



PLANNING COMMISSION

Regular Meeting Minutes
November 12, 2025

Chairman Fialka called the regular meeting to order at 7:00PM. Present were Commissioners Misner, Caplinger, Saylor, Guerrero, Doherty (via Zoom) and Hamm. Commissioners Kirkpatrick and Serrano were excused. Staff in attendance included Planning Director C.F. Spencer, City Attorney Rich Tovey, and Planning Assistant Heather La Beau. Councilor Kelso and Youth Advisor Maddix Medrano were also in attendance.

Chairman Fialka welcomed everyone to the meeting and thanked Vice-Chairman Doherty for leading the October meeting.

Minutes

Commissioner Hamm moved, and Commissioner Saylor seconded to approve the minutes of the October 10, 2025, regular meeting. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero, and Hamm in favor.

Partition Plat- The Hub Hermiston LLC 4N2811AD Tax Lot 100 – 963 E Diagonal Blvd

Planning Director Spencer presented the staff report. The development plan of multi-family residential and mini storage has not changed; the partition is proposed for financing purposes on the overall project. Each of the two lots will be split zoned.

Testimony

Mark Grenz Multi-Tech Engineering 1155 13th St SE Salem OR 97302 (via Zoom)- Mr. Grenz is the project engineer. He stated staff did a complete job covering the project in the staff report. The cost of the project is between 28-30 million dollars. The land division is proposed due to financial reasons. While the reviews for planning and building were submitted as one piece; the project will be two phases; working west to east.

Findings of Fact

Chapter 94: Streets and Sidewalks

No street creation or extension is proposed on the preliminary plat. Both streets providing access are properly labeled on the preliminary plat. The street naming requirements of Chapter 94 are satisfied.

Chapter 154: Subdivisions

Design Standards

154.15 Relation to Adjoining Street System.

The preliminary plat is serviced by E Jennie Ave and E Diagonal Blvd. The scope of the development will not change the functional classification of either street. Development will require improvements to adjacent streets as required by the conditions of approval for the site plan and conditional use permit for the site.

No offset streets are proposed, no street intersection angle varies by more than 10% from a right angle, and streets obviously in alignment with existing streets will bear the name of the existing street. The relational standards are satisfied.

154.16 Street and Alley Width.

No street dedication is proposed. All adjacent streets meet the width standards for their respective classification. The street design standards are satisfied.



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154.17 Easements.

Utility easements of 10 feet in width shall be provided on all street frontages. ORS 92.044 only permits cities to require utility easements abutting a street. However, there is also an existing access easement to E Diagonal Blvd which is properly reflected on the plat. A new shared access easement is proposed along the shared property line common to Parcels 1 and 2. This easement protects the right of users to cross from lot to lot while accessing the site.

154.18 Blocks.

There are no blocks proposed as part of the subdivision proposal.

154.19 Lots.

All the proposed lots will make desirable building sites properly related to topography as required by §154.19(A) of the Hermiston Code of Ordinances. All side lot lines are at right angles to straight street lines as required by §154.19(B). All lots are at least 60 feet wide as required by §154.19(C). Each lot exceeds the minimum lot size of 5,000 square feet in the R-3 zone.

There are no corner lots in the development. The provisions of §154.19(D) and (E) are not applicable.

There are no flag lots in the development. The provisions of §154.19(F) are not applicable.

154.20 Character of Development.

Staff understands that the applicant intends to build a multi-family and commercial development on the site and has received approval from the city.

154.21 Parks, School Sites and the Like

The comprehensive plan and parks master plan do not indicate a need for any parks or schools in the vicinity of the proposed development. There are three existing schools (Highland Hills Elementary, Loma Vista Elementary, and Sandstone Middle School) in the neighborhood.

Preliminary Plat

The preliminary plat was filed on August 18, 2025, more than 30 days prior to the November 12 planning commission meeting in accordance with §154.35(A)

The preliminary plat contains most of the information required by 154.35 of the Hermiston Code of Ordinances.

The following items are not included with the preliminary plat:

- Existing sanitary and storm sewers, water mains, culverts and other underground structures within the tract or immediately adjacent thereto. The location and size of the nearest water main and sewer or outlet are to be indicated in a general way upon the plat;
- Grades and profiles of streets and plans or written and signed statements regarding the grades of proposed streets; and the width and type of pavement, location, size and type of sanitary sewer or other sewage disposal facilities; water mains and other utilities; facilities for storm water drainage



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and other proposed improvements such as sidewalks, planting and parks, and any grading of individual lots;

The above information must be included unless waived by the planning commission. Profiles for the streets and utility information are required as part of the civil drawing review process and final plat process. Staff recommends that the planning commission waive the required information for the preliminary plat but require it for civil drawing submission as part of the site development process.

Required Minimum Improvements

154.60 Permanent Markers.

All subdivisions shall be surveyed in accordance with ORS 92.050 through 92.080. The preliminary plat has been surveyed.

154.61 General Improvements, 154.62 Water Lines, 154.63 Sanitary Sewer System, 154.64 Drainage, 154.65 Sidewalks, 154.66 Bikeways.

