

**PLANNING COMMISSION
FINDINGS OF FACT
CUP25-000001
TYPE III DECISION PROCESS**

REQUEST: To approve a wireless facility located on the City of Boardman water tower.

APPLICANT: Tammy Hamilton
ACOM Consulting on behalf of Verizon Wireless

OWNER: City of Boardman
200 City Center Circle
Post Office Box 229
Boardman, Oregon 97818

PROPERTY DESCRIPTION: Tax Lot 2900 of Assessor's Map 4N 25E 09CB.

GENERAL LOCATION: North of Interstate 84 and Boardman Avenue; west of Main Street.

ZONING OF THE TRACT: Commercial.

EXISTING DEVELOPMENT: The City of Boardman water tower and the installation of a wireless facility.

PROPOSED USE: A wireless facility.

- I. **BACKGROUND:** The subject property is developed with the City of Boardman water tower, a facility that no longer functions as it was originally built. Several years ago, the City entered into a Franchise Agreement with Verizon for the installation of a wireless facility. As part of a recent request to make site improvements to the existing wireless installation it came to the attention of City planning staff that the required Conditional Use Permit was never requested or approved. The intent of this action is to ensure that the installation is properly permitted and authorize the requested facility upgrades.
- II. **APPROVAL CRITERIA:** The application has been filed under the City of Boardman Development Code Chapter 4.1 Types of Applications and Review Procedures as a Type III Decision Process based on the requirements of Chapter 4.4 Conditional Use Permits. Applicable criteria are found at 4.4.400 Criteria, Standards and Conditions of Approval. The applicable criteria are included below in **bold** type with responses in standard type.

Chapter 4.3 Conditional Use Permits

Section 4.3.400 Criteria, Standards and Conditions of Approval

The City shall approve, approve with conditions, or deny an application for a conditional use or to enlarge or alter a conditional use based on findings of fact with respect to each of the following standards and criteria:

A. Use Criteria.

1. **The site size, dimensions, location, topography and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic considerations;**
2. **The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other Code standards, or other reasonable conditions of approval; and**
3. **All required public facilities have adequate capacity to serve the proposal.**

The wireless facility was installed several years ago so it is presumed that these use criteria can and have been met. The City of Boardman water tower, where the wireless facility is mounted, has been in place even longer and is in a fenced area that is paved. The site is flat, there is adequate parking for maintenance of both facilities, no buildings have been constructed other than the usual 'dog houses' that accompany wireless and other similar utility infrastructure, and the installation creates little or no effects. No negative impacts have been identified, and the required public facilities have served the installation since it was originally installed. Planning staff would find that the use criteria have been met.

B. Site Design Standards. The criteria for Site Design Review approval (Section 4.2.600) shall be met.

The issuance of this Conditional Use Permit will further fulfill these requirements; however previous Zoning Permits (or Development Review Permits) have been issued that would further confirm that some level of review was accomplished to determine the use's ability to comply with the Site Design Review standards.

Various standards such as setbacks, lot coverage, building height, vehicle access, pedestrian access, landscaping, fences and walls, parking, public service improvements, and utilities either are installed or have been met or are not applicable to this development. Planning staff would find that these Standards have been met.

C. Conditions of Approval. The City may impose conditions that are found necessary to ensure that the use is compatible with other uses in the vicinity, and that the negative impact of the proposed use on the surrounding uses and public facilities is minimized. These conditions include, but are not limited to, the following:

The City of Boardman Development Code lists 13 potential Conditions of Approval that could be considered when reviewing a Conditional Use Permit to mitigate the impact of the development. Planning staff would not recommend applying any of them as this facility does not create any impact based on the use and its location.

III. PROPERTY OWNERS NOTIFIED: July 30, 2025

List of landowners notified is retained as part of the file.

IV. PUBLISHED NOTICE: July 30, 2025

East Oregonian

V. AGENCIES NOTIFIED: August 15, 2025

Brandon Hammond, City Manager; Roy Drago, JR, Public Works Director; George Shimer, Boardman Parks and Recreation; Teresa Penninger, Oregon Department of Transportation; Mike Gorman, Morrow County Assessor's Office.

