

MINUTES  
Warrenton Planning Commission  
July 13, 2023  
6:00 p.m.  
Warrenton City Hall - Commission Chambers  
225 S. Main  
Warrenton, OR 97146

Vice Chair Bridgens called the meeting to order at 6:02 p.m. and led the public in the Pledge of Allegiance.

Commissioners Present: Kevin Swanson, Christine Bridgens, Mike Moha, Jessica Sollaccio, Karin Hopper, and Lylla Gaebel

Commissioners Absent: Chris Hayward

Staff Present: Planning Director Jay Blake and Planning Technician Rebecca Sprengeler

3. APPROVAL OF MINUTES

A. Planning Commission Meeting Minutes – 6.8.23

**Commissioner Gaebel made a motion to approve the meeting minutes for 6.8.23. Motion was seconded and passed unanimously.**

**Swanson–aye; Bridgens–aye; Moha–aye; Sollaccio–aye; Hopper–aye; Gaebel–aye**

4. PUBLIC COMMENT ON NON-AGENDA ITEMS – None

5. PUBLIC HEARINGS

**A. Conditional Use Permit CUP-23-3 Fort Stevens State Park**

Mr. Blake presented the staff report for Conditional Use permit CUP-23-3 for modification, reconstruction, and expansion at Fort Stevens State Park. There are two sites involved. The first is renovation of the historic guardhouse on Pacific Dr and Russel Dr. The second is reconstruction of the sewer system in the park boundaries. Both properties are zoned OSI and are intended for passive and active recreation. Staff have been working with the architecture firm to create a conditional use application that meets both the city and applicant needs. Mr. Blake reviewed the application timeline. The original proposal included constructing a caretaker house that is no longer included. Not all the engineering was added to the packet because it will be reviewed by the city engineer. The guardhouse land is owned by ODOT and is outside the park boundaries; an address needs to be assigned. It is in the historic neighborhood, requiring Planning Commission review. The State Historic Preservation Office will approve the renovations; they have been involved in the preliminary review. Modifications include accessibility, landscaping, and renovations (structural, electrical, mechanical, and plumbing) to

make it a museum. Two adjacent property owners raised concerns about traffic and parking around the building. Mr. Blake reviewed photos of the existing roads around the site. Pacific Dr is wide enough for one lane only and should not have on-street parking. Russel Dr does not meet current standards and should not have on-street parking either. A part of Silverside Pl is wide enough for two to three on-street parking spaces. The applicant considered the possibility of leasing school district property across Russel Dr during early conversations. On-site parking should be considered first. Mr. Blake recommended revisiting the parking in one to two years to evaluate if parking needs are being met. He recommended marking Pacific Dr as a single lane or one-way street. Public Works has suggested one lane with no parking on either side. The intersection of Third Avenue, Pacific Dr, and Silverside Pl is concerning. There was discussion in the past about reconfiguring the roads there that would require property acquisition and road extensions. This is not currently in the city's Capital Improvements Program. Brief discussion about speed limits followed. Mr. Blake suggested engineering conduct a site review of the traffic conditions. A possibility to address parking is to have visitors park within the park. Sidewalks around the site are in poor condition and have varying widths; this will need to be addressed. Bicycle parking needs to be provided in the park or at the site. Final landscaping has not been proposed but should be a condition of approval that it meet the intent of the historic character of the neighborhood prior to final certificate of occupancy. The campground improvements are to restore the original capacity that was planned for in 2001 and 2006. The replacement is due to damage from trees and construction in the area. There is significant engineering involved for new infrastructure that will help the community by reducing inflow and infiltration into the city's system. There will also be accessibility improvements to shower facilities and the small amphitheater. All the improvements will be within the park's boundaries. Mr. Blake argued the applicable criteria are met and recommended conditions of approval for both the guardhouse and campground improvements. He suggested partial approval if more information is needed.

