



# PLANNING COMMISSION

Tuesday, November 09, 2021 at 7:00 PM

## DRAFT MINUTES

**Members Present:** Chair Cary  
Vice Chair Hubbard  
Commissioner Webster  
Commissioner Semling  
Commissioner Lawrence

**Members Absent:** Commissioner Pugsley

**Staff Present:** City Planner Graichen  
Associate Planner Dimsho  
Community Development Admin Assistant Sullivan  
Councilor Birkle

**Others:** None

### CALL TO ORDER & FLAG SALUTE

**TOPICS FROM THE FLOOR** (Not on Public Hearing Agenda): Limited to five minutes per topic

There were no topics from the floor.

### CONSENT AGENDA

A. Planning Commission Minutes Dated October 12, 2021

**Motion:** Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Draft Minutes dated October 12, 2021. [AYES: Vice Chair Hubbard, Commissioner Lawrence, Commissioner Webster, Commissioner Semling NAYS: None]

### PUBLIC HEARING AGENDA (times are earliest start time)

#### B. 7:00 p.m. Annexation at 35480 E Division Road - Hughes

Associate Planner Jennifer Dimsho presented the staff report dated November 2, 2021. She shared the exact location of where the property is located. She said the applicant desired to connect to City sanitary sewer to get off the septic system that it was sharing with another property. She mentioned it was currently developed as a tri-plex and there were six travel trailer spaces with full cleanouts and sewer hook ups. She said the proposed property contains two lots. She said the access was from Division Road. She said the zoning was a County C-3 zoning. She said there was a dispute on where the property line was located, but this is not an issue for annexation consideration as the decision is made based on the legal description in the deed records.

There was a small discussion about the property line and the legal description.

She said this will be a Highway Commercial zoned property upon annexation. She said multi-dwelling units are not permitted in the Highway Commercial zoning, so it will create a non-conforming use. She also mentioned if the triplex on the property was destroyed, they would not be allowed to rebuild it.

**In Favor**

No one spoke in favor.

**Neutral**

No one spoke as neutral testimony.

**In Opposition**

No one spoke in opposition.

**End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

**Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

**Deliberations**

The Commission agreed with staff's recommendation for approval.

**Motion:** Upon Commissioner Semling's motion and Vice Chair Hubbard's second, the Planning Commission unanimously recommended approval of the Annexation to City Council as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence; Nays: None]

**C. 7:10 p.m. Annexation at 58471 Columbia River Hwy - Patel**

Associate Planner Dimsho presented the staff report dated November 2, 2021. She shared that this applicant had a recent pre-application meeting for a car wash, gas station and convenience store. In order to proceed with development, the applicant needed to annex the remaining two lots they own into the City.. This would provide more commercial development in the City. She said there was no frontage improvements along Kavanagh Avenue abutting the two properties being annexed. They are mostly surrounded by City Highway Commercial. She said the property was currently connected to McNulty water. She said it would be annexed in as Highway Commercial zoning.

**In Favor**

No one spoke in favor.

**Neutral**

No one spoke as neutral testimony.

**In Opposition**

No one spoke in opposition.

**End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

**Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

**Deliberations**

The Commission agreed with staff's recommendation for approval.

**Motion:** Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously recommended approval of the Annexation to City Council as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence; Nays: None]

**D. 7:20 p.m. Annexation at 58284 Old Portland Road - Port of Columbia County**

Associate Planner Dimsho presented the staff report dated November 2, 2021. She showed a small house on a property that was annexed into the City in 2013. Since this property was annexed, the subject property is now contiguous and eligible for annexation. There has been a consent to annex for this property since 2005. The consent was filed as part of the City Council's initiative in 2005 to reduce the number of annexation islands. Council was waiving the fees for annexation. There is sanitary sewer and water available along Old Portland Road. There is also access to the property along Old Portland Road through a gate on a different property, but also owned by the Port of Columbia County.

There was a small discussion on the access of the property.

She mentioned it was surrounded by City Heavy Industrial and so when it annexes in, it will be zoned Heavy Industrial. There are no transportation issues.

**In Favor**

No one spoke in favor.

**Neutral**

No one spoke as neutral testimony.

**In Opposition**

No one spoke in opposition.

**End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

**Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

**Deliberations**

The Commission agreed with staff's recommendation for approval.

**Motion:** Upon Commissioner Semling's motion and Vice Chair Hubbard's second, the Planning Commission unanimously recommended approval of the Annexation to City Council as recommended by staff. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence; Nays: None]

**ACCEPTANCE AGENDA: Planning Administrator Site Design Review**

E. Site Design Review (Minor) at 1370 Columbia Blvd – Tanner

**Motion:** Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Acceptance Agenda. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Lawrence; Nays: None]

**PLANNING DIRECTOR DECISIONS** (previously e-mailed to the Commission)

F. Accessory Structure at 2724 Sykes Road - Weltsch

- G. Temporary Use Permit at 305 S Columbia River Hwy - Breslin Properties, LLC
- H. Home Occupation at 255 N 5th Street - Starkey

## **PLANNING DEPARTMENT ACTIVITY REPORT**

- I. Planning Department Activity Report - October

## **FOR YOUR INFORMATION ITEMS**

City Planner Jacob Graichen mentioned the first deadline for Planning Commission vacancy was November 19, 2021. They had already received two applications.

Graichen also mentioned the new four-lot-subdivision by Columbia Commons had submitted their civil drawings to extend the water and sewer lines. They also received the application for Burger King for one of those lots. There was a small discussion about where the utility lines would be placed.

Graichen also mentioned the Armstrong site had been working on a Lot Line Adjustment that they finally finished. This will separate the unmitigated pollution in the lower wetland areas from the already remedied upper portion of the property. This will help the sale of the property which will facilitate some use of the industrial property.

Graichen also discussed the groundbreaking of the 238-unit multi-family complex along Gable Road and mentioned the construction had already begun. He also discussed a 66-lot subdivision that they had received the application for north of 9<sup>th</sup> Street. He sent the "deem complete" letter out, and it is finally ready to come before the Commission after years of discussion.

There was a small discussion about this property and the different wetlands on it.

Vice Chair Hubbard asked about the Transit Center. Graichen said there were some individuals looking to re-plot the portion of the old sawmill site that the County's Transit Center did not use as a new residential development. It would require a zone change. He did say it would come before the Commission for the zone change at least.

Dimsho mentioned another 20-acre property being annexed for Residential Zoning between Pittsburg and Sykes Road. It will come before the Commission in January 2022.

Councilor Birkle asked if anyone on the Commission was interested in discussing the duties of the Planning Commission as laid out by the Municipal Code. He wanted the Commission to know that he, along with the City Council, were open for discussion on any concerns they had.

## **ADJOURNMENT**

### **NEXT REGULAR MEETING: December 14, 2021**

*There being no further business before the Planning Commission, the meeting was adjourned 9:10 p.m.*

*Respectfully submitted,*

*Christina Sullivan  
Community Development Administrative Assistant*