VI. PLANING COMMISSION PUBLIC HEARINGS: August 21, 2025
Boardman City Hall

VII. PLANNING OFFICIAL RECOMMENDATION: The Planning Official recommends approval of this request.

Zack Barresse, Chair

Date

ATTACHMENTS:

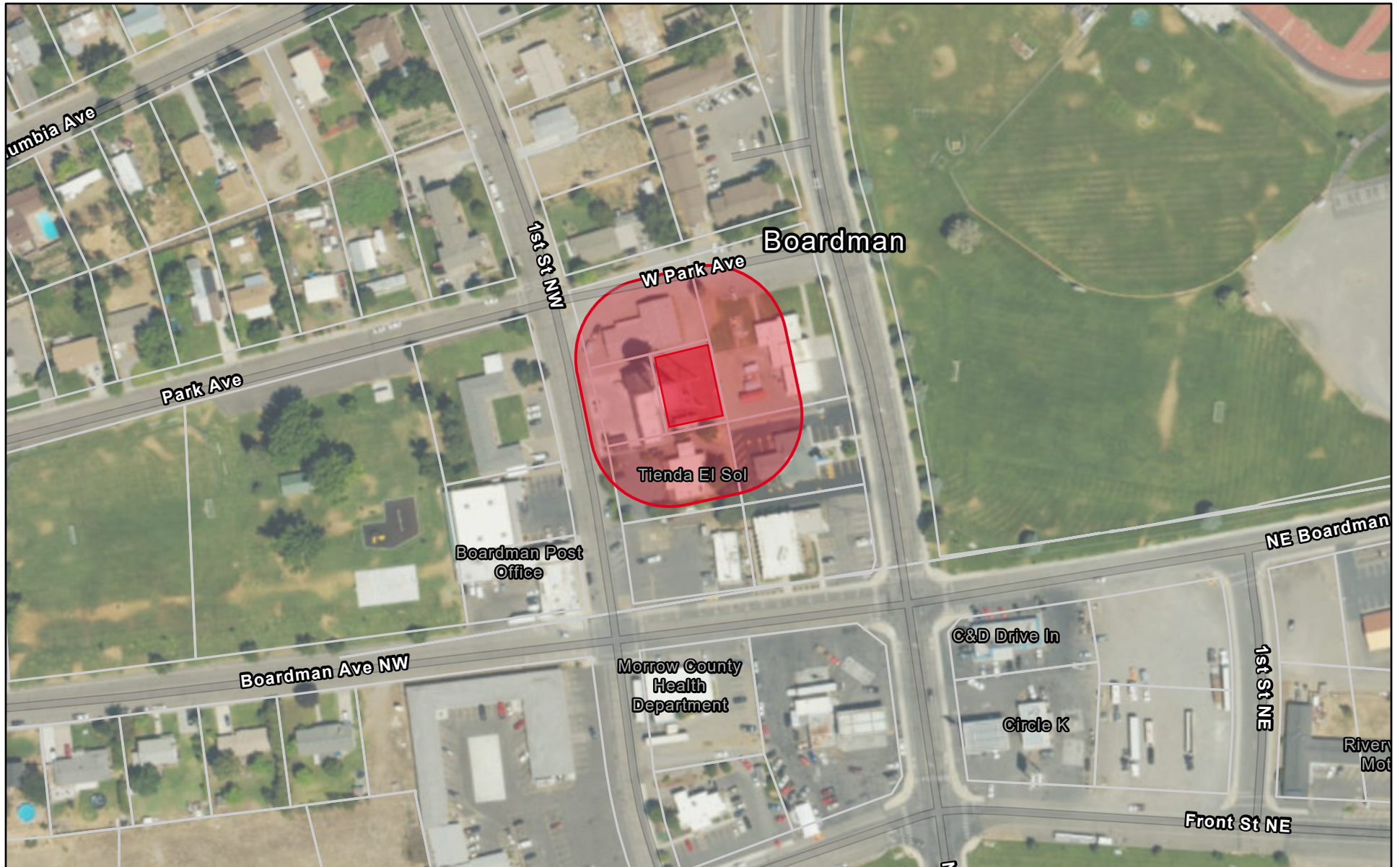
