous public access easement.
4. Within the 20 foot public access easement it shall include public amenities such as two benches as shown, or other amenities as approved by the Planning Director.
5. Prior to site work the Developer shall work with Planning and Parks and Recreation staff to site and design a direct Pedestrian connection to the Jay Pearson Park and trail corridor.
6. On-street parking will not be permitted within a 30-foot distance of street intersections measured from the terminus of the curb returns.
7. The City Public Works Department will install, at the applicant's expense, the necessary street signage (including stop signs, no parking signage, and street name signage), curb painting, and striping (including stop bars) associated with the development. The applicant shall reimburse the City for the signage and markings prior to the City's approval of the final plat.
8. The applicant shall submit cross sections for the public street system to be constructed. Cross sections shall depict utility location, street improvement elevation and grade, park strips, sidewalk location, and sidewalk elevation and grade. Said cross sections shall be submitted to the City Engineer for review and approval prior to submittal of the final plat. All such submittals

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*Attachments :*

Attachment 1 - Application

Attachment 2 - Approved Plans

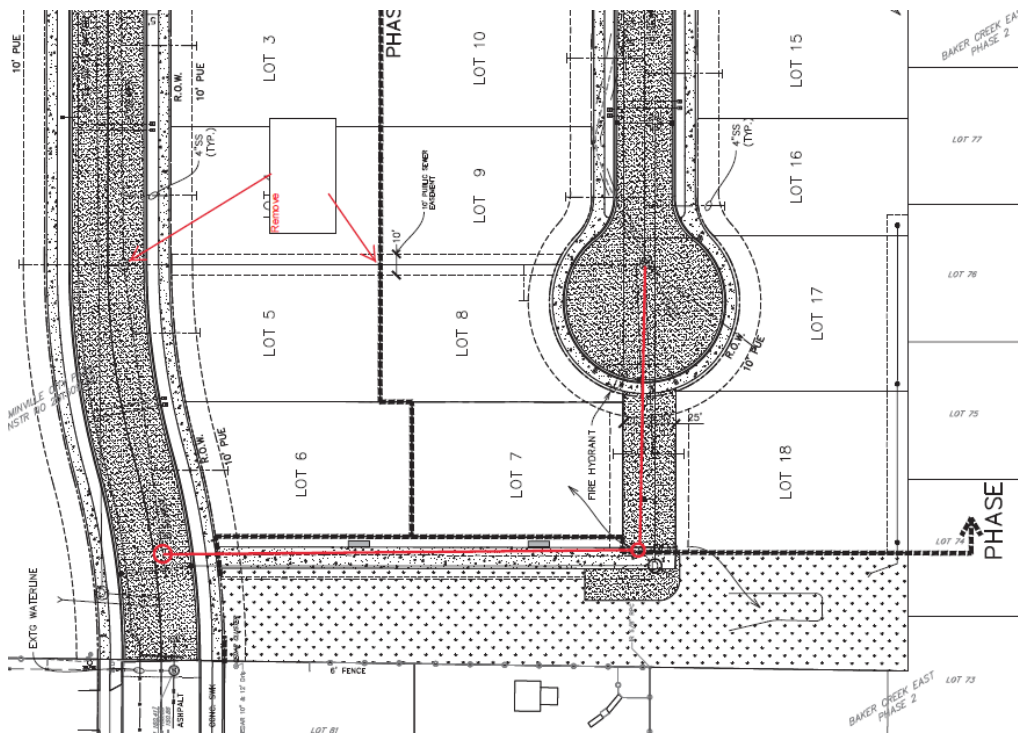
Attachment 3 - Agency Comments

must comply with the requirements of 13A of the Land Division Ordinance and must meet with the approval of the City Engineer.

- 9. Street grades and profiles shall be designed and constructed to meet the adopted Land Division Ordinance standards and the requirements contained in the Public Right-of-Way Accessibility Guidelines (PROWAG). Additionally, corner curb ramps shall be constructed to meet PROWAG requirements.
- 10. That the street improvements shall have the City’s typical “teepee” section.
- 11. The applicant shall secure from the Oregon Department of Environmental Quality (DEQ) any applicable storm runoff and site development permits prior to construction of the required site improvements. Evidence of such permits shall be submitted to the City Engineer.
- 12. The applicant shall secure all required state and federal permits, including, if applicable, those related to construction of the storm drain outfalls, the federal Endangered Species Act, Federal Emergency Management Act, and those required by the Oregon Division of State Lands, and U.S. Army Corp of Engineers. Copies of the approved permits shall be submitted to the City.
- 13. That the applicant submit evidence that all fill placed in the areas where building sites are expected is engineered. Evidence shall meet with the approval of the City Building Division and the City Engineering Division.

**SANITARY SEWER**

- 14. A detailed, engineered sanitary sewage collection plan, which incorporates the requirements of the City’s adopted Conveyance System Master Plan, must be submitted to and approved by the City Engineering Department. Any utility easements needed to comply with the approved sanitary sewage plan must be reflected on the final plat.
- 15. The City is proposing an alternate route for the sewer main as it prefers to avoid side lot sanitary sewer mains. Developers Engineer to determine if the proposed route is feasible.



**Attachments :**

- Attachment 1 - Application
- Attachment 2 - Approved Plans
- Attachment 3 - Agency Comments

STORM DRAINAGE

16. Prior to site work a detailed, engineered storm drainage plan, which satisfies the requirements of the City's Storm Drainage Master Plan, and that demonstrates that the existing downstream storm drainage system has adequate capacity, must be submitted to and approved by the City Engineering Department. Any utility easements needed to comply with the approved plan must be reflected on the final plat.
17. No additional storm drainage runoff shall be conveyed onto any adjacent property without the appropriate public and/or private storm drainage easements. Copies of recorded private easements must be provided to the City prior to the City's approval of the final plat. Any offsite public easements must be dedicated to and accepted by the City prior to the City's approval of the final plat. The HOA will be responsible for the maintenance for the wetland plantings and fencing.

PRIOR TO FINAL PLAT

18. The final plat shall reflect that access to the detention pond will be granted to the City for maintenance of the structures.
19. The final plat shall reflect that Tract A will be private.
20. The final plat shall reflect that the pedestrian pathway within tract A will be private. The tract shall have private maintenance agreements which must be approved by the City prior to the City's approval of the final plat.
21. The final plat shall reflect that the sanitary line between Fendle Way and Meadows Dr shall be public.
22. Street names shall be submitted to the Planning Director for review and approval prior to submittal of the final plat.
23. The final plat shall include 10-foot public utility easements along both sides of all public rights-of-way for the placement and maintenance of required utilities.
24. The final plat shall include use, ownership, and maintenance rights and responsibilities for all easements and tracts.
25. The final plat shall include a public access easement from the terminus of Fendle Way to Meadows Drive.
26. The required public improvements shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat. Prior to the construction of the required public improvements, the applicant shall enter into a Construction Permit Agreement with the City Engineering Department, and pay the associated fees.
27. Prior to final plat the applicant shall submit a draft copy of the subdivision plat to the City Engineer for review and comment which shall include any necessary cross easements for access to serve all the proposed parcels, and cross easements for utilities which are not contained within the lot they are serving, including those for water, sanitary sewer, storm sewer, electric, natural gas, cable, and telephone. A current title report for the subject property shall be submitted with the draft plat. Two copies of the final subdivision plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.

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28. The City will not maintain the proposed enhanced wetland facility or proposed bioswale along the south boundary of the subject property. The City will maintain the structures (inlets, outfalls, WQ manholes, flow control MH's, etc).
29. All of Tract A, including the proposed wetland and associated pedestrian path should remain private.
30. Prior to final plat the applicant shall submit an application for a street tree plan and landscaping for Tract A and the pedestrian path to the Landscape Review Committee for review and approval prior to final plat submittal in accordance with Section 17.58. 100 of the Zoning Ordinance. The plan shall provide sufficient detail about location of utility services to the lots, locations of street lights, pedestals, and meter boxes, to evaluate the suitability of proposed street tree planting locations.
31. Prior to final plat all street trees shall be installed or security in place. All trees shall be a two-inch minimum caliper, exhibit size and growing characteristics appropriate for the particular planting strip, and be spaced as appropriate for the selected species and as may be required for the location of above ground utility vaults, transformers, light poles, and hydrants.
32. Submit a Subdivision Design Application form to McMinnville Water and Light. The project will require the developer to enter into a Line Extension Agreement (contract) with McMinnville Water and Light (MW&L). The public water system will need to be designed by the Developer's engineer and reviewed/approved by MW&L.
33. Submit a Subdivision Design Application form to McMinnville Water and Light. The project will require the developer to enter into a Line Extension Agreement (contract) with McMinnville Water and Light. The portion of the PUE included in the Drainage Improvements abutting NW Meadows needs to be constructed with an elevation and profile that ensures utilities can be extended through it in a typical manner.

#### PRIOR TO ISSUANCE OF BUILDING PERMITS

34. The applicant shall coordinate the location of clustered mailboxes with the Postmaster, and the location of any clustered mailboxes shall meet the accessibility requirements of PROWAG and the State of Oregon Structural Specialty Code.
35. The applicant shall install fire hydrants to serve this development as may be required by the McMinnville Fire Department. Also, if fire hydrants are required, they shall be in working order prior to the issuance of building permits.
36. On-street parking will be restricted at all street intersections, in conformance with the requirements of the City's Land Development Ordinance.
37. The applicant shall provide twenty-five percent (25%) of the single-family lots for sale to the general public. The applicant shall provide information detailing the number of lots that will be made available for individual sale to builders for review and approval by the Planning Director prior to recording of the final plat. Upon approval, the referenced lots will be made available for sale to the general public for a minimum of one hundred twenty (120) days.
38. Prior to issuance of building permits all applicable SDCs, including Parks SDCs shall be paid.
39. Prior to issuance of building permits Housing Variety shall be ensured. The neighborhood shall have a variety of building forms and architectural variety to avoid monoculture design.
40. If a security was provided prior to final plat for installation of street trees, the applicant shall complete installation of street trees, per the timing described in Subsection (B) below. The applicant shall plant street trees within curbside planting strips in accordance with the

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approved street tree plan. All street trees shall be of good quality and shall conform to American Standard for Nursery Stock (ANSI Z60.1). The Planning Director reserves the right to reject any plant material which does not meet this standard.

- A. Trees shall be provided with root barrier protection in order to minimize infrastructure and tree root conflicts. The barrier shall be placed on the building side of the tree and the curb side of the tree. The root barrier protection shall be placed in 10-foot lengths, centered on the tree, and to a depth of eighteen (18) inches. In addition, all trees shall be provided with deep watering tubes to promote deep root growth.
- B. Each year the applicant shall install street trees, from November 1 to March 1, adjacent to those properties on which a structure has been constructed and received final occupancy. This planting schedule shall continue until all platted lots have been planted with street trees.
- C. It shall be the applicant's responsibility to relocate trees as may be necessary to accommodate individual building plans. The applicant shall also be responsible for the maintenance of the street trees, and for the replacement of any trees which may die due to neglect or vandalism, for one year from the date of planting

41. Any improvements which were secured prior to final plat approval shall be completed in accordance with the construction permit agreement.

**SECTION III. COMMENTS:**

**Agency Comments**

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

**Public Comments**

Notice of this request was mailed to property owners located within 300 feet of the subject site. Notice of the public hearing was also provided in the News Register on Friday April 1, 2022. As of the publish date of the Planning Commission packet, no public testimony had been received by the Planning Department.

**SECTION IV. FINDINGS OF FACT**

- 1. The applicant held a neighborhood meeting in accordance with Section 17.72.095 of the Zoning Ordinance on July 20, 2021.
- 2. The application was submitted on September 1, 2021
- 3. The application was deemed complete on February 25, 2022.
- 4. Notice of the application was referred to the following public agencies for comment in accordance with Section 17.72.120 of the Zoning Ordinance: McMinnville Fire Department, Police Department, Parks and Recreation Department, Engineering and Building Departments,

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City Manager, and City Attorney, McMinnville School District No. 40, McMinnville Water and Light, Yamhill County Public Works, Yamhill County Planning Department, Recology Western Oregon, Frontier Communications, Comcast, Northwest Natural Gas. Notice was also provided to the Oregon Department of State Lands.

Comments received from agencies are addressed in the Decision Document. The letter from the Department of State Lands (DSL) was submitted as part of the application by the applicant, and DSL copied the City on the letter.

5. Notice of the application and the April 21, 2022 Planning Commission public hearing was mailed to property owners within 300 feet of the subject property in accordance with Section 17.72.120 of the Zoning Ordinance.

6. Notice of the application and the April 21, 2022 Planning Commission public hearing was published in the News Register on Friday, April 1, 2021, in accordance with Section 17.72.120 of the Zoning Ordinance.

No public testimony was submitted to the Planning Department prior to the Planning Commission public hearing.

7. On April 21, 2022 the Planning Commission held a duly noticed public hearing to consider the request.

**SECTION V. SUMMARY OF APPLICABLE REVIEW CRITERIA**

The following summarizes the review criteria applicable to this decision, in the order in which they are addressed:

**Applicable Review Criteria**

- 17.18 Residential Zones**
- 17.51 Planned Development Overlay**
- 17.53 Land Divisions Standards**
- 17.74 Review Criteria**
- Comprehensive Plan**
- Great Neighborhood Principles**

**SECTION VI. CONCLUSIONARY FINDINGS:**

The following subsections address only the approval criteria applicable to this decision.

**Chapter 17.18. R-3 Two-Family Residential Zone**

- 17.18.010. Permitted Uses.**
- 17.18.030. Lot Size.**
- 17.18.040. Yard Requirements.**
- 17.18.060. Density Requirements**

**FINDING: SATISFIED WITH CONDITIONS.** The applicant’s proposed tentative plan demonstrates compliance with the applicable standards of the sections listed above.

**17.18.010. Permitted Uses.** The proposed use of the lots is 18 detached dwellings. These are permitted uses in the R-3 zone.

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**17.18.030. Lot Size.** The minimum lot size for the R-3 zone is 6,000 square feet. Lots proposed range from 5,436 at the smallest and 8,363 square feet at the largest. The average being 6,294 SF.

**17.18.040. Yard Requirements.** With the proposed lot sizes and shapes, there is no foreseeable difficulty in meeting setback requirements.

**17.18.060. Density Requirements.** Based on the proposed uses and lot sizes, the proposal complies with the applicable density requirements of this section.

**17.51 PLANNED DEVELOPMENT OVERLAY**

**17.51.020 Standards and requirements.** The following standards and requirements shall govern the application of a planned development in a zone in which it is permitted:

- A. The principal use of land in a planned development shall reflect the type of use indicated on the comprehensive plan or zoning map for the area. Accessory uses within the development may include uses permitted in any zone, except uses permitted only in the M-2 zone are excluded from all other zones. Accessory uses shall not occupy more than twenty-five percent of the lot area of the principal use;**
- B. Density for residential planned development shall be determined by the underlying zone designations. (Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).**

**FINDING: SATISFIED.** The subject property has a residential designation on the comprehensive plan. The proposed development is a residential development; therefore this objective has been met. The proposed development with concurrent zone change to R-3, subdivision and Planned Development, the proposed lot size ranges in size from 5,436 SF to 8,363 SF, and lot density of 4.8 dwelling units/acre. Therefore, these standards are met.

**17.51.030 Procedure**

- C. The Commission shall consider the preliminary development plan at a meeting at which time the findings of persons reviewing the proposal shall also be considered. In reviewing the plan, the Commission shall need to determine that:**
  - 1. There are special physical conditions or objectives of a development which the proposal will satisfy to warrant a departure from the standard regulation requirements;**

The special physical conditions of the site include the infill nature of the development (surrounded by residential development with a neighborhood park to the west) and the manmade drainages onsite limit the configurations of development. In addition, the manmade wetlands under the Meadows Drive connection and along the phase line are proposed to be filled. However, the applicant is proposing to enhance the manmade wetland ditch along the south property line to ensure proper drainage and provide enhanced physical conditions of the site.

The objective by the applicant is to provide a diversity of lot sizes and setback flexibility that will contribute to variety in the development pattern of the community housing, and varied housing sizes and styles. The applicant is also proposing a concurrent zone change from R-1 to R-3 to provide lot sizes ranging from rezoning from 5436 SF to 8363 SF and reduced side yard setbacks from 7ft to 5ft, which would not be allowed without a Planned Development Overlay and/or Zone Change. The applicant is proposing to sell the lots to several different builders to further provide variety in housing types and styles to home consumers in McMinnville. The reduced side yard setback provides the builders more flexibility in housing types and styles. The planned development overlay will establish the lot sizes and setbacks for all future development on this site.

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**2. Resulting development will not be inconsistent with the Comprehensive Plan objectives of the area;**

The application is consistent with the Comprehensive Plan. Comprehensive findings are found below.

**3. The development shall be designed so as to provide for adequate access to and efficient provision of services to adjoining parcels;**

The proposed development is an infill development. The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. In addition, a 10ft wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. Therefore, access to the existing surrounding streets will provide efficient access to services to adjoining parcels.

**4. The plan can be completed within a reasonable period of time;**

The applicant is proposing to construct the improvements in the summer of 2022 for lots to be sold in the fall and winter of 2022. This development is typical in the industry. Therefore, this objective has been met.

**5. The streets are adequate to support the anticipated traffic, and the development will not overload the streets outside the planned area;**

The proposed development is an infill development. The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. In addition, a 10ft wide concrete multiuse path. The density of units is consistent with the City’s TSP and therefore will not overload the streets outside the planned area.

**6. Proposed utility and drainage facilities are adequate for the population densities and type of development proposed;**

As shown the civil plans, the applicant is proposing to extend existing sewer and water systems to service the development. The proposed density (4.8 units/acre) is less than the 6 units/acre utilized in the City Sanitary Sewer Conveyance System Master Plan to size the sewer mains. The applicant is proposing to provide stormwater detention in accordance with the City’s Storm Drainage Master Plan, which accounts for lot density. All utility design will be in accordance with City standards. Therefore, this standard is met.

**7. The noise, air, and water pollutants caused by the development do not have an adverse effect upon surrounding areas, public utilities, or the city as a whole;**

The proposed development will not create a land use that will cause noise incompatibility with surrounding uses. The proposed development will not facilitate any use generating major air emissions beyond what is expected for residential development. The proposed development plans to capture, detain and treat stormwater runoff in a combination swale and detention facility, therefore typical stormwater pollutants and will not have an adverse effect on surrounding areas. The public utilities are all sized to be consistent with the City’s Sewer Conveyance and Storm Drainage Master Plans, and therefore will not have an adverse effect on public utilities or the City as a whole.

**FINDING: SATISFIED.** As demonstrated by the findings above the proposed development is consistent with the existing land use pattern in the area and final connection piece NW Meadows Road. The density of units is consistent with the City’s TSP and therefore will not overload the streets outside the planned area. Overall, the development is compatible with the surrounding uses.

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**17.53 LAND DIVISION STANDARDS****Approval of Streets and Ways****17.53.100. Creation of Streets.****17.53.101. Streets.****17.53.103. Blocks.****17.53.105. Lots.****17.53.110. Lot Grading.****17.53.120. Building Lines.****17.53.130. Large Lot Subdivision.****17.53.140. Left-Over Land.**

**FINDING: SATISFIED WITH CONDITIONS.** The applicant’s proposed tentative plan demonstrates compliance with the applicable standards of the sections listed above, subject to conditions of approval.

**17.53.100. Creation of Streets.** All streets within the subdivision are proposed as public streets, to be dedicated on the plat, except that access to Lot 7 and Lot 18 will be via private street at the terminus of the Fendle Way cul-de-sac.

**17.53.101. Streets.**

- A. **General** The proposal complies with the street standards of 17.53.101. The street layout provides for the continuation of the alignment of Meadows Drive and Fendle Way with no offset intersections.
- B. **Right-of-Way and street widths.** The proposed new streets right-of-way widths and street width are in conformance with the widths specified in the City’s Complete Street Design Standards for a minor collector and local residential streets.
- C. **Reserve strips.** No reserve strips are proposed.
- D. **Alignment.** The proposed new streets are in alignment with existing streets.
- E. **Future extension of streets.** Surrounding properties are developed, so there isn’t a need for street plugs for future street extensions.
- F. **Intersection angles.** No intersections are proposed.
- G. **Existing Streets.** The proposed street will be designed to match the existing streets.
- H. **Half streets.** No half streets are proposed.
- I. **Cul-de-sacs.** A cul-de-sac is proposed at the end of Fendle Way. The length does not exceed 400 feet and only serves 16 lots including the two lots off the end of cul-de-sac that are accessed by private street.
- J. **Eyebrows.** No eyebrows are proposed.
- K. **Street Names.** No new street names are proposed.
- L. **Grades and curves.** No excessive grades are required for the proposed street.
- M. **Streets adjacent to railroad.** There are no proposed streets adjacent to railroads, no frontage roads, and no alleys.
- N. **Frontage roads.** No frontage roads are proposed or required with the proposed layout.
- O. **Alleys.** No alleys proposed.
- P. **Private way/drive.** As a condition of approval, the proposed private drive will need to be constructed to the same structural standards that would apply to a public street, and a storm drainage plan will be required.
- Q. **Bikeways.** Meadows drive is a minor collector and bikeways are designed to share the roadway with cars.

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- R. **Residential Collector Spacing.** Not applicable.
- S. **Sidewalks.** Sidewalks are consistent with 17.53.101(S) and (T) and the Complete Street Design Standards, except that cul-de-sac will be curbtight without a 5' planter strip.
- T. **Park strips.** Five foot planter strips are proposed along all proposed streets, except around the cul-de-sac bulb.
- U. **Gates.** No gates are proposed within the public right-of-way or for the private way serving Lot 7 and 18.

**17.53.103. Blocks.** Due to the existing development, street patterns, and drainage resource outside the block length and perimeter standards will be met with the use of a pedestrian connection. With that is will not exceed the 400 foot block length and 1,600 foot block perimeter. Measuring from the street centerline the perimeter is approximately 1,490 feet. This is authorized when “topography or location of adjoining streets justifies an exception.”

**17.53.105. Lots.** The proposed lots are suitable shapes for development, generally rectangular with side lot lines perpendicular to the right-of-way. Lots are not excessively deep, and lot depth doesn't exceed two times the width on lots. There will be six lots that will access Meadows drive a minor collector. Consistent with the community meadows drive has been designed and intended to have homes front and have driveway access off this street. There are no through lots are proposed, and no flag lots are proposed.

**17.53.110. Lot Grading.** No excessive slopes are proposed. Grading and fill associated with the proposal, including piping of the open drainageway will be subject to review by the appropriate departments and permitting agencies as a condition of approval.

**17.53.120. Building Lines.** Special building setback lines are proposed with the planned development overlay.

**17.53.130 Large Lot Subdivision** is not applicable because this is not a large lot subdivision.

**17.53.140 Left-Over Land** is not applicable because the proposed subdivision doesn't result in left-over land.

## Improvements

**17.53.150. Improvement Procedures.**

**17.53.151. Specifications for Improvements.**

**17.53.153. Improvement Requirements.**

**17.53.150. Improvement Procedures.** The applicant will be required to comply with the improvement procedures as a condition of approval.

**17.53.151. Specifications for Improvements.** As a condition of approval, the applicant will be required to provide civil drawings that comply with all City specifications.

**17.53.153. Improvement Requirements.** The applicant's proposal includes improvements necessary to serve lots consistent with the requirements of this section. As a condition of approval, the applicant will be required to provide civil drawings that comply with all City specifications of this section.

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**FINDING: SATISFIED WITH CONDITIONS.** The applicant’s proposed tentative plan demonstrates compliance with the applicable standards of the sections listed above.

**17.74 REVIEW CRITERIA**

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

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

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

**FINDING: SATISFIED.** See responses to applicable Comprehensive Plan policies below.

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

**FINDING: SATISFIED.** The proposed development is located in an area with available services, with a mix of zoning and residential development, in proximity to shopping, services, parks, and transit. The city’s Buildable Land Inventory identifies a deficit of residential land.

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

**FINDING: SATISFIED.** The proposed development is located in an area with available services to serve the property.

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

**FINDING: SATISFIED.** Criterion B is satisfied; however, the proposed amendment relates to needed housing, so this application is not required to meet Criterion B.

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

**FINDING: Satisfied.** As addressed below, the housing policies of the Comprehensive Plan are addressed, and the effect of this decision doesn’t exclude needed housing, decrease densities, or discourage needed housing through unreasonable cost or delay.

**Comprehensive Plan Volume II:**

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

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The implementation of most goals, policies, and proposals are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to a development proposal at the time of application.

**GOAL V 1: TO PROMOTE DEVELOPMENT OF AFFORDABLE, QUALITY HOUSING FOR ALL CITY RESIDENTS.**

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

**FINDING: SATISFIED.** The proposed development lots sizes will vary, rezoning from R-1 to R-3 will create lot sizes in the range of 5436 SF to 8363 SF, which would not be allowed under current zoning. In addition, the R-3 zone allows dual family living in addition to single dwellings. This coupled with HB 2001, which allows multi-dwelling development on residential zoned property creates the option for numerous housing types for diverse incomes spanning different generations.

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

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

1. **Areas that are not committed to low density development;**
2. **Areas that have direct access from collector or arterial streets;**
3. **Areas that are not subject to development limitations such as topography, flooding, or poor drainage;**
4. **Areas where the existing facilities have the capacity for additional development;**
5. **Areas within one-quarter mile of existing or planned public transportation; and**
6. **Areas that can be buffered from low density residential areas in order to maximize the privacy of established low density residential areas**

**FINDING: SATISFIED.** The proposed development is located in an area with available services, with a mix of zoning and residential development, in proximity to shopping, services, parks, and transit as documented in the application submittal. The proposed density is at 4.8 dwelling units/acre with the proposed R-1 to R-3 zone change, therefore this is at the low end of the medium density range which is consistent with the standard.

The site is relatively flat and is not located within a mapped flood plain. The applicant is proposing to enhance the wetlands onsite and provide drainage improvements.

There is public transportation located along Baker Creek Road. The proposed project is 755 ft from Baker Creek Road with is within ¼ mile of the existing public transportation.

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- 71.10** The following factors should be used to define appropriate density ranges allowed through zoning in the medium density residential areas:
1. The density of development in areas historically zoned for medium and high density development;
  2. The topography and natural features of the area and the degree of possible buffering from established low density residential areas;
  3. The capacity of the services;
  4. The distance to existing or planned public transit;
  5. The distance to neighborhood or general commercial centers; and
  6. The distance from public open space. (Ord. 4796, October 14, 2003)

**FINDING: SATISFIED.** The proposed development is located in an area with available services, with a mix of zoning and residential development, in proximity to shopping, services, parks, and transit. The location allows for a development plan that can be designed to be compatible with nearby development and densities.

#### **Planned Development Policies:**

- 72.00** Planned developments shall be encouraged as a favored form of residential development as long as social, economic, and environmental savings will accrue to the residents of the development and the city.
- 73.00** Planned residential developments which offer a variety and mix of housing types and prices shall be encouraged.
- 74.00** Distinctive natural, topographic, and aesthetic features within planned developments shall be retained in all development designs.
- 75.00** Common open space in residential planned developments shall be designed to directly benefit the future residents of the developments. When the open space is not dedicated to or accepted by the City, a mechanism such as a homeowners association, assessment district, or escrow fund will be required to maintain the common area.
- 76.00** Parks, recreation facilities, and community centers within planned developments shall be located in areas readily accessible to all occupants.
- 77.00** The internal traffic system in planned developments shall be designed to promote safe and efficient traffic flow and give full consideration to providing pedestrian and bicycle pathways.
- 78.00** Traffic systems within planned developments shall be designed to be compatible with the circulation patterns of adjoining properties.

**FINDING: SATISFIED WITH CONDITIONS.** The proposal will provide for single family residential homes on individual lots of various sizes, ranging from 5,436 SF to 8,363 SF. It will provide for homes that will be affordable to the residents of the City with moderate incomes.

As shown on the survey there are a couple of man made drainage ditches that were intended to be temporary with the Shadden Claim development to the north. There are two ditches, one

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that drains the park and the other that drains Meadows Drive. These ditches are considered wetlands by the most recent standards. The drainage ditch under Meadows Drive will be filled and widened and enhance the existing drainage ditch/wetlands that drains the park and flows along the southern property boundary. This ditch is proposed to be retained and enhanced.

The dedicated open space is proposed to be owned by a homeowners association and will thereby benefit the future residents of the development. The open space and associated multiuse path with benches is connected to all lots of the proposed development by a sidewalk in accordance with ADA standards and therefore is readily accessible to all applicants.

The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. Per the TSP a local street and minor collectors have shared street access with bikes and vehicles. In addition, a 10ft wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park.

### **Residential Design Policies:**

- 79.00** The density allowed for residential developments shall be contingent on the zoning classification, the topographical features of the property, and the capacities and availability of public services including but not limited to sewer and water. Where densities are determined to be less than that allowed under the zoning classification, the allowed density shall be set through adopted clear and objective code standards enumerating the reason for the limitations, or shall be applied to the specific area through a planned development overlay. Densities greater than those allowed by the zoning classification may be allowed through the planned development process or where specifically provided in the zoning ordinance or by plan policy. (Ord. 4796, October 14, 2003)
- 80.00** In proposed residential developments, distinctive or unique natural features such as wooded areas, isolated preservable trees, and drainage swales shall be preserved wherever feasible.
- 81.00** Residential designs which incorporate pedestrian and bikeway paths to connect with activity areas such as schools, commercial facilities, parks, and other residential areas, shall be encouraged.
- 82.00** The layout of streets in residential areas shall be designed in a manner that preserves the development potential of adjacent properties if such properties are recognized for development on the McMinnville Comprehensive Plan Map.
- 83.00** The City of McMinnville shall review the design of residential developments to insure site orientation that preserves the potential for future utilization of solar energy.

**FINDING: SATISFIED.** The proposed development is consistent with the density authorized by the zoning, topography, and availability of services.

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There is a man made drainage ditch that was intended to be temporary with the Shadden Claim development to the north. The two ditches, one that drains the park and the other that drains Meadows Drive. These ditches are considered wetlands by the most recent standards. The proposal intends to fill the drainage ditch under Meadows Drive and widen and enhance the existing drainage ditch/wetlands that drains the park and flows along the southern property boundary. This ditch is proposed to be retained and enhanced located in Tract A.

The proposed development will provide necessary street improvements including the provision of curbs, gutter, sidewalks and planter strips on all of the streets within the proposed development. The necessary connection for pedestrians in this area to the school property, park, commercial area and the private open spaces has been met.

The lots have been as designed for detached dwelling units, therefore they can have windows on all four sides of each building allowing for solar passive gains. Upon development of the lots the contractor could install solar panel on structures.

### Urban Policies:

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

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

**FINDING: SATISFIED WITH CONDITIONS.** As conditioned all public improvements will be constructed or bonded for prior to final plat.

### Lot Sales Policy:

**99.10 The City of McMinnville recognizes the value to the City of encouraging the sale of lots to persons who desire to build their own homes. Therefore, the City Planning staff shall develop a formula to be applied to medium and large size subdivisions, that will require a reasonable proportion of lots be set aside for owner-developer purchase for a reasonable amount of time which shall be made a part of the subdivision ordinance.**

**FINDING: SATISFIED WITH CONDITION.** This requirement is addressed with a condition of approval requiring the applicant to make lots available for sale.

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

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## Streets

**118.00 The City of McMinnville shall encourage development of roads that include the following design factors:**

**5. Connectivity of local residential streets shall be encouraged. Residential cul-de-sac streets shall be discouraged where opportunities for through streets exist**

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

**FINDING: SATISFIED.** The proposed development is an infill development. The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south.

## Parking

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

**FINDING: SATISFIED.** The lots are large enough to accommodate off-street parking. The required two off-street parking spaces will be confirmed at building permit application for each residential home proposed.

## Connectivity and Circulation

**132.26.05 New street connections, complete with appropriately planned pedestrian and bicycle features, shall be incorporated in all new developments consistent with the Local Street Connectivity map. (Ord. 4922, February 23, 2010)**

**FINDING: SATISFIED WITH CONDITIONS.** A 10ft wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. Additionally the project will be conditioned to improve a direct connection to the Jay Pearson park, from Meadows drive west to the multi-use trail. Therefore, access to the existing surrounding streets will provide efficient pedestrian and bike access to adjoining parcels.

## Circulation

**132.41.05 Cul-de-sac streets in new development should only be allowed when connecting neighborhood streets are not feasible due to existing land uses, topography, or other natural and physical constraints. (Ord. 4922, February 23, 2010)**

**132.41.30 Promote Street Connectivity – The City shall require street systems in subdivisions and development that promote street connectivity between neighborhoods. (Ord. 4922, February 23, 2010)**

**FINDING: SATISFIED WITH CONDITIONS.** The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. Due to the existing wetland constraints a through street for Fendle Drive is not feasible In addition, the applicant is proposing to connect Meadows

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Drive (a minor collector) and match the existing street width of the existing portion, north and south.

**GREAT NEIGHBORHOOD PRINCIPLES**

- 187.10** The City of McMinnville shall establish Great Neighborhood Principles to guide the land use patterns, design, and development of the places that McMinnville citizens live, work, and play. The Great Neighborhood Principles will ensure that all developed places include characteristics and elements that create a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood with enduring value, whether that place is a completely new development or a redevelopment or infill project within an existing built area.
- 187.20** The Great Neighborhood Principles shall encompass a wide range of characteristics and elements, but those characteristics and elements will not function independently. The Great Neighborhood Principles shall be applied together as an integrated and assembled approach to neighborhood design and development to create a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood, and to create a neighborhood that supports today’s technology and infrastructure, and can accommodate future technology and infrastructure.
- 187.30** The Great Neighborhood Principles shall be applied in all areas of the city to ensure equitable access to a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood for all McMinnville citizens.
- 187.40** The Great Neighborhood Principles shall guide long range planning efforts including, but not limited to, master plans, small area plans, and annexation requests. The Great Neighborhood Principles shall also guide applicable current land use and development applications.

**FINDING: SATISFIED.** The applicant’s proposal is subject to the great neighborhood principles and findings for each are found below.

**187.50** The McMinnville Great Neighborhood Principles are provided below. Each Great Neighborhood Principle is identified by number below (numbers 1 – 13), and is followed by more specific direction on how to achieve each individual principle.

- 1. Natural Feature Preservation.** Great Neighborhoods are sensitive to the natural conditions and features of the land.
  - a. Neighborhoods shall be designed to preserve significant natural features including, but not limited to, watercourses, sensitive lands, steep slopes, wetlands, wooded areas, and landmark trees.**

**FINDING: SATISFIED.** The proposed subdivision is proposing to relocate the man made ditches and wetlands associated with the construction of the Shadden Claim development. A portion of the existing man made wetlands will be preserved and enhanced along the southern section of the development (refer to the Drainage Rehabilitation Plan). The existing man made ditch and associated wetlands are proposed to be filled in order to connect Meadows Drive and provide lots along the street to border the neighborhood park, while the wetlands along the southern boundary of the subject property are proposed to be enhanced. The enhanced drainage ditch allows drainage from the parks property to the west to match the existing flow

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path to the east, connecting to the existing ditch. The existing ditch/wetlands will be enhanced with landscaping as shown the wetland-fill landscape restoration plan (refer to the Drainage Rehabilitation Plan).

**2. Scenic Views. Great Neighborhoods preserve scenic views in areas that everyone can access.**

- a. Public and private open spaces and streets shall be located and oriented to capture and preserve scenic views, including, but not limited to, views of significant natural features, landscapes, vistas, skylines, and other important features.**

**FINDING: SATISFIED.** The proposed subdivision is located near a park and provides approximately 15,086 square feet of open space to preserve the scenic views that currently exist. The proposed development will also construct a multiuse path to connect NW Fendle Way and Meadows Drive which will include two benches. This will allow residents a space to view the wetland area and adjacent park to the west.

**3. Parks and Open Spaces. Great Neighborhoods have open and recreational spaces to walk, play, gather, and commune as a neighborhood.**

- a. Parks, trails, and open spaces shall be provided at a size and scale that is variable based on the size of the proposed development and the number of dwelling units.**
- b. Central parks and plazas shall be used to create public gathering spaces where appropriate.**
- c. Neighborhood and community parks shall be developed in appropriate locations consistent with the policies in the Parks Master Plan.**

**FINDING: SATISFIED AS CONDITIONED.** The proposed subdivision is located across the street from the Jay Pearson Neighborhood Park. A public access is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. Additionally, the project will be conditioned to improve a direct connection to the Jay Pearson park, from Meadows drive west to the multi-use trail.

**4. Pedestrian Friendly. Great Neighborhoods are pedestrian friendly for people of all ages and abilities.**

- a. Neighborhoods shall include a pedestrian network that provides for a safe and enjoyable pedestrian experience, and that encourages walking for a variety of reasons including, but not limited to, health, transportation, recreation, and social interaction.**
- b. Pedestrian connections shall be provided to commercial areas, schools, community facilities, parks, trails, and open spaces, and shall also be provided between streets that are disconnected (such as cul-de-sacs or blocks with lengths greater than 400 feet).**

**FINDING: SATISFIED.** Sidewalks are proposed along the Meadows Drive connection as well as the proposed cul-de-sac extension of NW Fendle Way. A 10 foot wide multiuse public access sidewalk is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park.

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Additionally, the project will be conditioned to improve a direct connection to the Jay Pearson park, from Meadows drive west to the multi-use trail.

5. **Bike Friendly. Great Neighborhoods are bike friendly for people of all ages and abilities.**
  - a. **Neighborhoods shall include a bike network that provides for a safe and enjoyable biking experience, and that encourages an increased use of bikes by people of all abilities for a variety of reasons, including, but not limited to, health, transportation, and recreation.**
  - b. **Bike connections shall be provided to commercial areas, schools, community facilities, parks, trails, and open spaces.**

**FINDING: SATISFIED.** The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. Meadows Drive (a minor collector) will also be improved to match the existing street width of the existing portion, north and south. Per the TSP a local street and minor collectors have shared street access with bikes and vehicles. In addition, a 10 foot wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. A direct connection to the Jay Pearson Park, from Meadows Drive west to the multi-use trail is also conditioned as a required improvement

6. **Connected Streets. Great Neighborhoods have interconnected streets that provide safe travel route options, increased connectivity between places and destinations, and easy pedestrian and bike use.**
  - a. **Streets shall be designed to function and connect with the surrounding built environment and the existing and future street network, and shall incorporate human scale elements including, but not limited to, Complete Streets features as defined in the Comprehensive Plan, grid street networks, neighborhood traffic management techniques, traffic calming, and safety enhancements.**
  - b. **Streets shall be designed to encourage more bicycle, pedestrian and transit mobility with a goal of less reliance on vehicular mobility.**

**FINDING: SATISFIED.** The proposed subdivision will connect the north and south dead-end street of Meadows Drive and extend Fendle Way to terminate in a cul-de-sac. The proposed development will also be constructed with sidewalks and a multiuse path to connect NW Fendle Way and Meadows Drive. This connection will provide multiuse access from the neighborhood to the city park located west of the subdivision.

7. **Accessibility. Great Neighborhoods are designed to be accessible and allow for ease of use for people of all ages and abilities.**
  - a. **To the best extent possible all features within a neighborhood shall be designed to be accessible and feature elements and principles of Universal Design.**
  - b. **Design practices should strive for best practices and not minimum practices.**

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**FINDING: SATISFIED.** The proposed subdivision street, sidewalk and pedestrian access grades are relatively flat and will be designed to meet all public works design standards and ADA Standards. Therefore, the development will allow ease of use for people of all ages.

**8. Human Scale Design. Great Neighborhoods have buildings and spaces that are designed to be comfortable at a human scale and that foster human interaction within the built environment.**

- a. **The size, form, and proportionality of development is designed to function and be balanced with the existing built environment.**
- b. **Buildings include design elements that promote inclusion and interaction with the right-of-way and public spaces, including, but not limited to, building orientation towards the street or a public space and placement of vehicle-oriented uses in less prominent locations.**
- c. **Public spaces include design elements that promote comfortability and ease of use at a human scale, including, but not limited to, street trees, landscaping, lighted public areas, and principles of Crime Prevention through Environmental Design (CPTED).**

**FINDING: SATISFIED.** The proposed development is an infill development. The proposed lots will face either the extension of Fendle Way or the connection of Meadows Drive or a public use area. The building will have garages so the vehicles could be stored out of view. The allowable building sizes based on the setbacks will balance with the proposed street extensions and be compatible with the surrounding neighborhood. Meadows Drive and Fendle Way will all have landscaping, streetlights, and street trees to promote a comfortable and ease of use throughout the built environment. In addition, the 10 foot wide multiuse path to connect the public built environment of Fendle Way and NW Meadows Drive. These design elements promote comfort, ease of use and the principles of Crime Prevention through Environmental Design.

**9. Mix of Activities. Great Neighborhoods provide easy and convenient access to many of the destinations, activities, and local services that residents use on a daily basis.**

- a. **Neighborhood destinations including, but not limited to, neighborhood-serving commercial uses, schools, parks, and other community services, shall be provided in locations that are easily accessible to surrounding residential uses.**
- b. **Neighborhood-serving commercial uses are integrated into the built environment at a scale that is appropriate with the surrounding area.**
- c. **Neighborhoods are designed such that owning a vehicle can be optional.**

**FINDING: SATISFIED.** The proposed subdivision provides public access along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. The project will be conditioned to improve a direct connection to the Jay Pearson Park, from Meadows drive west to the multi-use trail. These connections will provide efficient pedestrian access for the residents.

**10. Urban-Rural Interface. Great Neighborhoods complement adjacent rural areas and transition between urban and rural uses.**

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- a. **Buffers or transitions in the scale of uses, buildings, or lots shall be provided on urban lands adjacent to rural lands to ensure compatibility.**

**FINDING: SATISFIED.** The proposed subdivision is designed in accordance to blend with the surrounding neighborhood with lot sizes and building design that is consistent with the existing surrounding neighborhood.

**11. Housing for Diverse Incomes and Generations. Great Neighborhoods provide housing opportunities for people and families with a wide range of incomes, and for people and families in all stages of life.**

- a. **A range of housing forms and types shall be provided and integrated into neighborhoods to provide for housing choice at different income levels and for different generations.**

**FINDING: SATISFIED.** The proposed development provides housing for diverse incomes and different generations by the combination of varying lots sizes, rezoning from R-1 to R-3 and HB 2001. As shown on the subdivision plan the lot sizes vary from 5436 SF to 8363 SF, which would not be allowed under current zoning. In addition, the R-3 zone allows dual family living in addition to single dwellings. This coupled with HB 2001, which allows multi-dwelling development on residential zoned property creates the option for numerous housing types for diverse incomes spanning different generations.

**12. Housing Variety. Great Neighborhoods have a variety of building forms and architectural variety to avoid monoculture design.**

- a. **Neighborhoods shall have several different housing types.**
- b. **Similar housing types, when immediately adjacent to one another, shall provide variety in building form and design.**

**FINDING: SATISFIED AS CONDITIONED.** The applicant is proposing to sell the lots to multiple buyers, therefore, building types will be varied by each buyer. A condition at the time of building permits will ensure housing variety is met.

**13. Unique and Integrated Design Elements. Great Neighborhoods have unique features, designs, and focal points to create neighborhood character and identity. Neighborhoods shall be encouraged to have:**

- a. **Environmentally friendly construction techniques, green infrastructure systems, and energy efficiency incorporated into the built environment.**
- b. **Opportunities for public art provided in private and public spaces.**
- c. **Neighborhood elements and features including, but not limited to, signs, benches, park shelters, street lights, bike racks, banners, landscaping, paved surfaces, and fences, with a consistent and integrated design that are unique to and define the neighborhood. (Ord 5066 §2, April 9, 2019)**

**FINDING: SATISFIED.** The proposed infill development will have unique features, designs, and focal points to create neighborhood character and identity. As shown on the Grading Plan, the development utilizes green infrastructure system known as a bioswale to treat stormwater prior to entering the existing drainage way. Another unique feature will be the relocated and enhanced wetland that will be adjacent to the multiuse path connecting Fendle Way and Meadows. The proposed homes will all be constructed per the new building and energy codes, this will ensure energy efficiency into the built environment. The development does not preclude

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opportunities for public art provided in private and public spaces. As shown on the subdivision plan there are two benches located along the concrete multiuse path, with enhanced landscaping in the relocated wetland and the green stormwater system, a fence along the wetland and green stormwater system. All building permits for the future homes will also be subject to the new residential design standards, that will ensure unique and integrated design elements are included on each of the new homes. All these components provide a consistent and integrated design that are unique to define the neighborhood

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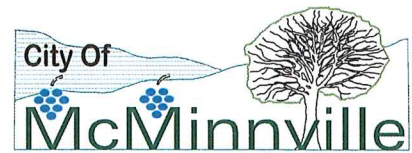
*Attachments :*

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# Comprehensive Plan Map Amendment & Zone Change Information & Submittal Requirements



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

## Overview

The comprehensive plan map describes the long-term direction and vision for the growth and development of our community. The zoning map describes the various zoning classifications for each parcel in McMinnville, as it exists today. Requests to amend either of these maps can be initiated by a property owner and are subject to review and approval by the McMinnville Planning Commission and City Council. Prior to submitting a request to amend either map, you are strongly encouraged to meet with Planning Department staff to discuss application and submittal requirements, scheduling, and the details of your proposal and its consistency with the McMinnville comprehensive plan. Further information regarding these processes can be found in Sections 17.72.120 (Applications – Public Hearings) to 17.72.0130 (Public Hearing Process) and 17.74.020 (Comprehensive Plan Map Amendment and Zone Change - Review Criteria) of the McMinnville Zoning Ordinance.

## Application Submittal

The following materials must be provided at the time of submittal, or the application will not be accepted for processing.

- A completed Comprehensive Plan Map Amendment and/or Zone Change application form. If additional explanation or materials would assist or support the request, include them with the application form.
- A site plan (drawn to scale, with a north arrow, legible, and of a reproducible size), indicating existing and proposed features within and adjacent to the subject site, such as: access; lot and street lines with dimensions; distances from property lines to structures; improvements; and significant features (slope, vegetation, adjacent development, drainage, etc.). If of a larger size, provide five (5) copies in addition to **an electronic copy** with the submittal.
- A legal description of the subject site, preferably taken from the deed.
- Compliance of Neighborhood Meeting Requirements
- Payment of the applicable review fee.

## Review Process

A request to amend the zoning map or comprehensive plan map is subject to review by the Planning Commission at a public hearing, who then forwards a recommendation to the City Council for their approval. In advance of the Commission hearing, notice is mailed to neighboring property owners advising them of the requested action and inviting their participation in the upcoming hearing. The process for providing notification and reviewing a request to amend the zoning map or comprehensive

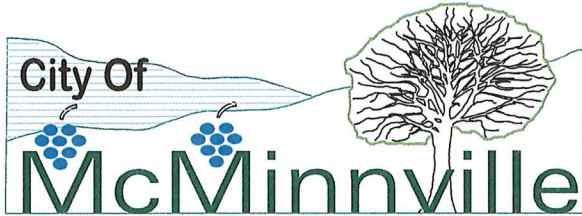
plan map is outlined in Sections 17.72.120 (Applications-Public Hearings) and 17.72.130 (Public Hearing Process) of the Zoning Ordinance. While a complete application for a request to amend the zoning map must be submitted 35 (thirty-five) days prior to the date of the first public hearing, a request to amend the comprehensive plan map must be submitted 45 (forty-five) days prior to the date of the public hearing to ensure that notice of the application is provided to the Department of Land Conservation and Development, as required by State law.

