

**PLANNING COMMISSION  
FINDINGS OF FACT  
SUBDIVISION DIV26-000002  
TYPE III DECISION PROCESS**

**REQUEST:** To authorize the division of land to create up to 5 lots with associated rights-of-way dedication.

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**APPLICANT/OWNER:** Unity Partners LLC  
5004 W 32<sup>ND</sup> Ave  
Kennewick, WA 99338

**PROPERTY DESCRIPTION:** Tax Lot 1600 of Assessor’s Map 4N 25 09CC

**ZONING OF THE AREA:** Commercial – Tourist Commercial Sub District

**PROPERTY LOCATION:** West of South Main Street, North of Oregon Trail Boulevard and at the intersection of the newly built SW Front & First Street.

- I. **GENERAL INFORMATION:** The request is to subdivide the subject property into 5 lots.
- II. **APPROVAL CRITERIA:** The application has been filed under the City of Boardman Development Code Chapter 4 Applications and Review Procedures 4.3 Land Divisions and Lot Line Adjustments. This chapter addresses a number of types of land divisions with a variety of criteria that are applicable to them at various points in the review and approval process. This review will use the approval criteria identified below in **bold** type with responses in regular type. Other parts of the chapter outline what is required of a complete application and the standards applicable to the final plat which will follow later in the decision making and approval process.

**4.3.140 Approval Criteria: Preliminary Plat**

- A. **General Approval Criteria. The City may approve, approve with conditions or deny a preliminary plat based on the following approval criteria:**
  - 1. **The proposed preliminary plat complies with all of the applicable Development Code sections and other applicable ordinances and regulations. At a minimum, the provisions of this Chapter, and the applicable sections of Chapter 2.0 (Land Use Districts) and Chapter 3.0 (Design Standards) shall apply. Where a variance is necessary to receive preliminary plat approval, the application shall also comply with the relevant sections of Chapter 5.0 (Exceptions);**

The preliminary plat was submitted with the application and has been designed to comply with all applicable Development Code provisions. The proposed lots support the intended commercial uses and have adequate access and utility service. A variance has not been deemed necessary.
  - 2. **The proposed plat name is not already recorded for another subdivision, and satisfies the provisions of ORS Chapter 92;**

Boardman Station has been identified for this development. The proposed plat name appears to meet this criterion, however a final determination will be completed when reviewed by the Morrow County Assessor and Surveyor.

- 3. The proposed streets, roads, sidewalks, bicycle lanes, pathways, utilities, and surface water management facilities are laid out so as to conform or transition to the plats of subdivisions and maps of major partitions already approved for adjoining property as to width, general direction and in all other respects. All proposed public improvements and dedications are identified on the preliminary plat; and**

This subdivision follows the recent construction of both Front Street and First Street in the Southwest Quadrant of the Main Street Interchange. An important part of this plat is the dedication of right-of-way for those streets. Those streets were built at the Public Road Standard in the recently adopted Public Works Standards which requires future development to install curb, gutter, and sidewalk as well as other development requirements. Utilities have already been installed to include power, fiber, and other requested services. The applicant is required to reimburse the city for the infrastructure improvements which will be completed through a Development Agreement. These items are listed as a Condition of Approval.

**4. All proposed private common areas and improvements (e.g., homeowner association property) are identified on the preliminary plat.**

No common areas or improvements are identified or proposed. This criterion is not applicable.

- B. Block and Lot Standards. All proposed blocks (i.e., one or more lots bound by public streets), lots and parcels conform to the specific requirements below:**

- 1. All lots shall comply with the lot area, setback, and dimensional requirements of the applicable land use district (Chapter 2), and the standards of Chapter 3.1.200.J - Street Connectivity and Formation of Blocks.**

The proposed lots are of reasonable dimensions to allow development in the zone and meet the required setback and other requirements of Chapter 2. They are also consistent with the Main Street Interchange Area Management Plan.

- 2. Setbacks shall be as required by the applicable land use district (Chapter 2).**

Setbacks will be applied at the time of development.

- 3. Each lot shall conform to the standards of Chapter 3.1 - Access and Circulation.**

Each lot will have access to the street it is fronting. Additionally, access easements are shown on the plat to benefit proposed lots 1 through 3 as well as access to city infrastructure across lot 5. An Access Permit will be required for each parcel at the time of development.

- 4. Landscape or other screening may be required to maintain privacy for abutting uses. See also, Chapter 2 - Land Use Districts, and Chapter 3.2 - Landscaping.**

Landscaping or screening will be required at the time of development.

- 5. In conformance with the Uniform Fire Code, a 20-foot width fire apparatus access drive shall be provided to serve all portions of a building that are located more than 150 feet from a public right-of-way or approved access drive. See also, Chapter 3.1- Access and Circulation.**

This would be applicable at the time of development.

- 6. Where a common drive is to be provided to serve more than one lot, a reciprocal easement which will ensure access and maintenance rights shall be recorded with the approved subdivision or partition plat.**

The applicant is proposing a 28-foot-wide shared access between lot 1 and 2. A legal agreement will be recorded to make sure both lots can use it and share maintenance. This is listed as a condition of Approval.

**D. Conditions of Approval. The City may attach such conditions as are necessary to carry out provisions of this Code, and other applicable ordinances and regulations, and may require reserve strips be granted to the City for the purpose of controlling access to adjoining undeveloped properties. See also, Chapter 3.4.000.D (Public Facilities).**

To conform with other parts of this chapter the applicant will accomplish a final plat with a submittal not to exceed two years from the date of this action's approval. This is listed as a Condition of Approval.

- I. PROPERTY OWNERS NOTIFIED:** March 25, 2026  
List of landowners notified is retained as part of the file.
- II. PUBLISHED NOTICE:** March 25, 2026  
East Oregonian
- III. AGENCIES NOTIFIED:** April 9, 2026  
List of agencies notified is retained as part of the file.
- IV. SITE TEAM MEETING:** March 31, 2026  
Boardman City Hall
- V. PLANNING COMMISSION PUBLIC HEARING:** April 16, 2026  
Boardman City Hall
- VI. PLANNING COMMISSION DECISION:** The Planning Official recommends approval of this request with the following Conditions of Approval.

**PREDEDENT CONDITIONS (prior to signing and recording the final plat):**

1. The applicant will submit the final plat for review within two years of the date affixed below.
2. The applicant shall dedicate right-of-way to Front Street and First Street and reimburse the City for completed infrastructure improvements through a Development Agreement. Future development shall comply with current Public Works Standards, including installation of curb, gutter, sidewalk, and related improvements.
3. The applicant record a legal agreement to ensure shared use and maintenance of all internal access easements.

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Zack Barresse, Chair

Date

ATTACHMENTS:  
Vicinity Map  
Preliminary Plat