

# Minutes of the Veneta Planning Commission May 7, 2013

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

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

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## **I. REVIEW AGENDA**

James Eagle Eye called the Veneta Planning Commission to order 7:06 at p.m.

## **II. PUBLIC COMMENT**

None

## **III. APPROVAL OF MINUTES**

**MOTION:** Len Goodwin made a motion to approve the March 5, 2013 minutes. Kevin Conlin seconded the motion which passed with a vote of 5-0.

## **IV. LAND USE APPROVAL EXTENSION REQUESTS**

On March 25, 2013 upon recommendation from the Veneta Planning Commission, the City Council approved the proposed code amendments to Veneta Land Development and Land Division Ordinances. The amendments also included language to allow unexpired applications or pending extension requests the opportunity to request two (1) year extensions. The amendments took effect April 25, 2013.

Kay said the following three land use approval extension requests have been submitted to the Planning Commission for consideration. All three applications comply with the new code language.

- S-1-08: Preliminary Subdivision Approval, Bolton Hills Ranch Estates

On November 12, 2012 Mr. Velie, on behalf of the applicant, submitted an extension request for Bolton Hills Ranch Estates and Bolton Hill 1<sup>st</sup> Addition prior to the land use approval expiration dates. Mr. Velie also submitted a second request on April 10, 2013 so the extension could be considered under the new code language.

Staff recommended the Planning Commission approve a one year extension for Bolton Hill Ranch Estates and Bolton Hill 1<sup>st</sup> Addition extension with the condition construction drawings conform to the City's current Stormwater Quality Standards adopted in 2010. The applicant provided a letter stating they will do that as part of the extension request.

**MOTION:** Len Goodwin made a motion to approve a one year extension request for Bolton Hill Ranch Estates with the new expiration day of January 4, 2014 and with the condition final construction drawings will confirm to the City's current Stormwater Quality Standards. Kevin Conlin seconded the motion which passed with a vote of 5-0.

- S-3-07: Preliminary Subdivision Approval, Bolton Hills 1<sup>st</sup> Addition

**MOTION:** Calvin Kenney made a motion to approve a one year extension request for Bolton Hill 1<sup>st</sup> Addition with the new expiration date of May 9, 2014 and with the condition final construction drawings will be in conformance with the City's current Stormwater Quality Standards. Lily Rees seconded the motion which passed with a vote of 5-0.

- M-1-07: Preliminary Partition Approval, Labrador Partition (off of Eighth Street, south of Parkside)

The applicant, Mr. Eric Hample submitted an extension request on February 4, 2013 prior to his partition expiring. He also submitted an additional request on April 17, 2013 when the code was adopted. Staff is satisfied the existing stormwater approval would adequately address stormwater and is recommending approval of the applicant's partition extension.

**MOTION: Kevin Conlin made a motion to approve a one year extension request of land use approval for Labrador Partition M-1-07 with the new expiration date of February 2, 2014. Len Goodwin seconded the motion which passed with a vote of 5-0.**

#### V. **Review Comprehensive Plan Update Draft Work Plan & Timeline**

Kay researched the potential amended house bill Len Goodwin talked about at the last meeting. She talked with Ed Moore at Oregon Department of Land Conservation and Development (DLCD) who indicated Senate House Bills 2253, 54 and 55 will not be adopted in time for us to initiate our Comp plan update so staff is proposing to move forward with the current statutes and do the updates accordingly. She said Mr. Moore also indicated the Technical Assistance grant funds will not be available this year so staff will be doing a lot of the work in-house. She said because of that the timeline has been extended. She said many updates will be bundled so projects can be done together and still make progress on the updates. Staff continues to work on the public involvement piece and is recommending the City use an outside firm to assist us with a public involvement plan.

Kay said her first task would start with bringing the Buildable Land Inventory to the Planning Commission for review at the June 4<sup>th</sup> meeting and also request the Commission to comment on existing developed, undeveloped and partially developed land. At that time the Planning Commission could review and make staff recommendations and provide feedback in order to continue to move forward, following the timeline. Kay reviewed the remaining timeline with the Planning Commission and asked if there were any questions.

In response to a question from Len Goodwin, Kay said in case staff gets sidelined for six months, the Buildable Land Inventory (BLI) and Housing Needs Analysis can be adopted individually by the Council and by resolution then wrapped together within a new ordinance. She said each step would be adopted by resolution and then by ordinance when the findings are completed.

Len Goodwin agreed it is a good idea to bring someone on board to bring the public up to speed. He said the conclusion of the BLI will likely trigger a public response.

Kay agreed and said when concentrating on technical work you tend to get boxed in and forget to include the public process. She said it can get away from you to where a condition is created and the technical person gets lost in that detail.

Kevin Conlin said we don't want to get so invested in the project before the public is brought in.

Len Goodwin recommended staff separate the residential lands study and employment needs because the process gets complicated when you try to do them in one step.

In response to a question from Len Goodwin, Kay said the Planning Commission will be reviewing the public involvement. She said she will discuss the details with Ric and bring a proposal to the Planning Commission.

#### VI. **OTHER**

Lisa provided the following updates: Plough Monday Brewery, LLC is working on signing a lease of the Jeans Rd. decommissioned water facility. She said the site plan has been approved to help

ready the site for occupation and change of use. Kyle received a bid from a contractor to ready the site for occupancy of Plough Monday.

She said applications are pending for an incomplete partition and incomplete conditional use permit so staff is waiting for the applicants to submit the completeness items. The City processed four building permits in March and seven in April.

Kay said if the Planning Commissioners are interested she is scheduling hard hat tours of the Fern Ridge Service Center. She said Mid Lane Cares is the agency coordinating the monthly tours the first Thursday at 9:30 a.m. and the third Friday at 2:00 p.m.

In response to a question from Lily Rees, Kay said if anyone is interested; please give a week's notice.

Kevin Conlin said he would like to take the May 17<sup>th</sup> tour.

Len Goodwin would like to attend the third Friday in June.

James Eagle Eye said he's available anytime.

Ric said EWEB went out for bid on their end of the pipeline construction and bids came in 10% to 15% lower than estimated. He said the construction contract went before the EWEB board on the 7<sup>th</sup> and the contractor should be starting within the next week.

In response to a question from Calvin Kenney, Ric said the water pipeline will cross Highway 126 to EWEB's meter vault to the north and run east along Highway 126.

In response to a question from Len Goodwin, Kay said she will provide OPI conference information at the next meeting as well as send out an email to Planning Commissioners.

In response to a question from Calvin Kenney, Len Goodwin said OPI is the Oregon Planning Institute annual conference and training held at the University of Oregon.  
Jim would like to attend this year

**VII. ADJOURN**

Chair James Eagle Eye adjourned the Veneta Planning Commission to order at 7:28 p.m.

  
James Eagle Eye, Chairman

ATTEST:

  
Darci Henneman, Assistant City Recorder