Vicinity Map

Site Plan

Existing Site Conditions

Narrative

Verizon Wireless Facility - CUP25-000001



7/23/2025, 1:58:15 PM

 CityLimits

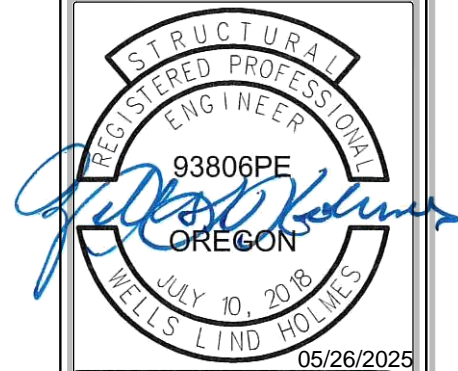
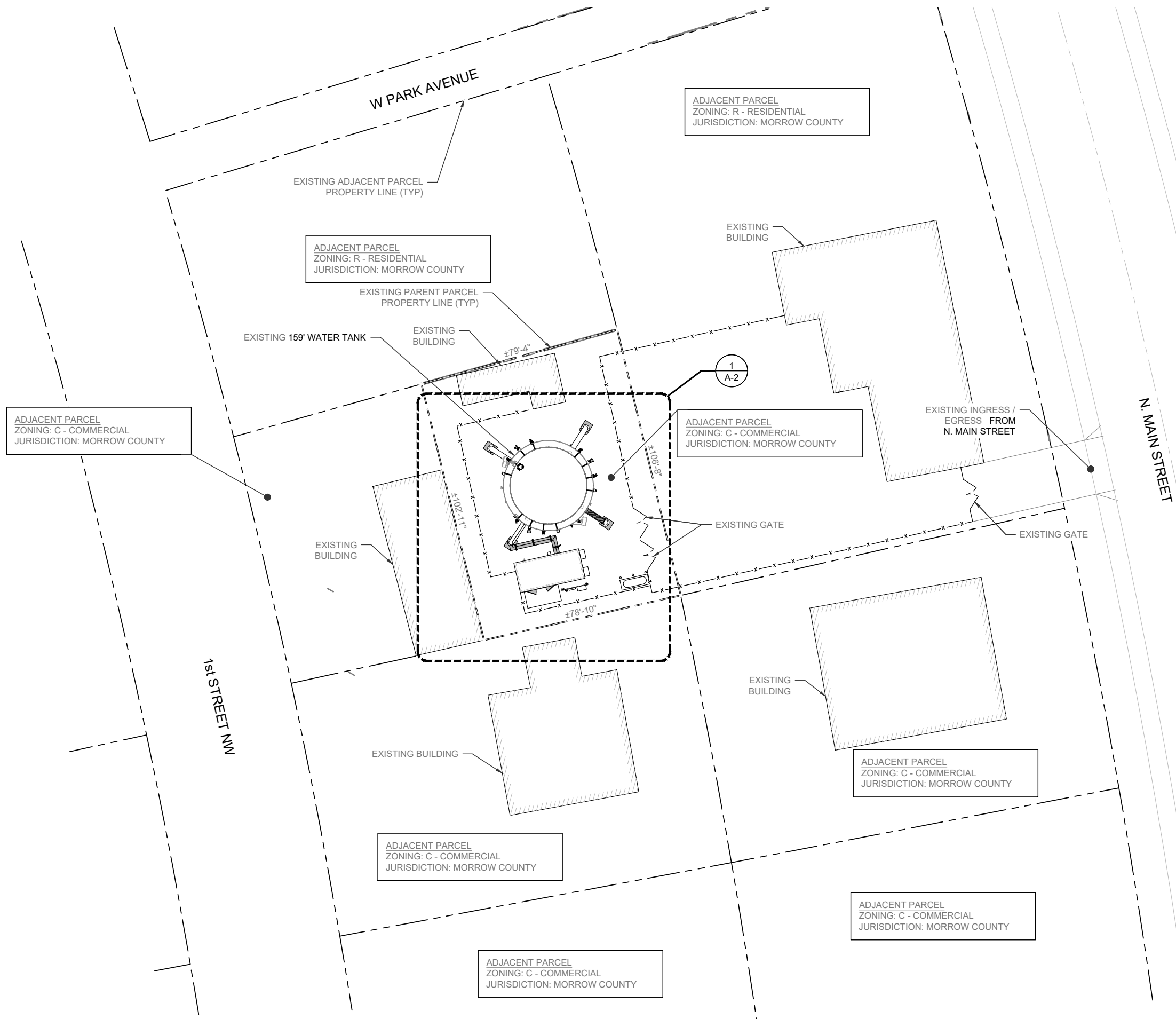
 Taxlots



