

Minutes of the Veneta Planning Commission

March 5, 2013

Present: James Eagle Eye, Kevin Conlin, Calvin Kenney, and Len Goodwin

Absent: Lily Rees

Others: Kay Bork, Community Development Director; Lisa Garbett, Associate Planner; Ric Ingham, City Administrator; and Darci Henneman, Assistant City Recorder

I. REVIEW AGENDA

James Eagle Eye called the Veneta Planning Commission to order at 7:02 at p.m.

II. PUBLIC COMMENT

None

III. APPROVAL OF MINUTES

MOTION: Len Goodwin made a motion to approve the February 4, 2013 minutes. Calvin Kenney seconded the motion which passed with a vote of 5-0.

IV. PUBLIC HEARING

AAscapes, LLC – (CUP-1-13) - Assessor's map 17-05-31-20, tax lot 4600

1. Chair James Eagle Eye opened the Public Hearing at 7:04 p.m.

2. Declaration of Conflict of Interest or Ex-Parte Contacts: None

3. Staff Report – Lisa Garbett

Lisa said the site is approximately 1.53 acres and sits within the Industrial/Commercial zone, within the specific development plan overlay of the Northwest Employment Center, and adjacent to 25330 Jeans Rd. It is primarily undeveloped but does contain an existing perimeter fence and existing vegetation along the north property line adjacent to Jeans Rd. The applicant is requesting approval of a Conditional Use Permit/Site Plan approval to allow retail sales of landscape and lumber supplies with the intent to be open to the public by spring 2013. Hours of operation are proposed seven days a week between the hours of 8 a.m. to 6 p.m. Retail sales will be provided via an internal one-way drive with vehicles entering at Cornerstone Dr. and exiting through a shared driveway onto Jeans Rd. A conditional use site plan approval is required for open displays or storage areas exceeding 180 days. Staff noticed all property owners within 300 ft. of the site and no comments were received. Branch Engineering approved alternative parking lot paving materials and required three additional parking spaces but did say the proposed impervious surface is on the edge of triggering the stormwater detention threshold. In the future, the applicant would also like to process yard trimmings outside and staff included a condition which states the applicant will not be allowed to process materials on site as it is only permitted within an enclosed building within the Industrial/Commercial zoning district. The service driveways also required a condition that the exit and entrance be marked as a traffic safety measure. Lisa said the existing evergreen hedge along Jeans Rd. obscures activities and helps the applicant meet the landscape requirements.

4. Public Testimony: None

Linda Boothe said she's excited to have another retail business in the area.

5. Questions from the Veneta Planning Commission

None

6. Chair James Eagle Eye closed the Public Hearing at 7:11 p.m.

7. Deliberation and Decision

In response to question from Len Goodwin, Lisa said water can serve the site but the applicant will need to connect the future kiosk.

In response to a question from Calvin Kenney, Lisa said a catch basin could not be located on the City's plans and staff thought that the catch basins within Cornerstone Drive would help serve the site.

Calvin Kenney suggested when loads are wetted down, the spray drip and material should be caught in the catch basin.

Len suggested adding a condition to have water at the site for dust abatement to wet down dry loads but the runoff should be kept away from the sanitary system.

James Eagle Eye said Kyle indicated there would be some kind of screen to keep large debris from entering the stormwater.

Kay said conditions could be included that the applicant provides water to the site and include a wet down area and the City Engineer shall review the catch basin prior to approval of the final plan.

MOTION: Len Goodwin made a motion to approve the Conditional Use Permit based on the findings and conditions of approval in the Proposed Final Order and to include the additional conditions for dust abatement and the stormwater plan be approved by the City Engineer. Kevin Conlin seconded the motion which passed with a vote of 5-0.

