

**PLANNING COMMISSION MINUTES**  
**April 8, 2010**  
**7:00 p.m. Regular Meeting**  
**Newberg Public Safety Building, 401 E. 3<sup>rd</sup> Street**

***TO BE APPROVED AT THE MAY 13, 2010 PLANNING COMMISSION MEETING***

**I. ROLL CALL:**

Present:	Thomas Barnes	Derek Duff
	Matson Haug	Philip Smith, Vice Chair
	Cathy Stuhr	Nick Tri, Chair
	Lon Wall	

Staff Present: Steve Olson, Associate Planner  
Luke Pelz, Assistant Planner  
Tami Bergeron, Recording Secretary

Others Present: Karl Birky, Traffic Engineer

**II. OPEN MEETING:**

Chair Tri opened the meeting at 7:00 p.m. and asked for roll call.

**III. CONSENT CALENDAR:**

Chair Tri entertained a motion to accept the minutes of the March 11, 2010 meeting.

<b>MOTION #1: Smith/Haug</b> to approve the minutes from the Planning Commission Meeting of March 11, 2010. (7 Yes/ 0 No/ 0 Absent) Motion carried.
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**IV. COMMUNICATIONS FROM THE FLOOR:**

Chair Tri offered an opportunity for non-agenda items to be brought forth. No topics were brought forward.

**V. TRAINING:**

Steve Olson introduced Karl Birky, Traffic Engineer for TY Lin International. Matson Haug asked if this training was in preparation for Fred Meyer's traffic study and proposed gas station. Steve suggested that we avoid discussing Fred Meyer as that is scheduled for the next Planning Commission meeting.

Karl Birky stated that he enjoyed traffic engineering and he invited the Planning Commissioners to ask questions of him as he presented. Mr. Birky explained that almost all of engineering is based on probability. For example, there are different building categories for what will fail in the event of earthquakes similar to the probability ratings for traffic studies. He drew a bell curve 67%, 15%, and 18% to explain what percentage of population will speed, etc.

Steve Olson noted that many applicants, such as PCC, ask about the scope of the traffic study – which intersections should be studied. Karl Birky reviewed the sample traffic study by Kittelson & Assoc. (see the Planning Commission packet). The obvious question would be why did they include the roads that they did? Karl and the commissioners interjected various potential reasons. Cathy Stuhr asked for clarification as to what the traffic study should encompass. Cathy said every person comes before the PC saying their project will not create a traffic impact but as a whole, they all contribute something to traffic. Lon Wall said the Planning Commission has seen traffic studies where an intersection is already a problem and the builder does not want to show they add to the problem, as they will be pressed to pay for it to be fixed. Steve Olson mentioned that projects typically improve their streets frontages and any internal streets, and then pay System Development Charges (SDCs) towards their general impact on the system.

Matson Haug asked Karl Birky if the Planning Commission has any recourse if someone completes a traffic study that raises questions. Mr. Birky responded that he has reviewed traffic studies submitted to the City of Stayton and provided a “second opinion” for the city. Lon Wall cited an example of a 300-page traffic study that had been presented to Planning Commission in years past. He said that the study had been skewed based on the fact the study had been done avoiding a peak time of traffic. However, the study was so voluminous, only one commissioner had time to adequately review and question the material. Commission Haug said it made sense that if the traffic engineers are working to complete the studies to benefit their paying clients, the report will be skewed to benefit the client. Steve Olson said that questions about getting second opinions on traffic studies would be policy-type questions, which would be better posed to Barton Brierley than Karl. Karl Birky added that there should be some leniency as to what time of day and days of week traffic studies should be done, based on the hours of peak traffic for that area and that type of business.

Vice Chair Smith asked if a traffic study was done and prompted questions, would it be reasonable for the City to ask that the developer pay for a second opinion of his traffic study? Mr. Birky responded that he believes the developer would be upset about having to pay additional money for a full second traffic study, although a review and second opinion can be done at a lower cost.

