

NEWBERG PLANNING COMMISSION MINUTES
June 9, 2016, 7:00 PM
PUBLIC SAFETY BUILDING (401 E. THIRD STREET)

Chair Allyn Edwards called the meeting to order at 7:00 p.m.

OATH OF OFFICE FOR NEW COMMISSIONERS:

Mayor Bob Andrews introduced new City Manager Joe Hannan and swore in new Planning Commissioners Ron Wolfe and Noelle Torres.

Mayor Bob Andrews, Joe Hannan, City Manager, and Sue Ryan, City Recorder, left the meeting 7:05 p.m.

ROLL CALL

Members Present:	Allyn Edwards, Chair	Jason Dale
	Gary Bliss	Noelle Torres
	Cathy Stuhr	Ron Wolfe
		Mayor Bob Andrews, ex-officio

Staff Present: Doug Rux, Community Development Director
Bobbie Morgan, Office Assistant II
Steve Olson, Senior Planner
Sue Ryan, City Recorder
Joe Hannan, City Manager

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

Approval of the May 12, 2016 Planning Commission Meeting Minutes

MOTION: PC Cathy Stuhr/PC Ron Wolf moved to approve the May 12, 2016, Planning Commission minutes as written. Motion carried (6 Yes/ 0 No).
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QUASI-JUDICIAL PUBLIC HEARING:

- Stream Corridor Variance – 714 Dayton Avenue:** Consider a variance request to the Stream Corridor overlay regulations to allow a treehouse in the stream corridor. The site is within the R-1 (Low Density Residential) zone, and has a Stream Corridor overlay over most of the backyard.
APPLICANT: Andrew Parker
LOCATION: 714 Dayton Avenue TAX LOT: 3219DB-4701
FILE NO.: MISC-16-011 ORDER: 2016-22
CRITERIA: Newberg Development Code Sections: 15.342.100(B)

Chair Allyn Edwards called the hearing to order at 7:09 pm. He gave instructions on how the hearing would be conducted.

Call for abstentions, bias, ex parte contact, and objections to jurisdiction: None

Staff Report: PowerPoint presentation given by SP Steve Olson. He explained the location of the stream corridor on Dayton Avenue. This was a request for a stream corridor variance to allow a tree house to remain in the stream

corridor overlay. The stream corridor was meant to be left in a natural state as open space. The variance did not change the overlay boundary, but allowed for a small amount of development if it met the criteria. He showed what the tree house looked like and stated the stairs were supported by posts and were not cut into the slope. He then reviewed the variance criteria. A stream corridor impact report was submitted. The projected impact area was about 300 square feet of the stream corridor by the stairs and tree house. No fill was placed on the site and there had been minimal amount of excavation. No trees were removed. Overall it was a low impact to the stream corridor. The applicant had been removing blackberry and ivy from the site and planting native plants. There was a condition that there should be 900 square feet of mitigation for the application. This would result in equal or greater protection of the stream corridor resource. Staff recommended approval of the request.

Public Testimony:

Proponents:

Andrew Parker, applicant, admitted he made a mistake and built the tree house before getting approval. It was for family use only. The mitigation was started before building the tree house and the stairs made the area more accessible. The size of the tree house was based on the recycled materials that were used.

Opponents and undecided: None.

Close of public testimony: Chair Allyn Edwards closed the public testimony portion of the hearing at 7:20 pm.

Staff Summary of written testimony: None.

Final comments from staff: SP Steve Olson said staff recommended approval as conditioned.

Deliberation of commission:

<p>MOTION: PC Cathy Stuhr/PC Gary Bliss moved to approve Order 2016-22 as conditioned. Motion carried (6 Yes/ 0 No).</p>

NEW BUSINESS:

CDD Doug Rux said this resolution amended the Planning Commission guidelines and rules which were adopted in 2012. At that time the document referenced the Planning and Building Department and in 2015 the department was changed to Community Development. All the references to the Planning Director had been changed to Community Development Director. The City Recorder no longer did the recordings for the minutes, but the Planning Division in the Community Development Department did. Some references were changed as well as the table of contents updated. Staff recommended adoption of the resolution.

<p>MOTION: PC Gary Bliss/PC Ron Wolfe moved to approve Resolution 2016-320. Motion carried (6 Yes/ 0 No).</p>
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ITEMS FROM STAFF:

CDD Doug Rux gave updates on City Council approval of the contract to purchase new permit software, new banners for George Fox's 125th anniversary, Transportation Growth Management Grant application, regulations for marijuana wholesalers, research certificates, laboratories, and retailers, and the budget which included another planning position. He then discussed upcoming meetings including a joint Work Session with the Council on June 27, Transportation System Plan update on July 14, possible applications in August, and the Newberg Downtown Improvement Plan in November. He then discussed some communications that had been forwarded to the Planning Commission regarding no parking signs on private streets. This was an enforcement issue and the signs were back up.

PC Gary Bliss asked what the enforcement was for the no parking. CDD Doug Rux replied he would have to discuss it further with the Fire Chief and Code Enforcement. SP Steve Olson said this was an example of how codes changed. There was an enforcement issue for these private streets, which was one of the reasons private streets were not allowed anymore.

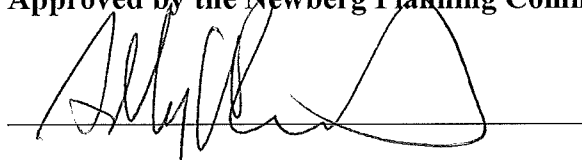
The next Planning Commission meeting would be held on July 14, 2016.

ITEMS FROM COMMISSIONERS:

Chair Allyn Edwards reported on the Mayor's Cabinet meeting. He welcomed the new Planning Commissioners. He asked about future Planning Commission education, and CDD Doug Rux said there were funds in the budget for additional training.

Chair Allyn Edwards adjourned the meeting at 7:50 pm.

Approved by the Newberg Planning Commission this 11 day of August, 2016.

A handwritten signature in black ink, appearing to read 'Allyn Edwards', written over a horizontal line.

Allyn Edwards, Planning Commission Chair

A handwritten signature in black ink, appearing to read 'Bobbie Morgan', written over a horizontal line.

Bobbie Morgan, Office Assistant II