1:3,003
0 0.02 0.04 0.07 mi
0 0.03 0.06 0.11 km

Source: Esri, USDA FSA, Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community, Sources: Esri, TomTom, Garmin, FAO, NOAA,

ELLJA-A\AEISMR\SWWP BOARDMAN\ 2025 MW ADD\BOARDMAN_SMR 100% FCD_05-13-25.DWG



EXPIRES: 6/30/2025

VECTOR PROJECT # 12350.1307251

NO.	DATE	DRAWN	REVISION
A	02/19/25	VP	90% PCD REVIEW
0	04/18/25	EG	100% FINAL CD
1	05/13/25	EG	100% FINAL CD



WWP BOARDMAN
206 N MAIN STREET
BOARDMAN, OR 97818

OVERALL SITE PLAN

A-1

22"x34" SCALE: 1" = 20'-0"
11"x17" SCALE: 1" = 40'-0"

OVERALL SITE PLAN | 1

EXISTING SITE CONDITIONS

SITE NAME: BOARDMAN

SITE ADDRESS: 206 N Main St., Boardman, OR 97818



Conditional Use Permit Application Narrative

Modification of Existing Wireless Facility – Swapping of Microwave Antenna

Applicant: Tammy Hamilton/ACOM Consulting Inc. on behalf of Verizon Wireless

Site Address: 206 N Main St. Boardman, OR 97818

Zoning Designation: C-Commercial

Tax Lot Number(s): 4N2509CB02900

Proposed Use: Modification to an existing wireless telecommunications facility.

1. Existing Site Conditions

The subject property currently contains an existing, approved wireless telecommunications facility operated by Verizon Wireless. The facility includes antennas on existing water tank and associated equipment within an existing shelter within a fenced compound. No significant changes to the ground conditions are proposed as part of this modification.

Site is zoned Commercial and there's existing ingress/egress from N. Main Street.

2. Project Description – Proposed Modification

The applicant proposes a minor modification to the existing facility by swapping **one (1) microwave antenna** for Verizon Wireless. The proposed microwave antenna will be:

- Mounted at approximately 130 feet on the existing tower on an existing mount.

There are **no proposed changes to the tower height, ground equipment, fencing, or access**. The visual profile of the facility will remain largely unchanged, and the addition is consistent with industry standards for collocated equipment on wireless infrastructure.

3. Compliance with Conditional Use Criteria (Section 4.4.400)

- **Compatibility:** The microwave antenna is consistent with the existing use and will not materially increase the visual impact or noise from the site. The facility is designed to blend with the existing infrastructure and will continue to operate under FCC and FAA guidelines.
- **Public Services:** The addition does not require new public infrastructure, utilities, or services. The microwave antenna is self-contained and operates from existing electrical service at the site.

- **Traffic and Access:** There will be no increase in traffic. The site is accessed only for routine maintenance by authorized personnel.
 - **Design Standards:** The proposed addition meets all City of Boardman and federal requirements for wireless communication facilities. The design does not exceed the approved height.
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4. Supporting Materials Submitted

- **Existing Conditions Map and Site Plan** showing tower location and equipment area
 - **Updated Elevation Drawing** with the proposed microwave antenna location
 - **Passing Mount and Structural Analysis**
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5. Conclusion

This request to modify the existing Verizon Wireless telecommunications facility is minimal in scope and impact. It supports enhanced network reliability while maintaining compatibility with surrounding uses. No change to the facility's footprint, access, or service demands is proposed. The addition meets the City of Boardman's CUP criteria, and we respectfully request approval of this application.

We are available to provide additional information or attend a public hearing if required by the City's CUP process.