General improvements are detailed in the conditions of approval for the site development. All conditions of approval remain in effect. No additional requirements related to general improvements, water, sanitary sewer, drainage, sidewalks, and bikeways are required for this partition.

Chapter 157: Zoning

157.027 Medium Density Residential Zone (R-3)

All the proposed lots are created in conformance with the requirements of the R-3 zone. All the proposed lots exceed the minimum lot size of 5,000 square feet. All proposed lots are at least 60 feet wide and 80 feet deep. The lot sizes proposed for the development exceed the minimum size required in the R-3 zone for multi-family dwellings. Uses permitted in the R-3 zone are listed in §157.027 of the Hermiston Code of Ordinances.

157.043 Neighborhood Commercial Overlay (NCO)

The NCO zone does not have dimensional standards for lots. The lot sizes proposed for the development are adequate for multi-family dwellings. Uses permitted in the NCO zone are listed in §157.043 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 excessively well-drained soils. 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. 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



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1. Applicant shall work with and 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. All conditions of approval from the June 12, 2025 site plan approval and July 11, 2025 conditional use approval shall remain in effect.

After some discussion, Commissioner Hamm moved and Commissioner Saylor seconded, to adopt the Findings of Fact as amended. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero, and Hamm in favor. Commissioner Hamm moved, and Commissioner Saylor seconded, to impose the two Conditions of Approval as drafted. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero, and Hamm in favor. Commissioner Saylor moved, and Commissioner Guerrero seconded to approve the preliminary plat with the conditions of approval. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero and Hamm in favor.

Replat – Umatilla County Housing Authority 4N2811CD Tax Lot 1100 – 588 E Newport Ave

Planning Director Spencer presented the staff report. The plat is proposed to eliminate existing lot lines and create one lot. The plat will also vacate an existing utility easement. These actions allow the proposed building to be constructed without crossing property lines and the easement. A 17-unit apartment complex to serve military veterans is proposed.

Public Testimony

Lisa Rogers Casa of Oregon 20508 SW Roy Rogers Rd Suite 155 Sherwood OR 97140- Ms. Rogers is the Deputy Director of Casa of Oregon. In response to commissioners' questions, Ms. Rogers stated the grant funding for the project restricts the housing to veterans for a minimum of 60 years. They have also received vouchers for 15 of the units to subsidize for lower incomes. The intent is for the project to be veteran housing in perpetuity. There is a process to request nonveterans to be in the facility, however it takes time to go through the process and their studies have shown that there is a lack of housing available and few resources available here for the veteran population. Umatilla County Housing Authority has service agreements with other veteran's services to bring the resources on site. They hope to begin construction at the end of December/first of January.

Roger Condie Umatilla County Housing Authority 155 SW 10th St- Mr. Condie is the Executive Director of the Umatilla County Housing Authority. He thanked Ms. Rogers for her help with the project. He also serves on the board of Stepping Stones Alliance. He has good connections with various organizations that serve the homeless population. One of those is Blue Mountain Action Council whose focus is on homeless veterans. They will help run this proposed program and are excited for the project.

Findings of Fact

Chapter 154: Subdivisions

Design Standards

§154.15 Relation to Adjoining Street System.

The property is serviced by E Newport Ave and SE 6th Street. All street rights of way are already platted and no changes are proposed. SE 6th St is fully improved with paving, curb, gutter, and sidewalk. E Newport Ave is partially improved with paving, curb, and gutter.

§154.16 Street and Alley Width.



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E Newport Ave is 60' in width and SE 6th St is 50' wide. All existing rights of way are in compliance with the city standards for local residential streets.

§154.17 Easements.

There is an existing 15-foot utility easement running east/west that is being vacated with this replat. Staff recommends requiring 6' public utility easements along the property frontage of E Newport Ave and SE 6th St. ORS 92.044 only permits cities to require easements abutting a street.

§154.18 Blocks.

Block length is not applicable to this replat. All existing streets are platted per the recorded plat for Newport Addition to Hermiston.

§154.19 Lots.

The lot is approximately 40,510 square feet. The minimum lot size for a corner lot in an R-3 zone is 6,000 square feet. Multi-family development requires a minimum lot size of 7,500 square feet or 2,000 square feet per dwelling unit, whichever is greater. The lot size of 40,510 square feet permits up to 20 multi-family units and 17 are proposed. The minimum lot size is met for the R-3 zone.

§154.20 Character of Development.

The site is currently vacant. Uses permitted in the R-3 zone are listed in 157.027 of the Hermiston Code of Ordinances. The property has received site plan approval to construct a 17-unit multi-family development to serve military veterans. The surrounding neighborhood is a mix of single family detached housing, attached single-family housing, mobile home park, and a city park.

§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. Newport park is located directly across the street from the property.

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

All streets are paved with some improvements. The civil improvements for this development are currently in review. All general improvements shall be completed prior to a certificate of occupancy issuance for any dwelling.

§154.62 Water Lines

Water is available in E Newport Ave and SE 6th St. Water system extensions and fire hydrant locations must be approved by the city engineer.

§154.63 Sanitary Sewer System.