The Planning Commission will use the following criteria in reaching a decision to approve, approve with conditions, or deny an application to amend the zoning map or comprehensive plan map.

- A. The proposed amendment is consistent with the goals and policies of the Comprehensive Plan;
- B. The proposed amendment is orderly and timely, considering the pattern of development in the area, surrounding land uses, and any changes which may have occurred in the neighborhood or community to warrant the proposed amendment; and
- C. Utilities and services can be efficiently provided to serve the proposed uses or other potential uses in the proposed zoning district.

The Planning Commission will make a recommendation to the City Council to either approve or deny the request or approve the request in a different form. The City Council will either adopt an ordinance reflecting the proposed map amendment or zone change, or call for a public hearing.

The decision made by the Planning Commission may be appealed to the City Council as stated in Section 17.72.180 (Appeal from Ruling of Planning Commission) of the Zoning Ordinance. A decision of the City Council may be appealed to the Oregon Land Use Board of Appeals (LUBA), if filed in accordance with the requirements of State law.



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

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

## Comprehensive Plan Map Amendment/ Zone Change Application

### Applicant Information

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

Applicant Name VJ2 Developers Phone 503.362.8232

Contact Name Don Jones Phone \_\_\_\_\_  
*(If different than above)*

Address 695 Commercial Street

City, State, Zip Salem, OR 97301

Contact Email \_\_\_\_\_

### Property Owner Information

Property Owner Name \_\_\_\_\_ Phone \_\_\_\_\_  
*(If different than above)*

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Contact Email \_\_\_\_\_

### Site Location and Description

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

Note: See Attached for Site Location

Property Address 2280-2298 NW Fendle Way

Assessor Map No. R4 418 00204 - Total Site Area 4.977 AC

Subdivision Elysian Subdivision Block \_\_\_\_\_ Lot \_\_\_\_\_

Comprehensive Plan Designation Residential Zoning Designation R-1

This request is for a:

**Comprehensive Plan Amendment**

**Zone Change**

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

The applicant is asking for a zone change from R-1 to R-3 in combination with a subdivision and planned development application. We are requesting the zone change from a R-1 to R-3 so that the proposed subdivision average lot size can be reduced from 9000 SF (R-1) to 6000SF.

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

SEE ATTACHED Written Narrative

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

SEE ATTACHED Written Narrative

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

\_\_\_\_\_

SEE ATTACHED Written Narrative

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

SEE ATTACHED Written Narrative

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_

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\_\_\_\_\_

SEE ATTACHED Written Narrative

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
SEE ATTACHED Written Narative  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
SEE ATTACHED Written Narative  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

V5-7 Development, Inc  
Walter @ Jones  
\_\_\_\_\_  
Applicant's Signature

1/25/22  
\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

# Planned Development Information & Submittal Requirements



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

## Overview

A Planned Development is applied to property as a vehicle to encourage variety in the development pattern of the community; encourage mixed uses in a planned area; encourage developers to use a creative approach and apply new technology in land development; preserve significant man-made and natural features; facilitate a desirable aesthetic and efficient use of open space; and create public and private open spaces. A Planned Development is not intended as a guise to circumvent the intent of the Zoning Ordinance. Once adopted and applied to a property, the Planned Development -- in concert with the Zoning Ordinance -- guides development within the subject property.

## Application Submittal

The following materials must be provided at the time of submittal, or the application will not be accepted for processing.

- A completed Planned Development application form. If additional explanation or materials would assist or support the request, please include them with the application form.
- A site plan (drawn to scale, with a north direction arrow, legible, and of a reproducible size), indicating existing and proposed features such as: access; lot and street lines with dimensions in feet; distances from property lines; improvements; and significant features (slope, vegetation, adjacent development, drainage, etc.).
- A legal description of the subject site, preferably taken from the deed.
- Compliance of Neighborhood Meeting Requirements.
- Payment of the applicable review fee.

## Review Process

Upon receipt of a complete application for a Planned Development, the Planning Department will schedule a date and time for the Planning Commission's public hearing on the request, and provide notification of the proposed Planned Development to property owners within 300 feet of the subject site. The Planning Commission's public hearing will follow the procedures as stated in Sections 17.72.120 (Applications – Public Hearings) and 17.72.130 (Public Hearing Process) of the Zoning Ordinance.

Approval of a Planned Development requires that the applicant demonstrate that the following criteria, as stated in Section 17.74.070 (Planned Development Amendment – Review Criteria) of the Zoning Ordinance have been met:

- A. There are special physical conditions or objectives of a development which the proposal will satisfy to warrant a departure from the standard regulation requirements;
- B. Resulting development will not be inconsistent with the Comprehensive Plan objectives of the area;
- C. The development shall be designed so as to provide for adequate access to, and efficient provision of, services to adjoining parcels;
- D. The plan can be completed within a reasonable period of time;
- E. The streets are adequate to support the anticipated traffic, and the development will not overload the streets outside the planned area;
- F. Proposed utility and drainage facilities are adequate for the population densities and type of development proposed;
- G. The noise, air, and water pollutants caused by the development do not have an adverse effect upon surrounding areas, public utilities, or the city as a whole.

Following the close of the hearing, the Commission will vote to forward a recommendation to the City Council to approve the requested Planned Development, or approve it with a different form. If the Commission recommends the request be denied, no further proceedings shall be held, unless an appeal of the Commission's decision is filed, as stated in Section 17.72.180 (Appeal from Ruling of Planning Commission) of the Zoning Ordinance.

Upon receipt of the decision of the Planning Commission to recommend approval the Council shall:

- A. Based on the material in the record and the findings adopted by the Commission and transmitted to the City Council, adopt an ordinance effecting the proposed change, or;
- B. Call for a public hearing on the proposal subject to the notice requirements stated in Section 17.72.120(D-F) (Applications – Public Hearings) of the Zoning Ordinance.



Planning Department
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File No. \_\_\_\_\_
Date Received \_\_\_\_\_
Fee \_\_\_\_\_
Receipt No. \_\_\_\_\_
Received by \_\_\_\_\_

Planned Development Application

Applicant Information

Applicant is: [ ] Property Owner [ ] Contract Buyer [ ] Option Holder [ ] Agent [ ] Other \_\_\_\_\_
Applicant Name VJ2 Developers Phone 503-362-8232
Contact Name Don Jones Phone \_\_\_\_\_
Address 695 Commercial Street
City, State, Zip Salem, OR 97301
Contact Email \_\_\_\_\_

Property Owner Information

Property Owner Name \_\_\_\_\_ Phone \_\_\_\_\_
Contact Name \_\_\_\_\_ Phone \_\_\_\_\_
Address \_\_\_\_\_
City, State, Zip \_\_\_\_\_
Contact Email \_\_\_\_\_

Site Location and Description

(If metes and bounds description, indicate on separate sheet)
Property Address 2280-2298 NW Fendle Way
Assessor Map No. R4 418 00204 Total Site Area 3.79 AC
Subdivision Elysian Subdivision Block \_\_\_\_\_ Lot \_\_\_\_\_
Comprehensive Plan Designation Residential Zoning Designation R-1

1. Show in detail your request for a Planned Development. State the reason(s) for the request and the intended use(s) of the property:\_\_\_\_\_

The reason that a 5 FT setback for sideyards is proposed is to conform to similar planned developments in the area and to maximize building footprint area. The proposed use of the property is to be Low-Density Residential (R-1).

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2. Describe the specific regulations this proposal wishes to modify (e.g., setbacks, density) and how the physical site conditions or objectives of the proposed development warrant a departure from those regulations:\_\_\_\_\_

The proposed planned development is requesting to modify the 10 FT setback per Chapter 17.12 Section 040 of the McMinnville Municipal Code for side yards to a 5FT setback from the property line to the edge of the building.

The proposed planned development is requesting to modify the minimum lot size standards of the R-1 zone from 9,000 square feet to 5,436 square feet.

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3. Show in detail, by citing specific goals and policies, how your request is consistent with applicable goals and policies of the McMinnville Comprehensive Plan (Volume II):\_\_\_\_\_

See attached writeup.

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4. Considering the pattern of development in the area and surrounding land uses, show, in detail, how the proposal is orderly and timely: \_\_\_\_\_

The proposed planned development is bordered on all sides by areas zoned as Residential (R-1). The property located to the west of the project site is zoned as Residential (R-1) and currently serves as a community park. See attached writeup for how the proposed planned development is consistent with the goals and policies of the City of McMinnville Comprehensive Plan (Volume II).

5. Describe any changes in the neighborhood or surrounding area which might support or warrant the request: \_\_\_\_\_

The surrounding planned developments ranges from 3-5 FT side yard setbacks. The proposed planned development will be consistent with the surrounding developments.

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

See attached for the utilities plan.

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

The proposed use is in accordance with the current zoning. The planned development proposes to connect the north and south dead ends of NW Meadows Drive. Therefore, this project will benefit traffic flow in the area and not have a negative impact.

The expected trip generation for this site is 7 trips per household, totaling to 126 trips for the 18-lot subdivision.

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

- A site plan (drawn to scale, legible, and of a reproducible size) indicating existing and proposed features such as: access; lot and street lines with dimensions in feet; distances from property lines; improvements; north direction arrow, and significant features (slope, vegetation, adjacent development, drainage, etc.).
- A legal description of the subject site, preferably taken from the deed.
- Compliance of Neighborhood Meeting Requirements.
- Payment of the applicable review fee, which can be found on the Planning Department web page.

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

  
Applicant's Signature

8/21/20  
Date

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

\_\_\_\_\_  
Date

## Amended – Applicants Written Findings

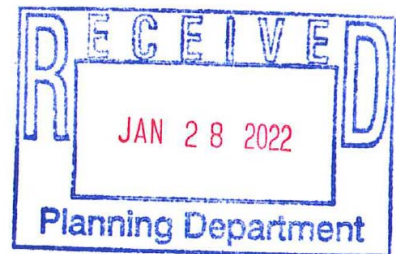
### Great Neighborhood Principles, Planned Development, Comp Plan Volume II Goals and Policy, and Zone Change Findings

#### Request:

The applicant is requesting for a phased 18 lot Subdivision, with a Planned Development Overlay adjusting the zone side yard setbacks from 7 to 5 feet, and Zone Change Application (R-1 to R-3), which will allow an average lot size to be reduced from 9000 SF to 6000 SF. The applicant and City of McMinnville are currently in the DSL/ACOE wetland fill process and are now to the point that land use approval is required prior to wetland fill approval. The reason this is a joint (City and applicant) fill application is because a portion of the wetlands are located on the City parks property that will be dedicated to allow the construction of NW Meadows Drive.

#### List of Exhibits:

- Civil Drawings
  - Existing Conditions Plan
  - Subdivision Plan
  - Overall Utility Plan
  - Grading & Drainage Plan
  - Street & Storm Drain Plan and Profiles
  - Sanitary Sewer Plan & Profiles
  - Water Plans
- Revised Drainage Rehabilitation Plan (Terra Science)



Below are the required sections that must be addressed in order to obtain an approved Development Application. The relevant code sections are followed by the applicant's response in *italics*.

#### McMinnville Comprehensive Plan Vol. 2 – Great Neighborhood Principles: Policies:

##### 187.10

The City of McMinnville shall establish Great Neighborhood Principles to guide the land use patterns, design, and development of the places that McMinnville VOLUME II Goals and Policies Page 70 citizens live, work, and play. The Great Neighborhood Principles will ensure that all developed places include characteristics and elements that create a livable, egalitarian,



healthy, social, inclusive, safe, and vibrant neighborhood with enduring value, whether that place is a completely new development or a redevelopment or infill project within an existing built area.

*Applicant's response: The proposed subdivision is in accordance with the purpose of Policy 187.10 by creating a livable subdivision next to a city park. The project is an infill development with all infrastructure to be built per city standards with characteristics that create an egalitarian and vibrant neighborhood with enduring value. The project provides pedestrian access next to a city park to create a social, inclusive and safe neighborhood.*

#### **187.20**

The Great Neighborhood Principles shall encompass a wide range of characteristics and elements, but those characteristics and elements will not function independently. The Great Neighborhood Principles shall be applied together as an integrated and assembled approach to neighborhood design and development to create a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood, and to create a neighborhood that supports today's technology and infrastructure, and can accommodate future technology and infrastructure.

*Applicant's response: The proposed subdivision has applied the Great Neighborhood Principle together in the neighborhood design and development to create a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood, and to create a neighborhood that supports today's technology and infrastructure, and can accommodate future technology and infrastructure. In addition, the infill development is located next to a city park with pedestrian access to apply the Great Neighborhood Principles.*

#### **187.30**

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

*Applicant's response: The proposed infill development ensures equitable access to a livable, egalitarian, healthy, social, inclusive, safe, and vibrant neighborhood for all McMinnville citizens by providing pedestrian access to the nearby city park and sidewalks throughout the development.*

#### **187.40**

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

*Applicant's response: The proposed subdivision is in accordance with the City of McMinnville Master Plan by using the Great Neighborhood Principles to guide the design and construction of the infill development.*

#### **187.50**

The McMinnville Great Neighborhood Principles are provided below. Each Great Neighborhood Principle is identified by number below (numbers 1 – 13), and is followed by more specific direction on how to achieve each individual principle.

1. Natural Feature Preservation. Great Neighborhoods are sensitive to the natural conditions and features of the land.
  - a. Neighborhoods shall be designed to preserve significant natural features including, but not limited to, watercourses, sensitive lands, steep slopes, wetlands, wooded areas, and landmark trees.
2. Scenic Views. Great Neighborhoods preserve scenic views in areas that everyone can access.
  - a. Public and private open spaces and streets shall be located and oriented to capture and preserve scenic views, including, but not limited to, views of significant natural features, landscapes, vistas, skylines, and other important features.
3. Parks and Open Spaces. Great Neighborhoods have open and recreational spaces to walk, play, gather, and commune as a neighborhood.
  - a. Parks, trails, and open spaces shall be provided at a size and scale that is variable based on the size of the proposed development and the number of VOLUME II Goals and Policies Page 71 dwelling units.
  - b. Central parks and plazas shall be used to create public gathering spaces where appropriate.
  - c. Neighborhood and community parks shall be developed in appropriate locations consistent with the policies in the Parks Master Plan.
4. Pedestrian Friendly. Great Neighborhoods are pedestrian friendly for people of all ages and abilities.
  - a. Neighborhoods shall include a pedestrian network that provides for a safe and enjoyable pedestrian experience, and that encourages walking for a variety of reasons including, but not limited to, health, transportation, recreation, and social interaction.
  - b. Pedestrian connections shall be provided to commercial areas, schools, community facilities, parks, trails, and open spaces, and shall also be provided between streets that are disconnected (such as cul-de-sacs or blocks with lengths greater than 400 feet).
5. Bike Friendly. Great Neighborhoods are bike friendly for people of all ages and abilities.
  - a. Neighborhoods shall include a bike network that provides for a safe and enjoyable biking experience, and that encourages an increased use of bikes by people of all abilities for a variety of reasons, including, but not limited to, health, transportation, and recreation.
  - b. Bike connections shall be provided to commercial areas, schools, community facilities, parks, trails, and open spaces.
6. Connected Streets. Great Neighborhoods have interconnected streets that provide safe travel route options, increased connectivity between places and destinations, and easy pedestrian and bike use.
  - a. Streets shall be designed to function and connect with the surrounding built environment and the existing and future street network, and shall incorporate human scale elements including, but not limited to, Complete Streets features as defined in the Comprehensive Plan, grid street networks, neighborhood traffic management techniques, traffic calming, and safety enhancements.

- b. Streets shall be designed to encourage more bicycle, pedestrian and transit mobility with a goal of less reliance on vehicular mobility. VOLUME II Goals and Policies Page 72
- 7. Accessibility. Great Neighborhoods are designed to be accessible and allow for ease of use for people of all ages and abilities.
  - a. To the best extent possible all features within a neighborhood shall be designed to be accessible and feature elements and principles of Universal Design.
  - b. Design practices should strive for best practices and not minimum practices.
- 8. Human Scale Design. Great Neighborhoods have buildings and spaces that are designed to be comfortable at a human scale and that foster human interaction within the built environment.
  - a. The size, form, and proportionality of development is designed to function and be balanced with the existing built environment.
  - b. Buildings include design elements that promote inclusion and interaction with the right-of-way and public spaces, including, but not limited to, building orientation towards the street or a public space and placement of vehicle oriented uses in less prominent locations.
  - c. Public spaces include design elements that promote comfortability and ease of use at a human scale, including, but not limited to, street trees, landscaping, lighted public areas, and principles of Crime Prevention through Environmental Design (CPTED).
- 9. Mix of Activities. Great Neighborhoods provide easy and convenient access to many of the destinations, activities, and local services that residents use on a daily basis.
  - a. Neighborhood destinations including, but not limited to, neighborhood serving commercial uses, schools, parks, and other community services, shall be provided in locations that are easily accessible to surrounding residential uses.
  - b. Neighborhood-serving commercial uses are integrated into the built environment at a scale that is appropriate with the surrounding area.
  - c. Neighborhoods are designed such that owning a vehicle can be optional.
- 10. Urban-Rural Interface. Great Neighborhoods complement adjacent rural areas and transition between urban and rural uses.
  - a. Buffers or transitions in the scale of uses, buildings, or lots shall be provided on urban lands adjacent to rural lands to ensure compatibility.
- 11. Housing for Diverse Incomes and Generations. Great Neighborhoods provide housing opportunities for people and families with a wide range of incomes, and VOLUME II Goals and Policies Page 73 for people and families in all stages of life.
  - a. A range of housing forms and types shall be provided and integrated into neighborhoods to provide for housing choice at different income levels and for different generations.
- 12. Housing Variety. Great Neighborhoods have a variety of building forms and architectural variety to avoid monoculture design.
  - a. Neighborhoods shall have several different housing types.
  - b. Similar housing types, when immediately adjacent to one another, shall provide variety in building form and design.
- 13. Unique and Integrated Design Elements. Great Neighborhoods have unique features, designs, and focal points to create neighborhood character and identity. Neighborhoods shall be encouraged to have:

- a. Environmentally friendly construction techniques, green infrastructure systems, and energy efficiency incorporated into the built environment.
- b. Opportunities for public art provided in private and public spaces.
- c. Neighborhood elements and features including, but not limited to, signs, benches, park shelters, street lights, bike racks, banners, landscaping, paved surfaces, and fences, with a consistent and integrated design that are unique to and define the neighborhood. (Ord 5066 §2, April 9, 2019)

*Applicant's response:*

- (1.) *The proposed subdivision is proposing to relocate the man made ditches and wetlands associated with the construction of the Shadden Claim development. A portion of the existing man made wetlands will be preserved and enhanced along the southern section of the development (refer to the Drainage Rehabilitation Plan). The existing man made ditch and associated wetlands are proposed to be filled in order to connect Meadows Drive and provide lots along the street to border the neighborhood park, while the wetlands along the southern boundary of the subject property are proposed to be enhanced. The enhanced drainage ditch allows drainage from the parks property to the west to match the existing flow path to the east, connecting to the existing ditch. The existing ditch/wetlands will be enhanced with landscaping as shown the wetland-fill landscape restoration plan (refer to the Drainage Rehabilitation Plan). Therefore, the intent of the principle has been met.*
- (2.) *The proposed subdivision is located near a park and provides approximately 15,086 square feet of open space to preserve the scenic views that currently exist.*
- (3.) *The proposed subdivision is located across the street from the Jay Pearson Neighborhood Park. In addition, a public access is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park.*
- (4.) *Sidewalks are proposed along the Meadows Drive connection as well as the proposed cul-de-sac extension of NW Fendle Way. In addition, a 10ft wide multiuse public access sidewalk is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park.*
- (5.) *The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. Per the TSP a local street and minor collectors have shared street access with bikes and vehicle's. In addition, a 10ft wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. Therefore, the development is bike friendly and provides bike connections to the surrounding neighborhood.*
- (6.) *The proposed subdivision will connect the north and south dead-end street of Meadows Drive and extend Fendle Way to terminate in a cul-de-sac. The proposed development will also be constructed with sidewalks and a multiuse path to connect NW Fendle Way and Meadows Drive. This connection will provide multiuse access from the neighborhood to the city park located west of the subdivision.*

- (7.) *The proposed subdivision street, sidewalk and pedestrian access grades are relatively flat and will be designed to meet all public works design standards and ADA Standards. Therefore, the development will allow ease of use people with all ages. Except for the proposed wetlands that are being preserved, all of the proposed development is proposed to be designed.*
- (8.) *The proposed development is an infill development. The proposed lots will face either the extension of Fendle Way or the connection of Meadows Drive or a public use area. The building will have garages so the vehicles could be stored out of view. The allowable building sizes based on the setbacks will balance with the proposed street extensions and be compatible with the surrounding neighborhood. Meadows Drive and Fendle Way will all have landscaping, street lights, street trees to promote a comfortable and ease of use throughout the built environment. In addition, the 10ft wide multiuse path to connect the public built environment of Fendle Way and NW Meadows Drive that provide a greater ease of use of the built environment. These design elements promote comfort, ease of use and the principles of Crime Prevention through Environmental Design.*
- (9.) *The proposed subdivision provides public access along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. This connection will provide efficient pedestrian access that allows for owning a vehicle to be optional.*
- (10.) *The proposed subdivision is designed in accordance to blend with the surrounding neighborhood with lot sizes and building design that is consistent with the existing surrounding neighborhood.*
- (11.) *The proposed development provides housing for diverse incomes and different generations by the combination of varying lots sizes, rezoning from R-1 to R-3 and HB 2001. As shown on the subdivision plan the lot sizes vary from 5436 SF to 8363 SF, which would not be allowed under current zoning. In addition, the R-3 zone allows dual family living in addition to single family dwelling. This coupled with HB 2001, which allows multifamily development on single family residential zoned property creates the option for numerous housing types for diverse incomes spanning different generations.*
- (12.) *The applicant is proposing to sell the lots to multiple buyers, therefore, building types will be varied by each buyer. This can be ensured with a condition of approval.*
- (13.) *The proposed infill development will have unique features, designs, and focal points to create neighborhood character and identity. As shown on the Grading Plan, the development utilizes green infrastructure system known as a bioswale to treat stormwater prior to entering the existing drainage way. Another unique feature will be the relocated and enhanced wetland (Refer to the Drainage Rehabilitation Plan) that will be adjacent to the multiuse path connecting Fendle Way and Meadows. The proposed homes will all be required to be constructed per the new building and energy codes, this will ensure energy efficiency into the built environment. The development does not preclude opportunities for public art provided in private and public spaces. This can be ensured by a condition of approval that the City has to review and approve the HOA governing documents to ensure public art is not excluded. As shown on the subdivision plan there are two benches located along the concrete multiuse path, with enhanced landscaping in the relocated wetland and the green stormwater system, a fence along the wetland and green stormwater system. All*

*these components provide a consistent and integrated design that are unique to define the neighborhood.*

## **Planned Development – Chapter 17.51:**

### **17.51.010 – Purpose**

The purpose of a planned development is to provide greater flexibility and greater freedom of design in the development of land than may be possible under strict interpretation of the provisions of the zoning ordinance. Further, the purpose of a planned development is to encourage a variety in the development pattern of the community; encourage mixed uses in a planned area; encourage developers to use a creative approach and apply new technology in land development; preserve significant man-made and natural features; facilitate a desirable aesthetic and efficient use of open space; and create public and private common open spaces. A planned development is not intended to be simply a guise to circumvent the intent of the zoning ordinance. Such plan should accomplish substantially the same general objectives as proposed by the comprehensive plan and zoning ordinance for the area;

*Applicant's response: There are many special objectives of the development of the subject properties the Applicant is attempting to achieve with the application for the proposed planned development overlay.*

*(1) Provide a diversity of lot sizes that will contribute to variety in the development pattern of the community housing, and varied housing sizes and styles, which will correlate to various price points to meet today's market need of home consumers in McMinnville. The applicant is proposing meet this special objective with a concurrent zone change from R-1 to R-3 to provide lot sizes ranging from rezoning from 5436 SF to 8363 SF and reduced side yard setbacks from 7ft to 5ft, which would not be allowed under current zoning. In addition, the R-3 zone allows dual family living in addition to single family dwelling. This coupled with HB 2001, which allows multifamily development on single family residential zoned property creates the option for numerous housing types for diverse incomes spanning different generations. The applicant is proposing to sell the lots to several different builders to further provide variety in the development pattern.*

*(2) Meet a desire to preserve and enhance the manmade features to create desirable aesthetic and efficient use of public open spaces. The applicant proposes to meet this important objective by enhancing the manmade drainage way along the southern property boundary by expanding it and landscaping the existing drainage ditch to provide aesthetically pleasing open area (Refer to the Drainage Rehabilitation Plan). Adjacent to this open area will be a 10ft wide multipurpose access way with benches that can be utilized by the public. This open area will enhance the existing manmade features providing and aesthetically pleasing open area that is also an efficient use of public open spaces.*

**17.51.020 Standards and requirements.**

The following standards and requirements shall govern the application of a planned development in a zone in which it is permitted:

A. The principal use of land in a planned development shall reflect the type of use indicated on the comprehensive plan or zoning map for the area. Accessory uses within the development may include uses permitted in any zone, except uses permitted only in the M-2 zone are excluded from all other zones. Accessory uses shall not occupy more than twenty-five percent of the lot area of the principal use;

*Applicant's response: The subject property has a residential designation on the comprehensive plan. The proposed development is a residential development, therefore this objective has been met.*

B. Density for residential planned development shall be determined by the underlying zone designations. (Ord. 4128 (part), 1981; Ord. 3380 (part), 1968).

*The proposed development with concurrent zone change to R-3, subdivision and PD, the proposed lot size ranges in size from 5,436 SF to 8,363 SF, and lot density of 4.8 dwelling units/acre. The proposed density can be met with the approval of the concurrent application. This Policy can be met and can be ensured by conditions of approval for the concurrent zone change, PD and subdivision applications.*

**17.51.030 (C.) – Procedure**

C. The Commission shall consider the preliminary development plan at a meeting at which time the findings of persons reviewing the proposal shall also be considered. In reviewing the plan, the Commission shall need to determine that:

1. There are special physical conditions or objectives of a development which the proposal will satisfy to warrant a departure from the standard regulation requirements;

*Applicant's response: There are special physical conditions and objectives of the development of the subject property the Applicant is attempting to achieve with the application for the proposed planned development overlay.*

*Special Physical Conditions (1) The special physical conditions of the site include the infill nature of the development (surrounded by residential development with a neighborhood park to the west) and the manmade drainages onsite limit the configurations of development. In addition, the manmade wetlands under the Meadows Drive connection and along the phase line are proposed to be filled. However, the applicant is proposing to enhance the manmade wetland ditch along the south property line to ensure proper drainage, and provide enhanced physical conditions of the site. The special conditions warrant deviation of the standard requirements.*

*Objective (1) Provide a diversity of lot sizes and setback flexibility that will contribute to variety in the development pattern of the community housing, and varied housing sizes and styles. The applicant is also proposing a concurrent zone change from R-1 to R-3 to provide lot sizes ranging from rezoning from 5436 SF to 8363 SF and reduced side yard setbacks from 7ft to 5ft, which would not be allowed with a Planned Development Overlay and/or Zone Change. The applicant is proposing to sell the lots to several different builders to further provide variety in housing types and styles to home consumers in McMinnville. The reduced side yard setback provides the builders more flexibility in housing types and styles.*

2. Resulting development will not be inconsistent with the Comprehensive Plan objectives of the area;

*Applicant's response: Please refer to the applicant's response to the Comprehensive Plan objectives below. The application is consistent with the Comprehensive Plan.*

3. The development shall be designed so as to provide for adequate access to and efficient provision of services to adjoining parcels;

*Applicant's response: The proposed development is an infill development. The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. In addition, a 10ft wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. Therefore, access to the existing surrounding streets will provide efficient access to services to adjoining parcels.*

4. The plan can be completed within a reasonable period of time;

*Applicant's response: The applicant is proposing to construct the improvements in the summer of 2022 for lots to be sold in the fall and winter of 2022. This development is typical in the industry. Therefore, this objective has been met.*

5. The streets are adequate to support the anticipated traffic, and the development will not overload the streets outside the planned area;

*Applicant's response: The proposed development is an infill development. The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. In addition, a 10ft wide concrete multiuse path. The density of units is consistent with the City's TSP and therefore will not overload the streets outside the planned area.*



6. Proposed utility and drainage facilities are adequate for the population densities and type of development proposed;

*Applicant's response: Refer to the civil plans. As shown the civil plans, the applicant is proposing to extend existing sewer and water systems to service the development. The proposed density (4.8 units/acre) is less than the 6 units/acre utilized in the City Sanitary Sewer Conveyance System Master Plan to size the sewer mains. The applicant is proposing to provide stormwater detention in accordance with the City's Storm Drainage Master Plan, which accounts for lot density. All utility design will be in accordance with City standards. Therefore this standard is met.*

7. The noise, air, and water pollutants caused by the development do not have an adverse effect upon surrounding areas, public utilities, or the city as a whole;

*Applicant's response: The proposed development will not create a land use that will cause noise incompatibility with surrounding uses. The proposed development will not facilitate any use generating major air emissions beyond what is expected for residential development. The proposed development plans to capture, detain and treat stormwater runoff in a combination swale and detention facility, therefore typical stormwater pollutants and will not have an adverse affect on surrounding areas. The public utilities are all sized to be consistent with the City's Sewer Conveyance and Storm Drainage Master Plans, and therefore will not have an adverse effect on public utilities or the City as a whole.*

## Comprehensive Plan Volume II Goals & Policies

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

**Policies:**

68.00 The City of McMinnville shall encourage a compact form of urban development by directing residential growth close to the city center, to designated neighborhood activity centers, and to those areas where urban services are already available before committing alternate areas to residential use. (Ord. 5098, December 8, 2020)

*Applicant's response: The proposed development is an infill development located within and existing neighborhood, where urban services such as parks (across the street), connecting streets (Meadows Lane and Fendle Way), sewer, water and drainage are all available to service the proposed development.*

69.00 The City of McMinnville shall explore the utilization of innovative land use regulatory ordinances which seek to integrate the functions of housing, commercial, and industrial developments into a compatible framework within the city.

*Applicant's response: The existing property is zoned residential and is within and compliant with the existing land use regulatory ordinances.*

70.00 The City of McMinnville shall continue to update zoning and subdivision ordinances to include innovative land development techniques and incentives that provide for a variety of housing types, densities, and price ranges that will adequately meet the present and future needs of the community.

*Applicant's response: The City has updated zoning and subdivision ordinances including the Great Neighborhood Principles, allows PD's which vary lot size and provide different housing types, densities and corresponding price ranges, such as the proposed development.*

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

*Applicant's response: The proposal is allowed within the residential designation of on the Comprehensive Plan and will provide land intensive, energy efficient housing types.*

71.05 The City of McMinnville shall encourage annexations and rezoning which are consistent with the policies of the Comprehensive Plan so as to achieve a continuous five-year supply of

buildable land planned and zoned for all needed housing types. (Ord.4840, January 11, 2006; Ord. 4243, April 5, 1983; Ord. 4218, November 23, 1982)

*Applicant's response: The proposed development is consistent with the policies of the Comprehensive Plan. The proposed development proposes to increase the density to provide a supply of several different types of needed housing.*

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

*Applicant's response: The proposal proposes to develop the residential land at 4.8 dwelling units/acre with the proposed R-1 to R-3 zone change, therefore we are proposing to develop on the low end of the medium density range which is consistent with the standard.*

1. Areas that are not committed to low density development;

*Applicant's response: The proposed development is not located on residential ground committed to low density development.*

2. Areas that have direct access from collector or arterial streets; or a local collector street within 600' of a collector or arterial street;

*Applicant's response: The proposed development is located adjacent a collector (NW Meadows Drive).*

3. Areas that are not subject to development limitations such as topography, flooding, or poor drainage;

*Applicant's response: The site is relatively flat (refer to the Existing Conditions Plan and Grading and Drainage Plans) and is not located within a mapped flood plain. The applicant is proposing to enhance the wetlands onsite and provide drainage improvements. Therefore this policy is met.*

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

*Applicant's response: The proposed development is an infill development consistent with surrounding landuse density, adjacent a public park, a minor collector, and a local street, and will meet the City Facilities Plan, TSP and Drainage Master Plan for development.*

5. Areas within one-quarter mile of existing or planned public transportation.

*Applicant's response: There is public transportation located along Baker Creek Road. The proposed project is 755 ft from Baker Creek Road with is within ¼ mile of the existing public transportation.*

### **Planned Development Policies:**

72.00 Planned developments shall be encouraged as a favored form of residential development as long as social, economic, and environmental savings will accrue to the residents of the development and the city.

*Applicant's response: The proposal is for the purpose of providing for cost effective and efficient single family detached units. The residents of the proposed Planned Development have ready access to a designated neighborhood park, within a ¼ mile of an existing private golf course, and adjacent to Rehabilitated Drainage. The proposal will allow the construction of a Planned Development that will provide for a variety of homes with a variety of housing costs to the citizens of McMinnville. This Policy has been met.*

73.00 Planned residential developments which offer a variety and mix of housing types and prices shall be encouraged.

*Applicant's response: The proposal will provide for single family residential homes on individual lots of various sizes, ranging from 5,436 SF to 8,363 SF. It will provide for homes that will be affordable to the residents of the City with moderate incomes. This Policy has been met.*

74.00 Distinctive natural, topographic, and aesthetic features within planned developments shall be retained in all development designs.

*Applicant's response: As shown on the survey there are a couple of man made drainage ditches that were intended to be temporary with the Shadden Claim development to the north. There are two ditches, one that drains the park and the other that drains Meadows Drive. These ditches are considered wetlands by the most recent standards. We are proposing to fill the drainage ditch under Meadows Drive and widen and enhance the existing drainage ditch/wetlands that drains the park and flows along the southern property boundary. This ditch is proposed to be retained and enhanced, therefore this policy has been met.*

75.00 Common open space in residential planned developments shall be designed to directly benefit the future residents of the developments. When the open space is not dedicated to or accepted by the City, a mechanism such as a homeowners association, assessment district, or escrow fund will be required to maintain the common area. VOLUME II Goals and Policies Page 26.

*Applicant's response: The dedicated open space is proposed to be owned by a homeowners association and will thereby benefit the future residents of the development. This can be ensured by a condition of approval.*

76.00 Parks, recreation facilities, and community centers within planned developments shall be located in areas readily accessible to all occupants.

*Applicant's response: The open space and associated multiuse path with benches is connected to all lots of the proposed development by a sidewalk in accordance with ADA standards and therefore is readily accessible to all applicants.*

77.00 The internal traffic system in planned developments shall be designed to promote safe and efficient traffic flow and give full consideration to providing pedestrian and bicycle pathways.

*Applicant's response: The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. Per the TSP a local street and minor collectors have shared street access with bikes and vehicle's. In addition, a 10ft wide concrete multiuse path is proposed along the 15,086 square feet of open space to connect the cul-de-sac to Meadows Drive which will border the east side of Jay Pearson Neighborhood Park. Therefore, the development has given full consideration to providing pedestrian and bicycle pathways.*

78.00 Traffic systems within planned developments shall be designed

*Applicant's response: The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. These streets are proposed to be designed to meet the City design standards, TSP and prepared by a licensed civil engineer. Therefore this policy is met.*

#### Residential Design Policies:

79.00 The density allowed for residential developments shall be contingent on the zoning classification, the topographical features of the property, and the capacities and availability of public services including but not limited to sewer and water. Where densities are determined to be less than that allowed under the zoning classification, the allowed density shall be set through adopted clear and objective code standards enumerating the reason for the limitations, or shall be applied to the specific area through a planned development overlay. Densities greater than those allowed by the zoning classification may be allowed through the planned development process or where specifically provided in the zoning ordinance or by plan policy. (Ord. 4796, October 14, 2003)

*Applicant's response: The proposed development with concurrent zone change to R-3, subdivision and PD, the lot size ranges in size from 5,436 SF to 8,363 SF, and lot density of 4.8 dwelling units/acre. The proposed density can be met with the approval of the concurrent application. This Policy can be met and can be ensured by conditions of approval for the concurrent zone change, PD and subdivision applications.*

80.00 In proposed residential developments, distinctive or unique natural features such as wooded areas, isolated preservable trees, and drainage swales shall be preserved wherever feasible.

*Applicant's response: As shown on the survey there are a couple of man made drainage ditches that were intended to be temporary with the Shadden Claim development to the north. There are two ditches, one that drains the park and the other that drains Meadows Drive. These ditches are considered wetlands by the most recent standards. We are proposing to fill the drainage ditch under Meadows Drive and widen and enhance the existing drainage ditch/wetlands that drains the park and flows along the southern property boundary. This ditch is proposed to be retained and enhanced (Refer to the Drainage Rehabilitation Plan), therefore this policy has been met.*

81.00 Residential designs which incorporate pedestrian and bikeway paths to connect with activity areas such as schools, commercial facilities, parks, and other residential areas, shall be encouraged.

*Applicant's response: The concurrent proposed Zone Change/PD/Subdivision will provide necessary street improvements including the provision of curbs, gutter, sidewalks and planter strips on all of the streets within the proposed development. The necessary linkage for pedestrians in this area to the school property, park, commercial area and the private open spaces has been met.*

82.00 The layout of streets in residential areas shall be designed in a manner that preserves the development potential of adjacent properties if such properties are recognized for development on the McMinnville Comprehensive Plan Map.

*Applicant's response: The proposed development is an infill development and the adjacent properties are already developed, therefore this policy is met.*

83.00 The City of McMinnville shall review the design of residential developments to insure site orientation that preserves the potential for future utilization of solar energy.

*Applicant's response: The lots have been as detached dwelling units, therefore they can have windows on all four sides of each building allowing for solar passive gains. Upon development of the lots the contractor could install solar panel on structures, but is not included in this proposal. This policy has been met.*

**Zone Change Criteria:**

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

*Applicant's response: Please refer to the Comprehensive plan goals and policies written findings above.*

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

*Applicant's response: The proposed development is an infill development that proposes to connect existing streets and extend existing streets and provide pedestrian and bike access between both new public streets. The applicant is proposing to construct the improvements in the summer of 2022 for lots to be sold in the fall and winter of 2022. Therefore, the amendment is orderly and timely. In the last couple years the surrounding area has developed as a medium density neighborhood (Baker Creek West Subdivision). The proposed lot density is similar to the surrounding area. The applicant is proposing to provide a medium density neighborhood with a variety of lot sizes, therefore this criteria has been meet.*

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

*Applicant's response: Refer to the civil plans. The applicant is proposing to extend Fendle Way (a local street) and terminate it in a cul-de-sac. In addition, the applicant is proposing to connect Meadows Drive (a minor collector) and match the existing street width of the existing portion, north and south. In addition, a 10ft wide concrete multiuse path. The density of units is consistent with the City's TSP and therefore will not overload the streets outside the planned area.*

*As shown the civil plans, the applicant is proposing to extend existing sewer and water systems to service the development. The proposed density (4.8 units/acre) is less than the 6 units/acre utilized in the City Sanitary Sewer Conveyance System Master Plan to size the sewer mains. The applicant is proposing to provide stormwater detention in accordance with the City's Storm Drainage Master Plan, which accounts for lot density. All utility design will be in accordance with City standards. Therefore this criteria is met.*

**TERRA SCIENCE, INC.**

*Soil, Water & Wetland Consultants*

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**REVISED DRAINAGE REHABILITATION PLAN FOR THE  
ELYSIAN IN-FILL SUBDIVISION PROJECCT  
CITY OF MCMINNVILLE, YAMHILL COUNTY, OREGON**

Prepared for

**OREGON DEPARTMENT OF STATE LANDS**

775 Summer Street Northeast, Suite 100

Salem, Oregon 97301-1279

(Application 62609-RF)

and

**U.S. ARMY CORPS OF ENGINEERS**

Permit Compliance--Yamhill County

Post Office Box 2946

Portland, Oregon 97208-2946

(Action Number NWP 2020-374)

Prepared by

**TERRA SCIENCE, INC.**

4710 S.W. Kelly Avenue, Suite 100

Portland, Oregon 97239

**TSI 2020-0721**

**December 2020**



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**Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project**

Identified Portion of Tax Lot 202 and Tax lot 204, T. 04S, R. 04W, Sec. 18AD, City of McMinnville, Yamhill County  
DSL Permit Application 62609-RF and USACE NWP 2020-374

**1.0 Introduction and Background**

On behalf of VJ-2 Development (Applicant), Terra Science, Inc. (TSI) has prepared the following rehabilitation plan for the Elysian In-Fill Subdivision project located in the City of McMinnville, Yamhill County, Oregon. Drainage rehabilitation efforts discussed herein would occur within Tax lot 204 on Yamhill County Assessor's map Township 04 South, Range 04 West, Section 18AC, Willamette Meridian. The centroid of the proposed rehabilitation action footprint is approximated at 45.223416° north and -1223.222937° west.

The project is currently being reviewed for Oregon Department of State Lands (DSL) Application 62609-RF and U.S. Army Corps of Engineers (USACE) Application NWP 2020-374. Materials herein supersede rehabilitation plans outlined in TSI's August 2020 plan.

**2.0 Existing Site Conditions**

The project site is situated on relatively flat terraces completely surrounded by residential development. Conditions of the project area are documented within the Pacific Habitat Services, Inc. (PHS) August 2018 *Wetland Delineation for the Meadows Drive property (Tax Lot 204) in McMinnville, Oregon* (DSL Determination WD WD#2019-0081) and March 2015 *Wetland Delineation for the NW Neighborhood Park Site* (DSL determination WD#2015-0122). As reviewed and concurred with by DSL, PHS defined Wetland A and a non-jurisdictional Excavated Ditch 1.

For the purposes of this report and Joint Permit Application (JPA) exercises, the PHS Wetland A feature has been dissected into three distinct features. Sub-delineation is based on the variable characteristics of Wetland A, including differences in vegetation, disturbances, Cowardin, and Oregon Hydrogeomorphic (OHGM) classifications. Specifically, the eastern edge of Wetland A (and upgradient upland) has been excavated to create a stormwater conveyance ditch while the southern edge of Wetland A has been excavated to form a subtle ditch (defined as the headwaters of the North Fork Cozine Creek). The remainder of Wetland A consists of a relatively flat alluvial terrace primarily supporting weedy, facultative (FAC) grass species. The following details sub-features of the PHS Wetland A polygon:

Excavated Stormwater Ditch: Originating in the northwest corner of the project area, this excavated feature originates from stormwater infrastructure beneath the existing NW Meadows Drive road stub. Constructed circa 2000, the feature conveys stormwater from the adjacent residential subdivisions south and into Wetland A. The feature flows through approximately twenty feet (20') of (remnant agricultural) culvert in the central portion. The north portion of the ditch (constructed in historic uplands) is typically three to four feet lower than surrounding terraces while the southern portion is one foot deeper than the surrounding landform. The north portion is contained in a thicket of *Populus balsamifera*, *Salix lasiandra*, and *Rubus armeniacus* established along the top-of-bank; the bottom of the feature primarily supports *Typha latifolia* and *Veronica spp.* Ultimately, this feature meets the excavated headwaters of North Fork Cozine Creek in the southeast corner of the project

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site. This ditch best qualifies as Palustrine, Emergent, Saturated / Semipermanently / Seasonally Flooded, excavated (PEMYx) and Riverine Flow Through (RFT) OHGM classification.

The entirety of the Excavated Stormwater Ditch is proposed to be permanently impacted for this project. At the request of DSL Coordinator DeBlasi, a Stream Function Assessment Method for Oregon (SFAM) analysis was conducted for this feature in November 2020 (provided as report Appendix B).

North Fork of Cozine Creek: Originating at stormwater infrastructure immediately east of the (offsite) Westside Greenway Path, this feature consists of a shallow excavated ditch created circa 2010. The feature extends along the south portion of the project area until it joins the Excavated Stormwater Ditch then flows offsite. The ditch is typically one foot lower than the surrounding terraces and is primarily dominated by *Typha latifolia* and *Veronica spp.* Similar to the Stormwater Ditch, this feature is supported by stormwater runoff from adjacent subdivision developments. The feature best qualifies as Cowardin class PEMYx with a RFT OHGM classification. At the request of DSL Coordinator DeBlasi, a SFAM analysis was conducted for this feature in November 2020 (provided as report Appendix B).

Wetland A: Centrally located within the project area, this feature consists of a remnant agricultural terrace which now supports a non-native facultative community dominated by *Holcus lanatus*, *Epilobium ciliatum*, *Schedonorus arundinacea*, and *Cirsium arvense*. Relatively flat, this feature is primarily supported by precipitation and upslope seasonal groundwater seepage (PHS, 2018). The feature best qualifies as PEMY with a Slope / Flats OHGM classification. As wetland, an Oregon Rapid Wetland Assessment Protocol (ORWAP) functional analysis was conducted for this feature (included as JPA Appendix H).

### **3.0 Proposed Development**

Applicant's project consists of a two phased, eighteen (18)-lot single-family residential subdivision. This in-fill development is divided into two phases: Phase I involves connecting NW Meadows Drive currently terminated within subdivisions to the north and south; six residential lots would be constructed adjacent the Meadows Drive extension. Phase II involves construction of the remaining twelve lots surrounding the proposed Fendle Way cul-de-sac construction. Stormwater generated by new impervious cover would be conveyed to Low Impact Development (LID) stormwater treatment facilities situated within the southeast corner of the development. Water, electric, gas, communication and sanitary sewer utility line infrastructure would be extended into each phase from adjacent subdivision developments.

Approximately 180 linear feet (LF) of North Fork Cozine Creek east of the proposed NW Meadows Drive connection would be enhanced and rehabilitated within dedicated community open spaces along the southern project boundary. Identified stormwater infrastructure facilities and the drainage rehabilitation portions of the project would be constructed during Phase I of subdivision construction (anticipated to occur in summer 2021).

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**Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project**

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**4.0 Drainage Rehabilitation Goals and Objectives**

Drainage rehabilitation goals include:

1. Excavation of a more naturalistic and slightly sinuous channel during Phase I site construction (in summer 2021);
2. Installation of native trees, shrubs and herbaceous species to facilitate adjacent wetland and riparian community development (in fall 2021);
3. Placement of the rehabilitated ditch feature (LID stormwater facility, and adjacent riparian areas) within a separate and dedicated open space tract to be owned and managed by the (pending) Home Owners Association (HOA), and;
4. Management of the dedicated open space in accordance with Westech Engineering, Inc.s' (WEI) June 2020 *Stormwater Management Report Prepared for VJ2 Development* (provided as JPA Appendix C).
5. Provide immediate and local replacement of impacted function and values potentially lost via development of the existing Excavated Stormwater Ditch and North Fork Cozine Creek ditches.

To aid in design considerations for the North Fork Cozine Creek rehabilitation project, existing and future site conditions are analyzed by applying Oregon's Stream Function Assessment Method for Oregon (SFAM). First, SFAM calculators assessed existing channel attributes of the Excavated Stormwater Ditch and ditched North Fork Cozine Creek; next, the future condition of the enhanced channel and riparian corridor is calculated based on anticipated topography, hydrology, plant communities and habitat characteristics.