Vice Chair Bridgens opened the hearing for Conditional Use Permit CUP-23-3 for Fort Stevens State Park. She read the hearing script outlining the applicable code and procedures. No conflicts of interest or ex parte contacts were disclosed. No members of the audience challenged the commissioner's impartiality.

Mr. Blake asked if the applicant team had any information to add. Blair Gardener, Hennebery Eddy Architects, Inc., did not add any information.

Commissioner Swanson was concerned about narrow roads. Commissioner Hopper noted on-street parking may not be a possibility for the guardhouse, noting recent observations of fire and delivery trucks on Hammond streets. She likes the idea of leasing the school district property. Commissioner Swanson asked about minimum street widths. Mr. Blake noted street widths for new development can be between 50' – 100' depending upon the street classification. The roads in this area are platted at 15' and may not be able to be widened because structures are built up to the right-of-way. The right-of-way is not big enough to widen the pavement without buying land. There would be less impact by requiring minimal on-street parking and remaining parking in the park or on a leased site adjacent than requiring the road to be widened. Public Works has suggested no parking on Russel Dr and Pacific Dr. Commissioner Hopper feels it is ideal to encourage parking within the park and walking to the guardhouse. Commissioners Gaebel and Bridgens agreed. Commissioner Hopper suggested two ADA spaces next to the guardhouse on

Silverside Pl. Vice Chair Bridgens was concerned about increased parking enforcement here for police. Commissioner Gaebel agreed there is sufficient parking in the park. Commissioner Hopper added requiring parking in the park would also increase the park revenue for day-passes. Commissioner Sollaccio suggested a grant through the Inflation Reduction Act for parking improvements to recreation areas.

Charles Bergerson, resident, has lived in the area for a long time and expressed concerns about the intersection of Third Ave, Pacific Dr, and Silverside Pl. The intersection is dangerous and the increase in traffic will make it worse. He likes the idea of people parking in the park or a parking lot on the school property. He would like to see the street widened and Third Ave extended. Mr. Blake responded to Mr. Bergerson's concerns explaining that this will be reviewed by the city engineer. Commissioner Swanson asked how long the construction would take and what would cause a bottle neck in the area. Mr. Bergerson feels there is no room for construction and suggested the school property as a temporary construction site. He would like to see the state and school district work together.

Commissioner Hopper agreed the street signage needs to be addressed, the streets need striping and crosswalks would be helpful. Commissioner Sollaccio asked about closing the roads for pedestrian-only traffic. Mr. Blake said it is the only entrance to the area and could not be closed. Mr. Blake restated the application meets the conditional use permit criteria. He summarized possible conditions as discussed related to parking and traffic. Discussion about traffic continued.

Mr. Bergerson elaborated on parking concerns in the area. There was no other testimony in favor or opposition.

Commissioner Moha suggested changes to condition of approval F to read "The applicant will work with Warrenton Public Works to stripe pavement along Silverside Place for up to two handicap parking spaces. No parking will be allowed around the facility, except for the two parking spaces on Silverside Place, all parking will need to be inside the State Park. Within two years of the approval of the issuance of a certificate of occupancy for the guardhouse, the applicant and city shall review parking patterns from the proposed guardhouse and will decide if additional parking for the facility is necessary."

Commissioner Hopper suggested adding language to condition Q, "The applicant will replace the sidewalks around the perimeter of the guardhouse as well as crosswalks and traffic signs."

Commissioner Moha suggested changing condition G to "The applicant will install no parking signage as appropriate that falls under condition F."

**Commissioner Hopper made the motion to approve the conditional use permit for the guardhouse and the campgrounds with the sewer with conditions that were outlined. Motion was seconded and passed unanimously.**

**Swanson-aye; Bridgens-aye; Moha-aye; Sollaccio-aye; Hopper-aye; Gaebel-aye**

Discussion about street widening and Third Ave extension continued. Mr. Blake encouraged the Planning Commission to speak with the City Commission to direct this action.

