



PLANNING COMMISSION

Tuesday, May 11, 2021 at 7:00 PM

DRAFT MINUTES

- Members Present:** Chair Cary
Vice Chair Hubbard
Commissioner Webster
Commissioner Semling
Commissioner Cavanaugh
Commissioner Pugsley
- Members Absent:** Commissioner Lawrence
- Staff Present:** City Planner Graichen
Associate Planner Dimsho
Community Development Admin Assistant Sullivan
Councilor Birkle
- Others:** None

1. 7:00 P.M. CALL TO ORDER & FLAG SALUTE

2. CONSENT AGENDA

- A. Planning Commission Minutes Dated March 9, 2021 (Minutes were not included in last month's meeting packet)

Motion: Upon Commissioner Semling's motion and Commissioner Pugsley's second, the Planning Commission unanimously approved the Draft Minutes dated March 9, 2021. [AYES: Vice Chair Hubbard, Commissioner Pugsley, Commissioner Cavanaugh, Commissioner Webster, Commissioner Semling NAYS: None]

- B. Planning Commission Minutes dated April 13, 2021

Motion: Upon Commissioner Semling's motion to approve the minutes as written with a typographical error correction and Commissioner Webster's second, the Planning Commission unanimously approved the Draft Minutes dated April 13, 2021. [AYES: Vice Chair Hubbard, Commissioner Pugsley, Commissioner Cavanaugh, Commissioner Webster, Commissioner Semling NAYS: None]

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

There were no topics from the floor.

4. PUBLIC HEARING AGENDA (times are earliest start time)

C. 7:00 p.m. Annexation at 35111 Six Dees Lane - Roy & Jinkee McCullough

Associate Planner Dimsho presented the staff report dated May 4, 2021. She showed where the subject property was located. She said part of the property that was already in City limits was being developed with a single-family dwelling. She said the property being annexed is about a half an acre. She mentioned the Applicant extended the sanitary sewer line as part of the development process. She

mentioned the City Engineer asked for a water line easement. The public water line runs through a portion of the subject property and it may or may not already have a public water line easement. She said because the property is large it may be further subdivided in the future and they could get an easement at that time as well. She said the Applicant was asked by Columbia County to get a County Access Permit because the road you would access the subject property from is a County road. She said their driveway approach and their stormwater culvert did not meet the standards they had for the County Access. She said this would be corrected through the Building Permit. She said the subject property will be subject to the City's Comprehensive Plan. The current zoning is Columbia County Single Family Residential R10 and the options for City Zoning are either R7 or R10. To avoid a split zone property, the recommendation was to zone R7. She said the site already has access to the City water and sewer.

Commissioner Pugsley asked if it was improved to a private road. Dimsho said it was currently gravel. She said as part of his building permit he will have to pave part of the road from the main access and pave area for parking.

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

There were no deliberations.

Motion: Upon Commissioner Pugsley's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Annexation based on Staff recommendations. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Pugsley, Commissioner Cavanaugh; Nays: None]

D. 7:15 p.m. Annexation at 505 N Vernonia Road - Steven & Stefanie Weber

Dimsho presented the staff report dated May 4, 2021. She showed the Commission where the property was located. She mentioned the subject property abuts the Emerald Meadows subdivision. She said it is already developed with a single-family dwelling and is about .35 acres. She said the Applicant would like to annex so they can connect to City sewer. It is currently served on City water. Dimsho said the zoning is currently R10 through the County. The Staff recommended R7 for this annexation as there is no R10 in the area.

Chair Cary asked if any of the frontage improvements would be required upon annexation. Dimsho said no. Chair Cary asked why the Vernonia Road sidewalk improvement did not extend all the way through Vernonia to Pittsburg. Dimsho was not sure why it did not extend but thought it might be due to cost.

City Planner Graichen said the sidewalk fixes were done where most of the complaints were made on the road.

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

There were no deliberations.

Motion: Upon Commissioner Webster's motion and Commissioner Semling's second, the Planning Commission unanimously approved the Annexation based on Staff recommendations. [Ayes: Vice Chair Hubbard, Commissioner Semling, Commissioner Webster, Commissioner Pugsley, Commissioner Cavanaugh; Nays: None]

5. DISCUSS PLANNING COMMISSION'S ANNUAL REPORT TO CITY COUNCIL**E. Annual Report to City Council - Draft**

City Planner Graichen discussed how the meetings increased from an average of ten to thirteen last year. He said the Acceptance Agenda and Planning Director Decisions are less but does not mean the Planning Department or Commission are not busy. He said typically the Staff presents this to the City Council but asked if any of the Commissioners would like to present this year. There were no volunteers. He also asked the Commission if there was anything the City Council could do to help the Commission. He mentioned that last year the Commission requested to meet in person with the Council to talk about a variety of issues. He said the Council agreed that it was a good idea. Then we could continue that effort since the two groups did not meet due to COVID-19.

Commissioner Pugsley said she prefers in person, but if it were going to delay the meeting, she would prefer to do it over zoom.

6. ACCEPTANCE AGENDA: Planning Administrator Site Design Review

1. Site Design Review (Major) at Sand Island – Lower Columbia Engineering
2. Scenic Resource Review (Amended) at 164 S 1st Street – Pegram
3. Site Design Review at Running Dogs Lane – Jaron Clayton

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

1. Lot Line Adjustment at 1645 Railroad Avenue – Don Wallace
2. Sign permit (x3) at 205 Brayden Street – Jorri Hunker (Grocery Outlet)

3. Temporary Use Permit at Vacant lot S of 234 N Columbia River Hwy
4. Temporary Sign Permit at 2100 Block of Columbia Blvd – Hometown Heroes

8. PLANNING DEPARTMENT ACTIVITY REPORT

- F. April Planning Department Report

9. FOR YOUR INFORMATION ITEMS

Dimsho mentioned that there will be a Riverwalk survey announced for some feedback from the Community on what they think about the design.

Graichen mentioned that the City Council will begin meeting in a hybrid setting and asked the Commission if they would like to follow that same example. The Commission said this is what they wanted to do.

Graichen mentioned that the decision for the Schlumpberger Partition had been appealed to the City Council.

10. ADJOURNMENT

NEXT REGULAR MEETING: June 8, 2021

*There being no further business before the Planning Commission, the meeting was adjourned 7:59p.m.
Respectfully submitted,*

*Christina Sullivan
Community Development Administrative Assistant*