

PLANNING COMMISSION MINUTES
Newberg Public Library - Newberg, Oregon
THURSDAY, JULY 10, 1997 AT 7 P.M.

Approved at the August 14, 1997 Planning Commission Meeting

I. PLANNING COMMISSION ROLL CALL

Planning Commission Members Present:

Stephen Ashby	Matson Haug	Jack Kriz
Myrna Miller	Richard Waldren, Chair	Lon Wall

Absent: Steve Hannum

Staff Present:

John Knight, Planning Manager
Barbara Mingay, Planning Technician
Janet Hughes, Recording Secretary

II. OPEN MEETING

Chair Richard Waldren opened the meeting at 7:05 p.m. He announced the procedure of testimony. Citizens must fill out a public comment registration form to speak at the meeting.

III. CONSENT CALENDAR

1. Approval of June 12, 1997 Planning Commission Minutes.

Motion #1:	Commissioners Miller-Ashby voted to approve the consent calendar items, approving the minutes of the June 12, 1997 Planning Commission Meeting.
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Vote on Motion #1:	The Motion carried unanimously (6-0); Absent-1 (Hannum).
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IV. COMMUNICATIONS FROM THE FLOOR (5 minute maximum per person)

None

V. QUASI JUDICIAL PUBLIC HEARINGS

PUBLIC HEARING (#1)

APPLICANT:	Marc Willcuts	
REQUEST:	Annexation of 17,763 square feet within the Newberg Urban Growth Boundary	
LOCATION:	NW corner of Wyooski and 11th Streets	
TAX LOT:	3220CD-900	
FILE NO.:	ANX-17-97	RESOLUTION NO.: 97-71
CRITERIA:	Newberg Development Code Sections 10.36.050 and 10.20.030	

OPEN FOR PUBLIC HEARING.

Chair Waldren entered ORS 197, relating to the Public Hearing process into the record, and opened the Public Hearing.

Abstentions/ex-parte contact: None

Objections: None

Staff Report: **Barbara Mingay, Planning Technician**, reviewed the staff report. Ms. Mingay recommended the commission approve the resolution.

Preliminary Staff Recommendation: The preliminary staff recommendation is made in the absence of public hearing testimony, and may be modified subsequent to the close of the public hearing. At this writing, the staff recommended adoption of Resolution 97-71, approving the annexation.

Proponent:

Marc Willcuts
P.O. Box 754
Newberg, OR 97132

Mr. Willcuts stated that he wanted the annexation to bring the property into the Newberg boundary to permit them to hook up to the city sewer. This would enable the owner to sell the property.

Questions to Proponent:

Commissioner Miller asked if the property was already on city water. **Mr. Willcuts** replied that yes, in fact, it was.

Commissioner Miller then asked what district/who responded to fires and/or police at that residence. **Mr. Willcuts** replied that he was not sure.

Opponent: None

Public Agency reports: None

Letters: None

Staff Recommendation: Approval of Resolution 97-71, recommending that City Council approve the Annexation.

Hearing Closed.

Commission Deliberation:

Commissioner Miller stated that the city limits touch the property on three sides and due to health reasons with the septic, recommended to approve it. **Chairman Waldren** said he was in favor of the annexation. **Commissioner Ashby** said it met annexation requirements.

John Knight, Planning Manager, stated that the annexation should include the entire corner of block including the street row as there was only a small portion there that was not included in the annexation and it made more sense to encompass the whole area.

Motion #2:	Commissioners Haug-Miller to approve Resolution 97-71, approving the annexation with John Knight's amendment.
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Vote on Motion #2:	The motion carried unanimously (6-0). Absent-1 (Hannum).
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PUBLIC HEARING (#2)

APPLICANT: Frank and Barbara Robinson

REQUEST: Replacement of an existing garage with a new larger structure. The site is a designated local Historic Landmark.

LOCATION: 434 Wynooski Road

TAX LOT: 3220BD-1601

FILE NO.: H-3-97

RESOLUTION NO.: 97-72

CRITERIA: Newberg Development Code Section 10.44.257

Abstentions/ex-parte contact: None

Objections: None

Staff Report: Barbara Mingay, Planning Technician, reviewed the staff report. She then directed the commissioners to the map enclosed which she said was a very well thought out and a thoroughly detailed drawing. She recommended the commissioners approve Resolution 97-72, approving historic file H-3-97, allowing modification of a historic structure.

Preliminary Staff Recommendation: The preliminary staff recommendation was made in the absence of public hearing testimony, and may be modified subsequent to the close of the public hearing. At this writing, the staff recommended adoption of Resolution 97-72, approving historic file H-3-97, allowing modification of a historic structure.

Proponent:

Frank Robinson
434 Wynooski
Newberg, OR 97132

Mr. Robinson stated that he presently shares a driveway with his neighbor. He felt that it would be beneficial to have his own driveway and the present garage is not in good condition. He wanted to expand the garage to a double car garage which would enable him to store his boat or work in the garage.

Questions to Proponent:

Commissioner Miller asked if he intended to retain the porch that was there. **Mr. Robinson** replied that no, it would be torn down as the garage would be up against the house. Also, if the garage was to come down later, it would not hurt the house or detract from the house.

Commissioner Miller also asked if the garage would be on it's own foundation. **Mr. Robinson** replied that yes, it would be on it's own foundation; however, the roof would connect to the house. Right now the house has three different types of siding and the garage has something else. He will make every effort to have siding that matches the house, so as not to detract from the overall appearance.

