

NEWBERG PLANNING COMMISSION MINUTES

December 12, 2019
Newberg Public Safety Building
401 E Third Street

City Recorder Sue Ryan presented iPad update training for the Planning Commissioners.

Chair Edwards called meeting to order at 7:00 pm.

ROLL CALL

Members Present: Allyn Edwards
Kriss Wright
Jason Dale
Jeffrey Musall
John Wuitschick
Colin Bolek, Student Planner

Members Absent: Robert Ficker, excused
Sharon Capri

Staff Present: Doug Rux, Community Development Director
Keith Leonard, Associate Planner
Kristin Svicarovich, Engineering Associate

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

1. Approval of the November 14, 2019 Planning Commission meeting minutes

MOTION: PC Wright/PC Musall moved to approve the November 14, 2019 Planning Commission meeting minutes.
Motion carried (5 Yes/0 No).

LEGISLATIVE PUBLIC HEARING

1. A Resolution recommending City Council incorporate the 2019 Water Management and Conservation Plan into the Newberg Comprehensive Plan – File CPTA19-0002, PC Resolution 2019-352

CALL TO ORDER: Chair Edwards called the hearing to order at 7:00 pm.

STAFF REPORT:

Community Development Director Doug Rux presented the staff report. This was a Comprehensive Plan text amendment to incorporate the 2019 Water Management and Conservation Plan. Engineer Kristin Svicarovich gave an overview of the 2019 Water Management and Conservation Plan. The focus of the Plan was conservation, curtailment, and water rights. The five sections of the Plan included water supply and consumption, the City's water system, conservation benchmarks, reducing the City's water loss to below 10%, water conservation kits, water curtailment, and water rights. The State of Oregon issued the City's water order in September 2019. The order said they did not need additional water rights and in five years a progress report would need to be provided to the State. The Plan would have to be updated every ten years.

CDD Rux discussed the findings and how all of the applicable Comprehensive Plan goals, Water Master Plan, Statewide Planning Goals, and Administrative Rules had been addressed. When the City received the final order, it said the City complied with Division 86. Staff recommended approval.

PC Wright asked if the 50% consumption for single family residential was in proportion to the amount of multi-family residential. Engineer Svicarovich responded it was fairly representative. CDD Rux said it correlated with the swing to more multi-family than single family over the next 20 year horizon. Currently industrial was a low water user as it was manufacturing and warehouses.

Student PC Bolek asked about the West Rock property. CDD Rux responded to redevelop that site they would have to annex it to get access to City water. They had enough water to provide service to that site, but in ten years it might look different.

Chair Edwards asked if they would have to revisit the Plan if the Urban Growth Boundary expansion went through. CDD Rux responded no, it would be revisited in ten years. There was enough water for the 20 year horizon, but they would need more for 50 to 100 years.

PUBLIC TESTIMONY: None

CLOSE OF PUBLIC TESTIMONY: Chair Edwards closed the public testimony portion of the hearing at 7:20 pm.

FINAL COMMENTS FROM STAFF AND RECOMMENDATION:

CDD Rux said staff recommended adoption of the resolution.

ACTION BY THE PLANNING COMMISSION:

MOTION: PC Dale/PC Wright moved to approve Resolution No. 2019-352. Motion carried (5 Yes/0 No).

QUASI-JUDICIAL PUBLIC HEARING

1. Conditional use permit for a vacation rental home at 804 E Franklin Street, Yamhill County Tax Lot R3218DD-13100. File No. CUP19-0002, PC Order 2019-10.

CALL TO ORDER: Chair Edwards called the hearing to order at 7:21 pm.

CALL FOR ABSTENTIONS, BIAS, EX PARTE CONTACTS, AND OBJECTIONS TO JURISDICTION: None

Legal announcement read by Student PC Bolek.