As outlined in Table 1, the proposed rehabilitation is anticipated to result in immediate local gains of stream function and value. Specifically, function and value ratings increases are anticipated for Hydrology Function and Geomorphic Function. While calculating similar ratings, the proposed condition would also provide higher scores for Biologic Function.

SFAM reporting for the existing excavated features is provided in JPA Appendix H. SFAM reporting for the anticipated North Fork Cozine Creek enhancement zone are provided as Appendix B of this report.

# TERRA SCIENCE, INC.

Soil, Water & Wetland Consultants

## Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project

Identified Portion of Tax Lot 202 and Tax lot 204, T. 04S, R. 04W, Sec. 18AD, City of McMinnville, Yamhill County

DSL Permit Application 62609-RF and USACE NWP 2020-374

**Table 1. SFAM summary for representative excavated drainage impacts and proposed rehabilitation channel.**

Grouped Functions		Existing Conditions				Proposed Conditions	
		Excavated Stormwater Ditch		North Fork Cozine Creek Ditch		Enhanced North Fork Cozine Creek	
		Representative Function	Rating	Representative Function	Rating	Representative Function	Rating
Hydrologic Function	Function Rating	FV	Moderate	FV	Moderate	SWS	Moderate
	Value Rating		Moderate		Moderate		Higher
Geomorphic Function	Function Rating	SC	Moderate	SM	Moderate	SC	Higher
	Value Rating		Moderate		Higher		Moderate
Biologic Function	Function Rating	STS	Lower	STS	Moderate	STS	Moderate
	Value Rating		Moderate		Moderate		Moderate
Water Quality Function	Function Rating	CR	Lower	CR	Moderate	TR	Moderate
	Value Rating		Moderate		Moderate		Moderate

**Function Modifiers:**

FV: Flow Variation      SWS: Surface Water Storage      SC: Sediment Continuity  
 STS: Sustain Trophic Structure      CR: Chemical Regulation      TR: Thermal Regulation

The rehabilitated channel and associated wetland / upland riparian corridor would provide immediate function and value benefits to the North Cozine Creek headwaters. When coupled with purchase of compensatory mitigation credits at the Mud Slough Wetland Mitigation Bank, the rehabilitation project is anticipated to offset and increase aquatic function and values lost by the proposed development.

### 5.0 Construction Methods and Specifications

Prior to construction, Applicant’s team of selected contractors and project engineers would meet to review construction plans and (pending) agency authorizations. Erosion and sediment control measures outlined within WEI’s Erosion and Sediment Control Plan (provided as JPA Appendix D) would then be installed prior to commencing earthwork. Target elevations and drainage configurations would then be surveyed and field marked. All drainage rehabilitation activities would occur during the Phase I construction period between June 01 and October 15, 2021.

**Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project**

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Construction would begin at the upgradient end of the drainage during NW Meadows Drive construction; actions would expand easterly towards the point where the feature leaves the subject parcel. Grading is anticipated to utilize excavators, haul trucks and similar equipment (as deemed necessary) to achieve target grades. The final channel would be slightly wider than the existing ditch and would have a low- and high flow profile bench (which would continue to qualify as wetland). Abandoned sections of the existing ditch (at the confluence of the Excavated Stormwater Ditch) would be permanently filled for construction of the LID stormwater facility; these abandoned areas have been calculated within the impact analysis (detailed within the JPA).

Areas adjacent the rehabilitated drainage would be managed as wetland / upland riparian corridor. Existing *Rubus armeniacus* brambles would be mechanically removed during rehabilitation actions. Existing trash, debris, and piles of fill material would be removed to create a relatively flat terrace adjacent the drainage.

Upon completion of construction actions, native seed mixtures and tackifiers would be hydroseed broadcast throughout the rehabilitation zone and LID stormwater facility. Next, contractors would identify target planting zones for installation of new woody materials throughout the relocated drainage, stormwater basin, and riparian areas. All materials would be installed in accordance with Clean Water Services standards<sup>1</sup>. Materials would be grouped together in small clumps of five to seven individuals to create a naturalistic appearance. The following table outlines anticipated species and quantities to be installed throughout the dedicated riparian corridor.

**Table 2. Material installation specifications.**

Common Name / Scientific Name	Condition	Quantity
<u>Relocated / Enhanced Drainage</u>		
Tall mannagrass ( <i>Glyceria elata</i> )	Seed	1.0 lbs.
Western mannagrass ( <i>Glyceria occidentalis</i> )	Seed	2.5 lbs.
Slough sedge ( <i>Carex obnupta</i> )	Emergent Plug	100
Spreading rush ( <i>Juncus patens</i> )	Emergent Plug	100
Douglas spirea ( <i>Spirea douglasii</i> )	Bareroot	50
<u>Riparian Corridor</u>		
Riverbank lupine ( <i>Lupinus rivularis</i> )	Seed	7.0 lbs.
Tufted hairgrass ( <i>Deschampsia cespitosa</i> )	Seed	1.0 lbs.
Western mannagrass ( <i>Glyceria occidentalis</i> )	Seed	4.0 lbs.
Yarrow ( <i>Achillea millefolium</i> )	Seed	0.5 lbs.
Soft rush ( <i>Juncus effusus</i> )	Emergent Plug	250 lbs.
Oregon ash ( <i>Fraxinus latifolia</i> )	Bareroot	25
Red alder ( <i>Alnus rubra</i> )	Bareroot	25
Douglas spirea ( <i>Spirea douglasii</i> )	Bareroot	100
Wild rose ( <i>Rosa pisocarpa</i> )	Bareroot	75
Oregon oak ( <i>Quercus garryana</i> )	Bareroot	25

<sup>1</sup> Clean Water Services standards are proposed as the City of McMinnville has not adopted LID standards for residential development at the time of report production.

**Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project**

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**6.0 Long Term Protection**

As outlined on the pending development plan, the rehabilitated drainage and associated riparian corridor would be placed within a distinct and independent tract. Said tract would be placed under long-term ownership and management of the (pending) HOA. Ultimately the rehabilitation area would be managed and maintained in association with the LID stormwater basin.

Within ninety days of completion of construction Applicant or their designates would prepare a detailed report to document the as-built condition of the rehabilitation project; said report would be compiled to meet reporting requirements of Department of Environmental Quality (DEQ) post-construction reporting. The as-built report would include an as-built topographic survey and construction diagrams necessary to document the final contours of the rehabilitated drainage and dedicated riparian corridor. The report would also discuss realized variations, document quantities and installation techniques of the revegetation effort. Photographs would also be provided to document the construction, installation and as-built condition of the drainage.

The relocated drainage would be managed and maintained in accordance with operations and maintenance manuals for this subdivision project.

# **TERRA SCIENCE, INC.**

*Soil, Water & Wetland Consultants*

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## **Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project**


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DSL Permit Application 62609-RF and USACE NWP 2020-374

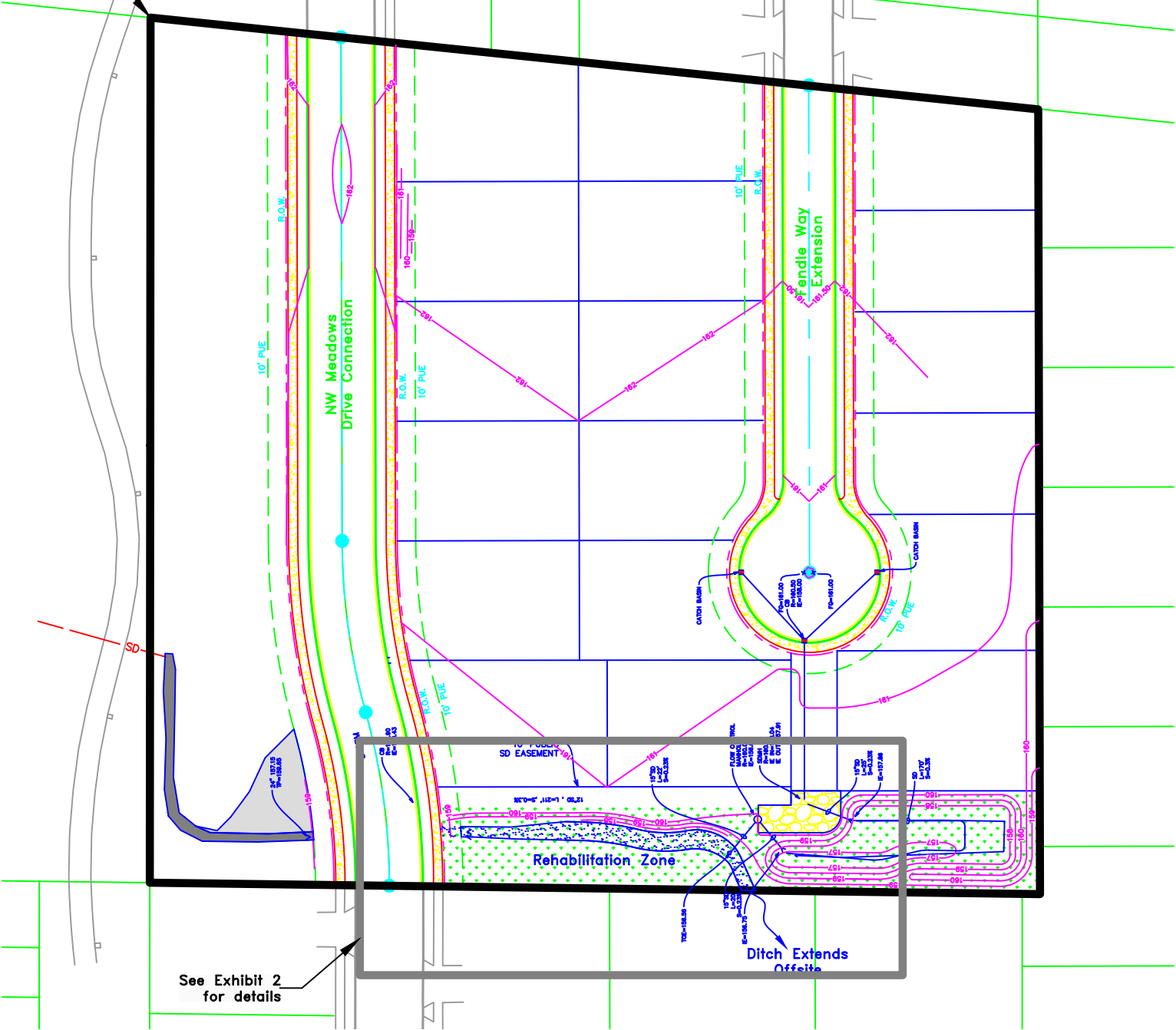
### **A P P E N D I X   A**

#### **Drainage Rehabilitation Plan Figures**

**LEGEND**

	Avoided Wetland A / Excavated Ditch		Existing Taxlot Boundary
	Proposed 1-Foot Contour		Proposed Taxlot Boundary
	Proposed Stormwater Infrastructure		Relocated / Enhanced Ditch 2

Project Area  
4.96± Acres



See Exhibit 2  
for details

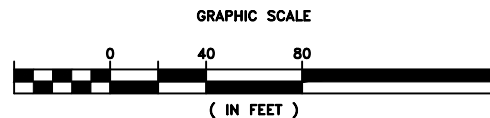
NOTE: Approximately 180 linear feet (LF) of excavated North Fork Cozine Creek east of the proposed NW Meadows Drive connection would be rehabilitated and placed within dedicated community open spaces along the southern project boundary. Identified stormwater infrastructure facilities and the rehabilitation zone would be constructed during Phase I of subdivision construction (anticipated for summer 2021).

Source: Adapted from Westech Engineering, Inc. civil files.

**Terra Science, Inc.**  
Soil, Water, & Wetland Consultants

REVISED DRAINAGE REHABILITATION PLAN  
FOR THE ELYSIAN IN-FILL SUBDIVISION PROJECT  
(DSL App. 62609-RF & USACE NWP 2020-374)  
City of McMinnville, Yamhill County, Oregon

CONCEPTUAL  
DEVELOPMENT



December 2020

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EXHIBIT 1

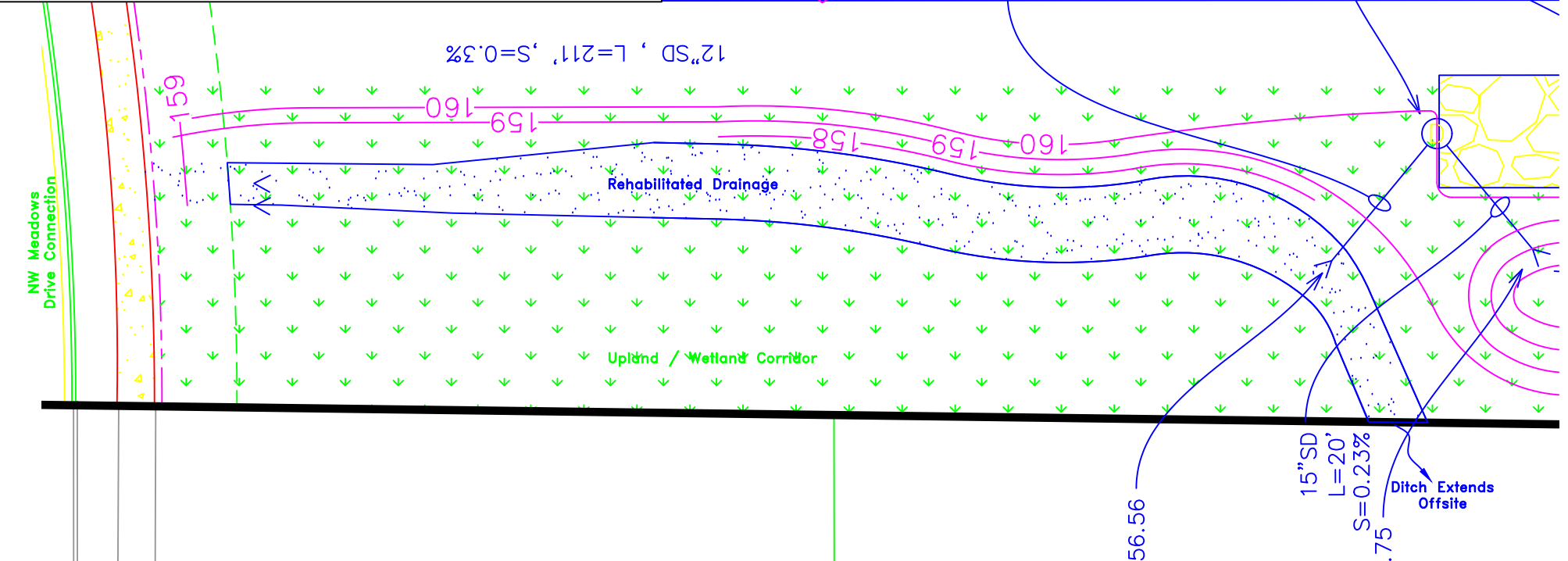


PLANTING PLAN

	<b>Relocated / Enhanced Drainage</b>		
	Tall mannagrass ( <i>Glyceria elata</i> )	Seed	1.0 lbs.
	Western mannagrass ( <i>Glyceria occidentalis</i> )	Seed	2.5 lbs.
	Slough sedge ( <i>Carex obnupta</i> )	Emergent Plug	100
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	Western mannagrass ( <i>Glyceria occidentalis</i> )	Seed	4.0 lbs.
	Yarrow ( <i>Achillea millefolium</i> )	Seed	0.5 lbs.
	Soft rush ( <i>Juncus effusus</i> )	Emergent Plug	250
	Oregon ash ( <i>Fraxinus latifolia</i> )	Bareroot	25
	Red alder ( <i>Alnus rubra</i> )	Bareroot	25
	Douglas spirea ( <i>Spirea douglasii</i> )	Bareroot	100
	Wild rose ( <i>Rosa pisocarpa</i> )	Bareroot	75
	Oregon oak ( <i>Quercus garryana</i> )	Bareroot	25

LEGEND

- Proposed 1-Foot Contour
- Proposed Stormwater Infrastructure
- Construction Cross-Section
- Existing Taxlot Boundary
- Proposed Taxlot Boundary
- Rehabilitated Drainage



NOTE: Construction would begin at the upgradient end of the existing ditch during NW Meadows Drive construction; rehabilitation efforts would then work easterly towards the point where the drainage leaves the subject parcel. Grading is anticipated to utilize excavators, haul trucks and similar equipment (as deemed necessary) to achieve target grades. Upon completion of construction actions, native seed mixtures and tackifiers would be hydroseed broadcast throughout the rehabilitated drainage and associated riparian corridor. Next, contractors would identify target planting zones for installation of new woody materials throughout the relocated ditch, stormwater basin, and immediately adjacent upland areas. All materials would be installed in accordance with Clean Water Services standards. Materials would be grouped together in small clumps of five to seven individuals to create a naturalistic appearance.

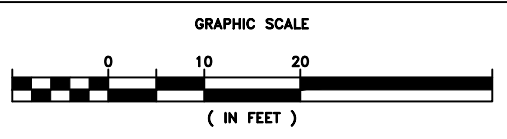
See report text for greater discussion of project goals and construction specifications.

Source: Adapted from Westech Engineering, Inc. civil files.

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Soil, Water, & Wetland Consultants

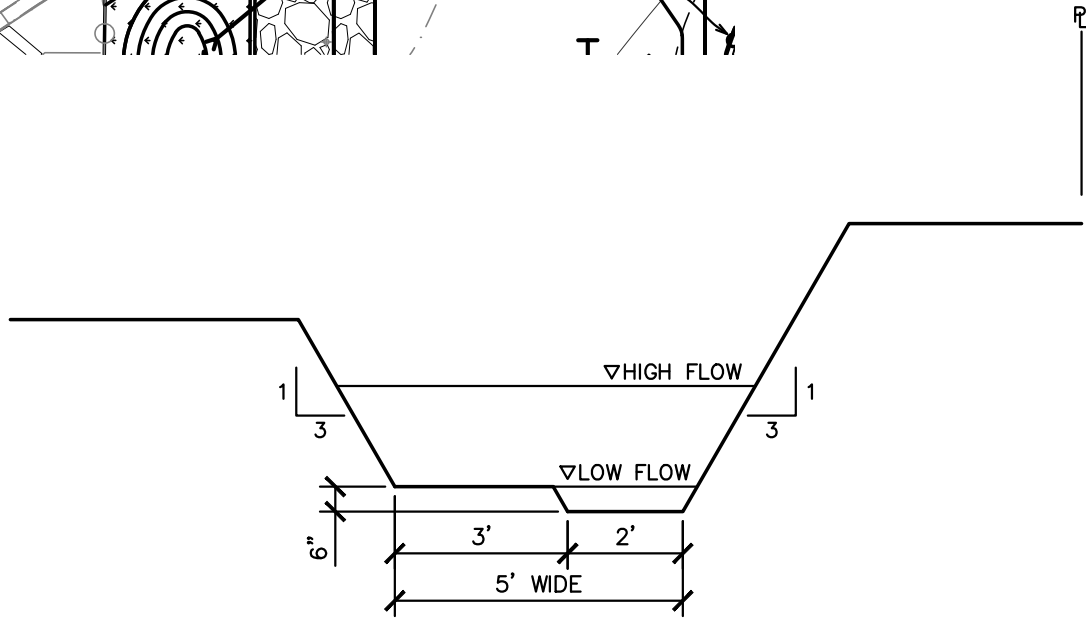
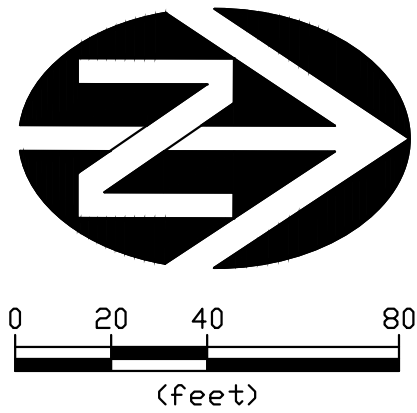
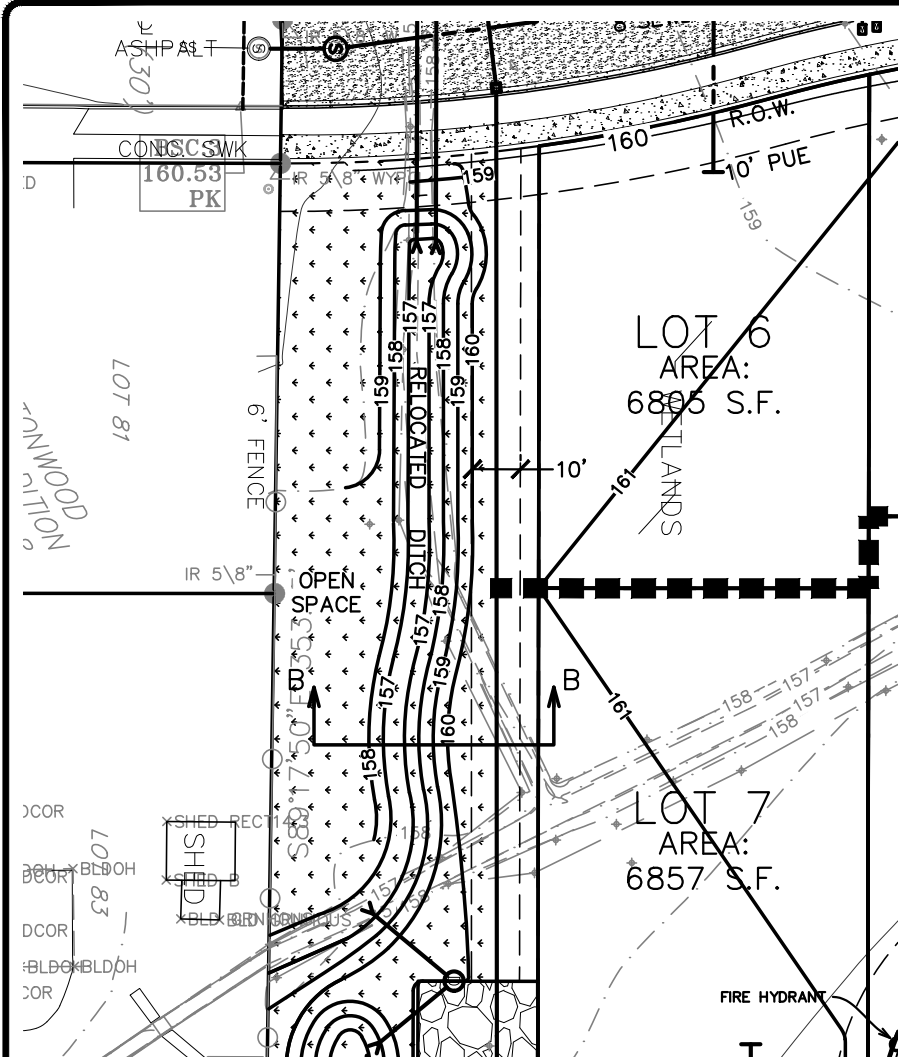
REVISED DRAINAGE REHABILITATION PLAN  
FOR THE ELYSIAN IN-FILL SUBDIVISION PROJECT  
(DSL App. 62609-RF & USACE NWP 2020-374)  
City of McMinnville, Yamhill County, Oregon

CONCEPTUAL  
DEVELOPMENT



December 2020

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SCALE: NTS

**WE**  
**WESTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3986  
 E-mail: westech@westech-eng.com

DSN.	JW
DRN.	IH
CKD.	JW
DATE:	JUNE 2020

DON JONES                      ELYSIAN SUBDIVISION

**CROSS SECTION  
 DETAIL B - B**

FIGURE
JOB NUMBER
2931.1000

# **TERRA SCIENCE, INC.**

*Soil, Water & Wetland Consultants*

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## **Revised Rehabilitation Plan for Elysian In-Fill Subdivision Ditch Relocation Project**

Identified Portion of Tax Lot 202 and Tax lot 204, T. 04S, R. 04W, Sec. 18AD, City of McMinnville, Yamhill County

DSL Permit Application 62609-RF and USACE NWP 2020-374

### **A P P E N D I X   A**

#### **SFAM Report for Anticipated North Cozine Creek Rehabilitation Zones**

# STREAM FUNCTION ASSESSMENT METHOD for OREGON

Version 1.1 (April 2020)

Name of Project Area:	North Fork Cozine Creek (Proposed)	Date of Field Assessment:	N/A	Latitude*:	45.2234
Data Collector:	D. Monnin, PWS	Elevation: (SFAM Report)	158	Longitude*:	-123.2230
Project Number:	TSI Project 2020-0721, DSL Application 62909-RF, USACE NWP 2020-374	Project Area Length (feet):	198	Project Area (acres):	0.04-acre
Assessment timing:	Predicted conditions	Photo Numbers:			

\* near center of the project site

**What is the Oregon Stream Classification for the project area?** Select from drop-down menu. Refer to the SFAM Report. If the project area spans more than one reach, describe the dominant stream classification.

Mountain Wet Rain High Permeability

**What ratings does the Oregon Stream Classification identify for the following measures in the local hydrologic unit?** Refer to the SFAM Report. If project area spans more than one reach, describe the dominant classification:

Aquifer Permeability (local)	High	Soil Permeability (local)	High	
Erodibility (local)	Easily Erodible	Gradient*	> 6%	<small>*If EPA Classification is different from the gradient you observe in the local reach, select the gradient in the local reach.</small>

Is the channel perennial, intermittent, or ephemeral? (Map Viewer-NHD Flowline)	Perennial	
Which Level III EPA Ecoregion is the site located in? (SFAM Report)	Willamette Valley	Western Mountains
Is the average width of the stream less than or greater than 50 feet? (User Input)	≤ 50 feet	Small
What is the 2 year peak flood (cfs)? (StreamStats Report)	1.14	
What is the size of the drainage area (mi <sup>2</sup> )? (StreamStats Report)	0.1	

**External Data:** List below the persons and/or agencies that provided location information on rare wildlife species, and/or rare plants, and the date the information was gathered (if known).

Oregon Explorer SFAM and ORWAP reports identify the Project Area as having Intermediate (0.33) Maximum Score for potential habitat support for Amphibian & Reptile Species and Plant Species.

**Project Area History:** Based on conversation with landowner/manager and other information, describe below the years and extent (% of project area) of past and present management actions (e.g., vegetation control), natural disturbances (e.g., fire, insect infestations), and human-associated disturbances (e.g., grazing regimes).

SFAM utilized to assess anticipated conditions for the rehabilitated and enhanced headwaters of the North Fork of Cozine Creek to be constructed in conjunction with the Elysian subdivision and NW Meadows Drive extension project. Assessed condition includes (slightly) meandering channel with high and low flow benches. Enhanced drainage would be seeded, planted, and maintained in accordance with Clean Water Services standards for stormwater infrastructure. Anticipated condition includes riparian corridor with native herbaceous, shrub, and tree species contained within dedicated parcel to be managed as open space managed by (pending) Homeowners Association.

**Assessment Notes:** Note any special features of the reach or landscape, problems with scoring, or other information that may be relevant.

Due to thin width of enhanced drainage, default 50' Proximal Assessment Area (PAA) and Extended Assessment Area (EAA) widths are utilized. PAA and EAA south of feature consist of privately owned residential lands (houses, lawns, etc) behind cedar fencing. As no access is granted, PAA and EAA assessments south of ditch feature are abbreviated to accessible Applicant owned properties. .

**STREAM ASSESSMENT SCORES SHEET    Version 1.1    Assessment Timing:    Predicted conditions**

Project Area Name:	North Fork Cozine Creek (Proposed)		
Investigator Name:	D. Monnin, PWS		
Date of Field Assessment:	N/A		
Latitude (decimal degrees):	45.2234	Longitude (decimal degrees):	-123.2230

SPECIFIC FUNCTIONS	Function Score	Function Rating	Value Score	Value Rating
Surface Water Storage (SWS)	3.06	Moderate	8.33	Higher
Sub/Surface Water Transfer (SST)	2.86	Lower	10.00	Higher
Flow Variation (FV)	3.81	Moderate	6.25	Moderate
Sediment Continuity (SC)	7.95	Higher	5.17	Moderate
Sediment Mobility (SM)	3.58	Moderate	7.50	Higher
Maintain Biodiversity (MB)	3.01	Moderate	3.00	Moderate
Create and Maintain Habitat (CMH)	1.03	Lower	5.00	Moderate
Sustain Trophic Structure (STS)	6.61	Moderate	4.50	Moderate
Nutrient Cycling (NC)	3.79	Moderate	5.70	Moderate
Chemical Regulation (CR)	3.10	Moderate	5.70	Moderate
Thermal Regulation (TR)	6.55	Moderate	7.00	Moderate

GROUPED FUNCTIONS	REPRESENTATIVE FUNCTION	Function Group Rating	Value Group Rating
Hydrologic Function (SWS, SST, FV)	Surface Water Storage (SWS)	Moderate	Higher
Geomorphic Function (SC, SM)	Sediment Continuity (SC)	Higher	Moderate
Biologic Function (MB, CMH, STS)	Sustain Trophic Structure (STS)	Moderate	Moderate
Water Quality Function (NC, CR, TR)	Thermal Regulation (TR)	Moderate	Moderate

Formulas for each specific function and value (shown on Subscores tab) produce a numerical score between 0.0 and 10.0. For ecological functions, a score of 0.0 indicates that negligible function is being provided by the stream whereas a score of 10.0 indicates that the stream is providing maximum function (as defined) given certain contextual factors. For values, a score of 0.0 indicates that there is low opportunity for the site to provide a specific ecological function and that, even if it did, the specific function would not be of particular significance given the context of the site. Conversely, a value score of 10.0 indicates that a site has the opportunity to provide a specific function and that it would be highly significant in that particular location. For all function and value formulas, both extents of the scoring range (0.0 and 10.0) are mathematically possible.

To facilitate conceptual understanding, numerical scores are translated into ratings of Lower, Moderate, or Higher. The numerical thresholds for each of these rating categories are consistent across all functions and values such that scores of <3.0 are rated "Lower," scores ≥3.0 but ≤7.0 are rated "Moderate," and scores that are >7.0 are rated "Higher." These thresholds are consistent with the standard scoring scheme applied to all individual measures.

Each specific function, and its associated value, is included in one of four thematic groups: hydrologic, geomorphic, biologic, and water quality functions. Group ratings provide an indication of the degree to which each group of processes is present at a site. Groups are represented by the highest-rated function with the highest-rated associated value among the 2-3 functions that comprise each group. This hierarchical selection system ensures that thematic functional groups are represented by the highest-performing and highest-valued ecological function.

Project Area Name: North Fork Cozine Creek (Proposed) Date: N/A Assessor: D. Monnin, PWS

Print this form to take to the field, along with the PAA and EAA field forms. Use the instructions, measurements, and diagrams on this form to establish the two assessment areas necessary for data collection.

**Project Area Description:**

Anticipated North Fork Cozine Creek consists of (slightly) meandering channel containing high and low flow benches. Channel and adjacent riparian zones to be planted and maintained with native vegetation.

**Is there a Floodplain?**

No; North Fork of Cozine Creek is not associated with a floodplain.

**Establishing the boundaries of the Proximal Assessment Area (PAA):**

- a) Identify the spatial extent of direct impact.
- b) Establish the longitudinal boundaries of the PAA at the upstream and downstream extent of the impact, or 50ft of stream length, whichever is greater.
- c) Locate the center of the PAA and measure the bankfull channel width (BFW).
- d) At two additional locations, equidistant between the PAA center and the PAA upper and lower boundaries, measure BFW. PAA transects will be located at the 3 locations where BFW was measured.
- e) Establish the lateral boundaries of the PAA at a distance of  $2 \times$  the average BFW or 50' from the stream edge (bankfull edge), whichever is greater, on each side of the stream.

Total PAA stream length (ft) =	198
Distance between transects (PAA length $\div$ 4) =	49.5
PAA lateral boundary ( $2 \times$ avg bankfull width (calculated below) or 50 feet =	50

Bankfull Width:			
Transect	Location	Width (ft)	Average
T1	49.5	3.5	4
T2	109.5	4.9	
T3	149	4.3	

	Latitude	Longitude
Corner 1	45.22234	-123.2226
Corner 2	45.22361	-123.22273
Corner 3	45.22335	-123.22337
Corner 4	45.22355	-123.22337

**Establishing the boundaries of the Extended Assessment Area (EAA):**

- a) The EAA is an upstream and downstream extension of the PAA. Establish the longitudinal boundaries by multiplying the average BFW by 5 and measuring that distance upstream and downstream from the PAA upper and lower boundaries, respectively.
- b) The lateral boundaries of the EAA are the same distance from the stream edge (bankfull) as the lateral boundaries for the PAA (above). Note that the EAA contains the entire PAA.
- c) Locate the 11 EAA transect locations by dividing the total EAA length by 10. The distance between each transect is  $0.1 \times$  the total EAA length. Transects include the upper and lower EAA boundaries.

Length EAA extends above/below PAA ( $5 \times$ average BFW) =	21.16666667
Total EAA length ( $10 \times$ BFW + PAA length, rounded to nearest 10') =	240.3333333
Distance between EAA transects (EAA length $\div$ 10) =	24.03333333



	Latitude	Longitude
Corner 1	45.22334	-123.22252
Corner 2	45.22363	-123.22263
Corner 3	45.22335	-123.22344
Corner 4	45.22327	-123.22345

**SFAM Proximal Area Assessment (PAA) Field Data Form**

**Version 1.1**

**Assessment Timing:** Predicted conditions

Project Area Name: North Fork Cozine Creek (Proposed)

Date: N/A

Assessor: D. Monnin, PWS

Print this form to take to the field. Only the defined print area is needed (i.e. not the data calculation columns). After collecting data in the field, transfer data into the Excel worksheet below using drop-down menus where available. Cells in the "Calculations" section and on the "Functions" tab will populate automatically.

What is the longitudinal length of the PAA?  198	<b>Natural Cover (F1):</b> Record densiometer readings from both left and right banks at each transect.				See F2-F4 below	<b>Riparian Corridor (F5):</b> Record the width (ft) of the riparian corridor at each PAA transect. If > 330 ft, enter 330.				<b>Barriers (F6):</b> Does a man-made structure limit fish passage (barrier, partial, passable, unknown, none)?				<b>Exclusion (F7):</b> What % of the 100-yr floodplain is excluded due to features (<=20%, >20-40%, >40-80%, >80%)?			
		T1	T2	T3			T1	T2	T3	Blocked				<=20%			
	Left	15	15	15		Left	20	25	20								
	Right	15	15	15		Right	25	20	25								

**Invasive Vegetation (F2), Native Woody Vegetation (F3), and Large Trees (F4) :** For each of the three vegetation classes, record the start and end positions (distance from bankfull, to the nearest 0.1ft) of each occurrence along the length of the transect. Transects run perpendicular to the stream edge, from the bankfull edge to the lateral boundary of the PAA.

What is the length of the transect (ft)?	73	Vegetation transects are conducted on both banks. If it is physically or legally unfeasible to access one side, indicate which side was surveyed by selecting Left or Right from the dropdown menu.
--	----	---

Transect	Vegetation Class	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End	Start	End
1 (left)	InvVeg	0	0														
	Native WoodyVeg	0	20														
	LgTree	0	0														
1 (right)	InvVeg	0	0														
	Native WoodyVeg	0	25														
	LgTree	0	0														
2 (left)	InvVeg	0	0														
	Native WoodyVeg	0	25														
	LgTree	0	0														
2 (right)	InvVeg	0	0														
	Native WoodyVeg	0	20														
	LgTree	0	0														
3 (left)	InvVeg	0	0														
	Native WoodyVeg	0	20														
	LgTree	0	0														
3 (right)	InvVeg	0	0														
	Native WoodyVeg	0	25														
	LgTree	0	0														

<b>Armor (F8) and Erosion (F9):</b> Record start and end locations (ft) of bank armoring features and bank erosion evidence along the length of the PAA.								
	Start	End	Start	End	Start	End	Start	End
Armoring (left)	0	0						
Armoring (right)	0	0						
Erosion (left)	0	0						
Erosion (right)	0	0						

<b>Overbank Flow (F10):</b> Is there evidence of overbank flow at least 0.5 × BFW from the bankfull edge? (yes or no)	NO
---	----

<b>Wetland Vegetation (F11):</b> Are there FACW or OBL wetland plants on the banks or in the floodplain? (yes or no)	YES
If yes, answer the following questions: If no, enter N/A	
→ Are any located > 0.5 × BFW from the bankfull edge?	YES
→ ...for more than 70% of the PAA length?	YES

SFAM Extended Area Assessment (EAA) Field Data Form

Version 1.1

Assessment Timing: Predicted conditions

Project Area Name: North Fork Cozine Creek (Proposed)

Date: N/A

Assessor: D. Monnin, PWS

Print this form to take to the field. Only the defined print area is needed (i.e. not the data calculation columns). After collecting data in the field, transfer data into the Excel worksheet below using drop-down menus where available. Cells in the "Calculations" section and on the "Functions" tab will populate automatically.

What is the total longitudinal length of the EAA (ft)?	236
--	-----

<b>Wood (F14):</b> Tally each piece of wood along the EAA that measures > 4" diameter and is at least 5' long. You can record the location of the wood to avoid double counting.
Total = 50

**Side Channels (F12) and Lateral Migration (F13):** Record start and end locations (ft) of adjacent side channels and evidence of constraints to lateral migration along the length of the EAA.

	Start	End	Start	End	Start	End	Start	End	Start	End
Side channels (either side)	0	0								
Constraints to lateral migration (left)	0	0								
Constraints to lateral migration (right)	0	0								

**Unique Features (V16):** Note the presence of any unique habitat features throughout the EAA including, but not limited to: log jams, braided channels, >30% wetlands in floodplain, springs, seeps, cold water inputs, etc.

None.

Wetted Width (F17)	Incision (F15)	Substrate Embeddedness (F16)	Thalweg Depth (F17)
Record width and height at each cross-channel transect (round to nearest 0.1 ft).		Record % embeddedness (to the nearest quartile: 0, 25, 50, 75, 100) at 5 equidistant points along each cross-channel transect.	Record the thalweg depth at 10 equidistant points <u>between</u> each cross-channel transect while moving upstream.

EAA Transect	Feet from EAA lower boundary	Wetted width	Bankfull height	Lowest floodplain height	Embed1	Embed2	Embed3	Embed4	Embed5	Depth1	Depth2	Depth3	Depth4	Depth5	Depth6	Depth7	Depth8	Depth9	Depth10
A	0	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
B	23.6	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
C	47.2	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
D	70.8	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
E	94.4	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
F	118	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
G	141.6	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
H	165.2	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
I	188.8	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
J	212.4	5	0.25	0.5	100	100	100	100	100	0.25	0.25	0.25	0.4	0.5	0.5	0.4	0.25	0.25	0.25
K	236	5	0.25	0.5	100	100	100	100	100										



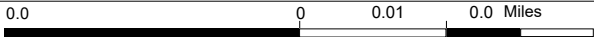
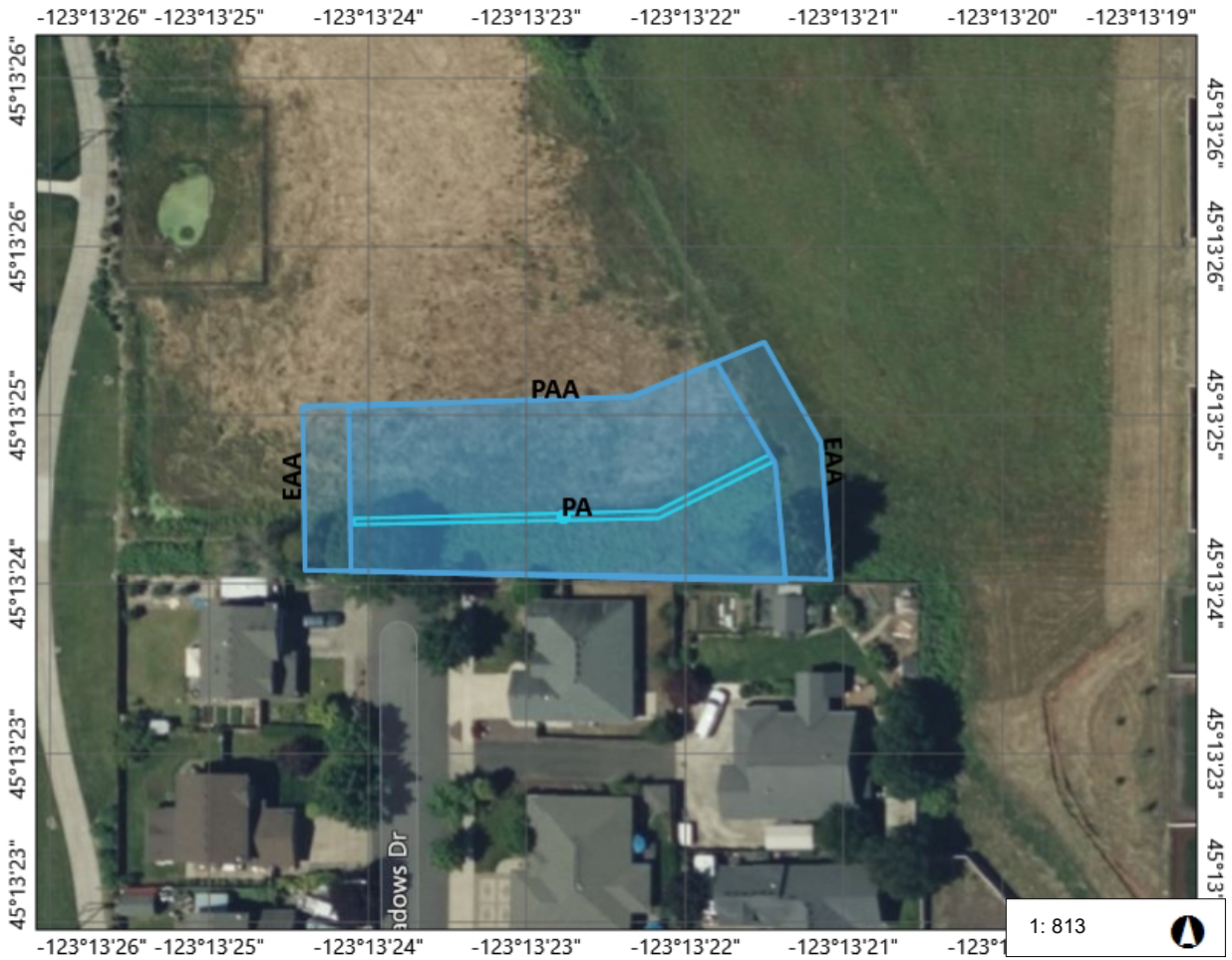


Legend

- States & Provinces
- Other States and Provinces
- Oregon

Notes

Add your notes here



WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
 © Oregon Explorer (<https://oregonexplorer.info>)

This map is a user generated static output for reference only from:  
[ORWAP and SFAM Map Viewer](#)  
 Data layers that appear on this map may or may not be accurate, current, or reliable.  
 THIS MAP IS NOT TO BE USED FOR NAVIGATION.

Report Generated: November 20, 2020 12:45 PM

### Location Information

Latitude	45.2234 N	Longitude	-123.223 W
Elevation	158 ft	Level III Ecoregion	Willamette Valley
HUC8	17090008 Yamhill		
HUC10	1709000807 Yamhill River		
HUC12	170900080701 South Yamhill River		
Linear ft of stream in HUC8	39,370	Annual precipitation	46 in

### Stream Type and Classifications

Stream Classification	Mountain Wet Rain / Valley Wet	Percent of project area	100.00%
Aquifer permeability	High	Soil permeability	High
Gradient	>6%	Erodibility	Easily_Erodible

*Stream classifications and associated attributes are derived from a U.S. Environmental Protection Agency stream classification geospatial data layer developed for Oregon (2015). This layer provides a statewide stream/watershed classification system for streams and rivers of various sizes, based in part on a hydrologic landscape classification system.*

Report Generated: November 20, 2020 12:45 PM

### Rare Species Scores and Special Habitat Designations

Rare Species Type	Maximum score	Sum Score	Rating
Non-anadromous Fish Species	0	0	None
Amphibian & Reptile Species	0.33	0.33	Intermediate
Feeding Waterbirds	0	0	None
Songbirds, Raptors, and Mammals	0	0	None
Invertebrate Species	0	0	None
Plant Species	0.33	0.33	Intermediate

*Scores have taken into account several factors for each rare species record contained in the official database of the Oregon Biodiversity Information Center (ORBIC): (a) the regional rarity of the species, (b) their proximity to the point of interest, and (c) the “certainty” that ORBIC assigns to each of those records.*

Within 300 ft of a Special Protected Area?	No
Within a HUC12 that has designated Essential Salmonid Habitat?	Yes
Within 2 miles of an Important Bird Area?	No

### Water Quality Impairments

Query returned no records.

*Water quality information is derived from Oregon’s 2012 Integrated Report, including the list of water quality limited waters needing Total Maximum Daily Loads (303d List). Each record in the report is assigned an assessment category based on an evaluation of water quality information. Categories included in the SFAM Report are:*

*Category 5: Water is water quality limited and a TMDL is needed; Section 303(d) list.*

*Category 4: Water is impaired or threatened but a TMDL is not needed because: (A) the TMDL is approved, (B) other pollution requirements are in place, or (C) the impairment (such as flow or lack of flow)*

Report Generated: November 20, 2020 12:45 PM

*is not caused by a pollutant.*

*Category 3B: Water quality is of potential concern; some data indicate non-attainment of a criterion, but data are insufficient to assign another category.*

Dominant soil type(s)			
Soil Type	Erosion Hazard Rating	Hydric Rating	Percent Area
Amity silt loam, 0 to 3 percent slopes	Slight	N/A	100.00%

*This report contains both centroid-based and polygon-based data. The Location Information section of the report contains centroid-based data (determined by the center point of the polygon), while the remaining sections are polygon-based (determined from the entire polygon).*

# StreamStats Report for Elysian NF Cozine Creek

Region ID: OR

Workspace ID: OR20201120204719650000

Clicked Point (Latitude, Longitude): 45.22339, -123.22304

Time: 2020-11-20 12:47:38 -0800



## Basin Characteristics

### Parameter

Parameter Code	Parameter Description	Value	Unit
DRNAREA	Area that drains to a point on a stream	0.0827	square miles
I24H2Y	Maximum 24-hour precipitation that occurs on average once in 2 years - Equivalent to precipitation intensity index	1.98	inches
SOILPERM	Average Soil Permeability	0.8	inches per hour
JANMAXT2K	Mean Maximum January Temperature from 2K resolution PRISM 1961-1990 data	46	degrees F

Parameter Code	Parameter Description	Value	Unit
WATCAPORC	Available water capacity from STATSGO data using methods from SIR 2005-5116	0.19	inches
ORREG2	Oregon Region Number	10001	dimensionless
BSLOPD	Mean basin slope measured in degrees	0.41	degrees
JANMINT2K	Mean Minimum January Temperature from 2K resolution PRISM PRISM 1961-1990 data	33.1	degrees F
ELEV	Mean Basin Elevation	169	feet

#### Peak-Flow Statistics Parameters<sub>[Reg 2B Western Interior LT 3000 ft Cooper]</sub>

Parameter Code	Parameter Name	Value	Units	Min Limit	Max Limit
DRNAREA	Drainage Area	0.0827	square miles	0.37	7270
BSLOPD	Mean Basin Slope degrees	0.41	degrees	5.62	28.3
I24H2Y	24 Hour 2 Year Precipitation	1.98	inches	1.53	4.48
ELEV	Mean Basin Elevation	169	feet		
ORREG2	Oregon Region Number	10001	dimensionless		

#### Peak-Flow Statistics Disclaimers<sub>[Reg 2B Western Interior LT 3000 ft Cooper]</sub>

One or more of the parameters is outside the suggested range. Estimates were extrapolated with unknown errors

#### Peak-Flow Statistics Flow Report<sub>[Reg 2B Western Interior LT 3000 ft Cooper]</sub>

Statistic	Value	Unit
2 Year Peak Flood	1.14	ft <sup>3</sup> /s
5 Year Peak Flood	1.65	ft <sup>3</sup> /s
10 Year Peak Flood	2.04	ft <sup>3</sup> /s
25 Year Peak Flood	2.56	ft <sup>3</sup> /s
50 Year Peak Flood	2.96	ft <sup>3</sup> /s
100 Year Peak Flood	3.37	ft <sup>3</sup> /s
500 Year Peak Flood	4.38	ft <sup>3</sup> /s

*Peak-Flow Statistics Citations*

**Cooper, R.M.,2005, Estimation of Peak Discharges for Rural, Unregulated Streams in Western Oregon: U.S. Geological Survey Scientific Investigations Report 2005-5116, 76 p. (<http://pubs.usgs.gov/sir/2005/5116/pdf/sir2005-5116.pdf>)**

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Application Version: 4.4.0

## STREAM FUNCTION ASSESSMENT METHOD for OREGON

Name of Project Area:	North Fork Cozine Creek (Proposed)	Assessment Timing:	Predicted conditions	Orange Boxes are linked to the PAA or EAA Field forms Scores Automatically Calculated in Green Boxes
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### FUNCTIONS MEASURES TABLE

Check the orange boxes to confirm all field entries have transferred appropriately. If necessary the orange box entries can be hand entered. However, hand entry into the orange boxes will remove the link to the Field Form. A '#DIV/0!' or 'FALSE' entry means that the Cover Page, PAA Field Form or EAA Field Form is not complete.

