



PLANNING COMMISSION

Regular Meeting Minutes
June 10, 2026

Chairman Fialka called the regular meeting to order at 7:00PM. Present were Commissioners Caplinger, Saylor, Doherty, Rebman, Hamm, Misner, and Kirkpatrick. Commissioner Serrano was excused. Staff in attendance included Planning Director C.F. Spencer, City Attorney Rich Tovey, and Planning Assistant Heather La Beau. No Youth Advisors were present.

Minutes

Commissioner Kirkpatrick moved, and Commissioner Saylor seconded to approve the minutes of the May 13, 2026, regular meeting. Motion passed 7-0 with Commissioners Caplinger, Rebman, Saylor, Hamm, Fialka, Misner, Kirkpatrick, and Doherty in favor.

Partition Plat - Olmedo 4N2811CD Tax Lot 801- 600 SE 7th St

This item continues from the May 13, 2026, regular meeting. Planning Director Spencer stated the staff report was updated with the requested information provided by the applicant. The garage has been removed, and the setbacks of the existing buildings are shown on the draft plat. The existing buildings meet the required setbacks.

Findings of Fact

Chapter 154: Subdivisions

Design Standards

§154.15 Relation to Adjoining Street System.

The property is serviced by SE 7th Street. SE 7th Street is fully improved adjacent to all parcels. All street rights of way are already platted and no changes are proposed.

§154.16 Street and Alley Width.

SE 7th Street is classified as a local residential street. SE 7th Street has a 55 foot right of way width. No additional right of way dedication is necessary. The alley adjacent to the north property line of the site has a 16 foot width and is developed with a pedestrian path. Street and alley standards are satisfied.

§154.17 Easements.

A new six-foot utility easement along SE 7th Street and the existing alley is shown on the plat. ORS 92.044 only permits cities to require easements abutting a street. Easement requirements are satisfied.

§154.18 Blocks.

Block length is not applicable to this plat.

§154.19 Lots.

Parcel 1 is 5,585 square feet. Parcel 2 is 9,198 square feet. Parcel 3 is 11,338 square feet. Parcel 1 contains an existing dwelling and out-buildings. Parcel 2 contains an existing accessory dwelling. Upon partitioning, the ADU on Parcel 2 will become a primary dwelling. Parcel 3 is vacant. Each lot exceeds the minimum lot size for single- and two-family housing in the R-3 zone. Parcel 1 exceeds the minimum lot width of 60 feet and the minimum lot depth of 80 feet in the R-3 zone.

Parcels 2 and 3 are also subject to the flag lot design standards in §154.19(F). Parcels 2 and 3 each have an access portion of at least 25 feet in width. The applicant has elected not to share access between each lot and utilize a narrower access flag. Parcels 2 and 3 each exceed the minimum lot size of 5,000 square feet after removing the area utilized for access. Parcel 2 and 3 satisfy the minimum lot



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depth and width requirements as established in §154.19(F)(5). Lot design standards are satisfied.

§154.20 Character of Development.

The development is occupied with a single-family dwelling and out-buildings on Parcel 1. Parcel 2 contains an accessory dwelling and is intended for additional residential development. Parcel 3 is intended for additional residential development. Uses permitted in the R-3 zone are listed in 157.027 of the Hermiston Code of Ordinances.

§154.21 Parks, School Sites and the Like.

The comprehensive plan and parks master plan do not indicate a need for any additional parks or schools in the vicinity of the proposed partition.

Minimum Improvements Required

§154.60 Permanent Markers

Permanent markers shall be set as shown on the final plat in accordance with ORS 92.050 through 92.080.

§154.61 General Improvements

SE 7th Street is fully improved with paving, curb, gutter, and sidewalk along the entire property frontage. No additional improvements are required.

§154.62 Water Lines

Each parcel is adjacent to municipal water service along the entire parcel frontage. A 6-inch municipal water line is installed in SE 7th Street. The applicant or owner is responsible for all costs associated with connection to water service when new dwellings are constructed.

§154.63 Sanitary Sewer System.

Each parcel is adjacent to municipal sewer service along the entire parcel frontage. A 10-inch sanitary sewer line is installed in SE 7th Street. The applicant or owner is responsible for all costs associated with connection to sewer service when new dwellings are constructed.

Preliminary Plat

Staff has reviewed the plat and determined the submission of a preliminary plat is not required in accordance with §154.35(B) of the Hermiston Code of Ordinances which states:

“...Minor partitions containing three lots or less may be exempted from the provisions of this section.”

Final Plat

Per §154.46 of the Hermiston Code of Ordinances, the final plat shall show:

- A) The boundary lines of the area being subdivided, with accurate distances and bearings. **Shown as required**
- B) The lines of all proposed streets and alleys with their width and names. **Shown as required**
- C) The accurate outline of any portions of the property intended to be dedicated or granted for public use. **Shown as required**



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- D) The line of departure of one street from another. **Shown as required**
- E) The lines of all adjoining property and the lines of adjoining streets and alleys with their widths and names. **Shown as required**
- F) All lot lines together with an identification system for all lots and blocks. **Shown as required**
- G) The location of all building lines and easements provided for public use, services or utilities. **Shown as required**
- H) All dimensions, both linear and angular, necessary for locating the boundaries of the subdivision, lots, streets, alleys, easements, and other areas for public or private use. Linear dimensions are to be given to the nearest 1/10 of a foot. **Shown as required**
- I) All necessary curve data. **Shown as required**
- J) The location of all survey monuments and bench marks together with their descriptions. **Shown as required**
- K) The name of the subdivision, the scale of the plat, points of the compass, and the name of the owners or subdivider. **Shown as required**
- L) The certificate of the surveyor attesting to the accuracy of the survey and the correct location of all monuments shown. **Shown as required**
- M) Private restrictions and trusteeships and their periods of existence. Should these restrictions or trusteeships be of such length as to make their lettering on the plat impracticable and thus necessitate the preparation of a separate instrument, reference to such instrument shall be made on the plat. **No restrictions are proposed or referenced on the plat**
- N) Acknowledgment of the owner or owners to the plat and restrictions, including dedication to public use of all streets, alleys, parks or other open spaces shown thereon, and the granting of easements required. **Shown as required**
- O) Certificates of approval for endorsement by the city council and certificate indicating its submission to the planning commission, together with approval for endorsement by other local, county and/or state authority as required by Oregon statutes. **Shown as required**

