

CITY OF NEWBERG PLANNING COMMISSION MINUTES
THURSDAY, FEBRUARY 13, 2014
7:00 PM REGULAR MEETING
NEWBERG PUBLIC SAFETY BUILDING (401 E. THIRD STREET)

I. CALL MEETING TO ORDER

Chair Art Smith called the meeting to order at 7:00 PM.

II. ROLL CALL

Members Present:	Art Smith, Chair	Jason Dale	Allyn Edwards
	Matt Fortner	Philip Smith	Cathy Stuhr
	Mayor Bob Andrews, ex-officio		

Members Absent: Gary Bliss, Vice-Chair (excused) Sulamita Barbiyeru, student commissioner (excused)

Staff Present:	Barton Brierley, Planning & Building Director	Steve Olson, Associate Planner
	DawnKaren Bevill, Minutes Recorder	

Others Present: Peter Fortner

III. PUBLIC COMMENTS

Chair Smith opened and closed the public comments as no one appeared to comment.

VI. WORKSHOP: SUBDIVISION CRITERIA.

Mr. Steve Olson, associate planner, presented the staff report accompanied by a PowerPoint presentation (see official meeting packet for full report). The workshop is to familiarize the planning commission with Newberg's existing subdivision criteria, the clear and objective legal requirements, and examples of the criteria. Mr. Olson gave background on the development code and how Newberg makes subdivision decisions. The criteria are the legal standards the city uses to make a decision on a subdivision application. State law requires city and county criteria and development standards for needed housing to be clear and objective. Staff also wants to ensure the city's subdivision criteria and development standards function well, clarifying them as needed and making it easier for the public and developers to understand the subdivision approval process. The commission discussed the general direction on potential revisions to the subdivision criteria and the framework of the criteria.

Commissioner Philip Smith suggested two tracks for reaching the purpose statement: (1) clear and legalistic, strict, and (2) the vaguer negotiated track, with perhaps a higher review process. After staff is finished with the draft, it may be advantageous for the planning commission to review it along with developers during a workshop session. Mayor Andrews agreed a town hall with developers would bring good feedback.

Commissioner Edwards stated costs associated with fees and permits can be expensive and suggested one fee to cover costs for Type-3 applications.

Commissioner Cathy Stuhr said the performance agreements section is very vague and asked staff to take another look at the language to consider changes to that section. She also suggested clarification on whether the city is accepting electronic documents and/or paper documents. Mr. Olson said the language should be updated. Commissioner Stuhr suggested stormwater be included under common improvements.

Mr. Olson added the next steps include a recommendation on what approach and options to pursue. Staff will return with a rough draft at a future workshop which could lead to initiating a code amendment and formal hearings.

V. ITEMS FROM STAFF

TIME – 8:14 PM

1. Update on Council items

Mr. Brierley reported he spent the day in Salem before the Land Conservation and Development Commission (LCDC) regarding the South Industrial Urban Growth Boundary (UGB). Unfortunately, it did not go well. Many detailed questions were asked and there was a lack of understanding by the LCDC on criteria for creating a UGB; they did not seem likely to recommend approval. The hearing was continued to March 13, 2014, in Coos Bay. One concept the commissioners could not grasp is the UGB is a long range plan for industrial lands that would be developed over time. There was much discussion with the commissioners about farm land impacts and staff showed detailed analysis and findings on farm land and why it would be included.

2. Other reports, letters, or correspondence

Mr. Brierley stated there will be training held on February 24, 2014, at 6:30 PM – 9:00 PM for committee members.

3. The next planning commission meeting is scheduled for Thursday, March 13, 2014.

IX. ITEMS FROM COMMISSIONERS

No items were brought forward.

X. ADJOURN

Chair Smith adjourned the meeting at 8:33 PM.

Approved by the Planning Commission on this 10th day of April, 2014.

AYES: 7

NO: Ø

ABSENT: Ø

ABSTAIN: Ø



Planning Recording Secretary



Planning Commission Chair