Measure	Function Groups	Measure Abbreviation	Qualifiers	Data Entry (linked to field forms)	Error Messages	Measure Score
F1 Natural Cover	<b>What is the percent natural cover above the stream within the PAA?</b> Measure the percentage of cover above the stream, including both overstory and understory vegetation and overhanging banks, by averaging spherical densiometer measurements taken at each transect within the PAA. <i>Functions informed: Sustain Trophic Structure, Nutrient Cycling, Thermal Regulation</i>					
	Biological, Water Quality	Cover	WMTsmall	Enter a percentage: (round to nearest whole number)	88	
F2 Invasive Vegetation	<b>What is the percent cover of invasive vegetation within the PAA?</b> Consider the Oregon Department of Agriculture Noxious Weed list in Appendix 3 of the SFAM User Guide, and other sources of information, such as Oregon IMAP Invasives and iNaturalist. <i>Functions informed: Maintain Biodiversity, Sustain Trophic Structure</i>					
	Biological	InvVeg		Enter a percentage: (round to nearest whole number)	0	
F3 Native Woody Vegetation	<b>What is the percent cover of native woody vegetation within the PAA?</b> <i>Functions informed: Maintain Biodiversity, Create &amp; Maintain Habitat</i>					
	Biological	WoodyVeg		Enter a percentage: (round to nearest whole number)	31	
F4 Large Trees	<b>What is the percent cover of large trees (dbh&gt;20in) within the PAA?</b> <i>Functions informed: Maintain Biodiversity, Create &amp; Maintain Habitat</i>					
	Biological	LgTree	West	Enter a percentage: (round to nearest whole number)	0	
F5 Vegetated Riparian Corridor Width	<b>What is the average width of the vegetated riparian corridor within the PAA?</b> An intact vegetated riparian corridor is defined as one typified by largely undisturbed ground cover and dominated by "natural" species. Natural does not necessarily mean pristine and can include both upland plants and species with wetland indicator status, and native and non-native species. Natural does not include pasture or cropland, recreational fields, recently harvested forest, pavement, bare soil, gravel pits, or dirt roads. Note that relatively small features, such as a narrow walking trail, that likely have negligible effects on water quality can be included within the vegetated riparian corridor width. <i>Functions informed: Nutrient Cycling, Chemical Regulation</i>					
	Water Quality	RipWidth		Enter the average width (feet):	11	Caution! Entry not linked to Field Form
F6 Fish Passage Barriers	<b>Is there a man-made fish passage barrier in the PAA?</b> Select an answer from the drop-down menu. Man-made barriers to fish passage can include structures such as dams, culverts, weirs/sills, tide gates, bridges and fords that can block physical passage or can create unsuitable conditions for passage (e.g. high velocity). The level of passage provided can be researched in the office using the Man-made Fish Passage Barriers data layer (Fish Passage Barriers in the Habitat Group) in the SFAM Map Viewer, then confirmed in the field. Do not include natural barriers. If more than one barrier is present, answer for the one with the most restricted level of passage (e.g. Blocked). Not all barriers have been mapped. See the User Manual for more information. <i>Functions informed: Maintain Biodiversity, Create &amp; Maintain Habitat</i>					
	Biological	Barriers		Select Blocked, Partial, Passable, or Unknown in the PAA Field Form:	Blocked	
F7 Floodplain Exclusion	<b>What percent of the floodplain has been disconnected within the PAA?</b> For alluvial rivers, the floodplain is defined by a distinct break in slope at valley margins, a change in geologic character from alluvium to other, indications of historical channel alignments within a valley, or as the 100-year flood limit. Disconnection refers to any portion of the flood area no longer inundated due to levees, channel entrenchment, roads or railroad grades, or other structures (including buildings and any associated fill) within the proximal assessment area. All barriers should be included when estimating disconnection, even if the barrier is not present during all flood stages; EXCEPT where the structure is expressly managed for floodplain function and inundation. <i>Functions informed: Surface Water Storage, Create &amp; Maintain Habitat</i>					
	Hydrology, Biological	Exclusion		Enter <= 20%, >20 - 40%, >40 - 80%, or >80%.	>80	Caution! Entry not linked to Field Form
F8 Bank Armoring	<b>What percentage of the stream banks within the PAA are armored?</b> What percentage of the streambank has been stabilized using rigid methods to permanently prevent meandering processes? Examples of armoring include gabion baskets, sheet piles, rip rap, large woody debris that covers the entire bank height, and concrete. Bank stabilization methods that return bank erosion to natural rates and support meandering processes are not counted as armoring. Examples include many bioengineering practices, large woody debris placed along the bank toe, and in-stream structures that still use native vegetation cover on the streambanks. Percent armoring is calculated as the sum of the armored lengths of the left and right banks, divided by sum total lengths of both banks within PAA (i.e. twice the total PAA length). <i>Functions informed: Substrate Mobility</i>					
	Geomorphology	Armor		Enter a percentage: (round to nearest whole number)	0	



<p><b>F9</b></p> <p><b>Bank Erosion</b></p>	<p><b>What percentage of stream banks within the PAA are actively eroding or recently (within previous year or high flow) eroded?</b></p> <p>Indications of active/recent erosion include vertical or near vertical bank stream banks that show exposed soil and rock, evidence of tension cracks, active sloughing, or that are largely void of vegetation or roots capable of holding soil together. The percent is calculated as the sum of lengths of left and right banks that are eroding, divided by the sum of total lengths of both banks within PAA.</p> <p><i>Functions informed: Sediment Continuity</i></p>				<p>Enter a percentage: (round to nearest whole number)</p> <p>0</p>			<p>1.00</p>
<p><b>F10</b></p> <p><b>Overbank Flow</b></p>	<p><b>Does the stream interact with its floodplain within the PAA?</b></p> <p>Is there evidence of fine sediment deposition (sand or silt) on the floodplain, organic litter wracked on the floodplain or in floodplain vegetation, or scour of floodplain surfaces, extending greater than 0.5x BFW onto <u>either</u> the right or left bank floodplain within the PAA? Do not include evidence from inset floodplains developing within entrenched channel systems.</p> <p>If the abutting land use limits the opportunity to observe evidence of overbank flow, is there other credible information that would indicate regular (at least every two years) overbank flow in the PAA? Examples of "other credible information" include first-hand knowledge, discharge/stream gauge measures, etc. Cite the evidence on the Cover Page.</p> <p><i>Functions informed: Surface Water Storage, Sub/Surface Transfer, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation</i></p>				<p>Select yes or no from dropdown menu: (If there is no floodplain, leave blank)</p> <p>NO</p>			<p>0.00</p>
<p><b>F11</b></p> <p><b>Wetland Vegetation</b></p>	<p><b>Are there wetland indicator plants adjacent to the channel and/or in the floodplain within the PAA?</b></p> <p>Determine if vegetation in the riparian area of the PAA has a wetland indicator status of obligate or facultative wet.</p> <p><i>Functions informed: Sub/Surface Transfer, Maintain Biodiversity, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation</i></p>				<p>Are there wetland indicator plant species within the PAA?</p> <p>YES</p>			<p>1.00</p>
<p>Hydrology, Biology, Water Quality</p>		<p>WetVeg</p>	<p>If yes, are any wetland indicator plants located greater than 0.5 x BFW from the bankfull edge on at least one side of the stream? (Select N/A if you answered No above)</p> <p>YES</p>					
			<p>If yes, are the wetland indicator plants located beyond 0.5 x BFW distributed along &gt;70% of the length of the PAA? (Select N/A if you answered No above)</p> <p>YES</p>					
<p><b>F12</b></p> <p><b>Side Channels</b></p>	<p><b>What proportion of the EAA length has side channels?</b></p> <p>Side channels include all open conveyances of water, even if the channel is plugged on one end. If both ends are plugged, do not count as a side channel.</p> <p><i>Functions informed: Surface Water Storage, Sub/Surface Transfer, Maintain Biodiversity, Create &amp; Maintain Habitat</i></p>				<p>Enter a percentage: (round to nearest whole number)</p> <p>0</p>			<p>0.00</p>
<p><b>F13</b></p> <p><b>Lateral Migration</b></p>	<p><b>What percent of both sides of the channel within the EAA is constrained from lateral migration?</b></p> <p>Constraints on lateral migration of the channel within 2 BFW or 50 feet (whichever is greater) include bank stabilization and armoring, bridges and culverts, diversions, roads paralleling the stream and any other intentional structures or features that limit lateral channel movement whether intentionally or not. For cross-channel structures (diversions, bridges, culverts, etc.), record 4x the BFW as the length constrained on both sides of the channel. For linear features, record the length on each side of the channel. For segmented bank features, such as bendway weirs or log jams acting in concert, record the effective length of stabilization on each side of the channel affected. It is acceptable to include relevant armoring that is recorded in the Bank Armoring question, below.</p> <p><i>Functions informed: Sediment Continuity</i></p>				<p>Enter a percentage: (round to nearest whole number)</p> <p>0</p>			<p>1.00</p>
<p><b>F14</b></p> <p><b>Wood</b></p>	<p><b>What is the frequency of large wood in the bankfull channel within the EAA?</b></p> <p>Report the frequency (pieces per 328 feet [100m] of channel) of independent pieces of wood, defined here as woody material with a diameter of at least 4 inches (10cm) and a length of 5 feet (1.5m) within the EAA. This means that at least 5 feet of the piece of wood must be larger than 4 inches in diameter (i.e. a circumference &gt; 12.5 inches). Independent pieces include all those individual pieces that meet size criteria either separate from or within log jams. To be counted, wood must have some part of its length within the bankfull channel. Exclude any wood that has been intentionally anchored to or within the channel banks (using spikes, cables, ballast, etc.) for the purpose of preventing bank erosion (armoring).</p> <p><i>Functions informed: Surface Water Storage, Maintain Biodiversity, Create &amp; Maintain Habitat</i></p>				<p>Enter the frequency (pieces per 328 ft) of wood in the channel: (round to nearest hundredth)</p> <p>69.49</p>			<p>1.00</p>

F15 Incision	<b>What is the degree of channel incision within the EAA?</b>							
	As part of the longitudinal survey, at 11 evenly spaced locations along the stream within the EAA, measure the Bank Height Ratio (BHR). The BHR is the height from the stream thalweg to the lowest floodplain/terrace divided by the bankfull height. Do not consider inset floodplains.							
<i>Functions informed: Surface Water Storage, Sediment Continuity, Create &amp; Maintain Habitat</i>								
Hydrology, Geomorphology, Biology		Incision		Enter the average incision: <i>(round to nearest hundredth)</i>	2.00			0.38
F16 Embeddedness	<b>What is the degree of substrate embeddedness in the stream channel?</b>							
	To what extent are larger stream substrate particles surrounded by finer sediments on the surface of the streambed? Measurements are taken at 11 transects within the EAA.							
<i>Functions informed: Flow Variation, Substrate Mobility, Create &amp; Maintain Habitat</i>								
Hydrology, Geomorphology, Biology		Embed		Enter a percentage: <i>(round to nearest whole number)</i>	100			0.00
F17 Channel Bed Variability	<b>Is the channel variable?</b>							
	Channel bed variability indicators include variation in wetted channel width and stream thalweg depth along the EAA.							
	<i>Functions informed: Surface Water Storage, Sub/Surface Transfer, Flow Variation, Sediment Continuity, Maintain Biodiversity, Create &amp; Maintain Habitat, Nutrient Cycling, Chemical Regulation</i>							
	Hydrology, Geomorphology, Biology, Water Quality		BedVar		Enter the <b>wetted width</b> coefficient of variation:	0.00		
				Enter the <b>thalweg depth</b> coefficient of variation:	0.31			0.29
							AVERAGE	0.14

## STREAM FUNCTION ASSESSMENT METHOD for OREGON

Name of Project Area:	North Fork Cozine Creek (Proposed)	Assessment Timing:	Predicted conditions	Enter Data in These Boxes ONLY
				Scores Automatically Calculated in Green Boxes

### VALUES MEASURES TABLE

FILL IN THE YELLOW BOXES. Most questions contain drop-down menus in their respective answer box. Select an answer from the drop-down menus, when possible, instead of typing an answer.

Measure	Function Groups	Submeasure	Measure Abbreviation	Qualifiers	Data Entry			Measure Score	
<b>V1</b>  <b>Rare Species Occurrence &amp; Special Habitat Designations</b>	<b>Are there rare species or special habitat designations in the vicinity of the PA?</b> Answer each submeasure using information from the site's SFAM report (rare species scores & special habitat designations section), as well as any available survey data for the PA and its vicinity, or personal knowledge about the site.  Note: The SFAM Report provides rankings of High, Intermediate, Low, or None for each category of rare species associated with aquatic and riparian habitat. Upgrade a ranking to High if there is a recent (within 5 years) onsite observation of any of these species by a qualified observer under conditions similar to what now occur. Provide references in the external notes section of the cover page.  <i>Values informed: Surface Water Storage, Flow Variation, Substrate Mobility, Maintain Biodiversity, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation, Thermal Regulation</i>								
	<b>Essential salmonid habitat or rare non-anadromous fish species:</b>								
	Hydrology, Geomorphology, Biology, Water Quality	Fish	Fish		Is the PA within a HUC12 that has designated Essential Salmonid Habitat (ESH)? Select yes or no.	Yes			1.00
					According to the site's SFAM Report, what is the "non-anadromous fish" score? Select an answer from the dropdown menu:	None/Not Known			
	<b>Rare amphibian and reptile species:</b>								
	Hydrology, Geomorphology, Biology, Water Quality	Rare Amphibians and Reptiles	RarAmRep		According to the site's SFAM Report, what is the "amphibian and reptile" score? Select an answer from the dropdown menu:	Intermediate			0.50
	<b>Important Bird Areas or rare waterbirds:</b>								
	Biology, Water Quality	Waterbirds	Waterbird		Is there an Important Bird Area (IBA) within a 2-mile radius of the PA?	No			0.00
					According to the site's SFAM Report, what is the "feeding waterbird" score? Select an answer from the dropdown menu:	None/Not Known			
	<b>Rare songbirds, raptors, and mammals:</b>								
Biology, Water Quality	Rare Bird and Mammals	RarBdMm		According to the site's SFAM Report, what is the "songbird, raptor and mammal" score? Select an answer from the dropdown menu:	None/Not Known			0.00	
<b>Rare invertebrate species:</b>									
Hydrology, Geomorphology, Biology, Water Quality	Rare Invertebrates	RarInvert		According to the site's SFAM Report, what is the "invertebrates" score? Select an answer from the dropdown menu:	None/Not Known			0.00	
<b>Rare plant species:</b>									
Geomorphology, Biology, Water Quality	Rare Plants	RarPlant		According to the site's SFAM Report, what is the "plant" score? Select an answer from the dropdown menu:	Intermediate			0.50	
<b>V2</b>  <b>Water Quality Impairments</b>	<b>Is this reach on the 303(d) list or other TMDL (Categories 3B-5) for any of the following impairments: sediment, nutrient, metals &amp; toxics, temperature, or flow modification?</b> Answer each submeasure using information from the site's SFAM Report (water quality impairments section).  <i>Values informed: Flow Variation, Sediment Continuity, Create &amp; Maintain Habitat, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation, Thermal Regulation</i>								
	<b>Sediment impairment:</b> total suspended solids (TSS), sedimentation, or turbidity (note that some sedimentation can be naturally occurring and desirable therefore does not constitute a problem)								
	Geomorphology, Water Quality	Sedimentation	SedList		Select yes or no from the dropdown menu:	No			0.00
	<b>Nutrient impairment:</b> phosphorus, nitrate, ammonia, DO, aquatic weeds or algae, chlorophyll a, etc.; or untreated stormwater/wastewater discharge occurs within 500 feet of the reach								
	Biology, Water Quality	Nutrient Impairment	NutrImp		Select yes or no from the dropdown menu:	No			0.00
	<b>Metals or other toxics impairment:</b> toxics, dioxin, heavy metals (iron, manganese, lead, zinc, etc.); or untreated stormwater/wastewater discharge occurs within 500 feet of the reach								
	Water Quality	Metals & Toxics Impairment	ToxImp		Select yes or no from the dropdown menu:	No			0.00
	<b>Temperature impairment:</b>								
Biology, Water Quality	Temperature Impairment	TempImp		Select yes or no from the dropdown menu:	No			0.00	
<b>Flow modification:</b>									
Hydrology, Biology	Flow Modification	FlowMod		Select yes or no from the dropdown menu:	No			0.00	

V3 Protected Areas	<b>Is the PA boundary within 300 feet of a special protected area?</b> Answer using information from the site's SFAM Report (Within 300 feet of a Special Protected Area) as well as other available data for the PA and its vicinity.  Note: The SFAM Report evaluates whether BLM Areas of Critical Environmental Concern (ACEC) or Outstanding Natural Areas (ONA), federal Research Natural Areas (RNA) or Special Interest Areas (SIA), Natural Heritage Conservation Areas (NHCA), and Land Trust and Nature Conservancy Preserves are within 300 feet of the PA. If there are other lands within 300 feet of the site that are protected specifically for their high ecological significance, select yes and provide references in the assessment notes section of the cover page.  <i>Values informed: Maintain Biodiversity, Sustain Trophic Structure</i>							
	Biology		Protect		Select yes or no from the dropdown menu:	No		
V4 Impervious Area	<b>What is the percent impervious area in the drainage basin?</b> Answer using information from the site's StreamStats Report (IMPERV).  <i>Values informed: Surface Water Storage, Flow Variation, Sediment Continuity, Substrate Mobility, Create &amp; Maintain Habitat, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation, Thermal Regulation</i>							
	Hydrology, Geomorphology, Biology, Water Quality		ImpArea		<10%, select A; 10-25%, select B; >25-60%, select C; >60%, select D.	D		
V5 Riparian Area	<b>What is the percentage of intact riparian area within 2 miles upstream of the PA?</b> Intact refers to a riparian area with forest or otherwise unmanaged (i.e. natural) perennial cover appropriate for the basin that is at least 15 ft wide on both sides of the channel. Unmanaged perennial cover is vegetation that includes wooded areas, native prairies, sagebrush, vegetated wetlands, as well as relatively unmanaged commercial lands in which the ground and vegetation is disturbed less than annually, such as lightly grazed pastures, timber harvest areas, and rangeland. It does not include water, pasture, row crops (e.g., vegetable, orchards, Christmas tree farms), lawns, residential areas, golf courses, recreational fields, pavement, bare soil, rock, bare sand, or gravel or dirt roads.  <i>Values informed: Create &amp; Maintain Habitat, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation, Thermal Regulation</i>							
	Biology, Water Quality		RipArea		If >50% select A. If >35-50%, select B. If 15-35%, select C. If <15%, select D.	D		
V6 Extent of Downstream Floodplain Infrastructure	<b>What is the extent of infrastructure (buildings, bridges, utilities, row crops) in the floodplain?</b> Consider the floodplain area between the PA and either the next largest water body (large tributary, mainstem junction, lake, etc.) or 2 miles downstream, whichever is less.  <i>Values informed: Surface Water Storage, Sediment Continuity, Create &amp; Maintain Habitat, Sustain Trophic Structure</i>							
	Hydrology, Geomorphology, Biology		DwnFP		If >50% of total area, select A. If 1-50% of total area, select B. If none, select C. If not known or the downstream floodplain is not mapped, select D.	D		
V7 Zoning	<b>What is the dominant zoned land use designation downstream of the PA?</b> Consider the floodplain area between the PA and either the next largest water body (larger tributary, mainstem junction, lake, etc.) or 2 miles downstream, whichever is less.  <i>Values informed: Surface Water Storage, Create &amp; Maintain Habitat, Sustain Trophic Structure</i>							
	Hydrology, Biology		Zoning		If developed (commercial, industrial, residential, etc.), select A. If agriculture or rural residential, select B. If forest, open space, or public lands, select C. If not zoned or no information, select D.	A		
V8 Frequency of Downstream Flooding	<b>What is the frequency of downstream flooding?</b> Consider the floodplain area between the PA and either the next largest water body or 2 miles, whichever is less. Determine the frequency of flooding downstream of the PA that affects infrastructure (i.e. affects use of the site or causes economic loss).  <i>Values informed: Surface Water Storage</i>							
	Hydrology		DwnFld		If frequent (several times a year), select A. If moderate (up to once a year), select B. If infrequent (only large events), select C. If never or not known, select D.	D		

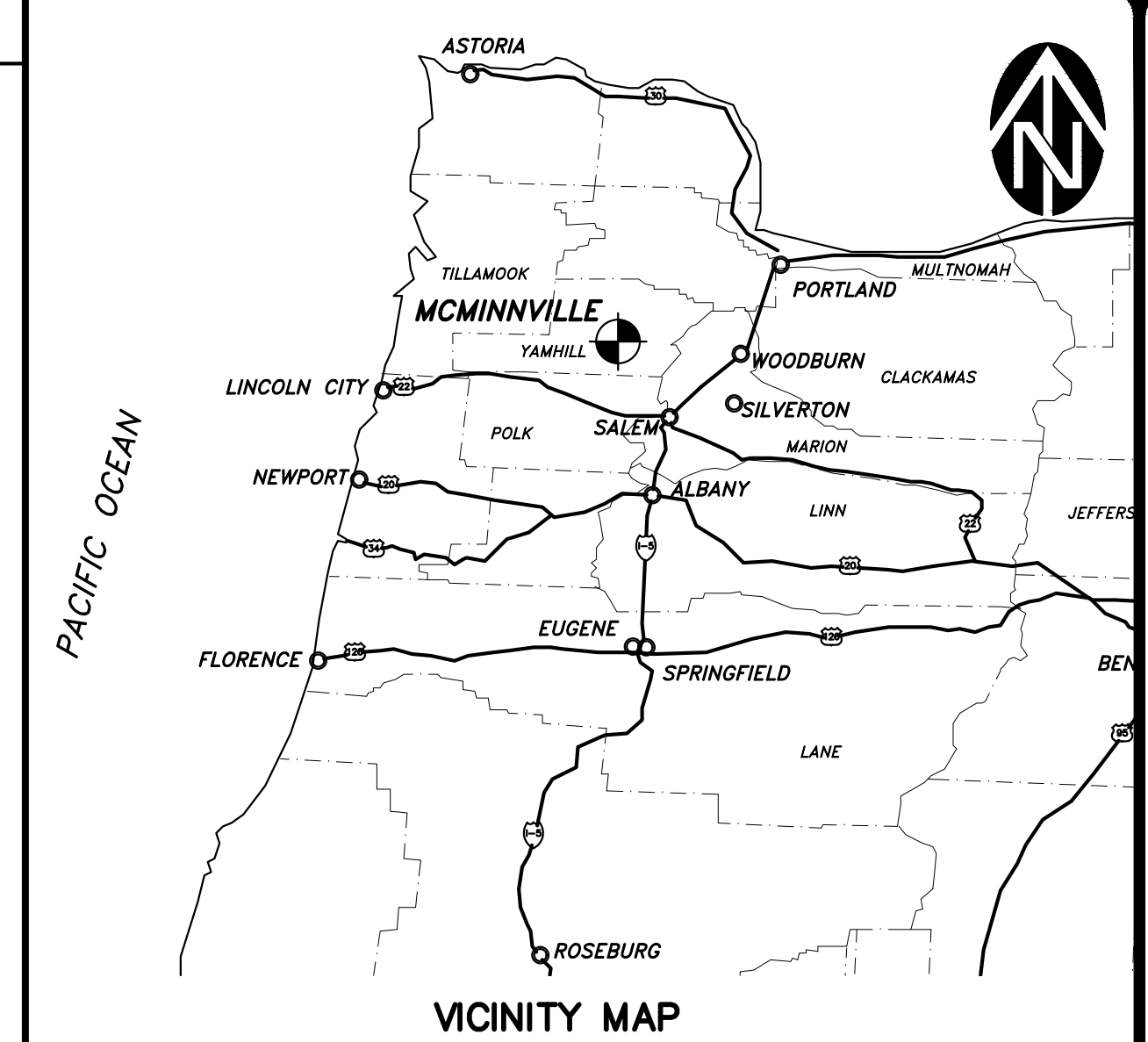
V9 Impoundments	<b>What is the prevalence of impoundments within 2 miles upstream and downstream of the PA that are likely to cause shifts in timing or volume of water?</b> The shift may be by hours, days, or weeks, becoming either more muted (smaller or less frequent peaks spread over longer times, more temporal homogeneity of flow or water levels) or more flashy (larger or more frequent spikes but over shorter times). For each category, select yes or no from the dropdown menu. <i>Values informed: Surface Water Storage, Flow Variation, Sediment Continuity, Substrate Mobility, Create &amp; Maintain Habitat; Functions informed: Flow Variation</i>								
	Hydrology, Geomorphology, Biology		Impound		Are there 1-2 small dams or other impoundments <u>upstream</u> of the PA?	No	Upstream impoundments subscore:	1.00	
					Are there >2 small impoundments, 1 or more large dams or other impoundments <u>upstream</u> of the PA?	No			
					Are there 1-2 small dams or other impoundments <u>downstream</u> of the PA?	Yes	Downstream impoundments subscore:	0.50	
Are there >2 small impoundments, 1 or more large dams or other impoundments <u>downstream</u> of the PA?					No				
V10 Fish Passage Barriers	<b>Are there man-made fish passage barriers within 2 miles upstream and/or downstream of the PA?</b> Select an answer from the drop-down menu for each of the upstream and downstream directions. If more than one barrier is present, answer for the one with the most restricted level of passage (e.g. Blocked). Do not include natural barriers. <i>Values informed: Maintain Biodiversity, Sustain Trophic Structure</i>								
	Biology		Passage	Slope barrier	Upstream	Blocked	0.00	0.00	
				Downstream	Blocked	0.00			
V11 Water Source	<b>Is there an area that is of special concern for drinking water sources or groundwater recharge within 2 miles downstream of the PA?</b> This includes any of the following: the source area for a surface-water drinking water source; the source area for a groundwater drinking water source; a designated Groundwater Management Area; a designated Sole Source Aquifer. <i>Values informed: Sub/Surface Transfer, Nutrient Cycling, Chemical Regulation</i>								
	Hydrology, Water Quality		Source		Select yes or no from the dropdown menu:	Yes		1.00	
V12 Surrounding Land Cover	<b>What are the land cover types surrounding the PA?</b> Draw a 2 mile radius around the PA. Provide an estimate of the percentage of area within the resulting polygon that matches each land cover description. Enter 0% if none. Enter 1% if barely present. Must sum to 100%. <i>Values informed: Maintain Biodiversity, Sustain Trophic Structure</i>								
	Biology		SurrLand		Unmanaged vegetation (wetland, native grassland, forest) or water	5	× 1.00	5.00	0.30
					Managed vegetation (pasture, regularly watered lawn (i.e. park), row crops, orchards)	50	× 0.50	25.00	
					None of the above (including bare areas [dirt, rock], roads, energy facilities, residential, commercial, industrial)	45	× 0.00	0.00	
SUM	100								
V13 Riparian Continuity	<b>What is the longitudinal extent of intact riparian area that is contiguous to the PA?</b> Select the longest length of contiguous riparian corridor in either the upstream or downstream direction, but do not include the PA length itself. Intact refers to a riparian area with forest or otherwise managed (i.e. natural) perennial cover appropriate for the basin that is at least 15 ft wide on both sides of the channel. Contiguous means there are no > 100 ft gaps in forested cover or unmanaged perennial cover. Unmanaged perennial cover is vegetation that includes wooded areas, native prairies, sagebrush, vegetated wetlands, as well as relatively unmanaged commercial lands in which the ground and vegetation is disturbed less than annually, such as lightly grazed pastures, timber harvest areas, and rangeland. It does not include water, pasture, row crops (e.g., vegetable, orchards, Christmas tree farms), lawns, residential areas, golf courses, recreational fields, pavement, bare soil, rock, bare sand, or gravel or dirt roads. <i>Values informed: Maintain Biodiversity, Create &amp; Maintain Habitat, Sustain Trophic Structure, Nutrient Cycling, Chemical Regulation, Thermal Regulation</i>								
	Biology, Water Quality		RipCon		If <100 feet, select A. If 100-500 feet, select B. If >500 feet, select C.	B		0.50	
V14 Watershed Position	<b>What is the relative position of the PA in its HUC 8 watershed?</b> Answer this question looking at position of the PA relative to the 8-digit HUC layer. • If the PA is (a) closer to the watershed's outlet than its upper end and (b) closer to the large stream/river exiting the watershed's outlet than it is to the boundary of the watershed, select "lower 1/3." • If the PA is (a) closer to the watershed's upper end than its outlet and (b) closer to the watershed's boundary than its large stream/river, select "upper 1/3." • If neither of the above conditions are met, select "middle 1/3." <i>Values informed: Sediment Continuity, Nutrient Cycling, Chemical Regulation</i>								
	Geomorphology, Water Quality		Position		Select an answer from the dropdown menu:	Lower 1/3		1.00	

V15 Flow Restoration Needs	<b>What is the "streamflow restoration need" ranking of the watershed within which the PA is located?</b>								
	Answer this question using the Flow Restoration Needs layer in the SFAM Map Viewer.  <i>Values informed: Flow Variation, Create &amp; Maintain Habitat</i>								
	Hydrology, Biology		FlowRest		Select an answer from the dropdown menu:	Moderate		0.50	
V16 Unique Habitat Features	<b>Are there rare aquatic habitat features within the FAA that are not common to the rest of the drainage basin?</b>								
	For each feature type, select yes or no from the dropdown menu. This question must be answered in the field, but the user can check for any mapped wetlands or seeps, springs, or tributaries in the office using the Oregon Wetlands Cover, Springs, and the Flowline layers, respectively.  <i>Values informed: Substrate Mobility, Maintain Biodiversity, Create &amp; Maintain Habitat, Sustain Trophic Structure, Thermal Regulation</i>								
	Geomorphology, Biology			HabFeat		Large log jams that span 25% or more of the active channel width?	No	Overall HabFeat score	0.00
						Braided channel or otherwise multiple channels resulting in islands?	No		
						Large spatial extent (>30%) of wetlands in the floodplain?	No	Substrate subscore	0.00
Seeps, springs, or tributaries contributing colder water?						No	Thermal subscore	0.00	
<b>Already in Stream Classification on Cover Page - NO DATA INPUT REQUIRED.</b>									
Surface Water Runoff	<b>What is the level of surface water runoff (based on local water availability and local gradient)?</b>								
	No data input necessary, information taken from EPA classification (stream type & gradient).								
	Hydrology		Runoff					1.00	
Aquifer Permeability	<b>What is the permeability of the aquifer (determined by percent permeable bedrock based on hydraulic conductivity m/day)?</b>								
	No data input necessary, information taken from EPA classification.								
	Hydrology		AqPerm			High		0.00	
Soil Permeability	<b>What is the permeability of the soil (based on hydraulic conductivity in cm/hr)?</b>								
	No data input necessary, information taken from EPA classification.								
	Hydrology		SoilPerm			High		0.00	
Erodibility	<b>What is the erodibility of this reach?</b>								
	No data input necessary, information taken from EPA classification.								
	Geomorphology		Erode			Easily Erodible		1.00	

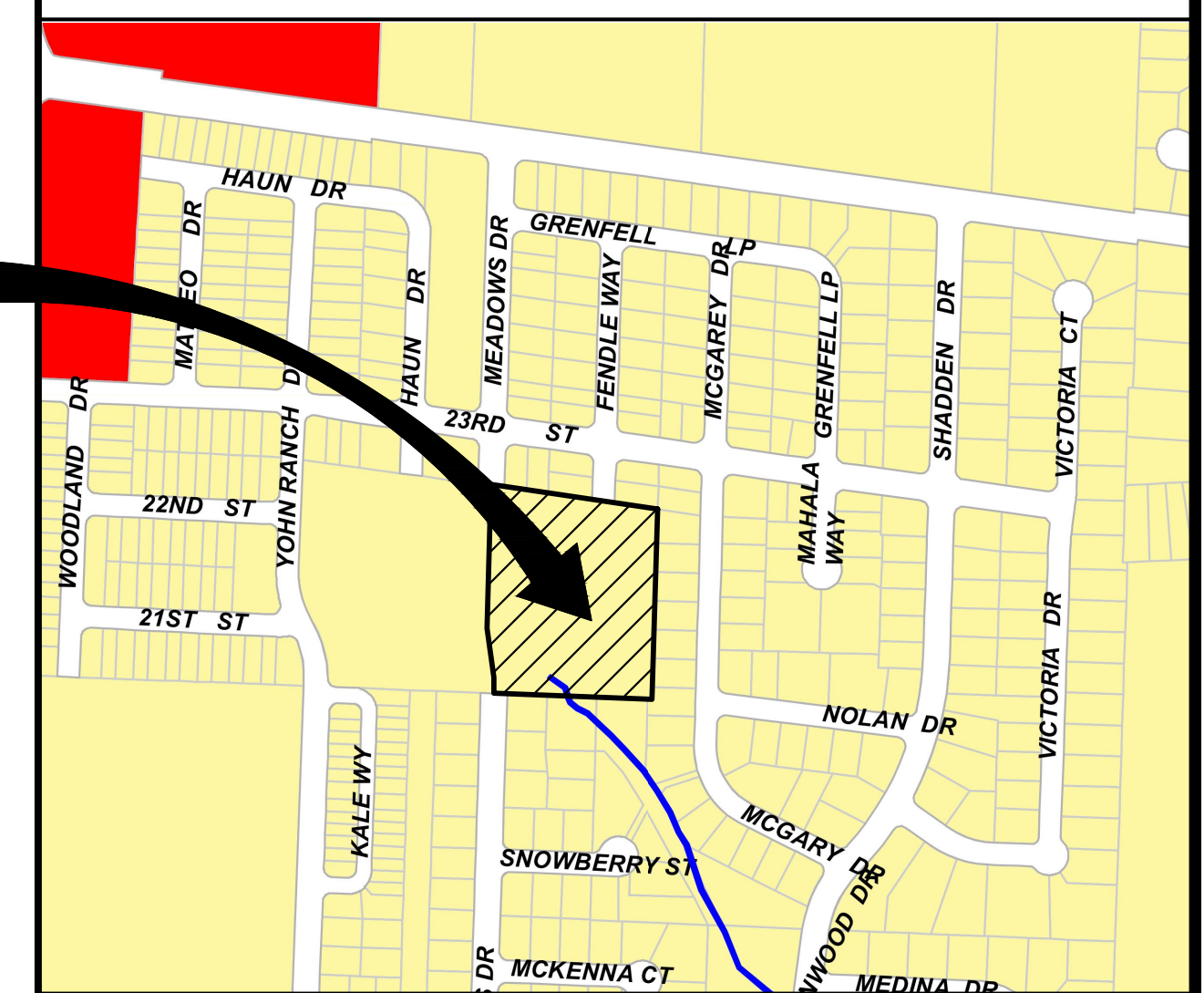
DRAWINGS FOR:  
**ELYSIAN SUBDIVISION**  
**PHASE I & II**

FOR:  
**DON JONES**  
**VJ-2 DEVELOPMENT INC.**  
**695 COMMERCIAL STREET SE STE 006**  
**SALEM, OR 97301**

PROJECT LOCATION



PROJECT LOCATION



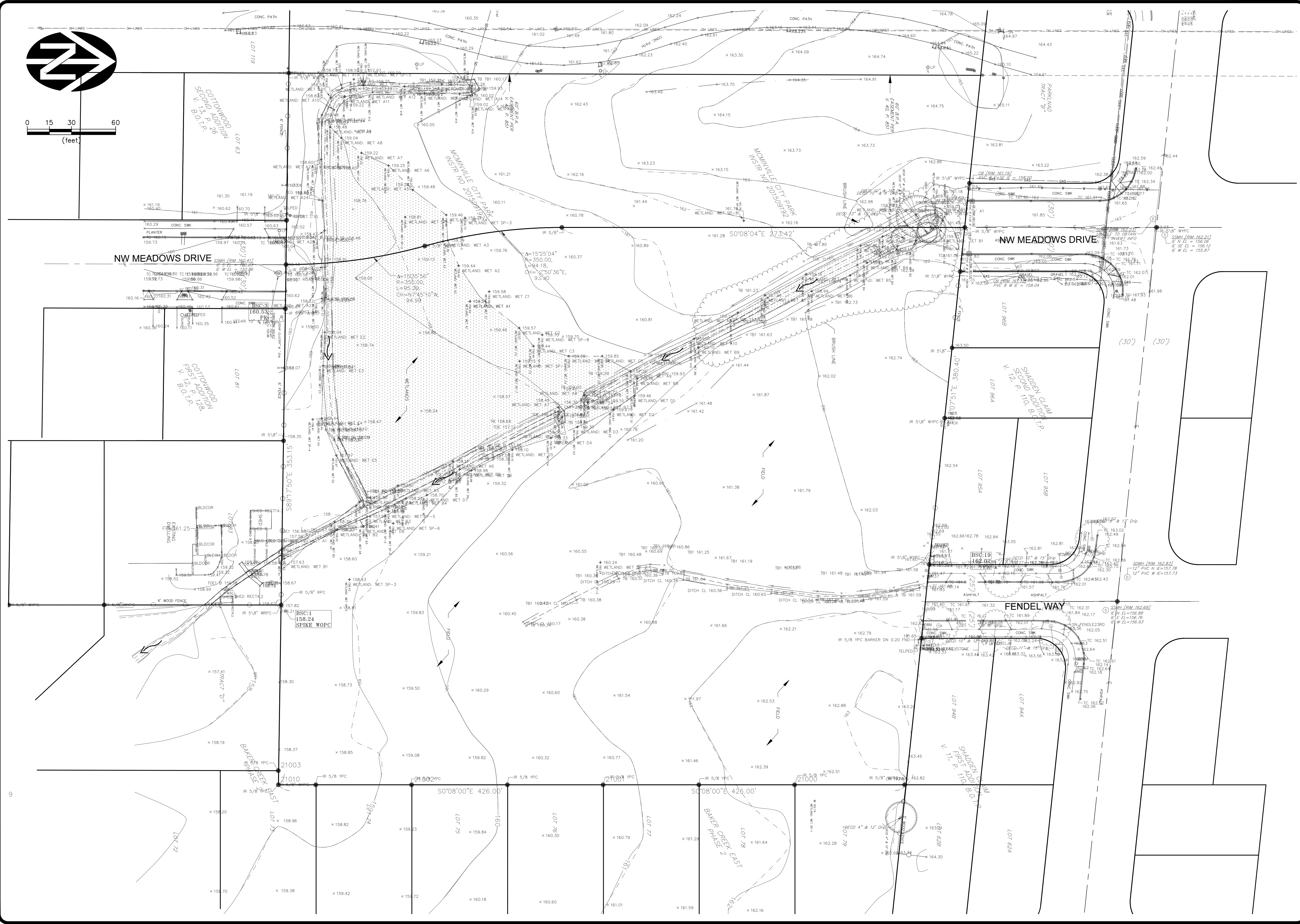
SHT NO	DESCRIPTION
C0.0	COVER SHEET, INDEX, & VICINITY MAP
C0.1	EXISTING CONDITIONS PLAN
<del>C1.0</del>	<del>PRE-DEVELOPED EROSION CONTROL PLAN</del>
<del>C1.1</del>	<del>POST-DEVELOPED EROSION CONTROL PLAN</del>
<del>C1.2</del>	<del>EROSION CONTROL NOTES</del>
<del>C1.7</del>	<del>EROSION CONTROL DETAILS</del>
C2.0	OVERALL SUBDIVISION PLAN
C3.0	OVERALL GRADING AND DRAINAGE PLAN
C4.0	OVERALL UTILITY PLAN
ST-1	MEADOWS STREET PLAN AND PROFILE
ST-2	FENDLE WAY PLAN AND PROFILE
ST-3	FENDLE WAY CUL-DE-SAC PLAN AND PROFILE
ST-4	STORM DRAIN PLAN AND PROFILE
SS-1	MEADOWS SANITARY SEWER PLAN AND PROFILE
SS-2	FENDLE WAY SANITARY SEWER PLAN AND PROFILE
W-1	OVERALL WATER PLAN
<del>W-2</del>	<del>WATER DETAILS</del>
<del>W-3</del>	<del>WATER DETAILS</del>
<del>UT-1</del>	<del>MEADOWS AND FENDLE POWER PLAN</del>
<del>UT-2</del>	<del>DETAILS</del>
<del>UT-3</del>	<del>DETAILS</del>
<del>CC-0</del>	<del>CONSTRUCTION NOTES</del>
<del>CC-1</del>	<del>DETAILS</del>
<del>CC-2</del>	<del>DETAILS</del>



Know what's below.  
**Call before you dig.**

VERIFY SCALE BAR IS ONE INCH ON ORIGINAL DRAWING IF NOT ONE INCH ON SCALES ACCORDINGLY	DSN. JW DRN. JH CKD. JW DATE: 08/20/08	NO. 1 DATE DESCRIPTION REVISIONS	BY
<b>WESTECH ENGINEERING, INC.</b> CONSULTING ENGINEERS AND PLANNERS 			
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302 Phone: (503) 585-2474 Fax: (503) 585-3966 E-mail: westech@westech-eng.com			
VJ-2 DEVELOPMENT ELYSIAN SUBDIVISION <b>COVER SHEET, INDEX, AND VICINITY MAP</b>			
DRAWING <b>CO.0</b>			
JOB NUMBER <b>2931.0000.0</b>			

1/25/2022 4:40:38 PM  
E:\DWGSD\Don Jones - Subdivision - 2931.0000\Civil\Plots\CO.1 - EXISTING CONDITIONS PLAN.dwg. (CO.1 EXISTING CONDITIONS PLAN.tbl)



VERIFY SCALE BAR IS ONE INCH ON ORIGINAL DRAWING	
DSN. JW	DATE: 01/20/22
DRN. JW	NO. 1
CKD. JW	DESCRIPTION
BY	REVISIONS

**REGISTERED PROFESSIONAL ENGINEER**  
**REVIEW REVIEW**  
WILLIAM T. WELLS  
WES. REG. NO. 12,110  
EXPIRES 12/31/2022  
REVIEWS: 6/20/2022

**WESTTECH ENGINEERING, INC.**  
CONSULTING ENGINEERS AND PLANNERS  
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
Phone: (503) 585-2474 Fax: (503) 585-3966  
E-mail: westtech@westtech-eng.com

VJ-2 DEVELOPMENT  
ELYSIAN SUBDIVISION  
**EXISTING CONDITIONS PLAN**  
DRAWING  
**CO.1**  
JOB NUMBER  
2931.0000.0



LEGEND	
	BUILDING FOOTPRINT

Curve Table					
Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C11	95.29	350.00	15.60	S7° 45' 10"E	94.99
C12	94.18	350.00	15.42	S7° 50' 36"E	93.90

● = CONTRACTOR TO SET C/L MONUMENTS. (8"x8" WASHINGTON COUNTY RING & COVER OR EQUAL).

NOTES:  
1. 5FT SIDE-YARD SETBACK PROPOSED ON ALL LOTS.