OTHER

Review Work Plan and Timeline for Comprehensive Plan Update

Kay provided the Commissioners with a draft scope of work and a draft timeline to amend the Comprehensive Plan. In 2011 the City applied for a technical assistance grant through Oregon Department of Land Conservation and Development (DLCD) which we didn't receive, however staff did move forward to amend the Facilities Plan to include the pipeline project and the Comp Plan to include the coordinated population number. She said tonight's proposal includes several tasks to amend the Comp Plan. Kay said staff would like it structured to move forward with any components of the Work Plan as needed. All updates can be done separately except for the Urban Growth Boundary (UGB) analysis. She said the estimated project time period is about 21 months which does not include the public hearing and adoption process. She suggested staff apply for an Technical Assistance Grant through the same DLCD program for the Economic Opportunity Analysis. She said grant funds applied for in the spring are awarded in the fall. She said to hire an outside consultant for the technical review would be about \$30,000 to \$40,000 but most of the work can be done in house.

Len Goodwin said that's an aggressive timeline.

Ric said some of the work done in the last update got the momentum going.

In response to a question from Len Goodwin, Kay said she is not aware of the governors UGB simplification package.

Len Goodwin said it's almost a complete update of how you do the goal 14 analysis and a Comp Plan update. He said House Bills 2253, 54 and 55 are up for hearing on March 7th and designed for small cities wanting to use safe harbors for UGB expansions. He said if a city can demonstrate its population projections for a certain amount of growth over a period of amount of time, you can rule out any process for a limited UGB expansion. He encouraged this process and said it's very timely if we do need an

UGB expansion. He felt it's important to look at what this task force produced and it does seem to have some traction in the legislature and could provide a very simple alternative to some of the Comp Plan work.

Kay said that would be wonderful. She said an assumption was built into this work plan that we would use many of the safe harbors available which would allow us to apply certain density and vacancy rates that wouldn't be challenged as we move forward. She was assuming the Commission would choose to use many of them to cut down on the timeline. She said she will look into the simplification process and bring back an update to the Commission.

In response to a question from Ric, Len Goodwin said the intent is to get it through the legislative session and make it effective in the Fall (90 days after signing). He said given the level of support the governor has given it it's got a reasonably good shot. He said DLCD did a lot of work with their staff and ODOT and a number of other agencies to prepare a big simplification.

In response to a question from Len Goodwin, Kay said she's not sure if we do a UGB expansion if we will we need to do a Goal 5 natural resource analysis.

Ric said the 2050 process had the City growing towards Perkins Peninsula and the most obvious direction would be moving to the south.

Kay said she would pull the maps and see. She said we would be going off the adopted coordinated population for 2035 of 10,505. She said it would be good to see the maps to see on the maps where those Goal 5 resources are. She said she can provide more information on what staff finds regarding the simplification process.

Jame Eagele Eye agreed.

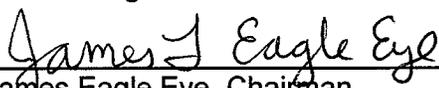
In response to questions from Len Goodwin, Kay said she would like to use the Commission as a technical body. She said since we're not going through periodic review we wouldn't need to form a separate committee. However, residents would be encouraged to attend. She envisions staff providing the maps for the Commission to verify and approve along with the assumption for development and affirmed housing needs before all of those documents would go before the City Council. It would be a very thorough process. Kay said the Comp Plan refers to the Commission as the Citizen Advisory Committee. She said we may want to have more public involvement if we decide to expand the UGB.

Len Goodwin said he knows there are parts of the community that are quite concerned about increased density and potential growth. He felt any Comp Plan update would lead to increased density certainly within the core and throughout the City as a way to manage potential growth. He said whether or not we can meet the population growth without expanding the UGB may be a hot button for some members of the community.

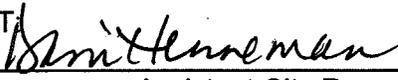
Kay said there's also the housing needs analysis where we'd want to discuss housing types and what our community will look like in the next 20 years. Also if we are meeting the needs for changing the dynamics of different types of housing.

VII. ADJOURN

Chair James Eagle Eye adjourned the Veneta Planning Commission to order at 7:29 p.m


James Eagle Eye, Chairman

ATTEST


Darci Henneman, Assistant City Recorder