Sewer is available in E Newport Ave and SE 6th St. The sewer layout must be approved by the city sewer superintendent and the city engineer.



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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**
- (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. **These will be reviewed as part of the civil improvement review process.**
- (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 benchmarks 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 and none are 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.**



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Chapter 157: Zoning

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

The property is 40,510 square feet. The property is currently vacant. The lot size is adequate to accommodate a variety of allowed uses, including the proposed multi-family development. Uses permitted in the R-3 zone are listed in 157.027 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 excessively well-drained soils. 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. 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

1. Applicant shall work with and receive certification from the Hermiston Irrigation District prior to final plat approval. The applicant should be aware that the City of Hermiston will not sign the final plat until the Hermiston Irrigation District has signed the final plat.
2. Comprehensive Plan Figure 12 identifies this site as an area subject to development hazards due to excessively well drained soils. Therefore, the City will prohibit the outdoor storage of hazardous chemicals and underground storage of gasoline and diesel fuels.
3. Easements of six feet in width shall be provided on all lot lines abutting a public street.
4. All conditions of the July 30, 2025 site plan approval remain in effect.

Commissioner Hamm moved and Commissioner Saylor seconded to approve the Findings of Fact. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero, and Hamm in favor. Commissioner Misner moved, and Commissioner Hamm seconded to impose the conditions of approval. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero, and Hamm in favor. Commissioner Hamm moved and Commissioner Saylor seconded to approve the final plat with the conditions of approval. Motion passed 6-0 with Commissioners Misner, Caplinger, Saylor, Doherty, Guerrero, and Hamm in favor.

Commissioners commended the Umatilla County Housing Authority for their work on all their properties.

Planner comments and unscheduled communication

Planning Director Spencer wished the commissioners a Happy Thanksgiving expressing his appreciation for all the time and effort they give in service to the community.

Commissioner Hamm shared that Placer AI reported 11,800 uses for the pickleball courts between mid-June and mid-October.



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As this was Youth Advisor Medrano's first meeting, the commissioners introduced themselves. Youth Advisor Medrano is a junior at Hermiston High School and is interested in seeing the community grow. He hopes to attend more meetings.

Commissioner Saylor received a letter (attached) from Oregon Governor Kotek thanking her for her 50 years of service on the planning commission.

Adjournment

Chairman Fialka adjourned the meeting at 7:47PM.

DRAFT

Heather LaBeau

From: Lisa Rogers <lrogers@casaoforegon.org>
Sent: Tuesday, November 11, 2025 4:41 PM
To: City of Hermiston Meetings
Cc: Roger Condie; Tristin Martinez; Rosa Andalon; Kotaro Chavez
Subject: Planning Commission Meeting November 12, 2025

[EXTERNAL EMAIL] - STOP and VERIFY - This message came from outside of the City of Hermiston

Hello,

My name is Lisa Rogers and I am the development consultant working with the Umatilla County Housing Authority on the development of Liberty Village Apartments in Hermiston. At your meeting tomorrow it shows that you will be discussing the **Replat-Umatilla County Housing Authority 4N2811CD Tax lot 1100 588 E Newport Ave.** I will be joining the meeting virtually and am available for any questions you might have. I did not see a sign up sheet for speaking and if there is one, please let me know where to find it.

Thank you for your consideration of this plat request. We are so excited for Liberty Village to move toward construction, and look forward to seeing you all tomorrow.

All the best,



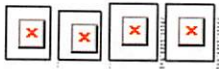
LISA ROGERS

DEPUTY DIRECTOR, SHE, HER, HERS

20508 SW Roy Rogers Rd. Suite 155, Sherwood, OR 97140

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HERMISTON IRRIGATION DISTRICT



366 East Hurlburt Ave
Hermiston, OR 97838-2445
Phone: 541-567-3024
Mobile: 541-571-7698
E-mail: Manager@HermistonID.org

November 12, 2025

City of Hermiston
Director Clint Spencer
180 NE 2nd St
Hermiston, OR 97838

RE: Umatilla County Housing Authority – 4N2811CD 1100

Director Spencer,

HID has reviewed the proposed replat for the property listed above. The property is within the District boundary, however, there are no water rights, HID facilities or federal easements.

HID has no objection to the replat. Thank you for the opportunity to review and comment on this project.

Respectfully,

Karra

Karra Van Fossen
Water Right Specialist
Land Use Planning



TINA KOTEK
GOVERNOR

August 26, 2025

Margaret E. Saylor
City of Hermiston Planning Commission
180 NE 2nd Street
Hermiston, OR 97838

Dear Margaret,

On behalf of the State of Oregon, I want to extend my gratitude for your contributions and 50 years of service with the City of Hermiston Planning Commission.

You have demonstrated steadfast commitment to thoughtful land use planning and the responsible stewardship of Hermiston's growth. Your leadership has helped shape a thriving, vibrant community that reflects the values of collaboration, foresight, and care for both present and future generations.

Your enduring service stands as a shining example of civic dedication. Your wisdom and integrity have positively impacted countless planning decisions that have strengthened the fabric of the Hermiston community and upheld the principles of Oregon's landmark land use system.

With admiration and appreciation,

Governor Tina Kotek