### **B. Conditional Use Permit CUP-23-1 Utilities One Contractors Shop**

The applicant sent a 120-day extension request until December 15, 2023, to supply more information requested by staff. Staff asked that the application be tabled rather than continued. Staff will renotify the property owners as needed.

**Commissioner Moha made a motion to table the application to a date not specific at the applicant's request. Motion was seconded and passed unanimously.**

**Swanson-aye; Bridgens-aye; Moha-aye; Sollaccio-aye; Hopper-aye; Gaebel-aye**

6. BUSINESS ITEMS – None

7. DISCUSSION ITEMS

### **A. Ministorage Code Amendment**

Mr. Blake presented employment numbers on ministorage facilities. On average, the ministorage facilities in Warrenton supply less than half of a full-time equivalent (FTE) job per acre. He compared this to other commercial-industrial developments which had about 11.5 FTE jobs per acre. He added that ministorage facilities do not need sewer and water service and should not be developed in prime industrial, job-creating land. It is not the highest and best use for the property. The next step is to schedule a formal hearing in September after the city attorney reviews the ordinance. The consensus was in favor of the hearing. Commissioner Moha was not in favor of more rules and regulation. He felt the data is an effective way to deny an application under the current requirement for a conditional use permit. He was concerned about the ordinance being a ban. He would like to see different restrictions in C-1 along the commercial corridors than in industrial zones. Commissioner Swanson suggested increasing the tax revenue on new facilities. Commissioner Gabel asked about pending applications. Mr. Blake confirmed there is one that will be submitted soon. Commissioner Hopper would like to add a limit because of the current overabundance and would like to have resources to support future growth for jobs and housing. Vice Chair Bridgens asked where the new unit will go. Mr. Blake noted it was a pre-application for Industrial land off Warrior Way. Commissioner Swanson suggested creating a tax for ministorage customers that come from outside the city.

**Commissioner Gaebel made a motion to schedule a public hearing regarding ministorage caps for the September meeting. Motion seconded and passed unanimously.**

**Swanson-aye; Bridgens-aye; Moha-aye; Sollaccio-aye; Hopper-aye; Gaebel-aye**

8. GOOD OF THE ORDER

Mr. Blake is working on a bid for a code audit to address conflicting code sections and streamline processes. There will likely be a steering committee to guide the process. There will be a special meeting for the Fort Pointe application on July 27<sup>th</sup>. There will be a site visit at 6:00pm and a hearing at City Hall at 7:00pm. The hearing will be opened and continued because there have been delays in traffic impact study. A revised market study will be shared soon. The annexation of portions of Seafarer's Park will be completed at the end of July. Vice Chair Bridgens requested consideration of public safety in the Fort Pointe review noting concern about increase in population. Mr. Blake confirmed public safety will be included in the review and will comment on the application. It will be a 10-year build out. Mr. Blake encouraged the commission to consider the application against the facts, criteria, and good neighborhood design rather than specific engineering standards. The review is a modification to conditions to the existing planned unit development (PUD). The units will go from 316 to 450 due to Housing and Urban Development financing for income restrictions. Mr. Blake discussed a similar but much larger development in Black Diamond, Washington that staff visited. Mr. Blake is hoping this will spur economic development in Hammond. He discussed two grant proposals in the works for an economic impact study for downtown Hammond and for Portland State students to design connections from the Hammond Marina to downtown. Commissioner Gaebel asked about the logging on the Fort Pointe property. Mr. Blake noted this was done in line with the Oregon Department of Forestry regulations, otherwise it would have gone to the Planning Commission for site design review. He is adding in requirements for significant tree protection in the review. He continued discussing the number and types of units, the build to rent concept, and flexible landscaping requirements. Mr. Blake added that the North Coast Land Conservancy is working on a regional habitat masterplan.

There being no further business, Chair Hayward adjourned the meeting at 7:41 p.m.

APPROVED:

  
Chris Hayward, Chair

ATTEST:

  
Rebecca Sprengeler, Secretary