LOT SUMMARY

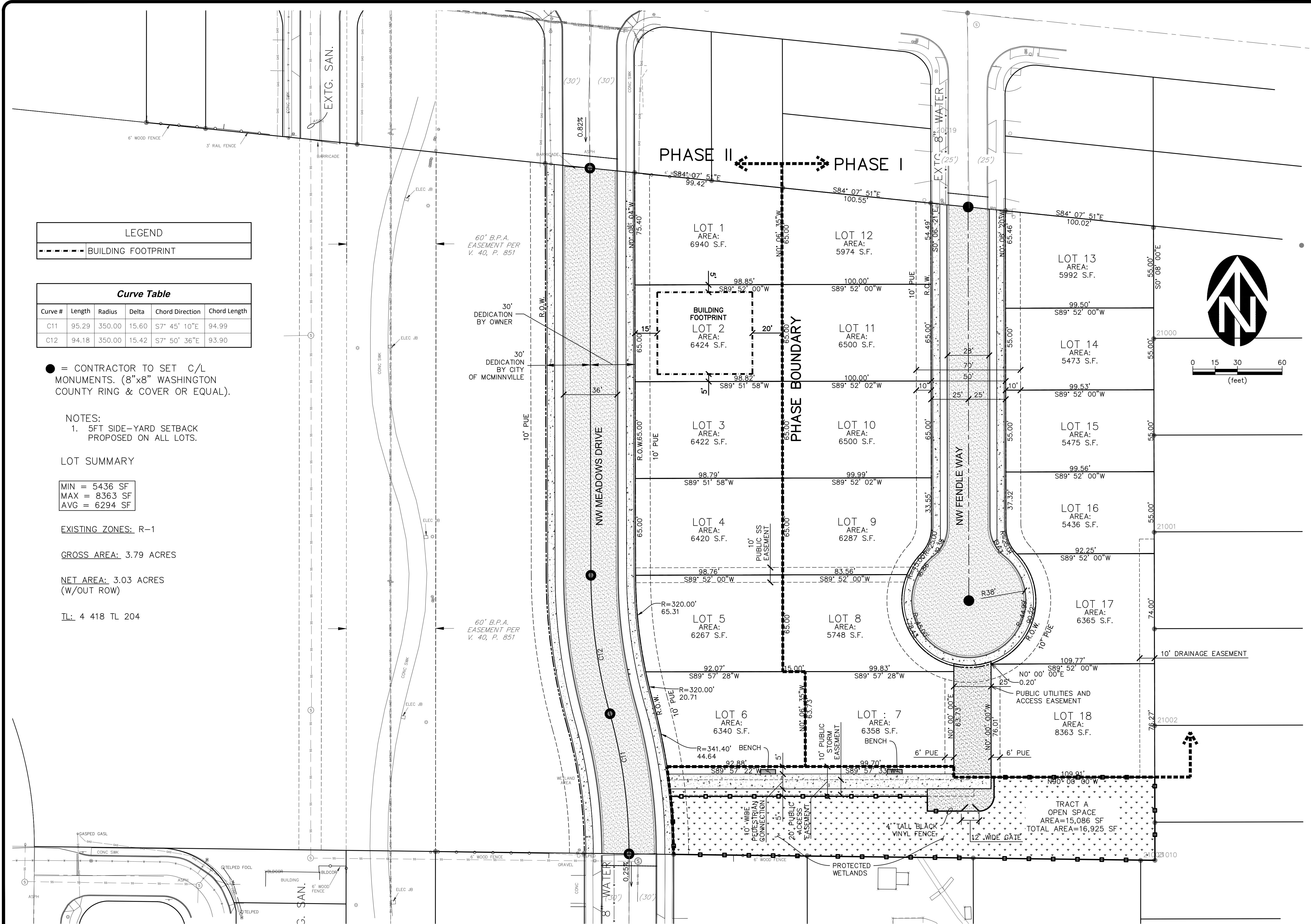
MIN = 5436 SF  
MAX = 8363 SF  
AVG = 6294 SF

EXISTING ZONES: R-1

GROSS AREA: 3.79 ACRES

NET AREA: 3.03 ACRES (W/OUT ROW)

TL: 4 418 TL 204



NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
BAR IS ONE INCH ON ORIGINAL DRAWING  
IF NOT ONE INCH ON SCALES ACCURACLY

DSN. JW  
DRN. AK  
CKD. JW

DATE: 05/20/08

**REVIEW REVIEW**

REGISTERED PROFESSIONAL ENGINEER  
WILLIAM T. WELLS  
NOV. 12, 1983  
REG. NO. 12, 1983

REVIEWS: 6/20/2008

**WE**

WESTTECH ENGINEERING, INC.  
CONSULTING ENGINEERS AND PLANNERS

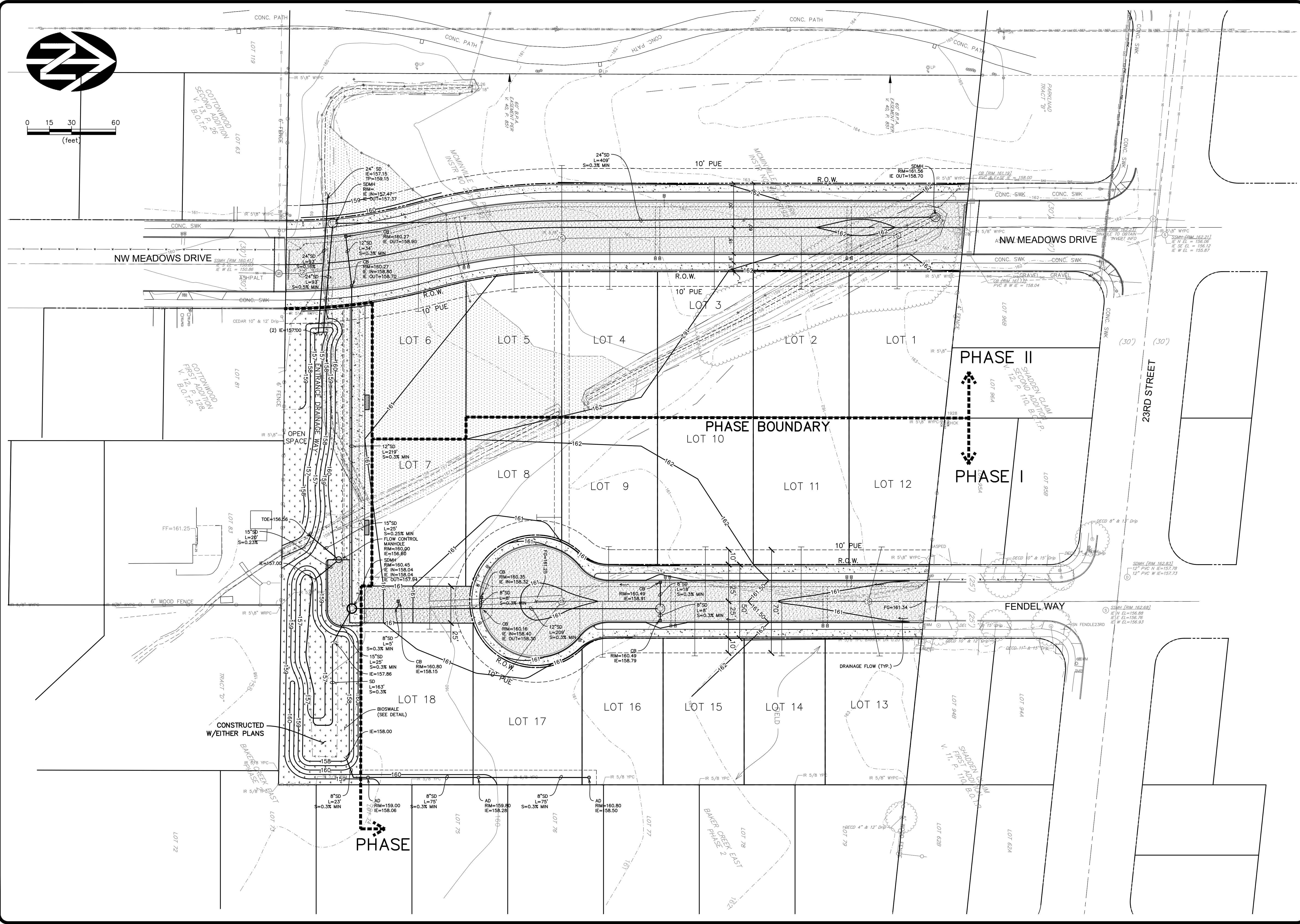
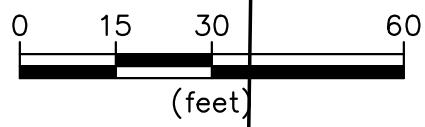
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
Phone: (503) 585-2474 Fax: (503) 585-3966  
E-mail: westtech@westtech-eng.com

VJ-2 DEVELOPMENT  
ELYSIAN SUBDIVISION

**OVERALL SUBDIVISION PLAN**

DRAWING  
**C2.0**

JOB NUMBER  
**2931.0000.0**



NO.	DATE	DESCRIPTION	BY
1			

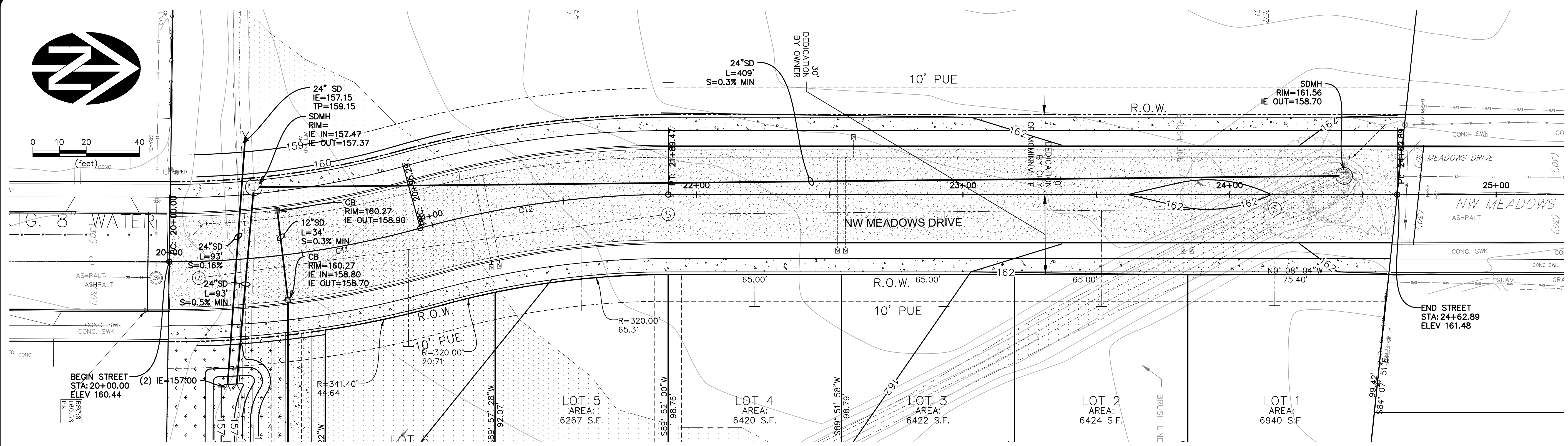
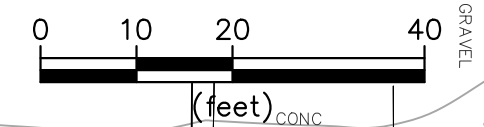
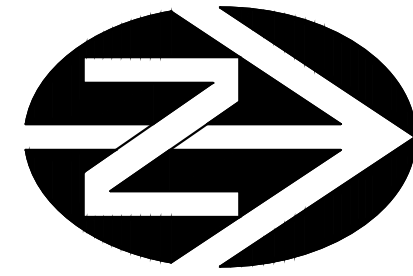
VERIFY SCALE  
 BAR IS ONE INCH ON  
 ORIGINAL DRAWING  
 IF NOT ONE INCH ON  
 SCALES ACCURACY  
 DSN. JW  
 DRN. JH/AK  
 CKD. JW  
 DATE: 05/20/08



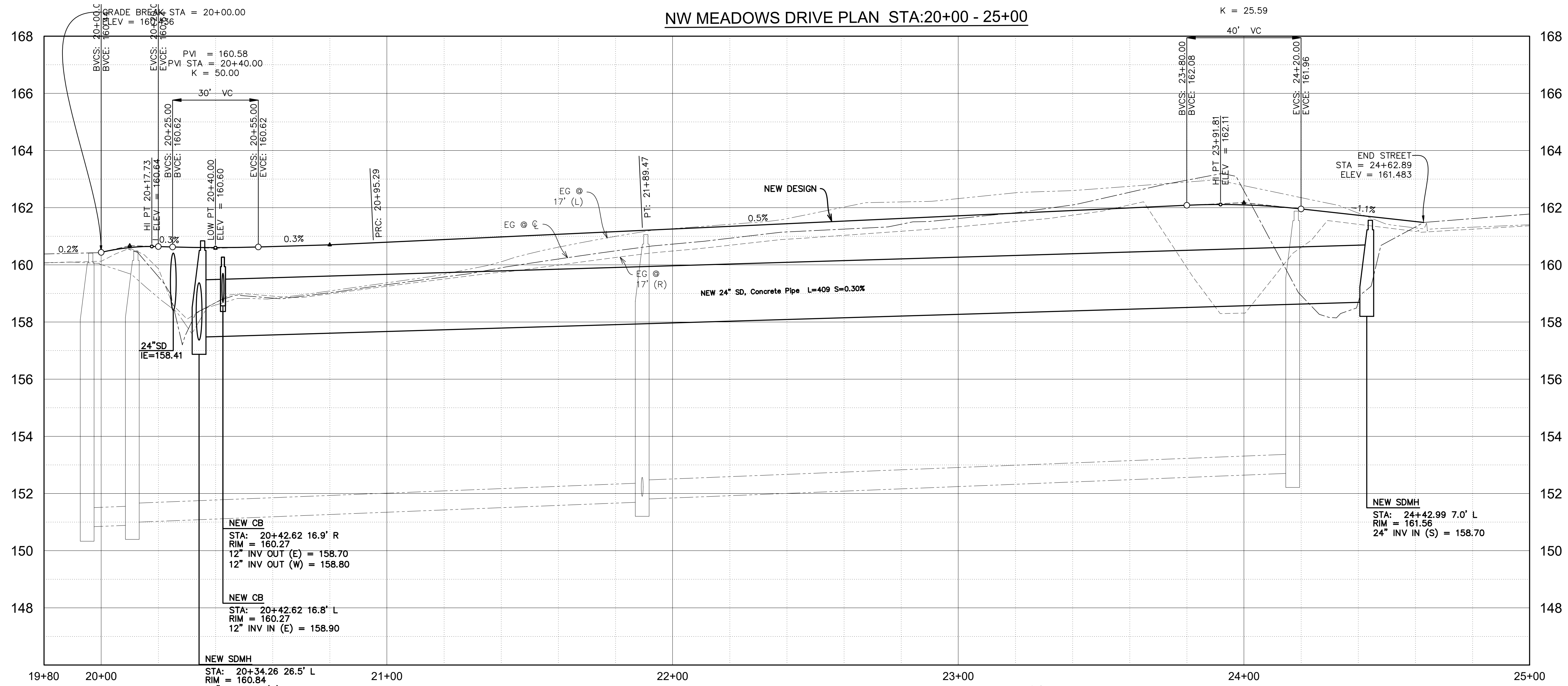
**WESTTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS  
 3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westtech@westtech-eng.com

VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION  
**OVERALL GRADING AND  
 DRAINAGE PLAN**

DRAWING  
**C3.0**  
 JOB NUMBER  
**2931.0000.0**



NW MEADOWS DRIVE PLAN STA:20+00 - 25+00



NW MEADOWS DRIVE PROFILE STA:20+00-25+00

NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 THIS IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCURACIES

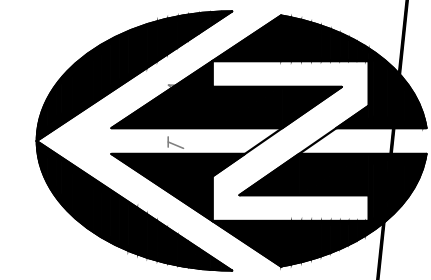
DSN. JW / JH  
 DRN. AK / JH  
 CKD. JW  
 DATE: 05/20/08

**REVIEW REVIEW**  
 REGISTERED PROFESSIONAL ENGINEER  
 WILLIAM T. WELLS  
 NO. 12,000,000  
 WELLS ENGINEERING, INC.  
 CONSULTING ENGINEERS AND PLANNERS  
 3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 565-2474 Fax: (503) 565-3966  
 E-mail: westech@westech-eng.com

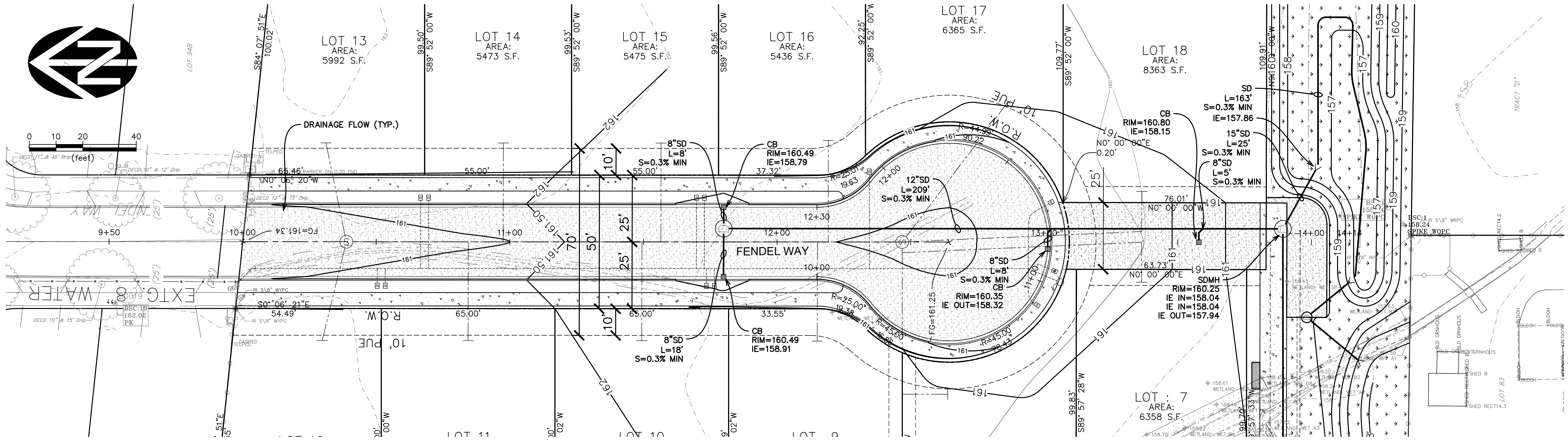
VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION  
**MEADOWS STREET PLAN AND PROFILE**

DRAWING  
**ST-1**

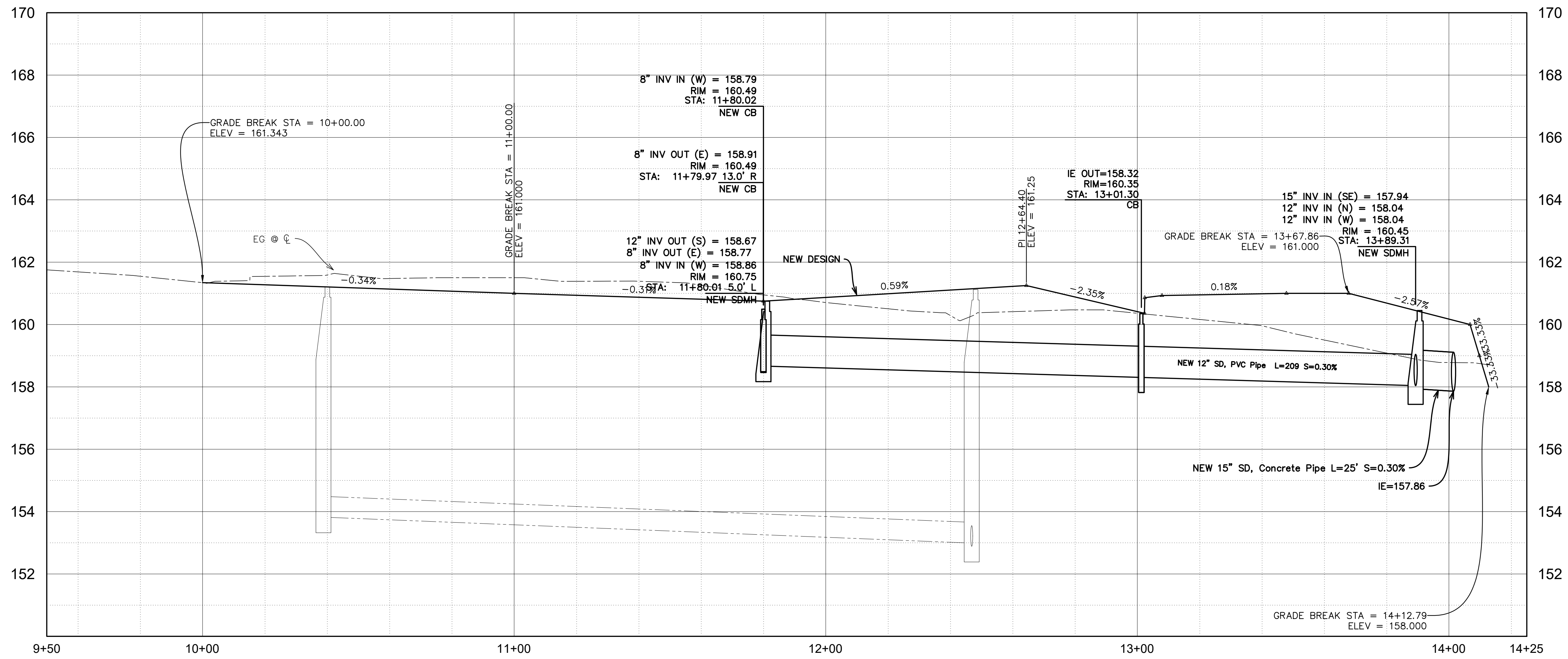
JOB NUMBER  
**2931.0000.0**



0 10 20 40  
(feet)



NW MEADOWS DRIVE PLAN STA:10+00 - 14+14.40



NW MEADOWS DRIVE PROFILE STA:10+00-14+14.40

NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 THIS IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCURACLY

DATE: 05/20/2022

DSN: JW  
 DRN: JW  
 CKD: JW

**REVIEW REVIEW**

REGISTERED PROFESSIONAL ENGINEER  
 WILLIAM T. WELLS  
 LICENSE NO. 12,282  
 OREGON

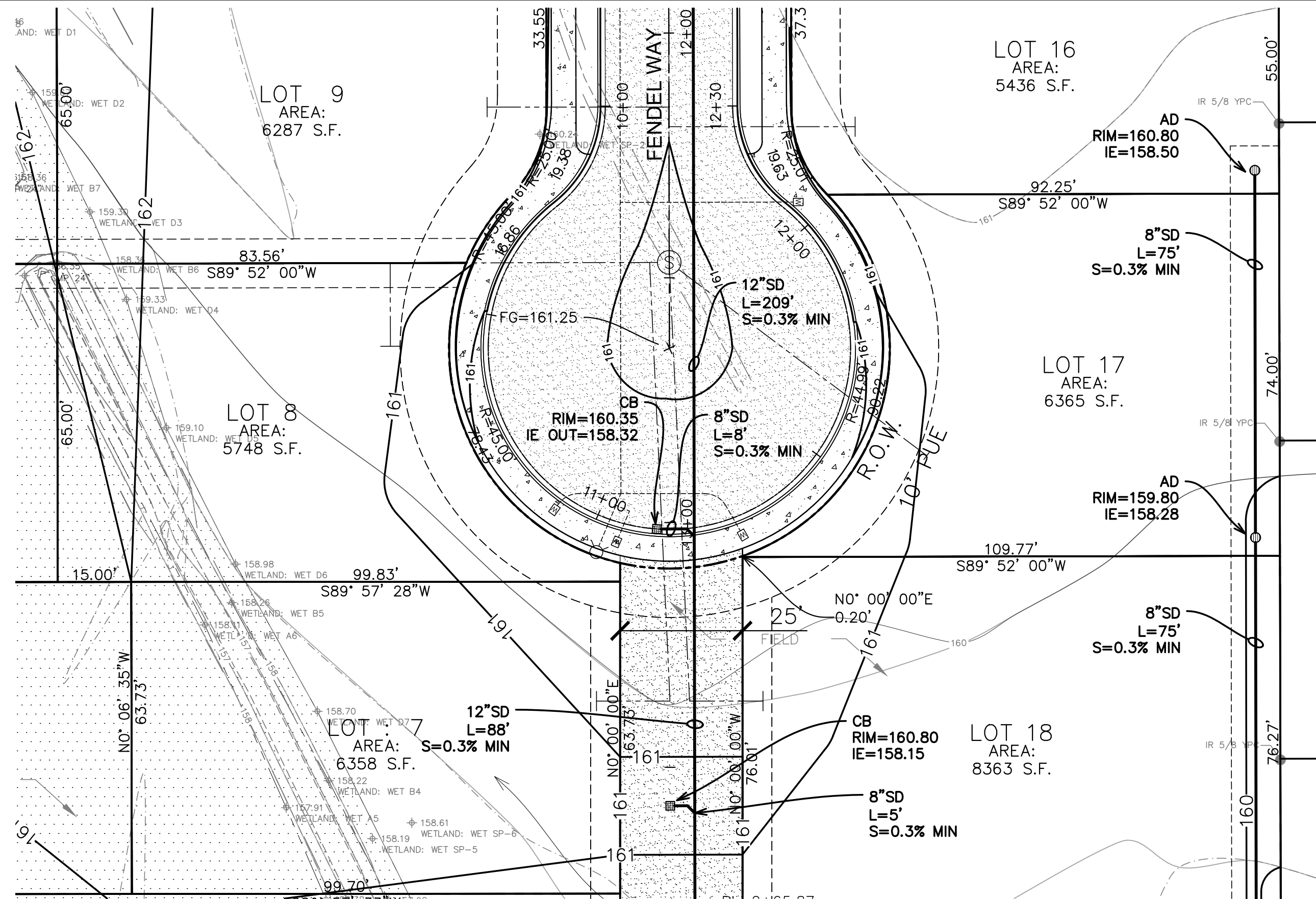
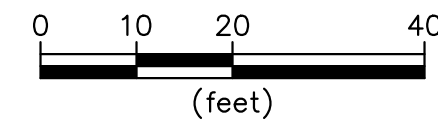
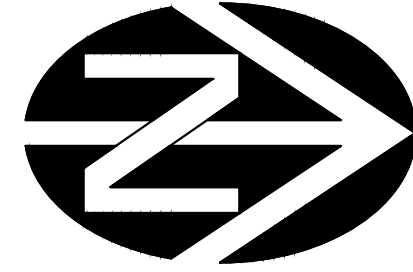
**WESTTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

**WE**

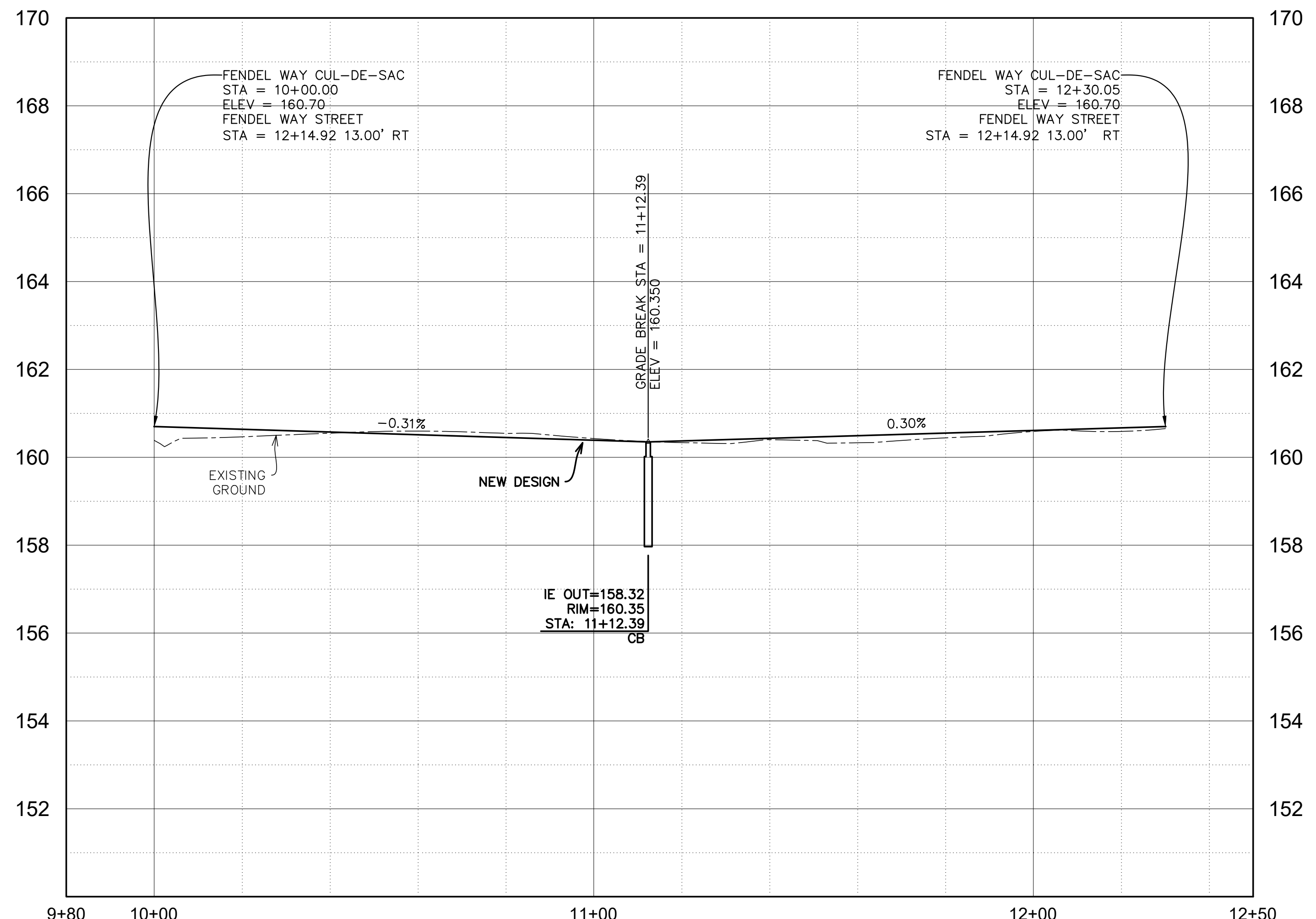
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westtech@westtech-eng.com

VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION  
**FENDEL WAY PLAN AND PROFILE**

DRAWING  
**ST-2**  
 JOB NUMBER  
**2931.0000.0**



FENDEL WAY PLAN STA:10+00 - 12+30.05



FENDEL WAY PROFILE STA:10+00 - 12+30.05

NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 1" = 40'  
 0 10 20 40  
 IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCORDINGLY

DSN. JW  
 DRN. JH  
 CKD. JW  
 DATE: 05/20/08

**REVIEW REVIEW**

REGISTERED PROFESSIONAL ENGINEER  
 WILLIAM T. WELLS  
 REG. NO. 12,288  
 OREGON

REVISED: 6/20/2022

**WESTTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

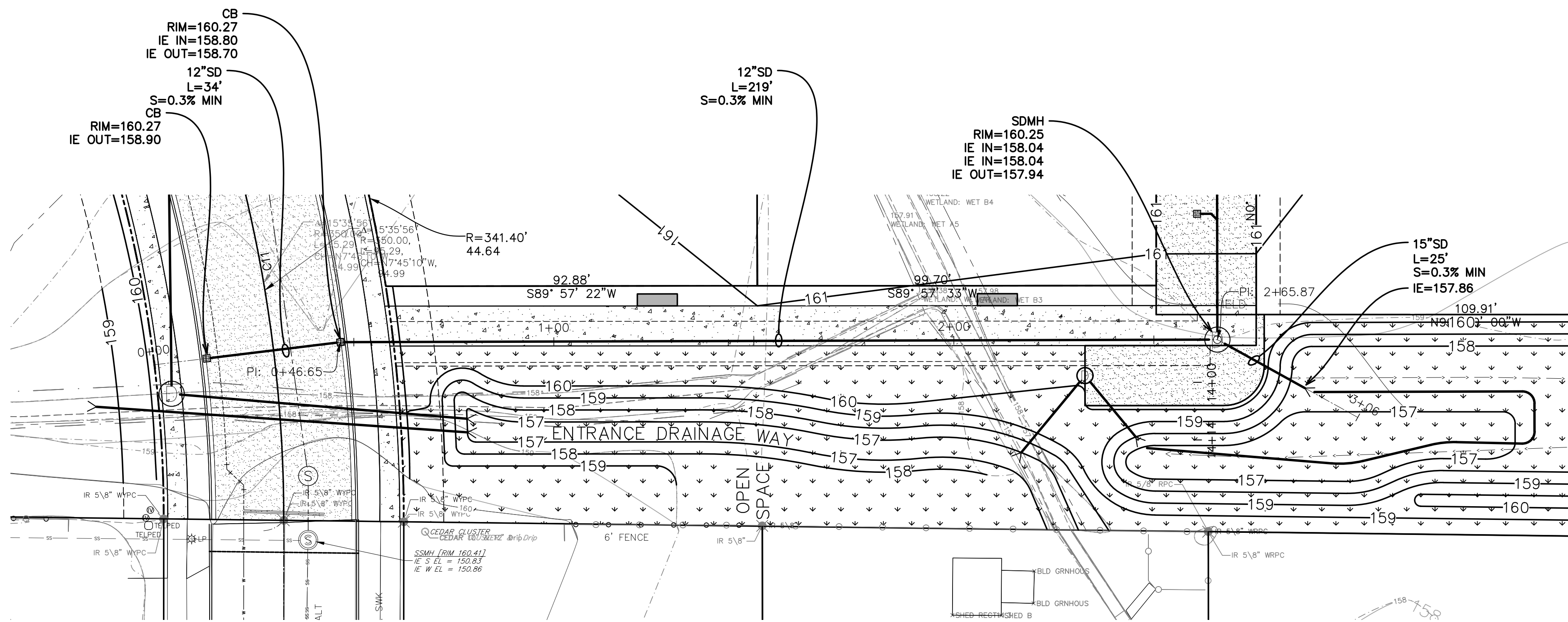
**WE**

3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 565-2474 Fax: (503) 565-3966  
 E-mail: westtech@westtech-eng.com

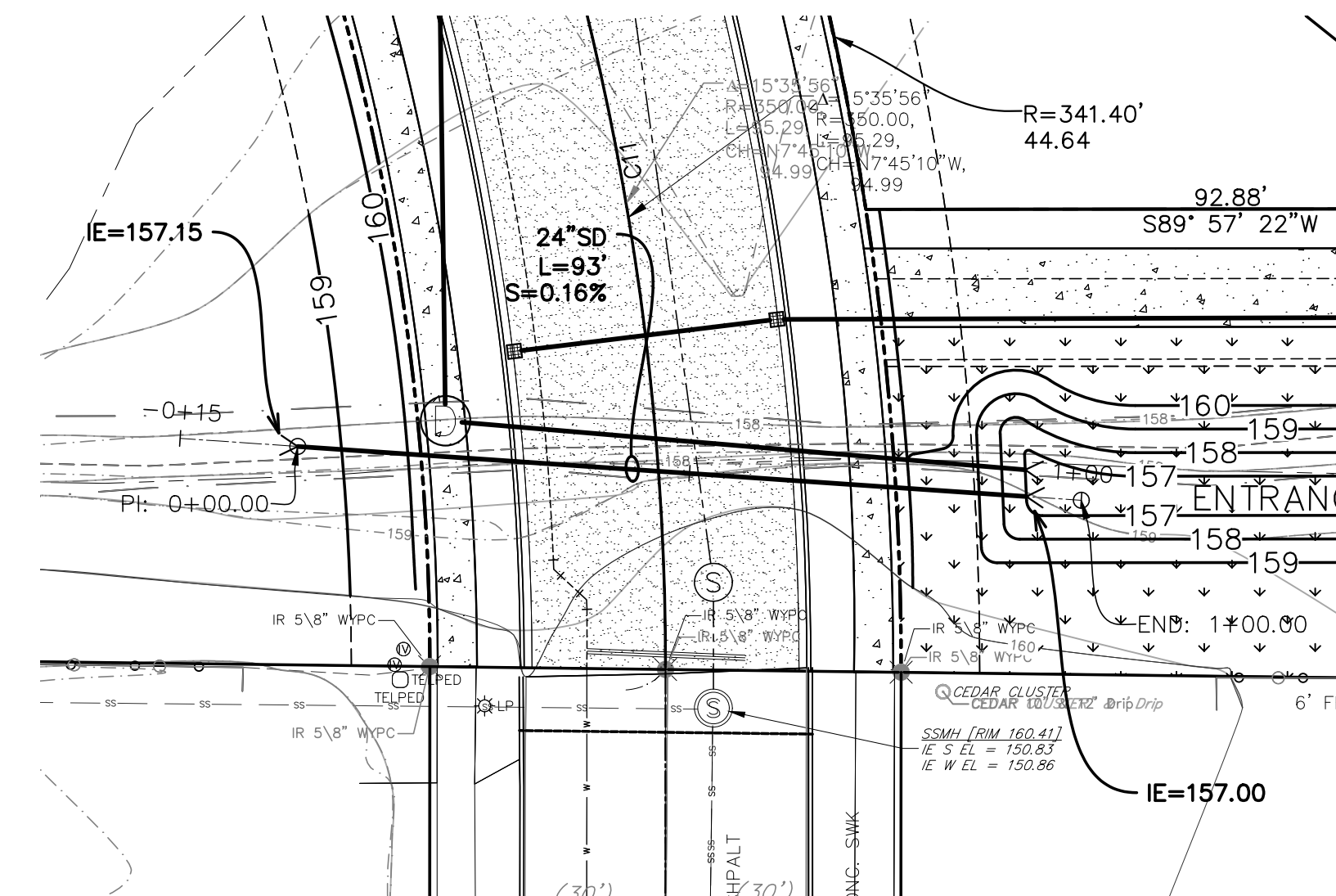
VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION  
 FENDEL WAY CUL-DE-SAC  
 PLAN AND PROFILE

DRAWING  
 ST-3

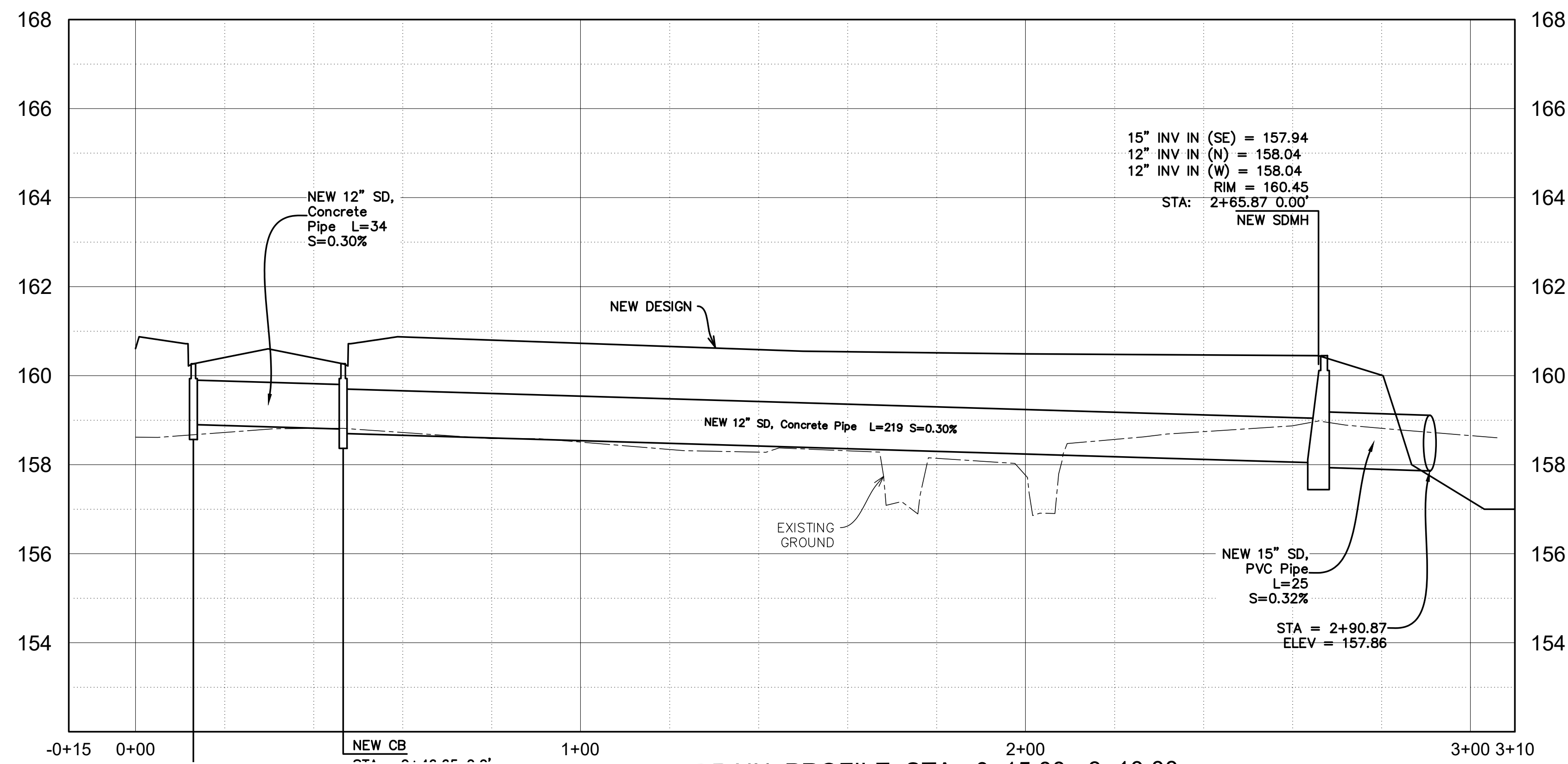
JOB NUMBER  
 2931.0000.0



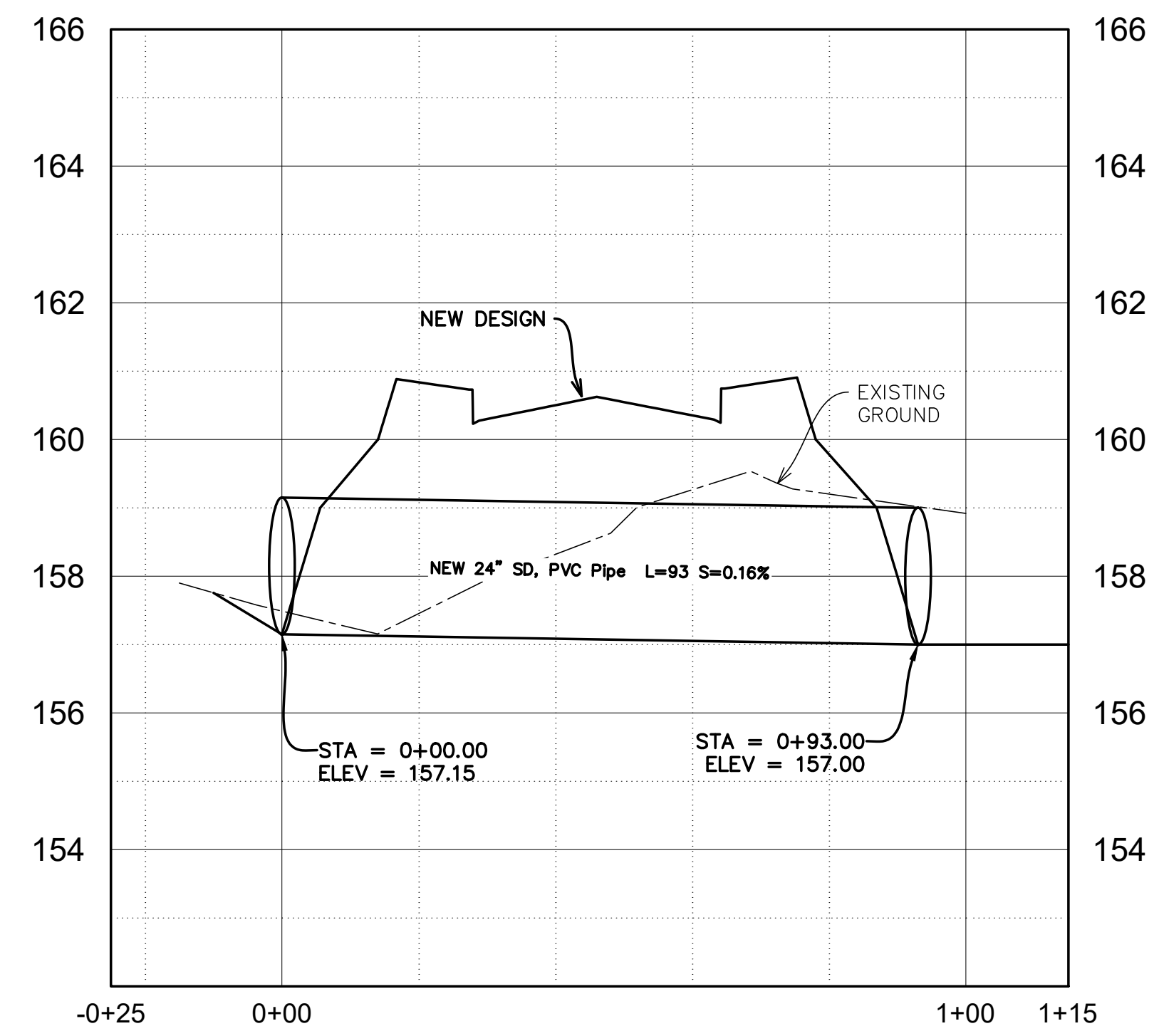
STORM DRAIN PROFILE STA: -0+15.00 - 3+10.00



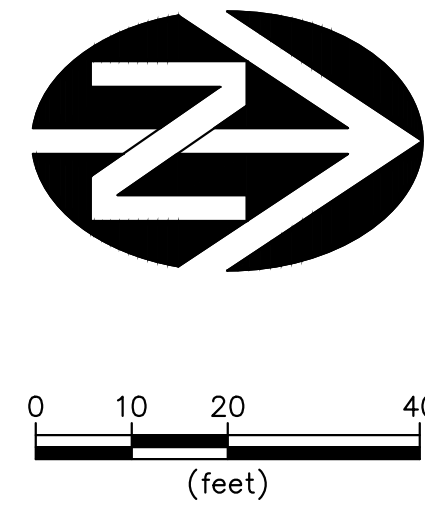
STORM DRAIN PROFILE STA: -0+25.00 - 1+15.00



STORM DRAIN PROFILE STA: -0+15.00 - 3+10.00



STORM DRAIN PROFILE STA: -0+25.00 - 1+15.00



NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 THIS IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCURACLY

DSN. JW  
 DRN. JH  
 CKD. JW  
 DATE: 06/20/08

**REVIEW REVIEW**

REGISTERED PROFESSIONAL ENGINEER  
 WILLIAM J. WEST  
 LICENSE NO. 120000001  
 REG. STATE OF OREGON  
 REVIEWER: 6/20/2008

**WE**

WESTTECH ENGINEERING, INC.  
 CONSULTING ENGINEERS AND PLANNERS

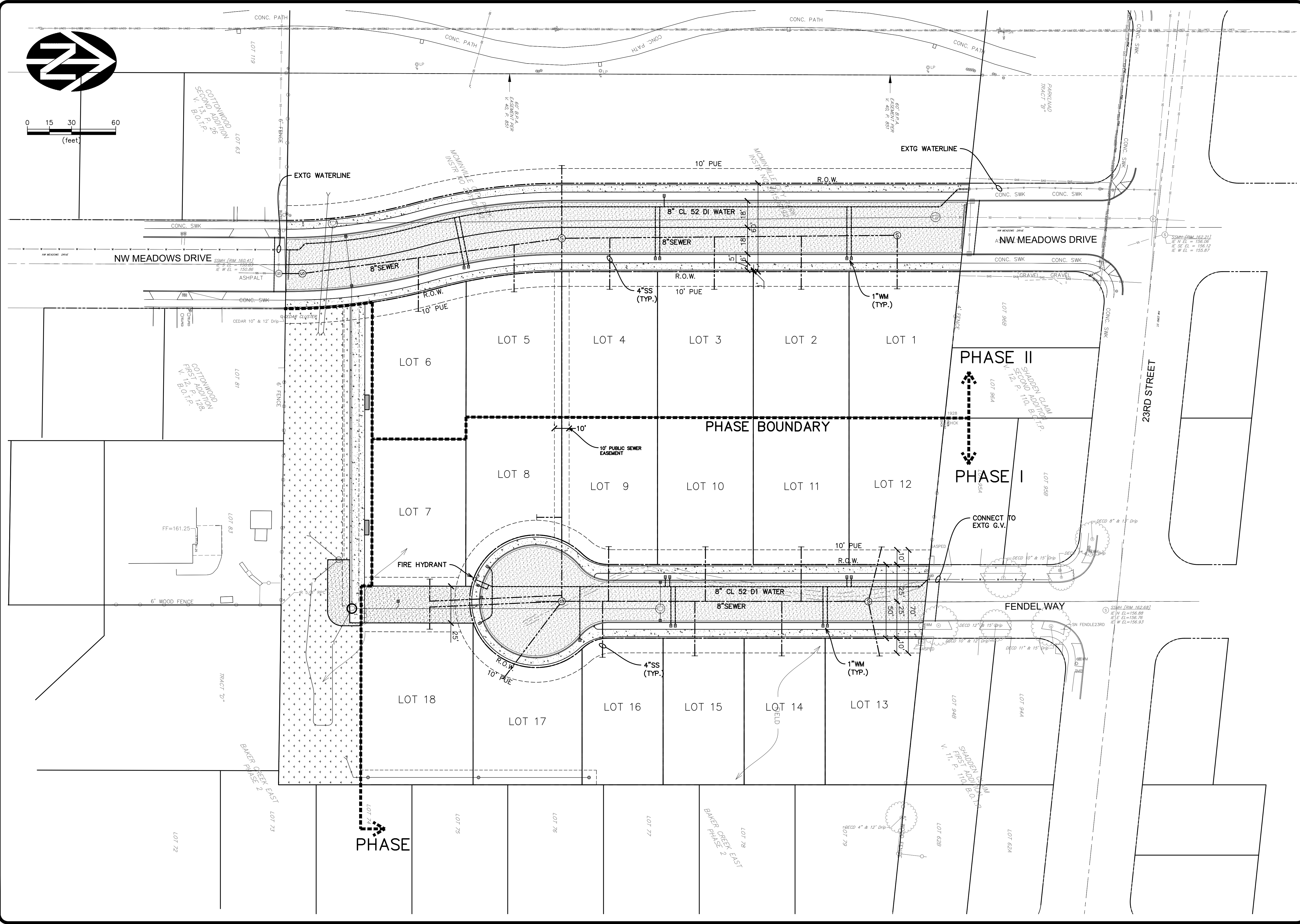
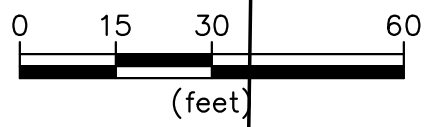
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westtech@westtech-eng.com

VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION

**STORM DRAIN PLAN & PROFILE**

DRAWING  
**ST-4**

JOB NUMBER  
**2931.0000.0**



NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 BAR IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCURACLY

DSN. JW  
 DRN. JH  
 CKD. JW  
 DATE: 06/20/08



**WESTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

**WE**

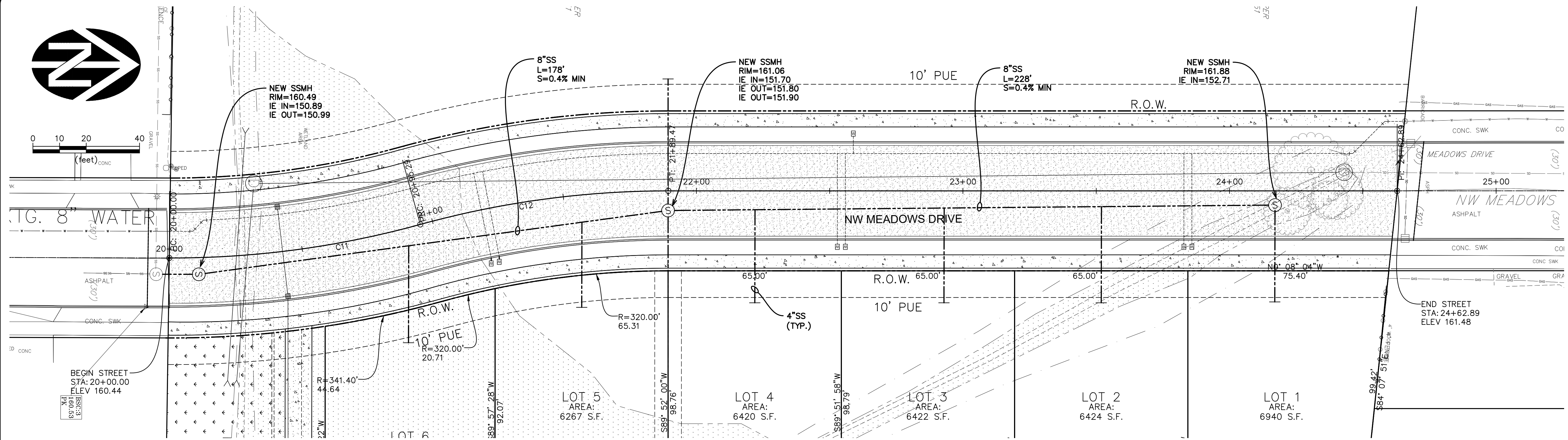
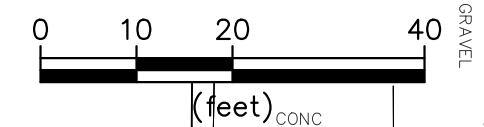
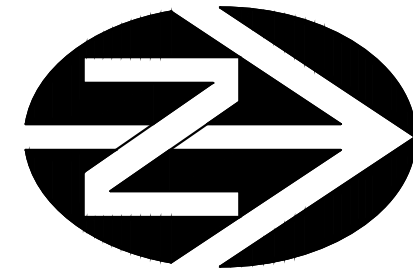
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westech@westech-eng.com

VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION

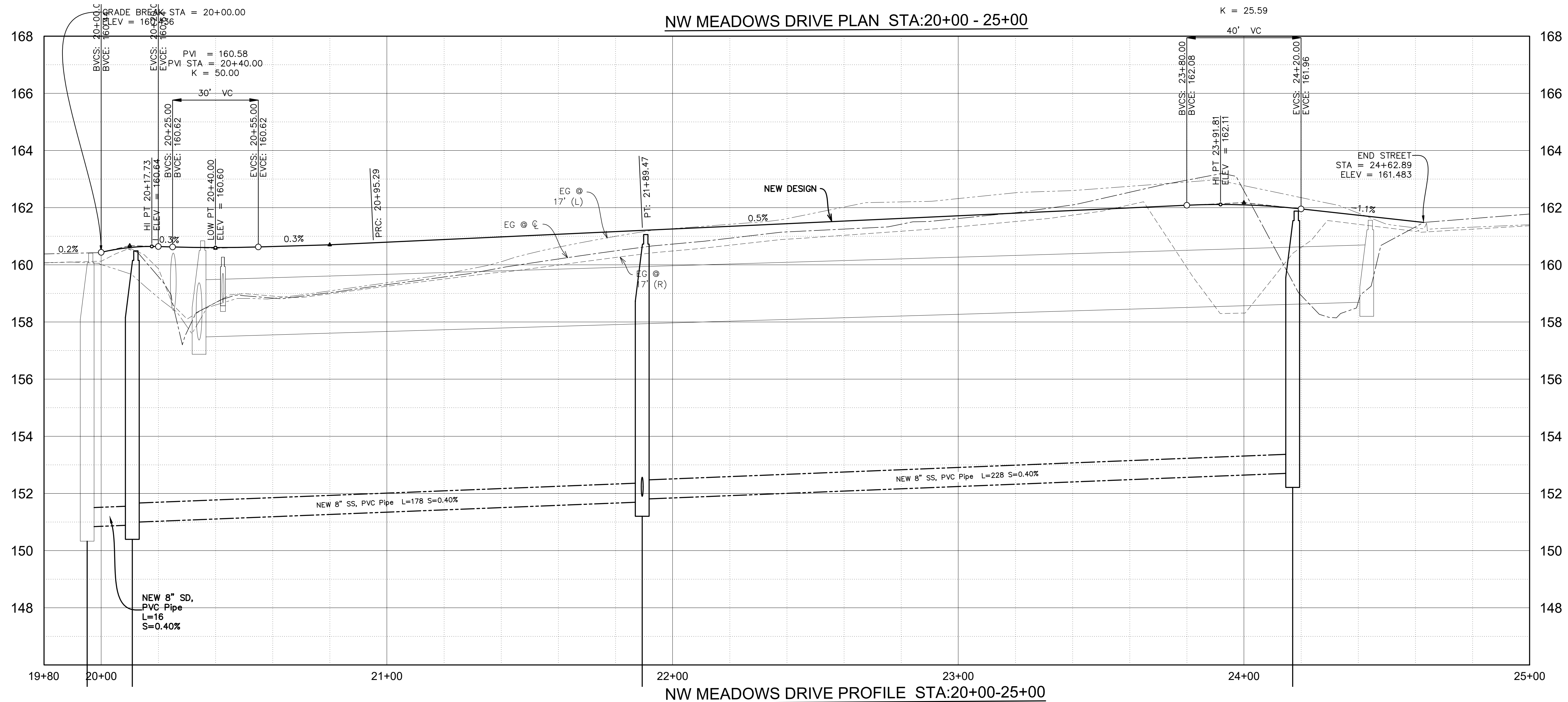
**OVERALL UTILITY PLAN**

DRAWING  
**C4.0**

JOB NUMBER  
**2931.0000.0**



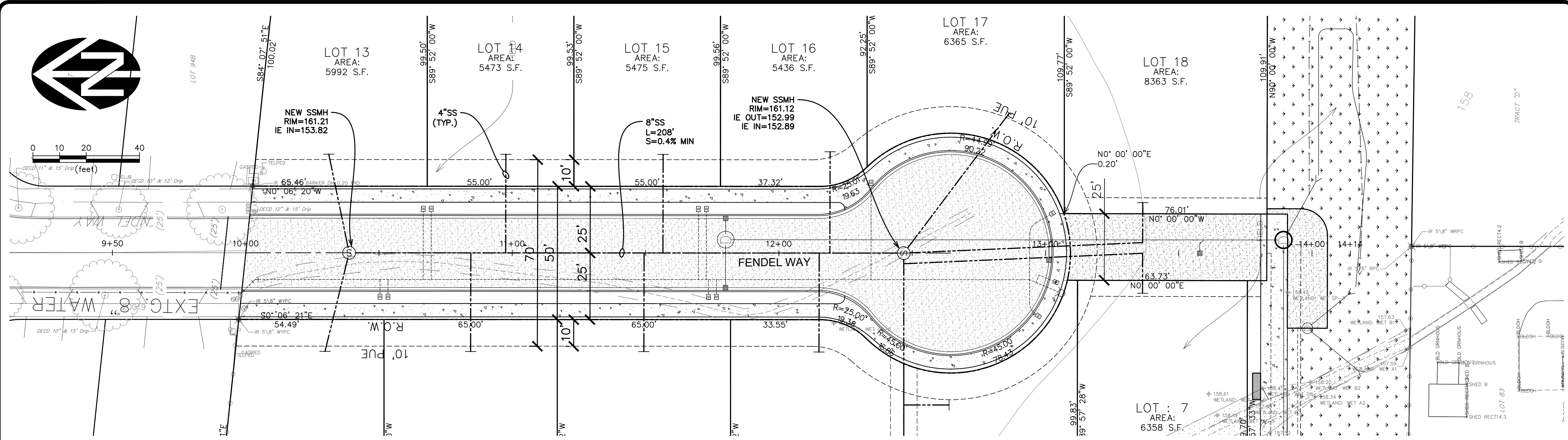
NW MEADOWS DRIVE PLAN STA:20+00 - 25+00



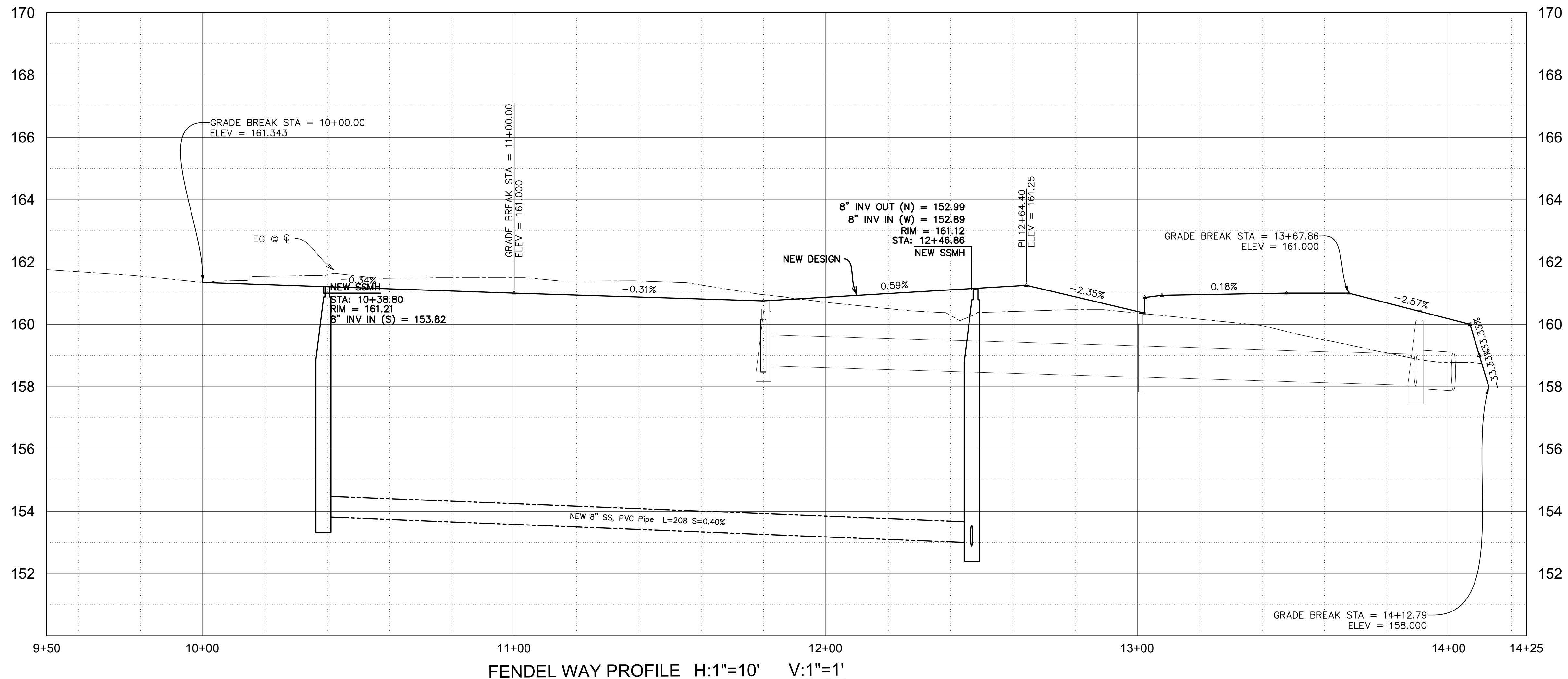
NW MEADOWS DRIVE PROFILE STA:20+00-25+00

VERIFY SCALE BASE IS ONE INCH ON ORIGINAL DRAWING IF NOT ONE INCH ON SCALES ACCURACLY	DSN. JW DRN. JH CKD. JW	NO. 1 DATE	DESCRIPTION	BY	REVISIONS
<b>REVIEW REVIEW</b> REGISTERED PROFESSIONAL ENGINEER WILLIAM T. WESTECH NO. 12, OREGON, EXPIRES 12/31/2022 REVIEWS: 6/20/2008					
<b>WESTECH ENGINEERING, INC.</b> CONSULTING ENGINEERS AND PLANNERS 3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302 Phone: (503) 565-2474 Fax: (503) 565-3966 E-mail: westech@westech-eng.com					
VJ-2 DEVELOPMENT ELYSIAN SUBDIVISION <b>MEADOWS SANITARY SEWER          PLAN AND PROFILE</b>					
DRAWING <b>SS-1</b>					
JOB NUMBER <b>2931.0000.0</b>					





FENDEL WAY PLAN STA:10+00 - 12+64.40



NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 THIS IS ONE INCH ON ORIGINAL DRAWING  
 IF NOT ONE INCH ON SCALES ACCURACLY

DATE: 07/20/2008

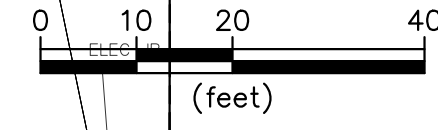
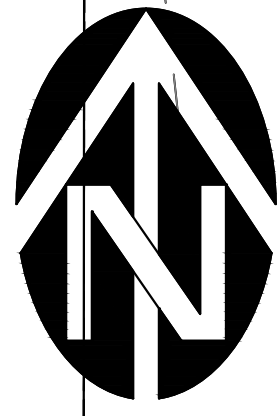
DSN: JW  
 DRN: JH  
 CKD: JW

REGISTERED PROFESSIONAL ENGINEER  
**REVIEW REVIEW**  
 WILLIAM T. WESTTECH  
 OREGON  
 NO. 12, 2008  
 REVIEWS: 6/20/2008

WESTTECH ENGINEERING, INC.  
 CONSULTING ENGINEERS AND PLANNERS  
**WE**  
 3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westtech@westtech-eng.com

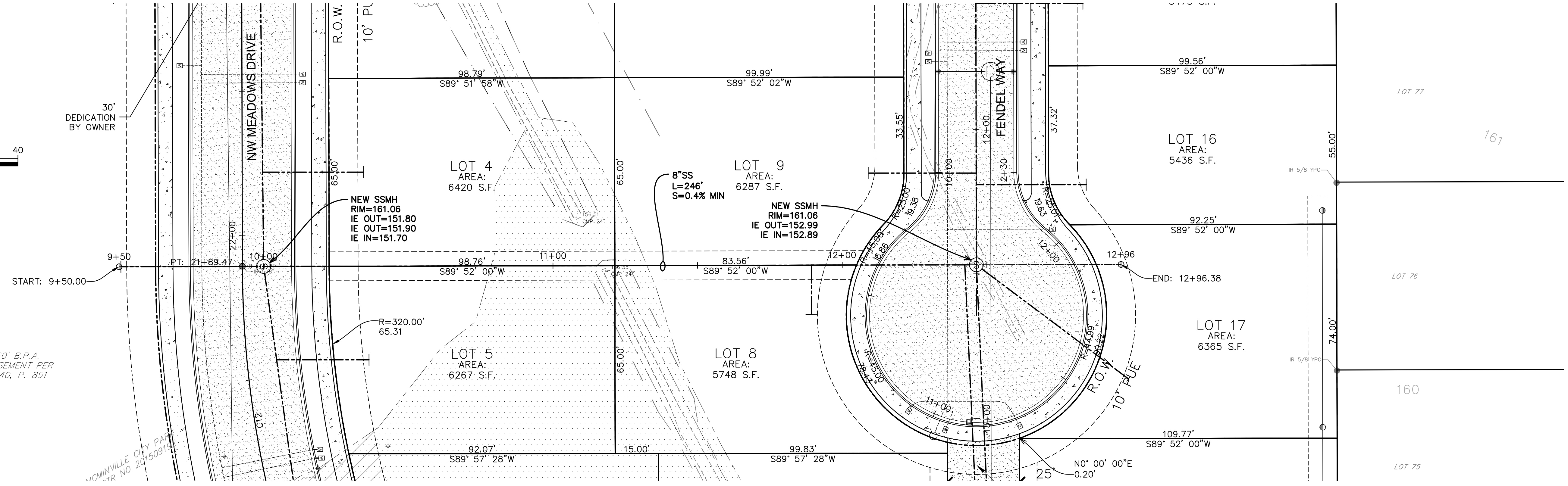
VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION  
**FENDEL WAY SANITARY SEWER  
 PLAN AND PROFILE**

DRAWING  
**SS-2**  
 JOB NUMBER  
 2931.0000.0

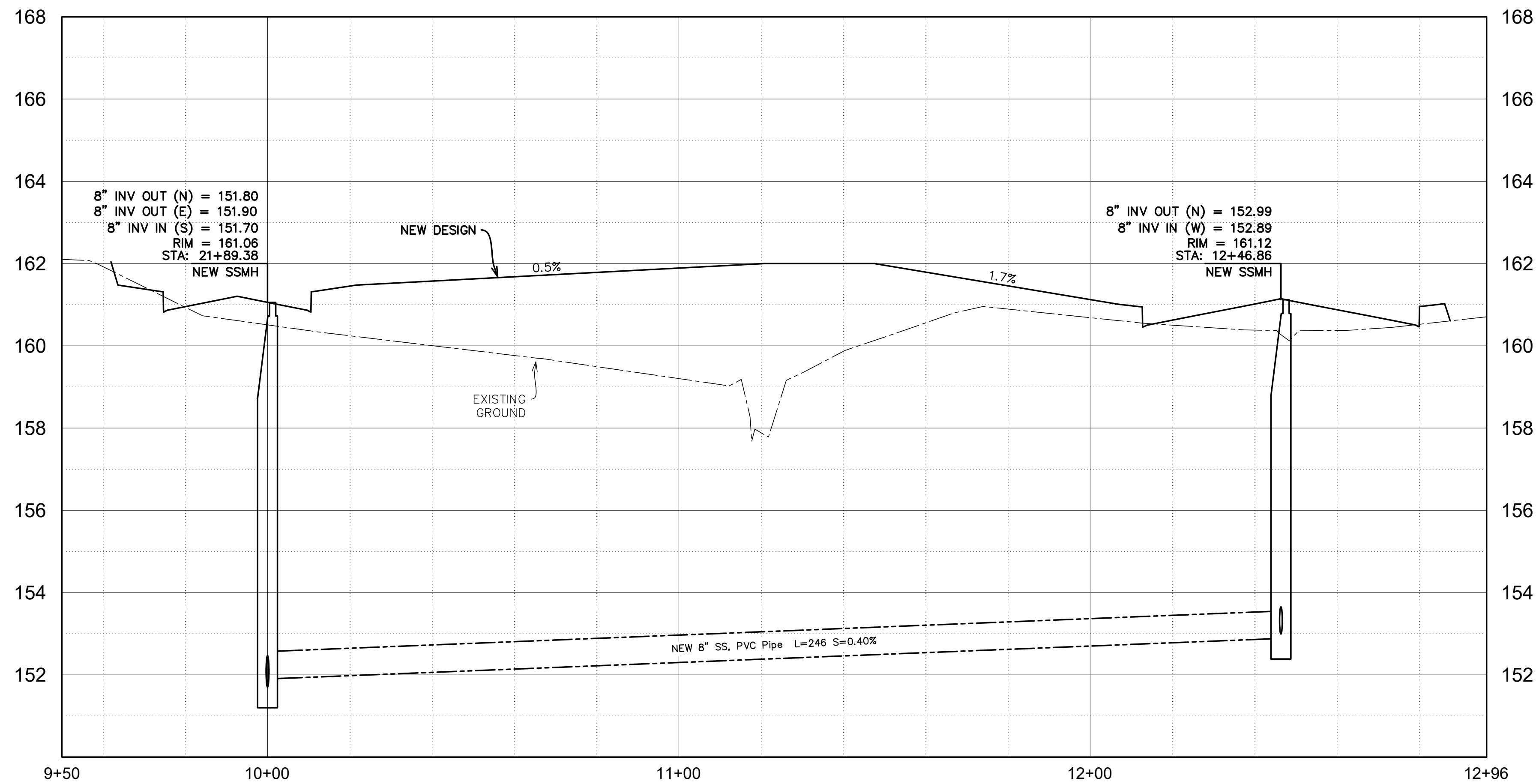


30'  
DEDICATION  
BY OWNER

60' B.P.A.  
EASEMENT PER  
V. 40, P. 851



**SANITARY SEWER PLAN STA:10+00 - 12+46.38**

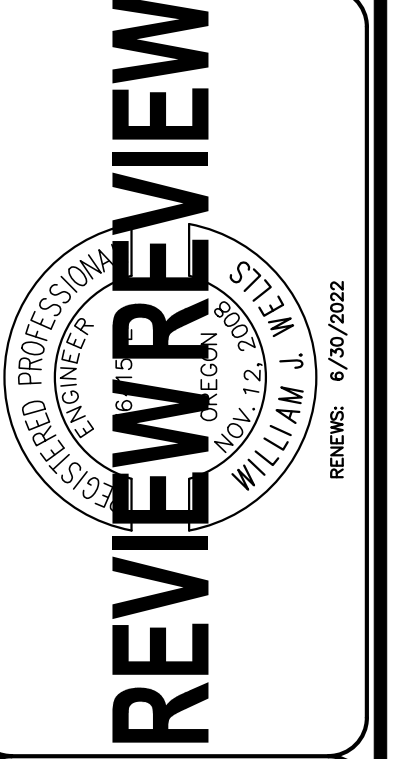


**SANITARY SEWER PROFILE H:1"=10' V:1"=1'**

NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 BASIS ONE INCH ON  
 ORIGINAL DRAWING  
 IF NOT ONE INCH ON  
 SCALES ACCURACLY

DSN. JW  
 DRN. JH  
 CKD. JW  
 DATE: 07/20/08



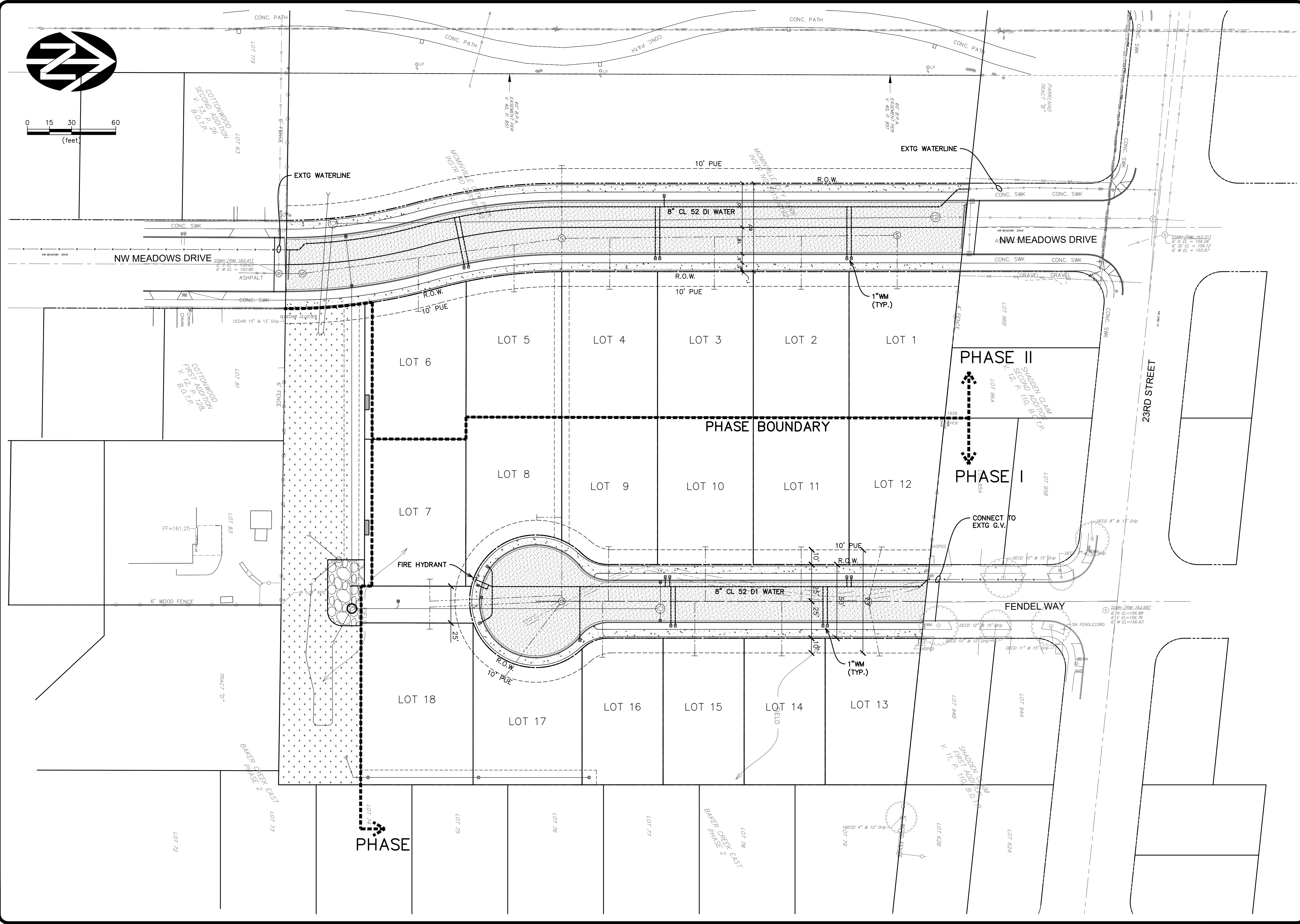
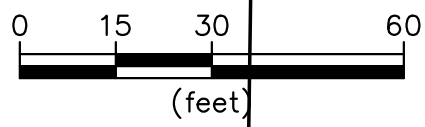
**WESTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westech@westech-eng.com

VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION  
**SANITARY SEWER MEADOWS  
 DRIVE AND FENDEL WAY**

DRAWING  
**SS-3**

JOB NUMBER  
2931.0000.0



NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
 BAR IS ONE INCH ON  
 ORIGINAL DRAWING  
 IF NOT ONE INCH ON  
 SCALES ACCURACLY

DSN. JW  
 DRN. JH  
 CKD. JW  
 DATE: 06/20/08



**WESTECH ENGINEERING, INC.**  
 CONSULTING ENGINEERS AND PLANNERS

3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
 Phone: (503) 585-2474 Fax: (503) 585-3966  
 E-mail: westech@westech-eng.com

VJ-2 DEVELOPMENT  
 ELYSIAN SUBDIVISION

**OVERALL WATER PLAN**

DRAWING  
**W-1**

JOB NUMBER  
**2931.0000.0**



# City of McMinnville

## ENGINEERING

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### M E M O R A N D U M

---

---

**DATE:** March 10, 2022

**TO:** Heather Richards, Planning Director  
Monica Bilodeau, Senior Planner

**FROM:** Jeff Gooden, Engineering Technician

**SUBJECT:** **S 1-21**  
*Elysian Subdivision Phase I & II*

---

Here are our comments and suggested conditions of approval regarding the above listed application:

**S 1-21 COMMENTS:**

**TRANSPORTATION**

The proposed subdivision is located adjacent to and NW 23<sup>rd</sup> St, just east of the Jay Pearson Neighborhood Park. The preliminary plans for S 1-21 indicate that the developer will connect NW Meadows Dr between NW 23<sup>rd</sup> St and NW Snowberry Ct as well as construct a cul-de-sac to complete NW Fendle Way. Additionally the developer is proposing to construct a pedestrian pathway to connect NW Meadows St and NW Fendle Way. There will also be a paved access to the proposed detention pond.

Due to existing conditions on NW Meadows Dr a variance will be granted to the 60' right-of-way (ROW) and street width. NW Meadows Dr will be constructed as a Minor Collector with a width of 36' from curb to curb a 6' planter and a 5' sidewalk 1' from property line, with a 10' public utility easement on both sides of the road.

As proposed NW Fendle Way will be constructed to the Local Residential street standard with a 50' right-of-way, a 28' wide street curb to curb, a 5' planter strip, and 5' sidewalk. The sidewalk shall be curb tight through the bulb of the cul-de-sac with the ROW extending 5' behind the sidewalk to place water utilities behind the sidewalk in the cul-de-sac, with a 10' public utility easement behind the right-of-way on all sides of the street.

Suggested conditions of approval related to transportation include:

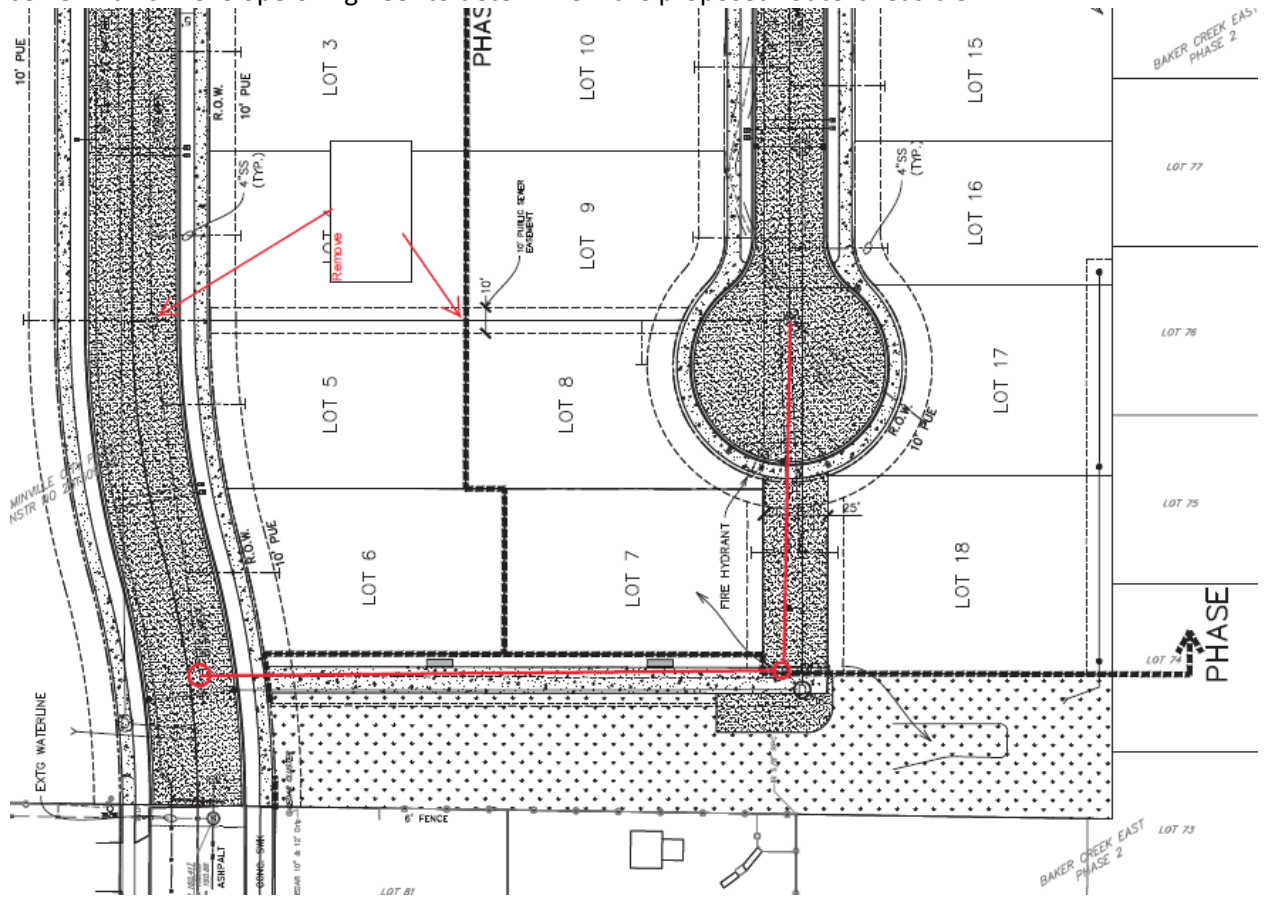
1. The final plat shall reflect that access to the detention pond will be granted to the City for maintenance of the structures.
2. The final plat shall reflect that Tract A will be private.
3. The final plat shall reflect that the pedestrian pathway within tract A will be private. The tract shall have private maintenance agreements which must be approved by the City prior to the City's approval of the final plat.
4. The final plat shall reflect that the sanitary line between Fendle Way and Meadows Dr shall be public
5. The interior streets shall be improved with a 28-foot wide paved section, 5-foot wide curbside planting strips, and five-foot-wide sidewalks placed one foot from the property line within a 50-foot right-of-way, as required by the McMinnville Land Division Ordinance for local residential streets.
6. On-street parking will not be permitted within a 30-foot distance of street intersections measured from the terminus of the curb returns.
7. The City Public Works Department will install, at the applicant's expense, the necessary street signage (including stop signs, no parking signage, and street name signage), curb painting, and striping (including stop bars) associated with the development. The applicant shall reimburse the City for the signage and markings prior to the City's approval of the final plat.
8. The applicant shall submit cross sections for the public street system to be constructed. Cross sections shall depict utility location, street improvement elevation and grade, park strips, sidewalk location, and sidewalk elevation and grade. Said cross sections shall be submitted to the City Engineer for review and approval prior to submittal of the final plat. All such submittals must comply with the requirements of 13A of the Land Division Ordinance and must meet with the approval of the City Engineer.
9. Street grades and profiles shall be designed and constructed to meet the adopted Land Division Ordinance standards and the requirements contained in the Public Right-of-Way Accessibility Guidelines (PROWAG). Additionally, corner curb ramps shall be constructed to meet PROWAG requirements.
10. That the street improvements shall have the City's typical "teepee" section.
11. The applicant shall coordinate the location of clustered mailboxes with the Postmaster, and the location of any clustered mailboxes shall meet the accessibility requirements of PROWAG and the State of Oregon Structural Specialty Code.

#### SANITARY SEWER

Suggested conditions of approval related to sanitary sewer service include:

1. A detailed, engineered sanitary sewage collection plan, which incorporates the requirements of the City's adopted Conveyance System Master Plan, must be submitted to and approved by the City Engineering Department. Any utility easements needed to comply with the approved sanitary sewage plan must be reflected on the final plat.

- The City is proposing an alternate route for the sewer main as it prefers to avoid side lot sanitary sewer mains. Developers Engineer to determine if the proposed route is feasible.



### STORM DRAINAGE

Suggested conditions of approval related to storm drainage include:

- That a detailed, engineered storm drainage plan, which satisfies the requirements of the City's Storm Drainage Master Plan, and that demonstrates that the existing downstream storm drainage system has adequate capacity, must be submitted to and approved by the City Engineering Department. Any utility easements needed to comply with the approved plan must be reflected on the final plat.
- No additional storm drainage runoff shall be conveyed onto any adjacent property without the appropriate public and/or private storm drainage easements. Copies of recorded private easements must be provided to the City prior to the City's approval of the final plat. Any offsite public easements must be dedicated to and accepted by the City prior to the City's approval of the final plat. The HOA will be responsible for the maintenance for the wetland plantings and fencing.

MISCELLANEOUS

Additional suggested conditions of approval include:

1. The final plat shall include 10-foot public utility easements along both sides of all public rights-of-way for the placement and maintenance of required utilities.
2. The final plat shall include use, ownership, and maintenance rights and responsibilities for all easements and tracts.
3. The applicant shall secure from the Oregon Department of Environmental Quality (DEQ) any applicable storm runoff and site development permits prior to construction of the required site improvements. Evidence of such permits shall be submitted to the City Engineer.
4. The applicant shall secure all required state and federal permits, including, if applicable, those related to construction of the storm drain outfalls, the federal Endangered Species Act, Federal Emergency Management Act, and those required by the Oregon Division of State Lands, and U.S. Army Corp of Engineers. Copies of the approved permits shall be submitted to the City.
5. That the applicant submit evidence that all fill placed in the areas where building sites are expected is engineered. Evidence shall meet with the approval of the City Building Division and the City Engineering Department.
6. That the required public improvements shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat. Prior to the construction of the required public improvements, the applicant shall enter into a Construction Permit Agreement with the City Engineering Department, and pay the associated fees.
7. That the applicant shall submit a draft copy of the subdivision plat to the City Engineer for review and comment which shall include any necessary cross easements for access to serve all the proposed parcels, and cross easements for utilities which are not contained within the lot they are serving, including those for water, sanitary sewer, storm sewer, electric, natural gas, cable, and telephone. A current title report for the subject property shall be submitted with the draft plat. Two copies of the final subdivision plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.
8. The City will not maintain the proposed enhanced wetland facility or proposed bioswale along the south boundary of the subject property. The City will maintain the structures (inlets, outfalls, WQ manholes, flow control MH's, etc).
9. All of Tract A, including the proposed wetland and associated pedestrian path should remain private.
10. The access to the storm pond will have a driveway approach with an 8" section of concrete or 6" section with #4 rebar and be PROWAG compliant. The access will be paved to city standards with 10" of 1 ½" – 0 crushed rock under 2" of ¾" – 0 crushed rock and a 3" level 2 WMAC paved section to accommodate maintenance vehicles.

## Amanda Winter

---

**From:** Amy M. Gonzales <amg@mc-power.com>  
**Sent:** Monday, February 28, 2022 4:42 PM  
**To:** Amanda Winter  
**Subject:** RE: Planned Development, Zone Change & Subdivision (PD 1-21, ZC 1-22 & S 1-21)  
**Attachments:** We sent you safe versions of your files; Exhibit 1 Drainage Plan.pdf; Overall Utility Plan-Power Comments.pdf

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

---

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

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Amanda,

Comments from McMinnville Water & Light and attachments for reference.

**Water:** Developer needs to submit a Subdivision Design Application form to McMinnville Water and Light. The project will require the developer to enter into a Line Extension Agreement (contract) with McMinnville Water and Light (MW&L). The public water system will need to be designed by the Developer's engineer and reviewed/approved by MW&L.

**Power:** Developer needs to submit a Subdivision Design Application form to McMinnville Water and Light. The project will require the developer to enter into a Line Extension Agreement (contract) with McMinnville Water and Light. The portion of the PUE included in the Drainage Improvements abutting NW Meadows needs to be constructed with an elevation and profile that ensures utilities can be extended through it in a typical manner.

Thank you,

Amy Gonzales  
Engineering & Operations Assistant  
McMinnville Water & Light  
(503) 472-6919 ext 5  
amg@mc-power.com

---

**From:** Amanda Winter <Amanda.Winter@mcminnvilleoregon.gov>  
**Sent:** Friday, February 25, 2022 3:32 PM  
**To:** Amanda Guile-Hinman <Amanda.Guile@mcminnvilleoregon.gov>; andrew.schurter@nwnatural.com; Anne Pagano <Anne.Pagano@mcminnvilleoregon.gov>; bskinner@msd.k12.or.us; Calo, Peter <Peter\_Calo@comcast.com>; Dave Larmouth <dlarmouth@recology.com>; Kopp, Kevin (Tigard) <Kevin\_Kopp@comcast.com>; David Renshaw <David.Renshaw@mcminnvilleoregon.gov>; Deborah McDermott <Deborah.McDermott@mcminnvilleoregon.gov>; E&O Engineering Mailbox <Engineering@mc-power.com>; Heather Richards <Heather.Richards@mcminnvilleoregon.gov>; Jeff Towery <Jeff.Towery@mcminnvilleoregon.gov>; jevra.brown@state.or.us; Ken Friday <fridayk@co.yamhill.or.us>; Leland Koester <Leland.Koester@mcminnvilleoregon.gov>; Matt Scales <Matt.Scales@mcminnvilleoregon.gov>; Samuel Justice <SRJ@mc-power.com>; odoctr2planmgr@odot.state.or.us; scott.albert@ziply.com; Stuart Ramsing



<Stuart.Ramsing@mcminnvilleoregon.gov>; Susan Muir <Susan.Muir@mcminnvilleoregon.gov>; Jen Hawkins <JenH@mc-power.com>; Amy M. Gonzales <amg@mc-power.com>; Monica Bilodeau <Monica.Bilodeau@mcminnvilleoregon.gov>

**Subject:** Planned Development, Zone Change & Subdivision (PD 1-21, ZC 1-22 & S 1-21)

Good afternoon all,

The material provided (see description below and attachment) has been referred to you for your information, study, and official comments for the record. Your recommendations and suggestions will be used to guide the McMinnville Planning Director when reviewing this proposal. If you wish to have your comments on the attached material considered by the Commission, please email your response back to our office by **March 11, 2022**. These matters have been tentatively scheduled to be consider by the Planning Commission on **April 7, 2022** at 6:30 p.m., via Zoom.

The following information is the project description regarding PD 1-21, ZC 1-22 & S 1-21:

**The applicant is requesting a phased 18 lot Subdivision, Planned Development, and Zone Change located on the 3.79 acre parcel at Meadows Drive and Fendle Way just south of 23rd Street (R4418 00204).**

**The proposal would include adjusting the side yard setbacks from 7.5 to 5 feet and a Zone Change from (R-1 to R-3), which will allow an average lot size to be reduced from 9000 SF to 6000 SF.**

**Meadows drive is proposed to be connected along the western side of the subdivision, and Fendle Way will be extended and terminated into a cul-de-sac within the proposed subdivision.**

**They are also proposing a 16,925 SF open space tract along the southern property line which will contain stormwater facility and adjacent will be a 20 foot wide pedestrian access easement and 10 foot wide paved connection from Fendle to Meadows Drive. Please see attached narrative and Plans.**

Your prompt reply will help to facilitate the processing of this application and will insure consideration of your recommendations.

If you have any questions regarding this application, the Planner assigned to this project is Monica Bilodeau, you can reach out to them directly at [Monica.Bilodeau@mcminnvilleoregon.gov](mailto:Monica.Bilodeau@mcminnvilleoregon.gov) or (503) 474-4153.

If you are having trouble viewing the attachment, please email me directly or call our office at (503) 434-7311.

**Please note that any written comments/correspondence returned (emails/letters) regarding this request become part of the public record.**

Thank you,



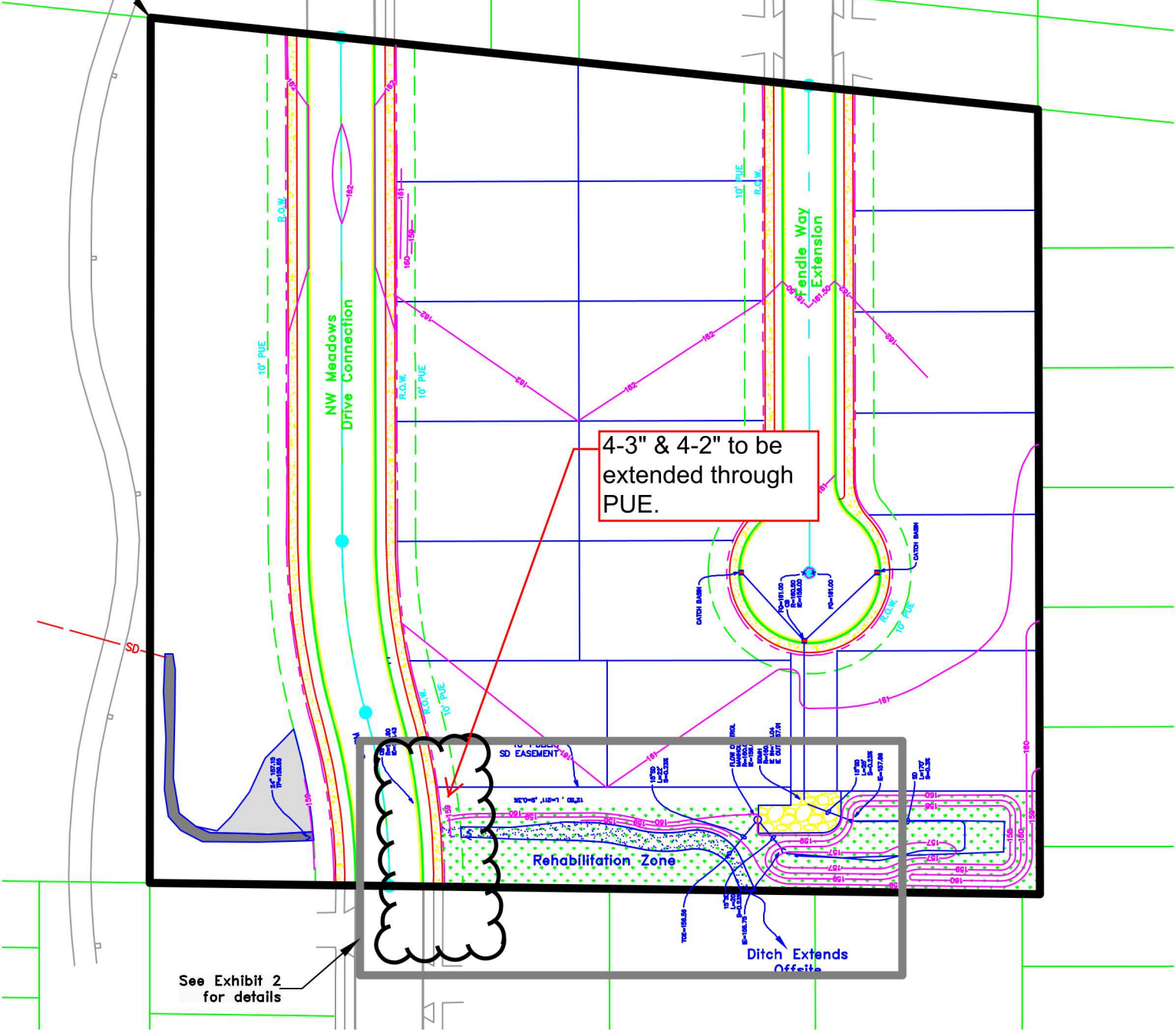
**Amanda Winter**  
Planning Analyst  
(503) 434-7311

231 NE Fifth Street McMinnville, OR 97128  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**LEGEND**

	Avoided Wetland A / Excavated Ditch		Existing Taxlot Boundary
	Proposed 1-Foot Contour		Proposed Taxlot Boundary
	Proposed Stormwater Infrastructure		Relocated / Enhanced Ditch 2

Project Area  
4.96± Acres



4-3" & 4-2" to be extended through PUE.