7:50 pm

Karl mentioned that the Institute of Traffic Engineers (ITE) Manual, which lists trip generation studies, is constantly updated. The typical trip generation for some uses has changed over time. For example, car dealerships are no longer visited in person as much since many people are shopping via the internet. Steve Olson said there would not be a need to glean a second opinion for every traffic study since the design reviews are routed to many people within the City for review and comment. Planning and Engineering staff know Newberg traffic conditions, and have some experience reviewing traffic studies. Additionally, any project adjacent to a State highway goes to Oregon Department of Transportation for review and comment.

Commissioner Stuhr suggested that if Newberg did not grow at all, traffic on 99W would still get worse due to McMinnville and Sherwood growth. She asked if there were studies showing the impact of traffic resulting from growth of neighboring towns. Mr. Birky responded that background traffic shows the existing traffic and the expected traffic due to future growth. Phil Smith said he hopes all traffic proposals would include impacts by neighboring towns. Steve Olson said that the Transportation System Plan incorporates those neighboring growth factors into the future traffic assumptions.

Chairman Tri suggested a 5-minute break prior to entering the next topic. Planning Commission reconvened at 8:36 pm.

## **VI. WORKSHOP:**

Staff began the workshop by presenting potential Zoning Map and Comprehensive Plan Map changes within the Urban Growth Boundary - see pages 61 through 76 of the meeting packet. Staff reminded the Commission that this meeting is intended as information only, and no formal recommendations or decisions are required at this time. Potential map changes include upzoning some areas to R-2 or R-3, applying the Community Facility zone to existing parks, and cleaning up areas with inconsistent zoning. The Planning Commission discussed the potential changes in regard to traffic generation, affordable housing needs, property owners' development plans, and potential opposition. Staff stated that the next step would be for Council to initiate map amendments then return to the Planning Commission for consideration. Initiation is at the discretion of Council and no date is set at this time.

## **VII. ITEMS FROM STAFF:**

Update on Council items:

Steve Olson mentioned that the City Council approved the housing element update and sent their thanks to the Planning Commission for the work they did on it.

In general, the affordable housing code amendments are on hold pending the decision by Council on how to arrange the hearings and public input. Cathy said that the Mayor would want Planning Commission input as to how Council should best move forward.

Phil responded that the plan is comprehensive as a proposal, but is modest. It is not going to solve all of the affordable housing needs. Phil said it is designed to be a package that should be viewed all at once knowing that all of the pieces play a role together. Matson Haug thinks Council needs a broad stroke comprehensive summary of what the plan is. The details would need to be fed to Council slowly so that it was not overwhelming.

Other reports, letters, or correspondence:

Steve Olson shared that the Affordable Housing Action Plan had won an award. The Oregon Chapter of the American Planning Association (OAPA) selected the City of Newberg Planning Division as the recipient of the 2010 Betty Niven Award for Distinguished Leadership in Affordable Housing Advocacy.

Steve Olson noted that Oregon State law now requires Planning Commissions to report to the Cemetery Board what the City's regulations are about burials on private property. Commissioner Haug asked if Newberg has regulations about burying on private property. Steve replied that the code did not allow burials on private property, but was generally silent on the topic. The city should probably create code language addressing burials on private land. Steve Olson will investigate and return with more information.

**VIII. ITEMS FROM COMMISSIONERS:**

None.

**IX. ADJOURN:**

Chair Tri adjourned the meeting at 9:30 PM.

**Approved by the Planning Commission on this 13<sup>th</sup> day of May, 2010.**

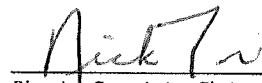
**AYES:** 7

**NO:** 0

**ABSENT:** 0  
(List Name(s))

**ABSTAIN:** 0  
(List Name(s))

  
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Planning Recording Secretary

  
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Planning Commission Chair