STAFF REPORT:

CDD Rux presented the staff report. This was a request for a Conditional Use Permit for a vacation rental home on E Franklin Street. This was a two bedroom single family dwelling that was in the R-3 high density residential zone near downtown. He reviewed the criteria. The design character was compatible with the other single family homes in the area, there were four off-street parking spaces, it was near downtown, upgrades would be required to the public sidewalk, they would be required to register with the City and pay Transient Lodging Tax, maximum occupancy was four, and the proper signage was required. Staff recommended approval. Public comment was received in support of the application.

PUBLIC TESTIMONY: None

CLOSE OF PUBLIC TESTIMONY: Chair Edwards closed the public testimony portion of the hearing at 7:27 pm.

FINAL COMMENTS FROM STAFF AND RECOMMENDATION:

CDD Rux said staff recommended approval.

PLANNING COMMISSION DELIBERATION:

PC Musall thought the letter in support was a positive and that this was a good use of the property.

ACTION BY THE PLANNING COMMISSION:

MOTION: PC Wright/PC Musall moved to approve PC Order No. 2019-10. Motion carried (5 Yes/0 No).

WORKSHOP

1. Workshop to review and discuss amending Section 15.305.020 footnote #5 of the Newberg Municipal Code.

Associate Planner Keith Leonard presented a code amendment to the commercial requirements and residential use restrictions on Second Street. Staff proposed that Footnote #5 would be applicable to Hancock, but not Second Street. The Footnote said that no more than 30% of a single street frontage was allowed to be residential. That meant that 70% of the street frontage would be commercial or office. There was also a requirement that contiguous residential street frontage could be no longer than 60 lineal feet. The Council supported the amendment through Council Goal 11, implementing the Newberg Economic Development Strategy. The Newberg Downtown Improvement Plan also specified that there be an emphasis on residential on Second Street.

Chair Edwards asked what the current percentage of residential was on Second Street. AP Leonard responded there was one mixed use building with 19 apartments and one live/work unit. There were a few residential homes that had been converted as well.

CDD Rux discussed the Downtown Improvement Plan and how residential was planned for Second Street. Currently it was difficult to put in residential as they had to include commercial space in the project. This would allow for only residential projects to be approved. He recommended keeping the commercial requirement for Hancock Street.

PC Dale asked if there had been any public comment on the proposal. CDD Rux responded no, but staff had conversations with the Newberg Downtown Coalition and they had no negative comments.

Chair Edwards asked why they decided to make this change. AP Leonard replied taking out the restriction would make it easier to do business in Newberg.

Chair Edwards thought this was a great idea.

PC Wright was also in favor of the change which would allow for more urban redevelopment, which would especially appeal to millennials. It would help give the City a lower carbon footprint to have businesses and residential within walking distance.

CDD Rux said staff would put together an official proposal and would bring it back to the Commission in February or March.

ITEMS FROM STAFF:

1. CDD Rux gave an update on Council's approval of planning items and the anticipated schedule of Planning Commission meetings.

ITEMS FROM COMMISSIONERS:

Chair Edwards thanked PC Wuitschick for his time on the Commission. His last meeting would be in January.

Chair Edwards commented on the holiday party next Tuesday.

Chair Edwards asked about the process for allowing the student member to have voting rights. CDD Rux responded the way the student members were established was a student with non-voting rights. He would have to look into the process for changing that.

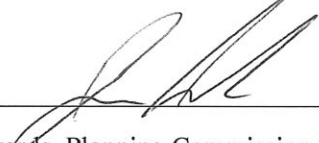
Chair Edwards thought they should be able to vote.

The next Planning Commission meeting would be held on January 9, 2020.

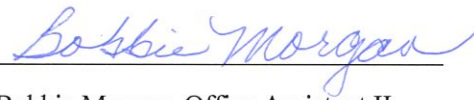
ADJOURNMENT:

Chair Edwards adjourned the meeting at 7:53 pm.

Approved by the Newberg Planning Commission this January 9, 2020.



Allyn Edwards, Planning Commission Chair



Bobbie Morgan, Office Assistant II