See Exhibit 2 for details

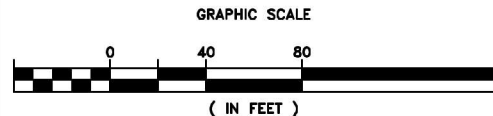
NOTE: Approximately 180 linear feet (LF) of excavated North Fork Cozine Creek east of the proposed NW Meadows Drive connection would be rehabilitated and placed within dedicated community open spaces along the southern project boundary. Identified stormwater infrastructure facilities and the rehabilitation zone would be constructed during Phase I of subdivision construction (anticipated for summer 2021).

Source: Adapted from Westech Engineering, Inc. civil files.

**Terra Science, Inc.**  
Soil, Water, & Wetland Consultants

REVISED DRAINAGE REHABILITATION PLAN  
FOR THE ELYSIAN IN-FILL SUBDIVISION PROJECT  
(DSL App. 62609-RF & USACE NWP 2020-374)  
City of McMinnville, Yamhill County, Oregon

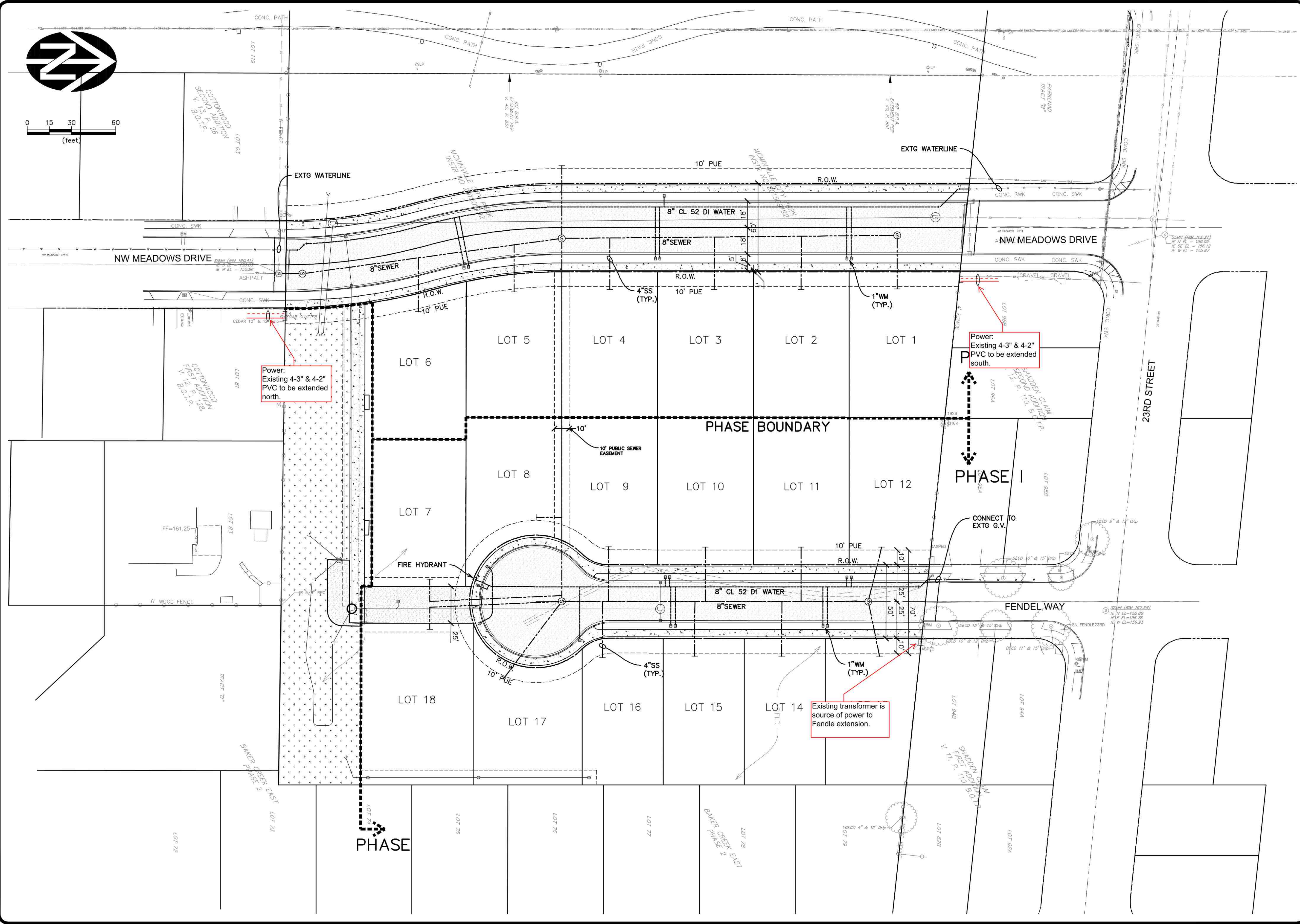
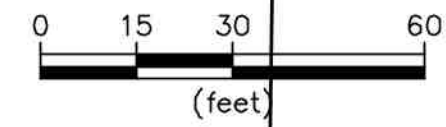
CONCEPTUAL  
DEVELOPMENT



December 2020

Page 130 of 169

EXHIBIT 1



Power:  
Existing 4-3" & 4-2"  
PVC to be extended  
north.

Power:  
Existing 4-3" & 4-2"  
PVC to be extended  
south.

Existing transformer is  
source of power to  
Fendle extension.

NO.	DATE	DESCRIPTION	BY
1			

VERIFY SCALE  
BAR IS ONE INCH ON  
ORIGINAL DRAWING  
IF NOT ONE INCH ON  
SCALE, ACCURACY  
NOT GUARANTEED

REGISTERED PROFESSIONAL ENGINEER  
**REVIEW REVIEW**  
WILLIAM T. WELLS  
WELLS ENGINEERING, INC.  
REVISIONS: 6/20/2022

**WE**  
WESTTECH ENGINEERING, INC.  
CONSULTING ENGINEERS AND PLANNERS  
3841 Fairview Industrial Dr. S.E., Suite 100, Salem, OR 97302  
Phone: (503) 585-2474 Fax: (503) 585-3986  
E-mail: westtech@westtech-eng.com

VJ-2 DEVELOPMENT  
ELYSIAN SUBDIVISION  
**OVERALL UTILITY PLAN**

DRAWING  
**C4.0**  
JOB NUMBER  
2931.0000.0

## Amanda Winter

---

**From:** Calo, Peter <Peter\_Calo@comcast.com>  
**Sent:** Monday, February 28, 2022 12:02 PM  
**To:** Amanda Winter  
**Cc:** Kopp, Kevin (Tigard)  
**Subject:** RE: Planned Development, Zone Change & Subdivision (PD 1-21, ZC 1-22 & S 1-21)

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

---

Amanda,  
Comcast does not have any comments at this time other than.

The Private Developer can contact Comcast for services and cabling when they have their power trenching plan ready. Any moving of Comcast facilities in conjunction with this development will be at the Developers cost.

Pete Calo  
Manager 1, Planning & Design  
Seattle /Oregon/SW Washington Markets  
O (503) 596-3920  
C (503) 213-0425

---

**From:** Amanda Winter <Amanda.Winter@mcminnvilleoregon.gov>  
**Sent:** Friday, February 25, 2022 3:32 PM  
**To:** Amanda Guile-Hinman <Amanda.Guile@mcminnvilleoregon.gov>; andrew.schurter@nwnatural.com; Anne Pagano <Anne.Pagano@mcminnvilleoregon.gov>; bskinner@msd.k12.or.us; Calo, Peter <Peter\_Calo@comcast.com>; Dave Larmouth <dlarmouth@recology.com>; Kopp, Kevin (Tigard) <Kevin\_Kopp@cable.comcast.com>; David Renshaw <David.Renshaw@mcminnvilleoregon.gov>; Deborah McDermott <Deborah.McDermott@mcminnvilleoregon.gov>; E&O Engineering Mailbox <engineering@mc-power.com>; Heather Richards <Heather.Richards@mcminnvilleoregon.gov>; Jeff Towery <Jeff.Towery@mcminnvilleoregon.gov>; jevra.brown@state.or.us; Ken Friday <fridayk@co.yamhill.or.us>; Leland Koester <Leland.Koester@mcminnvilleoregon.gov>; Matt Scales <Matt.Scales@mcminnvilleoregon.gov>; SRJ@mc-power.com; odotr2planmgr@odot.state.or.us; scott.albert@ziplay.com; Stuart Ramsing <Stuart.Ramsing@mcminnvilleoregon.gov>; Susan Muir <Susan.Muir@mcminnvilleoregon.gov>; JenH@mc-power.com; amg@mc-power.com; Monica Bilodeau <Monica.Bilodeau@mcminnvilleoregon.gov>  
**Subject:** [EXTERNAL] Planned Development, Zone Change & Subdivision (PD 1-21, ZC 1-22 & S 1-21)

Good afternoon all,

The material provided (see description below and attachment) has been referred to you for your information, study, and official comments for the record. Your recommendations and suggestions will be used to guide the McMinnville Planning Director when reviewing this proposal. If you wish to have your comments on the attached material considered by the Commission, please email your response back to our office by **March 11, 2022**. These matters have been tentatively scheduled to be considered by the Planning Commission on **April 7, 2022** at 6:30 p.m., via Zoom.

The following information is the project description regarding PD 1-21, ZC 1-22 & S 1-21:

**The applicant is requesting a phased 18 lot Subdivision, Planned Development, and Zone Change located on the 3.79 acre parcel at Meadows Drive and Fendle Way just south of 23rd Street (R4418 00204).**

**The proposal would include adjusting the side yard setbacks from 7.5 to 5 feet and a Zone Change from (R-1 to R-3), which will allow an average lot size to be reduced from 9000 SF to 6000 SF.**

**Meadows drive is proposed to be connected along the western side of the subdivision, and Fendle Way will be extended and terminated into a cul-de-sac within the proposed subdivision.**

**They are also proposing a 16,925 SF open space tract along the southern property line which will contain stormwater facility and adjacent will be a 20 foot wide pedestrian access easement and 10 foot wide paved connection from Fendle to Meadows Drive. Please see attached narrative and Plans.**

Your prompt reply will help to facilitate the processing of this application and will insure consideration of your recommendations.

If you have any questions regarding this application, the Planner assigned to this project is Monica Bilodeau, you can reach out to them directly at [Monica.Bilodeau@mcminnvilleoregon.gov](mailto:Monica.Bilodeau@mcminnvilleoregon.gov) or (503) 474-4153.

If you are having trouble viewing the attachment, please email me directly or call our office at (503) 434-7311.

**Please note that any written comments/correspondence returned (emails/letters) regarding this request become part of the public record.**

Thank you,



**Amanda Winter**  
Planning Analyst  
(503) 434-7311

231 NE Fifth Street McMinnville, OR 97128  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

## **EXHIBIT 7 - STAFF REPORT**

**DATE:** April 21, 2022  
**TO:** Planning Commission Members  
**FROM:** Heather Richards, Planning Director  
**SUBJECT:** MP 1 - 20, Land-Use Extension Request

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



#### **ECONOMIC PROSPERITY**

Provide economic opportunity for all residents through sustainable growth across a balanced array of traditional and innovative industry sectors.

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### **Report in Brief:**

This is a request for a land-use decision extension of one year for Docket MP 1-20, a Tentative Partition to partition an approximately 7.77 acre parcel of land into three (3) parcels approximately 2.55, 2.54, and 2.50 acres in size. The parcel is located east of NE Miller Street and north of NE Riverside Drive, and is also identified as Tax Lot 3402, Section 15, T. 4 S., R. 4 W., W.M.

### **Background:**

Tentative Partition decisions are good for one year. Per section 17.53.060(D) of the McMinnville Municipal Code, applicants can request a one-year extension that the Planning Director may approve, and any additional extension requests need to be approved by the Planning Commission.

*Section 17.53.060(D)*

*Approval of a Tentative Partition Plat shall be valid for a one-year period from the effective date of approval. Upon written request, the Director may approve a one-year extension of the decision. Additional extensions shall require the approval of the Planning Commission. (Ord. 4920, §4, 2010)*

MP 1-20 was originally approved on April 24, 2020.

The Planning Director issued a land-use extension on April 14, 2021, extending the decision expiration to April 25, 2022.

---

### **Attachments:**

MP 1-20, March 1, 2022 Land Use Extension Request Letter  
MP 1-20, April 21, 2021 Land Use Extension – Planning Director’s Decision  
MP 1-20 April 24, 2020, Decision Document and Approval Letter

The applicant requested a second land-use extension on March 1, 2022. The reason for the request is delays experienced by both contractors and consultant due to pandemic related staffing challenges.

**Discussion:**

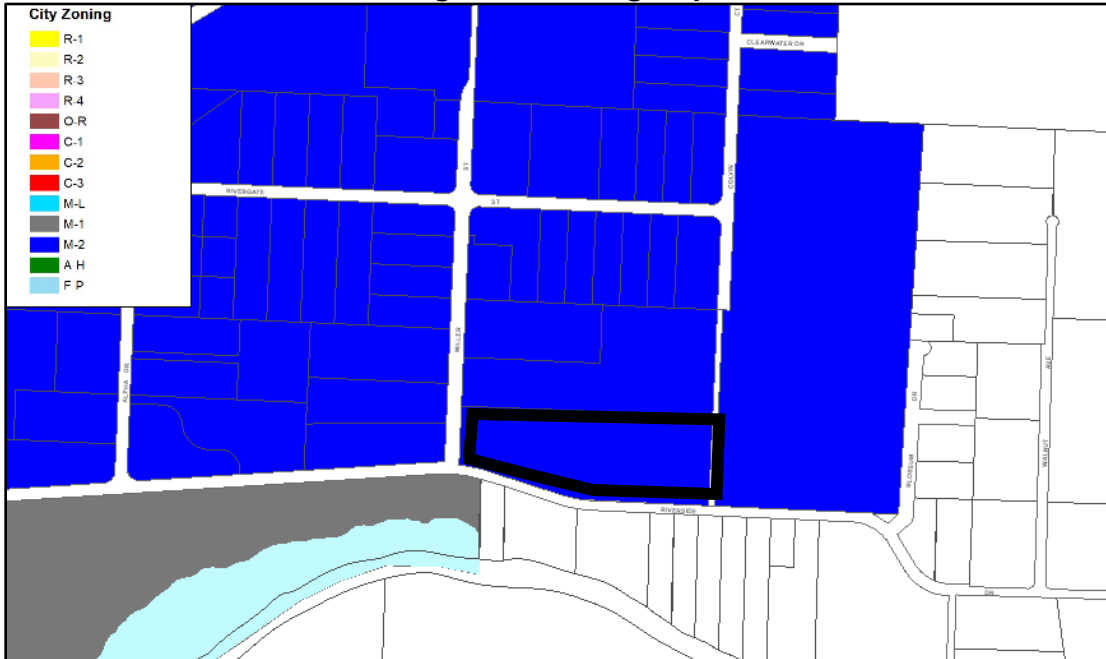
Below are figures representing the partition. The applicant needs to complete all of the conditions of approval prior to recording the plat for the partition, and has been working on those over the course of the past two years.

**Figure 1. Vicinity Map**

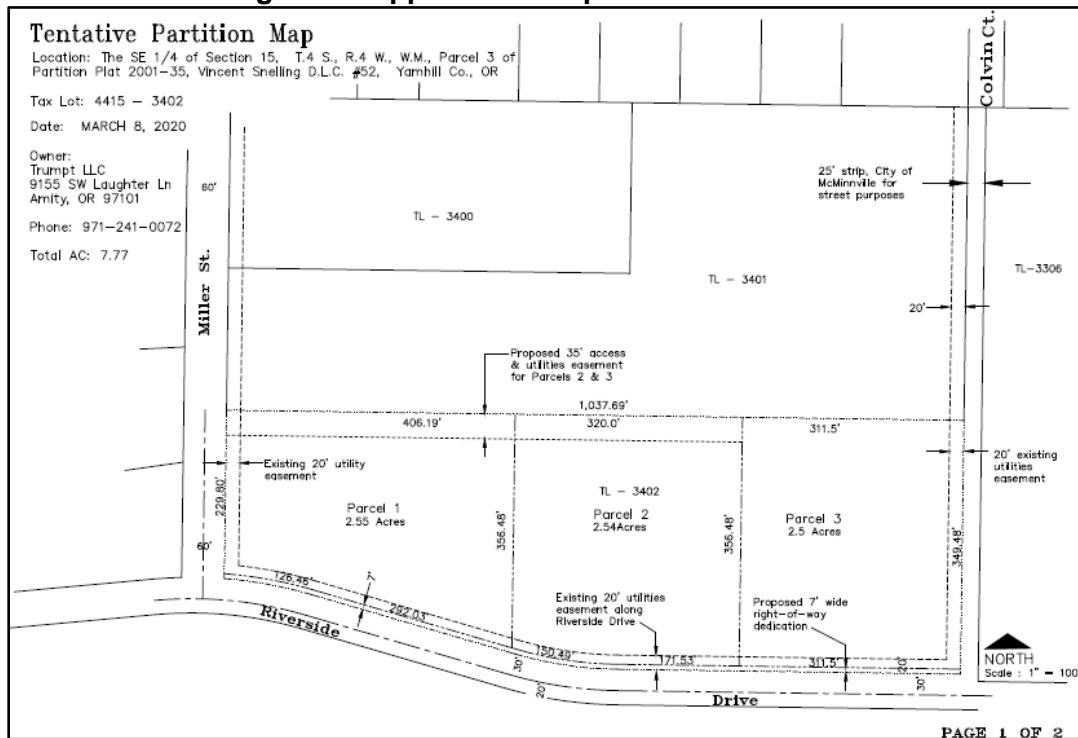


- 
- Attachments:  
MP 1-20, March 1, 2022 Land Use Extension Request Letter  
MP 1-20, April 21, 2021 Land Use Extension – Planning Director’s Decision  
MP 1-20 April 24, 2020, Decision Document and Approval Letter

**Figure 2. Zoning Map**



**Figure 3. Applicant's Proposed Partition Plan**



**Attachments:**

- MP 1-20, March 1, 2022 Land Use Extension Request Letter
- MP 1-20, April 21, 2021 Land Use Extension – Planning Director’s Decision
- MP 1-20 April 24, 2020, Decision Document and Approval Letter



## Conditions of Approval:

### General Requirements:

1. The applicant shall submit to the City Engineer, for review and approval, a utility plan for the subject site. At a minimum, this plan shall indicate the manner in which separate sanitary sewer, storm sewer, and water services will be provided to each of the proposed lots. Each lot will need to be served by a separate sanitary sewer lateral and connection to a public sewer main. Easements and maintenance agreements as may be required by the City Engineer for the provision, extension and maintenance of these utilities shall be submitted to the City Engineer for review and approval prior to filing of the final plat. Revisions to the easements and utilities as shown on the tentative partition plat may be made on the final partition plat, based on the frontage improvements required to the right-of-ways adjacent to the subject site. All required utilities shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat.
2. The proposed water line serving Parcel 2 & 3 shall be a private water line. The applicant shall contact McMinnville Water and Light at (503) 472-6158 to discuss the details on the infrastructure required to provide water and electrical services to Parcel 2 & 3.
3. That the applicant shall enter into a Construction Permit Agreement with the City for the Public Improvements related to frontage improvements on Miller Street, Colvin Court, and Riverside Drive and pay the associated fees prior to the release of the approved construction plans.
4. That the construction of utilities and other required infrastructure to serve the partitioned parcels will be at the owner's expense and that sewer assessment charges and other applicable system development charges must be paid at the time of building permit application, unless otherwise noted. If you have any questions concerning this matter, please contact the Engineering Department at (503) 434-7312.
5. Two copies of the final partition plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.
6. That prior to any construction activity, the applicant shall secure all required state and federal permits, including, if applicable, those related to the federal Endangered Species Act (if applicable), Federal Emergency Management Act, and those required by the Oregon Division of State Lands and U.S. Army Corps of Engineers. Copies of the approved permits shall be submitted to the City.
7. That approval of this tentative plat will expire 12 (twelve) months after the date of issuance of this letter. If the final plat has not been submitted prior to expiration of the tentative plat, or a written request for an extension of this approval has not been submitted and approved within that same period, the applicant must resubmit a tentative plat for further consideration, and comply with regulations and conditions applicable at that time.
8. This partition will not be considered a legal partition until such time that a copy of the recorded document is provided to the City of McMinnville's Planning Department.

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#### Attachments:

MP 1-20, March 1, 2022 Land Use Extension Request Letter  
MP 1-20, April 21, 2021 Land Use Extension – Planning Director's Decision  
MP 1-20 April 24, 2020, Decision Document and Approval Letter

Improvements - Miller Street:

9. Prior to the City's approval of the final plat, the applicant shall improve Miller Street to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the installation of curb & gutter, planter strip, sidewalk, and appropriately sized storm drainage facilities, within the existing 60' right-of-way. The improved street width may be varied, if necessary, to match existing conditions and land development already present in the area, as allowed by subsection (b) in the "Street Design Standard Notes" section of the table in Section 17.53.101(B) of the McMinnville Municipal Code.
10. Sanitary sewer service (8" public mainline) is currently available, in a 20' wide utilities easement adjacent to the east side of Miller Street, to the north at the southeast corner of Tax Lot R4415 03400. Prior to the City's approval of the final plat, the applicant shall extend the 8" public mainline to the south to serve the site.

Improvements - Colvin Court:

11. That prior to the City's approval of the final plat, the applicant shall improve Colvin Court to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the construction of half street improvements to provide a 20' pavement width to allow for two lanes of travel; installation of curb & gutter, planter strip, sidewalk, sanitary sewer, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing 25' right-of-way. The proposed utility plan does not show the extension of electrical and franchise utility infrastructure on Colvin Court. These facilities will need to be placed underground in existing and proposed utility easements. Plans for these utilities shall be approved by MW&L prior to the release of the Construction Permit Agreement.

The 20' pavement width required to allow for two lanes of travel on Colvin Court would require construction of the street 4' east of the existing right-of-way centerline into property under separate ownership to the east that has not yet been dedicated as public right-of-way. If the adjacent property to the east has not yet dedicated additional public right-of-way at the time of the final plat, the applicant may bond for the improvements to Colvin Court prior to the City's approval of the final plat.

Improvements - Riverside Drive:

12. Riverside Drive is a major collector facility in the City's adopted Transportation System Plan. The adopted right-of-way width for a major collector is 74' total (37' feet on each side of centerline). The existing right-of-way for Riverside Drive adjacent to the site is 30' north of centerline. Therefore, the final plat shall reflect the dedication of 7' additional feet of right-of-way along the site's Riverside Drive frontage.
13. The dedication of additional right-of-way on the NW corner of the intersection of Riverside Drive and Colvin Court may be necessary to provide the necessary space for a 25' curb radius, planter strip, sidewalk and curbs ramps. Prior to approval of the final plat, the applicant shall provide a plan showing these elements within the existing and proposed right-of-way, and if necessary, revise the right-of-way dedication to include the necessary space for these elements.

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Attachments:

- MP 1-20, March 1, 2022 Land Use Extension Request Letter
- MP 1-20, April 21, 2021 Land Use Extension – Planning Director's Decision
- MP 1-20 April 24, 2020, Decision Document and Approval Letter

14. That prior to the City’s approval of the final plat, the applicant shall improve Riverside Drive to Major Collector street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site’s frontage including: the widening of Riverside Drive and the construction of half street improvements to provide 22’ of street width north of centerline; bike lane, installation of curb & gutter, planter strip, sidewalk, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing and proposed right-of-way; and the installation of appropriately sized electrical and franchise utility infrastructure within the existing and Public Utility Easements. It should be noted that this section of Riverside Drive is under Yamhill County’s Jurisdiction. The applicant shall obtain and provide copies of approved Yamhill County permits to the City prior to the release of the Construction Permit Agreement.

**Attachments:**

MP 1-20, March 1, 2022 Land Use Extension Request Letter  
MP 1-20, April 21, 2021 Land Use Extension – Planning Director’s Decision  
MP 1-20 April 24, 2020, Decision Document and Approval Letter

**Recommendation:**

Staff recommends approving the land-use extension to April 25, 2023.

---

Attachments:

MP 1-20, March 1, 2022 Land Use Extension Request Letter  
MP 1-20, April 21, 2021 Land Use Extension – Planning Director’s Decision  
MP 1-20 April 24, 2020, Decision Document and Approval Letter

---

YAMHILL LAND DEVELOPMENT SERVICES LLC

---

March 1, 2022

Heather Richards, PCED  
Planning Director  
City of McMinnville  
231 NE 5th Street  
McMinnville, OR 97128

RE: Trumpt LLC Partition Approval MP 1-20

Ms. Richards,

As the representative for Bryce Roberts, owner of Trumpt LLC, we are requesting a one-year extension of the land use decision MP 1-20 in accordance with MMC Section 17.53.060(D). We have experienced delays to complete needed plan revisions for the site and frontage improvements from vendors and consultant as they have worked to deal with pandemic related staffing challenges. At this time we do not see any reason not to be able to finish meeting the conditions of approval with a one year extension.

Please let us know if you require additional documentation to grant this request. Thank you

Sincerely yours,



Daniel Danicic, PE  
Project Engineer



PLANNING DEPARTMENT, 231 NE Fifth Street, McMinnville, Oregon 97128  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

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April 14, 2021

Bryce Roberts  
Trumpt LLC  
9155 SW Laughter Lane  
Amity, OR 97101

Re: Tentative Partition Extension Approval (Docket MP 1-20)

Dear Mr. Roberts:

On March 19, 2021, the McMinnville Planning Department received your letter requesting a one-year extension of the Planning Director's approval of the Tentative Partition land use application (docket MP 1-20), as described in the Decision Document for the application dated and approved on April 24, 2020.

The existing Tentative Partition approval (docket MP 1-20) is scheduled to expire on April 24, 2021.

Per Section 17.53.060(D) of the McMinnville Municipal Code, a one-year extension of the tentative partition approval may be granted by the Planning Director, upon request. After reviewing your request, the expiration date of MP 1-20 is being extended through 5:00 p.m., **April 25, 2022**, allowing you to complete the partition process subject to the same conditions as stated in the original approval. Those conditions of approval are provided again below for your reference.

Please note the new expiration date is one year from the original expiration date (but extended by one day to allow for the expiration date to fall on a business day). Any additional extension would require the submittal of another extension request, which would need to be reviewed and approved by the Planning Commission, per Section 17.53.060(D) of the McMinnville Municipal Code.

***Tentative Partition (MP 1-20) Conditions of Approval:***

**General Requirements:**

1. The applicant shall submit to the City Engineer, for review and approval, a utility plan for the subject site. At a minimum, this plan shall indicate the manner in which separate sanitary sewer, storm sewer, and water services will be provided to each of the proposed lots. Each lot will need to be served by a separate sanitary sewer lateral and connection to a public sewer main. Easements and maintenance agreements as may be required by the City Engineer for the provision, extension and maintenance of these utilities shall be

submitted to the City Engineer for review and approval prior to filing of the final plat. Revisions to the easements and utilities as shown on the tentative partition plat may be made on the final partition plat, based on the frontage improvements required to the right-of-ways adjacent to the subject site. All required utilities shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat.

2. The proposed water line serving Parcel 2 & 3 shall be a private water line. The applicant shall contact McMinnville Water and Light at (503) 472-6158 to discuss the details on the infrastructure required to provide water and electrical services to Parcel 2 & 3.
3. That the applicant shall enter into a Construction Permit Agreement with the City for the Public Improvements related to frontage improvements on Miller Street, Colvin Court, and Riverside Drive and pay the associated fees prior to the release of the approved construction plans.
4. That the construction of utilities and other required infrastructure to serve the partitioned parcels will be at the owner's expense and that sewer assessment charges and other applicable system development charges must be paid at the time of building permit application, unless otherwise noted. If you have any questions concerning this matter, please contact the Engineering Department at (503) 434-7312.
5. Two copies of the final partition plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.
6. That prior to any construction activity, the applicant shall secure all required state and federal permits, including, if applicable, those related to the federal Endangered Species Act (if applicable), Federal Emergency Management Act, and those required by the Oregon Division of State Lands and U.S. Army Corps of Engineers. Copies of the approved permits shall be submitted to the City.
7. That approval of this tentative plat will expire 12 (twelve) months after the date of issuance of this letter. If the final plat has not been submitted prior to expiration of the tentative plat, or a written request for an extension of this approval has not been submitted and approved within that same period, the applicant must resubmit a tentative plat for further consideration, and comply with regulations and conditions applicable at that time.
8. This partition will not be considered a legal partition until such time that a copy of the recorded document is provided to the City of McMinnville's Planning Department.

Improvements - Miller Street:

9. Prior to the City's approval of the final plat, the applicant shall improve Miller Street to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the installation of curb & gutter, planter strip, sidewalk, and appropriately sized storm drainage facilities, within the existing 60' right-of-way. The improved street width may be varied, if necessary, to match existing conditions and land development already present in the area, as allowed by subsection (b) in the

“Street Design Standard Notes” section of the table in Section 17.53.101(B) of the McMinnville Municipal Code.

10. Sanitary sewer service (8” public mainline) is currently available, in a 20’ wide utilities easement adjacent to the east side of Miller Street, to the north at the southeast corner of Tax Lot R4415 03400. Prior to the City’s approval of the final plat, the applicant shall extend the 8” public mainline to the south to serve the site.

Improvements - Colvin Court:

11. That prior to the City’s approval of the final plat, the applicant shall improve Colvin Court to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site’s frontage including: the construction of half street improvements to provide a 20’ pavement width to allow for two lanes of travel; installation of curb & gutter, planter strip, sidewalk, sanitary sewer, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing 25’ right-of-way. The proposed utility plan does not show the extension of electrical and franchise utility infrastructure on Colvin Court. These facilities will need to be placed underground in existing and proposed utility easements. Plans for these utilities shall be approved by MW&L prior to the release of the Construction Permit Agreement.

The 20’ pavement width required to allow for two lanes of travel on Colvin Court would require construction of the street 4’ east of the existing right-of-way centerline into property under separate ownership to the east that has not yet been dedicated as public right-of-way. If the adjacent property to the east has not yet dedicated additional public right-of-way at the time of the final plat, the applicant may bond for the improvements to Colvin Court prior to the City’s approval of the final plat.

Improvements - Riverside Drive:

12. Riverside Drive is a major collector facility in the City’s adopted Transportation System Plan. The adopted right-of-way width for a major collector is 74’ total (37’ feet on each side of centerline). The existing right-of-way for Riverside Drive adjacent to the site is 30’ north of centerline. Therefore, the final plat shall reflect the dedication of 7’ additional feet of right-of-way along the site’s Riverside Drive frontage.
13. The dedication of additional right-of-way on the NW corner of the intersection of Riverside Drive and Colvin Court may be necessary to provide the necessary space for a 25’ curb radius, planter strip, sidewalk and curbs ramps. Prior to approval of the final plat, the applicant shall provide a plan showing these elements within the existing and proposed right-of-way, and if necessary, revise the right-of-way dedication to include the necessary space for these elements.
14. That prior to the City’s approval of the final plat, the applicant shall improve Riverside Drive to Major Collector street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site’s frontage including: the widening of Riverside Drive and the construction of half street improvements to provide 22’ of street width north of centerline; bike lane, installation of curb & gutter, planter strip, sidewalk, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing and proposed right-of-way; and the installation of appropriately sized electrical and

Bryce Roberts  
April 14, 2020  
Re: Tentative Partition Extension Approval (Docket MP 1-20)

Page 4

franchise utility infrastructure within the existing and Public Utility Easements. It should be noted that this section of Riverside Drive is under Yamhill County's Jurisdiction. The applicant shall obtain and provide copies of approved Yamhill County permits to the City prior to the release of the Construction Permit Agreement.

If you have any questions concerning this matter, please contact me at (503) 434-7311.

Sincerely,

A handwritten signature in black ink, appearing to read "Heather Richards", with a stylized flourish at the end.

Heather Richards, PCED  
Planning Director

HR:sjs



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March 18, 2021

Chuck Darnell, Senior Planner  
City of McMinnville  
231 NE 5th Street  
McMinnville, OR 97128

RE: Trumpt LLC Partition Approval MP 1-20

Mr. Darnell,

As the owner of Trumpt LLC, we are requesting a one-year extension of the land use decision MP 1-20 in accordance with MMC Section 17.53.060(D).

Please let us know if you require additional documentation to grant this request.

Thank you

Sincerely,



Bryce Roberts  
Trumpt LLC

**From:** [trumptrentals@gmail.com](mailto:trumptrentals@gmail.com)  
**To:** [Chuck Darnell](#)  
**Cc:** ["Bryce Roberts"](#)  
**Subject:** Extension Request  
**Date:** Friday, March 19, 2021 9:20:39 AM  
**Attachments:** [We sent you safe versions of your files.msg](#)  
[Extension Request.pdf](#)

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Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

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

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Please see the request for an extension of the land use decision. You can give me a call and I can give you payment over the phone.

**Thank You,**  
**Shirlene Seigal**

**TRUMPT LLC**  
**Office Manager**  
**971-241-3328**  
**Fax: 503-835-2702**



PLANNING DEPARTMENT, 231 NE Fifth Street, McMinnville, Oregon 97128  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

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April 24, 2020

Bryce Roberts  
Trumpt LLC  
9155 SW Laughter Lane  
Amity, OR 97101

Re: Tentative Partition Approval (Docket MP 1-20)

Dear Mr. Roberts:

This is to advise you that the McMinnville Planning Department has received and carefully studied your application (MP 1-20) to partition an approximately 7.77 acre parcel of land into three (3) parcels approximately 2.55, 2.54, and 2.50 acres in size. The subject site is located east of NE Miller Street and north of NE Riverside Drive. The property is more specifically described as Parcel 3, Partition Plat 2001-35. The property is also identified as Tax Lot 3402, Section 15, T. 4 S., R. 4 W., W.M.

The Planning Department reviewed your application against the criteria of Section 17.53.060 (Submission of Tentative Partition Plan) of the McMinnville Municipal Code (MMC).

Under the provisions of Section 17.72.110 (Applications – Director’s Review with Notification) of the MMC, notice of the proposed tentative partition application was provided to property owners within 100 feet of the subject site and partner agencies. The Planning Department received one item of public testimony on the proposed tentative partition during the public comment period, which is discussed in the land-use decision attached to this letter.

Based on the material submitted and the Planning Department evaluation, I have **APPROVED** your request for a tentative partition (MP 1-20), subject to conditions.

Attached is the land-use decision with the Findings of Fact and conditions of approval for your records. The conditions of approval are also outlined below:

General Requirements:

1. The applicant shall submit to the City Engineer, for review and approval, a utility plan for the subject site. At a minimum, this plan shall indicate the manner in which separate sanitary sewer, storm sewer, and water services will be provided to each of the proposed lots. Each lot will need to be served by a separate sanitary sewer lateral and connection to a public sewer main. Easements and maintenance agreements as may be required by the City Engineer for the provision, extension and maintenance of these utilities shall be submitted to the City Engineer for review and approval prior to filing of the final plat.

Revisions to the easements and utilities as shown on the tentative partition plat may be made on the final partition plat, based on the frontage improvements required to the right-of-ways adjacent to the subject site. All required utilities shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat.

2. The proposed water line serving Parcel 2 & 3 shall be a private water line. The applicant shall contact McMinnville Water and Light at (503) 472-6158 to discuss the details on the infrastructure required to provide water and electrical services to Parcel 2 & 3.
3. That the applicant shall enter into a Construction Permit Agreement with the City for the Public Improvements related to frontage improvements on Miller Street, Colvin Court, and Riverside Drive and pay the associated fees prior to the release of the approved construction plans.
4. That the construction of utilities and other required infrastructure to serve the partitioned parcels will be at the owner's expense and that sewer assessment charges and other applicable system development charges must be paid at the time of building permit application, unless otherwise noted. If you have any questions concerning this matter, please contact the Engineering Department at (503) 434-7312.
5. Two copies of the final partition plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.
6. That prior to any construction activity, the applicant shall secure all required state and federal permits, including, if applicable, those related to the federal Endangered Species Act (if applicable), Federal Emergency Management Act, and those required by the Oregon Division of State Lands and U.S. Army Corps of Engineers. Copies of the approved permits shall be submitted to the City.
7. That approval of this tentative plat will expire 12 (twelve) months after the date of issuance of this letter. If the final plat has not been submitted prior to expiration of the tentative plat, or a written request for an extension of this approval has not been submitted and approved within that same period, the applicant must resubmit a tentative plat for further consideration, and comply with regulations and conditions applicable at that time.
8. This partition will not be considered a legal partition until such time that a copy of the recorded document is provided to the City of McMinnville's Planning Department.

Improvements - Miller Street:

9. Prior to the City's approval of the final plat, the applicant shall improve Miller Street to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the installation of curb & gutter, planter strip, sidewalk, and appropriately sized storm drainage facilities, within the existing 60' right-of-way. The improved street width may be varied, if necessary, to match existing conditions and land development already present in the area, as allowed by subsection (b) in the "Street Design Standard Notes" section of the table in Section 17.53.101(B) of the McMinnville Municipal Code.

Page 3

10. Sanitary sewer service (8" public mainline) is currently available, in a 20' wide utilities easement adjacent to the east side of Miller Street, to the north at the southeast corner of Tax Lot R4415 03400. Prior to the City's approval of the final plat, the applicant shall extend the 8" public mainline to the south to serve the site.

Improvements - Colvin Court:

11. That prior to the City's approval of the final plat, the applicant shall improve Colvin Court to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the construction of half street improvements to provide a 20' pavement width to allow for two lanes of travel; installation of curb & gutter, planter strip, sidewalk, sanitary sewer, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing 25' right-of-way. The proposed utility plan does not show the extension of electrical and franchise utility infrastructure on Colvin Court. These facilities will need to be placed underground in existing and proposed utility easements. Plans for these utilities shall be approved by MW&L prior to the release of the Construction Permit Agreement.

The 20' pavement width required to allow for two lanes of travel on Colvin Court would require construction of the street 4' east of the existing right-of-way centerline into property under separate ownership to the east that has not yet been dedicated as public right-of-way. If the adjacent property to the east has not yet dedicated additional public right-of-way at the time of the final plat, the applicant may bond for the improvements to Colvin Court prior to the City's approval of the final plat.

Improvements - Riverside Drive:

12. Riverside Drive is a major collector facility in the City's adopted Transportation System Plan. The adopted right-of-way width for a major collector is 74' total (37' feet on each side of centerline). The existing right-of-way for Riverside Drive adjacent to the site is 30' north of centerline. Therefore, the final plat shall reflect the dedication of 7' additional feet of right-of-way along the site's Riverside Drive frontage.
13. The dedication of additional right-of-way on the NW corner of the intersection of Riverside Drive and Colvin Court may be necessary to provide the necessary space for a 25' curb radius, planter strip, sidewalk and curbs ramps. Prior to approval of the final plat, the applicant shall provide a plan showing these elements within the existing and proposed right-of-way, and if necessary, revise the right-of-way dedication to include the necessary space for these elements.
14. That prior to the City's approval of the final plat, the applicant shall improve Riverside Drive to Major Collector street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the widening of Riverside Drive and the construction of half street improvements to provide 22' of street width north of centerline; bike lane, installation of curb & gutter, planter strip, sidewalk, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing and proposed right-of-way; and the installation of appropriately sized electrical and franchise utility infrastructure within the existing and Public Utility Easements. It should be noted that this section of Riverside Drive is under Yamhill County's Jurisdiction. The applicant shall obtain and provide copies of approved Yamhill County permits to the City prior to the release of the Construction Permit Agreement.

Bryce Roberts  
April 24, 2020  
Re: Tentative Partition Approval (Docket MP 1-20)

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This letter shall act as official notification of my decision. Pursuant to Section 17.72.170 of the McMinnville Municipal Code, a decision by the Planning Director may be appealed to the Planning Commission within fifteen (15) days of the date of this letter. If no appeal is filed with the Planning Department on or before May 9, 2020, the decision of the Planning Director will be final. Please note that we are providing the conditions of approval within this letter as a courtesy. The official Decision Document with the Findings of Fact, Conclusionary Findings and Conditions of Approval is a separate document and is attached to this letter for the applicant and is also on file with the Planning Department.

If you have any questions regarding this matter, please feel free to contact me at (503) 434-7311.

Sincerely,



Heather Richards, PCED  
Planning Director

HR:sjs

c: Daniel Danicic, sent via email  
Jan Jackman, 6925 NE Riverside Drive, McMinnville, OR 97128  
Jason and Heavenly McFarland, 6901 NE Riverside Drive, McMinnville, OR 97128  
Jason and Arin van Mourik, 7025 NE Riverside Drive, McMinnville, OR 97128  
Ann Barnes, 7081 NE Riverside Drive, McMinnville, OR 97128  
David and Bernadette Hermens, 7201 NE Riverside Drive, McMinnville, OR 97128  
Mike Bisset, Community Development Director

Attachments: *DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A TENTATIVE PARTITION AT R4415 03402 (Docket MP 1-20).*



**CITY OF MCMINNVILLE  
PLANNING DEPARTMENT**  
231 NE FIFTH STREET  
MCMINNVILLE, OR 97128

503-434-7311  
[www.mcminnvilleoregon.gov](http://www.mcminnvilleoregon.gov)

**DECISION, CONDITIONS, FINDINGS OF FACT AND CONCLUSIONARY FINDINGS FOR THE APPROVAL OF A TENTATIVE PARTITION AT R4415 03402**

- DOCKET:** MP 1-20 (Tentative Partition)
- REQUEST:** Application for a Tentative Partition to partition an approximately 7.77 acre parcel of land into three (3) parcels approximately 2.55, 2.54, and 2.50 acres in size.
- LOCATION:** Parcel 3, Partition Plat 2001-35. Parcel is located east of NE Miller Street and north of NE Riverside Drive, and is also identified as Tax Lot 3402, Section 15, T. 4 S., R. 4 W., W.M.
- ZONING:** M-2PD (General Industrial Planned Development)
- APPLICANT:** Bryce Roberts, on behalf of Trumpt LLC
- STAFF:** Chuck Darnell, Senior Planner
- DATE DEEMED COMPLETE:** March 18, 2020
- DECISION MAKING BODY & ACTION:** The McMinnville Planning Director makes the final decision, unless the Planning Director's decision is appealed to the Planning Commission.
- DECISION DATE & LOCATION:** April 24, 2020, Community Development Center, 231 NE 5<sup>th</sup> Street, McMinnville, Oregon.
- PROCEDURE:** An application for a Tentative Partition is processed in accordance with the procedures in Section 17.72.110 of the Zoning Ordinance. The application is reviewed by the Planning Director in accordance with the Director's Review with Notification procedures specified in Section 17.72.110 of the Zoning Ordinance.
- CRITERIA:** The applicable criteria for a Tentative Partition are specified in Section 17.53.060 of the Zoning Ordinance. In addition, the goals, policies, and proposals in Volume II of the Comprehensive Plan are to be applied to all land use decisions as criteria for approval, denial, or modification of the proposed request. Goals and policies are mandated; all land use decisions must conform to the applicable goals and policies of Volume II. "Proposals" specified in Volume II are not mandated, but are to be undertaken in relation to all applicable land use requests.





## **I. APPLICATION SUMMARY:**

### ***Subject Property & Request***

The proposal is an application for a Tentative Partition (MP 1-20) to partition an approximately 7.77 acre parcel of land into three (3) parcels approximately 2.55, 2.54, and 2.50 acres in size. The subject site is described as Parcel 3, Partition Plat 2001-35. The parcel is located east of NE Miller Street and north of NE Riverside Drive, and is also identified as Tax Lot 3402, Section 15, T. 4 S., R. 4 W., W.M.

The subject property is located east of NE Miller Street and north of NE Riverside Drive, and southwest of the current termination of NE Colvin Court. The subject property and surrounding properties are zoned M-2PD (General Industrial Planned Development). The site is undeveloped. Uses on the abutting properties to the north and west are industrial. Property east of the subject site is also undeveloped. Properties to the south across NE Riverside Drive are located outside of the current city limits, but within the Urban Growth Boundary, and are used as residential. **See Vicinity Map (Figure 1), Zoning Map (Figure 2), Applicant’s Proposed Partition Plan (Figure 3), and Applicant’s Utility Plan (Figure 4) below.**

### ***Summary of Criteria & Issues***

The application is subject to the standards and procedures established in Chapter 17.53 (Land Division Standards) of the Zoning Ordinance, which are intended to “[...] provide uniform procedures and standards for the subdivision and partitioning of land, and adjustment of property lines; to assure adequate width and arrangement of streets; to coordinate proposed development with plans for utilities and other public facilities; to avoid undue congestion of population; to assure adequate sanitation and water supply; to provide for the protection, conservation, and proper use of land; to secure safety from fire, flood, slides, pollution, drainage or other dangers; to provide adequate light and air, recreation, education, and adequate transportation; to promote energy conservation; to protect in other ways the public health, safety, and welfare; and to promote the goals and policies of the McMinnville Comprehensive Plan.” The goals and policies in Volume II of the Comprehensive Plan are also independent approval criteria for all land use decisions.

As required by the Land Division Standards, lots created by partition are required to conform to the zoning requirements of the area. In April 1981, Ordinance 4135 was approved establishing the Northeast Industrial Area Planned Development Overlay, changing the zoning of the subject site to M-2PD (General Industrial Planned Development). Ordinance 4135 does not place any additional standards for lot size or land division requirements on the subject site. Zoning requirements for the subject property are those of the underlying M-2 zone. The M-2 (General Industrial Zone) does not have a minimum lot size, and there are no required yards unless the side or rear yard is adjacent to a residential zone. Properties adjacent to the subject site to the west, north, and east are industrially zoned. Properties adjacent to the subject site to the south are located outside of the city limits so are under County zoning, but are included in the McMinnville Urban Growth Boundary and are guided for Residential use in the McMinnville Comprehensive Plan.