Chapter 157: Zoning

§157.027 Medium-High Density Residential (R-3)

Each lot exceeds the minimum lot size of 5,000 square feet for single and two-family dwellings. Each lot exceeds the minimum lot width of 60 feet and the minimum lot depth of 80 feet. Parcel 3 will also be large enough to accommodate multi-family dwellings. The R-3 development standards are satisfied. Uses permitted in the R-3 zone are listed in §157.025(A) and (B) of the Hermiston Code of Ordinances.

§157.101 Development Hazard Overlay

Comprehensive Plan Figure 12 identifies portions of this subdivision as subject to groundwater pollution hazards due to a high water table. In accord with 157.101 of the Hermiston Code of Ordinances, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Any additional requirements or prohibitions necessary to mitigate groundwater pollution problems must be developed in conjunction with the Departments of Environmental Quality and Water Resources.



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At the discretion of the planning commission, the applicant may obtain an exemption to the above requirements if a registered engineer presents documentation which demonstrates that the proposed development will not contribute to potential groundwater pollution.

Conditions of Approval

Subject to the deliberations of the planning commission and public testimony received, the following draft conditions of approval are presented.

1. Applicant shall receive certification from the Hermiston Irrigation District prior to final plat approval. Applicant should be aware that the City of Hermiston will not sign the final plat until the irrigation district has been satisfied and signs the final plat.
2. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to a high water table. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels. Prior to the development of lots containing cemented hardpan, the city shall require a registered engineer's assessment of the design and structural techniques needed to mitigate potential hazards.
3. In accordance with §154.19(F)(3) of the Hermiston Code of Ordinances, each access for Parcels 2 and 3 shall be paved to a width of at least 20 feet at such time that a dwelling is constructed on that parcel.
4. All costs associated with connection to water and sewer services for Parcels 1, 2 and 3 shall be borne by the developer of each parcel.

Commissioner Hamm moved and Commissioner Saylor seconded to adopt the Findings of Fact as written. 10. Motion passed 7-0 with Commissioners Caplinger, Doherty, Rebman, Saylor, Hamm, Misner, and Kirkpatrick in favor. Commissioner Saylor moved and Commissioner Hamm seconded to approve the final plat with the conditions of approval. Motion passed 7-0 with Commissioners Caplinger, Doherty, Rebman, Saylor, Hamm, Misner, and Kirkpatrick in favor.

Discussion of potential code amendments implementing Transportation System Plan

Planning Director Spencer highlighted several items of the draft code amendments proposed as part of the transportation system plan update. While commissioner feedback is desired of all the amendments, the following items were discussed in greater detail.

Trip threshold for requiring a transportation impact analysis (TIA). The consultants have recommended 300 trips per day. Currently a TIA is required if the proposed development will create 1000 or more trips per day. Staff's recommendation is 400 trips per day. Commissioners may prefer a lower count of 300 for commercial development. The cost of a traffic study ranges from \$10,000 to \$20,000. Trip generation letters are requested on some projects, usually to determine if a functional classification of the street will change with the proposed project. Concern with the cost of the analysis for the benefit of the information was expressed. The trip threshold may be set differently for residential and commercial uses.

Major collector standards. The Theater Park subdivision was built similar to what the proposed amendments require. The block length is 400 feet; there are side yards, and three lots that front W Theater Lane. Shorter block lengths would allow for more side yards and less rear fences, requiring some houses to front the collector and not the interior of the subdivision. This would help avoid rear yards with long 6ft fence lines on major streets. To allow pulling out onto the street and avoid backing out may require properties to share driveways. Sharing driveways was not a popular option. Adding cross streets increases



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the costs of the development and lessens the total number of lots. What options are beneficial and what are selling constraints needs to be considered. Commissioners discussed reducing the speed limit, and larger lot sizes to allow each home to have a driveway. Commissioners discussed the aesthetic, property maintenance, and safety concerns of long fences along the collector streets that are common in local subdivisions. There are several sites in the city where residential development will be adjacent to collector streets. To help with some of the maintenance concerns, the use of homeowner's associations with their own pros and cons were discussed, as well as trail networks for pedestrian safety. Different standards for collectors and arterials were considered such as collectors having shorter blocks and facing the street and arterials continuing to have backyards and greenbelts.

Commissioners are not in favor of narrow streets or the shorter, stub streets that are not able to accommodate on-street parking.

Planning Director Spencer thanked the commissioners for the feedback.

Planner comments and unscheduled communication

Planning Director Spencer reported that with regards to Hermiston Irrigation District's (HID) appeal of the Henry K's Phase 4 preliminary plat approval, the city council affirmed the planning commission's conditions of approval. HID has 21 days to appeal the decision to the State Land Use Board of Appeals. Staff are considering rewriting the condition moving forward, not specifying a district.

There was a brief discussion regarding data center development in the city.

Adjournment

Chairman Fialka adjourned the meeting at 8:14PM.