Commissioner Wall asked how long he had owned the property. **Mr. Robinson** replied twelve years. He also stated that the house was built in 1888 and the garage was built later.

Public Agency reports: None

Letters: None

Opponent: None

Staff Recommendation: Staff recommended approval of Resolution 97-72, approving the replacement of the existing garage with a new larger structure. This would allow modification of a Historical Landmark.

Hearing Closed.

Commission Deliberation:

All commissioners stated that it met with their approval.

Motion #3:	Commissioners Haug-Miller to approve Resolution 97-72, approving the change of the historic structure.
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Vote on Motion #3:	The motion carried unanimously (6-0). Absent-1(Hannum).
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VI. LEGISLATIVE PUBLIC HEARINGS (complete registration form to give testimony - 5 minute maximum per person, unless otherwise set by majority motion of the Planning Commission).

PUBLIC HEARING (#1)

APPLICANT: City of Newberg

REQUEST: Text amendments to the Newberg Development Code relating to land division requirements

FILE NO.: G-25-97

RESOLUTION NO.: 97-73

CRITERIA: Newberg Development Code Section 10.20.030

Abstentions/ex-parte contact: None

Objections: None

Staff Report: **John Knight, Planning Manager**, reviewed the proposal. He directed the commissioners to the options in Section VI of the agenda packet. Much discussion followed regarding the public notification and public hearing process versus administrative decisions.

Commissioner Haug stated that he would like to go through the procedures item by item and make changes. **Commissioner Miller** was concerned with the legal costs involved and if it was beneficial or not. **John Knight** replied that no, having a hearings officer was not cost effective and that the applicant would still be able to appeal projects through other channels. **Commissioner Haug** suggested alternatives for participation. A great deal of discussion followed.

Commissioner Haug recommended that the staff review the process and bring back revisions next month. He further requested that all subdivisions have the same requirements: 1) 300 feet notification; 2) legal notification (Legal) in the Newberg Graphic; and 3) any person may request a public hearing.

Preliminary Staff Recommendation: The preliminary staff recommendation was made in the absence of public hearing testimony, and may be modified subsequent to the close of the public hearing. At this writing, the staff recommended adoption of Resolution 97-73, approving the proposed amendments to the Development Code relating to Land Division Processing.

Proponent: None

Opponent: None

Pamela Vann, Director of Planning, Westlake Consultants, Inc., brought maps of the proposed facility for discussion. She informed the commissioners that there would be an informal neighborhood meeting on July 14 and that they were welcome to come. She stated that the site plan layout still had a great deal of flexibility. There was discussion on types of commercial businesses that would be housed in the commercial building. Much discussion was aimed at the number of parking spaces required. Staff reminded her that the application was still incomplete and she replied that after the neighborhood meeting on July 14, they would be able to finish the application packet and forward it on.

Chair Waldren presented **John Knight, Project Manager**, a plaque and a Planning Commission Resolution thanking John for all his hard work during his term with the Planning Division.

IX. STAFF AND COMMISSION REPORTS

1. Update on Council items (NUAMC Agreement, Werth Property Grant/Loan, Annexation Ordinance, Mason and Park & Recreation/Gail Annexations, Quick Response Team (QRT) Make-up.
 - a. Copies of the Annexation ordinance will be provided to the Planning Commission when finalized.
 - b. Grant application has been forwarded to the State. The application is for public improvements on the Werth property.
 - c. The Mason annexation was approved with changes. It will be on the ballot for next year.
 - d. The Gail annexation was tabled until the annexation ordinance becomes final.
2. Other reports, letters, or correspondence (set date for dinner meeting & field trip, parliamentary procedures)
 - a. The Residential Needs Workshop scheduled for July 17 probably will be delayed.
 - b. There was discussion on the status of the wetlands irrigation required as part of Emery Orchards subdivision approval. Staff will look into the matter and report back to the commissioners at the next meeting.
 - c. A letter was drafted to Chehalem Park and Recreation District (CPRD) regarding Central School usage.
 - d. The City is working with CPRD on an application to relocate a house to Ewing Young Park for a caretaker to reside in to prevent vandalism.
3. Report from Quick Response Team (QRT)

Mike Soderquist reported that the City Manager and Legal Department have concerns regarding continuing the QRT. It will likely be discontinued.
4. Next Planning Commission Meeting, August 14, 1997

X. ADJOURNMENT

The meeting was adjourned at approximately 10:35 p.m.

Passed by the Planning Commission of the City of Newberg this 14th day of August, 1997.

AYES: 4 NO: 0 ABSTAIN: 0 ABSENT: 3 Matson Haug, Jack Kriz, & Myrna Miller

ATTEST:



Planning Commission Recording Secretary Signature

Susan Napolitano 8/15/97
Print Name Date

**INFORMATION RECEIVED INTO THE RECORD
AT THE JULY 10, 1997 PLANNING COMMISSION MEETING.**

**THIS INFORMATION IS ON FILE AT THE COMMUNITY DEVELOPMENT OFFICE
ATTACHED TO THE MINUTES OF THE MEETING AND IN THE PROJECT FILE IT
PERTAINS TO.**

PROJECT FILE # - No file # - New Business Item

Site Map from Genisis Assisted Living

LABELS FROM THE 7/10/97
PLANNING COMMISSION MEETING
FROM THOSE WHO GAVE PUBLIC
TESTIMONY

Marc Willcuts
P.O. Box 754
Newberg, OR 97132

(ANX-17-97)

Frank Robinson
434 Wynooski
Newberg, OR 97132

(H-3-97)