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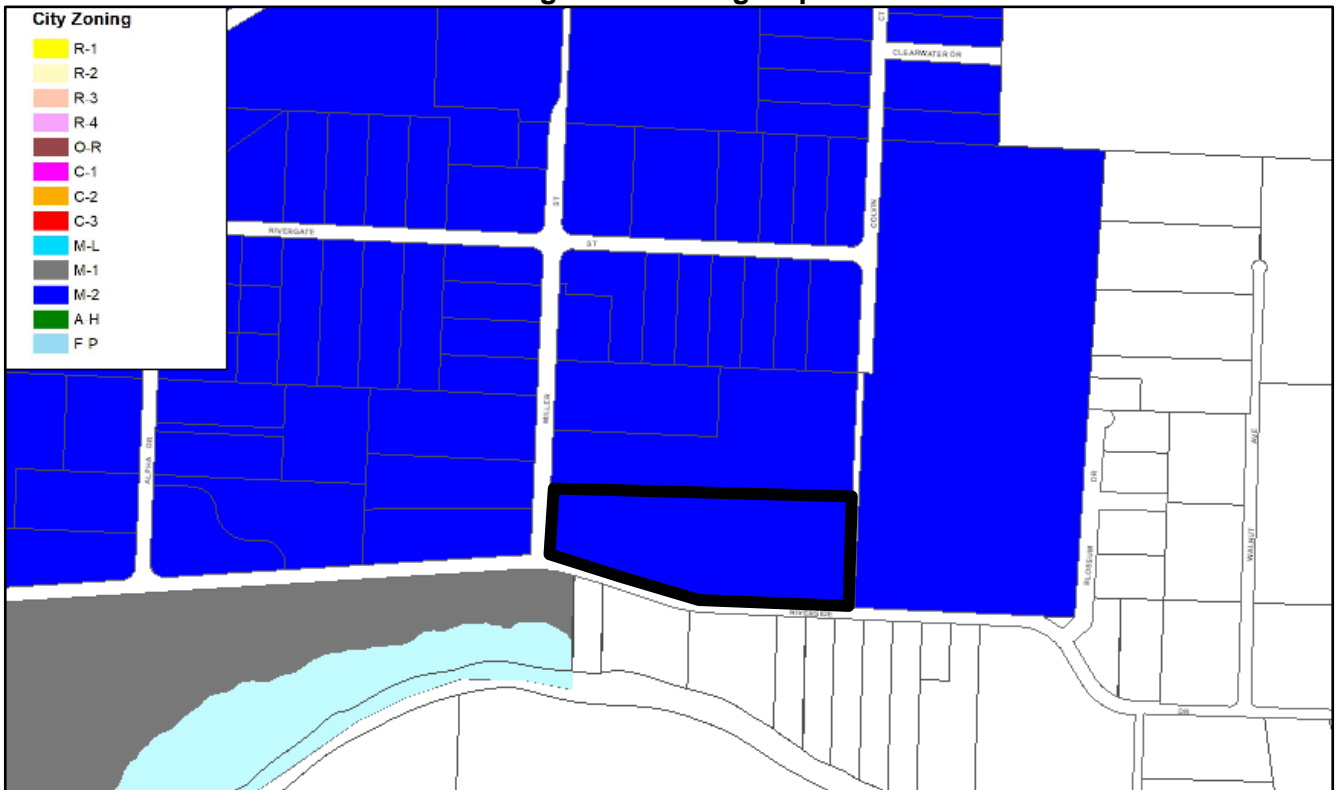
#### *Attachments:*

Attachment 1 – Application and Attachments

Figure 1. Vicinity Map



Figure 2. Zoning Map



Attachments:

Attachment 1 – Application and Attachments

Figure 3. Applicant's Proposed Partition Plan

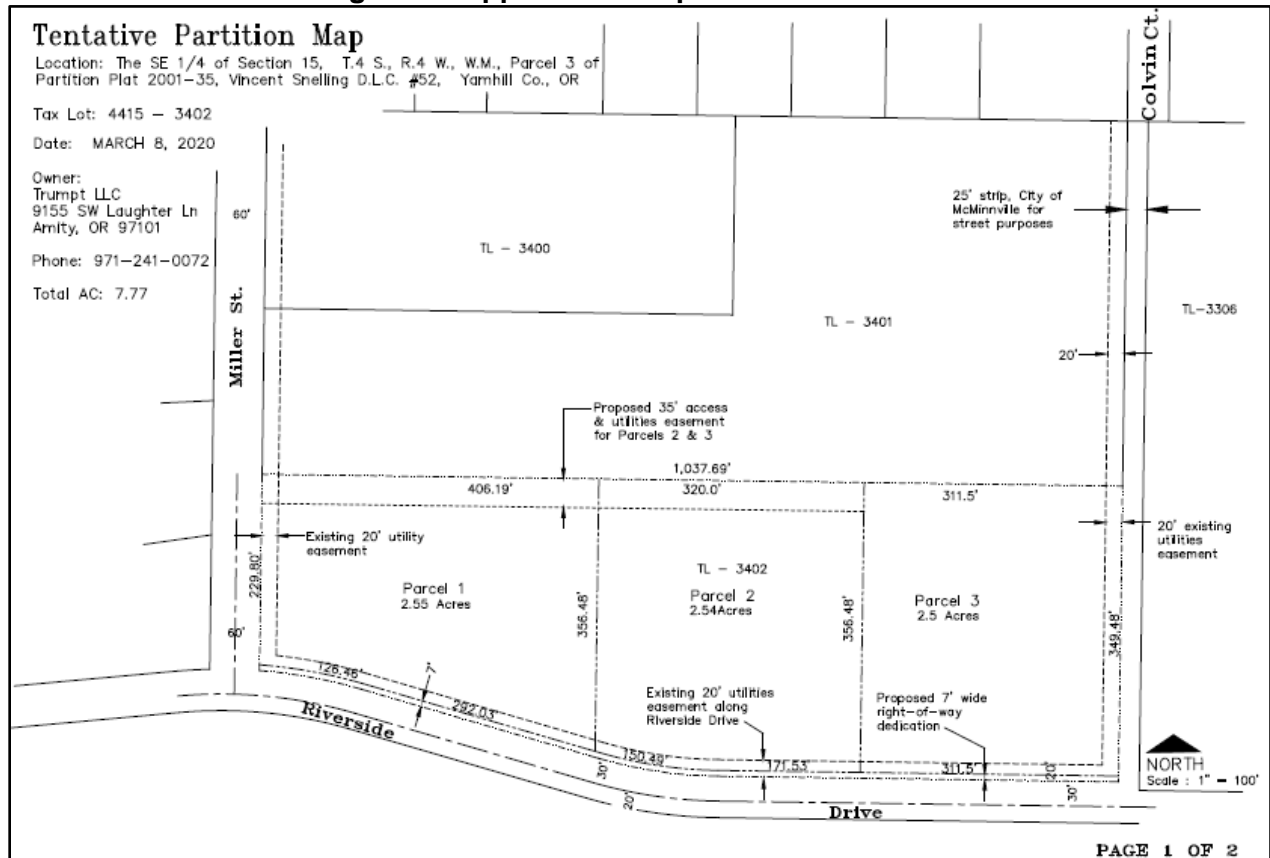
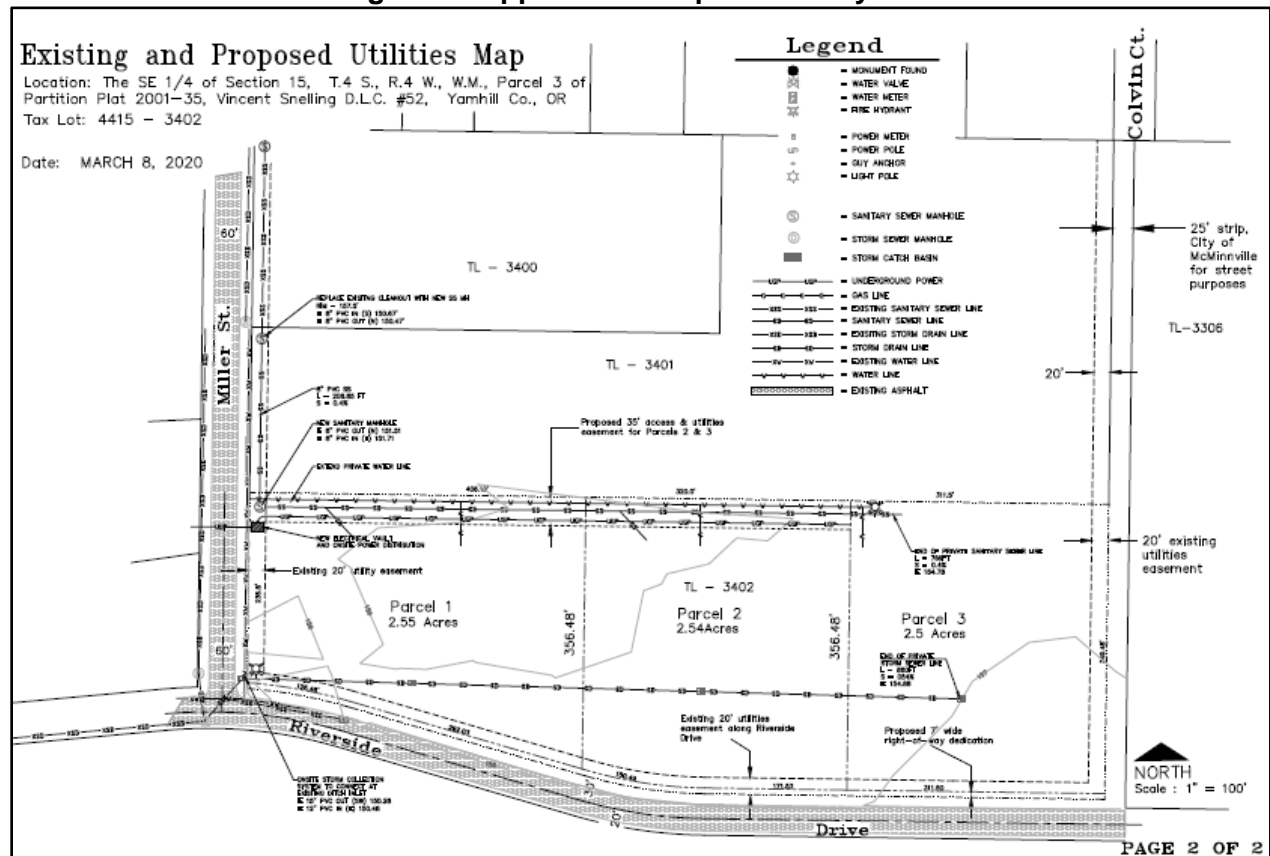


Figure 4. Applicant's Proposed Utility Plan



Attachments:  
 Attachment 1 – Application and Attachments

**II. CONDITIONS:****General Requirements:**

1. The applicant shall submit to the City Engineer, for review and approval, a utility plan for the subject site. At a minimum, this plan shall indicate the manner in which separate sanitary sewer, storm sewer, and water services will be provided to each of the proposed lots. Each lot will need to be served by a separate sanitary sewer lateral and connection to a public sewer main. Easements and maintenance agreements as may be required by the City Engineer for the provision, extension and maintenance of these utilities shall be submitted to the City Engineer for review and approval prior to filing of the final plat. Revisions to the easements and utilities as shown on the tentative partition plat may be made on the final partition plat, based on the frontage improvements required to the right-of-ways adjacent to the subject site. All required utilities shall be installed to the satisfaction of the responsible agency prior to the City's approval of the final plat.
2. The proposed water line serving Parcel 2 & 3 shall be a private water line. The applicant shall contact McMinnville Water and Light at (503) 472-6158 to discuss the details on the infrastructure required to provide water and electrical services to Parcel 2 & 3.
3. That the applicant shall enter into a Construction Permit Agreement with the City for the Public Improvements related to frontage improvements on Miller Street, Colvin Court, and Riverside Drive and pay the associated fees prior to the release of the approved construction plans.
4. That the construction of utilities and other required infrastructure to serve the partitioned parcels will be at the owner's expense and that sewer assessment charges and other applicable system development charges must be paid at the time of building permit application, unless otherwise noted. If you have any questions concerning this matter, please contact the Engineering Department at (503) 434-7312.
5. Two copies of the final partition plat mylars shall be submitted to the City Engineer for the appropriate City signatures. The signed plat mylars will be released to the applicant for delivery to McMinnville Water and Light and the County for appropriate signatures and for recording.
6. That prior to any construction activity, the applicant shall secure all required state and federal permits, including, if applicable, those related to the federal Endangered Species Act (if applicable), Federal Emergency Management Act, and those required by the Oregon Division of State Lands and U.S. Army Corps of Engineers. Copies of the approved permits shall be submitted to the City.
7. That approval of this tentative plat will expire 12 (twelve) months after the date of issuance of this letter. If the final plat has not been submitted prior to expiration of the tentative plat, or a written request for an extension of this approval has not been submitted and approved within that same period, the applicant must resubmit a tentative plat for further consideration, and comply with regulations and conditions applicable at that time.
8. This partition will not be considered a legal partition until such time that a copy of the recorded document is provided to the City of McMinnville's Planning Department.

**Improvements - Miller Street:**

9. Prior to the City's approval of the final plat, the applicant shall improve Miller Street to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the installation of curb & gutter, planter strip, sidewalk, and

**Attachments:**

Attachment 1 – Application and Attachments

appropriately sized storm drainage facilities, within the existing 60' right-of-way. The improved street width may be varied, if necessary, to match existing conditions and land development already present in the area, as allowed by subsection (b) in the "Street Design Standard Notes" section of the table in Section 17.53.101(B) of the McMinnville Municipal Code.

10. Sanitary sewer service (8" public mainline) is currently available, in a 20' wide utilities easement adjacent to the east side of Miller Street, to the north at the southeast corner of Tax Lot R4415 03400. Prior to the City's approval of the final plat, the applicant shall extend the 8" public mainline to the south to serve the site.

#### Improvements - Colvin Court:

11. That prior to the City's approval of the final plat, the applicant shall improve Colvin Court to Local street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the construction of half street improvements to provide a 20' pavement width to allow for two lanes of travel; installation of curb & gutter, planter strip, sidewalk, sanitary sewer, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing 25' right-of-way. The proposed utility plan does not show the extension of electrical and franchise utility infrastructure on Colvin Court. These facilities will need to be placed underground in existing and proposed utility easements. Plans for these utilities shall be approved by MW&L prior to the release of the Construction Permit Agreement.

The 20' pavement width required to allow for two lanes of travel on Colvin Court would require construction of the street 4' east of the existing right-of-way centerline into property under separate ownership to the east that has not yet been dedicated as public right-of-way. If the adjacent property to the east has not yet dedicated additional public right-of-way at the time of the final plat, the applicant may bond for the improvements to Colvin Court prior to the City's approval of the final plat.

#### Improvements - Riverside Drive:

12. Riverside Drive is a major collector facility in the City's adopted Transportation System Plan. The adopted right-of-way width for a major collector is 74' total (37' feet on each side of centerline). The existing right-of-way for Riverside Drive adjacent to the site is 30' north of centerline. Therefore, the final plat shall reflect the dedication of 7' additional feet of right-of-way along the site's Riverside Drive frontage.
13. The dedication of additional right-of-way on the NW corner of the intersection of Riverside Drive and Colvin Court may be necessary to provide the necessary space for a 25' curb radius, planter strip, sidewalk and curbs ramps. Prior to approval of the final plat, the applicant shall provide a plan showing these elements within the existing and proposed right-of-way, and if necessary, revise the right-of-way dedication to include the necessary space for these elements.
14. That prior to the City's approval of the final plat, the applicant shall improve Riverside Drive to Major Collector street standards, as identified in Section 17.53.101(B) of the McMinnville Municipal Code, along the site's frontage including: the widening of Riverside Drive and the construction of half street improvements to provide 22' of street width north of centerline; bike lane, installation of curb & gutter, planter strip, sidewalk, appropriately sized storm drainage facilities, and appropriately sized water facilities within the existing and proposed right-of-way; and the installation of appropriately sized electrical and franchise utility infrastructure within the existing and Public Utility Easements. It should be noted that this section of Riverside Drive is under Yamhill County's Jurisdiction. The applicant shall obtain and provide copies of approved Yamhill County permits to the City prior to the release of the Construction Permit Agreement.

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#### Attachments:

Attachment 1 – Application and Attachments

**III. ATTACHMENTS:**

1. MP 1-20 Application and Attachments (on file with the Planning Department)
2. Public Testimony Received (on file with the Planning Department)
  - a. Jan Jackman, 6925 NE Riverside Drive, Letter received April 3, 2020 (on file with Planning Department). Letter was also signed by:
    - i. Jason and Heavenly McFarland, 6901 NE Riverside Drive
    - ii. Jason and Arin van Mourik, 7025 NE Riverside Drive
    - iii. Ann Barnes, 7081 NE Riverside Drive
    - iv. David and Bernadette Hermens, 7201 NE Riverside Drive

**IV. COMMENTS:****Agency Comments**

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

- McMinnville Engineering Department

Engineering comments were provided in the form of suggested conditions. Those conditions of approval were included in the conditions listed in Section II above.

- McMinnville Building Department

There is a storm sewer line shown crossing the three proposed parcels. It is not clear whether the line is existing or proposed. If there are no buildings and the system drains only the property, then the codes do not regulate this. When buildings go in, the storm piping becomes part of the building system and is generally not allowed to cross adjacent properties without an easement in place. The applicable code is the Oregon Plumbing Specialty Code, Section 311.1.

This is informational only as no buildings are proposed as part of this minor partition. However, if buildings go in at a later date, easements would be a condition of that development for the sewer crossing lots or the sewers must be abandoned and reconstructed to code.

- Department of State Lands

Please see WN2020-0187 submitted by Jamie Fleckenstein for adjacent lot 04S04W15 #3401, response pending – so when response is completed may be helpful. Based on SWI soils in area, recommend submitting for this lot also.

- McMinnville Water & Light

NEW ELECTRIC VAULT AND ONSITE POWER DISTRIBUTION as shown on “Existing and Proposed Utilities Map” has not been approved by McMinnville Water & Light.

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## Public Comments

Notice of this request was mailed to property owners located within 100 feet of the subject site. One item of public testimony was received by the Planning Department, and is described in Section III (Attachments) above.

## V. FINDINGS OF FACT - PROCEDURAL FINDINGS

1. The applicant, Bryce Roberts, on behalf of Trumpt LLC, submitted the Tentative Partition application on January 13, 2020.
2. The application was deemed incomplete on February 11, 2020. A revised application submittal, including items that were requested by the Planning Department to deem the application complete, was provided on March 9, 2020.
3. The application was deemed complete on March 18, 2020. Based on that date, the 120 day land-use decision time limit expires July 16, 2020.
4. Notice of the application was referred to the following public agencies for comment in accordance with Section 17.72.110 of the Zoning Ordinance: McMinnville Fire Department, Police Department, Engineering Department, Building Department, Parks Department, Public Works Department, Waste Water Services, City Manager, and City Attorney; McMinnville Water and Light; McMinnville School District No. 40; Yamhill County Planning Department; Frontier Communications; Comcast; Recology; Oregon Department of State Lands; and Northwest Natural Gas.

Comments received from agencies are addressed in Section IV of the Decision Document.

5. Notice of the application and was mailed to property owners within 100 feet of the subject property in accordance with Section 17.72.110 of the Zoning Ordinance.
6. One item of public testimony was submitted to the Planning Department prior to the Planning Director's review of the application, which is provided in Section IV of the Decision Document.

## VI. FINDINGS OF FACT - GENERAL FINDINGS

1. **Location:** Parcel 3, Partition Plat 2001-35. Parcel is located east of NE Miller Street and north of NE Riverside Drive, and is also identified as Tax Lot 3402, Section 15, T. 4 S., R. 4 W., W.M.
2. **Size:** 7.77 acres
3. **Comprehensive Plan Map Designation:** Industrial
4. **Zoning:** M-2 PD (General Industrial Planned Development)
5. **Overlay Zones/Special Districts:** Planned Development Ordinance 4135 – Northeast Industrial Area Planned Development Overlay
6. **Current Use:** Vacant
7. **Inventoried Significant Resources:**
  - a. **Historic Resources:** None

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*Attachments:*

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- b. **Other:** None
8. **Other Features:**
- a. **Slopes:** Generally level site, sloping very slightly to the northwest.
  - b. **Easements and Utilities:** A twenty foot wide public utility easement is located along the western, southern, and eastern property lines as identified in Partition Plat 2001-35.
9. **Utilities:**
- a. **Water:** The property is currently served by a water main in NE Miller Street. The treatment plant has sufficient treatment capacity.
  - b. **Sewer:** The property is served by an 8” sewer main in NE Miller Street, but north of the subject site. Sanitary sewer service will also be available at the future termination of NE Colvin Court, which is being extended as part of a partition of land north of the subject site. The municipal water reclamation facility has sufficient capacity to accommodate expected waste flows resulting from the use.
  - c. **Stormwater:** Storm water service is available near the site in NE Miller Street and NE Riverside Drive. The proposal doesn’t increase impervious site area.
  - d. **Other Services:** Other services are available to the property. No overhead utilities are present along any adjacent right-of-way.
10. **Transportation:** NE Miller Street is classified as a Local Residential Street in the Transportation System Plan (TSP). The existing right-of-way is 60 feet wide. The street is improved with curb and gutter, sidewalk and planter strip on the west side, and a no improvements on the east side adjacent to the site. NE Colvin Court is classified as a Local Residential Street in the TSP, and terminates northeast of the site but is being extended as part of a partition of land north of the subject site and will then terminate immediately to the northeast of the subject site. Right-of-way for the eventual extension of NE Colvin Court in the width of 25 feet was dedicated in Partition Plat 2001-35 adjacent to the subject site. NE Riverside Drive is classified as a major collector in the TSP. The existing Riverside Drive right-of-way is 50 feet in width.

## **VII. CONCLUSIONARY FINDINGS:**

The Conclusionary Findings are the findings regarding consistency with the applicable criteria for the application. The applicable criteria for a Minor Partition are specified in Chapter 17.53 of the Zoning Ordinance.

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

### **Comprehensive Plan Volume II:**

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

The implementation of most goals, policies, and proposals as they apply to this application are accomplished through the provisions, procedures, and standards in the city codes and master plans, which are sufficient to adequately address applicable goals, policies, and proposals as they apply to this application.

The following additional findings are made relating to specific Goals and Policies:

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

*Policy 132.29.05 Off-site improvements to streets or the provision of enhanced pedestrian and bicycle facilities in the McMinnville planning area may be required as a condition of approval for land divisions or other development permits.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #9, 10, 11, 12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan. See findings for Section 17.53.101(B) below for more detail.

*Policy 132.40.05 Conditions of Approval – In accordance with the City’s TSP and capital improvements plan (CIP), and based on the level of impact generated by a proposed development, conditions of approval applicable to a development application should include:*

- 1. Improvement of on-site transportation facilities,*
- 2. Improvement of off-site transportation facilities (as conditions of development approval), including those that create safety concerns, or those that increase a facility’s operations beyond the City’s mobility standards; and [...]*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #9, 10, 11, 12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan. See findings for Section 17.53.101(B) below for more detail.

*Policy 132.40.10 Multi-modal Improvements – To manage growth, improvements to transportation facilities may include both motorized and non-motorized facilities improvements, constructed in accordance with the City’s minimum design standards.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #9, 10, 11, 12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan. See findings for Section 17.53.101(B) below for more detail.

*Policy 132.56.00 Provide Bicycle Facilities on Arterials and some Collector Streets – To the extent possible, arterial and some collector streets undergoing overlays or reconstruction will either be re-striped with bicycle lanes or sharrow (bicycle/auto shared-lane) routes as designated on the Bicycle System Plan Map. Every effort*

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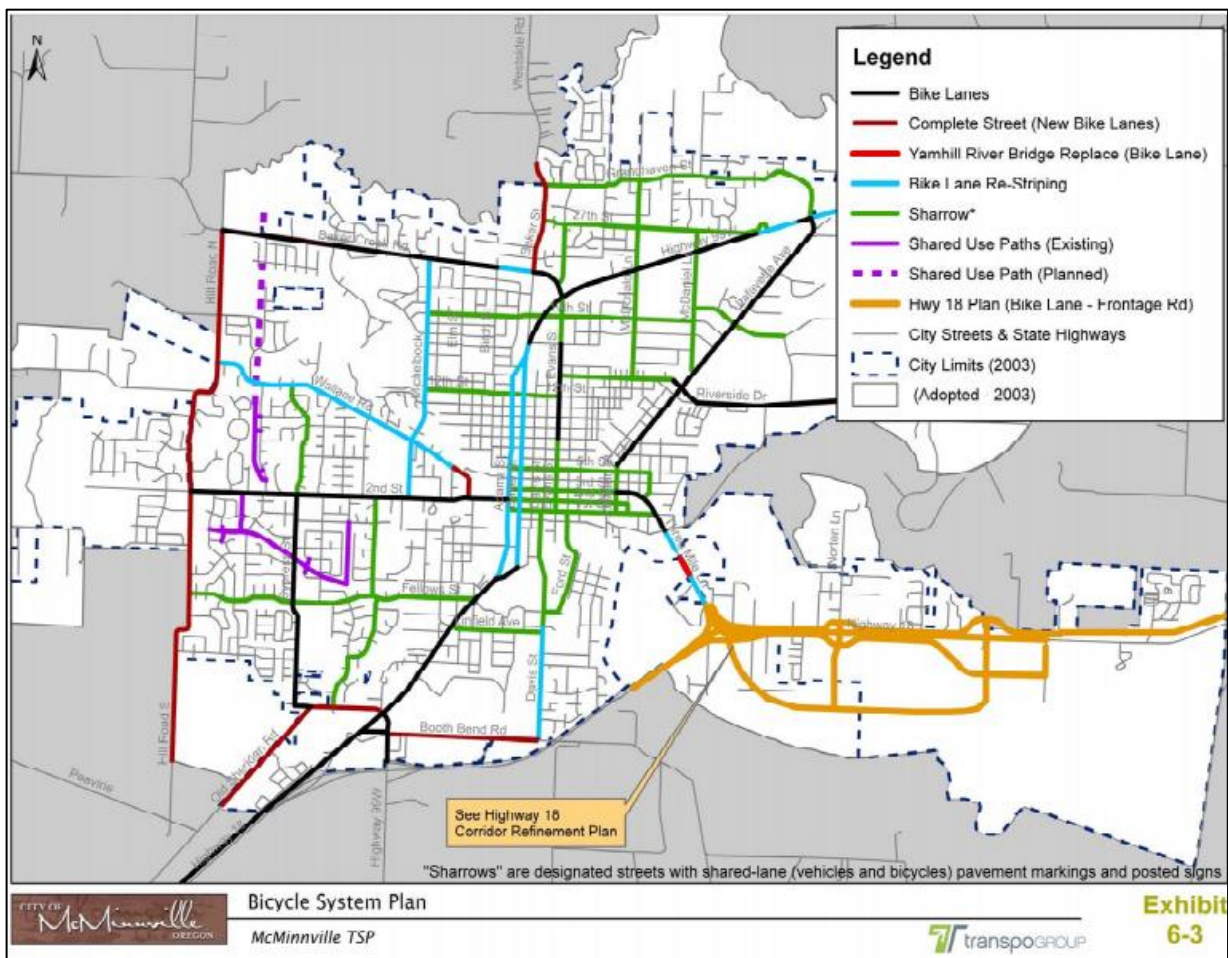
*Attachments:*

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will be made to retrofit existing arterials and selective collectors with bicycle lanes, as designated on the Bicycle System Plan Map.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan. NE Riverside Drive, which is adjacent to the south of the subject site, is identified as a major collector in the McMinnville Transportation System Plan, and therefore will be required to be constructed with bicycle lanes. The Bicycle System Plan Map, as shown in Exhibit 6-3 of the McMinnville Transportation System Plan, is provided below, which identifies bicycle lanes on NE Riverside Drive. Also, see findings for Section 17.53.101(B) below for more detail.



**Policy 132.62.00** *TSP as Legal Basis – The City of McMinnville shall use the McMinnville TSP as the legal basis and policy foundation for actions by decision makers, advisory bodies, staff, and citizens in transportation issues. The goals, objectives, policies, implementation strategies, principles, maps, and recommended projects shall be considered in all decision-making processes that impact or are impacted by the transportation system.*

**Policy 132.62.05** *TSP Policies – The City of McMinnville shall use the McMinnville TSP to:*

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1. Describe the classification or function of all streets within the McMinnville planning area. Policies found in the Plan shall be used to develop connective local street circulation patterns.
2. Require new development to provide adequate accessibility, as defined by the McMinnville Zoning Ordinance, for all travel modes within a development and in coordination with existing and other proposed development. Street design standards in the McMinnville Zoning Ordinance are to be used to secure adequate public street and sidewalk facilities. [...]

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #9, 10, 11, 12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan. See findings for Section 17.53.101(B) below for more detail.

*Policy 132.62.20 TSP Use in Review of Land Use Actions – The City of McMinnville shall consider and apply the goals, policies, planning principles, recommended projects, implementation strategies, and maps contained in McMinnville TSP in the review of land use actions and development applications.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #9, 10, 11, 12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan. See findings for Section 17.53.101(B) below for more detail.

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

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

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The process for a Tentative Partition provides an opportunity for citizen involvement through the public notice and comment period. Throughout the process, there are opportunities for the public to review and obtain copies of the application materials prior to the McMinnville Planning Director’s review of the request. All members of the public have access to provide testimony and ask questions during the public review process.

### **McMinnville Municipal Code**

The following Sections of the McMinnville Municipal Code provide criteria applicable to the request:

#### **Land Division Standards - Partition**

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##### *Attachments :*

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**17.53.060 Submission of Tentative Partition Plan.** An application to partition land shall be submitted in accordance with the application submittal procedures as stated in Sections 17.72.020 through 17.72.070 and shall be reviewed and approved under the following procedure:

**17.53.060(A):** *There shall be submitted to the Planning Department, a completed tentative partition application, applicable fees, and 15 (fifteen) copies of a tentative partition plan drawn to scale with sufficient information to show the following:*

1. *The date, north point, scale, a copy of recorded deed, and any conveyed rights to define the location and boundaries of the parcels to be partitioned;*
2. *Name, address and phone number of the recorded owner(s), authorized agents or representatives, engineer or surveyor, and any assumed business names filed or to be filed by the applicant with the Corporation Commission;*
3. *Approximate size of the parcel under a single ownership or, if more than one ownership is involved, the total contiguous acreage of all owners of land directly involved in the partitioning;*
4. *For land adjacent to and within the parcel to be partitioned, show locations, names, and existing widths of all streets and easements of way; locations, width, and purpose of all other existing easements; and location and size of sewer and water lines and drainage ways;*
5. *Outline and location of existing buildings to remain in place;*
6. *Parcel layout showing size and relationship to existing or proposed streets and utility easements;*
7. *Location and dimension of any existing or planned curb-side planting strip which may border the subject site. (Amended 12/9/97 by Ordinance 4654B.)*
8. *A Title Report or Partition Guarantee prepared within 60 (sixty) days of the application date.*
9. *Contour lines related to City datum and having minimum intervals of two (2) feet.*
10. *Location and direction of water courses, and the location of areas within the 100-year floodplain as indicated on the most recent Flood Insurance Rate Maps as prepared by the Federal Emergency Management Agency.*
11. *Location of any natural features such as rock outcroppings, designated wetlands, wooded areas, and natural hazards.*
12. *Source, method and preliminary plans for domestic and other water supplies, sewage disposal, storm water disposal and other drainage facility plans, and all other utilities.*
13. *Such additional information as required by the Planning Director.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The applicant submitted an application and tentative partition plan on January 13, 2020, and then provided revised materials on March 9, 2020 responding to the application having been deemed incomplete. The application and revised materials contained sufficient information to be deemed complete on March 18, 2020.

**17.53.060(B).** *Upon receiving a complete application for a partition, notification and review shall be provided as stated in Section 17.72.110. The Director’s decision shall be based upon a finding that the tentative plan substantially conforms to the requirements of this chapter.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The application for a Tentative Partition of the subject site was deemed complete on March 18, 2020. Notification was mailed to property owners within 100 feet of the subject site on March 23, 2020. Findings have been provided for applicable Comprehensive Plan policies and goals, and criteria and standards of the McMinnville Municipal Code and other applicable ordinances.

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**17.53.060(C).** *The Planning Director may require such dedication of land and easements and may specify such conditions or modifications in the plan as are deemed necessary to carry out the McMinnville Comprehensive Plan. In no event, however, shall the Planning Director require greater dedications or conditions than could be required if the entire parcel were subdivided.*

1. *If the parcel of land to be partitioned, being large in size, shall be divided into more than three parcels within any one calendar year, full compliance with all requirements for a subdivision plat may be required if the Planning Director should determine, in his judgment, that the entire parcel is in the process of being subdivided.*
2. *Where a parcel is proposed to be divided into units of one acre or more, the Planning Director shall require an arrangement of parcels and streets such as to permit future partitions or subdivision in conformity to the street requirements and other requirements contained in this ordinance. Refer to Section 17.53.080 for future development plan requirements.*
3. *For notice of decision, effective date of decision and the appeal process, refer to Chapter 17.72 (Applications and Review Process).*
4. *The effective date of the Planning Director's decision shall be 15 (fifteen) calendar days following the date the notice of decision is mailed unless an appeal is filed.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED.** The subject site was created by partition of land completed in 2001 by Partition Plat 2001-35. While the proposed partition does create three lots larger than one acre or more, a future development plan was not determined to be necessary for this industrial partition. While specific uses are not identified at this time, industrial uses typically have larger footprints and space needs which would be accommodated by the size of the lots proposed. The proposed lots may likely be the final size needed to accommodate the larger industrial uses. If future partitions of the proposed lots are requested, the lots are arranged and configured in a manner that would allow future partitions. The proposed lot lines align with those of the surrounding properties and create standard rectangular or square lots that conform to standards. See findings for Section 17.53.105 below. Each proposed parcel has a street frontage of 200 feet or more, which would accommodate access to the adjacent street or provision of an access easement to allow for further partitioning and smaller scale development in the future, if requested.

**17.53.060(D).** *Approval of a Tentative Partition Plat shall be valid for a one-year period from the effective date of approval. Upon written request, the Director may approve a one-year extension of the decision. Additional extensions shall require the approval of the Planning Commission.*

**APPLICANT'S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION #7.** A condition of approval has been included to confirm that the approval of the tentative partition plat shall be valid for a one-year period from the effective date of decision.

## Land Division Standards – Approval of Streets and Ways

### 17.53.101 Streets.

- A. **General.** The location, width, and grade of streets shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and to the proposed use of the land to be served by the streets. Where location is not shown in a comprehensive plan, the arrangement of streets in a subdivision shall:
  1. Provide for the continuation or appropriate projection of existing principal streets in surrounding areas; or

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2. Conform to a plan for the neighborhood approved or adopted by the Planning Commission to meet a particular situation where topographical or other conditions make continuance or conformance to existing streets impractical; or
  3. Maximize potential for unobstructed solar access to all lots or parcels. Streets providing direct access to abutting lots shall be laid out to run in a generally east-west direction to the maximum extent feasible, within the limitations of existing topography, the configuration of the site, predesigned future street locations, existing street patterns of adjacent development, and the preservation of significant natural features. The east-west orientation of streets shall be integrated into the design.
- B. Rights-of-way and street widths. The width of rights-of-way and streets shall be adequate to fulfill city specifications as provided in Section 17.53.151 of this chapter. Unless otherwise approved, the width of rights-of-way and streets shall be as shown in the following table:

COMPLETE STREET DESIGN STANDARDS										
		Arterial		Collector		Neighborhood Connector	Local Residential	Alley		
		Major	Minor	Major	Minor					
Streetscape	Street Profile	Bike	Auto/Truck Amenities (lane widths) <sup>1</sup>	2-4 lanes (12 ft.)	2 lanes (11 ft.)	2 lanes (11 ft.)	2 lanes (10 ft.)	See Street Width	See Street Width	20 ft.
			Median / Center Turn Lane	14 ft.	12 ft.	12 ft.	10 ft.	None	None	None
			Bike Facility <sup>2</sup>	2 lanes (6 ft.)	2 lanes (6 ft.)	2 lanes (5 ft.)	2 lanes (5 ft.) or shared lane	Shared Lane	Shared Lane	None
			Curb-to-curb Street Width <sup>3</sup>	na	na	na	30 or 40 ft.	28 ft.	28 ft.	Not Apply
	Pedestrian Zone (with ADA)	Pedestrian Amenities <sup>4</sup>	On-Street Parking	na	na	na	30 or 40 ft.	28 ft.	Not Apply	
			Two Sides	74 ft.	46 ft.	44 ft.	30 or 40 ft.	28 ft.	28 ft.	Not Apply
			None	74 ft.	46 ft.	44 ft.	30 or 40 ft.	28 ft.	28 ft.	Not Apply
	Traffic Management	Traffic Management	Sidewalks (both sides)	8 ft. Com	5 ft. Res 10-12 ft. Com	5 ft. Res 10-12 ft. Com	5 ft. Res 10-12 ft. Com	5 ft.	5 ft.	None
			Planter Strips		6 ft. Res na Com	6 ft. Res na Com	6 ft. Res na Com	5 ft. Res	5 ft. Res	None
			Preferred Adjacent Land Use – Intensity	High	Medium to High	Medium	Medium	Medium to Low	Low	Low
		Maximum Average Daily Traffic	32,000	20,000	16,000	10,000	1,200 – 3,000	1,200	500	
		Traffic Calming	Not Typical	Not Typical	Not Typical	Permissible/ Not Typical	Permissible/ Not Typical	Typical	Not Typical	
		Managed Speed <sup>5</sup>	35 mph	30-35 mph	25-30 mph	25 mph	25 mph	15-25 mph	10 mph	
		Through-traffic Connectivity	Primary	Typical	Typical	Typical	Not Typical	Not Permissible	Not Permissible	
		Access Control	Yes	Yes	Some	Some	No	No	No	
		Maximum Grade	6%	6%	10%	10%	12%	12%	12%	
		Right-of-Way:	104 ft.	96 ft.	74 ft.	56 ft. (no bike lane) 66 ft. (bike lane)	50 ft.	50 ft.	20 ft.	

**General Design Notes:**

1. Lane widths shown are the preferred construction standards that apply to existing routes adjacent to areas of new development, and to newly constructed routes. For arterial and collector streets within industrial zones, lanes widths shall be 12 feet.
2. An absolute minimum bike lane width for safety concern is 5 ft. on arterial and 4 ft. on collector streets, which is expected to occur in locations where existing development along an established route or other physical constraint preclude construction of the preferred facility width.
3. Street design for each development shall provide for emergency and fire vehicle access.
4. Sidewalks 10-12 feet in width are required in commercial areas to accommodate the Pedestrian zone. Street trees are to be placed in tree wells. Placement of street trees and furniture and business accesses are to meet ADA requirements for pedestrian access.
5. Speeds in the central business district may be 20-25 mph. Traffic calming techniques, signal timing, and other efforts will be used to keep traffic within the desired managed speed ranges for each Functional Class. Design of a corridor's vertical and horizontal alignment will focus on providing an enhanced degree of safety for the managed speed.
6. None with on-street parking

**Street Design Standard Notes:**

- (a) Exclusive of side slope easement which may be required in addition for cuts and fills in rough terrain.
- (b) The right-of-way and street width may be varied after consideration of the unique characteristics of the land including geography, topography, unique vegetation, and its relation to land development already present or proposed in the area.
- (c) The right-of-way, street width, improvement standards, and turnaround radius of commercial/industrial cul-de-sacs and streets shall be dependent upon the types of vehicle traffic to be served.
- (d) Intersection curb radii shall not be less than 25 feet. On-street parking shall not be permitted within a 30-foot distance of street intersections measured from the terminus of the curb return. Where such a local residential street intersects an arterial, parking along the local street shall not be permitted within a 60-foot distance of the intersection measured from the terminus of the curb return. The developer shall be responsible for the provision and installation of "No Parking" signs as approved by the City Engineering Department.
- (e) Sidewalks and planting strips shall not be required along eyebrows.
- (f) For cul-de-sacs greater than 300 feet in length, fire hydrants may be required to be installed at the end of the bulb and appropriately spaced along the throat of the cul-de-sac as determined by the McMinnville Fire Department.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITIONS #9, 10, 11, 12, 13, & 14.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan, which are also identified in the table in Section 17.53.101(B) of the McMinnville Municipal Code.

Specifically, NE Miller Street will be required to be constructed to the Local street standards. The conditions of approval specify that street width of NE Miller Street may be varied, if necessary, to match existing conditions and land development already present in the area, as

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allowed by subsection (b) in the “Street Design Standard Notes” section of the table in Section 17.53.101(B) of the McMinnville Municipal Code.

NE Colvin Court will be required to be constructed to the Local street standards, with the exception that the street will only be required to be improved to “half street” standards due to the lack of an existing full 50 foot right-of-way. These “half street” improvement standards will allow for landscaping and pedestrian improvements to the west portion of NE Colvin Court and a paved street of 20 feet in width west of the centerline. However, the 20’ pavement width required to allow for two lanes of travel on Colvin Court would require construction of the street 4’ east of the existing right-of-way centerline into property under separate ownership to the east that has not yet been dedicated as public right-of-way. The conditions of approval state that if the adjacent property to the east has not yet dedicated additional public right-of-way at the time of the final plat, the applicant may bond for the improvements to Colvin Court prior to the City’s approval of the final plat. Future completion of the NE Colvin Court public street improvements, including widening of the street and landscaping and pedestrian improvements to the east portion of NE Colvin Court, will occur at the time of development of the properties to the east of NE Colvin Court.

NE Riverside Drive will be required to be constructed to the Major Collector street standards, with the exception that the street will only be required to be improved to “half street” standards due to the lack of an existing full 74 foot right-of-way. These “half street” improvement standards will allow for landscaping, pedestrian, and bicycle improvements to the north portion of NE Riverside Drive and a paved street of 22 feet in width north of centerline. All of the required improvements would occur within the right-of-way width as it exists after the applicant’s proposed dedication of 7 feet of additional right-of-way width (and as required by condition of approval #12). Future completion of the NE Riverside Drive public street improvements, including widening of the street and landscaping, pedestrian, and bicycle improvements to the south portion of NE Riverside Drive, will occur at the time of development of the properties to the south of NE Riverside Drive.

- E. Future extension of streets. Where necessary to give access to or permit a satisfactory future subdivision of adjoining land, streets shall be extended to the boundary of the subdivision; and the resulting dead-end streets may be approved without a turnaround. Local streets shall provide connectivity as identified in Exhibit 2-1 of the McMinnville Transportation System Plan or connectivity that is functionally equivalent. Reserve strips and street plugs may be required to preserve the objectives of street extensions.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED WITH CONDITION #11.** Conditions of approval are included on the proposed land division to require off-site improvements to the streets and pedestrian and bicycle facilities within the right-of-ways adjacent to the subject site. The off-site improvements will be required to be constructed to the standards within the McMinnville Comprehensive Plan and McMinnville Transportation System Plan, as described in more detail above in the finding for Section 17.53.101(B) of the McMinnville Municipal Code. The off-site improvements to the streets will include the extension of NE Colvin Court, which currently terminates north of the site. However, NE Colvin Court is in the process of being extended further south to the northern property line of the subject site as part of another partition of land to the north (docket number MP 5-19). This will allow NE Colvin Court to be extended south along the subject site’s frontage, connecting between the terminus of NE Colvin Court and NE Riverside Drive. NE Colvin Court was intended to be extended and connected to NE Riverside Drive, as evidenced by the dedication of 25’ of right-of-way east of the existing subject site (Parcel 3, Partition Plat 2001-35) at the time the existing parcel was created by Partition Plat 2001-35.

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*Attachments:*

Attachment 1 – Application and Attachments

**17.53.105(A). Size and shape.** Lot size, width, shape, and orientation shall be appropriate for the location of the subdivision and for the type of use contemplated. All lots in a subdivision shall be buildable.

1. Lot size shall conform to the zoning requirement of the area. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street parking and service facilities required by the type of use contemplated. The depth of lot shall not ordinarily exceed two times the average width.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The lots resulting from the proposed partition are of a size, width, shape, and orientation appropriate for the use contemplated (industrial). While specific uses are not identified at this time, industrial uses typically have larger footprints and space needs which would be accommodated by the size of the lots proposed. The proposed lots are relatively standard rectangular or square lots that would provide adequate area for larger industrial facilities and associated off-street parking. The lots comply with the zoning requirements of the Planned Development Overlay District adopted by Ordinance 4135 and the applicable requirements of the underlying M-2 (General Industrial) zone. There is no minimum lot size required by the M-2 (General Industrial) zone. The depth of each of the proposed parcels do not exceed two times the width, when measured from either NE Riverside Drive, NE Miller Street, or NE Colvin Court.

**17.53.105(B). Access.** Each lot shall abut upon a street other than an alley for a width of at least 25 (twenty-five) feet or shall abut an access easement which in turn abuts a street for at least 15 (fifteen) feet if approved and created under the provisions of 17.53.100(C). Direct access onto a major collector or arterial street designated on the McMinnville Comprehensive Plan Map shall be avoided for all lots subdivided for single-family, common wall, or duplex residential use, unless no other access point is practical.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** NE Miller Street and NE Colvin Court are classified as local streets in the McMinnville Transportation System Plan. Parcel 1 would abut NE Miller Street for a width of approximately 229 feet. As a condition of approval of the partition proposal, NE Colvin Court will be extended from its current terminus northeast of the site to Riverside Drive. Proposed Parcel 3 would abut the new extension of NE Colvin Court for a width of approximately 349 feet. Parcel 2 would abut Riverside Drive for a width of approximately 322 feet. Both Parcels 1 and 3 would also abut NE Riverside Drive for distances of approximately 418 and 311 feet, respectively. NE Riverside Drive is designated as a major collector in the McMinnville Comprehensive Plan and McMinnville Transportation System Plan, but the use of the subject site will be industrial, and therefore will not require a limitation of direct access onto the major collector street.

**17.53.105(C). Through Lots.** Through lots shall be avoided except where they are essential to provide separation of residential development from major traffic arteries or adjacent nonresidential activities, or to overcome specific disadvantages of topography and orientation. A planting screen easement at least 10 (ten) feet wide, and across which there shall be no right of access, may be required along the line of lots abutting such a traffic artery or other incompatible use.

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed partition does not create any through lots, therefore this criterion is met.

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*Attachments :*

Attachment 1 – Application and Attachments



**17.53.105(D). Lot side lines.** *The side lines of lots, as far as practicable, shall run at right angles to the street upon which the lots face.*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed property lines that would divide the three (3) proposed parcels run at an approximate right angles to NE Miller Street and NE Colvin Court, the streets upon which the westernmost and easternmost parcels face. Therefore, this criterion is met.

**17.53.060(E). Flag lots.** *The creation of flag lots shall be discouraged and allowed only when it is the only reasonable method of providing access to the rear of a lot which is large enough to warrant partitioning or subdividing. [...]*

**APPLICANT’S RESPONSE:** None.

**FINDING: SATISFIED.** The proposed partition does not create any flag lots, therefore this criterion is met.

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