

NEWBERG PLANNING COMMISSION MINUTES

August 13, 2020 7:00 pm
414 E First St,
City Hall Permit Center Conference Room
Newberg Tele-conference

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history.)

Chair Jason Dale called meeting to order at 7:00 p.m.

PLANNING COMMISSION ROLL CALL:

Members Present: Jason Dale
Kriss Wright
Robert Ficker
Colin Bolek, Student Planner
Sharon Capri
Robert Sherry

Members Absent: Jenna Morris, excused
Jeffrey Musall

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

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

1. Approval of the July 9, 2020 Planning Commission meeting minutes

MOTION: PC Sherry/PC Capri moved to approve the July 9, 2020 Planning Commission Meeting Minutes. Motion carried (5 Yes/0 No).

QUASI-JUDICIAL PUBLIC HEARINGS:

1. Annexation application approval for Health hazard annexation.
Applicants: David & Cheryl Steenstra Location: 2255 NE Chehalem Drive
File Number: ANX20-0001 PC Resolution: 2020-357

Chair Dale opened the hearing at 7:02 p.m.

Call for Abstentions, Bias, Ex Parte Contact, Conflicts of Interest, and Objections to Jurisdiction: None

Legal Announcement: Student PC Bolek read the legal announcement.

Staff Report: Associate Planner Leonard presented the staff report. This was a request for a health hazard annexation of one acre at 2255 NE Chehalem Drive. The homeowner's well was drying up and they needed to connect to City water. The property was within the Urban Growth Boundary and had a Comprehensive Plan designation of LDR, low density residential. The current county zoning of VLDR-1 would change to city zoning of R-1. He then reviewed the criteria for the annexation. The property was located within the Urban Growth Boundary and was contiguous to the City limits along its eastern boundary. The legal description of the

area to be annexed included the adjacent right-of-way which provided for future continuity of the City limits. There was a water line and stormwater line in Chehalem Drive and a wastewater line on Legacy Drive. The proposed use complied with the Comprehensive Plan. There was an adequate level of urban services available within three years. Staff recommended approval of the application.

PC Wright asked if the property owner wanted to connect to the sewer line, would they have to pay to put it in. Community Development Director Rux responded yes, they would have to extend the sewer line at their own cost.

Engineer Svcarovich said the applicant would sign a non-remonstrance agreement which explained how they would be responsible for those types of improvements.

Public Testimony:

Applicant: David Seenstra said they were not planning to develop the property. They just needed water.

Proponents: None

Opponents & Undecided: None

Close of Public Testimony: Chair Dale closed the public testimony portion of the hearing at 7:14 p.m.

Final Comments from Staff: AP Leonard said staff's recommendation was to approve the application.

MOTION: PC Wright/PC Capri moved to approve Planning Commission Resolution 2020-357. Motion carried (5 Yes/0 No).
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2. Approval of Conditional Use Permit for a Vacation Rental

Applicants: Mike & Cynthia Paul

Location: 1213 E Ninth Street

File Number: CUP20-0002

PC Order: 2020-03

PC Dale opened the hearing at 7:15 p.m.

Staff Report: AP Leonard presented the staff report. This was a request for a Conditional Use Permit for a vacation rental at 1213 E Ninth Street. This was an existing 2 bedroom single family dwelling and the zoning was R-2, medium density residential. He discussed the applicable criteria. The location of the house was south of downtown across the street from Ninth Street Grocery. The use would be compatible as it was similar to a regular residential use in design and operating characteristics. Two off street parking spaces were provided on site. The owner would register the rental and pay the required tax. There would be a maximum occupancy of four guests (two per bedroom). Contact info for the owner, police, vacation rental standards, max occupancy, and garbage pick-up day would be posted next to the front door. Staff recommended approval with conditions.

PC Sherry noted an error in the staff report stating the maximum was 15 people. AP Leonard said that should be struck from the report.

Public Testimony:

Applicant: Carl Paulson, representing the applicants, said the applicants closed on the property on May 28 and the staff report listed the previous owners. They had no issues with the conditions of approval.

Proponents: None

Opponents & Undecided: None

Close of Public Testimony: Chair Dale closed the public testimony portion of the hearing at 7:25 p.m.

Final Comments from Staff: AP Leonard said staff recommended approval with conditions.

Call for Abstentions, Bias, Ex Parte Contact, Conflicts of Interest, and Objections to Jurisdiction: None

Legal Announcement read by Student PC Bolek.

CDD Rux asked if there were any objections to adding the corrections to the staff report into the record.

There were no objections.

Planning Commission Deliberation:

PC Wright thought this was a good use of the property.

MOTION: PC Sherry/PC Wright moved to approve CUP 20-0002, Planning Commission Order 2020-03. Motion carried (5 Yes/0 No).

ITEMS FROM STAFF:

1. Economic Opportunities Analysis – Buildable Lands Inventory and Employment Land Needs Analysis

CDD Rux gave a presentation on the Newberg Economic Opportunities Analysis. He discussed the changes that were made to the map of the commercial and industrial buildable lands inventory, unconstrained vacant and partially vacant land, buildable land by site size, employment forecast, potential growth rates, types of employment and future mix of employment, commercial employment densities and land in rights-of-way, and future employment land needed assuming the growth rate of 1.39%. The data showed that they had a surplus of 20 acres of commercial land over the next 20 years. He explained the potential target industries, location quotient diagram, characteristics of sites by industries, types of sites target industries might need, industrial land demand, regional development patterns, industrial employees by city, acres of land with industrial employment, characteristics of regional sites, and Newberg industrial land site needs. The data showed that they needed 51 acres of industrial land for sites that were less than 5 acres in size, 69 acres for sites that were 5-25 acres in size, 33 acres for sites that were 25-50 acres in size, and 92 acres for sites that were 50 or more acres in size. That was a total of 246 acres. Newberg had enough commercial land to accommodate growth, but did not have enough industrial land. The next step was to discuss potential strategies they could use to accommodate employment growth. If the mill site was to redevelop, it could meet some of the needed industrial parcel sizes.

Chair Dale asked if this information would be used to apply for a UGB expansion in the future. CDD Rux responded to do a UGB expansion they needed a Housing Needs Analysis and Economic Opportunities Analysis. These both should be finished in February and he would be going to the City Council in April to ask if they wanted staff to initiate a UGB expansion process.

2. Anticipated Schedule of Planning Commission Activities presented by CDD Rux

CDD Rux reviewed the upcoming agenda items.

ITEMS FROM COMMISSIONERS:

PC Wright appreciated the job numbers for Newberg specifically, not just all Yamhill County.

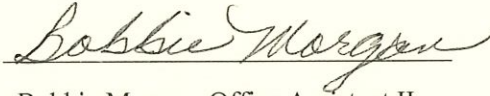
ADJOURNMENT:

Chair Dale adjourned meeting at 8:05 p.m.

Approved by the Newberg Planning Commission this September 10, 2020.

A handwritten signature in blue ink, appearing to read "J. Dale", written over a horizontal line.

Jason Dale, Planning Commission Chair

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

Bobbie Morgan, Office Assistant II