

**PLANNING COMMISSION MINUTES**  
**Newberg Public Safety Building - Newberg, Oregon**  
**Thursday, February 10, 2000, AT 7:00 P.M.**

**Approved at the April 13, 2000, Planning Commission Meeting**

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**I. PLANNING COMMISSION ROLL CALL**

**Planning Commission Members Present:**

Bob Andrews	Steve Hannum	Matson Haug	Warren Parrish
Bart Rierson	Rob Molzahn	Lon Wall, Chair	

Rob Molzahn entered at 7:10 p.m.  
Warren Parrish entered at 7:17 p.m.

**Staff Present:**

Barton Brierley, City Planner  
Norma Alley, Recording Secretary

**II. OPEN MEETING**

**Chair Wall** opened the meeting at 7:04 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 the January 13, 2000, Planning Commission Minutes.

<b>Motion #1:</b>	<b>Haug/Andrews</b> voted to approve the consent calendar items, approving the minutes of the Planning Commission Meeting.
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<b>Vote on Motion #1:</b>	The Motion carried (5 yes/2 absent [Molzahn/Parrish]).
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**IV. COMMUNICATIONS FROM THE FLOOR (five minute maximum per person)**

None

**V. PLANNING COMMISSION GOAL SETTING**

**Barton Brierley** explained the goal setting procedure and discussed last year's procedure.

**Commissioner Andrews** asked what was going on with the review of the growth and density policy.

**Barton Brierley** replied that the discussion was on the issue of residential density and growth in the community. Results discussed were the proportions of single family and multi-family residential that should be allowed. The Commission ended up taking no action on the item.

**Chair Wall** suggested having subcommittees pick one specific goal to work on.

**Barton Brierley** covered the goals that staff suggested Commissioners work on.

1. Exterior Lighting: The Development Code doesn't give guidance on how to judge lighting.

2. Cellular Communication Towers: The Development Code vaguely addresses the issue. The Code should have procedures.
3. Home Occupation and Permits: The Development Code needs to indicate when a permit is needed. There isn't a concrete definition on how much of a home may be used for home occupation.
4. Group Care Facilities: The Development Code doesn't meet the requirements of State laws.
5. Yards: The Development Code is vague on the definition.
6. Multiple Single Family Homes on One Lot: The Development Code is vague on how do deal with zoning. Staff will draft amendments for commissioners to review and approve to create a policy.
7. Commercial Area Standards: Definitions for signs and awnings need to be established for downtown and commercial areas.

**Commissioner Haug** asked how many grants the City received and for how much?

**Barton Brierley** replied that three (3) grants were received for a total of \$18,000.

8. Riverfront Plan: Staff will apply for a grant on this.
9. Plan for the Area West of Newberg: Issues to discuss are septic, wells, areas connected to City water, the City's role in providing water and sewer service, streets and transportation, zoning, and whether it should be included in the Urban Reserve Area.

**Commissioner Molzahn** asked if the plan falls under periodic review for growth boundaries?

**Barton Brierley** replied yes, but it could be outside of periodic review.

**Barton Brierley** indicated to commissioners that now is the time to add any goals.

**Commissioner Parrish** said he wanted to see something for preservation of old trees, and perhaps some guidance on other types of trees.

**Commissioner Haug** suggested density and zoning changes.

**Chair Wall** asked for other suggestions.

**Chair Wall** called a five minute break at 8:00 p.m. The meeting reconvened at 8:05 p.m.

**Barton Brierley** reviewed the nine (9) stated goals with the commissioners and they voted on them as follows:

1. Examine Commercial and Industrial Lands - 2
2. Participate in Strategic Planning - 0
3. Density and Conditional Zone Changes - 4
4. Tree Plan and Ordinance - 2
5. Commercial Area Standards - 2
6. Miscellaneous Code Amendments - 4
7. Miscellaneous Plan Updates - 0
8. Riverfront Plan - 5
9. Plan for Area West of Newberg - 2

**Commissioner Haug** asked if staff would forward the goals to City Council?

**Barton Brierley** replied yes, and notified them of the joint City Council/Planning Commission meeting scheduled for Monday, February 28, at 7 p.m. in the Public Safety Building.

**Commissioner Haug** suggested that the goals be posted at that meeting.

**Commissioner Rierson** asked how the Commercial Area Standards were different from Examining Commercial and Industrial Lands?

**Barton Brierley** said the Commercial Area Standards look at what will be built, while Examining Commercial and Industrial Lands look at what areas should be zoned for the commercial use.

**Chair Wall** suggested combining them.

**Commissioner Haug** inquired about the agenda for the joint meeting?

**Barton Brierley** said it would be to discuss the goals and ask for Council endorsement.

**Barton Brierley** suggested to the commissioners that on March 6, 2000, three subgroups be assigned with a staff member to each group.

**Commissioner Parrish** recommended that the Commission do their homework prior to presenting to City Council.

**Commissioner Andrews** recommended the Commission have an ex-officio role in the strategic planning process.

**Commissioner Rierson** volunteered to participate in the process.

<b>Motion #2:</b>	<b>Andrews/Rierson</b> to take the concepts and present to City Council for their input and then form subcommittees.
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<b>Vote on Motion #2:</b>	The Motion carried (7 yes).
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## VI. ITEMS FROM STAFF

1. Update on Council items

**Barton Brierley** indicated that at the last City Council meeting they voted to vacate a short section on North Street by Providence Newberg Hospital. Council also approved sending to the voters an annexation request for the Washburn property.

2. Other reports, letters, or correspondence

**Barton Brierley** said staff reprinted the Development code and have distributed them to you.

3. Next Planning Commission Meeting: March 9, 2000

## VII. ITEMS FROM COMMISSIONERS

**Commissioner Andrews** said he will be absent at the April meeting.

Chair Wall asked the commissioners if there were other items for the February 28, 2000, meeting agenda.

Barton Brierley indicated there were not.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 8:30 p.m.

Passed by the Planning Commission of the City of Newberg this 13<sup>th</sup> day of April, 2000.

AYES: 4

NO:

ABSTAIN:  
(list names)

ABSENT:  
(list names)

Z  
Molzahn  
Parrish

ATTEST:

Norma I. Alley  
Planning Commission Recording Secretary Signature

Norma Alley  
Print Name

April 13, 2000  
Date

**INFORMATION RECEIVED INTO THE RECORD  
AT THE FEBRUARY 10, 2000, 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 #

None

LABELS FROM THE 2/10/00  
PLANNING COMMISSION MEETING  
FROM THOSE WHO GAVE PUBLIC  
TESTIMONY/REGISTRATION CARD

None